

Wivelsfield Village Hall and Recreation Ground



Trustees Report and Accounts

For the Year ended 31 December 2022



Trustees Annual Report for the period

Period start date

Period end date

From Day 01 Month 01 Year 2022 To Day 31 Month 12 Year 2022

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		
Cameron Wallis	Chairman	
Andrew Savidge	Vice-Chairman	
Liz Burton	Secretary	
Ann Savidge	Treasurer	
Peter Burton	Letting Secretary	
Lesley Corbett		
Barbara Harty		
Representative Trustees		
Jane Silk	Wivelsfield Stoolball Club	
Dave Callaghan	Wivelsfield Little Theatre	
Sue Blunden	Mid-Sussex Parkinson's Group	
Rhonda Janes	Wivelsfield Films	
Non-Voting Representatives		
Ian Dawson	Parish Council	
Sue Morris	Parish Council	
Robert Packer	Wivelsfield Green Cricket Club	
Sheila Blair	Historical Society	
Sam Mann	Wivelsfield Community Club	

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

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 and these amendments have been submitted to the Charities Commission

How the charity is constituted

Trust

Trustee selection methods

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 start of each annual general meeting but are eligible to be re-elected or reappointed at that meeting.

Additional governance issues (Optional information)

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

The Trustees met seven times in person in 2022..

The Trustees have had regular email contact during this 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

The work to extend and improve the hall was completed in December 2021. The hall was officially opened on 7th January 2022 by the local MP Maria Caulfield and the Chair of the Parish Council Ian Dawson. Much work was still needed in order for the hall to be run efficiently for hirers. Therefore, several smaller projects needed to be scoped and funded. A further CIL bid was submitted for these projects which was finally approved in December 2022. Work is due to start on these projects which will provide the focus for the Management Committee's efforts in 2023.

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.

The main items of expenditure have been the final invoices of Contractor's fees for the Hall Improvement Project together with the day to day running costs of the village hall and pavilion, including cleaning, heating, lighting, water and insurance.

Other optional information

Future Plans

Several smaller projects that were not part of the main project have now have funds approved via a successful CIL bid. These include installing a CCTV system, extending the access control and locking systems. Extending the roof insulation in the East loft, Installing Fire Doors from the main corridor, completing the redecoration, installing a control system for the hot water and heating system. redesigning the private garden area and line marking in the car park.

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.

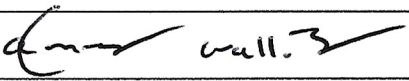

The Trustees confirm that the financial statements comply with the requirements of the Charities Statement of Recommended Practice (2005) and the accounting provisions of the Charities Act 1993 and Regulations thereafter.

Declaration

The trustees approved the trustees report above on

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Cameron Wallis Elizabeth Burton

Position

Chairman Secretary

Date

12 / 04 / 2023



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 2022

**Charity no
(if any)** 235098

Set out on pages

7 and 8

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022

**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 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.

Signed:

RHO Ayton

Date:

12 February
2023

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



Charity Name Wivelsfield Village Hall and Recreation Ground	No (if any) 235098
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Receipts and payments accounts


For the period from	Period start date 01/01/2022	To	Period end date 31/12/2022
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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	34,116	-	-	34,116	7,939
Pavilion Hirings	1,500	-	-	1,500	2,235
Parking income	4,815	-	-	4,815	4,550
Interest on funds	10	10	5	25	147
Donations and fundraising	90	-	2,550	2,640	40
Solar energy	6,647	-	-	6,647	3,120
Miscellaneous	600	-	-	600	800
Grants received	2,667	-	13,850	16,517	27,374
Monies held for potential future bookings	1,573	-	-	1,573	1,183
Sub total	48,872	10	16,405	65,287	45,022
A2 Asset, investment sales, etc.					
	-	-	-	-	-
Total receipts	48,872	10	16,405	65,287	45,022
A3 Payments					
Wages	5,003	-	-	5,003	3,344
Repairs and maintenance	2,062	-	-	2,062	890
Light and heating	4,858	-	-	4,858	2,638
Water and wastewater	219	-	-	219	222
Insurance	2,656	-	-	2,656	2,268
Cleaning and materials	8,393	-	-	8,393	140
Telephone	438	-	-	438	419
Office expenses (including licences)	3,610	-	-	3,610	668
Furniture and equipment	571	-	-	571	309
Miscellaneous	-	822	-	822	1,050
Building Project	-	-	50,657	50,657	46,358
Fundraising expenses	-	-	-	-	-
Sub total	27,810	822	50,657	79,289	58,306
A4 Asset and investment purchases, etc.					
	-	-	-	-	-
Total payments	27,810	822	50,657	79,289	58,306
Net of receipts/(payments)					
	21,062	(812)	(34,252)	(14,002)	(13,285)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,577	1,878	38,539	59,994	73,279
Cash funds this year end	40,639	1,066	4,287	45,992	59,994

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	<div>Cash at Bank</div> <div></div> <div></div> <p>Total cash funds</p> <p>(agree balances with receipts and payments account(s))</p>	<div>44,926</div> <div>-</div> <div>-</div> <div>44,926</div>	<div>1,066</div> <div>-</div> <div>-</div> <div>1,066</div>
B2 Other monetary assets	<div>Details</div> <div>None</div>	<div>-</div> <div>-</div>	<div>-</div> <div>-</div>
B3 Investment assets	<div>Details</div> <div>None</div>	<div>Fund to which asset belongs</div> <div></div>	<div>Cost (optional)</div> <div>-</div>
B4 Assets retained for the charity's own use	<div>Details</div> <div>Village Hall & Pavilion Annexe including fixtures and fittings</div> <div>Recreation Ground</div> <div></div>	<div>Fund to which asset belongs</div> <div>unrestricted</div> <div>restricted</div> <div></div>	<div>Cost (optional)</div> <div>124,630</div> <div>-</div> <div>-</div>
B5 Liabilities	<div>Details</div> <div>None</div>	<div>Fund to which liability relates</div> <div></div>	<div>Amount due (optional)</div> <div>-</div>
Signed by one or two trustees on behalf of all the trustees		Name	Date of approval
<div>Signature</div> <div></div>		<div>(MRS) A L. SAVIDGE</div>	<div>6/4/23</div>