

**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:

<b>Management committee:</b>	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
<b>Group representatives:</b>	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
<b>Bankers</b>	Barclays Bank Plc 4 Bridge Street Thetford IP24 3AB	
<b>Independent examiner</b>	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

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### 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**

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### **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 13<sup>th</sup> 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

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### 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 £
<b>Receipts:</b>				
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>
<b>Total receipts</b>		<b><u>32,710</u></b>		<b><u>43,515</u></b>
<b>Payments</b>				
<b>Direct costs:</b>				
Subcontract services		894		4,145
Fundraising expenditure		440		2,112
<b>Support costs:</b>				
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>
<b>Total costs</b>		<b>12,379</b>		<b>22,049</b>
<b>Assets purchased for own use:</b>				
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
<b>Total payments</b>		<b>14,846</b>		<b>41,976</b>
<b>Net receipts/(payments) for the year</b>		<b><u>17,864</u></b>		<b><u>1,539</u></b>
<b>Cash funds at 31 March 2020</b>		<b><u>37,286</u></b>		<b><u>35,747</u></b>
<b>Cash funds at 31 March 2021</b>		<b><u>55,150</u></b>		<b><u>37,286</u></b>

# Mundford Recreation Ground and Village Hall Trust

## Statement of assets and liabilities

As at 31 March 2021

	2021 Unrestricted Funds £	2020 Unrestricted Funds £
<b>Cash Funds</b>		
Current account	40,387	23,754
Business account	4,016	2,814
CCLA Charities fund	<u>10,747</u>	<u>10,718</u>
<b>Total Cash Funds</b>	<u>55,150</u>	<u>37,286</u>
<b>Assets retained for the charity's own use</b>		
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>
<b>Total assets retained for charity's own use</b>	<u>755,443</u>	<u>765,125</u>
<b>Creditors and accruals</b>	<u>(1,470)</u>	<u>(690)</u>
<b>Total Creditors and Accruals</b>	<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

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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  
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Bury St Edmunds  
IP32 7EA

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