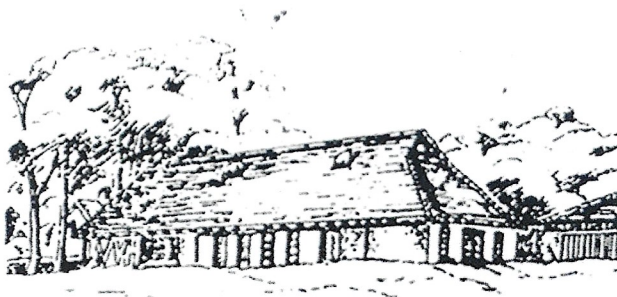


Wivelsfield Village Hall and Recreation Ground



Trustees Report and Accounts

For the Year ended 31 December 2023



Trustees Annual Report for the period

Period start date			Period end date		
From	Day	Month Year	To	Day	Month Year
	01	01 2023		31	12 2023

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		
Dave Callaghan	Wivelsfield Little Theatre Representative	
Rhonda Janes	Wivelsfield Films Representative	
Sue Blunden	Mid Sussex Parkinson's Group Representative	
Non-Voting Representatives		
Ian Haffenden	Parish Council	
Sue Morris	Parish Council	
Robert Packer	Wivelsfield Green Cricket Club	
Sheila Blair	Historical Society	
Alison Cumberland	Wivelsfield Community Club	
Karen Sargent	Wivelsfield Stoolball 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
(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 and these amendments have been submitted to the Charities Commission

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 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 five times in person in 2023.

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

2023 has been a busy year, with the team constantly improving the facilities. This year we have completed several large items which are great achievements, including: new car park line markings, additional access control, locking infrastructure & installation of a new CCTV system, a new heating control system, Wi-Fi throughout the entire facility, improved insulation in the roof spaces, new and improved fire doors installed & a large amount of painting & decorating has been undertaken. A massive amount has been achieved in 2023, with much more to come in 2024.

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.

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

The team have several projects planned throughout 2024 including:

- Refurbishment of the area to the rear of the hall to provide a safe and inviting space for all hirers of the building
- Installation of a projector for use by hirers in our main hall
- Improvements to the current Youth Room to make this more desirable to hire
- The opening of the public toilets at the West End of the building.
- A new and improved bookings system & website
- The procurement and installation of new hall chairs

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.

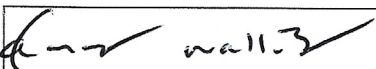
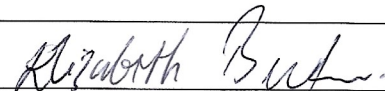
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of 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	1/3/24	



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 2023

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:

Date:

29 February 2024

Name:

Barbara Kite

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

FCA, CTA, BFP

Address:

4 The Waldrons

Oxted

Surrey RH8 9DY



Wivelsfield Village Hall and Recreation Ground

Receipts and payments accounts

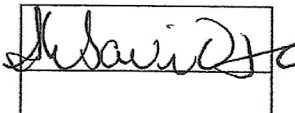
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For the period from	01/01/2023	To	31/12/2023
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Section A Receipts and payments

Funds	Unrestricted	Restricted	Unrestricted	Total funds	Last year Total
	Village Hall/ Recreation Ground	Charity Fund	Improvement Fund		
	£	£	£	£	£
A1 Receipts					
Hall Hirings	43,358	-	-	43,358	34,116
Pavilion Hirings	1,230	-	-	1,230	1,500
Parking income	4,894	-	-	4,894	4,815
Interest on funds	1,445	47	19	1,511	25
Donations and fundraising	17	-	915	932	2,640
Solar energy	5,444	-	-	5,444	6,647
Miscellaneous	-	-	-	-	600
Grants received	-	-	-	-	16,517
Monies held for potential future bookings	-	-	-	-	1,573
Sub total	56,388	47	934	57,369	65,287
A2 Asset, investment sales, etc.	-	-	-	-	-
Total receipts	56,388	47	934	57,369	65,287
A3 Payments					
Wages	9,284	-	-	9,284	5,003
Repairs and maintenance	6,775	-	-	6,775	2,062
Light and heating	3,763	-	-	3,763	4,858
Water and wastewater	6,741	-	-	6,741	219
Insurance	3,199	-	-	3,199	2,656
Cleaning materials	6,879	-	-	6,879	8,393
Telephone	744	-	-	744	438
Office expenses (including licences)	801	-	-	801	3,610
Furniture and equipment	3,592	-	-	3,592	571
Miscellaneous	-	-	-	-	822
Building Project	-	-	5,221	5,221	50,657
Fundraising expenses	-	-	-	-	-
Sub total	41,778	-	5,221	46,999	79,289
A4 Asset and investment purchases, etc.	-	-	-	-	-
Total payments	41,778	-	5,221	46,999	79,289
Net of receipts/(payments)	14,610	47	(4,287)	10,370	(14,002)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	40,639	1,066	4,287	45,992	59,994
Cash funds this year end	55,249	1,113	0	56,362	45,992

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 (agree balances with receipts and payments account(s))</p>	<div>55,249</div> <div>-</div> <div>-</div> <div>55,249</div>	<div>1,113</div> <div>-</div> <div>-</div> <div>1,113</div>
B2 Other monetary assets	<div>Details</div> <div>None</div> <div></div>	<div>-</div> <div>-</div>	<div>-</div> <div>-</div>
B3 Investment assets	<div>Details</div> <div>None</div> <div></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></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>ANN SAVIDGE</div> <div></div>	<div>1/3/24</div> <div></div>