

**DETLING VILLAGE HALL  
MANAGEMENT COMMITTEE  
REPORTS AND ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH  
2022**

***Registered Charity No. 269784***

**DETLING VILLAGE HALL MANAGEMENT  
COMMITTEE**

**LEGAL & ADMINISTRATIVE INFORMATION**

Charity name and number: Detling Village Hall Management Committee  
Registered charity number: 269784

Trustees/Members:

Heather Baker-Anderson  
Gary Bryant  
Bob Bushell  
Cassie Crannis  
Mike Denny  
Sally Howells  
Derek Lawrence  
Olive Monk  
Phil Nelson (Treasurer)  
Edward Rubie  
(Chairman)  
Jill Seymour  
Ann Spain  
Stephen West

Booking Clerk: Penny Day

Caretakers: Mr and Mrs T Day

Independent examiner  
Timothy Fleck  
Woodcot  
Pilgrims Way  
Detling  
Kent ME14 3EX

Principal  
address: Detling Village  
Hall Pilgrims Way  
Detling  
Maidstone  
Kent  
ME14 3EY

**DETLING VILLAGE HALL MANAGEMENT COMMITTEE  
ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022**

The trustees present their annual report and financial statements of the charity for the year ended 31 March 2022.

The financial statements have been prepared on a Receipts and Payments basis in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document and the Charities Act 2011.

**Objectives and Activities of the Charity**

The object of the charity is to maintain the Detling Village Hall for the communal benefit of the inhabitants of the Parish and its surrounds. The Committee aims to provide excellent Hall facilities at an affordable cost to voluntary bodies serving the community as well as "outside" organisations. The charity employs a Caretaker and a Booking Clerk and depends on the voluntary help of its Committee Members for upkeep and repairs.

The trustees confirm that they have due regard to the guidance contained in the Charity Commission's General Guidance on public benefit when reviewing the aims and objectives and planning future activities.

**Structure, governance and management**

Detling Village Hall Management Committee, Pilgrims Way, Detling, Maidstone, Kent is registered with the Charity Commissioners (No 269784) and constituted by Deed of Trust.

**Financial Review and Reserves**

The results for the year are set out on page 6.

The net receipts for the year were £4,316 (2021: net payments £36 ). At 31 March 2022 unrestricted fund cash reserves, after providing for refundable key deposits received, amounted to £39,414 (2021: £35,098 ).

**Achievements and Performance of the Charity.**

Membership of the Management Committee during the year remained constant at 13 members, representation by Detling Parish Council having changed, Gary Bryant replacing Irene Bowie. A separate schedule provides details. Following a series of written reports during lockdown, the regular bi-monthly meetings of the Management Committee in the Village Hall resumed in July.

**Lettings** - For a large proportion of the year, the use of the village hall continued to be affected by the Covid-19 pandemic. Lettings for the first two months of the period covered by this report were very low, about a third of the norm for the time of year. However I am pleased to be able to report the rate of letting began to recover in the summer and had largely recovered by the end of the period. A very good sign. Letting levels for the fourth quarter of the accounts (January – March 2022) indicate hall usage is returning to pre-Covid levels.

To enable comparison of this year's rate of letting with that in pre-Covid years, usage of the village hall over the last four years is shown below:

Period	2021/2022	2020/2021	2019/2020	2018/2019
Main hall	1,780 Hrs.	290 Hrs.	1,950 Hrs.	2,170 Hrs.
Meeting room	758 Hrs.	56 Hrs.	780 Hrs.	710 Hrs.
Total	2,538 Hrs.	346 Hrs.	2,730 Hrs.	2,880 Hrs.

**DETLING VILLAGE HALL MANAGEMENT COMMITTEE  
ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022**

(Continued)

**Finances** – As with year 2020/2021, the village hall's annual income was again affected the reduction in lettings as a consequence of Covid-19. This is illustrated by comparison with previous years.

Year to 31 March	Income £	
2019	33,333	Pre-Covid.
2020	29,639	Includes 2 months of lockdown
2021	6,971	12 months of Covid.
2022	29,803	Includes 2 months of lockdown

Whilst we were able to reduce the annual expenditure, without impacting on the facilities for hirers, we were still able to undertake some essential maintenance items, these included work on the heating system and the resurfacing of several areas of worn car park.

It is the policy of the Management Committee that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to 12 months total average annual expenditure. The Trustees consider that reserves at this level will ensure that in the event of a significant drop in income, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the trust is exposed, and are satisfied that systems are in place to mitigate exposure to those risks.

**Insurance** - The Trust Deed requires the premises be insured against all insurable risks, including fire, theft and public liability (Clause 12). An appropriate policy is held with Ansvar Insurance, Policy Number CCP 2326081. Renewable annually, the current policy operates until midnight on 29/05/2022. The policy renewal on 30/05/2022 will include the following insured sums - Buildings £1,541,492; Contents £31,204.

**Energy use / Utilities** – Consumption of utilities increased compared with the previous year as expected with the increased usage of the facilities.

	2021/2022	2020/21	2019/20
Gas	850 Cu Ft.	550 Cu. Ft.	1,100 Cu. Ft.
Electricity	5700 kWh.	2,800 kWh.	6,400 kWh.
Water	125 Cu. Mt.	68 Cu. Mt.	135 Cu. Mt.

The recent worldwide increases in energy prices did not impact on our costs this year as we had fixed price contracts with suppliers. Unfortunately, both energy contracts are due to expire and the cost of replacement contracts is expected to increase dramatically. Options are being investigated to minimise what is likely to be a major cost increase in the coming year.

**Looking ahead** - To ensure the hall's finances remain in a healthy state, letting rates are increasing from 1<sup>st</sup> April 2022, the start of the new financial year, to account for substantial increases of both utility costs and wages.

**In conclusion** - My thanks to the Management Committee for their support and to the staff for their contribution to the successful running of Detling Village Hall during a somewhat difficult year.

*E.B. Rubie*

E Rubie Chairman 12 May 2022

(Continued)

Trustees / Members: As at 31 March 2022

Heather Baker-Anderson  
Gary Bryant  
Bob Bushell  
Cassie Crannis  
Mike Denny  
Sally Howells  
Derel Lawrence  
Olive Monk  
Phil Nelson (Treasurer)  
Edward Rubie (Chairman)  
Jill Seymour  
Ann Spain  
Stephen West

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES/MEMBERS OF DETLING VILLAGE HALL  
MANAGEMENT COMMITTEE**

**Year ended 31 March 2021**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 5 to 8.

**Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiners statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Timothy Fleck



Woodcot  
Pilgrims Way  
Detling  
Maidstone  
Kent  
ME14 3EX

Date: 26 June 2022

**DETLING VILLAGE HALL MANAGEMENT COMMITTEE**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**As at 31 March 2022**

	<b>31.3.2022</b>	<b>31.3.2021</b>
	<b>Unrestricted</b>	<b>Unrestricted</b>
	<b>funds</b>	<b>funds</b>
<b>Cash funds</b>		
Deposit account	20,280	20278
Current account	19,262	15024
Cash held	94	18
Total cash funds	<u>39,636</u>	<u>35320</u>
<b>Creditors</b>		
Deposits for hall hire and keys	<u>(222)</u>	<u>(222)</u>
<b>Net assets</b>	<u>£39,414.00</u>	<u>£35,098.00</u>
<b>Unrestricted funds</b>	<u>£39,414.00</u>	<u>£35,098.00</u>

Approved on behalf of the Management Committee on ..... 8/7/2022

**P NELSON**  
**Hon Treasurer**



**E RUBIE**  
**Chairman**



**DETLING VILLAGE HALL MANAGEMENT COMMITTEE**  
**STATEMENT OF RECEIPTS AND PAYMENTS**  
For the year ended 31 March 2022

		Year ended 31.3.2022 Unrestricted funds	Year ended 31.3.2021 Unrestricted funds
Receipts	Notes		
Activities for generating funds:			
Bank interest received		2	8
Receipts from charitable activities:			
Rental income	2	29,303	5,783
Events	3	860	0
Government grants	4	362	14782
<b>Total receipts</b>		30,527	20,573
<b>Payments</b>			
Charitable activities	5	-26,209	-20,609
<b>Total payments</b>		-26,209	-20,609
Net (payments)/receipts		4,318	-36
Cash funds brought forward		35,098	35,134
<b>Cash funds carried forward</b>		£39,414.00	£35,098.00

# DETLING VILLAGE HALL MANAGEMENT COMMITTEE NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

## 1 Accounting policies

### 1.1 Basis of preparation

Detling Village Hall Management Committee (the 'charity') is a charity registered in England. The address of the registered office is given in the charity information page of these financial statements. The nature of the charity's operations and principal activities are related to maintaining the Village Hall, for the communal benefit of the inhabitants of the Parish and its surrounds.

The charity constitutes a public benefit entity. The financial statements have been prepared in accordance with the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity has taken advantage of the exemptions available to small charities, enabling it to prepare its financial statements using the receipts and payments basis, following guidance issued by the Charities Commission.

The financial statements are prepared on a going concern basis as the trustees/members believe the charity will remain a going concern for at least 12 months from the date of approving these accounts. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest whole £1.

### Rental income received

2

	31/03/22	31/03/21
Village organisations	3090	506
Village residents	3846	740
Others	22367	4537
	£29,303.00	£5,783.00

### 3 Events - receipts

	31/03/22	31/03/21
Christmas Fair	860	

### 4 Grants received

	31/03/22	31/03/21
Covid-19 job retention scheme grants	362	4782
Government small business grant	0	10000
	£362.00	£14,782.00

**DETLING VILLAGE HALL MANAGEMENT COMMITTEE  
NOTES TO THE ACCOUNTS**

**For the year ended 31 March 2022 (continued)**

**5 Charitable activities - payments**

	<b>31.3.2022</b>	<b>31.3.2021</b>
Wages and PAYE	7,651	6,304
Maintenance and equipment replacements:		
General	1,157	1,999
Equipment replacements		
Hall floor finish	609	0
Fire and intruder alarm systems	524	0
Central Heating System	1293	0
Fire Extinguishers	144	0
New Window	215	0
Car park Groundworks	980	
Gas and electricity	2038	1,451
Insurance	1475	1,467
Contract caretakers	6,600	6,600
Cleaning and janitorial supplies	133	252
Telephone and web charges	652	630
Water rates	402	387
Administration, travel and website	364	188
Christmas Fair	359	-
Licences and performing rights	185	748
Peppercorn rent to Parish Council	1	1
Independent examiner's fees	600	582
Security Cameras	600	
New Biffa Bin	227	
	<hr/> £26,209	<hr/> £20,609

**6 Related party transactions**

During the year, two of the trustees were reimbursed for expenses paid personally, on behalf of the charity, amounting to £115 (2021: £285).