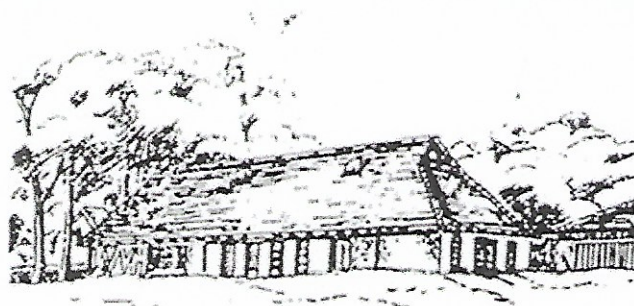


Wivelsfield Village Hall and Recreation Ground



Trustees Report and Accounts

For the Year ended 31 December 2020



Trustees Annual Report for the period

Period start date				Period end date			
From	Day 01	Month 01	Year 2020	To	Day 31	Month 12	Year 2020

Reference and administration details

Charity name **Wivelsfield Village Hall and Recreation Ground**

Registered charity number (if any) **235098**

Charity's principal address **The Secretary, Springfields, Ditchling Road,
Wivelsfield, Haywards Heath, West Sussex**

Postcode **RH17 7RF**

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole period
Elected Trustees		
Derek Stephenson	Chairman	Up to 15.08.2020
Andrew Savidge	Vice-Chairman	
Liz Burton	Secretary	
Ann Savidge	Treasurer	
Peter Burton	Letting Secretary	
Sandra Truran		
Barbara Harty		
Cameron Wallis		
Representative Trustees		
Jane Silk	Wivelsfield Stoolball Club	
Pat Allen	Women's Institute	
Sue Blunden	Parkinson's Group	
Rhonda Janes	Wivelsfield Films	
Lesley Corbett	Wivelsfield Little Theatre	
Non-Voting Representatives		
Ian Dawson	Parish Council	
Ian Haffenden	Parish Council	
Robert Packer	Wivelsfield Green Cricket Club	
Sheila Blair	Historical Society	
Sam Mann	Wivelsfield Community Club	
Sarah Cox	Wivelsfield Green Playgroup	

Names of the custodian trustees for the charity,

Wivelsfield Parish Council	
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Names and addresses of Banks

Name	Address
Lloyds TSB Bank plc	Haywards Heath Branch, PO Box 1000, BX1 1LT
CCLA Investment Management Ltd	COIF Charity Funds, Senator House, 85 Queen Victoria Street, London EC4V 4ET
Shawbrook Bank Ltd	Lutea House, Warley Hill Business Park, The Drive, Great Warley, Brentwood, Essex, CM13 3BE

Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

The governing document is a Charity Commission Scheme dated 27 September 1978, which amalgamated two charities: the Wivelsfield Reading Room and Institute (1912) and the Wivelsfield Playing Field and Recreation Ground (1956 and 1966). Some of the Charity's rules have been subsequently amended by agreement of the Managing Committee

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

The managing trustees consist of up to 8 members elected at each annual general meeting and up to 13 representative members appointed before it by the local organisations listed above. All trustees retire at the end of each annual general meeting but are eligible to be re-elected or reappointed.

Additional governance issues (Optional information)

- Policies and procedures adopted for the induction and training of trustees.

The Trustees met four times in 2020. Twice in person and twice via Zoom, due to Covid restrictions.

The Trustees have had regular email contact during this difficult year

Objectives and activities

Summary of the objects of the charity set out in its governing document

The object is to provide recreation and leisure facilities for the inhabitants of Wivelsfield Parish

Summary of the main activities undertaken for the public benefit in relation to these objects

Its main activities are to run the Village Hall, built in 1981, together with the Recreation Ground, its pavilion, and the car park. Its mission, for the public benefit, is to maintain and enhance the existing facilities, making them available at the lowest cost consistent with long-term economic viability

Achievements and performance

Summary of the main achievements of the charity during the year

Through good financial management during 2020 the Village Hall was able to allocate a total of £43,000 from General Reserves to the Village Hall Improvement Fund. The WWHRG has continued to raise funds for its ambitious improvement project. The Management Committee's fundraising, plus financial support and advice from Wivelsfield Parish Council has resulted in raising sufficient funds to commence its ambitious plans to improve the Village Hall and aims to start initial improvement works during the Spring of 2021.

Financial review

Brief statement of the charity's policy on reserves

The policy on reserves is to hold only sufficient to cover the wear and tear and eventual restoration of the buildings, the maintenance and eventual replacement of other facilities, and contingencies.

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- The charity's principal sources of funds.
- How expenditure has supported the key objectives of the charity.

The charity's main source of income has been from hirings of the village hall, pavilion and recreation ground. The charity also received some income from long term parking in the village hall car park and from the solar energy array.

During the pandemic the Treasurer has applied for and been successful in obtaining grants and furlough funds for the staff in order to retain their services.

The main item of expenditure has been for professional fees for the Hall Improvement Project, and the day to day running costs of the village hall and pavilion, for example cleaning, heating, lighting, insurance, repairs and maintenance.

Other optional information

Future Plans

The Trustees have considered the current state of the Hall, built in 1981, with regard to its future long term financial viability. The Hall is in need of major upgrading in order that it complies with modern requirements for Health and Safety, Child Safeguarding, Disabled access and Food Safety Standards. An extension to the Hall will allow for toilets to be upgraded, the installation of toilets accessible to those with disabilities, separate toilet facilities for young children and public toilets. Plans to develop the Village Hall and to add a Parish Office have been in discussion for the past

few years. Environmentally, the Hall's energy efficiency requires improvement and double glazing has now been installed as part of this work. In conjunction with the Parish Council, funds for this exciting project have now been obtained and building works are expected to start in Spring 2021.

Trustees responsibilities as to accounts.

Charity law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Charity's financial activities and of its financial position at the end of the year.

In preparing the financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements, and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

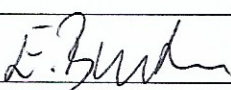
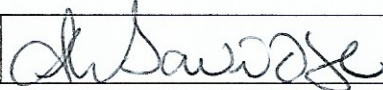
The Trustees confirm that the financial statements comply with the requirements of the Charities Statement of Recommended Practice (2005) and the accounting provisions of the Charities Act 1993 and Regulations thereafter.

Declaration

The trustees approved the trustees report above on

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Elizabeth Burton Ann Savidge

Position

Secretary Treasurer

Date

9/4/21



Section A

Independent Examiner's Report

Report to the trustees/
members of

Wivelsfield Village Hall and Recreation Ground Charity

On accounts for the year
ended

31 December 2020

Charity no
(if any)

235098

Set out on pages

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

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").

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.

Independent
examiner's statement

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:

Rupert Ayton

Date:

18 February 2021

Name:

Rupert Ayton

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

FCA
Chartered Accountant

Address:

22 Dukes Road, Lindfield
Haywards Heath, West Sussex
RH16 2JQ



Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/01/2020		31/12/2020

Section A Receipts and payments

Funds:	Unrestricted	Restricted	Unrestricted		
	Village Hall/ Recreation Ground	Charity Fund	Improvement Fund	Total funds	Last year Total
	£	£	£	£	£
A1 Receipts					
Hall hirings	5,453	-	-	5,453	41,881
Pavilion hirings	1,077	-	-	1,077	1,394
Parking income	4,342	-	-	4,342	4,298
Interest on funds	208	7	4	219	258
Donations and fundraising	-	-	1,880	1,880	8,137
Solar energy	2,809	-	-	2,809	7,692
Miscellaneous	2,072	-	-	2,072	800
Grants received	11,334	-	5,000	16,334	6,560
Monies held for potential future bookings	2,756	-	-	2,756	-
Sub total	30,051	7	6,884	36,942	71,020
A2 Asset, investment sales, etc.	-	-	-	-	-
Total receipts	30,051	7	6,884	36,942	71,020
A3 Payments					
Wages	10,793	-	-	10,793	19,993
Repairs and maintenance	1,430	-	-	1,430	2,618
Light and heating	6,104	-	-	6,104	5,195
Water and wastewater	819	-	-	819	1,113
Insurance	2,711	-	-	2,711	2,658
Cleaning materials	775	-	-	775	1,129
Telephone	422	-	-	422	432
Office expenses (including licences)	1,469	-	-	1,469	1,964
Furniture and equipment	0	-	-	0	1,238
Miscellaneous	-	-	-	-	-
Building Project	-	-	2,717	2,717	16,400
Fundraising expenses	-	-	190	190	893
Sub total	24,522	-	2,907	27,429	53,633
A4 Asset and investment purchases, etc.	-	-	-	-	-
Total payments	24,522	-	2,907	27,429	53,633
	Village Hall/ Recreation Ground	Charity Fund	Improvement Fund	Total funds	Last year Total
	£	£	£	£	£
Net of receipts/(payments)	5,529	7	3,976	9,512	17,387
A5 Transfers between funds	-	-	10,000	-	-
A6 Cash funds last year end	55,929	2,920	4,918	63,767	46,380
Cash funds this year end	51,458	2,927	18,894	73,279	63,767

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

Cash at Bank

Total cash funds

(agree balances with receipts and payments account(s))

B2 Other monetary assets

Details
None

B3 Investment assets

Details
None

B4 Assets retained for the charity's own use

Details
Village Hall & Pavilion Annex including fixtures and fittings
Recreation Ground

B5 Liabilities

Details
None

Signed by one or two trustees on behalf of all the trustees

Signature

Mrs A.L. Savidge

Name

MRS. A.L. SAVIDGE

Date of approval

9/4/21

Unrestricted funds to nearest £	Restricted funds to nearest £
70,351	2,927
-	-
-	-
70,351	2,927

Unrestricted funds to nearest £	Restricted funds to nearest £
-	-
-	-

Fund to which asset belongs	Cost (optional)
-	-
-	-

Fund to which asset belongs	Cost (optional)
unrestricted	124,630
restricted	-
-	-
-	-

Fund to which liability relates	Amount due (optional)
-	-
-	-