

# SWAFFHAM PRIOR VILLAGE HALL

England & Wales · Charity number 267862

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1974-07-18

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 5 Tothill Road  
Swaffham Prior  
Cambridge  
CB25 0JX

**Phone** 07501230256

**Website** <http://www.swaffhampriorvillagehall.co.uk/>

## Activities

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**Objects:** A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISHES OF SWAFFHAM BULBECK, SWAFFHAM PRIOR AND REACH.

**Activities:** To oversee the running and management of the village hall which is used by various groups and the general community in the village

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

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- **Area of benefit:** PARISHES OF SWAFFHAM BULBECK, SWAFFHAM PRIOR AND REACH
- Cambridgeshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£18,000	£21,793	-	-
2024-03-31	£17,789	£21,918	-	-
2023-03-31	£17,765	£13,354	-	-
2022-03-31	£16,297	£21,151	-	-
2021-03-31	£73,354	£78,540	-	-

## Trustees

Name	Role	Appointed
<b>Phillip Blackburn</b>	Chair	2022-04-21
Daniel Spencer		2022-04-21
Dr Emily Thomas		2022-05-05
Jennifer Brand		2017-06-15
Karen King		2025-04-02
Kate Muscroft		2025-04-02
Keith Carter		2022-04-26
Steven Harbert		2022-04-21

**SWAFFHAM PRIOR VILLAGE HALL**

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# Accounts

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## Swaffham Prior Village Hall TAR

Due to the effects of Covid 19 The Hall has been closed for long periods of time

We managed to receive a grant from the County Council that enabled us to build a storage extension releasing the space to enable us to hire out both Halls separately.

**Swaffham Prior Village Hall**  
**Registered Charity No. 267862**

**Receipts and Payments Account**  
**01 April 2020 to 31 March 2021**

	Unrestricted Funds £	Restricted Funds £	Endowments Funds £	Total Funds £	Last Year £
<b>RECEIPTS</b>					
Hire of hall	£ 1,311.25			£ 1,311.25	£ 16,651.78
Grants and donations	£ 10,000.00	£ 62,000.00		£ 72,000.00	£ -
Fundraising Events	£ -			£ -	£ 2,890.10
Interest	£ 42.84			£ 42.84	£ 52.56
Damage deposits	£ -			£ -	£ 1,170.00
SPCC & Insurance reimbursements	£ -			£ -	£ 8,090.00
Fines - damage etc.	£ -			£ -	£ 25.00
<b>TOTAL RECEIPTS</b>	<b>£ 11,354.09</b>	<b>£ 62,000.00</b>	<b>£ -</b>	<b>£ 73,354.09</b>	<b>£ 28,879.44</b>

<b>PAYMENTS</b>					
Rates				£ -	£ -
Water	£ 286.16			£ 286.16	£ 577.05
Electricity	£ 856.04			£ 856.04	£ 1,619.34
Oil	£ 544.95			£ 544.95	£ 1,069.95
Insurance premiums				£ -	£ 1,020.79
Annual rent				£ -	£ 3.00
Building cleaning	£ 509.28			£ 509.28	£ 3,673.51
Broadband	£ 264.00			£ 264.00	£ 264.00
Website hosting				£ -	£ 45.56
Advertising	£ 63.00			£ 63.00	£ 62.50
PPL PRS licence				£ -	£ 956.12
ACRE Membership	£ 57.00			£ 57.00	£ 114.00
Purchases from petty cash	£ 7.32			£ 7.32	£ 29.28
Building maintenance	£ 1,722.27			£ 1,722.27	£ 9,097.56
Extension	£ 11,620.80	£ 62,000.00		£ 73,620.80	£ -
Refund - damage deposits				£ -	£ 1,315.00
Refunds - Coronavirus	£ 609.50			£ 609.50	£ -
Miscellaneous				£ -	£ 16.00
<b>TOTAL PAYMENTS</b>	<b>£ 16,540.32</b>	<b>£ 62,000.00</b>	<b>£ -</b>	<b>£ 78,540.32</b>	<b>£ 19,863.66</b>

<b>NET (Receipts minus Payments)</b>	<b>-£ 5,186.23</b>	<b>£ -</b>	<b>£ -</b>	<b>-£ 5,186.23</b>	<b>£ 9,015.78</b>
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Cash at Bank – Current Account	£ 10,394.95				£ 26,875.85
Cash at Bank – Saving Account	£ 16,069.33				£ 4,806.98
Cash at bank - NS Account	£ 5,545.71				£ 5,506.07
Petty cash	£ 2.32				£ 9.64

<b>CASH FUNDS</b>					
Last year end: 31 March 2020	£ 37,198.54				
This year end: 31 March 2021	<b>£ 32,012.31</b>				

Cheques written in period not cashed	£ 5,511.82				£ 400.98
Therefore, actual funds available	<b>£ 26,500.49</b>				<b>£ 36,797.56</b>

Outstanding payments include insurance premium, advertising and external work on extension.

**Swaffham Prior Village Hall**  
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<b>Proposed Budget for Year Ending 31 March 2022</b>		
<b>Income</b>	<b>2021-2022</b>	<b>Notes</b>
Hire fees	£ 8,760.00	= 50% of 2019-2020
Grants	£ -	
Fundraising	£ 200.00	= 80% of Autumn Show 2019
Donations	£ -	
Interest	£ 25.00	
<b>Total income</b>	<b>£ 8,985.00</b>	
<b>Expenditure</b>		
		<b>Notes</b>
Cleaning	£ 4,304.16	= 2019-2020 plus 5%
Electricity, Water, Oil	£ 3,601.14	= 2019-2020 plus 5%
Maintenance & Building	£ 6,032.75	= 2020-2021 budget plus 5%
Refunds due to coronavirus	£ 400.00	Assumes no further lockdowns
Other running costs (internet, insurance, etc.)	£ 2,099.41	= 2020-2021 budget plus 5%
<b>Total expenditure</b>	<b>£ 16,437.47</b>	
<b>Reserves</b>		
		<b>Notes</b>
Contingency (unrestricted)	£ 5,000.00	= Approx. 60% of est. income
Major improvements (unrestricted)	£ 10,000.00	= Balance of funds minus £4k
<b>Total (unrestricted) reserves</b>	<b>£ 15,000.00</b>	

<b>Budget Plan &amp; Performance 2019 to 2020</b>			
<b>Income</b>	<b>Planned</b>	<b>Actual</b>	<b>Difference</b>
Hire fees	£ 16,540.77	£ 1,311.25	-£ 15,229.52
Grants	£ -	£ 72,000.00	£ 72,000.00
Fundraising	£ 1,511.40	£ -	-£ 1,511.40
Donations	£ -	£ -	£ -
Interest	£ 53.30	£ 42.84	-£ 10.46
<b>Total income</b>	<b>£ 18,105.47</b>	<b>£ 73,354.09</b>	<b>£ 55,248.62</b>
<b>Expenditure</b>			
	<b>Planned</b>	<b>Actual</b>	<b>Difference</b>
Cleaning	£ 4,099.20	£ 509.28	-£ 3,589.92
Electricity, Water, Oil	£ 3,429.66	£ 1,687.15	-£ 1,742.51
Maintenance & Building	£ 5,745.48	£ 75,343.07	£ 69,597.59
Refunds due to coronavirus	£ -	£ 609.50	£ 609.50
Other running costs (internet, insurance, etc.)	£ 1,999.44	£ 391.32	-£ 1,608.12
<b>Total expenditure</b>	<b>£ 15,273.78</b>	<b>£ 78,540.32</b>	<b>£ 63,266.54</b>
<b>Reserves</b>			
			<b>Notes</b>
Contingency (unrestricted)	£ 9,000.00		= Approx. 50% of est. income
Major improvements (unrestricted)	£ 12,000.00		= Balance of funds minus £3k
<b>Total (unrestricted) reserves</b>	<b>£ 21,000.00</b>		

Some regular bookings will not be renewed in 2021 (e.g. art classes, yoga), will not start immediately (e.g. T'ai Chi) or will be at reduced frequency (e.g. Tang Soo Do).  
Maintenance budget includes decorating hall. Could be postponed if Parish Council agree.

## **Independent examiner's report to the trustees of Swaffham Prior Village Hall**

I report on the accounts of the organisation for the year ended 31 March 2021.

### *Respective responsibilities of the 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.

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.

### *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 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.



Barnaby Rix  
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6 February 2022