

Register Charity Number: 279177

# **THAKEHAM VILLAGE HALL**

**Trustee Report and Receipts and Payments Account**

**For Year Ended 31<sup>st</sup> March 2022**

# **THAKEHAM VILLAGE HALL**

## **Registered Charity No 279177**

The Management Committee presents its report for the year 2021/22

### **Registered Office:**

The registered office is 1 Abingworth Crescent, Thakeham, Pulborough, West Sussex, RH20 3GW.

### **Trustees at the date this report was approved:**

Official Custodian for Charities (Custodian Trustee)

Mr John Bearman (Chairman---Elected)

Mr John Instance (Secretary/Treasurer-----Elected)

Mr Norman Prince (Elected)

Mr Barry Laker (Representative of Thakeham Parochial Church Council)

Mr Steve Watkins (Representative of Thakeham Parish Council)

Mrs Cecily Linfield (Representative of Thakeham Bridge Club)

Mr Dave Kirkwood (Representative of Thakeham Gardeners Club)

Mr David MacEachern (Elected)

Mrs Sarah Pearce (Elected)

### **Structure, Governance, and Management**

- a) The Conveyance and Trust Deed setting up the Charity is dated 12th October 1979, for land at Greendene Farm. Thakeham Parish Council was the original Custodian Trustee, replaced in November 2018 by the Official Custodian for Charities. The land at Greendene was leased in May 1989, with due authority from the Charity Commission, to the Pulborough Congregation of Jehovah's Witnesses. The lease expires in May 2024. Details are available in the Village Hall records. Alternative land for a village hall at Abingworth was acquired by way of a lease from A G Linfield Limited in July 1980, and a building erected as a Village Hall. This building and land were handed over to Abingworth Developments in December 2018, when a new Village Hall was completed as a Community Benefit on the Abingworth Meadows housing development. In January 2020, a 99 year Lease for the new Village Hall and Sub-Lease for the use of the Parish Office were signed with the Parish Council, along with a Financial Agreement.

- b) Committee of Management: the original Conveyance provides as follows:

The Committee shall consist of Three members elected at the Annual General Meeting, at least Five representative members, and not more than Two co-opted members.

One representative member shall be appointed by Thakeham Parish Council, Thakeham Parochial Church Council, Thakeham Women's Institute (now defunct), Thakeham Community Committee (now defunct), Thakeham Gardeners Club, and/or such other community organisation as the Committee shall determine. Thakeham Bridge Club is now included as a hall user. The original conveyance was amended in April 2017 to permit 5 elected members and 4 co-opted members.

All members of the Committee shall retire from office together at the end of the Annual General Meeting next after the date on which they came into office, but they may be re-elected or re-appointed. There are further detailed provisions dealing with co-options,

casual vacancies, and dates of appointment. New Trustees are sought from the community as the need arises.

c) The compulsory purchase of the Greendene site by the Jehovah's Witnesses has progressed slowly. A valuation was agreed between the two sets of valuers, and ratified at an Extra Meeting by the Committee in November. Advice from the Charity Commission has also now been received. However, the contract of sale is still under discussion with the two sets of solicitors.

### **Objects:**

The objects of the Charity are to hold the Trust Property for the purpose of a Village Hall for the use of the inhabitants of the Parish of Thakeham, including 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.

### **Financial Review, Achievements, and Performance**

The result for the year was a surplus of £10,731, similar to a surplus last year of £10,715. This again included grants from Thakeham Parish Council and Horsham District Council. The overall assets increased from £187,257 to £390,955. This was due to the Valuation of £340,000 for the Greendene site. The Liabilities increased from £675 to £6,595, due to an increase in Hire Fees in advance and Booking Deposits, since the Hall re-opened in April 2021. The actual Letting income at £31,036 was obviously greatly increased from last year's £4000, when the Hall had restrictions and closures for the Covid 19 pandemic. There were extra cleaning costs, and a Covid Cleaning charge for hirers was introduced. The Charity has no specific reserves policy except to maintain sufficient funds to meet contingencies, such as unexpected structural repairs, and to meet its service to the community.

The Village Hall re-opened in April 2021 for some limited activities, under strict guidelines. For other regular users the Village Hall re-opened in June 2021. We are grateful to our Hall Manager Amanda, who organised the limited use of the Hall and the Covid 19 guidelines.. The Treasurer again obtained a Leisure Grant from Horsham District Council to cover some of our loss of income during the closure and limited opening time.

During the year, The Toddler Group decided not to continue. However, the Hall Manager has been able to introduce several new classes and regular users since the Hall fully re-opened. There are still problems at times with the main door, and the system is under review. The boiler gave us problems during the winter, with unsatisfactory repair results, but further repairs have been now made by Vaillant themselves under their warranty. The Main Hall floor was re-furbished at Christmas as advised by the floor company. The Bike racks have finally been installed, and an additional food warming cabinet installed in the kitchen. The heating system was professionally inspected, and the action needed is being assessed.

The Hall Manager Amanda has worked hard to maintain the Village Hall and increase its use, for which we are very grateful. This has involved extra work now that the Hall is fully re-opened, so an Assistant Manager Carolyn Schofield has been appointed, working 4 hours a week.

Issued and approved by the Management Committee at the Annual General Meeting held on 6<sup>th</sup> June 2022.

Signed: 

Date: 6<sup>th</sup> June 2022

John Bearman (Chairman, Thakeham Village Hall Management Committee)

**Brenda Peers-Ross**  
29 Drift Road  
Selsey  
Chichester  
West Sussex  
PO20 0PW

To the Members:  
**THAKEHAM VILLAGE HALL**  
**Registered Charity Number: 279177**

### **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

We have Independently Examined the Receipts and Payments Account and Statement of Assets and Liabilities on Pages 1 to 4, for financial year ending 31<sup>st</sup> March 2022..

#### **Respective responsibilities of Members and Examiner**

As members, you are responsible for the preparations of the Accounts; you have to consider that an audit does not apply. It is our responsibility to state, on the basis of procedures, whether particular matters have come to our attention.

#### **Basis of Independent Examiner's Report**

Our examination was carried out in accordance with general accounting practice. An examination includes a review of the accounting records kept by the organisation and an examination of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you the Members concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the Accounts.

#### **Independent Examiner's Statement**

In connection with our examination, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that in any material respect the requirements:
  - to keep adequate accounting records
  - to prepare accounts which accord with the accounting records and to comply with general accounting requirements

have not been met or

- (2) to which in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Brenda Peers-Ross*

Brenda Peers- Ross FMAAT ACIE

29th June 2022

**THAKEHAM VILLAGE HALL**  
**Registered Charity Number 279177**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED**

**31st MARCH 2022**

	Notes	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
<b>Receipts</b>					
Donations		18	-	18	333
Grants		15,367	-	15,367	24,207
Hall hire fees	1	31,036	-	31,036	4,000
Deposits	2	1,158	-	1,158	-
Interest		9	-	9	13
Kingdom Hall rent		-	-	-	504
Other Income		779	-	779	866
<b>Total Receipts for the Year</b>		<b>48,367</b>	<b>-</b>	<b>48,367</b>	<b>29,923</b>
<b>Payments</b>					
Employment costs	3	6,028	-	6,028	6,349
Telecoms/Internet		663	-	663	627
Subscriptions		836	-	836	460
Other running costs		993	-	993	1,571
Insurance		987	-	987	967
Equipment		930	-	930	410
Electricity		3,082	-	3,082	1,061
Gas		2,025	-	2,025	1,000
Cleaning and materials		15,984	-	15,984	5,476
Water		286	-	286	142
Non-domestic rates		114	-	114	69
Repairs and maintenance		4,319	-	4,319	879
Refuse collection		218	-	218	197
Professional fees	4	1,170	-	1,170	-
<b>Total Payments for the year</b>		<b>37,635</b>	<b>-</b>	<b>37,635</b>	<b>19,208</b>
Net Receipts/(Payments)		10,731	-	10,731	10,715
Opening Balance b/fwd at 1 April		36,969	-	36,969	26,254
<b>Balance c/fwd at 31 March</b>		<b>47,700</b>	<b>-</b>	<b>47,700</b>	<b>36,969</b>

**THAKEHAM VILLAGE HALL**  
**Registered Charity Number 279177**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED**

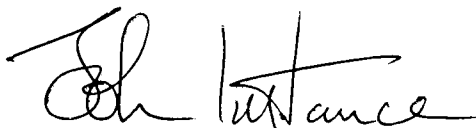
**31st MARCH 2022**

<b>ASSETS</b>	<b>Notes</b>	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Tangible Fixed Assets	5	340,001	-	340,001	150,001
Cash Funds at this Year End	6	47,700	-	47,700	36,969
Debtors - Hall Hire Fees	7	3,254	-	3,254	287
<b>Total Assets</b>		<b>390,955</b>	<b>-</b>	<b>390,955</b>	<b>187,257</b>
<b>LIABILITIES</b>					
Liabilities - immediate					
Independent Examination		275	-	275	500
Hire Fees in advance	8	2,964	-	2,964	-
Deposits		2,599	-	2,599	-
Property costs	9	757	-	757	175
<b>Total Liabilities</b>		<b>6,595</b>	<b>-</b>	<b>6,595</b>	<b>675</b>

Presented and approved by the Committee of Trustees at their meeting held on 6 June 2022,  
and signed on their behalf



Chairman



Treasurer

**THAKEHAM VILLAGE HALL**  
**Registered Charity Number 279177**  
**Notes to the Receipts and Payments Account**  
**FOR THE YEAR ENDED 31st MARCH 2022**

**Note**

**1 Hall hire fees**

The amount received in the year for use of the Hall and the Playing Fields in respect of the years ending:

31st March 2021	£	584
31st March 2022	£	26,672
31st March 2023	£	2,916
Sub-total Hall	£	30,172
Playing Fields	£	864
Total	£	31,036

**2 Deposits**

The Hall requests a refundable deposit from potential users to confirm their booking. This is refunded once the hire(s) has been completed subject to any costs resulting from damage or additional cleaning being deducted.

	Deposits Received	Deposits Refunded
Year ending 31st March 2021	£ -	£ 245
Year ending 31st March 2022	£ 3,078	£ 1,675

**3 Employment costs and Trustees**

There is one part-time employees in the role of Village Hall Manager.

There are no employees being paid in excess of £60,000 per annum.

The number of equivalent full time employees during the year = .26 (2021: .34)

During the year the trustees received £nil in remuneration. (2021: £nil)

The total expenditure reimbursed to trustees amounted to £nil. (2021 £nil)

**4 Professional Fees**

Professional fees includes:

Independent examination of the 2019-20 Accounts	£	200
Independent examination of the 2020-21 Accounts	£	250
Property valuation	£	720
	£	1,170

**THAKEHAM VILLAGE HALL**  
**Registered Charity Number 279177**  
**Notes to the Statement of Assets and Liabilities**  
**FOR THE YEAR ENDED 31st MARCH 2022**

**Note**

**5 Tangible Fixed Assets**

Tangible fixed assets comprises land leased to the Jehovah's Witnesses for an annual rent of £252.14. The tenant has requested the compulsory purchase of the land and a value of £340,000 has been agreed for the transfer of the title.

The balance of £1 represents the carrying value of furniture and equipment.

**6 Cash funds at year end**

	Unrestricted	Restricted	Total 31/03/2022	Total 31/03/2021
	£	£	£	£
Lloyds Treasurers No: 00914421	5,500	-	5,500	7,591
Fundraising account No: 79101868	593	-	593	1,147
Lloyds Business No: 03794141	16,590	-	16,590	18,221
Lloyds 32 day deposit	25,017	-	25,017	10,010
<b>Total</b>	<b>47,700</b>	<b>-</b>	<b>47,700</b>	<b>36,969</b>

**7 Debtors - Hall Hire Fees**

Fees for regular hires are invoiced monthly in arrears. Fees for one-off events are invoiced when booked.

**8 Hire Fees In advance**

This amount represents hire fees received in respect of bookings in the next financial year. These fees are refundable on cancellation with notice.

**9 Property costs**

This represents the amounts due to service providers .

	31/03/2022	31/03/2021
	£	£
Electricity	138	52
Gas	556	105
Water	34	18
Refuse Disposal	29	-
<b>Total</b>	<b>757</b>	<b>175</b>

**10 Ultimate Controlling Party**

The charity is under the ultimate control of its trustees, whose names are shown at the front of the financial statements.