

DIGBY HALL AND LIBRARY

REGISTERED CHARITY NUMBER: 275065

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

**DARKIN MILLER LIMITED
CHARTERED ACCOUNTANTS
24E DEVEREL ROAD
CHARLTON DOWN
DORCHESTER
DORSET**

DIGBY HALL AND LIBRARY
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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DIGBY HALL AND LIBRARY
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report and financial statements of the Trust for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

Objectives and activities for the public benefit

The Trust was created for the purpose of providing a Public Hall and Library for the use and benefit of Sherborne residents. The Trust owns one property, the Digby Hall & Library, which had an insured value of £4,104,722 (including fixtures and fittings) at 31 March 2022.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives.

Grant making policy

The Trust awards no grants.

Induction and training of trustees

Sherborne Town Council is the sole Trustee.

Achievement and performance

During the year the Trust continued to provide a Public Hall and Library for the benefit of Sherborne Residents.

Financial Review

Income generated for the year amounted to £88,730 (2021: £33,419). This comprised £32,371 rental income; £5,334 car park income; grants totalling of £50,307 which consist of £20,000 (towards running costs) from the The Simon Digby (Sherborne) Memorial Trust, £20,307 from Sherborne Town Council and £10,000 from Sherborne Area Primary Care Network; and bank interest and miscellaneous items which amounted to £719.

Following the completion of the refurbishment works and the gradual release of restrictions arising from the COVID-19 pandemic, the year has seen a relative return to normal levels of income for the Digby Hall. The Hall was primarily used by the NHS as a vaccine centre until January 2022, however as public confidence grew more and more of the typical bookings returned. Looking forward the level of bookings is continuing to rise as the Hall is publicised and good word is spread.

Expenditure for the year amounted to £66,127 (2021: £64,547).

The Balance Sheet at 31 March 2022 shows reserves of £3,022 (2021: negative reserves of £20,307).

Investment policy and performance

The Trust has modest reserves sufficient to cover minor improvements or the renewal of equipment. Funds are held in current and deposit accounts, with priority given to security of capital and liquidity of funds over the return received.

Risk management

The major risks that the charity is exposed to have been identified and reviewed by the trustees and procedures established to manage this risk.

The main financial risk faced by the charity is that of falling revenues, and unexpected maintenance costs, both of which are related to the condition of the building. A major refurbishment was completed this year, following which the charity hopes to generate additional income that will cover on-going running and maintenance costs for the future.

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Reserves policy

Specific reserves are held only for the provision of improvements or the renewal of equipment provided for the facility, and such reserves are reviewed continuously. The Town Council, as Trustee, maintained a building & property reserve, but the funds have been spent on the planned refurbishment works.

Structure, governance and management

The Trust is an unincorporated trust, constituted under a trust deed dated 13th January 1978 and is a registered charity number 275065. The Trust was established between Mr K S D Wingfield Digby (Mr Digby); G F Pinney and D M J Dear; and the Sherborne Town Council.

Sherborne Town Council is the sole Trustee.

Trust business is discussed and decisions minuted as part of each Town Council meeting.

Reference and administrative information

Trustee

Sherborne Town Council

Clerk

Mr Stephen Shield

Principal Office

Address: Manor House, Newland, Sherborne, Dorset, DT9 3JL

Charity Number: 275065

External Examiners

Darkin Miller Limited, 24e Deverel Road, Charlton Down, DT2 9UD

Trustees' responsibilities in relation to the financial statements

The charity trustee is responsible for preparing a trustee's annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Signed:



Juliet Pentolfe
Trustee

Signed:



Margaret Crossman
Trustee

DIGBY HALL & LIBRARY
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE DIGBY HALL AND LIBRARY

I report to the trustees on my examination of the accounts of the Digby Hall and Library (the Trust) for the year ended 31 March 2022.

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; or
3. the accounts do 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

Signed: 
Name: Rosie Darkin-Miller LLB (Hons) FCA
Institute of the Chartered Accountants in England and Wales
Address: 24e Deverel Road, Charlton Down, Dorchester, Dorset DT2 9UD
Date: 20/9/2023

DIGBY HALL AND LIBRARY
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2022

	Total funds 2022	Total funds 2021
	£	£
Income and endowments from:		
Hire Charges	32,371	8,877
Car Parking Income	3,534	1,546
Car Park Rents	1,800	1,730
Library Charges	718	1,248
Grants	50,307	20,000
Bank Interest	1	19
Total income	<u>88,730</u>	<u>33,419</u>
Expenditure on:		
Wages and Salaries	36,918	36,117
Maintenance and Supplies	10,534	8,680
Services	11,439	9,931
Administration, Licences and other Professional	5,235	5,238
Car Park Operating Costs	56	132
Refurbishment costs	1,945	-
Depreciation	-	4,449
Total expenditure	<u>66,127</u>	<u>64,547</u>
Net income/(expenditure)	<u>22,603</u>	<u>(31,128)</u>
Transfers between funds	-	-
Other recognised gains/(losses)	-	-
Net movement in funds	<u>22,603</u>	<u>(31,128)</u>
Reconciliation of funds:		
Total Funds brought forward	(20,307)	10,821
Total Funds carried forward	<u>2,296</u>	<u>(20,307)</u>

**DIGBY HALL AND LIBRARY
BALANCE SHEET AS AT 31 MARCH 2022**

	Total funds 2022 £	Total funds 2021 £
Fixed assets		
Fixtures, fittings and equipment	-	
Total fixed assets	-	-
Current assets		
Debtors and prepayments	5,294	2,828
VAT	1,484	2,178
Cash at bank and in hand	6,081	3,588
Total current assets	12,859	8,594
Liabilities		
Creditors: Amounts falling due within one year		
Trade Creditors	8,220	27,450
Receipts in Advance	1,300	-
Accruals	1,043	1,451
Total current liabilities	10,563	28,901
Net current assets or liabilities	2,296	(20,307)
Total assets less current liabilities	2,296	(20,307)
The funds of the charity:		
Unrestricted funds	2,296	(20,307)
Total charity funds	2,296	(20,307)

All funds held by the Trust are Unrestricted. The Trust holds no Restricted or Endowment Funds.

The notes at pages 9 to 11 form part of these accounts.

Approved by the Trustees on 16th January 2023 and signed on their behalf by:


Juliet Pentolfe
Trustee


Margaret Crossman
Trustee

DIGBY HALL AND LIBRARY
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies

a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

b) Funds structure

All funds held by the Trust are Unrestricted. The Trust holds no Restricted or Endowment Funds.

c) Income recognition

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Grants or Donations are recognised when received.

Interest on funds held on deposit is included when received.

d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure

f) Governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to external

g) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the

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h) Fixed assets

The Trust owns one property, the Digby Hall & Library, which had an insured value of £4,104,722 at 31st March 2022. The Charity SoRP requires that donated assets are recognised within the accounts when the resource is controlled by the charity, it is probable that expected future economic benefits will flow to the charity, and the historical cost or fair value can be measured. Whilst the Trust expects to benefit from income derived from the hire of the building, it is expected that any income will just cover the running costs, allowing the Trust to break even. In addition, the property is subject to a restrictive covenant which reduces the market value to £nil. As such, no monetary value is recognised. Fixtures, fittings and equipment are depreciated in full in the year of acquisition.

i) Debtors

Debtors are measured at their recoverable amounts.

j) Cash at bank and in hand

Cash at bank and in hand consists entirely of cash balances

k) Creditors

Creditors are measured at the amount required to settle the

2 Investment Income

	2022 £	2021 £
Deposit interest received	1	19

All of the investment income is attributable to unrestricted funds.

3 Analysis of expenditure on charitable activities and support costs

Activity	Support and governance costs	2022	2021
		Total	Total
	£	£	£
Independent examiner	233	233	170
	233	233	170

4 Emoluments and staff costs

The Trust has no employees. A full time caretaker and a part time caretaker are employed by Sherborne Town Council, and the cost of this is reimbursed by the Trust. Letting, accounting, maintenance and general supervision are performed by Sherborne Town Council staff. For this service the Trust pays a fixed contribution, currently £5,000 p.a.

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5 Analysis of fixed assets	Fixtures, fittings and equipment 2022 £	Fixtures, fittings and equipment 2021 £
Cost		
At 1 April 2021	424,325	419,876
Additions - refurbishment of Digby Hall	-	4,449
At 31 March 2022	424,325	424,325
Depreciation		
At 1 April 2021	424,325	419,876
Charge for year	-	4,449
At 31 March 2022	424,325	424,325
Net Book Value		
At 31 March 2022	-	-

6 Analysis of charitable funds	Fund balances brought forward £	Income £	Expenditure £	Gains and (losses) £	Fund balances carried forward £
Fund name					
Unrestricted funds	(20,307)	88,730	(66,127)	-	2,296

The unrestricted funds are available to be spent for any purposes of the charity.

7 Related Party Transactions

Sherborne Town Council is the sole Trustee. The Council employs two caretakers who look after the Hall, the costs of whom are reimbursed by the Trust. The Town Council also recharges the actual cost of goods and services ordered on behalf of the Trust. The Trust pays a fixed contribution of £5,000.00 p.a. in relation to other staff services provided by the Town Council.

Sherborne Town Council provided grant funding during the year of £20,307 (2021 £nil). The Council agreed at its meeting of 21 June 2021 to provide £20,307 of funding from the Community Pandemic Recovery Fund to clear the negative balance as at 31 March 2021.

The Simon Digby (Sherborne) Memorial Trust was set up in 1989 with an objective 'to benefit the inhabitants of the Town of Sherborne'. The Settlor's wishes were that the monies would be devoted to the maintenance and improvement of the Digby Hall, and the Terrace Playing Field. The Trust made grants totalling £20,000 during the year to support the running of the Digby Hall.

All transactions with organisations to which Councillors belong, or are associated with in any way, are conducted at arm's length.