

THAKEHAM VILLAGE HALL

Registered Charity No 279177

The Management Committee presents its report for the year 2022/23

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 (Representative of Thakeham Short Mat Bowls Club)

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)

Mr Derrick Randall (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 for 35 years, with due authority from the Charity Commission, to the Pulborough Congregation of Jehovah's Witnesses. In July 1980, alternative land for a village hall at Abingworth was acquired by way of a Lease from A G Linfield Limited, 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. In October 2022 the Freehold of the Greendene land was transferred to the Pulborough Congregation of Jehovah's Witnesses through an agreed compulsory purchase. Details of all Leases, Conveyances, and Transfers are available in the Village Hall records.

- b) Committee of Management: the original Conveyance and Trust Deed 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 and Thakeham Short Mat Bowls Club are now included as hall users representatives. The original Trust Deed 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, and Derrick Randall joined in September 2022.

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 small deficit of £1417, compared to a surplus last year of £10,731. This was in part due to an increase in expenditure on Equipment and Cleaning costs. Our income included Grants of £2900 from Thakeham Parish Council. The overall assets were slightly reduced to £389,053 from £390,955. The Liabilities were reduced to £3022 from £6,595, due to a reduction in Hire Fees in advance and Booking Deposits. The actual Letting income increased to £44,043 from last year's £31,036. The Hall charges were increased from April 1st and the Covid charge maintained but renamed as a Standard Charge. 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 Hall Managers continue to look for new classes and regular users, and Storrington Camera Club now meet regularly at the Hall. The Police and the NHS both regularly use the Hall for training purposes. The Main Door has now been replaced and the system updated, with agreed funding of 50% from the Parish Council. Subsequently the Fire Exit doors have now been alarmed and are for emergency use only. The heating system has again given us some problems due to some faulty original installation, so further repairs have been made. A new dishwasher has been installed to replace the original inefficient one, a new coffee machine installed, and new white tableware for 120 settings purchased. Three Robot cleaners have also been purchased, in order to save on our contract cleaning costs. The Fire Alarm system developed a fault, again due to poor installation, and needed upgrading and expanding. The Main Hall floor still had problems, and it was decided to bring forward the first scheduled sanding and sealing to December 2023. Together with the Parish Council we have been looking at quotes for solar panels systems for generating and storing our own electricity.

The Hall Managers Amanda and Carolyn have worked hard to run and maintain the Village Hall, and to increase its use. We are very grateful for their vital contributions.

Issued and approved by the Management Committee at the Annual General Meeting held on the 5th June 2023.

Signed:

Date:

John Bearman (Chairman, Thakeham Village Hall Management Committee)

THAKEHAM VILLAGE HALL
Registered Charity Number 279177
RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31st MARCH 2023

	Notes	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Receipts					
Donations		-	-	-	18
Grants	1	2,900	-	2,900	15,367
Hall hire fees	2	44,044	-	44,044	31,035
Deposits	3	(43)	-	(43)	1,158
Interest		1,699	-	1,699	9
Kingdom Hall rent		127	-	127	-
Other Income	4	1,118	-	1,118	779
Total Receipts for the Year		49,845	-	49,845	48,366
Payments					
Employment costs	5	8,682	-	8,682	6,028
Telecoms/Internet		735	-	735	663
Subscriptions		922	-	922	836
Other running costs		797	-	797	993
Insurance		1,037	-	1,037	987
Equipment		7,013	-	7,013	930
Electricity		1,967	-	1,967	3,082
Gas		3,956	-	3,956	2,025
Cleaning and materials		19,456	-	19,456	15,984
Water		446	-	446	286
Non-domestic rates		358	-	358	114
Repairs and maintenance		4,271	-	4,271	4,319
Refuse collection		252	-	252	218
Professional fees	6	1,370	-	1,370	1,170
Total Payments for the year		51,262	-	51,262	37,635
Net Receipts/(Payments)		(1,417)	-	(1,417)	10,731
Realised gains	7	340,000	-	340,000	-
Opening Balance b/fwd at 1 April		47,700	-	47,700	36,969
Balance c/fwd at 31 March		386,283	-	46,283	47,700

THAKEHAM VILLAGE HALL
Registered Charity Number 279177
STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 31st MARCH 2023

		Unrestricted	Restricted	Total 2023	Total 2022
ASSETS	Notes	£	£	£	£
Tangible Fixed Assets	7	1	-	1	340,001
Cash Funds at this Year End	8	386,283	-	386,283	47,700
Debtors - Hall Hire Fees	9	2,769	-	2,769	3,254
Total Assets		389,053.00	-	389,053	390,955
LIABILITIES					
Liabilities - immediate					
Independent Examination		275	-	275	275
Hire Fees in advance	10	972	-	972	2,964
Deposits		970	-	970	2,599
Property costs	11	804	-	804	757
Total Liabilities		3,022	-	3,022	6,595

Presented and approved by the Committee of Trustees at their meeting held on 5 June 2023,
and signed on their behalf

Chairman

Treasurer

NOTES TO THE ACCOUNTS

Note

1 Grants

	Year ending	
	31st March 2023	31st March 2022
	£	£
From Thakeham Parish Council		
to cover expected operating shortfall	2,400	2,700
to cover costs of the Pantomime	500	-
From HDC Covid related grants	-	12,667
Total	2,900	15,367

2 Hall Hire Fees

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

	Year ending	
	31st March 2023	31st March 2022
	£	£
31st March 2021	-	584
31st March 2022	3,410	26,672
31st March 2023	38,727	2,916
31st March 2024	922	-
Sub-total Hall	43,059	30,172
Playing fields	584	864
Equipment	400	-
Total	44,043	31,036

3 Deposits

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

	Year ending 31st March 2023		Year ending 31st March 2022	
Deposit paid in year ending	Deposits Received	Deposits Refunded	Deposits Received	Deposits Refunded
	£	£	£	£
31st March 2019	-	50	-	-
31st March 2020	-	70	-	-
31st March 2021	-	48	-	245
31st March 2022	-	800	3,078	1,675
31st March 2023	4,470	3,545	-	-
Total	4,470	4,513	3,078	1,920

NOTES TO THE ACCOUNTS

Note

4 Other Income

	Year ending	
	31st March 2023	31st March 2022
	£	£
Parish Council Service Charge	-	779
Pantomime	600	-
Equipment sales	518	-
	<u>1,118</u>	<u>779</u>

5 Employment costs and Trustees

There are two (2022 - 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 = .36 (2022: .24)

During the year the trustees received £nil in remuneration. (2022: £nil)
The total expenditure reimbursed to trustees amounted to £nil. (2022 £nil)

6 Professional Fees

Professional fees includes:

	Year ending	
	31st March 2023	31st March 2022
	£	£
Independent Examination of the accounts	275	275

7 The land leased to The Jehovah's Witnesses for an annual rent of £252.14 was purchased by the Jehovah's Witnesses for £340,000 cash on 11th November 2022. The balance of tangible fixed assets represents the value of equipment in the Village Hall and is carried at £1.

8 Cash funds at year ending 31st March

	Unrestricted	2023 Restricted	Total	2022 Total
	£	£	£	£
Lloyds Treasurers No: 00914421	4,188	-	4,188	5,500
Fundraising account No: 79101868	1,114	-	1,114	593
Lloyds Business No: 03794141	114,465	-	114,465	16,590
Lloyds 32 day deposit	266,516	-	266,516	25,017
	<u>386,283</u>	<u>-</u>	<u>386,283</u>	<u>47,700</u>

NOTES TO THE ACCOUNTS

Note

9 Debtors - Hall hire fees

Hall hire fees due from regular users are invoiced monthly in arrears and are due 14 days after the date of the invoice. This amount is the amount due for hires to 31 March 2023.

10 Hire fees in advance

This represents amounts paid in respect of hires in 2023-2024

11 Property costs

This represents amounts due for utilities consumed in the year but due for settlement in April 2023.

12 Ultimate Controlling Party

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

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

To the Trustees:
THAKEHAM VILLAGE HALL
Registered Charity Number: 279177

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Responsibilities and basis of report.

I have Independently Examined the Financial Statements on Pages 1 -5, for the financial year ending 31st March 2023.

Respective responsibilities of Trustees and Examiner

As the charity's trustees, you are responsible for the preparations of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act"). The charity's Trustees consider an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

I report on my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of Independent Examiner's Report

My examination was carried out in accordance with general Directions given by the Charity Commission and in accordance with section 145 of the Charities Act 2011. An examination includes a review of the accounting records kept by the charity and a comparison 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 and the trustees concerning 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 next statement.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in material respect:

- the accounting records were not kept in accordance with section 130 of the 2011 Act: or
- the accounts did not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Brenda Peers-Ross

Brenda Peers-Ross FMAAT ACIE
Date: 29th January 2024