



WISBOROUGH GREEN VILLAGE HALL TRUST

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) or from the Charity Commission website (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 1st April 2023. Our current fixed price contract for electricity expires on 31st 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

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

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

31st 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
Operating Income	£	8,380.98	£	1,200.29	598.25%
Operating Expense	£	9,281.84	£	5,646.92	64.37%
Operating Profit	£	-900.86	£	-4,446.63	-79.74%
Non Operating Income	£	49,162.90	£	177,273.48	-72.27%
Non Operating Expense	£	300,790.82	£	160,387.15	87.54%
Non Operating Profit	£	-251,627.92	£	16,886.33	-1590.13%
Sources of Non Operating Income					
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%
Sources of Non Operating Expenses					
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%
Non Operating Profit/Loss	£	-251,627.92	£	16,886.33	-1590.13%

Balance Sheet Summary as at 30 Sept 2022

	2022	2021	% Change
Capital and Reserves			
Opening Bal Equity	19,533.02	19,533.02	0.0%
Retained Earnings	295,670.00	283,230.30	4.4%
Profit for the Year	-252,528.78	12,439.70	-2130.0%
Shareholder funds	<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		£373,546.80
<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 & removal of fixed stage</i>		
Valley Builders additional contract for works		
<i>To include refurbishment of Main Toilets, Lobby and old Kitchen including new lighting throughout plus</i>	£37,368.17	
<i>New path, gate & external lighting for Old Workhouse</i>	£4,560.00	
SUB -TOTAL		£41,928.17

Project Management Fees	£23,852.81
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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
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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%

GRAND TOTAL	£481,743.72	100.00%
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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



CHARITY COMMISSION
FOR ENGLAND AND WALES

Wisborough Green Village Hall

276065

Receipts and payments accounts

CC16a

For the period
from

1st October 2021

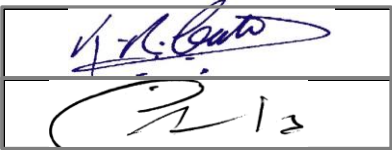

To

30th Sept 2022

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 £
A1 Receipts					
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	-	-	-	-	-
Sub total (Gross income for AR)	57,544	-	-	57,544	178,474
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	57,544	-	-	57,544	178,474
A3 Payments					
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	-
Sub total	107,573	202,500	-	310,073	166,034
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	107,573	202,500	-	310,073	166,034
Net of receipts/(payments)	- 50,029	- 202,500	-	- 252,529	12,440
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	112,703	202,500	-	315,203	302,763
Cash funds this year end	62,674	-	-	62,674	315,203

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

30th 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.

**asis 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

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.