



RINGMER VILLAGE HALL

(Registered Charity number 207885)

AUDITED ACCOUNTS

For the year ended 31st December 2020

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Presented to the Annual General Meeting of
Ringmer Village Hall Management Committee
26th April 2021

Ringmer Village Hall

Charity Number: 207885

Examiner's Report

For the Year ended 31 December 2020

I have completed the examination of the accounts and supporting papers for Ringmer Village Hall for 2020.

The Treasurer has highlighted all the relevant financial details and has identified the significant items of receipts and payments for the year in his comprehensive report.

The Accumulated Fund details the current asset and bank balances as at 31 December 2020 and the valuations are included in the Balance Sheet.

The books and records continue to be well kept and the explanations I required in support of the accounts were provided fully by the Treasurer Mr. M. Whitlock.

All the vouchers and records provided to me were checked and, as a result, I consider that the accounts properly reflect the operations of the Village Hall in this restricted year.



Dave Firman
25/03/2021



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

Village Hall at Ringmer in the Parish of East Sussex

On accounts for the year ended

31st December 2020

Charity no
(if any)

207885

Set out on pages

1, 2, 3

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

D. A. Firman

Date:

25th March 2021

Name:

D. A. Firman

Relevant professional qualification(s) or body

C.I.P.F.A

(if any):

--

Address:

26 Springett Avenue

Ringmer

Lewes BN8 5HE

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

**Give here brief details of
any items that the
examiner wishes to
disclose.**

RINGMER VILLAGE HALL TRIAL BALANCE 2020												
	OPENING BALANCE		BANK		PC/ADJUSTS		ADJUSTS		EXPEND/INCOME		BALANCE SHEET	
	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR
Accumulated Fund		89666.20					0.00	1887.39				91553.59
Feehold Property(Acc Fund)		375000.00						0.00				375000.00
Furnitur & Fittings(Acc Fund)		18873.89					1887.39	0.00				16986.50
Feehold Property	375000.00						0.00				375000.00	
Furniture & Fittings	18873.89		0.00				0.00	1887.39			16986.50	
Extension to Building	0.00				0.00			0.00			0.00	
Cash - opening	0.00			0.00		0.00					0.00	
Cash - Closing	0.00		0.00		0.00						0.00	
Bank - Opening	41456.89			41456.89							0.00	
Bank - Closing			47878.17								47878.17	
500 Club	5411.75		0.00	5411.75							0.00	
Barclays Saver A/C	29188.06		0.00				22.85				29210.91	
CCLA A/C	13609.50						35.79				13645.29	
Savings A/C Interest								58.64		58.64		
Petty Cash cheques												
Lettings			1031.15	27213.84						26182.69		
defib income										0.00		
Donations				2717.50						2717.50		
Grants/Insurance				11334.00						11334.00		
Meters				658.41						658.41		
Storage				545.00						545.00		
Sundry Income/bank errors			57.90	155.20						97.30		
500 Club Transactions				605.00					0.00	605.00		
Library			3935.31	15736.61					3935.31	15736.61		
Fundraising				229.19						229.19		
Cleaning			1150.94						1150.94			
Caretaker			6274.13						6274.13			
Insurance			2643.24						2643.24			
Electricity			6701.67						6701.67			
Water & Sewerage			1202.62						1202.62			
Repairs/Maint			29354.05						29354.05			
Additions & Decorations			710.96						710.96			
Gardening			800.00						800.00			
Audit Fee			190.00						190.00			
Admin & Petty Cash			2789.91						2789.91			
Telephone			677.69						677.69			
Payroll admin			501.25						501.25			
Legal Expenses									0.00			
PAYE			164.40			0.00			164.40			
bank errors			0.00	0.00					0.00			
Defib expenses									0.00			
Depreciation							1887.39		1887.39			
Transfers between Funds-Ext									0.00			
Transfers between Funds-500									0.00			
	483540.09	483540.09	106063.39	106063.39	0.00	0.00	3833.42	3833.42	58983.56	58164.34	482720.87	483540.09
									Surplus of Expend over Income			-819.22
			58482.31	59253.39							482720.87	482720.87

RINGMER VILLAGE HALL MANAGEMENT COMMITTEE

(Registered Charity number 207885) ANNUAL GENERAL MEETING 26th April 2021

Treasurer's Annual Report.

Highlights of 2020

- One could say this has not been a good year! But in the face of a pandemic and the closure of the Village Hall for the most part of 2020 and continuing well into 2021. We are still here and carrying on through this adverse situation. We still have money in our accounts and overall, only made a small loss when depreciation of our assets is considered. (-£819.22)
- It has not been an easy year for any of the trustees, but with the financial government grants and closure of the 500 club we still have a healthy bank balance. That is not to say as treasurer, I would have preferred to increase our reserves for that inevitable rainy day!
- We have been successful in obtaining Community Infrastructure Levy monies from both Ringmer Parish Council and Lewes District Council. This cash is to be used for updating the kitchens and knocking the old parish office into the Rogers Room, thus making a good sized, modern meeting room to replace the St Mary's Room which is now used as part of the Library.
- The Library is still a great success story for Ringmer and with its newfound space continues to grow, as well as being financially supported by the Community.
- As a registered Charity we as Trustees also agreed to carry out the role of accounting for the Ringmer foodbank. This meant they were able to receive grants from ESCC as well as donations from other sources.

Notes for Examiner

- In accordance with good accounting practices, I have now not included our library books as assets. They are now shown for accounting purposes as NIL value at year end.
- There were several bank errors this year. Standing order payments set up for payments to DVLA! After sorting this out with the bank, RVH funds had a small gain and had a donation from the bank.

Examiners Report - This is the examiners summary of the results for the year with a signed statement.

Finance Report – This report shows the normal activities for operating the Hall. It shows balances brought forward from 2019 and total income & expenditure for year 2020.

- Our total cash balance at year end 2020 being **£90,734.37**

Balance Sheet – This records the Accumulated Fund of the Village Hall Management Committee.

- Current funds held on account in the bank(s) totaling **£90,734.37**
- The freehold value of the Village Hall, which is **£375,000**.
- Current value of furniture and fixings revalued end 2020 from **£18,837.89** to **£16,986.50** (no major expenditure on assets 2020)
- Total assets = **£482,720.87**

Income and Expenditure Report – This is in the form of receipts and payments account and details the types of income and expenditure incurred and their amounts.

- *The major source of income is from:*
- Lettings **£26,182.69 after refunds due to COVID**
- 500 club income of **£605** (now closed and balance transferred to General Account)
- Library income **15,736.61** (This includes Gift Aid from HMRC)
- Government Grants **£11,334.00**

- *The major items of expenditure are for:*
- Caretaking **£6274.13**
- Electricity **£6701.67**
- Repairs and Maintenance **£29,354.05** (largely new windows in Jack Hart Hall)
- Last year's figures are shown for comparison.
- Deficit - **£819.22** Including depreciation of assets.

Trading Budget – This page shows how the Village Hall's trading fared against the budget.

Assets – Shows a list of assets not including the building.

- I have shown a further 10% depreciation (from purchase price figures) for the year 2020 and included new purchases/acquisitions.
- **NOTE:** In accordance with good accounting practices, I have now not included our library books as assets. They are now shown for accounting purposes as NIL value at year end.

Appreciation

- I would once again like to thank Alan West our Chairman for many hours of hard work. Without his dedication we would not have the great facilities that Ringmer Village Hall offers.
- Sharon Rose our caretaker has worked extremely hard to keep the hall in a clean and COVID safe environment for the short period we were open and has continued to maintain the hall through the closed periods. (Sharon continued her employment throughout the lockdown periods)
- Bren Bonner continued to manage the bookings and refunds throughout the year.
- Many thanks go to Liz Owen a trustee of RVHMC and her volunteers. The Library has been well used even during lockdown. Liz and her team have collected and delivered books to the Ringmer Community.
- Many thanks also to Ringmer Baptist Church, who are contributing to the rent for the Library space, as well as running a food bank and providing a wonderful Christmas lunch for the community.

Explanation of Funds

Accounts are kept on a computer system using Paxton charity bookkeeping software.

I have set up distinct funds for RVHMC as follows:

- **The General fund** for everyday village hall income and expenditure. Managed through our Charity account with Barclays Bank in Lewes
- **Library fund.** A separate fund for the Village Library so that the donations and fundraising which is specifically for the Library can be accounted for and only used for the Library expenditure.
- **Foodbank Fund.** For Ringmer Foodbank use only
- **RVHMC financial policy** states we should hold £25000 in reserves away from our day to day running costs. This was reduced during the time the extension project took place and I am happy to say that we now are holding above this figure in reserves. I will be asking the trustees to further increase the reserves of the coming years. A large part of our premises is flat roofed, and it is estimated that to replace all in one hit would be £60,000+.

Martin Whitlock
Hon. Treasurer
Ringmer Village Hall Management Committee – Dated 4th March 2021

RINGMER VILLAGE HALL MANAGEMENT COMMITTEE

FINANCE REPORT YEAR END 2020

RINGMER VILLAGE HALL MANAGEMENT COMMITTEE - AGM 26th April 2021

FINANCIAL REPORT as at 31-Dec-20

CASH / BANK Transactions

Balances Brought Forward--	Current Acc.	41,456.89
	CCLA a/c	13,609.50
	500 Club	5,411.75
	Barclays Saver Acc	29,188.06
	Income all accounts	58,164.34
	Sub-Total	147,830.54
Less	Expenditure (Excl Depreciation)	57,096.17
	TOTAL	90,734.37

Balances;	Current A/C	47,878.17	Inc. Library and Foodbank
	CCLA A/C	13,645.29	
	Barclays saver	29,210.91	
	TOTAL	90,734.37	

Martin Whitlock
Hon. Treasurer
 Ringmer Village Hall Management Committee

RINGMER VILLAGE HALL BALANCE SHEET 2020

RINGMER VILLAGE HALL MANAGEMENT COMMITTEE - AGM 26th April 2020

Balance Sheet for the year ended 31st December 2020

2019	ACCUMULATED FUND	2020
£		£
465,765.23	Balance bfwd	483,540.09
1,382.00	Library	
<u>467,147.23</u>		
16,392.86	Surplus	- 819.22
<u>483,540.09</u>	Total	<u>482,720.87</u>
375,000.00	Freehold Property	375,000.00
18,873.89	Furniture and fixings	16,986.50
	<u>Current Assets Financial</u>	
41,456.89	Current A/C	47,878.17
29,188.06	Barclays Savings	29,210.91
5,411.75	500 Club	-
-	Petty Cash	-
<u>13,609.50</u>	CCLA Acc.	<u>13,645.29</u>
<u>483,540.09</u>	TOTAL NET ASSETS	<u>482,720.87</u>

RINGMER VILLAGE HALL MANAGEMENT COMMITTEE

INCOME v EXPENDITURE 2019 v 2020

RINGMER VILLAGE HALL MANAGEMENT COMMITTEE - AGM 26th April 2020

INCOME and EXPENDITURE REPORT to 31-Dec-20

Year 2019		Year 2020		NOTES
£	INCOME			
45,268.99	Lettings	26,182.69		inc. refunds of 1031.15
550.00	Donations	2,717.50		
449.71	Meters	658.41		
135.19	Interest	58.64		
620.00	Storage	545.00		
533.20	Fundraising	229.19		
10,457.52	Library	15,736.61		
3,112.50	500 club income	605.00		Inc Uncashed cheques 102985/102992
	Sundries	97.30		
50.00	Goods and Services/Grants	11,334.00		Covid Grants
61,177.11		58,164.34		
	EXPENDITURE			
1,992.05	Cleaning/Materials	1,150.94		
8,685.25	Caretaker	6,274.13		
2,429.64	Insurance	2,643.24		
152.43	Water and Sewage	1,202.62		
6,030.56	Electricity	6,701.67		
10,722.11	Repairs/Maint.	29,354.05		
3,211.74	Additions & Decorations	710.96		
756.00	Gardening	800.00		
190.00	Audit fee	190.00		
2,665.66	Admin + Bren Honorarium	2,789.91		
891.73	Telephone/Broadband	677.69		
1,230.00	500 club prizes			Closed Account - Balance transferred
4,978.66	Library	3,935.31		
	Payroll Admin	501.25		
	PAYE	164.40		
848.42	Depreciation on Assets	1,887.39		
44,784.25	TOTAL	58,983.56		
16,392.86	Surplus/(Deficit)	- 819.22		Notes: 500 Club fund closed balance of £6016.75 ftransferred to General Fund

RINGMER VILLAGE HALL MANAGEMENT COMMITTEE - AGM 26th April 2021

Trading v Budget

	31st Dec 20	Budget Forecast 2020	
	<u>Actual</u>	<u>Budget</u>	
RECEIPTS	£	£	%
Lettings	27,213.84	48,960.00	55.6%
Donation	2,717.50	550.00	494.1%
Meters/sub stn rent	658.41	450.00	146.3%
Interest	58.64	80.00	73.3%
Storage	545.00	880.00	61.9%
Fundraising	229.19	450.00	50.9%
500 club	605.00	2,750.00	22.0%
Library	15,736.61	5,040.00	312.2%
Bank Errors	80.20	Not Budgeted	
Sundries	75.00	Not Budgeted	
Grants, Goods & Services	11,334.00	Not Budgeted	
TOTAL	59,253.39	59,160.00	100.2%

	£	£	%
PAYMENTS			
Cleaning	1,150.94	2,100.00	54.8%
Caretaker	6,274.13	9,530.00	65.8%
Insurance	2,643.24	2,840.00	93.1%
Water and Sewerage	1,202.62	400.00	300.7%
Electricity	6,701.67	7,560.00	88.6%
Repairs/Maint.	29,354.05	18,000.00	163.1%
Additions & Decorations	710.96	3,300.00	21.5%
Gardening	800.00	820.00	97.6%
Audit fee	190.00	200.00	95.0%
Admin / BrenHonorarium	2,789.91	2,950.00	94.6%
Telephone	677.69	810.00	83.7%
500 club prizes		1,080.00	0.0%
Refunds on lettings	1,031.15	140.00	
Error Payments	57.90	Not Budgeted	
PAYE	164.40	Not Budgeted	
Depreciation on Assets		Not Budgeted	
Payroll Admin	501.25	Not Budgeted	
Library	3,935.31	4,800.00	82.0%
TOTAL	58,185.22	54,530.00	106.7%

Surplus/(Deficit)	<u>1,068.17</u>	<u>4,630.00</u>
Before Depreciation		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
2	Item	Description	Category	Date Acc	Purchase Price	2012 Value	2013 value	2014 Value	2015 Value	2016 Value	2017 Value	2018 Value	2019 Value	2020 Value
3	Curtains and Blinds	Curtains and blinds maintained re	Furnishings	01/09/02	4000	2,520.00	2,293.20	1,893.20	1,493.20	1,093.20	693.20	441.2	397.08	357.37
4	Water Boiler New Kitchen	Couner Top Water Heater	Appliance	16/12/09	418.6	315.00	286.65	244.79	202.93	161.07	119.21	87.71	78.94	71.05
5	Crockery	100 place settings New Mugs 19	Crockery	01/03/02	1200	648.00	589.68	469.68	349.68	229.68	109.68	44.88	176.00	158.40
6	Microwave		Appliance	01/04/04	120	56.70	51.60	39.60	27.60	15.60	3.60	0	-	-
7	Cooker	Purchased as demonstaror	Appliance	16/12/09	3600	3,150.00	2,835.00	2,475.00	2,115.00	1,755.00	1,395.00	1080	972.00	874.80
8	Warming Cabinet 1000mm		(1) Category	01/08/02	800	405.00	364.50	284.50	204.50	124.50	44.50	4	3.60	3.24
9	Fridge		Appliance	01/08/02	150	63.00	56.70	41.70	26.70	11.70	-	0	-	-
10	Chairs x 26	Blue Chairs with arms	Furnishings	01/12/02	2000	1,215.00	1,093.50	893.50	693.50	493.50	293.50	172	154.80	139.32
11	4 x Folding Tables		Furnishings	11/01/11	738	630.00	567.00	493.20	419.40	345.60	271.80	208.8	187.92	169.13
12	1 x Elm Wood Table		Furnishings	01/04/03	250	180.00	162.00	137.00	112.00	87.00	62.00	44	39.60	35.64
13	2 x Local Pictures Donated		Furnishings	01/04/02	0	180.00	162.00	162.00	162.00	162.00	162.00	144	129.60	116.64
14	2x Screens		Furnishings		200	126.00	113.40	93.40	73.40	53.40	33.40	20.8	18.72	16.85
15	1 x Fire Blanket		Safety	01/04/02	50	45.00	40.50	35.50	30.50	25.50	20.50	16	14.40	12.96
16	1 x Fire Blanket	Replaced under Yearly Service Co	Safety	01/04/02	50	45.00	40.50	35.50	30.50	25.50	20.50	16	14.40	12.96
17	6 x fire extinguishers		Safety	01/02/03	600	486.00	427.40	367.40	307.40	247.40	187.40	138.8	124.92	112.43
18	24 x Folding Tables		Furnishings		2640	1,710.00	1,539.00	1,275.00	1,011.00	747.00	483.00	312	280.80	252.72
19	Sound System inc 4 x speaker	Repaired and maintained Aug 200	Entertainment	01/04/03	6700	4,500.00	4,050.00	3,380.00	2,710.00	2,040.00	1,370.00	920	828.00	745.20
20	Notice Boards x 6	Purchased over last 5 years	Furnishings		480	364.50	328.05	280.05	232.05	184.05	136.05	99.6	89.64	80.68
21	10 x square tables		Furnishings	01/04/02	500	306.00	275.40	225.40	175.40	125.40	75.40	44.8	40.32	36.29
22	18 Chairs		Furnishings	01/04/02	1080	729.00	656.10	548.10	440.10	332.10	224.10	151.2	136.08	122.47
23	Data Projector	Data Projector Casio	Entertainment	16/03/11	796.01	716.41	644.77	565.17	485.57	405.97	326.37	254.724	229.25	206.33
24	Upholstery Cleaner	George Upholstery Cleaner	Cleaning Eq	02/08/11	257.52	231.77	208.59	182.84	157.09	131.34	105.59	82.408	74.17	66.75
25	150 folding Chairs	20 upholstery renewed 2019	Furnishings	01/04/03	9000	4,500.00	4,050.00	3,150.00	2,250.00	1,350.00	450.00	0	882.00	793.80
26	2 x Notice Boards		Furnishings	01/08/09	100	81.00	72.90	62.90	52.90	42.90	32.90	24.8	22.32	20.09
27	First Aid Kits x 2		Safety		0	54.00	48.60	48.60	48.60	48.60	48.60	43.2	38.88	34.99
28	Kettle		Appliance		20	13.50	12.15	10.15	8.15	6.15	4.15	2.8	2.52	2.27
29	Water Boiler		Appliance		230	162.00	145.80	122.80	99.80	76.80	53.80	37.6	33.84	30.46
30	Fridge	Donated	Appliance	01/12/09	0	81.00	72.90	72.90	72.90	72.90	72.90	64.8	58.32	52.49
31	Cooker		Appliance		1000	729.00	656.10	556.10	456.10	356.10	256.10	183.2	164.88	148.39
32	Water Urn Large		Appliance		110	81.00	72.90	61.90	50.90	39.90	28.90	20.8	18.72	16.85
33	Crockery And Pans		Furnishings		0	64.80	58.32	58.32	58.32	58.32	58.32	51.84	46.66	41.99
34	Card Tables x 20		Furnishings		0	1,260.00	1,134.00	1,134.00	1,134.00	1,134.00	1,134.00	1008	907.20	816.48
35	Portable Staging Ststem		Furnishings	01/04/02	9100	6,480.00	5,832.00	4,922.00	4,012.00	3,102.00	2,192.00	1544	1,389.60	1,250.64
36	Chair Transport Racks x 3		Furnishings	01/04/02	750	567.00	510.30	435.30	360.30	285.30	210.30	153.6	138.24	124.42
37	Electric Floor Polisher		Appliance	01/04/05	450	202.50	182.25	137.25	92.25	47.25	2.25	0	-	-
38	Cleaning Equipment		Cleaning Eq	01/05/08	0	225.00	202.50	202.50	180.00	180.00	180.00	157.5	141.75	127.58
39	Four Drawer Filing Cabinet		Furnishings		0	81.00	72.90	72.90	64.80	64.80	64.80	56.7	51.03	45.93
40	Grill		Appliance	01/07/11	268	225.00	202.50	175.70	148.90	122.10	95.30	72.8	65.52	58.97
41	Defibrillator	From Donations and Grant	Appliance	21/10/12	1313	1,313.00	1,181.70	1,050.40	919.10	787.80	656.50	525.2	472.68	425.41
42	Table St Marys Room	New	Furnishings	01/01/17	73.9						73.90	66.51	59.86	53.87
43	Stacking Chairs	New	Furnishings	29/03/17	282						282.00	253.80	228.42	205.58
44	Hearing Loop St Marys	New	Appliance	19/04/17	863.35						863.65	777.29	699.56	629.60
45	Store Cupboards	New	Furnishings	13/09/17	569.95						569.95	512.96	461.66	415.49
46	Library Equipment	Used	Furn/IT	01/05/18	8500							8500	9,000.00	8,100.00
47														-
48														-
49	TOTAL				59260.33	34,742.18	31,293.36	26,396.25	21,468.54	16,571.42	13,467.11	18,340.31	18,873.89	16,986.50
50														
51					-10%		-10%	minus 10% cost	minus 10% cost	minus 10% cost	minus 10% cost	minus 10% cost	Minus 10% cost + Additions 2019	Minus 10% cost + Additions 2020
52														