

STANWAY VILLAGE HALL
(INCORPORATING THE VICTORY HALL & TOLLGATE HALL)
MANAGEMENT COMMITTEE

(Registered Charity No.272860)

Villa Road, Stanway, Colchester CO3 0RH

**Trustees' Annual Report for 01 January 2022 – 31 December
2022**

1. Trustees for the year

- Ann Longman (Chair)
- Robert Wopling (Deputy Chair)
- Teresa Baines (Secretary & Treasurer)

There were no changes to the Trustees during the year.

2. Governance

The Charity is governed and managed by a Committee of Management (The Stanway Village Hall Management Committee) consisting of the three trustees, 2 representatives of the Parish Council and up to 10 representatives of hall users.

Ann Longman was Chair throughout the year and Teresa Baines Secretary.

3. Objectives

The organisation is the leaseholder on 3 community halls (Stanway Village Hall, Victory Hall and Tollgate Hall) all situated at the Villa Road site. The ultimate freeholder is Stanway Parish Council and the three halls are on a long lease to Stanway Village Hall at a Peppercorn rent.

The organisation manages, maintains and lets the halls out to community group users and other local hirers on a non-profit basis for the benefit of the local community.

The primary financial aim is to maximise occupation and to ensure a small annual surplus to cover ongoing maintenance, refurbishment and general upkeep of the buildings. The organisation aims to maintain reserved in case of unforeseen maintenance or replacement costs.

4. Chairman's Report for 2022

Good evening, I am pleased present our Community Centre report.

This has been a much easier year for us although not without its challenges.

Following the storm just before last year's Forum we had to have the guttering and facias replaced on the Victory Hall. An unexpected expense.

We also have had the floor in Tollgate Hall replaced by the contractor following some serious faults in the laying.

The Village Hall drains have been a problem with blockages caused by tree roots. Thank you to the Parish Council, our landlords, for arranging to have this sorted out later this month.

Unfortunately, we are still waiting for the WiFi to arrive into the Tollgate Hall. Even after many surveys when they were erecting the pole that is needed the contractors managed to find a gas pipe. There was no danger to anyone and it was quickly repaired. However, we are still waiting for the connections to be made.

We are still planning to do some refurbishment in the Tollgate Hall – the ceiling and lights, toilets and entrance lobby. This will not be cheap and funding will need to be sought.

The new car park extension will be a great asset to the halls – when all 3 halls and the field are in use, we need to be able to accommodate the users.

Unfortunately, with the rise in utility bills etc we have had to increase our hire charges from this April. Our bookings have been good and with the assistance of our caretaking staff we have extended our weekend bookings which have become more popular especially children's parties. We have now confirmed with our insurers that bouncy castles in the halls can be used. This will please a lot of hirers.

We have a great team – Paul and Stuart our caretakers, Teresa Baines our Secretary and Ann Norton who helps in so many ways. We have a very small committee who are committed to making the halls the best they can be for all hirers. My thanks go to all of them. Thanks also to Donna and Amanda for their help.

Ann Longman: Chairman, 03 May 2023.

5. Financial Performance

The three halls achieved an overall deficit of £6,282 which was funded from General Reserves. The halls benefited from some energy discount grants and a grant from Omicrom.

Total reserves as of 31 December 2022 are £55,252 which are primarily held in a reserve bank account.

General Reserves are held to cover unanticipated costs, losses and longer-term maintenance of the fabric of the buildings.

There were no significant debts or liabilities and there were no reportable serious incidents.

Stanway Village Hall Management Committee
Consolidated Accounts

UNAUDITED ACCOUNTS

for the year ended 31 December 2022

Stanway Village Hall Management Committee Consolidated Accounts

Unaudited Accounts

Year ended 31 December 2022

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Stanway Village Hall Management Committee Consolidated Accounts

Proprietor and Professional Advisers

Year ended 31 December 2022

| | |
|------------------|---|
| Proprietor | The Trustees of the Stanway Village Hall Management Committee |
| Business name | Stanway Village Hall Management Committee Consolidated Accounts |
| Business address | Stanway Community Centre Villa Road, Stanway Colchester Essex CO3 0RH United Kingdom |
| Accountant | Colchester Accounting Unit 9, Bell House Farm Church Lane, Stanway Colchester CO3 8LS United Kingdom |

Stanway Village Hall Management Committee Consolidated Accounts

Proprietor's Approval Statement

Year ended 31 December 2022

I approve the accounts which comprise the profit and loss account, balance sheet and related notes. I acknowledge my responsibility for the accounts, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing Colchester Accounting with all the information and explanations necessary for their compilation.

The Trustees of the Stanway Village Hall Management Committee

Date: 24 January 2024

Stanway Village Hall Management Committee Consolidated Accounts

Report to the proprietor on the preparation of the unaudited accounts of
Stanway Village Hall Management Committee Consolidated Accounts

Year ended 31 December 2022

In accordance with your instructions, I have compiled the accounts on the following pages from the accounting records and from information and explanations supplied to me.

I have not carried out an audit or any other review, and consequently I do not, therefore, express any opinion on the accounts.

Colchester Accounting

Unit 9, Bell House Farm
Church Lane, Stanway
Colchester
CO3 8LS
United Kingdom

Date: 24 January 2024

Stanway Village Hall Management Committee Consolidated Accounts

Profit and Loss Account

Year ended 31 December 2022

| | | 2022 | 2021 |
|-----------------------------------|------|----------------|---------------|
| | | £ | £ |
| | Note | | |
| Turnover | 2 | 79,748 | 79,291 |
| Cost of sales | 2 | 46,536 | 32,627 |
| Gross profit | | <u>33,212</u> | <u>46,664</u> |
| Finance income | 2 | 71 | 3 |
| Expenditure | 2 | | |
| Premises costs | | 26,612 | 26,309 |
| Office costs | | 1,488 | 1,086 |
| Repairs and maintenance | | 11,465 | 7,020 |
| Depreciation | | - | 4,928 |
| | | <u>39,565</u> | <u>39,343</u> |
| (Loss)/profit for the year | | <u>(6,282)</u> | <u>7,324</u> |

Stanway Village Hall Management Committee Consolidated Accounts

Balance Sheet

31 December 2022

| | | 2022 | 2021 |
|---------------------------|------|---------------|---------------|
| | | £ | £ |
| | Note | | |
| Current assets | | | |
| Cash at bank | | 57,252 | 63,534 |
| Net current assets | | <u>57,252</u> | <u>63,534</u> |
| Net assets | | <u>57,252</u> | <u>63,534</u> |
| Financed by: | | | |
| Capital account | 4 | <u>57,252</u> | <u>63,534</u> |

Stanway Village Hall Management Committee Consolidated Accounts

Notes to the Accounts

Year ended 31 December 2022

1 Accounting policies

BASIS OF PREPARATION

The accounts have been prepared under the historical cost basis and on a basis which enables the profits to be calculated in accordance with United Kingdom Generally Accepted Accounting Practice.

TURNOVER

The turnover shown in the profit and loss account represents amounts invoiced during the year, exclusive of Value Added Tax.

TANGIBLE ASSETS

Tangible assets are measured at cost less accumulated depreciation. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures and fittings 25% straight line

2 Profit and loss account analysis

TURNOVER

| | 2022 | 2021 |
|---------------------------------|----------------------|----------------------|
| | £ | £ |
| Hall Hire Income | 68,603 | 39,547 |
| Grants inc COVID and JRS Grants | 7,645 | 38,944 |
| Damage Bond Deposits | 3,500 | 800 |
| | <u>79,748</u> | <u>79,291</u> |
| | <u><u>79,748</u></u> | <u><u>79,291</u></u> |

COST OF SALES

| | 2022 | 2021 |
|-------------------------------|----------------------|----------------------|
| | £ | £ |
| Refunds and Deposits Returned | 4,074 | 2,391 |
| Wages and salaries | 42,462 | 30,236 |
| | <u>46,536</u> | <u>32,627</u> |
| | <u><u>46,536</u></u> | <u><u>32,627</u></u> |

Stanway Village Hall Management Committee Consolidated Accounts

Notes to the Accounts (continued)

Year ended 31 December 2022

FINANCE INCOME

| | 2022 | 2021 |
|--------------------------|------|------|
| | £ | £ |
| Bank interest receivable | 71 | 3 |

EXPENDITURE

| | 2022 | 2021 |
|--------------------------|---------------|---------------|
| | £ | £ |
| Premises costs | | |
| Rates | 826 | 243 |
| Light, heating and power | 8,630 | 5,887 |
| Water | 1,398 | 782 |
| Honorium | 600 | 962 |
| Royalties and Licences | 1,231 | 1,052 |
| Other Premises Costs | 11,713 | 15,293 |
| Premises insurance | 2,214 | 2,090 |
| | 26,612 | 26,309 |

| | 2022 | 2021 |
|---------------------|-------|-------|
| | £ | £ |
| Office costs | | |
| Telephone | 1,488 | 1,086 |

| | 2022 | 2021 |
|--------------------------------|--------|-------|
| | £ | £ |
| Repairs and maintenance | | |
| Repairs and maintenance | 11,465 | 7,020 |

Stanway Village Hall Management Committee Consolidated Accounts

Notes to the Accounts (continued)

Year ended 31 December 2022

| | 2022 | 2021 |
|---------------------|------|-------|
| | £ | £ |
| Depreciation | | |
| Depreciation | - | 4,928 |

3 Tangible assets

| | Fixtures and fittings £ |
|--|----------------------------|
| Cost | |
| At 1 January 2022 and 31 December 2022 | 19,706 |
| Depreciation | |
| At 1 January 2022 and 31 December 2022 | 19,706 |
| Net book value | |
| At 31 December 2022 | - |
| At 31 December 2021 | - |

4 Capital account

| | 2022 | 2021 |
|--------------------------------|---------|--------|
| | £ | £ |
| At 1 January 2022 | 63,534 | 56,210 |
| Net (loss)/profit for the year | (6,282) | 7,324 |
| At 31 December 2022 | 57,252 | 63,534 |



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Stanway Village Hall Management Committee

On accounts for the year
ended

31 December 2022

Charity no
(if any)

272860

Set out on pages

1 to 9

(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 31/12/2022

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 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

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

24/01/2024

Name:

Paul A Dundas

Relevant professional
qualification(s) or body

MAAT

(if any):

| |
|--|
| |
|--|

Address:

Unit 9 Bellhouse Farm, Church Lane, Stanway, Colchester CO3 8LS

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| |

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

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| |
|--|