

## Chairmans and Treasurer's Annual Report for the Year ending 30<sup>th</sup> September 2022

**Charity Name:** The Vigo Village Hall Management Committee **Charity No:** 265623

**Address:** Vigo Village Hall, The Bay, Vigo Village, Gravesend, DA13 0TD

**Trustees:** Alan White (Chairman), Ken Hill (Treasurer), Caroline Maclean (secretary), Colin Evans, Jayne Gibson

**Trustees are recruited** from the hall user groups and people in the village and nearby area.

**Our mission** is to provide and maintain premises to encourage and facilitate a true community spirit. We operate our village hall, which is used by most of the community groups in the Village. These include a Pre-school, a club for older people, Girl Guides, Brownies, Rainbows, several Keep-Fit groups and Dance classes, Vigo Parish Council and the Anglican Church, as well as various other groups.

In the preceding years the charity has prepared its accounts on the accruals basis. It is entitled to prepare accounts on the receipts and payments basis. Due to the continuing cost and administrative burden associated with preparing annual accounts which comply with the reporting requirements of the accruals basis, the trustees decided to switch to preparing them on the receipts and payments basis. These accounts have been prepared on that basis. The comparatives have been restated in line with the receipts and payments basis. The trustees believe that the receipts and payments basis is adequate for the charity's purposes.

The Income actually paid into the back account during the period was £27,915 the amount paid out from our account was £29,226. This means the cash in the bank was depleted by 1310. All figures have been rounded up or down to the nearest pound as necessary.

The income included 2,667, a covid related omicron grant from the GBC. Also included was £4,354 which was a settlement from our water leak insurance claim.

The main expense was the replacement of the front entrance doors including the side panels this was necessary because they were showing their age and were becoming a security risk. The total cost was £8,931, the Parish Council gave us £1,200 towards this for which we are very grateful.

I am pleased to say that during the year we gained two regular users, a Yoga class and a fencing group.

### **The 800 Club**

We sold tickets to the value of £1,181; which was down 31 in number on last year. We paid out £700 in prize money. Remembering that there are around 800 households in the village it's disappointing that only around 56 households participated in the draw. These 56 households purchased 104 tickets between them.

**Public Benefit:** This is detailed in our mission shown above.

**Reserve Policy:** It the committee's intension to build up a cash reserve of £10,000 to be used for emergence repairs such as a replacement boiler:

### **Increasing Income**

Most of the hall hire prime hire slots are taken, therefore, there is limited opportunity to increase our hall hire income. We therefore realise we need to look at other ways of raising income including a fresh drive to increase 800 club members.

We would like to thank our hall Manager, Dani Howard, for continually looking for ways of saving money, looking for any grants and other sources of income also for her part in gaining the Yoga and fencing groups.

Alan White (Chairman)

AW White

14 July 2023

Ken Hill (Treasurer)

KC Hill



CHARITY COMMISSION  
FOR ENGLAND AND WALES

CHARITY NAME  
Vigo Village Hall Management Committee

CC (if any)  
265823

CC16a

## Receipts and payments accounts

For the period from	Period start date 01-Oct-21	To	Period end date 30-Sep-22
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Full time activity (Hall hire)	18,548	-	-	18,548	18,604
Voluntary income (fund raising/800 club)	1,181	-	-	1,181	1,212
Grants	3,867	-	-	3,867	-
Donations	13	-	-	13	45
Other receipts (insurance claim)	4,306	-	-	4,306	-
Other receipts (Bank incentive)	-	-	-	-	1,250
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>27,915</b>	<b>-</b>	<b>-</b>	<b>27,915</b>	<b>21,111</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>27,915</b>	<b>-</b>	<b>-</b>	<b>27,915</b>	<b>21,111</b>
<b>A3 Payments</b>					
Rates	497	-	-	497	6,968
Light and heat	2,003	-	-	2,003	2,920
Telephone	365	-	-	365	480
Computer costs	196	-	-	196	40
Bookkeeping	612	-	-	612	360
Cleaning and refuse collection	6,074	-	-	6,074	1,798
Repairs and renewals	11,581	-	-	11,581	4,327
Insurance	1,339	-	-	1,339	1,166
Wages	5,429	-	-	5,429	2,756
Sundry expenses	312	-	-	312	317
Fund raising and publicity	820	-	-	820	679
<b>Sub total</b>	<b>29,226</b>	<b>-</b>	<b>-</b>	<b>29,226</b>	<b>21,811</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>29,226</b>	<b>-</b>	<b>-</b>	<b>29,226</b>	<b>21,811</b>
<b>Net of receipts/(payments)</b>	<b>- 1,310</b>	<b>-</b>	<b>-</b>	<b>- 1,310</b>	<b>- 701</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>18,764</b>	<b>-</b>	<b>-</b>	<b>18,764</b>	<b>19,465</b>
<b>Cash funds this year end</b>	<b>17,454</b>	<b>-</b>	<b>-</b>	<b>17,454</b>	<b>18,764</b>

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

### B1 Cash funds

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Barclays Bank Current Account	8,797	-	-
Co-Operative Bank	8,627	-	-
Petty Cash	31	-	-
<b>Total cash funds</b>	<b>17,454</b>	<b>-</b>	<b>-</b>

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

### B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Trade debtors	2,265	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

### B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

### B4 Assets retained for the charity's own use

Details	Unrestricted funds	Cost (optional)	Current value (optional)
Vigo Village Hall Premises	1457360	-	1,457,360
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

### B5 Liabilities

Details	Unrestricted funds	Amount due (optional)	When due (optional)
Trade creditors	35	-	
Other Creditors	35	-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
K C Hill	K C HILL	14/7/23
MR White	ALAN ROBERT WHITE	14 July 2023



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
VIGO VILLAGE HALL MANAGEMENT COMMITTEE

On accounts for the year  
ended

30.09.2022

Charity no  
(if any)

265823

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2022.

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 (~~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:

Date: 10.07.2023

Name:

Joanne Glass

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

Address:

70 Cranmere Court

Strood, Rochester

Kent. ME2 4UN

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**