

## **LYDNEY TOWN HALL TRUST**

### **TRUSTEE ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022**

#### **Reference and Administrative Information**

Lydney Town Hall Trust is a registered charity (number 210628) whose address is The Town Hall, High Street, Lydney, Gloucestershire, GL15 5DY

The Trustees at the time of the preparation of the accounts for 31.3.2022 are below.

Chair: Paul Trevatt

Vice Chair: Alan Sadler

Secretary : Colin Knight

Other Trustees Tasha Saunders  
Janet Hyde  
Geoffrey Hyde  
Mark Pillinger

Other Officers

Treasurer : Judith Davis (employee and committee member)

#### **Structure, Governance and Management**

The charity's governing document is a Declaration of Trust dated 20 September 1957 and a scheme of 19 February 1968 as amended by a scheme sealed on 7<sup>th</sup> October 1993.

The current governance is based on a declaration of Trust Deed made 22<sup>nd</sup> May 2012 when new Trustees were appointed.

On 9<sup>th</sup> February 2021 an amended Trust Deed of Appointment and Retirement of Trustees was affirmed to establish the current position of the Charitable Trust and recognising all the changes made since 22<sup>nd</sup> May 2012 that had not been recognised by an amended Trust Deed.

Trustees are appointed or resign annually according to the rules of the Trust. Appointments are usually at the AGM and are subject to approval of the existing Trustees.

The day to day activities of the Trust are managed by a management committee which comprises the Trustees and volunteers as elected.

## **Objectives and Activities**

The objectives of the charity as set out in the Declaration of Trust Deed 2012 are the provision and maintenance of the Lydney Town Hall Building to provide public benefit through community use.

The Trustees have complied with their duty to have regard to the guidance on “Public Benefit” published by the Charity Commission in exercising their powers and duties. The charity has continued to provide and maintain the Town Hall, in furtherance of the public benefit given by the Charity’s charitable activities.

## **Financial review**

The Trustees believe that the Charity has adequate reserves to finance its activities for the immediate future and have approved the financial statements for the year ended 31 March 2022

There are no funds in deficit. All creditors and loans (Covid Bounce Back Loan) are covered by liquid assets.

The Year ending 31<sup>st</sup> March 2022 saw the Hall run by the Trust recover from the Covid pandemic and return to the level of bookings and hire experienced in 2018 and 2019.

The Trust was able to add £13,916 to its reserves for the year ended 31.3.2022 retaining 21% of its gross income for the year to maintain and improve the infrastructure of the Hall going forward

The outlook for 2022/2023 is still cautious as covid infections may return but probably the main risk will be from the higher cost of living and inflationary pressure on costs. This will impact the Hall by increasing its cost base by at least 10%. In addition, the Hall is dependent on the public being able to afford to attend our events or hire the Hall. The pressure on disposable incomes during 2023 is likely to increase as prices and interest rates continue to rise. Energy costs are a particular concern.

The maintenance and safety of the Hall structure remains a priority and work continued during 2021 and 2022 to improve the premises for public use.

### **Independent Examiners**

The Charity's financial statements as filed have been independently examined by Ian Starfield. Chartered Certified Accountant.

Annual Report approved by the Trustees

.....

Paul Trevatt

Chair

9.11.2022

.....

Colin Knight

Secretary

Charity Reg No. **210628**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**FOR**

**LYDNEY TOWN HALL TRUST**

**Lydney Town Hall Trust**  
**Contents of the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2022**

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Section A

Independent Examiner's Report

Report to the trustees/  
members of

Lydney Town Hall Trust

On accounts for the year  
ended

31<sup>st</sup> March 2022

Charity no  
(if any)

210628

Set out on pages

3 - 10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022n

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. I 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 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:

*I. A. Starfield*

Date:

18 Jan 2023

Name:

Ian Roy Starfield

Relevant professional  
qualification(s) or body  
(if any):

Fellow Chartered Association of Certified Accountants

Address:

The PI Partnership  
Chartered Certified Accountants

Tollbridge Road  
Bath Brewery

Bath
BA1 7DE

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

None

**Lydney Town Hall Trust**

**Statement of Financial Activities**

**For the year ended 31<sup>st</sup> March 2022**

	Year ended 31 Mar 22 £	Year ended 31 Mar 21 £
<b>Incoming Resources</b>		
Voluntary Income : Donations	3,568	3,530
Government Support Grants – Covid	10,667	20,603
Other Grants	6,822	
Incoming Resources from charitable activities	44,714	10,563
Total Incoming Resources	<b>65,771</b>	<b>34,696</b>
 <b>Resources Expended</b>		
Cost of generating funds	15,443	1,122
Facilities Expenditure	36,412	31,008
Governance Expenditure	0	0
Total Resources Expended	<b>51,855</b>	<b>32,130</b>
 <b>Net Incoming Resources</b>	<b>13,916</b>	<b>2,566</b>
Other Recognised Gains and Losses	-	-
Net Movement in Funds	13,916	2,566
Total Funds at start of year	21,277	18,711
 <b>Total Funds at Year End</b>	<b>35,193</b>	<b>21,277</b>



**Lydney Town Hall Trust**

**Balance Sheet**

**As at 31<sup>st</sup> March 2022**

		Year ended 31 Mar 22	Year ended 31 Mar 21
	£	£	£
<b>Fixed Assets</b>			
Tangible Assets		<b>9,366</b>	<b>9,259</b>
 <b>Current Assets</b>			
Debtors	1,829		0
Cash at bank and in hand	35,846		20,970
Stock	<u>3,100</u>		<u>1,750</u>
	<u>40,775</u>		<u>22,720</u>
 Less			
Creditors : amounts falling			
Due within one year	9,073		3,030
Accruals	775		1,672
 <u>Loans and provisions</u>			
Loan – Bounce Back Covid (5 years)	<u>5,100</u>		<u>6,000</u>
	<u>14,948</u>		<u>10,702</u>
 <b>Net Current Assets</b>		<b>35,193</b>	<b>12,018</b>
 <b>Total Assets</b>		<b>35,193</b>	<b>21,277</b>

The financial statements set out on pages 3 to 8 were approved by the Trustees at a meeting 9th November 2022

**Lydney Town Hall Trust**  
**Notes to the Accounts**  
**For the Year Ended 31<sup>st</sup> March 2021**

**1. Accounting Policies**

**Basis of preparation of financial statements**

The financial statements are prepared under the historical cost convention.

**Incoming Resources**

Grants and Donations receivable are included in full in the Statement of Financial Activities in the year in which they are received.

Rental income and investment income is included in the Statement of Financial Activities in the year in which it is received. There is no investment income in 2021/22 (nil 2020/21)

The value of services provided by volunteers is not included in the accounts.

**Tangible fixed assets are stated at cost less depreciation**

Depreciation is provided at rates calculated to write off costs of fixed assets less their estimated residual value over their expected useful lives on the following basis

Equipment, fixtures and fittings : 20% on a reducing balance basis

**Restricted funds**

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to this fund.

**Unrestricted funds**

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purposes and are available as general funds.

## Resources expended

Resources expended are recognised in the period in which they are incurred on the accruals basis.

## 2. Net Incoming Resources For the year

	Year ended 31 Mar 22 £	Year ended 31 Mar 21 £
This is stated after charging :		
Gross Salaries	4,800	16,859
Depreciation	2,890	2,577
Independent Examiners Fees	0	0

The Trust received support through the Government furlough scheme (Covid) of £560 during 2021/22 (£7,288 in 2020/2021)

## 3. Tangible Fixed assets

	Equipment	Fixtures & Fittings	Total
Cost			
At 1 <sup>st</sup> April 2021	24,569	3,985	28,554
Additions	1,917	1,080	2,997
As at 31 <sup>st</sup> March 2022	26,486	5,065	31,551
Accumulated Depreciation			
At 1 <sup>st</sup> April 2021	18,895	400	19,295
Charge for the year	1,890	1,000	2,890
As at 31 <sup>st</sup> March 2022	20,785	1,400	22,185
Net Book Value			
As at 31 <sup>st</sup> March 2021	5,674	3,585	9,259
As at 31 <sup>st</sup> March 2022	5,701	3,665	9,366

#### 4. Debtors

	Year ended 31 Mar 22 £	Year ended 31 Mar 21 £
Accounts Receivable	1,005	0
Other Debtors	824	0

#### 5. Creditors : Amounts falling due within one year

	Year ended 31 Mar 22 £	Year ended 31 Mar 21 £
Accounts payable	9,073	30
Accruals and deferred income	775	1,672
PAYE, Tax	0	0
Conditional Grant		3,000
 Total	 <b>4,702</b>	 <b>7,261</b>

#### 6. Loans

A Covid support Loan (Bounce back) was received by The Trust in 2020 of £6,000 repayable in 60 instalments from 2021 to 2026 (Balance owing 31.3.2022 £5,100)

#### 7. Analysis of net assets between funds

	Unrestricted General Funds £	Designated Funds £	Restricted Funds £	2022 Total £	2021 Total £
Tangible assets	0	9,366	0	9,366	9,259
Current Assets	40,775	0	0	40,775	22,720
Current liabilities	-14,948	0	0	-14,948	-10,702
<b>Net Assets</b>	<b>25,827</b>	<b>9,366</b>	<b>0</b>	<b>35,193</b>	<b>21,277</b>

**8. Net Movement in Funds**

	At 1 <sup>st</sup> April 2021 £	Incoming £	Outgoing £	At 31 <sup>st</sup> March 2022 £
Designated Funds	9,259	2,997	2,890	9,366
Restricted Funds	900	0	900	0
Unrestricted Funds net	11,118	18,055	3,346	25,827
<b>Total Funds</b>	<b>21,277</b>	<b>21,052</b>	<b>7,136</b>	<b>35,193</b>

# LYDNEY TOWN HALL CHARITABLE TRUST

## Income and Expenditure Account 1.4.21 to 31.3.2022

	<u>12 Months to 31 March 2022</u>		<u>12 Months to 31 March 2021</u>	
	£	£	£	£
<b>INCOME</b>				
Bar Sales	17,331	26.35%	297	0.86%
Hall Hire	17,270	26.26%	4,575	13.19%
Ticket sales	1,398	2.13%	-	0.00%
Catering Income	49	0.07%	-	0.00%
Office rental Income	8,140	12.38%	5,690	16.40%
Donations	3,368	5.12%	3,530	10.17%
Fund raising	449	0.68%	-	0.00%
Other income	277	0.42%	-	0.00%
Grants	6,822	10.37%	-	0.00%
Covid Grants	10,667	16.22%	20,603	59.38%
<b>Total Income</b>	<b>65,771</b>		<b>34,695</b>	
<b>EXPENDITURE</b>				
Bar purchases	8,145	25.35%	8	0.02%
Stock Change	- 1,350	-4.20%	450	
Catering purchases	233	0.73%	-	0.00%
Event costs	851	2.65%	-	0.00%
Ticket Agency expenses	425	1.32%	219	0.68%
Heat ,Light,Water	10,681	33.24%	4,958	15.43%
Rates	307	0.96%	19	-0.06%
Licences	615	1.91%	180	0.56%
Maintenance & cleaning	15,719	48.92%	8,783	27.34%
Wages	4,800	14.94%	16,859	52.47%
Furlough Support	- 560	-1.74%	7,288	-22.68%
Telephone & Internet	1,057	3.29%	855	2.66%
Insurance	2,723	8.48%	2,452	7.63%
Professional fees /software	767	2.39%	913	2.84%
Training	150	0.47%		
Casual labour	1,770	5.51%	-	0.00%
Advertising	1,000	3.11%	-	0.00%
Card , Machine & Interest costs	1,054	3.28%	265	0.82%
Miscellaneous Expenses	578	1.80%	917	2.85%
Depreciation	2,890	8.99%	2,577	8.02%
	<b>51,855</b>		<b>32,129</b>	
<b>Excess/Deficit of Income over Expenditure</b>	<b>13,916</b>		<b>2,566</b>	
Balance Brought Forward from previous year	21,277		18,711	
<b>Capital Account</b>	<b>35,193</b>		<b>21,277</b>	

# LYDNEY TOWN HALL CHARITABLE TRUST

## Balance Sheet 31.3.2022

	<u>31.3.2022</u>		<u>31.3.2021</u>	
	£	£	£	£
<b>Fixed Assets</b>				
Equipment cost		26,486		24,569
Equipment Depn	-	20,785	-	18,895
Fixtures & Fittings cost		5,065		3,985
Fixtures & Fittings depreciation	-	1,400	-	400
		<u>9,366</u>		<u>9,259</u>
<b>Current assets</b>				
Stock		3,100		1,750
Bank		34,894		19,534
Cash in Hand and float		952		1,436
Debtors		1,005		-
Other debtors		824		-
		<u>40,775</u>		<u>22,720</u>
<b>Less Current Liabilities</b>				
Creditors	-	9,073	-	30
Conditional Grant	-	-	-	3,000
Deferred Income				-
Accrued expenses	-	775	-	1,672
PAYE				
Bounce back Loan	-	5,100	-	6,000
		<u>- 14,948</u>		<u>- 10,702</u>
<b>Net Current assets</b>		<u>25,827</u>		<u>12,018</u>
<b>Total Assets less Liabilities</b>		<b>35,193</b>		<b>21,277</b>
<b>Represented by</b>				
<b>Capital &amp; Reserves</b>				
<b>Accumulated funds</b>		<b>35,193</b>		<b>21,277</b>



Section A

Independent Examiner's Report

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Signed:

*I. Roy Starfield*

Date:

18 Jan 2023

Name:

Ian Roy Starfield

Relevant professional  
qualification(s) or body  
(if any):

Fellow Chartered Association of Certified Accountants

Address:

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