



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month January	Year 2021		Day 31st	Month December	Year 2021

## Section A Reference and administration details

Charity name GREAT BENTLEY NEW VILLAGE HALL

Other names charity is known by

Registered charity number (if any) 275786

Charity's principal address VILLAGE HALL, PLOUGH ROAD  
GREAT BENTLEY, COLCHESTER  
ESSEX  
Postcode CO7 8NB

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Morton			
2	Roger Adams			
3	Kevin Plummer			
4	Hilary Burdett			
5				
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15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Solicitors	Fisher Jones Greenwood	106 Baddow Road, Chelmsford, Essex CM2 0DG
Land Agents	Robinson & Hall Land & Property Consultants	Broomvale Business Centre, Little Blakenham, Ipswich IP8 4JU

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Village Hall is managed by a Village Hall Management Committee appointed from representatives of organisations which are regular users of the Hall.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

Provision of a Village Hall for use of the inhabitants of the parish of Great Bentley without distinction of political, religious, or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation.

## Provision of a Village Hall

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

Due to the coronavirus pandemic the village hall was unable to operate normally for part of 2021. The two employees (caretaker and booking clerk) were furloughed under the government Job Retention Scheme until September 2021.

For much of the year the only hirer able to continue to operate was the local pre-school which provided services for keyworkers' children. A small number of regular hirers continued to operate to some degree during the year, including the running club who used the car park and continued to pay monthly invoices. A handful of bookings took place involving either sporting or wellbeing activities operating in line with recommendations on social distancing and infection control when these were permissible.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The Village Hall operates a capital reserve account to be utilised for capital purchases, such as replacement equipment, fittings, and furniture.

**Details of any funds materially in deficit**

NIL

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Management Committee normally undertakes a range of fundraising events during the year. Funds raised are held in the capital reserve account to support any major purchases required. However, due to the pandemic no such activities were possible.

A grant of £7,000 was received in April 2021 from Tendring District Council along with a donation of £1,386 from Great Bentley Support which help cover ongoing costs whilst activity was reduced. Business rates were suspended until August 2021.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

**Signature(s)**



**Full name(s)**

Hilary Burdett

**Position (eg Secretary, Chair, etc)**

Trustee

**Date**

9<sup>th</sup> October 2022

# Great Bentley Village Hall

Accounts

for the Year Ended 31 December 2021

CG ACCOUNTING & TAX LIMITED  
4 Ashingdon Heights  
Rochford  
Essex  
England  
SS43TH

**Great Bentley Village Hall**  
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**Great Bentley Village Hall**  
**Officers and Advisers**

<b>Proprietor</b>	D Burdett
<b>Business address</b>	Great Bentley Village Hall Plough Road Great Bentley Essex CO7 8LW
<b>Accountants</b>	CG ACCOUNTING & TAX LIMITED 4 Ashingdon Heights Rochford Essex England SS43TH



**Accountants' Report to D Burdett on the Preparation of the Unaudited Financial  
Information of  
Great Bentley Village Hall**

We have prepared for your approval the financial information of Great Bentley Village Hall for the year ended 31 December 2021 which comprises the Profit and Loss Account, the Balance Sheet and the related notes from the entity's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at [icaew.com/membershandbook](http://icaew.com/membershandbook).

This report is made solely to you. Our work has been undertaken solely to prepare for your approval the financial information of Great Bentley Village Hall and state those matters that we have agreed to state to you in this report in accordance with ICAEW Technical release TECH08/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than D Burdett for our work or for this report.

You have approved the financial information for the year and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.



.....  
CG ACCOUNTING & TAX LIMITED

3 April 2022

4 Ashingdon Heights  
Rochford  
Essex  
England  
SS43TH

**Great Bentley Village Hall**  
**Approval of financial information**

I approve the financial information which comprises the Profit and Loss Account, the Balance Sheet and the related notes.

I acknowledge my responsibility for the financial information, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing CG ACCOUNTING & TAX LIMITED with all information and explanations necessary for its compilation.

I give my authority for the financial information to be submitted to HM Revenue and Customs.

The financial information was approved by the proprietor on .....

.....

**Great Bentley Village Hall**  
**Profit and Loss Account for the Year Ended 31 December 2021**

	2021		2020
	£	£	£
<b>Turnover</b>			
Grants and donations	12,652		14,773
Hall hire	25,017		18,029
	<u>37,669</u>		<u>32,802</u>
<b>Other income</b>			
Other income	207		2,093
<b>Total income</b>	<u>37,876</u>		<u>34,895</u>
<b>Expenses</b>			
Wages and salaries	7,554		7,223
Rates	157		258
Water rates	2,462		1,791
Light, heat and power	5,874		5,361
Insurance	1,690		1,543
Repairs and renewals	2,609		2,526
Gardening	500		608
Telephone and fax	461		464
Printing, postage and stationery	67		46
Trade subscriptions	110		181
Sundry expenses	1,469		1,196
Cleaning	5,774		4,710
Waste disposal - admin	451		427
Accountancy fees	715		390
Legal and professional fees	879		744
Depreciation of fixtures and fittings	167		209
	<u>(30,939)</u>		<u>(27,677)</u>
<b>Net profit</b>	<u><u>6,937</u></u>		<u><u>7,218</u></u>

**Great Bentley Village Hall**  
**Balance Sheet as at 31 December 2021**

		2021		2020	
	Note	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	2		86,369		86,536
<b>Current assets</b>					
Debtors	3	1,896		2,522	
Cash at bank and in hand		49,298		41,613	
		<u>51,194</u>		<u>44,135</u>	
<b>Current liabilities</b>	4	<u>(543)</u>		<u>(598)</u>	
<b>Net current assets</b>			50,651		43,537
<b>Net assets</b>			<u>137,020</u>		<u>130,073</u>
<b>Financed by:</b>					
<b>Capital account</b>					
As at 1 January 2021		97,592		97,556	
Capital introduced		<u>10</u>		<u>36</u>	
			97,602		97,592
			<u>97,602</u>		<u>97,592</u>
<b>Current account</b>					
As at 1 January 2021		32,481		25,263	
Profit		<u>6,937</u>		<u>7,218</u>	
			39,418		32,481
			<u>39,418</u>		<u>32,481</u>
			<u>137,020</u>		<u>130,073</u>

**Great Bentley Village Hall**  
**Notes to the Accounts for the Year Ended 31 December 2021**

**1 Accounting policies**

**Basis of preparation**

The accounts have been prepared under the historical cost convention.

**Turnover**

Turnover represents the invoiced value of sales of goods, net of value added tax.

**Depreciation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

**2 Tangible fixed assets**

	<b>Land and buildings £</b>	<b>Fixtures and fittings £</b>	<b>Total £</b>
<b>Cost</b>			
As at 1 January 2021 and 31 December 2021	<u>85,699</u>	<u>2,041</u>	<u>87,740</u>
<b>Depreciation</b>			
As at 1 January 2021	-	1,204	1,204
Charge for the year	<u>-</u>	<u>167</u>	<u>167</u>
As at 31 December 2021	<u>-</u>	<u>1,371</u>	<u>1,371</u>
<b>Net book value</b>			
As at 31 December 2021	<u>85,699</u>	<u>670</u>	<u>86,369</u>
As at 31 December 2020	<u><u>85,699</u></u>	<u><u>837</u></u>	<u><u>86,536</u></u>

**3 Debtors**

	<b>2021 £</b>	<b>2020 £</b>
Trade debtors	1,104	1,623
Prepayments	<u>792</u>	<u>899</u>
	<u><u>1,896</u></u>	<u><u>2,522</u></u>

**Great Bentley Village Hall**  
**Notes to the Accounts for the Year Ended 31 December 2021**

..... *continued*

**4 Current liabilities**



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Great Bentley Village Hall

On accounts for the year  
ended

31 December 2021

Charity no  
(if any)

275786

Set out on pages

1-7

(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 / 2021

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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

27/5/2022

Name:

Chris Grob ACA

Relevant professional  
qualification(s) or body  
(if any):

INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND AND WALES

Address:

4 Ashingdon Heights

Ashingdon

Essex SS4 3TH

Only complete if the examiner needs to highlight 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.**