

MUNDFORD RECREATION GROUND AND VILLAGE HALL

England & Wales · Charity number 279624

Details

Other names MUNDFORD VILLAGE CENTRE

Status Registered

Legal form Other

Registered 1980-03-13

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

Contact

Address Village Hall
St. Leonards Street
Mundford
Thetford
IP26 5DW

Phone 03300100391

Email mvhsecretary@gmail.com

Website www.mundfordvillagehall.org.uk

Activities

Objects: A RECREATION GROUND AND VILLAGE HALL FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF MUNDFORD IN THE COUNTY OF NORFOLK AND ITS IMMEDIATE VICINITY WITHOUT DISTINCTION OF POLITICAL RELIGIOUS OR OTHER OPINIONS INCLUDING USE FOR MEETING 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: We provided facilities for groups to meet, social events, recreation ground for our village football teams and a play area for the residents of the village and surrounding villages.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Arts/culture/heritage/science, Amateur Sport
- **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:** PARISH OF MUNDFORD AND ITS IMMEDIATE VICINITY
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£19,232	£19,369	-	-
2024-03-31	£18,632	£28,208	-	-
2023-03-31	£29,256	£17,110	-	-
2022-03-31	£32,240	£13,844	-	-
2021-03-31	£32,710	£14,846	-	-

Trustees

Name	Role	Appointed
Trevor John Mouncer	Chair	2021-08-10
Chloe Andrews-Jones		2022-04-12
Paul Owen Giles		2021-08-10
SAMANTHA LOUISE FRICKER		
Serena Jane Barnes		2023-10-18

MUNDFORD RECREATION GROUND AND VILLAGE HALL

England & Wales - Charity number 279624

Accounts

Mundford Recreation Ground & Village Hall Trust

Registered Charity Number 279624

Trustees' Annual Report for the year ended 31 March 2023

Structure, governance and management

Type of governing document	The charity was established by Trust Deed dated 16th January 1980 and amended 13th October 1989, 8 March 2012 and 8 May 2021.
How the charity is constituted	The charity is constituted as a Trust.
Trustee selection methods	All members of the management committee are trustees and resign together at the end of the AGM, but may be re-elected or re-appointed. Up to ten members may be elected, up to five members co-opted and named groups may appoint a representative member.
Additional governance issues	<p>New trustees must sign a declaration form to declare their acceptance and willingness to act under the constitution.</p> <p>Officers are elected from the members at the first committee meeting following the AGM.</p> <p>The Annual General Meeting is usually held in May or June, with meetings held during the second week of each calendar month.</p>

Objectives and activities

Summary of the objects of the charity set out in its governing document	<p>The charity holds the freehold land, known as The Glebe, now occupied by the Village Hall, Car Park, Children's Play Area and Recreation Ground, consisting of approximately 8.8 acres.</p> <p>The Trust is established for the purposes of a recreation ground and village hall for the benefit of the inhabitants of the Parish of Mundford in the County of Norfolk and its immediate vicinity without distinction of political religious or other opinions including use for meetings lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.</p>
Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have made regarding to the guidance issued by the Charity Commission on public benefit)	<p>The hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to generate enough income to meet the running costs of the charity along with fund raising events helping to fund shortfalls.</p> <p>In addition to the above and with the permission of the Charities Commission the Trust has granted a licence to Mundford Football Club for their use of the grounds and facilities.</p> <p>The trustees believe that the above activities are consistent with the guidance issued by the Charity Commission on public benefit.</p>

Achievements and performance

Summary of the main achievements of the charity during the year

This year we have continued to review our financial situation and ongoing maintenance due to the age of the building.

- Maintenance continues to be ongoing. The car park lights were replaced with energy efficient lights and a sensor light to cover the grassed car park. We have also installed some more energy efficient lights and sensors in the hall.
- All costs incurred by the hall continue to be reviewed to find other ways to reduce outgoing expenditure. We have changed our sanitary/nappy waste collections and we will be changing our general waste collection in the coming year. We are in the process of changing our internet provider.
- The play area continues to require ongoing maintenance/repairs during the year. We carry out regular checks on the play area and have an Annual inspection by ROSPA. We are working towards replacing some of the equipment and making improvements. We received a donation from Mundford Pre-School of £5000 towards the new play area equipment when they left the hall.
- We are still looking for a Treasurer after following the resignation of our Treasurer after the AGM due to moving away from the Village.
- Mundford Pre-School CIO left the hall in July, moving to join Mundford Primary School. Although this was a big loss to the Village Hall, we are moving forward to add some improvements to the small hall to make it more multi functional space to offer new opportunities. We have received a grant of £475 from NISA LOCAL via Yallops towards this work.
- After nearly 15 years of fundraising for the hall, it was decided to close the 100 Club. This was a difficult decision but due to the numbers of renewals and new members dropping significantly for a few years and the amount of work involved for so few volunteers it could not continue. All members were offered a refund on their remaining funds, however most donated their refund back to the hall, meaning a total of £174 was added to our play area funds.
- We have had some new regular hirers during the year, so most of our evenings are busy with groups, although we still have room for more.
- Discussions with Mundford Football Club to provide a new licence for their use of the Facilities will continue during the coming months. This would provide improved understanding of responsibilities on both sides.
- The Football Club have asked about building a club house beside the pitch and although planning application has been submitted, the Trustees still have to make the final decision regarding its permission as there is still lots to discuss.
- The website continues to be an accessible source of information regarding booking and group details. We appreciate all the help and guidance given by Rosemary Godfrey to keep the website updated.
- We continue to use Instagram and Facebook to advertise our facilities and activities.
- A Defibrillator has been purchased and installed by the Football Club beside the changing rooms.
- We are still considering becoming a CIO in the future. This will begin with an open meeting for villagers and hirers to come along and vote on the decision before we can go ahead. We are currently hoping Community Action Norfolk will come to speak to us and offer advice for this process.
- We have continued to sell books in the foyer as a source of fundraising asking for donations for them. We raised £28.58 this year from sales.

Financial review

Brief statement of the charity's policy on reserves

The charity has a Reserves Policy. We review the reserves policy details on a regular basis. Currently we hold £10,942.10 in our charity account.

Further financial review details

The charity's principal sources of funds are:

- trading (regular hire from local groups and for functions)
- fund raising (events and 100 Club- now closed)
- grants

The charity's main expenses are services, utilities and maintenance. The proper upkeep of the building and grounds is essential to the continued use of the halls and grounds for the public benefit.

The treasurer maintains the bookkeeping records and prepares a financial report for each meeting of the committee showing all receipts and payments along with the current bank balances.

The annual financial statements are prepared by accountants on a receipts and payments basis and reviewed by an independent examiner. They should be read in conjunction with this report.

Other optional information

Future Projects

The trustees have identified the following as some future improvements:

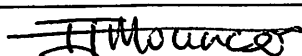
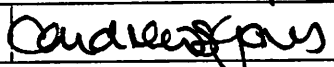
- Replacement of some of the play area equipment
- Improving overflow car park.
- Refurbishment of the changing room showers
- Updating the Small Hall to encourage a variety of uses and new opportunities.

Declaration

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

Signed on behalf of the charity's trustees:

Signature(s)

	
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Full name(s)

TREVOR JOHN MOUNCER	CHLOE ANDREWS JONES
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Position (e.g. Chair, Vice-Chair etc)

CHAIRMAN	TRUSTEE
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Date

30/11/2023

Management Committee Trustees

The members of the Committee during the year and their appointing body if appropriate are:

Mr Trevor Mouncer
Chairman Elected 24/05/22

Mrs Samantha Fricker
Secretary/Booking Clerk Elected 24/05/22

Mrs Chloe Andrews-Jones Elected 24/05/22

Mr Mark Bird Elected 24/05/22

Mr Paul Giles Elected 24/05/22

Mrs Jacqueline Johnson
Minutes Secretary Elected 24/05/22

Mrs Kinga Molnar Elected 24/05/22

Ms Boxall Resigned 24/05/22

Mrs Sue Crane Resigned 24/05/22

Mr William Bridgman Resigned 24/05/22

Group Representatives

Mrs Fiona Yates Cricket Club Elected 24/05/22 Resigned 09/11/22

Bankers Barclays Bank PLC

The independent examiner is
Serena Barnes
38 The Lammas
Mundford

Approved by the Trustees

The Village Hall
St Leonards Street
Mundford
Norfolk
IP26 5DW



Date: 30/11/23

Mundford Recreation Ground & Village Hall Trust
Receipts and Payments Account
Year Ended 31 March 2023

	2023	2022
	£	£
Receipts		
trading and activities	22,862	21,047
grants and donations	5,881	10,754
fundraising income	305	432
doctors' surgery	0	0
football club	0	0
investment income	208	7
Total receipts	29,256	32,240
Payments		
Direct costs		
subcontract services	2,967	1,307
fundraising expenditure	82	333
Support costs		
equipment and maintenance	5,193	6,002
utilities and insurance	6,944	4,122
stationery and administration	25	1,545
fees and subscriptions	1,899	535
Total costs	17,110	13,844
Assets purchased for own use		
Playarea equipment and other assets	0	19,666
Net asset movement	0	19,666
Total payments	17,110	33,510
Net receipts (payments) for the year	12,146	(1,270)

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Mundford Recreation Ground & Village Hall Trust
Receipts and Payments Account
Year Ended 31 March 2023

	2023	2022
	Unrestricted	Unrestricted
	Funds	Funds
	£	£
Cash and bank balances		
cash		
current account	43,129	37,912
business account	12,104	5,216
charity account	10,942	10,752
playarea account		
paypal		
	66,175	53,880
 Assets retained for the charity's own use		
		(£19666 incorrectly entered here when should have under furn. & equipment)
village hall and land	698,638	718,304
play equipment	35,374	35,374
furniture and equipment	28,946	9,280 (£19666 added to F & equipment)
	762,958	762,958
 Net assets of the charity	829,133	816,838

These annual statements were approved by the Trustees on 30th May 2023 and are signed on their behalf by:

Chloe Andrews-Jones, Trustee
4th December 2023

Samantha Fricker, Trustee
4th December 2023

MUNDFORD RECREATION GROUND AND VILLAGE HALL

England & Wales - Charity number 279624

Accounts

CHARITY REGISTRATION NUMBER: 279624

Mundford Recreation Ground and Village Hall Trust

Unaudited financial statements

31 March 2022

Mundford Recreation Ground and Village Hall Trust

Financial statements

Year ended 31 March 2022

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Mundford Recreation Ground and Village Hall Trust

Trustees' annual report

Year ended 31 March 2022

The trustees are pleased to present their report, together with the financial statements for the year ended 31 March 2022.

Reference and administration details

Registered charity name Mundford Recreation Ground and Village Hall Trust

Charity registration number 279624

Principal office The Village Hall
St Leonards Street
Mundford
Norfolk
IP26 5DW

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Boxall	- Chair
S Crane	- Vice Chair
W Bridgman	- Treasurer
S Fricker	- Secretary/Booking Clerk
T Mouncer	- Appointed 10/08/21
P Giles	- Appointed 10/08/21
M Bird	- Appointed 10/08/21
F Yates	- Appointed 14/09/21

The members of the Committee during the year and their appointing body if appropriate are:

Management committee:	K Boxall	- Elected 10/08/21
	S Crane	- Elected 10/08/21
	W Bridgman	- Elected 10/08/21
	S Fricker	- Elected 10/08/21
	A Thorogood	- Resigned 10/08/21
	T Mouncer	- Elected 10/08/21
	P Giles	- Elected 10/08/21
	M Bird	- Elected 10/08/21
	K Smith	- Elected 10/08/21, resigned 09/10/21
	H Walters	- Elected 10/08/21, resigned 22/12/21
	S Gathercole	- Elected 10/08/21, resigned 04/01/22
Group representatives:	J Musgrove	- Parish Council resigned 10/08/21
	M Claridge	- Mundford Parochial Church Council resigned 10/08/21
	B Greenacre	- Cricket Club resigned 10/08/21
	S Allen	- Parish Council elected 10/08/21, resigned 13/08/21
	F Yates	- Cricket Club co-opted 12/10/21
Bankers	Barclays Bank Plc 4 Bridge Street Thetford IP24 3AB	
Independent examiner	L Thurston FCCA Lovewell Blake LLP First Floor Suite Unit 2 Hillside Business Park Bury St Edmunds, IP32 7EA	

Mundford Recreation Ground and Village Hall Trust

Trustees' annual report (*continued*)

Year ended 31 March 2022

Objectives and activities

The charity holds the freehold land, known as The Glebe, now occupied by the Village Hall, Car Park, Children's Play Area and Recreation Ground, consisting of approximately 8.8 acres.

The Trust is established for the purposes of a recreation ground and village hall for the benefit of the inhabitants of the Parish of Mundford in the County of Norfolk and its immediate vicinity without distinction of political religious or other opinions including use for meetings lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

The hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to generate enough income to meet the running costs of the charity along with fund raising events helping to fund shortfalls.

In addition to the above and with the permission of the Charities Commission the Trust has granted a licence to Mundford Football Club for their use of the grounds and facilities.

Public benefit

The trustees believe that the above activities are consistent with the guidance issued by the Charity Commission on public benefit.

Achievements and performance

This year we have continued to review our financial situation and ongoing maintenance due to the age of the building.

- The Pandemic continued to have an impact on the Village Hall hiring during 2021. In April 2021, we only had Pre-School back in the hall along with Zumba and Football outside on the field. Mid May saw the return of most groups to the hall as some restrictions began to be lifted and all hirers except one returned by mid August 2021. We were very lucky during the pandemic to only lose 2 regular hirers.
- Covid 19 Risk assessment and procedures were kept in place during this year and continually reviewed and updated according to Government guidance.
- We updated our constitution to: 10 permitted elected Trustees, 3 Representative Trustee from Parish Council, Mundford Cricket Club and The Parochial Church Council of St Leonards. The Trust must maintain a minimum of 3 Trustees to run and to allow future meetings to be held via Zoom.
- The play area has required ongoing maintenance/repairs during the year. One of our Trustees has attended Play Area Inspection training to ensure we can keep a regular check on the play area between the Annual inspection and Fenland Leisure monthly Inspections. It has suffered some vandalism over the year. We are working towards replacing some of the equipment and making improvements.
- We have had a change of cleaning contractor during the year.
- Sadly, Mundford Pre-School CIO has given notice that they will be leaving the hall in July at the end of term. They will be moving to join Mundford Primary School. We have worked hard with Pre-School during Covid to ensure they could continue to run and moved small hall hirers to the large hall to enable them to remain set up and make cleaning easier. This will be a big loss to the Village Hall, but we will move forward positively with the new opportunities this may present.
- Discussions with Mundford Football Club to provide a new licence for their use of the Facilities will continue during the coming months. This would provide improved understanding of responsibilities on both sides.
- The Football Club have asked about building a club house at the back of the hall. Plans are currently being drawn up with an architect and the site will be marked out before a final decision is made.
- The website continues to be an accessible source of information regarding booking and group details. The website has been moved to a new site to allow easier maintenance. We appreciate all the help and guidance given by Rosemary Godfrey keep the website updated.
- All costs incurred by the hall continue to be reviewed to find other ways to reduce outgoing expenditure.
- Maintenance continues to be ongoing. Lines were repainted on the car park, some guttering replaced, new energy efficient lights are in the process of being installed to cover the car park area, and the paving at the front of the hall was jet washed.

Mundford Recreation Ground and Village Hall Trust

Trustees' annual report (*continued*)

Year ended 31 March 2022

- We have a new contractor to cut the grass in the play area, overflow car park and front on hall and to keep the flower beds tidy and hedges cut.
- The fire alarm and fire door installation was completed in August at a cost of £19,666.
- The container was cleared out swapped for a smaller container placed closer to the pitch. A temporary Referee Changing room has been installed on the same site as the old container for the Football club to meet new standards.
- Following our AGM in 2021, we had a full Committee, but unfortunately, due to work and family commitments we have lost 7 Trustees over the year. 2 other Trustees have given notice that they will be standing down at the AGM. We have welcomed 4 new Trustees to our Committee.
- We still to hope to continue the process of becoming a CIO in the future. This will begin with an open meeting for villagers and hirers to come along and vote on the decision before we can go ahead.
- We received Government grants from Breckland District Council during the pandemic.

Structure, governance and management

The charity was established by Trust Deed dated 16th January 1980 and amended 13th October 1989, 8 March 2012 and 8 May 2021.

The charity is constituted as a Trust.

All members of the management committee are trustees and resign together at the end of the AGM, but may be re-elected or re-appointed. Up to ten members may be elected, up to five members co-opted and named groups may appoint a representative member.

New trustees must sign a declaration form to declare their acceptance and willingness to act under the constitution.

Officers are elected from the members at the first committee meeting following the AGM.

The Annual General Meeting is usually held in June, with meetings held during the second week of each calendar month.

Financial review

The charity's principal sources of funds are:

- Trading (regular hire from local groups and for functions)
- Fundraising (events and 100 Club)
- Grants

The charity's main expenses are services, utilities and maintenance. The proper upkeep of the building and grounds is essential to the continued use of the halls and grounds for the public benefit.

The treasurer maintains the bookkeeping records and prepares a financial report for each meeting of the committee showing all receipts and payments along with the current bank balances.

The annual financial statements are prepared by accountants on a receipts and payments basis and reviewed by an independent examiner. They should be read in conjunction with this report.

Reserves policy

Funds are held in a bank deposit charity account and invested in the Charities Investment Fund. The balance of the fund at 31 March 2022 was £10,752 (2020: £10,747).

The charity has a reserves policy which is reviewed by the trustees on a regular basis. The sums held in the charity account are considered adequate for the immediate working purposes of the charity.

Mundford Recreation Ground and Village Hall Trust

Trustees' annual report (*continued*)

Year ended 31 March 2022

Plans for future periods

The trustees have identified the following as some future improvements:

- Replacement of some of the play area equipment.
- Improving overflow car park and improving outside lighting.
- Refurbishment of the changing room showers.
- Installation of CCTV.


Related party transactions


Trustees were reimbursed amounts totalling £679 (2020 £251) during the year. There were no other related party transactions during this or the prior period.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on 11 Oct 2022 and signed on behalf of the board of trustees by:


Paul Giles
Trustee


Samantha Ficker
Trustee

Mundford Recreation Ground and Village Hall Trust

Trustees' annual report (*continued*)

Year ended 31 March 2022

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Paul Giles
Trustee


Samantha Fricker
Trustee

Mundford Recreation Ground and Village Hall Trust

Receipts and payments account

Year ended 31 March 2022

	2022 £	2021 £
Receipts:		
Trading and activities	21,047	10,872
Grants and donations	10,754	20,815
Fundraising income	432	164
Doctors surgery	-	113
Football club	-	715
Investment income	<u>7</u>	<u>31</u>
Total receipts	<u>32,240</u>	<u>32,710</u>
Payments:		
Direct costs:		
Subcontract services	1,307	894
Fundraising expenditure	333	440
Support costs:		
Equipment and maintenance	6,002	4,965
Utilities and insurance	4,122	5,099
Stationery and administration	1,545	263
Fees and subscriptions	<u>535</u>	<u>718</u>
Total costs	13,844	12,379
Assets purchased for own use:		
Purchase of play equipment and other assets for own use	<u>19,666</u>	<u>2,467</u>
Net asset movement	19,666	2,467
Total payments	33,510	14,846
Net (payments)/receipts for the year	<u>(1,270)</u>	<u>17,864</u>
Cash funds at 31 March 2021	<u>55,150</u>	<u>37,286</u>
Cash funds at 31 March 2022	<u>53,880</u>	<u>55,150</u>

Mundford Recreation Ground and Village Hall Trust


Statement of assets and liabilities

As at 31 March 2022

	2022 Unrestricted Funds £	2021 Unrestricted Funds £
Cash funds		
Current account	37,912	40,387
Business account	5,216	4,016
CCLA Charities fund	<u>10,752</u>	<u>10,747</u>
Total cash funds	<u>53,880</u>	<u>55,150</u>
Assets retained for the charity's own use		
Village hall and ground	718,304	698,638
Play equipment	35,374	41,093
Furniture and equipment	<u>9,280</u>	<u>15,712</u>
Total assets retained for charity's own use	<u>762,958</u>	<u>755,443</u>
Creditors and accruals		
Creditors and accruals	<u>(990)</u>	<u>(1,470)</u>
Total creditors and accruals	<u>(990)</u>	<u>(1,470)</u>

These financial statements were approved by the trustees on 11 Oct 2022 and are signed on their behalf by :


Paul Giles
Trustee


Samantha Ficker
Trustee

Mundford Recreation Ground and Village Hall Trust

Independent Examiner's report to the trustees

Year ended 31 March 2022

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2022 which comprise the receipts and payments account and the statement of assets and liabilities.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of your company's financial statements as carried out under section 145. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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 any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and contents of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

7/11/22

MUNDFORD RECREATION GROUND AND VILLAGE HALL

England & Wales - Charity number 279624

Accounts

CHARITY REGISTRATION NUMBER: 279624

Mundford Recreation Ground and Village Hall Trust

Unaudited financial statements

31 March 2021

Mundford Recreation Ground and Village Hall Trust

Financial statements

Year ended 31 March 2021

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Mundford Recreation Ground and Village Hall Trust

Trustees' annual report

Year ended 31 March 2021

The trustees are pleased to present their report, together with the financial statements for the year ended 31 March 2021.

Reference and administration details

Registered charity name Mundford Recreation Ground and Village Hall Trust

Charity registration number 279624

Principal office The Village Hall
St Leonards Street
Mundford
Norfolk
IP26 5DW

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Boxall	(Vice Chair)
W Bridgman	(Treasurer)
S Fricker	(Secretary/Booking Clerk)
M Claridge	
A Thorogood	
S Crane	
J Musgrove	
B Greenacre	(Appointed 22/09/20)
J Marston	(Passed away 13/05/20)

The members of the Committee during the year and their appointing body if appropriate are:

Management committee:	K Boxall	- Elected 17/07/19
	W Bridgman	- Elected 17/07/19
	S Fricker	- Elected 17/07/19
	A Thorogood	- Elected 17/07/19
	S Crane	- Co-Opted 14/08/19
Group representatives:	J Musgrove	- Parish Council, elected 17/07/19
	J Marston	- Cricket Club, elected 17/07/19, passed away 13/05/20
	M Claridge	- Mundford Parochial Church Council, elected 17/07/19
	B Greenacre	- Cricket Club Co-opted 22/09/20
Bankers	Barclays Bank Plc 4 Bridge Street Thetford IP24 3AB	
Independent examiner	L Thurston FCCA Lovewell Blake LLP First Floor Suite Unit 2 Hillside Business Park Bury St Edmunds, IP32 7EA	

Mundford Recreation Ground and Village Hall Trust

Trustees' annual report (*continued*)

Year ended 31 March 2021

Objectives and activities

The charity holds the freehold land, known as The Glebe, now occupied by the Village Hall, Car Park, Children's Play Area and Recreation Ground, consisting of approximately 8.8 acres.

The Trust is established for the purposes of a recreation ground and village hall for the benefit of the inhabitants of the Parish of Mundford in the County of Norfolk and its immediate vicinity without distinction of political, religious or other opinions including the use for meetings, lectures and classes and for other recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

The hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to generate enough income to meet the running costs of the charity along with fund raising events helping to fund shortfalls.

In addition to the above and with the permission of the Charities Commission the Trust has granted a licence to Mundford Football Club for their use of the grounds and facilities.

Public benefit

The trustees believe that the above activities are consistent with the guidance issued by the Charity Commission on public benefit.

Achievements and performance

This year we have continued to review our financial situation and ongoing maintenance due to the age of the building.

- This has been an unprecedented year with the COVID-19 pandemic. Due to the national lockdown we were closed for hire from 24 March. The first group permitted to return was Pre School on 1 June and the Football training began again in June. In September many of our groups returned, though not all. National lockdown 2 began on 5 November until 2 December when a couple of groups returned. Following stricter restrictions coming into effect on 21 December and a 3rd lockdown in January, the hall has only opened again for Pre School as an essential service until end of March.
- COVID-19 Risk assessment and procedures were put in place.
- We have been unable to hold our normal monthly meetings due to the restrictions in place and trustees isolating.
- Due to the Pandemic, we were unable to hold our AGM during 2020, so all Trustees continued in their roles.
- Sadly, this year we lost our longest serving Trustee, Mr John Marston, who passed away in May 2020.
- The play area has required ongoing maintenance/repairs during the year. We have instructed Fenland Leisure to inspect the play area on a regular basis to ensure the equipment is safe. New signage has been installed at the play area entrance.
- We lost our outstanding caretaker/cleaner, Mrs Walker in October.
- Discussions with Mundford Football Club to provide a new licence for their use of the Facilities was interrupted due to the pandemic, but this will continue during the coming months. This would provide improved understanding of responsibilities on both sides.
- The website continues to be an accessible source of information regarding booking and group details.
- All costs incurred by the hall continue to be reviewed to find other ways to reduce outgoing expenditure; we have changed our energy suppliers this year for both Gas and Electric.
- The fire alarm and fire door installation has been on hold due to the pandemic, but quotes have been received for us to move forward with the project.
- Our 5-year electrical inspection took place and remedial work was completed.
- Vandalism continues to be a problem around the building, damaging guttering and pipes.
- The container was cleared out and is currently being used by the football club to store some equipment.
- Mr Musgrove has told the Trustees he will be resigning as the Parish Council Trustee.

Mundford Recreation Ground and Village Hall Trust

Trustees' annual report (*continued*)

Year ended 31 March 2021

Structure, governance and management

The charity was established by Trust Deed dated 16th January 1980 and amended 13th October 1989 and 8 March 2012. Mundford Recreation Ground and Village Hall Trust became a registered charity with effect from 13th March 1980.

The charity is constituted as a Trust.

All members of the management committee are trustees and resign together at the end of the AGM, but may be re-elected or re-appointed. Up to ten members may be elected, up to five members co-opted and named groups may appoint a representative member.

New trustees must sign a declaration form to declare their acceptance and willingness to act under the constitution.

Officers are elected from the members at the first committee meeting following the AGM.

The Annual General Meeting is usually held in June, with meetings held during the second week of each calendar month.

Financial review

The charity's principal sources of funds are:

- Trading (regular hire from local groups and for functions).
- Fundraising (events and 100 Club)
- Grants

The charity's main expenses are services, utilities and maintenance. The proper upkeep of the building and grounds is essential to the continued use of the halls and grounds for the public benefit.

The treasurer maintains the bookkeeping records and prepares a financial report for each meeting of the committee showing all receipts and payments along with the current bank balances.

The annual financial statements are prepared by accountants on a receipts and payments basis and reviewed by an independent examiner. They should be read in conjunction with this report.

Reserves policy

Funds are held in a bank deposit account and invested in the Charities Investment Fund. The balance of the fund at 31 March 2021 was £10,747 (2020: £10,718).

The reserves policy is reviewed on a regular basis and the sums held are considered adequate for the immediate working purposes of the charity.

Mundford Recreation Ground and Village Hall Trust

Trustees' annual report (*continued*)

Year ended 31 March 2021

Plans for future periods

The trustees have identified the following as some future Improvements:

- Installation of new fire alarm system and the fire doors.
- Installation of CCTV.
- Refurbishment of changing room showers.
- Installation of new toilets for playgroup use.
- Replacement of some of the play area equipment.
- Improving overflow car park and improving outside lighting.

Related party transactions

There were no related party transactions during this or the prior period.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on 10 August 21 and signed on behalf of the board of trustees by:



K Boxall

Trustee



S Fricker

Trustee

Mundford Recreation Ground and Village Hall Trust

Receipts and payments account

Year ended 31 March 2021

	£	2021 £	£	2020 £
Receipts:				
Trading and activities		10,872		28,102
Grants and donations		20,815		11,740
Fundraising income		164		1,488
Doctors surgery		113		1,356
Football club		715		750
Investment income		<u>31</u>		<u>79</u>
Total receipts		<u>32,710</u>		<u>43,515</u>
Payments				
Direct costs:				
Subcontract services		894		4,145
Fundraising expenditure		440		2,112
Support costs:				
Equipment and maintenance		4,965		6,970
Utilities and insurance		5,099		6,274
Stationery and administration		263		1,916
Fees and subscriptions		<u>718</u>		<u>632</u>
Total costs		12,379		22,049
Assets purchased for own use:				
Purchase of play equipment and other assets for own use		<u>2,467</u>		<u>19,927</u>
Net asset movement		2,467		19,927
Total payments		14,846		41,976
Net receipts/(payments) for the year		<u>17,864</u>		<u>1,539</u>
Cash funds at 31 March 2020		<u>37,286</u>		<u>35,747</u>
Cash funds at 31 March 2021		<u>55,150</u>		<u>37,286</u>

Mundford Recreation Ground and Village Hall Trust

Statement of assets and liabilities

As at 31 March 2021

	2021 Unrestricted Funds £	2020 Unrestricted Funds £
Cash Funds		
Current account	40,387	23,754
Business account	4,016	2,814
CCLA Charities fund	<u>10,747</u>	<u>10,718</u>
Total Cash Funds	<u>55,150</u>	<u>37,286</u>
Assets retained for the charity's own use		
Village hall and ground	698,638	698,638
Play equipment	41,093	44,344
Furniture and equipment	<u>15,712</u>	<u>22,143</u>
Total assets retained for charity's own use	<u>755,443</u>	<u>765,125</u>
Creditors and accruals	<u>(1,470)</u>	<u>(690)</u>
Total Creditors and Accruals	<u>(1,470)</u>	<u>(690)</u>

These financial statements were approved by the trustees on 10 August 21...and are signed on their behalf by :



K Boxall

Trustee



S Fricker

Trustee

Mundford Recreation Ground and Village Hall Trust

Independent Examiner's report to the trustees

Year ended 31 March 2021

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2021 which comprise the receipts and payments account and the statement of assets and liabilities.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of your company's financial statements as carried out under section 145. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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 any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and contents of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

.....20/8/21.....