

THE PARISH HALL

England & Wales · Charity number 250425

Details

Other names	The Parish Hall AKA Little Heath Parish Hall
Status	Registered
Legal form	Other
Registered	1966-12-15
Register	View on the Charity Commission register

Contact

Address The Parish Hall
Little Heath
Thornton Road
Potters Bar
Hertfordshire

Phone 07934100707

Email hallettings2@gmail.com

Website cclh.org.uk

Activities

Objects: THE HALL TO BE USED, OCCUPIED AND ENJOYED FOR ALL OR ANY OF THE FOLLOWING PURPOSES:- 1) FOR LECTURES, READINGS, ENTERTAINMENTS PUBLIC OR PAROCHIAL MEETINGS, OR GATHERINGS OR FOR ANY OTHER OBJECTS ENDS OR PURPOSES FOR THE BENEFIT OF THE INHABITANTS OF THE ECCLESIASTICAL PARISH OF LITTLE HEATH CHRIST CHURCH AND THE NEIGHBOURHOOD. (FOR FULLER DETAILS SEE CLAUSES 18 & 19 OF SCHEME)

Activities: Maintenance and improvement of Parish Hall and its hire out to local organisations and individuals and use by Christ Church Little Heath and Church-related groups.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** ECCLESIASTICAL PARISH OF LITTLE HEATH CHRIST CHURCH
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£59,149	£50,890	-	-
2023-12-31	£51,600	£69,959	-	-
2022-09-30	£29,172	£29,015	-	-
2021-09-30	£16,409	£28,896	-	-
2020-09-30	£37,948	£33,332	-	-

Trustees

Name	Role	Appointed
The PCC of the Ecclesiastical Parish of Christ Church Little Heath		2023-12-30

THE PARISH HALL

England & Wales - Charity number 250425

Accounts

The Parish Hall, Little Heath

Trustee's Annual Report

**(Accompanying Receipts and Payments Accounts for the
Year ended 31 December 2024)**

Name	The Parish Hall, Little Heath
Registered Charity Number	250425
Governing Document	Trust Deed dated 30 September 1921
Principal Address	The Parish Hall Thornton Road Little Heath Potters Bar Hertfordshire EN6 1JJ
Objects	To manage the Parish Hall for the benefit of local organisations and individuals
Trustee	The PCC of the Ecclesiastical Parish of Christ Church Little Heath
Parish Hall Committee	N Buckland (Chair) S Blake (Letting Secretary) E. Hughes (Treasurer) Reverend M. Maloney T Pennell (Technical/Fabric Surveyor)
Secretary to the Committee	S Maughan
Independent Examiner	Roger Moore 65 Northlands Potters Bar Hertfordshire EN6 5JD
Bankers	Barclays Bank plc CCLA Investment Management Ltd

Trustee's Report for the Year ended 31 December 2024

The only activity undertaken during the period being reported on was the maintenance and improvement of the Parish Hall and its hire out to local organisations and individuals and use by the church and church-related groups.

During the year, the decision was taken to proceed with linking the Parish Hall charity with that of Christ Church Little Heath. To that end, the previous individual trustees resigned at the beginning of the year to be replaced by the PCC of the Ecclesiastical Parish of Christ Church Little Heath as the sole trustee of the Parish Hall. The new Trustee then invited the former individual trustees to become members of the Parish Hall Committee. There were formal meetings of the Committee on 8 February 2024, 26 March 2024, 18 June 2024, 24 September 2024 and 10 December 2024.

In the first half of the year the cottage was refurbished. This was financed by the Church. In the second half of the year, it has been let out to Veterinary College students and the rental income will be used to repay the Church's investment.

Another project was the replacement of the Hall Roof. The old roof has been a problem for a number of years with numerous leaks in wet weather. Hitherto we had dealt with the problem by patching the roof when and where needed but this approach was becoming more expensive and less effective. Contractors were appointed and work commenced in October and had been largely completed by the year-end. The considerable cost of this work has been met partly by donations with the balance of the cost being financed by the Church. In due course, this will be repaid from Cottage rental income.

In the previous period, total payments and receipts were £69,959 and £51,600 respectively which produced a deficit of £18,359. However, in 2024 total payments were £50,890 and total receipts £59,149, yielding an excess of receipts over payments of £8,259 (see Note 1 on page 4). As a result, unrestricted funds increased to £29,001 as at December 2024.

On 01 April 2024 increases in letting charges were applied which were approximately in line with cost inflation since the charges were previously reviewed in January 2023.

The Trustee has adopted the following reserving policy. Reserves (equivalent to the unrestricted funds at the end of the period) should be sufficient to meet 6 months of regular expenditure, plus 12 months of budgeted project expenditure. The reserves as at 31 December 2024 were sufficient to satisfy this reserving policy.

Signed on behalf of the Trustee, who has approved the report above and authorised us to sign it on its behalf.

Nick Buckland Chair, Parish Hall Committee

April 2025

Emyr Hughes Hall Treasurer

The Parish Hall. Little Heath
Receipts and Payments Accounts – Year to 31 December 2024

	Year to 31 December 2024		15 Months to 31 December 2023	
	£	£	£	£
Lettings				
Large Hall	15,268		16,358	
Small Hall	7,850		9,248	
Committee Rooms	<u>8,690</u>		<u>10,311</u>	
		31,808		35,917
Donations				
PCC	3,396		4,245	
North Mymms Parish Council	250		250	
Donations for Hall Roof	18,462		0	
Other donations	260		7,100	
Gift Aid	<u>0</u>		<u>3,077</u>	
		22,368		14,672
Insurance Recovery		4,110		
Interest		<u>863</u>		<u>1,011</u>
Total Receipts		<u>59,149</u>		<u>51,600</u>
Hall				
Caretaker/Cleaner	7,533		11,169	
Insurance	1,973		2,832	
Water	1,329		843	
Gas	8,736		12,688	
Electricity	2,051		5,064	
Cleaning Materials	746		868	
Refuse Collection	1,567		1,955	
Repairs/Maintenance	3,917		6,864	
Equipment	418		0	
Decorating	0		1,564	
Hall roof expenses	17,100		0	
Special Expenses	0		11,170	
Projects	2,461		11,495	
Sundries	<u>289</u>		<u>435</u>	
		48,120		66,947
Cottage				
Insurance	113		516	
Utilities	1,375		328	
Council Tax	1,282		0	
Repairs/Maintenance	0		328	
Projects	<u>0</u>		<u>1,840</u>	
		<u>2,770</u>		<u>3,012</u>
Total Payments		<u>50,890</u>		<u>69,959</u>
Excess Receipts/(Payments)		<u>8,259</u>		<u>(18,359)</u>

STATEMENT OF FUNDS

	As at 31 st December 2024	As at 31 st December 2023
	£	£
Barclays Current Account	4,324	3,499
Barclays Deposit Account	15,559	7,527
Central Board of Finance of Church of England	12,749	12,041
Cash/Credit Notes	<u>0</u>	<u>143</u>
Less: Income Received in Advance	<u>(3,631)</u>	<u>(2,468)</u>
Unrestricted Funds	<u>29,001</u>	<u>20,742</u>
These comprise:		
Reserves B/fwd	20,742	39,101
Excess/Shortfall during the year	<u>8,259</u>	<u>(18,359)</u>
Reserves C/fwd	<u>29,001</u>	<u>20,742</u>

NOTES:

1. A major contributor to the excess of £8,259 shown above was the insurance recovery of £4,110 received in the year in respect of damage to the Hall roof incurred in the previous period. Another contribution to the 2024 results was the £1,362 excess of donations received towards the cost of the roof replacement over the amount transferred to the Church during the year
2. The Parish Hall has not been professionally valued and the Trustee is therefore only aware of its insurance value which is considered to be adequate.
3. The building is approximately 60 years old and in view of its age and type of construction is considered to be in reasonable condition.
4. The Trustee operates a rolling programme for major redecorating and attends to other essential repairs when they arise.
5. The Trustee has not included other assets in the accounts as they generally comprise chairs, tables and other minor items of furniture and kitchen equipment of little value.

Independent Examiner's Report to the Trustee of The Parish Hall Little Heath

I report on the accounts of the Trust, charity no. 250425 for the year ended 31 December 2024, which are set out on pages 3 and 4.

Respective responsibilities of the Trustee and the examiner

The charity's trustee is responsible for the preparation of the accounts. The charity's trustee considers that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

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

I 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.

Roger Moore MBE
Retired Member Institute of Certified Accountants
and Former Member of the London Stock Exchange

April 2025

65 Northlands
Potters Bar
Hertfordshire
EN6 5JD

THE PARISH HALL

England & Wales - Charity number 250425

Accounts

The Parish Hall, Little Heath

Trustees' Annual Report

**(Accompanying Receipts and Payments Accounts for the
15 months ended 31 December 2023)**

Name	The Parish Hall, Little Heath
Registered Charity Number	250425
Governing Document	Trust Deed dated 30 September 1921
Principal Address	The Parish Hall Thornton Road Little Heath Potters Bar Hertfordshire EN6 1JJ
Objects	To manage the Parish Hall for the benefit of local organisations and individuals
Trustees	N Buckland (Acting Chair) S Blake (Letting Secretary) D Butler (Fabric Surveyor) (to 18 Nov 23) E. Hughes (Treasurer) T Pennell (Technical Surveyor)
Secretary to Trustees	S Maughan
Caretaker (to 14 July 2023)	P Critoph 1 Thornton Road Little Heath Potters Bar Hertfordshire EN6 1JJ
Independent Examiner	Roger Moore 65 Northlands Potters Bar Hertfordshire EN6 5JD
Bankers	Barclays Bank plc CCLA Investment Management Ltd

Trustees' Report for the 15 Months ended 31 December 2023

The only activity undertaken during the period being reported on was in connection with the maintenance and improvement of the Parish Hall and its hire out to local organisations and individuals and use by the church and church-related groups.

The Trustees are appointed by the PCC of Christ Church Little Heath. Formal meetings of the Trustees were held on 6 December 2022, 2 February 2023, 23 March 2023, 8 June 2023, 20 July 2023 and 14 September 2023.

The financial outcome for the fifteen-month period ending on 31 December 2023 was materially affected by the decision to manage the Hall without the services of a resident caretaker. The negotiated departure of the caretaker resulted in special expenses of £11,170 (these comprised a termination payment, holiday pay, a notice payment and fees for professional advice). These special expenses were partly mitigated by the £7,000 donation received in the period.

The year-end was changed to 31st December from 30th September in order to make the Parish Hall's year-end the same as Christ Church Little Heath with which it is linked, extending the current financial period to 15 months. During this period total receipts were £51,600 and total payments were £69,959. These compare to total receipts of £29,172 and total payments of £29,015 in the year to the end of September 2022.

As compared to a small excess of £157 in the previous year, the accounts show a deficit of £18,359 for the period, as the result of a number of significant one-off expenses which were incurred. These included £4,440 on Hall roof repairs, the majority of which was recovered in 2024 following an insurance claim. Unrestricted funds therefore decreased to £20,742 from £39,101 at the end of September 2022.

On 1 January 2023 increases in letting charges were applied which were approximately in line with annual inflation.

Hall project expenditure during the period was £11,495 and included a new Hall security system, replacement of fencing and a survey of work needed to refurbish parts of the Hall. Cottage project expenditure was on the balance of the surveyors' report, covering the work required for its refurbishment.

The Trustees have adopted the following reserving policy. Reserves (equivalent to the unrestricted funds at the end of the period) should be sufficient to meet 6 months of regular expenditure, plus 12 months of budgeted project expenditure. The reserves as at 31 December 2023 were sufficient to satisfy this reserving policy.

Signed on behalf of the Trustees, who have approved the report above and have authorised us to sign it on their behalf.

Nick Buckland Acting Chair

04 April 2024

Emyr Hughes Treasurer

The Parish Hall, Little Heath
Receipts and Payments Accounts – 15-Month Period to 31 December 2023

	15 Months to December 2023		Year to September 2022	
	£	£	£	£
Lettings				
Large Hall	16,358		10,230	
Small Hall	9,248		6,922	
Committee Rooms	10,311		6,218	
		35,917		23,370
Donations				
PCC	4,245		3,396	
North Myrms Parish Council	250		0	
Gift Aid	3,077		0	
Donation via CAF	7,000		0	
Other donations	100		2,200	
		14,672		5,596
Interest		1,011		206
Total Receipts		51,600		29,172
Hall				
Caretaker/Cleaner	11,169		9,483	
Insurance	2,832		2,151	
Water Rates	843		678	
Gas	12,688		5,535	
Electricity	5,064		2,786	
Cleaning Materials	868		334	
Refuse Collection	1,955		1,257	
Office Expenses	155		149	
Repairs/Maintenance	6,864		2,134	
Equipment	0		109	
Decorating	1,564		58	
Projects	11,495		3,490	
Sundries	280		36	
Special Expenses	11,170		0	
		66,947		28,200
Cottage				
Insurance	516		482	
Utilities	328		280	
Repairs/Maintenance	328		53	
Projects	1,840		0	
		3,012		815
Total Payments		69,959		29,015
Excess Receipts/(Payments)		(18,359)		157

STATEMENT OF FUNDS

	As at 31st December 2023 £	As at 30th September 2022 £
Barclays Current Account	3,499	10,384
Barclays Deposit Account	7,527	5
Central Board of Finance of Church of England	12,041	31,064
Cash	<u>143</u>	<u>0</u>
	23,210	41,453
Less: Sundry Debtors / (Creditors)	0	(100)
Less: Income Received in Advance	<u>(2,468)</u>	<u>(2,252)</u>
Unrestricted Funds	<u>20,742</u>	<u>39,101</u>
These comprise:		
Reserves B/fwd	39,101	38,944
Excess /(Shortfall) during the year	<u>(18,359)</u>	<u>157</u>
Reserves C/fwd	<u>20,742</u>	<u>39,101</u>

NOTES

- 1 The Parish Hall has not been professionally valued and the Trustees are therefore only aware of its insurance value which is considered to be adequate.
- 2 The building is approximately 60 years old and in view of its age and type of construction is considered to be in reasonable condition.
- 3 The Trustees operate a rolling programme for major redecorating and attend to other essential repairs as they arise
- 4 The Trustees have not included other assets in their accounts as they generally comprise chairs, tables and other minor items of furniture and kitchen equipment of little value.

Independent Examiner's Report to the Trustees of The Parish Hall Little Heath

I report on the accounts of the Trust, charity no. 250425 for the 15-month period ended 31 December 2023, which are set out on pages 3 and 4.

Respective responsibilities of the Trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

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

I 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.

Roger Moore MBE
Retired Member Institute of Certified Accountants
and Former Member of the London Stock Exchange

04 April 2024

65 Northlands
Potters Bar
Hertfordshire
EN6 5JD

THE PARISH HALL

England & Wales - Charity number 250425

Accounts

The Parish Hall, Little Heath

Trustees' Annual Report

**(Accompanying Receipts and Payments Accounts for the
Year ended 30 September 2022)**

Name	The Parish Hall, Little Heath	
Registered Charity Number	250425	
Governing Document	Trust Deed dated 30 September 1921	
Principal Address	The Parish Hall Thornton Road Little Heath Potters Bar Hertfordshire EN6 1JJ	
Objects	To manage the Parish Hall for the benefit of local organisations and individuals	
Trustees	N Buckland	(Acting Chair)
	S Blake	(Letting Secretary)
	D Butler	(Fabric Surveyor)
	E. Hughes	(Treasurer)
	T Pennell	(Technical Surveyor)
Secretary to Trustees	S Maughan	
Caretaker	P Critoph 1 Thornton Road Little Heath Potters Bar Hertfordshire EN6 1JJ	
Independent Examiner	Roger Moore 65 Northlands Potters Bar Hertfordshire EN6 5JD	
Bankers	Barclays Bank plc CCLA Investment Management Ltd	

Trustees' Report for the Year ended 30 September 2022

The only activity undertaken during the year was in connection with the maintenance and improvement of the Parish Hall and its hire out to local organisations and individuals and use by the church and church-related groups.

In June 2020, Nick Buckland was appointed as a Trustee and became the Acting Chairman. The other Trustees, who served throughout the year, are appointed by the PCC of Christ Church Little Heath. Formal meetings of the Trustees were held on 8 December 2021, 22 March 2022, 20 June 2022, and 13 September 2022.

For the first year since 2019-20, we were free of Government Covid restrictions and were able to keep the Hall open and available for all hirers during the whole of the year. As a result, letting income recovered to levels close to those prior to the Covid pandemic. For those hirers who had pre-paid for lettings but were unable to use the Hall during its periods of closure, we had allowed credits for use of the Hall following its re-opening. These Covid credits were partly redeemed in the final months of 2020-21 and fully redeemed by the end of November 2021.

Letting income for the year was £23,370 as compared to £12,733 in the previous year. Total receipts for the year were £29,172 (£16,409 in the year to September 2021). Total payments during the year were £29,015, similar to the payments of £28,896 in the year to September 2021. The accounts show a small excess of receipts over payments of £157, as compared to a deficit of £12,487 in the year to September 2021. Unrestricted funds therefore showed a small increase from £38,944 to £39,101 at the end of September 2022.

On 1 January 2022 increases in letting charges were applied which were approximately in line with annual inflation.

Hall project expenditure during the year was £1,880 on the improvement of flooring at the Thornton Road entrance, £890 on improvement of the Parish Hall roof and £720 on replacement fencing, leading to total project expenditure of £3,490.

The Trustees have adopted the following reserving policy. Reserves (equivalent to the unrestricted funds at the end of the year) should be sufficient to meet 6 months of regular expenditure, plus 12 months of budgeted project expenditure. The reserves as at 30 September 2022 more than exceeded the amount required to comply with this reserving policy.

The Trustees conduct an ongoing review of the risks to which the Parish Hall is exposed and have acted, and will continue to act, to address any issues raised. This includes a review of the ongoing level of reserves.

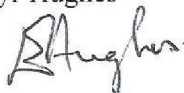
Signed on behalf of the Trustees, who have approved the report above and have authorised us to sign it on their behalf.

Nick Buckland Acting Chair



30 March 2023

Emyr Hughes Treasurer



The Parish Hall, Little Heath
Receipts and Payments Accounts – Year to 30 September 2022

	2022		2021	
	£	£	£	£
Lettings				
Large Hall	10,230		3,876	
Small Hall	6,922		5,793	
Committee Rooms	6,218		3,064	
		23,370		12,733
Donations				
PCC	3,396		3,396	
North Mymms Parish Council	0		250	
Other Donations	2,200		0	
		5,596		3,646
Interest		206		30
Total Receipts		29,172		16,409
Hall				
Caretaker	9,483		8,950	
Insurance	2,151		2,111	
Water Rates	678		1,059	
Gas	5,535		4,980	
Electricity	2,786		1,869	
Cleaning Materials	334		208	
Refuse Collection	1,257		1,708	
Postage/Stationery/Telephone	149		95	
Repairs/Maintenance	2,134		1,376	
Equipment	109		0	
Decorating	58		239	
Projects	3,490		4,895	
Sundries	36		36	
		28,200		27,516
Cottage				
Insurance	482		435	
Utilities	280		270	
Repairs/Maintenance	53		22	
Projects	0		653	
		815		1,380
Total Payments		29,015		28,896
Excess Receipts/(Payments)		157		(12,487)

Statement of Funds Year to 30 September 2022

	2022	2021
	£	£
Barclays Current account	10,384	10,927
Barclays Deposit account	5	5
Central Board of Finance of Church of England	<u>31,064</u>	<u>30,858</u>
	41,453	41,790
Less: Sundry Creditors / (Debtors)	(100)	(100)
Less: Income received in advance	<u>(2,252)</u>	<u>(2,746)</u>
Unrestricted funds	<u>39,101</u>	<u>38,944</u>
These comprise:		
Reserves B/F	38,944	51,431
Excess/(Shortfall) during the year	157	(12,487)
Reserves C/F	<u>39,101</u>	<u>38,944</u>

NOTES:

1. The Parish Hall has not been professionally valued and the Trustees are therefore only aware of its insurance value which is considered to be adequate.
2. The building is approximately 60 years old and in view of its age and type of construction is considered to be in reasonable condition.
3. The Trustees operate a rolling programme for major redecorating and attend to other essential repairs when they arise.
4. The Trustees have not included other assets in their accounts as they generally comprise chairs, tables and other minor items of furniture and kitchen equipment of little value.

Independent Examiner's Report to the Trustees of The Parish Hall Little Heath

I report on the accounts of the Trust, charity no. 250425 for the year ended 30 September 2022, which are set out on pages 3 and 4.

Respective responsibilities of the Trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's statement

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Independent examiner's statement

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- the accounts do not accord with the accounting records

I 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.



Roger Moore MBE
Retired Member Institute of Certified Accountants
and Former Member of the London Stock Exchange

30 March 2023

65 Northlands
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EN6 5JD

THE PARISH HALL

England & Wales - Charity number 250425

Accounts

The Parish Hall, Little Heath

Trustees' Annual Report

**(Accompanying Receipts and Payments Accounts for the
Year ended 30 September 2020)**

Name	The Parish Hall, Little Heath
Registered Charity Number	250425
Governing Document	Trust Deed dated 30 September 1921
Principal Address	The Parish Hall Thornton Road Little Heath Potters Bar Hertfordshire EN6 1JJ
Objects	To manage the Parish Hall for the benefit of local organisations and individuals
Trustees	Rev D Newstead (Ex-officio Trustee) (to June 2020) N Buckland (Acting Chair) (from June 2020) S Blake (Letting Secretary) D Butler (Fabric Surveyor) E. Hughes (Treasurer) T Pennell (Technical Surveyor)
Secretary to Trustees	S Maughan
Caretaker	P Critoph 1 Thornton Road Little Heath Potters Bar Hertfordshire EN6 1JJ
Independent Examiner	Roger Moore 65 Northlands Potters Bar Hertfordshire EN6 5JD
Bankers	Barclays Bank plc CCLA Investment Management Ltd

Trustees' Report for the Year ended 30 September 2020

The only activity undertaken during the year was in connection with the maintenance and improvement of the Parish Hall and its hire out to local organisations and individuals and use by the church and church-related groups.

In June 2020, Dominic Newstead resigned as Ex-officio Trustee on his move from being Vicar of the Ecclesiastical Parish of Christ Church Little Heath to take up another church appointment. In June 2020, Nick Buckland was appointed as a Trustee and became the Acting Chairman. The other Trustees, who served throughout the year, are appointed by the PCC of Christ Church Little Heath. Formal meetings of the Trustees were held on 2 December 2019, 25 March 2020, 26 May 2020, 9 June 2020, 22 June 2020 and 28 September 2020, four of which were conducted virtually via Zoom video link.

In line with Government guidelines on the Covid 19 pandemic, use of the Parish Hall was restricted at various times during the year. In particular, the Parish Hall was closed from mid-March to the end of August, leading to a significant fall in letting income to £13,982 (£27,934 in 2019). This was compensated by the receipt of a £10,000 grant from Welwyn Hatfield Council, £10,100 of other donations and a £250 donation from North Mymms Parish Council bringing total receipts to £37,948 (£33,513 in 2019). Total expenditure was £33,332 for the year compared to £33,474 in the year to September 2019. The accounts show an excess of receipts over payments of £4,616 as compared to £39 in the previous year. This led to an increase in unrestricted funds from £46,815 as at 1 October 2019 to £51,431 as at 30 September 2020. On 1 January 2020 increases in letting charges were applied which were approximately in line with annual inflation.

Project expenditure of £4,444 during the year was on the refurbishment of the caretaker's Cottage, particularly on upgrading bathroom facilities. A similar amount had been spent in the previous year on dealing with very significant damp proofing problems within the Cottage.

The Trustees have adopted the following reserving policy. Reserves (equivalent to the unrestricted funds at the end of the year) should be sufficient to meet 6 months of regular expenditure, plus 12 months of budgeted project expenditure. The reserves as at 30 September 2020 more than exceeded the amount required to comply with this reserving policy.

The Trustees conduct an ongoing review of the risks to which the Parish Hall is exposed and have acted, and will continue to act, to address any issues raised. This includes a review of the ongoing level of reserves.

Signed on behalf of the Trustees, who have approved the report above and have authorised us to sign it on their behalf.

Nick Buckland Acting Chair

11th April 2021

Emyr Hughes Treasurer

The Parish Hall, Little Heath
Receipts and Payments Accounts – Year to 30 September 2020

	2020		2019	
	£	£	£	£
Lettings				
Large Hall	6,874		12,496	
Small Hall	3,225		6,882	
Committee Rooms	3,883		8,556	
		13,982	27,934	
Donations				
PCC	3,396		3,396	
North Mymms Parish Council	250		250	
Welwyn Hatfield Grant	10,000		0	
Other donations	10,100		1,613	
		23,746	5,259	
Interest		220		320
Total Receipts		37,948		33,513
 Hall				
Caretaker	9,080		9,088	
Insurance	2,081		643	
Water Rates	508		455	
Gas	5,400		5,828	
Electricity	1,925		2,023	
Cleaning Materials	642		161	
Refuse Collection	1,223		1,242	
Postage/Stationery/Telephone	201		153	
Repairs/Maintenance	3,288		2,695	
Equipment	593		741	
Projects	0		3,810	
		24,941	26,839	
 Cottage				
Insurance	399		397	
Utilities	0		217	
Repairs/Maintenance	3,548		1,529	
Decorating	0		16	
Projects	4,444		4,476	
		8,391	6,635	
Total Payments		33,332		33,474
 Excess Receipts		4,616		39

Statement of Funds Year to 30 September 2020

	2020	2019
	£	£
Barclays Current account	23,223	6,919
Barclays Deposit account	5	5
Central Board of Finance of Church of England	<u>30,828</u>	<u>44,108</u>
	54,056	51,032
Less: Sundry Creditors / (Debtors)	<u>(264)</u>	<u>(92)</u>
	53,792	50,940
Less: Income received in advance	<u>(2,361)</u>	<u>(4,125)</u>
Unrestricted funds	<u>51,431</u>	<u>46,815</u>
 These comprise:		
Reserves B/F	46,815	46,776
Excess/(Shortfall) during the year	<u>4,616</u>	<u>39</u>
Reserves C/F	<u>51,431</u>	<u>46,815</u>

NOTES:

1. The Parish Hall has not been professionally valued and the Trustees are therefore only aware of its insurance value which is considered to be adequate.
2. The building is approximately 60 years old and in view of its age and type of construction is considered to be in reasonable condition.
3. The Trustees operate a rolling programme for major redecorating and attend to other essential repairs when they arise.
4. The Trustees have not included other assets in their accounts as they generally comprise chairs, tables and other minor items of furniture and kitchen equipment of little value.

Independent Examiner's Report to the Trustees of The Parish Hall Little Heath

I report on the accounts of the Trust, charity no. 250425 for the year ended 30 September 2020, which are set out on pages 3 and 4.

Respective responsibilities of the Trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

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

I 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.

Roger Moore MBE
Retired Member Institute of Certified Accountants
and Former Member of the London Stock Exchange

11th April 2021

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