

# WISBOROUGH GREEN VILLAGE HALL

England & Wales · Charity number 276065

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 1978-08-02

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Village Hall  
School Road  
Wisborough Green  
Billingshurst  
RH14 0DU

**Phone** 01403700502

## Activities

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**Objects:** FOR THE PURPOSES OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF WISBOROUGH GREEN AND THE NEIGHBOURHOOD, WITHOUT DISTINCTION OF SEX OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS AND IN PARTICULAR FOR USE FOR MEETINGS, LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

**Activities:** The provision of community space for local groups and organisations. Facilities for family celebrations, wedding receptions etc. Hub for supporting social, educational and wellbeing improvement within the community

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** WISBOROUGH GREEN AND THE NEIGHBOURHOOD
- West Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£37,845	£32,897	-	-
2024-09-30	£34,833	£30,213	-	-
2023-09-30	£32,324	£30,820	-	-
2022-09-30	£57,544	£310,073	-	-
2021-09-30	£178,474	£166,034	-	-

## Trustees

Name	Role	Appointed
<b>KEITH CARTER</b>	Chair	2006-03-12
Andrew Jackson		2016-06-07
Christopher Edwards		2018-01-01
<b>JOHN CHARLES GOUGH</b>		2006-03-12
Louise Nicola Davies		2016-06-07
Sheena Margaret Overington		2016-06-07

**WISBOROUGH GREEN VILLAGE HALL**

England & Wales - Charity number 276065

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# Accounts

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## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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### **Report of the Managing Trustees Financial Year 1<sup>st</sup> October 2024 to 30<sup>th</sup> September 2025**

The report of the Trustees covers three main areas of activity :

1. Hall Lettings and operations
2. Stewardship of the Trust
3. The Old Workhouse

#### **1. Hall Lettings and operations**

Lettings Income grew again this year up 5.5% on the previous year at £12,911.

It is encouraging to note that so many of our community make use of the hall. During this year there have been 13 local clubs, societies and organisations of varying interests who have used the hall regularly plus, 5 different wellbeing and fitness groups. In addition, a couple of local business events and 23 family celebrations of various kinds were also held.

A chart showing the breakdown by type of user is attached to this report.

We continue to manage expenses carefully but are already seeing increases in unit costs of utilities and business rates. This year there has been some essential expenditure on improving and maintaining the Hall (see below).

#### **Fire Safety**

A comprehensive fire safety inspection was carried out in early 2025 which made a number of recommendations.

As a result, the emergency exit doors to the Vine Room and the Main Hall (north side) have been replaced and new crash bars installed. Also, the entrance door to the new kitchen (top of car park) has been converted to an emergency exit with crash bar.

All electrical circuits have been tested and re-certified and new emergency exit signage has been installed throughout the Hall.

A new inspection register has been created in order to record the regular checks, inspections and Risk Assessments carried out by the Committee. These things were being done but no formal record was being kept, hence the new inspection register.

#### **Premises maintenance**

All external window frames have been sanded down and re-painted. A couple of frames were partially rotted and these were repaired by cutting out the rotten area and splicing in new wood before being re-painted.

#### **Porch incident**

In June 2025, someone reversed into one of the oak pillars supporting the entrance porch of the hall. Fortunately, although the pillar was pushed significantly out of upright, it remained on its pedestal and the whole porch canopy did not collapse. Local builder Gary Steer came the same day and made it safe with some supporting acrow steels so that the hall could continue to be used. The incident was referred to our insurers who handled the claim and paid for us to have a replacement oak pillar installed and other incidental repairs made. The incident was witnessed and details of the car responsible were sent to our insurers who were able to successfully recover the costs from the relevant person.



## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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### **Non operating**

On the non-operating side, the Monthly draw club continues to add to Hall funds, making a net contribution of just over £1000 after expenses. Membership though continues to dwindle and stands at around 37 members at present. Any ideas to encourage new members to join will be very welcome

### **Accounts**

The Hall Accounts have been independently examined and signed off by the Examiner, the Treasurer and a Trustee. A copy of the Charity Commission Receipts & Payments return (Hall Accounts) and the Independent Examiner's Report are appended to this report and can be downloaded via the Charity Commission website ([www.gov.uk/government/organisations/charity-commission](http://www.gov.uk/government/organisations/charity-commission)) once these have been approved.

### **2. Stewardship of the Trust**

There has been no change to the membership of Trustees.

Brian Spicer has resigned from the Management Committee. We are delighted to welcome Andrew Strudwick formally to the Committee. This still means that the Hall Committee comprises only 5 people and needs more help to keep the Hall operations going successfully. Please consider joining and helping. The work is not onerous and makes a real difference in our community.

*The Committee is also still seeking additional volunteers to support the day to day work of the Committee, particularly in relation to basic premises management (e.g. small painting jobs, checking for any damage or repairs that need doing). Joining the Committee is not a requirement – just people willing to offer some time to help.*

### **3. The Old Workhouse**

The tenancy of the Old Workhouse has run smoothly under the management of Henry Adams Lettings with occasional support from the Trustees as required.

As reported last year, there were some issues with damp and rotting windows (some of the costs of which fell into this financial year). These have now all been resolved.

Income from the Old Workhouse was £21,600 of which £7,966 was paid in rent to the Trust's landlord, WG Parish Council.

### **Conclusion**

The Hall remains an important community hub which many locals enjoy through the variety of activities that are available there.

But it is important to sound a word of warning that, if more volunteers do not come forward soon to help run the hall, the day will come when the Hall will have to close for lack of people to run it.

***This community should never allow such a situation to arise.***

Trustees of Wisborough Green Village Hall

18<sup>th</sup> January 2026



## Receipts and payments accounts

CC16a

For the period  
from

1st October 2024

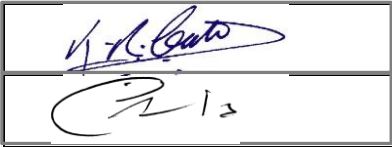
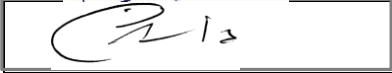
To

30th Sept 2025

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
LETTINGS	12,651	-	-	12,651	11,760
REFUNDABLE	-	-	-	-	-
LETTING DEPOSITS - REFUNDABLE	-	-	-	-	-
LICENCE FEES/NOISE MGT	260	-	-	260	480
INSURANCE RECEIPTS	-	-	-	-	-
MONTHLY DRAW CLUB	2,437	-	-	2,437	2,536
INTEREST & CLAIM REFUND	797	-	-	797	912
DONATIONS, GIFTS & BEQUESTS	100	-	-	100	20
OLD WORKHOUSE RENT	21,600	-	-	21,600	19,125
GRANTS etc	-	-	-	-	-
DEPOSIT INTEREST ADJ	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>37,845</b>	<b>-</b>	<b>-</b>	<b>37,845</b>	<b>34,833</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>37,845</b>	<b>-</b>	<b>-</b>	<b>37,845</b>	<b>34,833</b>
<b>A3 Payments</b>					
PREMISES MAINTENANCE, INCL. CA	6,846	-	-	6,846	2,984
UTILITIES - Electricity, Oil, Water	3,720	-	-	3,720	4,170
INSURANCE & CDC RATES	2,403	-	-	2,403	1,967
PREMISES & ENTERTAINMENT LIC	317	-	-	317	325
ADVERTISING/DUES & SUBS	385	-	-	385	464
GIFTS, DONATIONS & AGM	-	-	-	-	-
EQUIPMENT PURCHASES	299	-	-	299	477
SUNDRIES incl. Postage, office supplies, p	246	-	-	246	135
PREMISES IMPROVEMENTS	-	-	-	-	-
MONTHLY DRAW CLUB PRIZE FUND	1,420	-	-	1,420	1,390
PARISH COUNCIL RENT	7,966	-	-	7,966	7,686
OLD WORKHOUSE MGT FEES	2,659	-	-	2,659	10,615
OLD WORKHOUSE EXPS	4,348	-	-	4,348	-
MODERNISATION PROJECT	2,288	-	-	2,288	-
GRANT FUNDED PROJECTS & MISC	-	-	-	-	-
<b>Sub total</b>	<b>32,897</b>	<b>-</b>	<b>-</b>	<b>32,897</b>	<b>30,213</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>32,897</b>	<b>-</b>	<b>-</b>	<b>32,897</b>	<b>30,213</b>
<b>Net of receipts/(payments)</b>	<b>4,948</b>	<b>-</b>	<b>-</b>	<b>4,948</b>	<b>4,620</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>69,098</b>	<b>-</b>	<b>-</b>	<b>69,098</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>74,046</b>	<b>-</b>	<b>-</b>	<b>74,046</b>	<b>4,620</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Deposit a/cs	72,008		-
	WG Monthly Draw Club Account	71	-	-
	Current Account	1,188	-	-
	Petty Cash	246	-	-
	Building Project Gift Aid	417	-	-
	Receivables less Payables & Undeposited	116	-	-
	<b>Total cash funds</b>		<b>74,046</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	NIL		-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 	Keith Carter Christopher Edwards	08-Jan-26 08-Jan-26	



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Wisborough Green Village Hall

On accounts for the year  
ended

30<sup>th</sup> September 2025

Charity no  
(if any)

276065

Set out on pages

4 and 5

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

8 January 2026

Name:

Stephen Carter

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

Chartered Accountant

**Address:**

50 Carters Way

Wisborough Green

RH14 0BY

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**



**WISBOROUGH GREEN VILLAGE HALL**

England & Wales - Charity number 276065

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# Accounts

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## WISBOROUGH GREEN VILLAGE HALL TRUST

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### Report of the Managing Trustees Financial Year 2023/2024

The report of the Trustees covers three main areas of activity :

1. Hall Lettings and operations
2. Stewardship of the Trust
3. The Old Workhouse

#### 1. Hall Lettings and operations

Lettings Income showed strong growth again this year up 15.6% on the previous year at £12,240.

Despite careful management operating expenses increased to £10,522, mainly due to significant increases in the cost of electricity and oil.

We have already been warned of substantial increases likely to occur this coming year in relation to Business Rates (central government having reduced the subsidy for community building rates from 75% to 40%) and in Water costs charged by Southern Water. The impact of these is yet to be determined.

On the non-operating side, the Monthly draw club continues to add to Hall funds, making a net contribution of just over £1100 after expenses. Membership though continues to dwindle and stands at around 42 members at present. Any ideas to encourage new members to join will be very welcome

As required, the Hall Accounts have been independently examined and signed off by the Examiner, the Treasurer and a Trustee. A copy of the Hall Accounts, the Independent Examiner's Report and this Report can be obtained via the Charity Commission website ([www.gov.uk/government/organisations/charity-commission](http://www.gov.uk/government/organisations/charity-commission)) once these have been approved.

#### 2. Stewardship of the Trust

There has been no change to the membership of Trustees.

We are delighted to welcome Lynne Dustan, Andrew Strudwick and Brian Spicer to the Management Committee.

*The Committee is still seeking additional volunteers to support the day to day work of the Committee, particularly in relation to basic premises management. Joining the Committee is not a requirement – just people willing to offer some time to help.*

#### 3. The Old Workhouse

As reported last year, the Trustees have engaged Henry Adams Lettings (HAL) to assist with managing the tenancy.

Due to changes in the circumstances of the tenants, the tenancy has been changed from a Joint tenancy to a Sole tenancy. HAL managed this change including required changes to the Tenancy Deposit Scheme. HAL also carried out appropriate financial checks and put in place new arrangements for payment of the rent.

As also reported last year, a new Energy Performance Certificate was completed. Following this, new heating was installed.

We also reported significant damp issues which needed to be put right.



## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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Since last year's report, further issues have been found and resolved – a leaking shower has been replaced and some double glazed windows have been replaced. Window frames have been repaired and one replaced.

Resolving all these issues meant that General maintenance costs for the year were just over £9,200.

Income from the Old Workhouse was £19,125 of which £7,686 was paid in rent to the Trust's landlord, the Parish Council.

### **Conclusion**

The Hall continues to fulfil its role as a centre of community activity but there is no doubt that, like many similar Halls, ours will face a number of financial challenges during 2025 and beyond.

Trustees of Wisborough Green Village Hall

31<sup>st</sup> December 2024



## Receipts and payments accounts

CC16a

For the period  
from

1st October 2023

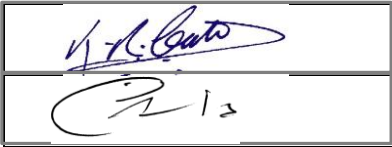
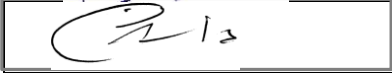
To

30th Sept 2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
LETTINGS	11,760	-	-	11,760	10,393
REFUNDABLE	-	-	-	-	-
LETTING DEPOSITS - REFUNDABLE	-	-	-	-	-
LICENCE FEES/NOISE MGT	480	-	-	480	200
INSURANCE RECEIPTS	-	-	-	-	-
MONTHLY DRAW CLUB	2,536	-	-	2,536	2,736
INTEREST & CLAIM REFUND	912	-	-	912	382
DONATIONS, GIFTS & BEQUESTS	20	-	-	20	313
OLD WORKHOUSE RENT	19,125	-	-	19,125	18,300
GRANTS etc	-	-	-	-	-
DEPOSIT INTEREST ADJ	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>34,833</b>	<b>-</b>	<b>-</b>	<b>34,833</b>	<b>32,324</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>34,833</b>	<b>-</b>	<b>-</b>	<b>34,833</b>	<b>32,324</b>
<b>A3 Payments</b>					
PREMISES MAINTENANCE, INCL. C/	2,984	-	-	2,984	2,155
UTILITIES - Electricity, Oil, Water	4,170	-	-	4,170	3,416
INSURANCE & CDC RATES	1,967	-	-	1,967	1,893
PREMISES & ENTERTAINMENT LIC	325	-	-	325	368
ADVERTISING/DUES & SUBS	464	-	-	464	426
GIFTS, DONATIONS & AGM	-	-	-	-	-
EQUIPMENT PURCHASES	477	-	-	477	94
SUNDRIES incl. Postage, office supplies, p	135	-	-	135	-
PREMISES IMPROVEMENTS	-	-	-	-	-
MONTHLY DRAW CLUB PRIZE FUND	1,390	-	-	1,390	1,325
PARISH COUNCIL RENT	7,686	-	-	7,686	7,686
OLD WORKHOUSE EXPS	10,615	-	-	10,615	1,212
MODERNISATION PROJECT	-	-	-	-	12,245
GRANT FUNDED PROJECTS & MISC	-	-	-	-	-
<b>Sub total</b>	<b>30,213</b>	<b>-</b>	<b>-</b>	<b>30,213</b>	<b>30,820</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>30,213</b>	<b>-</b>	<b>-</b>	<b>30,213</b>	<b>30,820</b>
<b>Net of receipts/(payments)</b>	<b>4,620</b>	<b>-</b>	<b>-</b>	<b>4,620</b>	<b>1,504</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	64,478	-	-	64,478	-
<b>Cash funds this year end</b>	<b>69,098</b>	<b>-</b>	<b>-</b>	<b>69,098</b>	<b>1,504</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Deposit	66,966		-
	WG Monthly Draw Club Account	263	-	-
	Current Account	1,224	-	-
	Petty Cash	174	-	-
	Building Project Gift Aid	405	-	-
	Receivables less Payables & Undeposited	66	-	-
	<b>Total cash funds</b>		<b>69,098</b>	<b>-</b>
<small>(agree balances with receipts and payments account(s))</small>		OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	NIL		-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 	Keith Carter Christopher Edwards	09-Jan-25 09-Jan-25	



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Wisborough Green Village Hall

On accounts for the year  
ended

30<sup>th</sup> September 2024

Charity no  
(if any)

276065

Set out on pages

4 and 5

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

9 January 2025

Name:

Stephen Carter

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

Chartered Accountant

<b>Address:</b>	50 Carters Way
	Wisborough Green
	RH14 0BY

**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**



**WISBOROUGH GREEN VILLAGE HALL**

England & Wales - Charity number 276065

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# Accounts

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## WISBOROUGH GREEN VILLAGE HALL TRUST

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### Report of the Managing Trustees Financial Year 2022/2023

The report of the Trustees covers three main areas of activity :

1. Hall Lettings and operations
2. Stewardship of the Trust
3. The Old Workhouse

#### 1. Hall Lettings and operations

The year has been a mix of consolidation and some progress with a number of new well-being activities now taking place regularly at the Hall plus many of our established regular users.

It is also pleasing to note an increase in the number of catered events for family celebrations.

Lettings Income was £10,393 an increase of 21% over the previous year but still short of the £14,847 in the last full year prior to the start of the pandemic.

With careful management operating expenses were held at £8,352 compared with £9,282. This was mainly due to reduced cost of insurance and warmer weather helping with energy costs.

As required, the Hall Accounts have been independently examined and signed off by the Examiner, the Treasurer and a Trustee. A copy of the Hall Accounts, the Independent Examiner's Report and this Report can be obtained via the Charity Commission website ([www.gov.uk/government/organisations/charity-commission](http://www.gov.uk/government/organisations/charity-commission)) once these have been approved.

On the non-operating side, the Monthly draw club continues to add to Hall funds, making a net contribution of around £1,411 after expenses.

Some small donations totalling £312.88 have been received plus a welcome and long overdue increase in interest on our deposit account providing £381.96

With the modernisation works completed and signed off, the final payment £10,386.88 was made to Valley Builders, being the retention held against any snagging and other defects together with the final payment to Philips Chartered Surveyors for their management of the project.

#### 2. Stewardship of the Trust

There has been no change to the membership of Trustees.

It was with great sadness that we learned of the untimely death of Michael Senior who joined the Hall Committee just over a year ago during which time he brought great energy and enthusiasm to the work of the Committee. He will be greatly missed.

*The Committee is still seeking additional volunteers to bring the Committee back to an optimal number.*

#### 3. The Old Workhouse

During the year, a number of matters arose regarding the Old Workhouse. A Rent Review was due to take place for the next renewal term starting in August 2023. However, before that could take place we were notified of a change in personal circumstances by the tenants that would require a change to the tenancy agreement.

The Trustees engaged Henry Adams Lettings to assist with the changes to the tenancy.



## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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An updated EPC has been completed. Much time has been spent on evaluating the recommendations as to both practicality and cost. Generally the EPC recommendations were either impractical or too expensive. The Trustees have therefore registered a High Cost Exemption as required by regulation. However, new electric heaters have recently been installed which will provide much improved energy efficiency.

In November 2023, some damp issues were reported by the tenants. Two areas were affected. A blocked and damaged gutter high up on the north face of the building was causing damp in the wall below. A smaller damp patch was found on the south side adjacent to the lounge window due to a gap between the window frame and brickwork and some poor pointing. These issues have now been remedied by a local builder.

Having tackled the EPC and relevant Exemption and the damp issues, the Trustees remain in discussion with Henry Adams Lettings regarding the necessary changes to the tenancy agreement. Income from the Old Workhouse was £18,300 of which £7,686 was paid in rent to the Trust's landlord, the Parish Council. General maintenance costs for the year were £1,211 (this figure does not include cost of remedying the damp issues nor the new electric heaters which both fall outside the financial year being reported here).

### **Conclusion**

We are delighted that the new facilities are encouraging new and different activities to take place at the Hall and that more of the local community have been able to enjoy these.

Trustees of Wisborough Green Village Hall

31<sup>st</sup> December 2023



**Receipts and payments accounts**

CC16a

For the period  
from

1st October 2022

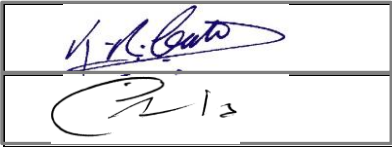
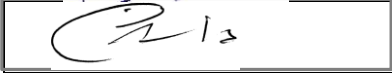
To

30th Sept 2023

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
LETTINGS	10,393	-	-	10,393	8,581
REFUNDABLE	-	-	-	-	-
LETTING DEPOSITS - REFUNDABLE	-	-	-	-	-
LICENCE FEES/NOISE MGT	200	-	-	200	100
INSURANCE RECEIPTS	-	-	-	-	-
MONTHLY DRAW CLUB	2,736	-	-	2,736	2,876
INTEREST & CLAIM REFUND	382	-	-	382	33
DONATIONS, GIFTS & BEQUESTS	313	-	-	313	722
OLD WORKHOUSE RENT	18,300	-	-	18,300	18,300
GRANTS etc	-	-	-	-	27,232
DEPOSIT INTEREST ADJ	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>32,324</b>	<b>-</b>	<b>-</b>	<b>32,324</b>	<b>57,844</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>32,324</b>	<b>-</b>	<b>-</b>	<b>32,324</b>	<b>57,844</b>
<b>A3 Payments</b>					
PREMISES MAINTENANCE, INCL. C/	2,155	-	-	2,155	1,548
UTILITIES - Electricity, Oil, Water	3,416	-	-	3,416	4,159
INSURANCE & CDC RATES	1,893	-	-	1,893	2,410
PREMISES & ENTERTAINMENT LIC	368	-	-	368	332
ADVERTISING/DUES & SUBS	426	-	-	426	440
GIFTS, DONATIONS & AGM	-	-	-	-	190
EQUIPMENT PURCHASES	94	-	-	94	93
SUNDRIES incl. Postage, office supplies, p	-	-	-	-	111
PREMISES IMPROVEMENTS	-	-	-	-	4,191
MONTHLY DRAW CLUB PRIZE FUND	1,325	-	-	1,325	1,420
PARISH COUNCIL RENT	7,686	-	-	7,686	7,686
OLD WORKHOUSE EXPS	1,212	-	-	1,212	1,025
MODERNISATION PROJECT	12,245	-	-	12,245	259,236
GRANT FUNDED PROJECTS & MISC	-	-	-	-	27,232
<b>Sub total</b>	<b>30,820</b>	<b>-</b>	<b>-</b>	<b>30,820</b>	<b>310,073</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>30,820</b>	<b>-</b>	<b>-</b>	<b>30,820</b>	<b>310,073</b>
<b>Net of receipts/(payments)</b>	<b>1,504</b>	<b>-</b>	<b>-</b>	<b>1,504</b>	<b>- 252,229</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	62,974	-	-	62,974	315,203
<b>Cash funds this year end</b>	<b>64,478</b>	<b>-</b>	<b>-</b>	<b>64,478</b>	<b>62,974</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Deposit	61,860		-
	WG Monthly Draw Club Account	317	-	-
	Current Account	1,664	-	-
	Petty Cash	228	-	-
	Building Project Gift Aid	379	-	-
	Receivables less Payables & Undeposited	30	-	-
	<b>Total cash funds</b>		<b>64,478</b>	<b>-</b>
<small>(agree balances with receipts and payments account(s))</small>		OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	NIL		-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 	Keith Carter Christopher Edwards	05-Jan-24 05-Jan-24	



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Wisborough Green Village Hall

On accounts for the year  
ended

30<sup>th</sup> September 2023

Charity no  
(if any)

276065

Set out on pages

4 and 5

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

5 January 2024

Name:

Stephen Carter

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

Chartered Accountant

**Address:**

50 Carters Way

Wisborough Green

RH14 0BY

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**



**WISBOROUGH GREEN VILLAGE HALL**

England & Wales - Charity number 276065

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# Accounts

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## WISBOROUGH GREEN VILLAGE HALL TRUST

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### Report of the Managing Trustees Financial Year 2021/2022

The report of the Trustees covers four main areas of activity :

1. Hall Lettings and operations
2. Stewardship of the Trust
3. Modernisation of the Hall building and facilities
4. The Old Workhouse

#### 1. Hall Lettings and operations

The green shoots of recovery are just about beginning to show although there remains some distance before our lettings income will have recovered to pre-pandemic levels.

Construction works for the first phase of the Hall modernisation were fully completed in January 2022 and the Hall was able to open up with all its brand new facilities. The new facilities have been welcomed by many of our users and have helped to make the hall a more attractive and welcoming space.

A financial statement of Costs and Funding for these works is appended to this report.

It is particularly pleasing that a number of new activities now take place regularly at the Hall, including yoga and karate classes. Many of our regular users have also returned now that the risk from Covid is significantly reduced.

Lettings Income was £8,381 compared with £1,200 in the previous year and with £14,847 in the last full year prior to the start of the pandemic.

With the increased use of the Hall compared with the previous year, operating expenses were inevitably higher at £9,282 compared with £5,647. This was mainly due to a huge increase in cost of utilities from £790 (previous year) to £4,158 this year. In part this large increase was due to having run down our oil level prior to the works and then restoring this after the new tank was installed. Otherwise operating expenses were similar year on year.

As required, the Hall Accounts have been independently examined and signed off by the Examiner, the Treasurer and the Chairman. A copy of the Hall Accounts, the Independent Examiner's Report and this Report can be obtained via the new village hall website ([www.wisboroughgreenvh.org.uk](http://www.wisboroughgreenvh.org.uk)) or from the Charity Commission website ([www.gov.uk/government/organisations/charity-commission](http://www.gov.uk/government/organisations/charity-commission)) once these have been approved.

As reported last year, it has been the intention of the Hall Committee to update our scale of Hire Charges given that the current scale of charges has been in place since 2011. Now that the severe disruption caused by the pandemic and the construction works is behind us, the Committee has agreed new Hire charges the first stage of which came into effect on 1st October 2022. The second stage of charges will come into effect from 1<sup>st</sup> April 2023. Our current fixed price contract for electricity expires on 31<sup>st</sup> March and we are expecting new terms to show a further significant rise in the cost of electricity.

Overall the two stage increase in Hire charges will mean a rise of around 10% over the 2011 scale of charges. By comparison, Consumer Price Inflation for the same period is 28.7%! (Source - Office for National Statistics)

On the non-operating side, the Monthly draw club continues to add to Hall funds, making a net contribution of around £1,456 after expenses.



## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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The Monthly Draw club remains the Hall's ONLY regular fundraising activity. Membership has reduced slightly in the last 2 years. We need more people to join. There are some great cash prizes on offer and it's a fun way to support our Hall.

A Financial Summary and Balance Sheet summary are included with this report so that readers can see the impact of this year's activity on the overall funds of the Trust.

More details about the Modernisation Project and the Old Workhouse also follow later in this report.

### **2. Stewardship of the Trust**

There has been no change to the membership of Trustees. However a number of other changes of personnel have taken place within the Hall Committee.

We were delighted to welcome Clare & Martin Lonsdale and Michael Senior to the Committee but sad to lose Sheila Armistead, Paul Killingbeck and Sheena Overington who have stepped down.

Our grateful thanks to you all – Sheila, Sheena and Paul – for your advice, help and support over the years.

Happily, Sheena will remain as a Trustee of the Hall so we shall continue to benefit from her sound advice.

*The Committee is still seeking additional volunteers to bring the Committee back to an optimal number but without success so far.*

### **3. Modernisation of the Hall building and facilities**

I am delighted to report that Phase 1 of the modernisation programme was completed in January 2022.

The new facilities have bedded in very well and have been well received by all users of the Hall.

I reported this last year but just to remind everyone – the project has delivered the following improvements so far:

- New heating system
- New electrics
- New hot/cold water system
- A large new kitchen specifically designed around our needs
- A bright new bar/servery area
- A large storage area with multiple cupboards
- New toilet and shower room off the storage area
- 22 square metres of additional floor space in the main hall (fixed stage removed)
- Refurbished Committee Room with new ceiling and two new large cupboards and floor space reinstated to full size following removal of old storage units
- Extended lobby/reception space by main entrance
- Refurbished main toilets and lobby
- New gate, pathway and lighting in the Old Workhouse garden
- Remedial damp work and making good of steps up to the Old Workhouse (which were causing problems to the outside of the east wall of the old servery)

The cost of these works has been fully funded and has not required any borrowing by the Hall (see *Modernisation Project Phase 1 Financial Summary* attached).



## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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We are extremely grateful to the following for financial and other support without which we could never have undertaken these works

- Action with Communities in Rural England (ACRE)
- Action in Rural Sussex (AiRS)
- Chichester District Council
- Sussex Community Foundation
- Wisborough Green Parish Council
- The Trustees of the estate of Laurence and Patricia Knight
- The churchwardens of St Peter ad Vincula
- Wisborough Green Fete Society (and its predecessor WG Sideshows Society)
- Wisborough Green Short Mat Bowls Club
- Wisborough Green Farmers Market
- The community of Wisborough Green for its fundraising and donations

We had hoped that, with improved energy efficiency via the new heating, plumbing and lighting systems, we would see a modest reduction in annual running costs but, of course, these energy improvements have been overwhelmed by the enormous increase in energy costs over the last 12 months.

Having got this major change out of the way, we remain in a period of consolidation. Work on the remaining phases of the modernisation will once again depend on obtaining the required funding but this is likely to take quite a long time to achieve and, from our recent experience, a considerable amount of effort.

#### 4. The Old Workhouse

The tenancy of the Old Workhouse has continued throughout the year and was renewed in August 2022 for a further 12 months.

Income from the Old Workhouse was £18,300 of which £7,686 was paid in rent to the Trust's landlord, the Parish Council. General maintenance costs for the year were £1,025.

#### Conclusion

We are delighted that a major part of the modernisation of the hall has now been successfully completed. There is still much work to be done to plan, finance and implement other stages of the modernisation. This will take time.

In the meantime, we hope that the community continues to enjoy the new and updated facilities at the Hall.

If you haven't seen the new facilities yet, contact our Bookings Secretary, Sharon Strudwick, who will be pleased to arrange for one of the committee to show you around. For those of you who have seen and enjoyed the new facilities, please spread the word!

Keith Carter  
Chairman

31<sup>st</sup> December 2022

Wisborough Green Village Hall Trust  
AGM Report for financial year ending 30 September 2022

**Financial Summary**

		Oct 2021 - Sep 2022		Oct 2020 - Sep 2021	% change
<b>Operating Income</b>	£	8,380.98	£	1,200.29	598.25%
<b>Operating Expense</b>	£	9,281.84	£	5,646.92	64.37%
<b>Operating Profit</b>	£	<b>-900.86</b>	£	<b>-4,446.63</b>	<b>-79.74%</b>
<b>Non Operating Income</b>	£	49,162.90	£	177,273.48	-72.27%
<b>Non Operating Expense</b>	£	300,790.82	£	160,387.15	87.54%
<b>Non Operating Profit</b>	£	<b>-251,627.92</b>	£	<b>16,886.33</b>	<b>-1590.13%</b>
<b>Sources of Non Operating Income</b>					
WG Monthly Draw Club	£	2,876.00	£	3,132.00	-8.17%
Old Workhouse rental income	£	18,300.00	£	18,300.00	0.00%
Grants, Donations, Gifts, Bequests	£	721.50		15,280.70	-95.28%
Deposit Interest	£	33.24	£	30.53	8.88%
Grants	£	27,232.16	£	140,530.25	-80.62%
<b>Sources of Non Operating Expenses</b>					
WG Monthly Draw Club Prizes & Expenses	£	1,420.00	£	1,380.00	2.90%
Old Workhouse Rent/Exps	£	8,710.98	£	8,423.00	3.42%
Modernisation Project (Own Funds)	£	259,236.42	£	15,584.15	1563.46%
Modernisation Project (Grants)	£	27,232.16	£	135,000.00	0.00%
Premises Improvements	£	4,191.26	£	0.00	0.00%
<b>Non Operating Profit/Loss</b>	£	<b>-251,627.92</b>	£	<b>16,886.33</b>	<b>-1590.13%</b>

**Balance Sheet Summary as at 30 Sept 2022**

	2022	2021	% Change
<b>Capital and Reserves</b>			
<b>Opening Bal Equity</b>	19,533.02	19,533.02	0.0%
<b>Retained Earnings</b>	295,670.00	283,230.30	4.4%
<b>Profit for the Year</b>	-252,528.78	12,439.70	-2130.0%
<b>Shareholder funds</b>	<u><u>62,674.24</u></u>	<u><u>315,203.02</u></u>	<u><u>-80.1%</u></u>

Wisborough Green Village Hall Trust  
AGM Report for financial year ending 30 September 2022

Modernisation Project Phase 1 Financial Summary

**Pre-Construction Costs**

Architect & Structural Engineer Fees	£10,144.32	
Ecological (Bat) survey	£2,958.00	
Planning Fees	£770.00	
Asbestos survey	£462.00	
Heating Survey & Report	£1,620.00	
Building Regs application & inspections	£3,761.68	
Funding Consultancy fee	£1,860.00	
SUB -TOTAL		£21,576.00

**Construction Costs**

Valley Builders original contract for works <i>To include new Servedy, Kitchen, Toilet/shower Room, Storage Area, Plant Room, Heating system, Plumbing, Lighting and power circuits plus refurbishment of Committee Room ceiling and walls &amp; removal of fixed stage</i>		£373,546.80
Valley Builders additional contract for works <i>To include refurbishment of Main Toilets, Lobby and old Kitchen including new lighting throughout plus New path, gate &amp; external lighting for Old Workhouse</i>	£37,368.17 £4,560.00	
SUB -TOTAL		£41,928.17

Project Management Fees £23,852.81

**Post-Construction Costs**

New Flooring for old stage area plus refurbishing existing floor	£4,370.00	
Painting/Decorating Main Hall	£842.43	c
Extra storage cupboards	£3,400.00	c
Acoustic ceiling in Servedy	£3,517.25	c
New Kitchen appliances	£2,968.17	c
Refurbish Committee Room parquet floor	£600.00	c
New AV system	£5,142.09	c
SUB -TOTAL		£20,839.94

**GRAND TOTAL**

**£481,743.72**

Wisborough Green Village Hall Trust  
AGM Report for financial year ending 30 September 2022

**THE ABOVE WORKS FUNDED BY :**

Grants secured	£110,664.00	22.97%
Section 106 funding	£45,530.25	9.45%
Community Infrastructure Levy	£24,565.16	5.10%
Business Restart Grant	£10,000.00	2.08%
Community Gifts, bequests & donations	£216,108.10	44.86%
Monthly Draw Club funds (2006 onwards)	£21,727.00	4.51%
VH Capital Reserves used	£53,149.21	11.03%
<b>GRAND TOTAL</b>	<b>£481,743.72</b>	<b>100.00%</b>

All payments have been made except as follows:

*As provided under the terms of the RICS standard contract for works, a 2.5% retention is being held by the Treasurer against the Contracts for Works with Valley Builders in the sum of £10,386.88. In addition, a small retention is being held against the costs of Project Management (Philips Surveyors) in the sum of £572.81.*

These retentions will be paid on completion of any “snagging” works and a final inspection



## Receipts and payments accounts

CC16a

For the period  
from

1st October 2021



To

30th Sept 2022

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
LETTINGS	8,281	-	-	8,281	1,200
REFUNDABLE	-	-	-	-	-
LETTING DEPOSITS - REFUNDABLE	-	-	-	-	-
LICENCE FEES/NOISE MGT	100	-	-	100	-
INSURANCE RECEIPTS	-	-	-	-	-
MONTHLY DRAW CLUB	2,876	-	-	2,876	3,132
INTEREST & CLAIM REFUND	33	-	-	33	31
DONATIONS, GIFTS & BEQUESTS	722	-	-	722	7,281
OLD WORKHOUSE RENT	18,300	-	-	18,300	18,300
GRANTS etc	27,232	-	-	27,232	148,530
DEPOSIT INTEREST ADJ	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>57,544</b>	<b>-</b>	<b>-</b>	<b>57,544</b>	<b>178,474</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>57,544</b>	<b>-</b>	<b>-</b>	<b>57,544</b>	<b>178,474</b>
<b>A3 Payments</b>					
PREMISES MAINTENANCE, INCL. C/	1,548	-	-	1,548	1,545
UTILITIES - Electricity, Oil, Water	4,159	-	-	4,159	790
INSURANCE & CDC RATES	2,410	-	-	2,410	1,753
PREMISES & ENTERTAINMENT LIC	332	-	-	332	366
ADVERTISING/DUES & SUBS	440	-	-	440	282
GIFTS, DONATIONS & AGM	190	-	-	190	35
EQUIPMENT PURCHASES	93	-	-	93	825
SUNDRIES incl. Postage, office supplies, p	111	-	-	111	51
PREMISES IMPROVEMENTS	4,191	-	-	4,191	-
MONTHLY DRAW CLUB PRIZE FUND	1,420	-	-	1,420	1,380
PARISH COUNCIL RENT	7,686	-	-	7,686	7,686
OLD WORKHOUSE EXPS	1,025	-	-	1,025	737
MODERNISATION PROJECT	56,736	202,500	-	259,236	150,584
GRANT FUNDED PROJECTS & MISC	27,232	-	-	27,232	-
<b>Sub total</b>	<b>107,573</b>	<b>202,500</b>	<b>-</b>	<b>310,073</b>	<b>166,034</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>107,573</b>	<b>202,500</b>	<b>-</b>	<b>310,073</b>	<b>166,034</b>
<b>Net of receipts/(payments)</b>	<b>- 50,029</b>	<b>- 202,500</b>	<b>-</b>	<b>- 252,529</b>	<b>12,440</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	112,703	202,500	-	315,203	302,763
<b>Cash funds this year end</b>	<b>62,674</b>	<b>-</b>	<b>-</b>	<b>62,674</b>	<b>315,203</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Deposit	60,481		-
	WG Monthly Draw Club Account	310	-	-
	Current Account	1,598	-	-
	Petty Cash	157	-	-
	Building Project Gift Aid	267	-	-
	Receivables less Payables & Undeposited	- 139	-	-
	<b>Total cash funds</b>		<b>62,674</b>	<b>-</b>
<small>(agree balances with receipts and payments account(s))</small>		OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	NIL		-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 	Keith Carter Christopher Edwards	25-Jan-23 25-Jan-23	



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Wisborough Green Village Hall

On accounts for the year  
ended

30<sup>th</sup> September 2022

Charity no  
(if any)

276065

Set out on pages

4 and 5

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

25 January 2023

Name:

Stephen Carter

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

Chartered Accountant

<b>Address:</b>	50 Carters Way
	Wisborough Green
	RH14 0BY

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**

**WISBOROUGH GREEN VILLAGE HALL**

England & Wales - Charity number 276065

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# Accounts

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## WISBOROUGH GREEN VILLAGE HALL TRUST

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### Report of the Managing Trustees Financial Year 2020/2021

The report of the Trustees covers four main areas of activity :

1. Hall Lettings and operations
2. Stewardship of the Trust
3. Modernisation of the Hall building and facilities
4. The Old Workhouse

#### 1. Hall Lettings and operations

Another very difficult year! Hall operations have once again been significantly impacted by Covid-19 and the necessary restrictions that have had to be implemented. The Hall has been required to close for significant periods of time and, when open, has been subject to stringent Covid protection rules.

Construction works have also limited the spaces available for users.

Lettings Income was a disappointing £1,200 compared with £9,113 in the previous year and with £14,847 in the last full year prior to the start of the pandemic.

As reported last year, we were able to secure a Business Rates grant of £10,000 in the previous financial year and were fortunate to be able to secure a further £8,000 Business Recovery grant during this last financial year.

Through careful management we were able to reduce our operating expenses by 45% year on year from £10,302 to £5,647. This was mainly achieved through a reduction in Premises maintenance and cleaning costs together with reduced cost of utilities.

As required, the Hall Accounts have been independently examined and signed off by the Examiner, the Treasurer and the Chairman. A copy of the Hall Accounts, the Independent Examiner's Report and this Report can be obtained via the new village hall website ([www.wisboroughgreenvh.org.uk](http://www.wisboroughgreenvh.org.uk)) or from the Charity Commission website ([www.gov.uk/government/organisations/charity-commission](http://www.gov.uk/government/organisations/charity-commission)) once these have been approved.

Finances would have been extremely difficult without the support of the two grants from HM Government. The ongoing financial situation remains difficult and uncertain.

Covid has not gone away and there remain many obstacles to a resumption of normal community activity at the Hall.

We will continue to implement all guidelines and rules set down by HM Government and will continue to encourage safe and responsible use of the Hall.

Hopefully, there will be some additional financial support available from HM Government as this pandemic continues to dominate our lives.

It was the intention of the Hall Committee to update our scale of Hire Charges in 2020 given that the current scale of charges has been in place since 2011. However, given the circumstances regarding the pandemic, our priority is to encourage a return to normal community use of the Hall when it is safe to do so. Thus, the review of Hire Charges for the Hall remains suspended for the time being.

On the non-operating side, the Monthly draw club continues to add to Hall funds, making a net contribution of around £1,500 after expenses

We have also worked hard to secure grant funding and community donations towards the Hall project.



## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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More details about the Modernisation Project and the Old Workhouse follow later in this report.

A Financial Summary and Balance Sheet summary are included with this report so that readers can see the impact of this year's activity on the overall funds of the Trust.

### **2. Stewardship of the Trust**

There has been no change to the membership of Trustees. However a number of other changes of personnel have taken place within the Hall Committee.

We were delighted to welcome Tash Heydon to the Committee from late 2020 but sad to lose Ruth Andrews who retired from the Committee as from 31<sup>st</sup> December 2020. Ruth served for many years as Treasurer and organiser of our Monthly Draw Club,. Ruth has now handed over her latter role to Mike Senior (Chris Edwards having taken over as Treasurer in 2018).

Our Bookings Secretary, Beth Ellis, also decided to relinquish her role in mid-2021 after several years of excellent work on our behalf. We were delighted then to welcome Sharon Strudwick to the Committee as our new Bookings Secretary who is proving an able replacement for Beth.

More recently, John Gough, a long serving member of Committee has stood down from his committee work although we are extremely pleased to say that John will remain a Trustee of the Hall.

We shall miss John's sound advice delivered as always in his own quiet style.

Our grateful thanks to you all – Ruth, Beth and John – for your advice, help and support over the years. The Committee is still seeking a replacement for John but without success so far.

### **3. Modernisation of the Hall building and facilities**

Progress at last! After many setbacks, delays and problems, our patience has been rewarded! After what seemed like an eternity, we have at last been able to embark upon the modernisation of the Hall. I am delighted to report that the current phase of works is now substantially complete.

We began the financial year with a successful "test" bid for funding from Sussex Community Foundation.

This encouraged us to submit bids to Action with Communities in Rural England (ACRE) and to BIFFA Awards. Both bids were based on funding for Phase 1 only, this having been received wisdom from our earlier unsuccessful bid to ACRE.

As part of the BIFFA application, we needed to appeal to the community for help to provide a contribution towards any grant awarded. The response was superb with pledges made to cover the necessary contribution made in double quick time. In the end our bid to BIFFA Awards was unsuccessful but the community nevertheless honoured all the pledges as donations towards the project to which we were then able to add 25% Gift Aid. Heartfelt thanks to everyone for this magnificent support.

I am delighted to say that our new bid to ACRE was successful which meant that we would just about have sufficient funds to proceed with Phase 1.

We therefore requested Philips Surveyors to negotiate a contract for works with Valley Builders to carry out the Phase 1 works. The contract with Valley Builders was agreed in February 2021 at a cost of £373,546.80 (including VAT) with a start date of April 2021.

In February/March, we made a successful application to Chichester DC for a discretionary grant from its general grants programme.

So, putting together the grants awarded by various funders, the Section 106 monies available from the Great Meadow development, Community Infrastructure Levy and funds from gifts, bequests and donations



## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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already made by the community and our own capital reserves, we had enough to cover the costs of the project plus some badly needed refurbishment of other parts of the Hall building.

A summary of project costs and funding is attached. Not all costs are yet to hand so the figures remain provisional. However the most significant costs are known and therefore the summary represents a fairly accurate picture of the final result.

The total cost for this first phase of works (including refurbishment works) is nearly £465,000.

The project has delivered the following improvements so far:

- New heating system
- New electrics
- New hot/cold water system
- A large new kitchen specifically designed around our needs
- A bright new bar/servery area
- A large storage area with multiple cupboards
- New toilet and shower room off the storage area
- 22 square metres of additional floor space in the main hall (fixed stage removed)
- Refurbished Committee Room with new ceiling and two new large cupboards and floor space reinstated to full size following removal of old storage units
- Extended lobby/reception space by main entrance
- Refurbished main toilets and lobby
- New gate, pathway and lighting in the Old Workhouse garden
- Remedial damp work and making good of steps up to the Old Workhouse (which were causing problems to the outside of the east wall of the old servery)
- Remedial damp work to interior of east and north west walls of main hall and of east wall of old servery \*\*

\*\* significant damp problems were discovered during the course of the works which have now been fully treated. As landlord of the Hall building, the Parish Council undertook to pay for this remedial work which did not form part of the costs of the Hall project.

With the first phase now complete, it is time to take a breather while we consolidate the improvements that have been made to the hall and its facilities. We shall be keen to learn how the changes are able to improve the experience of users of the Hall.

UPDATE :

Since the end of the financial year, the works have been completed with just the replacement of the area of temporary flooring in the main hall and the new AV system to be installed.

A timeline of the overall project is attached so that you can follow the track that the project followed to this stage.



## **WISBOROUGH GREEN VILLAGE HALL TRUST**

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### 4. The Old Workhouse

The tenancy of the Old Workhouse has continued throughout the year and was renewed in August 2021 for a further 12 months.

As noted above, the opportunity presented by the construction works has enabled us to make a number of valuable improvements to the grounds of the Old Workhouse. The Trustees are grateful for the patience and understanding shown by the tenants while the works have been ongoing.

Income from the Old Workhouse was £18300 of which £7686 was paid in rent to the Trust's landlord, the Parish Council. General maintenance costs for the year were £737. The cost of insuring the building was £422.

### Conclusion

So, as the foregoing report testifies, this has been an extremely busy and challenging year for the Hall Trust. We are delighted that a major part of the modernisation of the hall has now been successfully completed. There is still much work to be done to plan, finance and implement other stages of the modernisation. This will take time. In the meantime, we look forward to seeing how the community is able to enjoy the new and updated facilities at the Hall.

Finally, we shall continue to work on behalf of the community to provide a Hall that is welcoming, accessible, user-friendly and fit for purpose in the 21<sup>st</sup> century.

Keith Carter  
Chairman

31<sup>st</sup> December 2021





## Receipts and payments accounts

For the period from	1st October 2020	To	30th Sept 2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
LETTINGS	1,200	-	-	1,200	9,113
REFUNDABLE	-	-	-	-	-
LETTING DEPOSITS - REFUNDABLE	-	-	-	-	-
LICENCE FEES/NOISE MGT	-	-	-	-	100
INSURANCE RECEIPTS	-	-	-	-	19
MONTHLY DRAW CLUB	3,132	-	-	3,132	2,510
INTEREST & CLAIM REFUND	31	-	-	31	621
DONATIONS, GIFTS & BEQUESTS	7,281	-	-	7,281	520
OLD WORKHOUSE RENT	18,300	-	-	18,300	18,300
GRANTS etc	8,000	140,530	-	148,530	14,997
DEPOSIT INTEREST ADJ	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>37,944</b>	<b>140,530</b>	<b>-</b>	<b>178,474</b>	<b>46,180</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>37,944</b>	<b>140,530</b>	<b>-</b>	<b>178,474</b>	<b>46,180</b>
<b>A3 Payments</b>					
PREMISES MAINTENANCE, INCL. CA	1,545	-	-	1,545	3,845
UTILITIES - Electricity, Oil, Water	790	-	-	790	2,014
INSURANCE & CDC RATES	1,753	-	-	1,753	2,550
PREMISES & ENTERTAINMENT LIC	366	-	-	366	526
ADVERTISING/DUES & SUBS	282	-	-	282	176
GIFTS, DONATIONS & AGM	35	-	-	35	30
EQUIPMENT PURCHASES	825	-	-	825	1,020
SUNDRIES incl. Postage, office supplies,	51	-	-	51	141
PROFESSIONAL FEES	-	-	-	-	-
MONTHLY DRAW CLUB PRIZE FUND	1,380	-	-	1,380	1,440
PARISH COUNCIL RENT	7,686	-	-	7,686	7,644
OLD WORKHOUSE EXPS	737	-	-	737	-
MODERNISATION PROJECT	5,584	145,000	-	150,584	12,480
GRANT FUNDED PROJECTS & MISC	-	-	-	-	-
<b>Sub total</b>	<b>21,034</b>	<b>145,000</b>	<b>-</b>	<b>166,034</b>	<b>31,866</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>21,034</b>	<b>145,000</b>	<b>-</b>	<b>166,034</b>	<b>31,866</b>
<b>Net of receipts/(payments)</b>	<b>16,910</b>	<b>- 4,470</b>	<b>-</b>	<b>12,440</b>	<b>14,314</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	100,263	202,500	-	302,763	288,449
<b>Cash funds this year end</b>	<b>117,173</b>	<b>198,030</b>	<b>-</b>	<b>315,203</b>	<b>302,763</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Deposit	114,718	198,030	-
	WG Monthly Draw Club Account	203	-	-
	Current Account	1,848	-	-
	Petty Cash	404	-	-
		-	-	-
	<b>Total cash funds</b>	<b>117,173</b>	<b>198,030</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	NIL	-	-	-
		-	-	-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Keith Carter	04-Nov-21	
		Christopher Edwards	04-Nov-21	



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Wisborough Green Village Hall

On accounts for the year  
ended

30<sup>th</sup> September 2021

Charity no  
(if any)

276065

Set out on pages

4 and 5

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

4 November 2021

Name:

Stephen Carter

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

CHARTERED ACCOUNTANT

Address:

50 CARTERS WAY
WISBOROUGH GREEN
RH14 0BY

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

A large, empty rectangular box with a thin black border, occupying the majority of the page. It is intended for the user to provide details as requested in the text above.