

Meldreth Village Hall Trust

Annual Report

Financial Year Ending 31 March 2023

**Current Trustees**

David Coton (Chairman, Hon Treasurer)  
Wendy Braid  
Joan Fallon  
Pat Gilmore  
Ann Rogers (from 27 Sept)  
Lesley Spratt (Hon Secretary, resigned 15 Nov)  
Tracy Wedd (from 17 Jan)  
Sharon Williamson  
Andrew Young (Vice Chairman)

**Principal Address**

17 Flambards Close  
Meldreth  
Royston  
SG8 6JX

**Registered Charity Number**

264831

**Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

## **Structure, Governance and Management**

Our Governing Document is a Declaration of Trust dated 25<sup>th</sup> August 1972.

“The Trust shall exist as a charity to promote the benefit of the inhabitants of Meldreth and the neighbourhood without distinction of sex or political, religious or other opinions by the advancement of education and the provision of facilities in the interests of social welfare and in particular for use for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.”

Six Trustees are elected at AGMs – there are currently five: David Coton, Pat Gilmore, Lesley Spratt, Sharon Williamson and Andrew Young.

There should be nine representative members of local organisations. There are currently three: Wendy Braid (Melbourn Amateur Dramatics Society), Joan Fallon (Meldreth Parish Council), Tracy Wedd (Toddlers Group). [The shortfall in representative members does not invalidate proceedings].

## **Objectives and Activities**

Meldreth Village Hall provides local, affordable facilities for a wide range of activities supporting all age groups. It offers an excellent venue for inter alia babies and Toddlers groups, table tennis, children’s parties, keep fit, dancing, choir, Slimming World, family events, quiz and other social evenings, for meetings and presentations of societies and the Parish Council, and for pantomimes and other staged events.

Income is principally from competitive hire charges. Grants are sought for major improvement and renovation projects.

The Trustees confirm that their activities are fully consistent with their charitable objectives and that the Charity Commission’s guidance on public benefit has been borne in mind throughout the year.

## **Financial position**

Regular income at £16,326 has recovered to pre-Covid levels, and regular expenditure at £16,098 is in line with this. The hall refurbishment cost £33,410, of which £12,046 was covered by grants and the remainder from reserves. We have also received a lottery grant of £10,000 towards the Coronation Garden project. The reserves therefore decreased from £31,230 to £20,242 at the financial year end. Hire fees were increased during the year, by an amount less than the rate of retail inflation.

## **Activities**

The major event of the year was a closure during the schoolsummer holidays to carry out a major refurbishment of the hall, toilets and ancillary spaces.

We celebrated the Platinum Jubilee, and later marked the funeral of Her Majesty Queen Elizabeth II. The Meeting Room has been re-named in her honour.

We have started a monthly Film Night, showing a variety of films to an audience of around 30-40 people each time.

### **Plans for the next year**

We are hoping this summer to repaint the outside of the hall, and to upgrade the external emergency lighting. Following that we hope to complete the long-planned Coronation Garden project.

### **Human Resources**

When necessary, we continue to be flexible as to who does what on the Committee. We need to appoint a Treasurer, as the roles of Chairman and Treasurer are currently both fulfilled by David Coton. Lesley Spratt has found it necessary to resign from the committee, so we are also in need of a Minutes Secretary. It would be good to have more representatives of user groups on the committee.

*David Coton*

David Coton  
Chairman of Trustees  
June 2023

# Meldreth Village Hall Trust

Accounts for the year ended 31 March 2023

Charity Number 264831

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## Independent Examiner's Report

I report on the accounts of Meldreth Village Hall Trust for the year ending 31<sup>st</sup> March 2023, as set out on pages 6-8.

### Respective Responsibilities of Trustees and Independent Examiner

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to our attention.

### Basis of the Independent Examiner's Report

The examination was carried out in accordance with the General Directions as above. It 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 you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with accounting requirements of the Act

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent Examiner: Peter Chilvers

Date: 15 June 2023

*P. Chilvers*

# Meldreth Village Hall Trust

Receipts and Payments – year ended 31 March 2023

<b>Receipts</b>		<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
		<b>General</b>	<b>Restricted</b>	<b>Total</b>	
Trading activities	1	£16,326.41	£0.00	£16,326.41	£9,364.23
Voluntary sources	2	£0.00	£22,045.91	£22,045.91	£0.00
Income from assets	3	£146.55	£0.00	£146.55	£6.51
Miscellaneous	4	£0.00	£0.00	£0.00	£10,667.00
		<b>£16,472.96</b>	<b>£22,045.91</b>	<b>£38,518.87</b>	<b>£20,037.74</b>
<b>Payments</b>		<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
		<b>General</b>	<b>Restricted</b>	<b>Total</b>	
Charitable expenditure	5	£37,461.12	£12,045.91	£49,507.03	£29,028.32
Other expenditure		£0.00	£0.00	£0.00	£0.00
Investment assets		£0.00	£0.00	£0.00	£0.00
Other assets		£0.00	£0.00	£0.00	£0.00
Miscellaneous		£0.00	£0.00	£0.00	£0.00
		<b>£37,461.12</b>	<b>£12,045.91</b>	<b>£49,507.03</b>	<b>£29,028.32</b>
Net surplus (deficit)		(£20,988.16)	£10,000.00	(£10,988.16)	(£8,990.58)
Cash at 31 March 2022		£31,175.02	£55.00	£31,230.02	£40,220.60
<b>Cash at 31 March 2023</b>		<b>£10,186.86</b>	<b>£10,055.00</b>	<b>£20,241.86</b>	<b>£31,230.02</b>

# Meldreth Village Hall Trust

## Assets and Liabilities at 31 March

	2023	2022
<b>Cash Funds</b>		
COIF	£5,549.44	£16,410.48
CAF	£14,544.85	£14,819.54
Cash	£147.57	£0.00
	<b>£20,241.86</b>	<b>£31,230.02</b>

### Restricted Funds

The cash funds include the sum of £55 reserved for expenditure related to the projector and £10,000 grant towards the garden project.

### Liabilities – Immediate

None

### Non Monetary Assets

#### Land and Buildings

The village hall was acquired on 24 March 1965. The costs of erection were borne by the Parish Council.

The Village Hall Trust made a contribution of £25,000 to the Parish Council in December 1994 to assist in the renovation costs of the hall.

The property was valued at £280,000 on 31 March 1997 and is made up as Land £120,000 and Buildings £160,000.

The building currently has an insurance valuation of £805,083 (May 2020)

#### Furniture, Fixtures and Fittings

Additions in the last six years:

Curtains	Apr 2018	£2,400
Tables	Jan 2019	£900
Stage lighting	Aug 2019	£2,880
Hearing loop	Oct 2019	£753
Kitchen units	Sep 2021	£5,070
Kitchen equipment	Sep 2021	£1,809
Meeting Room fridge	Sep 2021	£160
Keyboard (Musical)	Jan 2022	£150
Chairs (Entrance)	Aug 2022	£312
Blinds	Sep 2022	£902
Floor polisher	Dec 2022	£833
Vacuum cleaner	Dec 2022	£90

# Meldreth Village Hall Trust

## Notes to the Accounts for the year ending 31 March 2023

		2023	2022
<b>1. Trading Activities</b>	Lettings	£15,423	£9,364
	Events – Film Nights	£704	£0
	Events – Jubilee	£199	£0
		<b>£16,326</b>	<b>£9,364</b>
<b>2. Voluntary Income</b>	Donations – refurbishment (Meldreth PC)	£12,046	£0
	Donation – garden project (National Lottery)	£10,000	£0
	Donations – miscellaneous*	£1,046	£0
		<b>£23,092</b>	<b>£0</b>
<b>3. Income from Assets</b>	Interest – COIF	£139	£7
	Interest – CAF	£8	£0
		<b>£147</b>	<b>£7</b>
<b>4. Miscellaneous Income</b>	Grants for COVID Trading Interruption	£0	£10,667
<b>5. Charitable Expenditure</b>	Wages	£7,640	£7,691
	Maintenance	£1,670	£411
	Insurance	£2,566	£2,085
	Services	£1,933	£1,832
	Performing Rights Society#	£314	£0
	Bank and Accountancy fees	£72	£96
	Refurbishment^	£33,410	£16,184
	Film Nights	£394	£0
	Sundry	£1,509	£729
		<b>£49,508</b>	<b>£29,028</b>

\* Includes £969 from Meldreth Parish Council

# Includes two years (2022 £132 paid late)

^ 2022 Kitchen refurbishment includes fixtures and fittings £948