

Hopton-on Sea Village Hall Management Trust

Reg. Charity No. 266474

Station Road Hopton-on-Sea NR31 9BE

Trustee's Annual Report for the period 1st January to 31st December 2022

Charity Name:	Village Hall, Hopton-on-Sea
Known as:	Hopton Village Hall Management Trust
Charity Number:	266474
Principal Address:	Village Hall, Station Road, Hopton-on-Sea Great Yarmouth, Norfolk. NR31 9BE

Names of the Charity Trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Mike Pearce	Chairman		
Zandra Ward	Vice-Chairman		Hopton Youth Club
Maureen McGovern	Trustee		
Shirley Pearce	Trustee		
Mary Wilson	Trustee		
Chris Ward	Trustee		
John Tonks	Trustee		Hopton Parish Council
Jan Windsor-Luck	Trustee		Hopton Parish Council
Matt Woolard-Kingston	Trustee		Hopton Youth Club

Hopton-on-Sea Parish Council	Custodian Trustee
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Description of the Charity's Trusts

Type of governing document	Deed of gift dated 2 July 1953 and scheme of 17 May 1978, Order of the Commission dated 9 November 2006. As Amended by Resolutions dated 1 June 2017, 5 May 2016, 5 August 2015, 9 October 2013 and 17 December 2012.
How the charity is constructed	Trust with 9 Trustees, Volunteers and 2 employees.
Trustee selection method	Trustees are appointed or re-appointed annually
Summary of the objects of the charity set out in its governing document	Management of the Village Hall
Summary of the main activities in relation to these objectives	Letting of the Village Hall (2 halls) to regular user groups, individuals for private functions and businesses for education/training purposes.

Summary of the main achievements of the charity during the year.	<p>1. All objectives, targets and outcomes as defined in the Business plan are being met due to the popularity of the complex.</p> <p>2. The Charity's new website has proved beneficial for on-line booking enquiries.</p> <p>3. A full monthly schedule of events is published on notice boards in the village, local press and the Charity's own website. A diverse programme of events is available to cater for all ages and abilities and the repertoire continues to expand.</p> <p>5. Due to economic climate, the Trustees have increased the hire fees for 2023. Premium rate for Saturday night has raised to £25 per hour, plus the deposit was raised to £200.00 due to damages caused previously.</p> <p>6. Alcohol is allowed to be brought onto the premises by the hirer at a corkage fee of £25.00.</p>
Brief statement of the Charity's policy on reserves	Reserves are being held in a high interest bank account and there is a separate account for maintenance of the Village Hall complex and replacement of worn out or damaged equipment.
Details of any funds materially in deficit	
Further financial review of details	Our main source of income is derived from hire charges in letting the halls to regular users, private individuals and companies. Fundraising events are also carried out.
Future plans	1. A full business plan was written in 2010 and updated in 2019, a wide range of objectives set for a period of 10 years, it is currently being revised, these objectives and outcomes are reviewed regularly by the Trustees to ensure the facilities are

	<p>being marketed and used to their full capacity by the local and wider communities.</p> <p>2. To further expand the type of facilities being offered to customers/hirers.</p> <p>3. Updated website to enable the Trustees to edit.</p>
Assets held by the Custodian Trustees.	Land and building known as the Village Hall, Station Road, Hopton-on-Sea NR31 9BE

The Trustees declare that they have approved the trustee's report above.

Signed on behalf of the Charity's Trustees

Signature _____

Name Mike Pearce Chairman VHMT

Dated 13th February 2023



HOPTON ON SEA VHMT			266474	CC16a
Receipts and payments accounts				
For the period from	01.01.2022	To	31.12.2022	

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
HALL HIRE RENT	31,970	-	-	31,970	19,975
BANK INTEREST	48	-	-	48	4
DONATIONS	1,614	-	-	1,614	-
GYBC	-	-	-	-	18,708
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	33,632	-	-	33,632	38,687
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	33,632	-	-	33,632	38,687
A3 Payments					
CLEANER	6,743	-	-	6,743	5,574
REPAIRS	2,458	-	-	2,458	2,875
INSURANCE	2,219	-	-	2,219	2,102
ELECTRIC	6,571	-	-	6,571	4,391
GAS	1,132	-	-	1,132	541
PHONE	624	-	-	624	590
WATER	-	-	-	-	-
SEWERAGE	49	-	-	49	401
INDEPENDENT EXAMINER FEE	375	-	-	375	350
CARETAKER	797	-	-	797	203
BOOKING CLERK	9,438	-	-	9,438	9,340
LOAN REPAYMENT	4,421	-	-	4,421	4,421
LICENCE FEES	299	-	-	299	229
COMPUTER EXPENSES	1,225	-	-	1,225	166
WEBSITE	220	-	-	220	-
STATIONERY	246	-	-	246	257
ADVERTISING	-	-	-	-	-
DONATION	-	-	-	-	100
HOPTON IN BLOOM	-	-	-	-	220
BANK CHARGES	66	-	-	66	-
SUNDRIES	233	-	-	233	256
	-	-	-	-	-
	-	-	-	-	-
Sub total	37,116	-	-	37,116	32,016
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
EQUIPMENT	-	-	-	-	5,463
Sub total	-	-	-	-	5,463
Total payments	37,116	-	-	37,116	37,479
Net of receipts/(payments)	- 3,484	-	-	- 3,484	1,208
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	35,052	-	-	35,052	33,844
Cash funds this year end	31,568	-	-	31,568	35,052

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

HOPTON ON SEA VHM T

On accounts for the year
ended

31 DECEMBER 2022

Charity no
(if any)

266474

Set out on pages

1 TO 3

Remember to include the page numbers of additional sheets

Respective
responsibilities of
trustees and 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. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. Delete [] if not applicable.

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 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.