

**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 Clardige	- 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

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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 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

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- 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

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### 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 Ficker  
Trustee

## Mundford Recreation Ground and Village Hall Trust

### Receipts and payments account

Year ended 31 March 2022

	2022 £	2021 £
<b>Receipts:</b>		
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>
<b>Total receipts</b>	<b><u>32,240</u></b>	<b><u>32,710</u></b>
<b>Payments:</b>		
<b>Direct costs:</b>		
Subcontract services	1,307	894
Fundraising expenditure	333	440
<b>Support costs:</b>		
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>
<b>Total costs</b>	<b>13,844</b>	<b>12,379</b>
<b>Assets purchased for own use:</b>		
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
<b>Total payments</b>	<b>33,510</b>	<b>14,846</b>
<b>Net (payments)/receipts for the year</b>	<b><u>(1,270)</u></b>	<b><u>17,864</u></b>
Cash funds at 31 March 2021	<u>55,150</u>	<u>37,286</u>
<b>Cash funds at 31 March 2022</b>	<b><u>53,880</u></b>	<b><u>55,150</u></b>



## Mundford Recreation Ground and Village Hall Trust

### Statement of assets and liabilities

As at 31 March 2022

	2022 Unrestricted Funds £	2021 Unrestricted Funds £
<b>Cash funds</b>		
Current account	37,912	40,387
Business account	5,216	4,016
CCLA Charities fund	<u>10,752</u>	<u>10,747</u>
<b>Total cash funds</b>	<u>53,880</u>	<u>55,150</u>
 <b>Assets retained for the charity's own use</b>		
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>
<b>Total assets retained for charity's own use</b>	<u>762,958</u>	<u>755,443</u>
 <b>Creditors and accruals</b>		
Creditors and accruals	<u>(990)</u>	<u>(1,470)</u>
<b>Total creditors and accruals</b>	<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

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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 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