

# **Hatfield Peverel Community Association**

**Registered charity number 270120**

## **Trustees Annual Report**

**for the year ending 31<sup>st</sup> December 2023**

### **Governance**

The charity's address is The Village Hall, Maldon Road, Hatfield Peverel, Chelmsford, CM3 2HP.

At a meeting of the 16<sup>th</sup> December 2020, it was resolved that the affairs of the Association and administration of the charity should be directed by Hatfield Peverel Parish Council acting as Sole Trustee. This would take effect from 1<sup>st</sup> January 2021.

The Charity owns the hall building and the land immediately surrounding the hall. The objects of the Charity are to maintain and manage the village hall for the benefit of all the inhabitants of Hatfield Peverel. The hall is to improve social welfare of the village by providing facilities for leisure and recreation. The aim is to improve the conditions of life for the inhabitants irrespective of race, colour, sex, political and religious leanings. The trustee is satisfied that this activity meets the requirement of the public benefit test

### **Activities for the year 2023**

The hall is comprised of a large function room, several smaller rooms that are connected, and a bar/coffee shop area. The bar activities are contracted out to a third party and are used by hall hirers when events are being staged. The café was also contracted out to a third party during the year. This has been a real success and has become a focal point for the village. It is now being run daily including weekends. The hall stage has continued to be upgraded and now has better lighting and sound system. Concerts and plays have been held regularly throughout the year. It staged its first Christmas panto in December. Bands enjoy the facilities and are keen to return. However, due to the impact on the volunteers, it suits the charity to put on only one of these events per month.

### **Accounts for the year 2023**

The accounts for the charity have been prepared using the simple receipts and payments method.

Net receipts show a surplus of £7,224. This is down from last year's surplus of £15,544. The good news is that the hire of the hall and its rooms continues to increase. The charity took

in an extra £18.6k over the year. Monies taken from the regular events also showed a large increase. It received a one-off grant from the ECC for £5.0k. This was used to upgrade the Vic Olley Room so that it could be used for business meetings and a film club. The Parish Council also gave it a grant of £20.0k. This was to be earmarked for the capital projects and necessary repairs that the building will be needing in 2024.

The charity had sufficient reserves of its own to be able to spend £5.6k on installing better external doors, £2.7k on an improved path, and £4.0k putting in compliant fire alarms. The major shock was the huge increase in the gas and electricity bills. These have quadrupled from £7.5k in 2022, to £30.7k in 2023. The charity has taken steps to reduce this year's expenditure by agreeing a yearly contract with Utility Aid. The management team are actively investigating how it can install solar panels, as well as other energy saving measures.

Despite the huge energy increases, the bank balances at the end of the year increased to £51,756. This is an increase of £7,224 from the previous year's balance. The trustee is happy with this figure as it allows further capital improvements to be made in 2024.

The trustee is very pleased to note that usage of the hall continues to increase, and it is well on the way of satisfying the charity's aim of making the hall a community hub.

The accounts show a long standing, interest free, loan of £25,000. In theory, this will be repayable in 2042 to the old, moribund, Village Hall charity. However, steps will be taken to dissolve this entity. Note that there is an investment fund set up to repay this. The value of this COIF Charities Investment Fund as at 31<sup>st</sup> December 2023 was £25,527.

# HATFIELD PEVEREL COMMUNITY ASSOCIATION

## Registered Charity 270120

### Receipts and Payments Account for the year ended 31st December 2023

	2023		2022
	Unrestricted Funds	Restricted Funds	TOTAL
<b>RECEIPTS</b>			
<b>From Trading Activities</b>			
Hall lettings	72498		72498
Events income	19659		19659
Bar/cafe franchise	7170		7170
<b>From Government</b>			
Grant from BDC			0
CIF grant from ECC		5000	5000
Grant from Parish Council	20000		20000
VAT recovered	7640		7640
Grant from RCCE			0
<b>Other receipts</b>			
Donation			0
Bank interest	43		43
<b>TOTAL RECEIPTS</b>	<b>127010</b>	<b>5000</b>	<b>132010</b>
<b>PAYMENTS</b>			
Bar/cafe costs	1537		1537
Capital expenditure	13962	11230	25192
Repairs and maintenance	9611		9611
Wages	17966		17966
Rates and water	3024		3024
Light and heat	30660		30660
Cost of events	16819		16819
Telephone	930		930
Insurance	4972		4972
Professional fees and licence	159		159
VAT	7224		7224
Cleaning	4184		4184
Stationery & advertising	547		547
Bank charges	356		356
Sundries	1604		1604
<b>TOTAL PAYMENTS</b>	<b>113556</b>	<b>11230</b>	<b>124786</b>
<b>NET SURPLUS/DEFICIT</b>	<b>13454</b>	<b>-6230</b>	<b>7224</b>
Balances Brought Forward	38302	6230	44532
Balances Carried Forward	51756	0	51756

# HATFIELD PEVEREL COMMUNITY ASSOCIATION

## Registered Charity 270120

### Statement of Assets and Liabilities as at 31st December 2023

	2023	2022
<b>MONTARY ASSETS</b>		
<b>Deposits and Bank Balances</b>		
COIF Charities Deposit Fund	1021	979
Bank Account	50735	43403
Cash in Hand	0	150
	<u>51756</u>	<u>44532</u>
<b>Debtors</b>	8289	6236
<b>Creditors</b>		
Amounts falling due within one year	9725	3941
Amounts falling due after one year (Note 1)	25000	25000
<b>INVESTMENTS</b>		
COIF Charities Investment Fund	25527	22685
<b>NON MONETARY ASSETS</b>		
Land and buildings		
Keyboard		
Laptop		
Coffee machine		
Tables and chairs		
Kitchen equipment		
Bar equipment		
Stage and lighting		
Audio visual equipment		
Moveable screens		
Cleaning materials		

Note 1      An interest free loan granted by Hatfield Peverel Community Association  
(registered charity number 210134) repayable in 2042

## **Independent Examiner's Report to the Trustees of Hatfield Peverel Community Association (Registered Charity No. 270120)**

I report to the trustees on my examination of the accounts of Hatfield Peverel Community Association for the year ended 31st December 2023.

### **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 all 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 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 Trust 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.

A handwritten signature in blue ink, reading 'J. Stobart'.

J Stobart FCCA  
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE  
5<sup>th</sup> July 2024