

# **Layer de la Haye Queen Elizabeth Hall**

## **Annual Report of the Trustees for the Year End** **31<sup>st</sup> March 2024**

### **Trustees**

#### **Elected**

- Mr Ian Moore (Chair) (Management)
- Mrs Carole Littlewood (Hon Secretary) (Management)
- Mrs Susan Neal (Hon Treasurer) (Management)

#### **Representatives**

- Mr Peter Halls ( Bowls)
- Mrs M A Hughes ( Scouts and Church)
- Mrs Caroline Chambers (Pre School)
- Mrs Anne Taylor (Layer Ladies)
- Mrs B Clay ( Good Companions and JB TOTS)
- Mrs Lesley Ellis(badminton)
- Mrs G Barclay (Brownies)

The object of the charity is to provide a village hall for the use of the inhabitants of the Parish of Layer de la Haye and others for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the conditions for the said inhabitants. The main hall is used by Layer Preschool each day during term time.

Income is generated from Hire fees, charity events and donations.

Cash reserves at the end of the year were £49,985. The reserves policy is to allow for running costs of the two halls and for necessary repairs.

## Queen Elizabeth Hall

### Analysis of income and expenditure Selected period: 01 April 2023 to 31 March 2024

	Total This year	Last year	Variance
IR0101 - Hall Hire & Lettings	27,281.55	27,217.13	64.42
IR0102 - Hall Fund Raising	541.00	375.00	166.00
IR0103 - Bar Receipts	0.00	0.00	0.00
IR0104 - Deposits not Returned	85.00	0.00	85.00
IR0105 - Phone Income	45.00	225.00	-180.00
IG0201 - Deposit Account Interest	405.16	91.71	313.45
IG0202 - Savings Account Interest	10.99	2.40	8.59
IG0203 - Virgin Money Interest	0.00	188.23	-188.23
FURL - Furlough	0.00	0.00	0.00
IR106 - Grants	0.00	0.00	0.00
	28,368.70	28,099.47	269.23
EG0101 - Wages	8,236.88	9,703.65	-1,466.77
EG0151 - General Rates	198.55	373.76	-175.21
EG0200 - Insurance	3,319.55	3,156.00	163.55
EG0251 - Electricity	7,742.84	5,900.18	1,842.66
EG0252 - Gas	930.46	570.70	359.76
EG0253 - Water	727.60	862.45	-134.85
EG0301 - Entertainment	0.00	0.00	0.00
EG0351 - Postage	0.00	0.00	0.00
EG0352 - Stationery	6.95	9.99	-3.04
EG0353 - Books	0.00	0.00	0.00
EG0401 - Telephone & Broadband	716.74	879.73	-162.99
EG0402 - Computer & Software	814.44	1,507.50	-693.06
EG0451 - Licences	1,041.22	1,143.22	-102.00
EG0452 - Premises Expenses	168.39	227.06	-58.67
EG0453 - Booking & Caretaker	0.00	0.00	0.00
EG0454 - Equipment Hire & Purchase	0.00	79.98	-79.98
EG0455 - Cleaning	1,860.99	2,636.08	-775.09
EG0456 - Repairs & Renweals	3,357.79	1,930.73	1,427.06
EG0457 - Annexe Building Costs	0.00	0.00	0.00
EG0458 - Bank Charges	127.60	132.34	-4.74
EG0459 - Covid expendoture	0.00	0.00	0.00
EG0490 - Extraordinary Expenditure	0.00	0.00	0.00
EG0500 - Hall Hire	0.00	0.00	0.00
	29,250.00	29,113.37	136.63
Profit / (Loss)	(881.30)	(1,013.90)	132.60

## Queen Elizabeth Hall

### Analysis of income and expenditure Selected period: 01 April 2022 to 31 March 2023

	Total This year	Last year	Variance
IR0101 - Hall Hire & Lettings	27,217.13	24,451.15	2,765.98
IR0102 - Hall Fund Raising	375.00	341.00	34.00
IR0104 - Deposits not Returned	0.00	400.00	(400.00)
IR0105 - Phone Income	225.00	210.00	15.00
IG0201 - Deposit Account Interest	91.71	2.59	89.12
IG0202 - Savings Account Interest	2.40	0.08	2.32
IG0203 - Virgin Money Interest	188.23	0.00	188.23
Total Income	28,099.47	25,404.82	2,694.65
EG0101 - Wages	9,703.65	6,158.49	3,545.16
EG0151 - General Rates	373.76	166.79	206.97
EG0200 - Insurance	3,156.00	2,944.90	211.10
EG0251 - Electricity	5,900.18	4,356.10	1,544.08
EG0252 - Gas	570.70	532.05	38.65
EG0253 - Water	862.45	675.77	186.68
EG0352 - Stationery	9.99	0.00	9.99
EG0401 - Telephone & Broadband	879.73	874.60	5.13
EG0402 - Computer & Software	1,507.50	414.00	1,093.50
EG0451 - Licences	1,143.22	180.00	963.22
EG0452 - Premises Expenses	227.06	1,050.30	(823.24)
EG0454 - Equipment Hire & Purchase	79.98	148.00	(68.02)
EG0455 - Cleaning	2,636.08	2,142.85	493.23
EG0456 - Repairs & Renweals	1,930.73	2,606.18	(675.45)
EG0458 - Bank Charges	132.34	38.80	93.54
EG0490 - Extraordinary Expenditure	0.00	5,230.00	(5,230.00)
Total Expenses	29,113.37	27,518.83	1,594.54
Income over expenses	(1,013.90)	(2,114.01)	1,100.11





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
LAYER DE LA HAYE QUEEN ELIZABETH HALL

On accounts for the year  
ended

31 MARCH 2024

Charity no  
(if any)

212645

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended 31/03/2024

Responsibilities and  
basis of report

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

Independent  
examiner's statement

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 the applicable Directions given by the Charity Commission  
under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have  
come to my attention (~~other than that disclosed below~~ \*) in connection with  
the examination which gives me cause to believe that in, any material  
respect:

- accounting records were not kept in accordance with section 130 of  
the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection  
with the examination to which 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:

G. Duthie

Date:

26/7/2024

Name:

MR GRAHAM CHARLES STEPHEN DUTHIE

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

ACIB (ASSOCIATE CHARTERED INSTITUTE  
OF BANKERS)

Address:

48, NEW CUT,

LAYER DE LA HAYE,

COLCHESTER, ESSEX CO2 0EG