

Barham Village Hall Charitable Incorporated Organisation (CIO)

Trustees' Annual Report– 6th November 2023

Conversion to a Charitable Incorporated Organisation (CIO)

The village hall was converted to a Charitable Incorporated Organisation (CIO) on the 19th November 2021. Following this, the assets of the old unincorporated charity were transferred to the new CIO on 21st March 2022. Since then the assets of the charity (land, buildings and equipment) have been formally transferred to the CIO via a novation agreement. The shop and bowls club leases have been amended to reflect this transfer. The formal notification of the land transfer by the Land Registry is still awaited (due to delays resulting from the Covid lockdown).

Trustees' Responsibilities for the Financial Accounting Statements

The trustees (who are also the directors of the company for the purposes of company law) are responsible, as set out in the Charity's financial compliance procedures (which are available online), for keeping proper accounting records, safeguarding the assets of the Charity, and the preparation of (annual) financial accounting statements. As the charity's gross income does not exceed £250,000 the trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) but that an independent examination is needed, and this is attached to the accounts for the year under review.

Projects and Improvements 2022-23

The hall trustees considered that the hall would be a good location for a 'warm space' during the winter of 2023. Due to the dramatic rise in energy costs many local residents were struggling with heating costs. The Coffee Stop and other 'warm space' initiatives were organized and gained a Kent Community Foundation grant. The Knit & Natter initiative is likely to continue in the coming winter.

The creation of a shop store in the old kitchen was completed and a timber lobby subsequently erected. The barge boards on the gable above the store were renewed with uPVC boards in August 2023. The shop also created side door and window to the former store room. The paving to the side of the hall that provides access to the new store was improved and widened during September/October. The hall has agreed to contribute £1,000 towards the cost of this hard landscaping.

The shop's broadband contract with Plusnet ran out at the beginning of September. The shop decided to utilise a new fibre to the premises connection. The hall's broadband had been provided via a link to the shop's supply because the hall did not have its own phone line. The hall trustees considered that with the availability of fibre broadband it

was more appropriate that the hall had its own broadband provider. Orbital installed a new supply in August/September 2023.

Playing recorded music in the hall has been an issue for several years and it has not been clear if the hall itself needed a music licence or if individual hirers' licences were sufficient. After negotiation with the PPL/PRS (Phonographic Performance Ltd and the Performing Rights Society) we have purchased an appropriate music licence.

The hall car park was given a top-up of gravel in February by a group of local volunteers. This car park was extended northwards in June. The overgrown area of snowberry was cleared and has usefully created a couple of additional spaces.

Caretaking duties at the hall have been carried out by a number of volunteers, each tackling one or two of the jobs. This has been unsatisfactory at times and consequently the trustees have appointed Andy Brookman as a 'caretaker' and IT expert.

The Barham Downs History Society (BDHS) heritage room (the Atherton Room) was fitted out during the year and opened in August 2023. The heritage room is open on Wednesday mornings and by appointment on other dates.

Lastly some Thank yous: Thanks to:

- all the regular hirers for returning to the hall.
- to the Coffee Stop and 100 club for their contributions (financial and social).
- to Geoff, Steve, Roger and Andy for their help looking after the hall and grounds
- to Linda, Kim and Alison for doing a great job cleaning the hall
- to Deb and Kay for sorting out the warm spaces initiative
- to Alison for carrying on looking after the bookings, and
- to the trustees for their help and advice, in particular to Alison for taking over the treasurer role and Delia for being secretary.
- to Kay Greig who is standing down as a hall trustee (representing Coffee Stop and the Parochial Church Council). Kay has been a trustee for several years and her inputs and knowledge will be missed.

November 2023

**Independent examiner's report
to the trustees of the Barham Village Hall CIO
on the accounts for the year ended 30th June 2023
Charity number 1196678**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30th June 2023 as set out on pages 1 to 7.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination and confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

Signed



Date:

19th Oct 2023

Barham Village Hall CIO

Annual Accounts for the period 1st July 2022 to 30th June 2023

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Barham Village Hall CIO

Statement of Financial Activities for the period 1st July 2022 to 30th June 2023

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds this year June 2023	Prior year funds June 2022
		£	£	£	£	£
INCOME						
Income and endowments from:						
Donations and legacies		202	-	-	202	217
Fundraising activities and events		1,200	-	-	1,200	1,200
Operating Income - Hire of hall and facilities		37,354	-	-	37,354	30,853
Interest received		551	-	-	551	32
Grants received		-	1,795	-	1,795	5,967
Other		-	-	-	-	-
Total Income		39,308	1,795	-	41,103	38,268
EXPENDITURE						
Expenditure on:						
Raising funds and charitable activities	note 2	-	1,162	-	1,162	-
Separate schedule of material expenses	note 2	28,667	8,355	-	37,022	20,634
Other administrative expenditure	note 2	1,331	-	-	1,331	809
Depreciation of Fixed Assets	note 5	-	-	32,000	32,000	-
Total Expenditure		29,998	9,517	32,000	71,515	21,443
Net income/(expenditure) before tax for the reporting period		9,310	(7,722)	(32,000)	(30,412)	16,825
Tax payable	note 1	-	-	-	-	-
Net income/(expenditure) after tax before investment gains/(losses)		9,310	(7,722)	(32,000)	(30,412)	16,825
Extraordinary items	note 3	(8,363)	-	-	(8,363)	(1,803)
Transfers between funds	note 9	-	-	-	-	-
Other recognised gains/(losses):						
Gains on revaluation of tangible fixed assets for the charity's own use		-	-	-	-	2,000,000
Net movement in funds for the year		947	(7,722)	(32,000)	(38,775)	2,015,022
Reconciliation of funds:						
Total funds brought forward	note 9	62,655	10,000	2,000,000	2,072,655	57,633
Total funds carried forward (see Balance Sheet)		63,602	2,278	1,968,000	2,033,880	2,072,655

The notes on pages 3 to 5 form part of these financial statements

Barham Village Hall CIO
Balance Sheet as at 30th June 2023

		Unrestricted funds	Restricted income funds	Endowment funds	Total this year June 2023	Totals last year June 2022
		£	£	£	£	£
FIXED ASSETS						
Tangible assets (<i>Net Book Value</i>)	note 5	-	-	1,968,000	1,968,000	2,000,000
Total fixed assets		-	-	1,968,000	1,968,000	2,000,000
CURRENT ASSETS						
Debtors	note 6	992	-	-	992	296
Investments		-	-	-	-	-
Cash at bank and in hand	note 7	63,900	2,423	-	66,323	73,170
Total current assets		64,892	2,423	-	67,315	73,466
CREDITORS: amounts falling due within one year						
Trade creditors and accruals	note 8	1,290	145	-	1,435	811
Net current assets less liabilities		63,602	2,278	-	65,880	72,655
Total net assets or liabilities		63,602	2,278	1,968,000	2,033,880	2,072,655
FUNDS OF THE CHARITY						
Endowment funds						
- Revaluation reserve	note 7	-	-	1,968,000	1,968,000	2,000,000
Restricted income funds	note 7	-	2,278	-	2,278	16,515
Designated Funds	note 7	46,140	-	-	46,140	46,140
Unrestricted funds	note 7	17,462	-	-	17,462	10,000
Total funds		63,602	2,278	1,968,000	2,033,880	2,072,655

The trustees acknowledge their responsibilities for complying with the requirements of the Charities Act with respect to maintaining proper accounting records, safeguarding the assets, and the preparation of accounts.

Signed by two trustees on behalf of all the trustees

name

signature

date

Barham Village Hall (CIO)
Notes to the Financial statements for the year to 30th June 2023

Note 1 Accounting Policies

Basis of Preparation

These Financial Statements have been prepared on the historic cost basis (except where assets are shown as revalued) and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Tangible Assets and Depreciation

Prior to 2022, whilst still a trust, the land and buildings (the original endowment) were not shown or valued in annual accounts. However, with the organisational change to a Charitable Incorporated Organisation (CIO), the land and buildings were valued by the trustees for accounting and insurance purposes at £2,000,000. Annual reporting requirements for companies are that buildings element of property owned be depreciated over their projected useful life, commonly 50 years, which equates to 2% annually on a straight-line basis.

On the basis that the recently refurbished buildings were valued at £1,600,000, depreciation will be charged thereon in these accounts at 2% per annum.

It is the policy of the trustees that other tangible assets, such as equipment and furnishings, etc, are charged against income in the year of purchase and therefore not shown within the total Tangible Assets on the Balance Sheet.

Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:
the charity becomes entitled to the resources
the trustees are virtually certain they will receive the resources; and
the monetary value can be measured with sufficient reliability.

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Resources Expended

Resources expended have been analysed in these accounts using natural classification.

Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Funds

The Charity has four funds, two unrestricted and two restricted, movements on which are detailed in note 9 to these accounts.

- the **unrestricted General Fund**, comprising accumulated surpluses and deficits which have not been designated for other purposes and which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- a **Designated Fund**, being part of the unrestricted funds but which have been designated for other purposes, such as planned expenditure or contingencies.
- a **Restricted Fund** for donations given for specified purposes, and
- the **Endowment Fund** which represents, in these accounts, the value of the freehold originally donated to the trust.

Barham Village Hall (CLO)

Note 2 Operating Expenditure

Expenditure on raising funds

Separate material items of expenditure

Building Repairs and Maintenance

Other Expenditure

Internet IT and Software licences etc

Note 3 Extraordinary Expenditure

Extraordinary Expenditure in the period

Barham Village Hall (CIO)
Notes to the Financial statements for the year to 30th June 2023

Note 4 Trustees Expenses and Related Party Transactions

No Trustees claimed any expenses during this accounting period, and nor have there been any related party transactions.

Note 5 Tangible Fixed Assets

	Year to 30th June 2023			Total funds	Year to 30th June 2022			Total funds
	Unrestricted funds	Restricted income funds	Endowment funds		Unrestricted funds	Restricted income funds	Endowment funds	
Land and Buildings				£				£
Cost or Value brought forward	-	-	2,000,000	2,000,000	-	-	-	-
Revaluation 2022 (on transfer to CIO)	-	-	-	-	-	-	2,000,000	2,000,000
	-	-	2,000,000	2,000,000	-	-	2,000,000	2,000,000
Depreciation								
Balance brought forward	-	-	-	-	-	-	-	-
Depreciation charged in the period	-	-	32,000	32,000	-	-	-	-
	-	-	32,000	32,000	-	-	-	-
Net Book Value at 30th June	-	-	1,968,000	1,968,000	-	-	2,000,000	2,000,000

In accordance with 'Accounting Policies' note 1 above, other tangible assets, such as equipment and furnishings, are charged against income in the year of purchase as shown in note 2 under 'Separate material items of expenditure'.

Barham Village Hall (CLO)

Note 6 Debtors and Prepayments

Trade debtors
Prepayments and accrued income

Note 7 Cash and Bank

Savings Accounts
Current Accounts

Note 8 Creditors and Accruals

Trade creditors and accruals
Deposits received in advance

Barham Village Hall (CIO)
Notes to the Financial statements for the year to 30th June 2023

Note 9 Movement of Funds and Transfers

	Year to 30th June 2023		Year to 30th June 2022	
	Accumulated General funds	Designated funds	Total Unrestricted income funds	Total Unrestricted income funds
Balances brought forward	16,515	46,140	62,655	57,881
Operating surplus (deficit)	947	-	947	4,774
Transfers to other reserves	-	-	-	(15,000)
Transfers from other reserves	-	-	-	15,000
Balances carried forward	17,462	46,140	63,602	62,655

Restricted Funds

	Year to 30th June 2023		Year to 30th June 2022	
	Restricted income funds	Endowment funds	Restricted income funds	Endowment funds
Balances brought forward	10,000	2,000,000	10,000	-
Revaluation surplus	-	-	-	2,000,000
Receipts during the period	1,795	-	-	-
Charges against reserves	(9,517)	(32,000)	-	-
Balances carried forward	2,278	1,968,000	10,000	2,010,000

Total Reserves and Funds

	Year to 30th June 2023		Year to 30th June 2022	
	Accumulated and Designated Unrestricted	Restricted income funds	Accumulated and Designated Unrestricted	Restricted income funds
Balances brought forward	62,655	10,000	57,881	10,000
Operating surplus (deficit) for the period	947	(7,722)	4,774	-
Transfers to other reserves	-	-	(15,000)	-
Transfers from other reserves	-	-	15,000	-
Balances carried forward	63,602	2,278	62,655	10,000
		1,968,000		2,000,000
		2,033,880		2,072,655

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