

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

England & Wales · Charity number 284524

## Details

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Other names	FOWLMERE VILLAGE HALL
Status	Registered
Legal form	Other
Registered	1982-04-15
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	21 Ryecroft Lane Fowlmere Royston SG8 7TT
Phone	01763208621
Email	<a href="mailto:Julie.fletcher1@btinternet.com">Julie.fletcher1@btinternet.com</a>
Website	<a href="http://www.villagehall.fowlmere.com">www.villagehall.fowlmere.com</a>

## Activities

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**Objects:** A VILLAGE HALL AND RECREATION GROUND FOR THE USE OF THE INHABITANTS OF THE PARISH OF FOWLMERE IN THE COUNTY OF CAMBRIDGE 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.

**Activities:** Provides an outside recreation area for sport activities; football, cricket, tennis plus children's play. The Village Hall provides an important venue for local groups and clubs to meet including indoor sporting activities; aerobics, badminton, bowls, baby and toddler groups and a venue for social events; disco, parties, receptions. All age groups are catered for.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Amateur Sport
- **Who:** Children/young People, Other Defined Groups, The General Public/mankind

## Geography

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- **Area of benefit:** THE PARISH OF FOWLMERE
- Cambridgeshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-08-31	£38,664	£47,045	-	-
2024-08-31	£41,604	£44,280	-	-
2023-08-31	£46,242	£41,116	-	-
2022-08-31	£53,886	£42,205	-	-
2021-08-31	£48,080	£31,444	-	-

## Trustees

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Name	Role	Appointed
Anthony John Bearpark		2023-11-02
Colin Westwood		2025-04-03
DOROTHY WOODS		2015-03-04
Deborah Roberts		2022-07-07
Gillian Perry		2024-11-07
JANE CRYER		2012-02-05
KAY DAVIS		2013-01-31

**FOWLMERE RECREATION GROUND AND VILLAGE HALL**

England & Wales - Charity number 284524

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# Accounts

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**FOWLMERE RECREATION GROUND & village hall**  
**Registered Charity No. 284524**  
**Trustees' Annual Report**  
**1 September 2024 - 31 August 2025**

**Secretary to the Trustees**

Mrs Julie Fletcher, 21 Ryecroft Lane, Fowlmere, SG8 7TT. Tel: 01763 208621  
Email: julie.fletcher1@btinternet.com

**Names of Trustees**

Mrs Dorothy Woods	Chairman
Mrs Kay Davis	Vice Chairman
Mrs Dorothy Woods	Secretary (Acting)
Mrs Jane Cryer	Treasurer
Mrs Dorothy Woods	Bookings Secretary
Mrs Carol Sims	Trustee
Mr A J Bearpark	Trustee
Mr C Westwood	Trustee (co-opted)
Mrs Deborah Roberts	Representative Trustee PC
Mrs G Perry	Representative Trustee Badminton

**Sources of advice and support**

Cambridgeshire ACRE  
HCR Hewitsons Solicitors, Newmarket Road, Cambridge

**Governance**

Fowlmere Recreation Ground & Village Hall was established as a charity by Trust Deed and Lease dated 2nd March 1982. The grounds were originally farmland and the Parish Council purchased the land from the local farmer.

The Lease is a full maintenance lease that the upkeep of the grounds is the responsibility of the Village Hall Management Committee. The VHMC pay an annual peppercorn rent to the Parish Council. The Village Hall building is vested with the Charity Commission and it is the duty of the VHMC to maintain, upgrade the premises.

**Appointment of Trustees**

The Trust Deed governs the appointment of the management of the charity

Six trustees are elected at the Annual General meeting held in October. There is no limit on the length of time elected trustees can serve.

In addition each regular **annual** user group can nominate one representative Trustee. The trustees form the Management Committee of the Recreation Ground and Village Hall which has the power to co-opt up to 6 members should this be necessary.

**Policies and Procedures**

The VHMC have a number of Policies and Procedures in place. .

These policies and procedures are updated each year, the Trustees agree any changes and adopt the policies at their September meeting

Bar protocol, Booking Officer Duties, Booking Procedure, Bouncy Castle conditions of hire, Building Access policy, Caravan procedure, Children &, Safeguarding policy, Energy & Environment Policy, Dogs on Recreation Ground policy, Equal opportunities policy, Finance policy, Fire risk policy, General Risk policy, General Data Protection policy, Health & Safety policy, Hiring

policy, Key Policy, Legionella Policy, Media & PR policy, Reserves Policy, Teenage Party Hire policy.

Copies of these policies and procedures are included in the Trustee's Welcome Pack

### **Hiring agreement**

Use of the Recreation Ground and Village Hall is the subject of Hiring/Booking form which must be signed by each hirer agreeing also to the Terms and Conditions which are issued at the time of booking and which identify the respective responsibilities of each party to the agreement.

### **Licences**

The hall has a Premises Licence (not including the sale of alcohol) Should hirers wish to sell alcohol they must apply for a Temporary Event Licence from SCDC, a copy of which is to be given to the Booking Officer before their event. The hall is licensed by the Performing Right Society for live and recorded music.

### **Risk Management**

#### **Insurance:**

Employers Liability,  
Public and Products Liability - (£5,000,000 Indemnity, £5,000,000 Terrorism Indemnity)  
Buildings - £1,676,724  
Playing Surfaces - £110,000  
Other Contents - £40,000  
Floodlights - £10,000

### **Building issues**

Portable electric appliances are PAT tested bi-annually  
The mains electrical installation is checked by a qualified engineer every 3 years  
A Fire Risk Assessment is updated annually by the Committee's own nominated Trustee.  
Fire extinguishers are inspected and serviced annually under contract with the supplier  
Appointed Trustees carry out regular maintenance checks.

### **Objectives of the Charity**

Provisions of a Recreation Ground and Village Hall for the benefit of the inhabitants of the Parish of Fowlmere without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions.

Use of the village hall for meetings, events, classes and other forms of recreation with the object of improving the social conditions of the life of the inhabitants. The use of the Recreation Ground for seasonal sports including junior football and cricket . A limited number of Caravan Clubs use the recreation ground throughout the years. Also, for recreational purposes using children's play equipment and our outside adult gym equipment.

The Trustees consider these objectives to be consistent with the Charity Commission guidance on providing for the public benefit.

### **Principal Activities in pursuit of the Objectives**

The hall is in use most days of the week for a variety of activities including Little Ducklings playgroup, Badminton (2 different clubs), Aerobics, Fitness Training, Pilates (two different classes), Yoga, Ceroc Dancing, Indoor bowls, Aerobics, Craft group. Friendship Club, Karate plus seasonal use of recreation ground for cricket training and matches and junior football training and matches

and caravan clubs.

### **Funding Strategy**

It is a strategy of the Trustees to manage the revenue of the facility on a self-financing basis. The contributions made by hire to users of the hall and grounds achieve this. No funding is received from Fowlmere Parish Council Precept

### **Volunteers' efforts**

In addition to the Trustees we have a group of volunteers who organise the outdoor production by Illyria each year.

### **2024/2025 achievements**

The Trustees work hard to make the hall and recreation ground attractive to potential users and measure their success by the range of users and the hall occupancy.

Trustees have carried out the following improvements: in the last year

- Automated blinds to the high windows in the main hall
- New internal double glazed door to the internal entrance to the main hall.

This is in addition to all the other general upgrade/maintenance

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The Charity had £20,000 in the bank in unrestricted reserves at the end of the year. The cash is available to cover operating costs for one year.

The Trustees are responsible for the maintenance of the recreation ground and village hall and projects are carried out from revenue earned by bookings and events etc. They do not receive any money from the Parish precept.

### **Future plans**

The Trustees have a Development plan in place based on an urgency requirement and when funds are available.

**The Trustees declare that they have approved the trustees' report above**

**Signed on behalf of the charity's trustees**

**Signature:**

**Full Name: Mrs Dorothy Woods**

**Position: Chairman**

**Dated: 11 November 2025**

**Audited accounts attached**

**FOWLMERE RECREATION GROUND AND VILLAGE HALL**

England & Wales - Charity number 284524

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# Accounts

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**The Trustees declare that they have approved the trustees' report above**

**Signed on behalf of the charity's trustees**

**Signature:**

**Full Name: Mrs Dorothy Woods**

**Position: Chairman**

**Dated: 1 November 2024**

**Audited accounts attached**



Charity registration number 284524

**FOWLMERE RECREATION GROUND AND VILLAGE HALL  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2024**

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Chairman</b>	D Woods
<b>Secretary</b>	J Fletcher
<b>Charity number</b>	284524
<b>Principal address</b>	The Sycamores Chapel Lane Fowlmere Royston Herts SG8 7SB
<b>Independent examiner</b>	UHY Hacker Young Suite 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

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Balance sheet	3
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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## INDEPENDENT EXAMINER'S REPORT

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I report to the on my examination of the financial statements of Fowlmere Recreation Ground and Village Hall (the Fowlmere Recreation Ground and Village Hall) for the year ended 31 August 2024.

### **Responsibilities and basis of report**

As the of the Fowlmere Recreation Ground and Village Hall you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Fowlmere Recreation Ground and Village Hall's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 Fowlmere Recreation Ground and Village Hall as required by section 130 of the 2011 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 content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than 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 financial statements to be reached.

UHY Hacker Young

Suite 501  
The Nexus Building  
Broadway  
Letchworth Garden City  
Herts  
SG6 9BL

Dated: .....

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
<b>Receipts</b>					
Hire of hall:					
Commercial lettings		7,852	-	7,852	8,564
Caravan club		2,640	-	2,640	3,880
Functions		14,419		<b>14,419</b>	9,376
Fowlmere clubs:					
Badminton clubs		1,383	-	1,383	1,262
Bowls		688	-	688	667
Craft club		980	-	980	1,000
Friendship		170	-	170	179
Gardening		127	-	127	48
Little ducklings		640	-	640	532
Sports club		1,800	-	1,800	1,012
Sports group inc insurance		1,369	-	1,369	1,398
Interest - high interest deposit		295	11	306	156
Grants received		2,000	-	2,000	2,000
Fund raising events		3,408	-	3,408	3,355
Donations		804	-	804	10,050
Keys		36	2,982	3,018	2,753
<b>Total income</b>		<b>38,611</b>	<b>2,993</b>	<b>41,604</b>	<b>46,232</b>
<b>Expenditure</b>					
Insurance		(4,497)		(4,497)	(3,636)
Light, heat and water		(5,704)		(5,704)	(3,745)
Cleaning wages		(4,763)		(4,763)	(4,064)
General repairs and improvements		(11,003)		(11,003)	(49,511)
Electrical repairs		(1,772)		(1,772)	(1,663)
Ground works		(4,090)		(4,090)	(4,079)
Veolia		(954)		(954)	(1,130)
Consumables		(827)		(827)	(755)
Rent and licences		(896)		(896)	(543)
Administration and AGM expenses		(218)		(218)	(206)
BT & internet		(662)		(662)	(625)
Professional fees		(689)		(689)	(144)
Printing, post and stationery		(157)		(157)	(204)
Water boiler		(359)		(359)	(359)
Village hall rental		-	(1,369)	(1,369)	(1,012)
Repairs and equipment		-	(480)	(480)	(6,888)
<b>Total expenditure</b>		<b>36,591</b>	<b>1,849</b>	<b>38,440</b>	<b>78,564</b>
<b>Net movement in funds</b>		<b>2,020</b>	<b>1,144</b>	<b>3,164</b>	<b>(32,322)</b>
Fund balances at 1 September 2023		35,765	5,351	41,116	73,438
<b>Fund balances at 31 August 2024</b>		<b>37,785</b>	<b>6,495</b>	<b>44,280</b>	<b>41,116</b>

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET

AS AT 31 AUGUST 2024

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	Notes	2024 £	£	£	2023 £
<b>Current assets</b>					
Debtors		6,370		4,758	
Cash at bank and in hand		44,746		43,393	
		<u>51,116</u>		<u>48,151</u>	
<b>Creditors: amounts falling due within one year</b>		<u>(6,836)</u>		<u>(7,035)</u>	
Net current assets			44,280		41,116
			<u><u>44,280</u></u>		<u><u>41,116</u></u>
<b>Income funds</b>					
Restricted funds			6,495		5,351
Unrestricted funds			37,785		35,765
			<u>44,280</u>		<u>41,116</u>
			<u><u>44,280</u></u>		<u><u>41,116</u></u>

The financial statements were approved by the on .....

.....

D Woods

**Trustee**

Non-monetary assets

1. Land and buildings - leased at a peppercorn rent. Title vested in the Official Custodian for Charities.
2. Held for functional use by the charity -

Furniture and equipment in the hall, including kitchen equipment and china, all in good condition, some recently installed and the remainder up to 19 years old.

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET (CONTINUED)

AS AT 31 AUGUST 2024

### 1 Investments

	Unrestricted funds	Restricted funds	Total 2024	Total 2023
	£	£	£	£
Interest receivable	295	11	306	156

### 2 Debtors

	2024 £	2023 £
<b>Amounts falling due within one year:</b>		
Trade debtors	756	529
Prepayments and accrued income	5,614	4,229
	<u>6,370</u>	<u>4,758</u>

### 3 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	59	53
Accruals and deferred income	6,777	6,982
	<u>6,836</u>	<u>7,035</u>

## **FOWLMERE RECREATION GROUND AND VILLAGE HALL**

### **INDEPENDENT EXAMINER'S REPORT**

I report to the on my examination of the financial statements of Fowlmere Recreation Ground and Village Hall (the Fowlmere Recreation Ground and Village Hall) for the year ended 31 August 2024.

#### **Responsibilities and basis of report**

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**FOWLMERE RECREATION GROUND AND VILLAGE HALL**

England & Wales - Charity number 284524

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# Accounts

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Provisions of a Recreation Ground and Village Hall for the benefit of the inhabitants of the Parish of Fowlmere without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions.

Use of the village hall for meetings, events, classes and other forms of recreation with the object of improving the social conditions of the life of the inhabitants. The use of the Recreation Ground for sports including junior football and cricket and limited caravan clubs. Also, for recreational purposes using children's play equipment and our outside adult gym equipment.

The Trustees consider these objectives to be consistent with the Charity Commission guidance on providing for the public benefit.

### **Principal Activities in pursuit of the Objectives**

The hall is in use most days of the week for a variety of activities including Little Ducklings playgroup, Badminton (2 different clubs), Pilates (two different (classes), Yoga, Ceroc Dancing, Indoor bowls, Aerobics, Craft group. Little Foodies plus seasonal use of recreation ground for cricket training and matches and junior football training and matches.

### **Funding Strategy**

It is a strategy of the Trustees to manage the revenue of the facility on a self-financing basis. The contributions made by hire to users of the hall and grounds achieve this. No funding is received from Fowlmere Parish Council Precept

### **Volunteers' efforts**

In addition to the Trustees we have a group of volunteers who organise the outdoor production by Illyria each year.

### **2022/2023 achievements**

The Trustees work hard to make the hall and recreation ground attractive to potential users and measure their success by the range of users and the hall occupancy.

Trustees have carried out the following improvements: in the last year

- The ladies and gents toilets have been completely refurbished. A great improvement to the facility.
- Work on the disability access and signs is now completed.
- To complete refurbishment of the Pavilion Room a ceiling mounted projector screen has been fitted.
- Work has been carried out to remove the broken shutters to the serving area and new more modern blinds have been installed .
- Work has been carried out on the trees surrounding the tennis courts and following the bad storms emergency work was carried out on the long line of Leylandii bordering the farmer's field. Further work was necessary and the height of these trees has now been reduced by 40%.

All this is in addition to all the other general upgrade/maintenance

### **Reserves policy**

The Charity had £20,000 in the bank in unrestricted reserves at the end of the year. The cash is available to cover operating costs for one year.

The Trustees are responsible for the maintenance of the recreation ground and village hall and projects are carried out from revenue earned by bookings and events etc. They do not receive any money from the Parish precept.

### **Future plans**

The Trustees have a Development Plan in place based on an urgency requirement and when funds are available.

**The Trustees declare that they have approved the trustees' report above**

**Signed on behalf of the charity's trustees**

**Signature:**

**Full Name: Mrs Dorothy Woods**

**Position: Chairman**

**Dated: 1 November 2023**

**Audited accounts attached**



Charity registration number 284524

**FOWLMERE RECREATION GROUND AND VILLAGE HALL  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2023**

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Chairman</b>	D Woods
<b>Secretary</b>	J Fletcher
<b>Charity number</b>	284524
<b>Principal address</b>	The Sycamores Chapel Lane Fowlmere Royston Herts SG8 7SB
<b>Independent examiner</b>	UHY Hacker Young PO Box 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

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Balance sheet	3
Notes to the financial statements	4

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## INDEPENDENT EXAMINER'S REPORT

---

I report to the on my examination of the financial statements of Fowlmere Recreation Ground and Village Hall (the Fowlmere Recreation Ground and Village Hall) for the year ended 31 August 2023.

### **Responsibilities and basis of report**

As the of the Fowlmere Recreation Ground and Village Hall you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Fowlmere Recreation Ground and Village Hall's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 Fowlmere Recreation Ground and Village Hall as required by section 130 of the 2011 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 content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than 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 financial statements to be reached.

UHY Hacker Young

PO Box 501  
The Nexus Building  
Broadway  
Letchworth Garden City  
Herts  
SG6 9BL

Dated: .....

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<b>Receipts</b>					
Hire of hall:					
Commercial lettings		8,564	-	8,564	7,100
Caravan club		3,880	-	3,880	2,410
Functions		9,376		<b>9,376</b>	10,276
Fowlmere clubs:					
Badminton clubs		1,262	-	1,262	1,314
Bowls		667	-	667	687
Craft club		1,000	-	1,000	660
Friendship		179	-	179	153
Gardening		48	-	48	255
Little ducklings		532	-	532	444
Kurling		-	-	-	240
Sports club		1,012	-	1,012	1,710
Sports group inc insurance		1,398	-	1,398	883
Interest - high interest deposit		153	3	156	13
Grants received		2,000	-	2,000	6,000
Fund raising events		3,355	-	3,355	4,113
Donations		10,050	-	10,050	15,006
Keys		10	2,753	2,763	2,622
<b>Total income</b>		<b>43,486</b>	<b>2,756</b>	<b>46,242</b>	<b>53,886</b>
<b>Expenditure</b>					
Insurance		(3,636)		(3,636)	(2,645)
Light, heat and water		(3,745)		(3,745)	(4,588)
Cleaning wages		(4,064)		(4,064)	(2,289)
General repairs and improvements		(49,511)		(49,511)	(10,380)
Electrical repairs		(1,663)		(1,663)	(3,980)
Ground works		(4,079)		(4,079)	(9,709)
Veolia		(1,130)		(1,130)	(757)
Consumables		(755)		(755)	(922)
Rent and licences		(543)		(543)	(477)
Administration and AGM expenses		(206)		(206)	(231)
BT & internet		(625)		(625)	(502)
Professional fees		(144)		(144)	(316)
Parish Council - Defibrillator		-		-	(4,000)
Printing, post and stationery		(204)		(204)	(130)
Water boiler		(359)		(359)	(360)
Village hall rental		-	(1,012)	(1,012)	(883)
Repairs and equipment		-	(6,888)	(6,888)	(36)
<b>Total expenditure</b>		<b>70,664</b>	<b>7,900</b>	<b>78,564</b>	<b>42,205</b>
<b>Net movement in funds</b>		<b>(27,178)</b>	<b>(5,144)</b>	<b>(32,322)</b>	<b>11,681</b>
Fund balances at 1 September 2022		62,943	10,495	73,438	61,757
<b>Fund balances at 31 August 2023</b>		<b>35,765</b>	<b>5,351</b>	<b>41,116</b>	<b>73,438</b>

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET

AS AT 31 AUGUST 2023

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	Notes	2023 £	£	£	2022 £
<b>Current assets</b>					
Debtors		4,758		4,598	
Cash at bank and in hand		43,393		75,451	
		<u>48,151</u>		<u>80,049</u>	
<b>Creditors: amounts falling due within one year</b>		<u>(7,035)</u>		<u>(6,611)</u>	
Net current assets			41,116		73,438
			<u><u>41,116</u></u>		<u><u>73,438</u></u>
<b>Income funds</b>					
Restricted funds			5,351		10,495
Unrestricted funds			35,765		62,943
			<u>41,116</u>		<u>73,438</u>
			<u><u>41,116</u></u>		<u><u>73,438</u></u>

The financial statements were approved by the on .....

.....

D Woods

**Trustee**

Non-monetary assets

1. Land and buildings - leased at a peppercorn rent. Title vested in the Official Custodian for Charities.
2. Held for functional use by the charity -

Furniture and equipment in the hall, including kitchen equipment and china, all in good condition, some recently installed and the remainder up to 19 years old.

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET (CONTINUED)

AS AT 31 AUGUST 2023

### 1 Investments

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
Interest receivable	153	3	156	13

### 2 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	529	1,285
Prepayments and accrued income	4,229	3,313
	<u>4,758</u>	<u>4,598</u>

### 3 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors	53	45
Accruals and deferred income	6,982	6,566
	<u>7,035</u>	<u>6,611</u>

# **FOWLMERE RECREATION GROUND AND VILLAGE HALL INDEPENDENT EXAMINER'S REPORT**

I report to the on my examination of the financial statements of Fowlmere Recreation Ground and Village Hall (the Fowlmere Recreation Ground and Village Hall) for the year ended 31 August 2023.

## **Responsibilities and basis of report**

As the of the Fowlmere Recreation Ground and Village Hall you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Fowlmere Recreation Ground and Village Hall's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

## **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 Fowlmere Recreation Ground and Village Hall as required by section 130 of the 2011 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 content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than 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 financial statements to be reached.

UHY Hacker Young  
PO Box 501  
The Nexus Building  
Broadway  
Letchworth Garden City  
Herts  
SG6 9BL

Dated: .....

**FOWLMERE RECREATION GROUND AND VILLAGE HALL**

England & Wales - Charity number 284524

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# Accounts

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## **FOWLMERE RECREATION GROUND & VILLAGE HALL**

**Registered Charity No. 284524**

**Trustees' Annual Report**

**1 September 2021 - 31 August 2022**

### **Secretary to the Trustees**

Mrs Julie Fletcher, 21 Rycroft Lane, Fowlmere, SG8 7TT. Tel: 01763 208621  
Email: julie.fletcher1@btinternet.com

### **Names of Trustees**

Mrs Dorothy Woods	Chairman
Mrs Kay Davis	Vice Chairman
Mrs Julie Fletcher	Secretary
Mrs Jane Cryer	Treasurer
Mrs Dorothy Woods	Bookings Secretary
Mrs Carol Sims	
Mr Ken Ayre	
Mrs Deborah Roberts	

### **Sources of advice and support**

Cambridgeshire ACRE  
HCR Hewitsons Solicitors, Newmarket Road, Cambridge

### **Governance**

Fowlmere Recreation Ground & Village Hall was established as a charity by Trust Deed and Lease dated 2nd March 1982. The grounds were originally farmland and the Parish Council purchased the land from the local farmer.

The Lease is a full maintenance lease that the upkeep of the grounds is the responsibility of the Village Hall Management Committee. The VHMC pay an annual peppercorn rent to the Parish Council.

### **Appointment of Trustees**

The Trust Deed governs the appointment of the management of the charity

Six trustees are elected at the Annual General meeting held in October. There is no limit on the length of time elected trustees can serve.

In addition each regular user group can nominate one representative Trustee. The trustees form the Management Committee of the Recreation Ground and Village Hall which has the power to co-opt up to 6 members should this be necessary.

### **Policies and Procedures**

The VHMC have a number of Policies and Procedures in place. .  
These policies and procedures are updated each year, the Trustees agree any changes and adopt the policies

Bar protocol, Booking Officer Duties, Booking Procedure, Bouncy Castle conditions of hire, Building Access policy, Caravan procedure, Children & Vulnerable Adults policy, Energy & Environment Policy, Dogs on Recreation Ground policy, Equal opportunities policy, Finance policy, Fire risk policy, General Risk policy, General Data Protection policy, Health & Safety policy,

Hiring policy, Legionella Policy, Media & PR policy, Reserves Policy, Teenage Party Hire policy.

Copies of these policies and procedures are included in the Trustee's Welcome Pack

### **Hiring agreement**

Use of the Recreation Ground and Village Hall is the subject of Hiring/Booking form which must be signed by each hirer agreeing also to the Terms and Conditions which are issued at the time of booking and which identify the respective responsibilities of each party to the agreement.

### **Licences**

The hall has a Premises Licence (not including the sale of alcohol) Should hirers wish to sell alcohol they must apply for a Temporary Event Licence from SCDC, a copy of which is to be given to the Booking Officer before their event. The hall is licensed by the Performing Right Society for live and recorded music.

### **Risk Management**

**Insurance:** The village hall is insured by a Commercial Combined Insurance Policy with AVIVA.

Employer's Liability £10,000,000, Public Liability cover £5,000,000, Products Liability £5,000,000, Buildings £966,566, Greens/Playing Surfaces £58,569, Any Other Contents £27,147.

### **Building issues**

Portable electric appliances are PAT tested annually

The mains electrical installation is checked by a qualified engineer every 5 years

A Fire Risk Assessment is updated annually by the Committee's own nominated Trustee.

Fire extinguishers are inspected and serviced annually under contract with the supplier

Appointed Trustees carry out regular maintenance checks.

### **Objectives of the Charity**

Provisions of a Recreation Ground and Village Hall for the benefit of the inhabitants of the Parish of Fowlmere without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions.

Use of the village hall for meetings, events, classes and other forms of recreation with the object of improving the social conditions of the life of the inhabitants. The use of the Recreation Ground for sports including junior football and cricket and limited caravan clubs. Also, for recreational purposes using children's play equipment and our outside adult gym equipment.

The Trustees consider these objectives to be consistent with the Charity Commission guidance on providing for the public benefit.

### **Principal Activities in pursuit of the Objectives**

The hall is in use most days of the week for a variety of activities including Mother & Toddler playgroup, Badminton (2 different clubs), Pilates (two

different (classes), Ceroc Dancing, Indoor bowls, Aerobics, Craft group. Farmers' market, plus seasonal use of recreation ground for cricket training and matches and junior football training and matches.

### **Funding Strategy**

It is a strategy of the Trustees to manage the revenue of the facility on a self-financing basis. The contributions made by users of the hall and grounds achieve this. No funding is received from Fowlmere Parish Council

### **Volunteers' efforts**

In addition to the Trustees we have a dedicated group of volunteers who organise the Farmers' market monthly and also an outdoor production by Illyria each year.

### **2021/2022 achievements**

The Trustees work hard to make the hall and recreation ground attractive to potential users and measure their success by the range of users and the hall occupancy.

Trustees have carried out the following improvements: in the last year

- Installation of replacement fence on the exit road has now been completed and new LED lights fitted
- Following receipt of Energy Survey report, it was recommended that any lights that had not been changed to LED would be very beneficial to the village hall We applied for and were awarded a grant of £2,000 towards this work. The work has now been carried out.
- To complete refurbishment of Pavilion Room blinds have been fitted on the internal entrance doors and new curtains have been fitted and a ceiling mounted projector screen has been installed. The Pavilion Room is ideal for smaller parties and meetings.
- Work to the drains has been carried out
- The scooter park was installed
- New door fitted on sports storage area
- In addition to the fogging machine we purchased during lockdown, we have also purchased a professional steam cleaning machine to enable us to ensure all the floors are clean and so that we can regularly clean the carpet in the hall and lobby.

### **Reserves policy**

The Charity had £20,000 in the bank in unrestricted reserves at the end of the year. The cash is available to cover operating costs for one year.

The Trustees are responsible for the maintenance of the recreation ground and village hall and projects are carried out from revenue earned by bookings and events etc. They do not receive any money from the Parish precept.

### **Future plans**

The Trustees have a Development plan in place based on an urgency requirement and when funds are available.

Refurbishment of the ladies and gents toilets will commence early in January 2023. Thanks to Ion Science for their very generous donation of £10,000 towards this project and SCDC Community Chest for their donation of £2,000

The trustees received a grant from SCDC to carry out an Energy audit. This was carried out in July 2021. Subsequently the Trustees applied for the ZCC grant to replace all lighting to LED. A grant was received and this work has now been carried out.

**The Trustees declare that they have approved the trustees' report above**

**Signed on behalf of the charity's trustees**

**Signature:**

**Full Name: Mrs Dorothy Woods**

**Position: Chairman**

**Dated: November 2022**

**Audited accounts attached**

Charity Registration No. 284524

**FOWLMERE RECREATION GROUND AND VILLAGE HALL  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2022**

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## LEGAL AND ADMINISTRATIVE INFORMATION

---

<b>Chairman</b>	D Woods
<b>Secretary</b>	J Fletcher
<b>Charity number</b>	284524
<b>Principal address</b>	The Sycamores Chapel Lane Fowlmere Royston Herts SG8 7SB
<b>Independent examiner</b>	UHY Hacker Young PO Box 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## INDEPENDENT EXAMINER'S REPORT

---

I report to the on my examination of the financial statements of Fowlmere Recreation Ground and Village Hall (the Fowlmere Recreation Ground and Village Hall) for the year ended 31 August 2022.

### **Responsibilities and basis of report**

As the of the Fowlmere Recreation Ground and Village Hall you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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- 2 the financial statements do not accord with those records; or
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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 financial statements to be reached.

UHY Hacker Young

PO Box 501  
The Nexus Building  
Broadway  
Letchworth Garden City  
Herts  
SG6 9BL

Dated: 3 November 2022

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Receipts</b>					
Hire of hall:					
Commercial lettings		7,100	-	7,100	1,794
Caravan club		2,410	-	2,410	1,442
Functions		10,276		<b>10,276</b>	3,094
Fowlmere clubs:					
Badminton clubs		1,314	-	1,314	537
Bowls		687	-	687	-
Craft club		660	-	660	760
Friendship		153	-	153	34
Gardening		255	-	255	-
Mother and toddler		444	-	444	108
Kurling		240	-	240	-
Sports club		1,710	-	1,710	654
Sports group inc insurance		883	-	883	2,339
Interest - high interest deposit		13	-	13	13
Grants received		6,000	-	6,000	32,858
Fund raising events		4,113	-	4,113	1,560
Donations		15,006	-	15,006	487
Keys		-	2,622	2,622	2,400
<b>Total income</b>		<u>51,264</u>	<u>2,622</u>	<u>53,886</u>	<u>48,080</u>
<b>Expenditure</b>					
Insurance		(2,645)		(2,645)	(2,390)
Light, heat and water		(4,588)		(4,588)	(1,653)
Cleaning wages		(2,289)		(2,289)	(671)
General repairs and improvements		(10,380)		(10,380)	(17,823)
Electrical repairs		(3,980)		(3,980)	(765)
Ground works		(9,709)		(9,709)	(3,847)
Veolia		(757)		(757)	(721)
Consumables		(922)		(922)	(549)
Rent and licences		(477)		(477)	(682)
Administration and AGM expenses		(231)		(231)	(82)
Bookings telephone		(502)		(502)	(548)
Professional fees		(316)		(316)	(528)
Parish Council - Defibrillator		(4,000)		(4,000)	-
Printing, post and stationery		(130)		(130)	(77)
Boiler		(360)		(360)	(359)
Village hall rental		-	(883)	(883)	(654)
Repairs and equipment		-	(36)	(36)	(95)
<b>Total expenditure</b>		<u>41,286</u>	<u>919</u>	<u>42,205</u>	<u>31,444</u>
<b>Net movement in funds</b>		9,978	1,703	11,681	16,636
Fund balances at 1 September 2021		<u>52,965</u>	<u>8,792</u>	<u>61,757</u>	<u>45,121</u>
<b>Fund balances at 31 August 2022</b>		<u><u>62,943</u></u>	<u><u>10,495</u></u>	<u><u>73,438</u></u>	<u><u>61,757</u></u>

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET

AS AT 31 AUGUST 2022

---

	Notes	2022 £	£	£	2021 £
<b>Current assets</b>					
Debtors		4,598		2,607	
Cash at bank and in hand		75,451		65,409	
		<u>80,049</u>		<u>68,016</u>	
<b>Creditors: amounts falling due within one year</b>		<u>(6,611)</u>		<u>(6,259)</u>	
Net current assets			73,438		61,757
			<u><u>73,438</u></u>		<u><u>61,757</u></u>
<b>Income funds</b>					
Restricted funds			10,495		8,792
Unrestricted funds			62,943		52,965
			<u>73,438</u>		<u>61,757</u>
			<u><u>73,438</u></u>		<u><u>61,757</u></u>

The financial statements were approved by the on 27 October 2022

D Woods  
**Trustee**

Non-monetary assets

1. Land and buildings - leased at a peppercorn rent. Title vested in the Official Custodian for Charities.
2. Held for functional use by the charity -

Furniture and equipment in the hall, including kitchen equipment and china, all in good condition, some recently installed and the remainder up to 19 years old.

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET (CONTINUED)

AS AT 31 AUGUST 2022

### 1 Investments

	Unrestricted funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£
Interest receivable	13	-	13	13

### 2 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Trade debtors	1,285	-
Prepayments and accrued income	3,313	2,607
	<u>4,598</u>	<u>2,607</u>

### 3 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	45	154
Accruals and deferred income	6,566	6,105
	<u>6,611</u>	<u>6,259</u>

Charity Registration No. 284524

**FOWLMERE RECREATION GROUND AND VILLAGE HALL  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2022**

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Chairman</b>	D Woods
<b>Secretary</b>	J Fletcher
<b>Charity number</b>	284524
<b>Principal address</b>	The Sycamores Chapel Lane Fowlmere Royston Herts SG8 7SB
<b>Independent examiner</b>	UHY Hacker Young PO Box 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## INDEPENDENT EXAMINER'S REPORT

---

I report to the on my examination of the financial statements of Fowlmere Recreation Ground and Village Hall (the Fowlmere Recreation Ground and Village Hall) for the year ended 31 August 2022.

### **Responsibilities and basis of report**

As the of the Fowlmere Recreation Ground and Village Hall you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Fowlmere Recreation Ground and Village Hall's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 Fowlmere Recreation Ground and Village Hall as required by section 130 of the 2011 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 content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than 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 financial statements to be reached.

UHY Hacker Young

PO Box 501  
The Nexus Building  
Broadway  
Letchworth Garden City  
Herts  
SG6 9BL

Dated: 3 November 2022

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Receipts</b>				
Hire of hall:				
Commercial lettings	7,100	-	7,100	1,794
Caravan club	2,410	-	2,410	1,442
Functions	10,276		<b>10,276</b>	3,094
Fowlmere clubs:				
Badminton clubs	1,314	-	1,314	537
Bowls	687	-	687	-
Craft club	660	-	660	760
Friendship	153	-	153	34
Gardening	255	-	255	-
Mother and toddler	444	-	444	108
Kurling	240	-	240	-
Sports club	1,710	-	1,710	654
Sports group inc insurance	883	-	883	2,339
Interest - high interest deposit	13	-	13	13
Grants received	6,000	-	6,000	32,858
Fund raising events	4,113	-	4,113	1,560
Donations	15,006	-	15,006	487
Keys	-	2,622	2,622	2,400
<b>Total income</b>	<b>51,264</b>	<b>2,622</b>	<b>53,886</b>	<b>48,080</b>
<b>Expenditure</b>				
Insurance	(2,645)		(2,645)	(2,390)
Light, heat and water	(4,588)		(4,588)	(1,653)
Cleaning wages	(2,289)		(2,289)	(671)
General repairs and improvements	(10,380)		(10,380)	(17,823)
Electrical repairs	(3,980)		(3,980)	(765)
Ground works	(9,709)		(9,709)	(3,847)
Veolia	(757)		(757)	(721)
Consumables	(922)		(922)	(549)
Rent and licences	(477)		(477)	(682)
Administration and AGM expenses	(231)		(231)	(82)
Bookings telephone	(502)		(502)	(548)
Professional fees	(316)		(316)	(528)
Parish Council - Defibrillator	(4,000)		(4,000)	-
Printing, post and stationery	(130)		(130)	(77)
Boiler	(360)		(360)	(359)
Village hall rental	-	(883)	(883)	(654)
Repairs and equipment	-	(36)	(36)	(95)
<b>Total expenditure</b>	<b>41,286</b>	<b>919</b>	<b>42,205</b>	<b>31,444</b>
<b>Net movement in funds</b>	<b>9,978</b>	<b>1,703</b>	<b>11,681</b>	<b>16,636</b>
Fund balances at 1 September 2021	52,965	8,792	61,757	45,121
<b>Fund balances at 31 August 2022</b>	<b>62,943</b>	<b>10,495</b>	<b>73,438</b>	<b>61,757</b>

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET

AS AT 31 AUGUST 2022

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	Notes	2022 £	£	£	2021 £
<b>Current assets</b>					
Debtors		4,598		2,607	
Cash at bank and in hand		75,451		65,409	
		<u>80,049</u>		<u>68,016</u>	
<b>Creditors: amounts falling due within one year</b>		<u>(6,611)</u>		<u>(6,259)</u>	
Net current assets			73,438		61,757
			<u><u>73,438</u></u>		<u><u>61,757</u></u>
<b>Income funds</b>					
Restricted funds			10,495		8,792
Unrestricted funds			62,943		52,965
			<u>73,438</u>		<u>61,757</u>
			<u><u>73,438</u></u>		<u><u>61,757</u></u>

The financial statements were approved by the on 27 October 2022

D Woods  
**Trustee**

Non-monetary assets

1. Land and buildings - leased at a peppercorn rent. Title vested in the Official Custodian for Charities.
2. Held for functional use by the charity -

Furniture and equipment in the hall, including kitchen equipment and china, all in good condition, some recently installed and the remainder up to 19 years old.

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET (CONTINUED)

AS AT 31 AUGUST 2022

### 1 Investments

	Unrestricted funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£
Interest receivable	13	-	13	13

### 2 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Trade debtors	1,285	-
Prepayments and accrued income	3,313	2,607
	<u>4,598</u>	<u>2,607</u>

### 3 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	45	154
Accruals and deferred income	6,566	6,105
	<u>6,611</u>	<u>6,259</u>

**FOWLMERE RECREATION GROUND AND VILLAGE HALL**

England & Wales - Charity number 284524

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# Accounts

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**Secretary to the Trustees**

Mrs Julie Fletcher, 21 Rycroft Lane, Fowlmere, SG8 7TT. Tel: 01763 208621  
Email: julie.fletcher1@btinternet.com

**Names of Trustees**

Mrs Dorothy Woods	Chairman
Mrs Kay Davis	Vice Chairman
Mrs Julie Fletcher	Secretary
Mrs Jane Cryer	Treasurer
Mrs Dorothy Woods	Bookings Secretary
Mrs Brenda Wood	
Mrs Carol Sims	
Mr Ken Ayre	

**Sources of advice and support**

Cambridgeshire ACRE  
HCR Hewitsons Solicitors, Newmarket Road, Cambridge

**Governance**

Fowlmere Recreation Ground & Village Hall was established as a charity by Trust Deed and Lease dated 2nd March 1982.

The Lease is a full maintenance lease stating that the upkeep of the grounds is the responsibility of the Village Hall Management Committee. The VHMC pay an annual peppercorn rent to the Parish Council.

**Appointment of Trustees**

The Trust Deed governs the appointment of the management of the charity

Six trustees are elected at the Annual General meeting held in October. There is no limit on the length of time elected trustees can serve.

In addition each regular user group can nominate one representative Trustee. The trustees form the Management Committee of the Recreation Ground and Village Hall which has the power to co-opt up to 6 members

**Policies and Procedures**

The VHMC have a number of Policies and Procedures in place. .

These policies and procedures are updated each year, the Trustees agree any changes and adopt the policies

Bar protocol, Booking Officer Duties, Booking Procedure, Bouncy Castle conditions of hire, Building Access policy, Caravan procedure, Children & Vulnerable Adults policy, Energy & Environment Policy, Dogs on Recreation Ground policy, Equal opportunities policy, Finance

Copies of these policies and procedures are included in the Trustee's Welcome Pack

### **Hiring agreement**

Use of the Recreation Ground and Village Hall is the subject of Hiring/Booking form which must be signed by each hirer agreeing also to the Terms and Conditions which are issued at the time of booking and which identify the respective responsibilities of each party to the agreement.

### **Licences**

The hall has a Premises Licence (not including the sale of alcohol) Should hirers wish to sell alcohol they must apply for a Temporary Event Licence from SCDC, a copy of which is to be given to the Booking Officer before their event. The hall is licensed by the Performing Right Society for live and recorded music.

### **Risk Management**

#### **Insurance**

The village hall is insured by a Commercial Combined Insurance Policy with AVIVA. Employer's Liability £10,000,000, Public Liability cover £5,000,000, Products Liability £5,000,000, Buildings £872,911, Greens/Playing Surfaces £52,894, Any Other Contents £25,000

#### **Building issues**

Portable electric appliances are PAT tested annually

The mains electrical installation is checked by a qualified engineer every 5 years

A Fire Risk Assessment is updated annually by the Committee's own nominated Trustee.

Fire extinguishers are inspected and serviced annually under contract with the supplier

Appointed Trustees carry out regular maintenance checks.

#### **Objectives of the Charity**

Provisions of a Recreation Ground and Village Hall for the benefit of the inhabitants of the Parish of Fowlmere without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions.

Use of the village hall for meetings, events, classes and other forms of recreation with the object of improving the social conditions of the life of the inhabitants. The use of the Recreation Ground for sports including junior football and cricket and limited caravan clubs. Also, for recreational purposes using children's play equipment and our outside adult gym equipment.

The Trustees consider these objectives to be consistent with the Charity Commission guidance on providing for the public benefit.

#### **Principal Activities in pursuit of the Objectives**

The hall is in use most days of the week for a variety of activities including Mother & Toddler playgroup, Badminton (2 different clubs), Pilates (two different (classes), Ceroe Dancing, Ballroom dancing, Indoor bowls, Indoor Kurling, Aerobics, Beading craft group. Farmers'

market, plus seasonal use of recreation ground for cricket training and matches and junior football training and matches.

### **Funding Strategy**

It is a strategy of the Trustees to manage the revenue of the facility on a self-financing basis. The contributions made by users of the hall and grounds achieve this

### **Volunteers' efforts**

In addition to the Trustees we have a dedicated group of volunteers who organise the Farmers' market monthly and also an outdoor production by Illyria each year.

### **2020/2021 achievements**

The Trustees work hard to make the hall and recreation ground attractive to potential users and measure their success by the range of users and the hall occupancy.

In late 2019 through to June 2021 there was minimum occupancy due to the Covid 19 Pandemic. However in that period the Trustees managed to carry out the following improvements:

- Refurbishment work in the changing rooms is now completed (We thank the PC for their grant towards the plumbing work and SCDC for their grant towards this work).
- Removal of the vast amount of redundant pipework. Ensuring that there is a hot water supply to all taps in the hall.
- The hall floor and meeting room floor have been re-sanded and polished. The badminton courts have been re-marked.
- The entrance to the rear car park has been re-gravelled and the rear car park has been levelled and gravelled making more room for parking.
- New wine glasses and cutlery have been purchased to ensure that we can offer these for weddings and larger events and parties.
- 2 new cupboards fitted in the bar area for storage. A large cupboard has been purchased for archiving of documentation
- A Fire door has been fitted in the Pavilion Room kitchen
- The carpets have been professionally cleaned in the hall and lobby
- The gaps in the entrance road have been planted with hedging.
- Lights in kitchen replaced by economical LED fittings.
- New fridge/freezer purchased.
- Ladies and gents' toilets have been decorated and new floor covering fitted in the gent's toilet.
- New timer for the exit road lights has been fitted.
- New stainless steel pedal bins purchased to replace old plastic bins throughout the facility.
- New blind fitted in the Pavilion Room exit door and new curtain rails fitted

- Remote access system fitted for setting heating
- Knee high fence around recreation ground installed
- New baby changing unit in disabled toilet
- New fence on the exit road is on order but we are awaiting delivery of the materials now expected in November
- 'Fogging machine' purchased to ensure complete sanitisation of village hall
- Pavilion room further refurbished with new laminate flooring (we thank Melbourn Flooring for fitting the flooring free of charge). Electric sockets installed including USB points and new LED ceiling lights fitted. Also completely redecorated. New curtains are on order.
- Path alongside Pavilion Room has been re-laid

### **Reserves policy**

The Charity had £20,000 in the bank in unrestricted reserves at the end of the year. The cash is available to cover operating costs for one year.

The Trustees are responsible for the maintenance of the recreation ground and village hall and projects are carried out from revenue earned by bookings and events etc.

### **Future plans**

The Trustees have a Development action list in place based on an urgency requirement and when funds are available. They also have a 3 year Development Plan for larger projects.

The trustees received a grant from SCDC to carry out an Energy audit. This was carried out in July 2021 and the Trustees still await the report from this survey in order to assess what further measures need to be taken.

**The Trustees declare that they have approved the trustees' report above**

**Signed on behalf of the charity's trustees**

**Signature:**

**Full Name: Mrs Dorothy Woods**

**Position: Chairman**

**Dated: November 2021**

## INDEPENDENT EXAMINER'S REPORT

---

I report to the on my examination of the financial statements of Fowlmere Recreation Ground and Village Hall (the Fowlmere Recreation Ground and Village Hall) for the year ended 31 August 2021.

### Responsibilities and basis of report

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### Independent examiner's statement

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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 financial statements to be reached.

UHY Hacker Young

PO Box 501  
The Nexus Building  
Broadway  
Letchworth Garden City  
Herts  
SG6 9BL

Dated: .....

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 AUGUST 2021**

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>Receipts</b>					
Hire of hall:					
Commercial lettings		1,794	-	1,794	4,029
Caravan club		1,442	-	1,442	1,133
Functions		3,094		3,094	7,642
Fowimere clubs:					
Badminton clubs		537	-	537	729
Bowls		-	-	-	1,012
Budding beaders		760	-	760	500
Friendship		34	-	34	119
Gardening		-	-	-	166
Mother and toddler		108	-	108	288
Sports club		654	-	654	638
Sports group inc insurance		2,339	-	2,339	1,300
Interest - high interest deposit		12	1	13	143
Grants received		32,858	-	32,858	28,000
Fund raising events		1,560	-	1,560	3,312
Donations		487	-	487	985
Keys		-	2,400	2,400	1,159
<b>Total income</b>		<b>45,679</b>	<b>2,401</b>	<b>48,080</b>	<b>51,155</b>
<b>Expenditure</b>					
Insurance		(2,390)		(2,390)	(2,195)
Light, heat and water		(1,653)		(1,653)	(2,426)
Cleaning wages		(671)		(671)	(2,556)
General repairs and improvements		(17,823)		(17,823)	(22,771)
Electrical repairs		(765)		(765)	(747)
Ground works		(3,847)		(3,847)	(6,000)
Veolia		(721)		(721)	(1,754)
Consumables		(549)		(549)	(935)
Rent and licences		(682)		(682)	(942)
Administration and AGM expenses		(82)		(82)	(365)
Bookings telephone		(548)		(548)	(885)
Professional fees		(528)		(528)	(77)
Printing, post and stationery		(77)		(77)	(320)
Boiler		(359)		(359)	(359)
Village hall rental		-	(654)	(654)	(637)
Repairs and equipment		-	(95)	(95)	(200)
<b>Total expenditure</b>		<b>30,695</b>	<b>749</b>	<b>31,444</b>	<b>43,169</b>
<b>Net movement in funds</b>		<b>14,984</b>	<b>1,652</b>	<b>16,636</b>	<b>8,012</b>
Fund balances at 1 September 2020		37,981	7,140	45,121	37,109
<b>Fund balances at 31 August 2021</b>		<b>52,965</b>	<b>8,792</b>	<b>61,757</b>	<b>45,121</b>

Charity Registration No. 284524

**FOWLMERE RECREATION GROUND AND VILLAGE HALL**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## LEGAL AND ADMINISTRATIVE INFORMATION

---

<b>Chairman</b>	D Woods
<b>Secretary</b>	J Fletcher
<b>Charity number</b>	284524
<b>Principal address</b>	The Sycamores Chapel Lane Fowlmere Royston Herts SG8 7SB
<b>Independent examiner</b>	UHY Hacker Young PO Box 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

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# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## INDEPENDENT EXAMINER'S REPORT

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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 financial statements to be reached.

UHY Hacker Young

PO Box 501  
The Nexus Building  
Broadway  
Letchworth Garden City  
Herts  
SG6 9BL

Dated: 4 November 2020

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2020

Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<b>Receipts</b>				
Hire of hall:				
Commercial lettings	4,029	-	4,029	6,681
Caravan club	1,133	-	1,133	3,030
Functions	7,642		<b>7,642</b>	11,683
Fowlmere clubs:				
Badminton clubs	729	-	729	1,369
Bowls	1,012	-	1,012	1,692
Budding beaders	500	-	500	940
Friendship	119	-	119	187
Gardening	166	-	166	128
Mother and toddler	288	-	288	480
Sports club	638	-	638	596
Sports group inc insurance	1,300	-	1,300	1,007
Interest - high interest deposit	138	5	143	121
Grants received	28,000	-	28,000	-
Fund raising events	3,312	-	3,312	3,896
Donations	985	-	985	630
Keys	26	1,159	1,185	1,658
<b>Total income</b>	<b>50,017</b>	<b>1,164</b>	<b>51,181</b>	<b>34,098</b>
<b>Expenditure</b>				
Insurance	(2,195)		(2,195)	(2,114)
Light, heat and water	(2,426)		(2,426)	(2,506)
Cleaning wages	(2,556)		(2,556)	(2,808)
General repairs and improvements	(22,771)		(22,771)	(11,669)
Electrical repairs	(747)		(747)	(3,206)
Ground works	(6,000)		(6,000)	(2,967)
Veolia	(1,754)		(1,754)	(1,510)
Consumables	(935)		(935)	(1,012)
Rent and licences	(942)		(942)	(866)
Administration and AGM expenses	(365)		(365)	(402)
Bookings telephone	(885)		(885)	(783)
Professional fees	(77)		(77)	(1,074)
Refunds	-		-	(550)
Printing, post and stationery	(320)		(320)	(193)
Boiler	(359)		(359)	(353)
Village hall rental	-	(637)	(637)	(596)
Repairs and equipment	-	(200)	(200)	-
<b>Total expenditure</b>	<b>42,332</b>	<b>837</b>	<b>43,169</b>	<b>32,609</b>
<b>Net movement in funds</b>	<b>7,685</b>	<b>327</b>	<b>8,012</b>	<b>1,489</b>
Fund balances at 1 September 2019	30,296	6,813	37,109	35,620
<b>Fund balances at 31 August 2020</b>	<b>37,981</b>	<b>7,140</b>	<b>45,121</b>	<b>37,109</b>

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET

AS AT 31 AUGUST 2020

---

	Notes	2020 £	£	2019 £	£
<b>Current assets</b>					
Debtors		3,070		2,591	
Cash at bank and in hand		47,323		39,680	
		<u>50,393</u>		<u>42,271</u>	
<b>Creditors: amounts falling due within one year</b>		<u>(5,272)</u>		<u>(5,162)</u>	
Net current assets			45,121		37,109
			<u>45,121</u>		<u>37,109</u>
<b>Income funds</b>					
Restricted funds			7,140		6,813
Unrestricted funds			37,981		30,296
			<u>45,121</u>		<u>37,109</u>

The financial statements were approved by the on 4 November 2020

D Woods  
**Trustee**

Non-monetary assets

1. Land and buildings - leased at a peppercorn rent. Title vested in the Official Custodian for Charities.
2. Held for functional use by the charity -

Furniture and equipment in the hall, including kitchen equipment and china, all in good condition, some recently installed and the remainder up to 19 years old.

# FOWLMERE RECREATION GROUND AND VILLAGE HALL

## BALANCE SHEET (CONTINUED)

AS AT 31 AUGUST 2020

### 1 Investments

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
Interest receivable	138	5	143	121

### 2 Employees

There was one employee during the year.

### 3 Debtors

	2020	2019
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	220	-
Prepayments and accrued income	2,850	2,591
	<u>3,070</u>	<u>2,591</u>

### 4 Creditors: amounts falling due within one year

	2020	2019
	£	£
Other creditors	139	254
Accruals and deferred income	5,133	4,908
	<u>5,272</u>	<u>5,162</u>

# **FOWLMERE RECREATION GROUND AND VILLAGE HALL**

## **INDEPENDENT EXAMINER'S REPORT**

I report to the on my examination of the financial statements of Fowlmere Recreation Ground and Village Hall (the Fowlmere Recreation Ground and Village Hall) for the year ended 31 August 2020.

### **Responsibilities and basis of report**

As the of the Fowlmere Recreation Ground and Village Hall you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Fowlmere Recreation Ground and Village Hall's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 Fowlmere Recreation Ground and Village Hall as required by section 130 of the 2011 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 content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than 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 financial statements to be reached.

UHY Hacker Young

PO Box 501  
The Nexus Building  
Broadway  
Letchworth Garden City  
Herts  
SG6 9BL

Dated: 4 November 202