

HANNA'S FIELD CHARITY

England & Wales · Charity number 286877

Details

Status Registered

Legal form Other

Registered 1983-05-06

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

Contact

Address 2 Clinton Close
East Hanningfield
Chelmsford
CM3 8AZ

Phone 07796867771

Email HannasField@icloud.com

Website <https://e-voice.org.uk/hannasfield/>

Activities

Objects: VILLAGE HALL AND PLAYING FIELD FOR THE USE AN BENEFIT OF THE INHABITANTS OF THE PARISH OF EAST HANNINGFIELD IN THE COUNTY OF ESSEX WITHOUT DISTINCTION OF POLITICAL RELIGIOUS OR OTHER OPINIONS INCLUDING USE FOR MEETINGS LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE TIME OCCUPATIONS WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: The Charity acts in the Parish Of East Hanningfield near Chelmsford. The Charity's Trust Deed sets out the aims of the Charity, which are to manage and develop the Village Hall and Playing Fields for the benefit of the residents of the Parish

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** PARISH OF EAST HANNINGFIELD
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£52,041	£49,493	-	-
2023-12-31	£54,010	£54,933	-	-
2022-12-31	£46,766	£48,981	-	-
2021-12-31	£46,294	£36,265	-	-
2020-12-31	£31,720	£32,590	-	-

Trustees

Name	Role	Appointed
JENNY MOUSER	Chair	
DAVID BELL		2016-10-19
FIONA WARD		
JACKIE FEEHAN		
MALCOLM EDWARD		2012-06-22
MALCOLM THOMAS		2021-01-12
MICHAEL PLUMRIDGE		
Wendy Thomas		2019-09-11

HANNA'S FIELD CHARITY

England & Wales - Charity number 286877

Accounts

**TRUSTEES ANNUAL REPORT
FOR THE PERIOD
1st January 2024 to 31st December 2024**

REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: Hanna's Field Charity

OTHER NAMES CHARITY IS KNOWN BY: None

REGISTERED CHARITY NUMBER: 286877

CHARITY'S PRINCIPAL ADDRESS: C/O Honorary Treasurer,
2, Clinton Close,
East Hanningfield,
Chelmsford Essex,
CM3 8AZ

NAMES OF TRUSTEES WHO MANAGE THE CHARITY:

	Trustee Name	Office	Date acted	Status
1.	Ms Jenny Mouser	Chairman	All of 2024	Elected
2.	Mr David Bell	Vice Chairman	All of 2024	Elected
3.	Mr Michael Plumridge	Treasurer	All of 2024	Elected
4.	Ms Wendy Thomas	Secretary	All of 2024	Elected
5.	Mr Malcolm Edward	-	All of 2024	Elected
6.	Ms Fiona Ward	-	All of 2024	Elected
7.	Ms Jackie Feehan	-	All of 2024	Elected
8.	Mr Malcom Thomas	-	All of 2024	Rep. (Custodian Trustee)
9.	Ms Diane Batt	-	All of 2024	Representative
10.	Ms Rachel Lambert	-	All of 2024	Representative
11.	Mr Greg Pether	-	From April 2024	Representative

NAMES OF THE TUSTEES FOR THE CHARITY continued:

Name	Dates Acted
East Hanningfield Parish Council (Custodian Trustees)	All of 2024

NAMES AND ADDRESSES OF ADVISORS:

Type of Advisor	Address
Solicitor	Birkett Long Solicitors, Amphora Place, 1 Sheepen Road, Colchester, Essex. CO3 3WG

NAME OF CHIEF EXECUTIVE OR SENIOR STAFF MEMBERS:

Not applicable

STRUCTURE GOVERNANCE AND MANAGEMENT

DESCRIPTION OF THE CHARITY'S TRUSTS:

Type of Governing Document	Declaration of Trust
How Is The Charity Constituted	By Trust Deed
Trustee Selection Methods	By election, and as representative members of (up to 12) village organisations

ADDITIONAL GOVERNANCE ISSUES:

Trustee's Consideration of major risks and the system and procedures to manage them:

The trustees keep consideration of major risks under review, and carry insurance accordingly, including trustee/employee and public liability.

The Play Area and Field Equipment such as Sports Wall, Football Goals and Youth Shelter are inspected by ROSPA and checked monthly.

The Hall's electrical equipment, fire detection system and fire extinguishers are inspected annually.

The field and trees around field are inspected annually for condition and dead trees/branches removed if considered a hazard.

OBJECTIVES AND ACTIVITIES:

SUMMARY OF THE OBJECTS OF THE CHARITY SET OUT IN ITS GOVERNING DOCUMENT:

To hold the piece of land described as "Hanna's Field", including the Village Hall built there on, in trust for the use of the inhabitants of East Hanningfield.

SUMMARY OF THE MAIN ACTIVITIES IN RELATION TO THESE OBJECTS:

The main objects of the Trust are:

- a) Provision of sports, educational and recreation facilities for the local community.
- b) Provision of premises for the local Village Post Office and Shop to serve the community.

ADDITIONAL OBJECTIVES AND ACTIVITIES:

Contribution made by volunteers: The Charity is managed by volunteers who organise activities and oversee the resources of the organisation.

The Trustees are satisfied that the Charity meets the Charity Commission's requirements in the provision of public benefit as defined by its Trust Deed.

ACHIEVEMENTS AND PERFORMANCE

SUMMARY OF THE MAIN ACHIEVEMENTS DURING THE YEAR:

The Charity works with the help of East Hanningfield Parish Council as Custodian Trustees to achieve the Charity's objective of maintaining and improving the hall and playing field facilities for use by the parishioners of East Hanningfield, and wider local community generally.

During the period covered by this report (2024) the Charity's income from hirers has finally returned to a level comparable with times before the Covid 19 pandemic and encouraged by the Committee's efforts in supporting new and existing Hall activities.

Fundraising events on Hanna's Field and, in the Hall continued in 2024 with the annual Village Fete in July, quarterly book sales in the Hall, and the annual Art Exhibition in early October. The Fireworks & Halloween fundraising event in October was paused in 2024 to allow the Charity fund raising committee to decide whether it was worth continuing with the event after a noticeable fall in its profitability in 2023.

The Book Sales in the Hall, and the Village Fete events were organised with the support of All Saints Parochial Church Council and profits shared equally.

The Charity managed to complete important improvements and tasks over the year, in particular:

- The installation of a large-scale Solar Photo Voltaic (PV) Panel system on the Hall roof to supply free energy to the Hall, including the Village Shop and reduce our carbon footprint and energy costs.
- Replacement of the Hall's failing mains power distribution board.
- Changes to install timers on external lights to reduce energy use at night.
- Evaluation of energy suppliers prior to transfer of Hall's energy supply to Octopus.
- Resurfacing of the Village Hall overflow carpark with 20 tons of granite chip.
- Tarmac repairs to the main carpark including a refresh of parking bay marking.
- Redecoration of Small Hall and Kitchen to improve user's experience.
- Creation of a new Village Hall website to replace previous website hosted on Parish Council's website.
- Transition of the Charity's accounts from spreadsheet-based accounts to a professional accounting software package (Xero) with the help of a professional accountant.
- The Village Hall's, community shop/post office continues to be well supported. Under the present Hall shop/post office 7-year lease signed with the tenant in 2022 the lease will not need to be renegotiated with the incumbent tenant until 2029. The shop now receives the benefit of its electricity supply from the Hall at a preferential rate reflecting savings the Charity has achieved with roof solar panel.

FINANCIAL REVIEW

BRIEF STATEMENT OF THE CHARITY'S POLICY ON RESERVES:

The Charity aims to maintain a flexible reserve, available to cover the cost of unforeseen problems and new initiatives whilst still supporting replacement of equipment approaching end of life in the Village Hall, the Community Shop/post office in the Hall and Playing Field equipment.

The free reserves at the end of 2024 stand at £35,002 compared to £40,506 at the end of 2023 a deficit of approximate £5,500 as a result of investment in Solar Panels for the Hall roof.

DETAILS OF FUNDS MATERIALLY DEFICIT:

None.

FURTHER FINANCIAL REVIEW DETAILS:

The resources of the Charity consist of the hire of facilities, fund raising, Post Office/Shop rental, and periodic receipts of grants for specific projects or needs. Funds are expended on maintaining the hall and field facilities, and sometimes with the aid of grants, the improvement thereof. See the Charity's Financial Report attached with this report.

The installation of the new solar panels is helping help negate the worst of the impact of ongoing energy price rises in 2024 but will require a continuing evaluation of energy providers in 2025 to find the best possible deal for both incoming supply from the grid as well as the sale of surplus energy. The present decision to sell surplus energy to a utility company rather than purchase a battery to store it may need review in future if this option becomes more cost effective.

The experience with the Covid pandemic in 2021 to 2022 highlighted the need for Village Halls to allow adequate reserves. The Rural Community Council of Essex (RCCE) subsequently recommended Village Halls trustees should consider maintaining a general reserve of 6 months operating costs to cover unforeseen income and expenditure issues; emergency repairs and known future needs such as equipment replacement or refurbishment.

Based on the Charity's 2024 accounts and last year's operating costs, the Charity have agreed the figure of £20,000 as a general reserve. The trustees believe this is an appropriate figure to maintain using £15,000 to cover a major repair and £5,000 for loss of a major hirer such as Preschool.

Where there is a particular purpose or project that requires funds to be earmarked over time, a designated reserve may also be identified separately from the general reserve and will be cancelled when the object of the designation no longer exists, and the funds used or returned to the Charity's general reserve. The Charity has a number of priorities for 2025 and beyond. The most urgent one is the replacement of a significant proportion of the Play Area equipment which is approaching the end of its life. In addition, the Charity needs to refloor the Hall entrance foyer corridor and add a canopy over the front entrance. The Charity has therefore designated from its reserves £10,000 towards new Play Area equipment, £3000 for flooring and £2,000 towards an external entrance canopy. Timescales for completion of these priorities will depend on the success of the Charity's fundraising efforts and grant applications in 2025.

There are other less urgent improvements that have been identified for when effort and funding allow. In no order of priority these are:

- Promotional video for the Charity website to showcase the Hall's facilities for hire and activities that take place.
- Repaint Hall South and West wall cladding for sun damage.
- Hard track grass verge at side of Hall to allow vehicle access in wet weather
- Add additional sun awning for Preschool Play Area.

- Trim Trail around the field.
- Resurface Sports Courts with astro turf for 5-side football?
- Install Skateboard ramps and half pipes (perhaps on where sports courts are?)
- Relay BMX Track.

A long-term aim remains to create a Community Suite function room above the Small Hall if and when suitable grant funding source becomes available.

The current level of cash resources does not at present justify a long-term investment policy given the nature of ongoing Hall and Field improvements and cost and need to maintain a reserve to cover the unforeseen.

OTHER OPTIONAL INFORMATION:

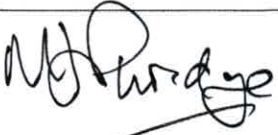
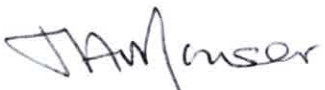
The Village Hall's, community shop/post office continues to be well supported. Under the present Hall shop/post office 7-year lease signed with the tenant in 2022 the lease will not need to be renegotiated with the incumbent tenant until 2029.

The Charity main banking services are provided by the Charity Aid Foundation (CAF) Bank and has done so for some time. There may be better options in terms of community banking and standard of services, rates and account charges and we should take time in future to review the present provider.

DECLARATION

The Trustees declare that they have approved the Trustees Report above.

Signed on behalf of the Charity's Trustees:

Signature(s) Date	 17.06.25	 21/6/2025
Full Names	Michael Plumridge	Jenny Mouser
Position	Treasurer	Chairperson

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT
For the Year Ended 31 December 2024

	Notes	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Income from							
Donations & Legacies	3	-	-	-	585	-	585
Charitable Activities	4	29,913	17,000	46,913	30,039	-	30,039
Other Trading Activities	5	17,680	-	17,680	22,601	-	22,601
Investment Income	6	663	-	663	672	-	672
Other Income	7	3,785	-	3,785	112	-	112
Total Income		52,041	17,000	69,041	54,009	-	54,009
Expenditure on							
Raising Funds	8	5,435	-	5,435	8,177	-	8,177
Charitable Activities	9	44,058	25,052	69,110	46,755	950	47,705
Total Expenditure		49,493	25,052	74,545	54,932	950	55,882
Net Income		2,548	(8,052)	(5,504)	(923)	(950)	(1,873)
Transfers Between Funds	14	(8,052)	8,052	-	-	-	-
Net Movement in Funds		(5,504)	-	(5,504)	(923)	(950)	(1,873)
Reconciliation of Funds							
Total Funds Brought Forward	14	40,506	-	40,506	41,429	950	42,379
Total Funds Carried Forward	14	35,002	-	35,002	40,506	-	40,506

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure is derived from continuing activities.

BALANCE SHEET
As at 31 December 2024

	Notes	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Current assets							
Debtors	12	4,667	-	4,667	2,108	-	2,108
Cash at bank and in hand		<u>36,287</u>	<u>-</u>	<u>36,287</u>	<u>39,209</u>	<u>-</u>	<u>39,209</u>
		40,954	-	40,954	41,317	-	41,317
Creditors							
Amounts falling due within one year	13	<u>(5,952)</u>	<u>-</u>	<u>(5,952)</u>	<u>(811)</u>	<u>-</u>	<u>(811)</u>
Net assets		<u>35,002</u>	<u>-</u>	<u>35,002</u>	<u>40,506</u>	<u>-</u>	<u>40,506</u>

The attached notes for part of these accounts.

The financial statements were approved by the Board of Trustees and were signed on its behalf by:


 Jenny Mouser - Chair of the Trustees

21/6/2025
 Date

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31 December 2024

1. Statutory Information

Hanna's Field Charity registered charity number, registered office and the nature of its activities can be found in the Trustees Report. The presentation currency of the financial statements is Pounds Sterling (£)

2. Accounting policies

Basis of preparing the financial statements

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: 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) effective from 1 January 2019 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Critical accounting judgements and key sources of estimation uncertainty

No critical accounting judgements have been made in the process of applying the accounting policies below.

There are no key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Volunteers

The contribution of unpaid volunteers cannot be measured reliably. Therefore, the contribution of volunteers is not included as income in the financial statements.

Trading activities

Income from trading activities includes income earned from trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Charitable Activities

The charity occasionally receives grants in respect of agreed projects. Income from grants is recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and governance costs. They are incurred directly in support of expenditure on the objects of the charity and include project management. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31 December 2024

2. Accounting policies - continued

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. The cost of raising and administering such funds are charged against the specific fund.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Debtors and creditors

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

3. Donations & Legacies

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Donations	-	-	-	585	-	585

2022 donations included a £10K donation from the sale of WI land

4. Income from Charitable Activities

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Grants Received	-	17,000	17,000	-	-	-
Hall, Storage & Field	29,913	-	29,913	30,039	-	30,039
	<u>29,913</u>	<u>17,000</u>	<u>46,913</u>	<u>30,039</u>	<u>-</u>	<u>30,039</u>

5. Income from Other Trading Activities

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Post Office shop rental	6,986	-	6,986	6,550	-	6,550
Fete	4,562	-	4,562	6,281	-	6,281
Fireworks	-	-	-	3,155	-	3,155
Art show	5,991	-	5,991	6,549	-	6,549
Book Sale	141	-	141	66	-	66
	<u>17,680</u>	<u>-</u>	<u>17,680</u>	<u>22,601</u>	<u>-</u>	<u>22,601</u>

Post office rental includes recharges re electric consumed.

6. Investment Income

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Bank interest receivable	663	-	663	672	-	672

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31 December 2024

7. Other Income

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Insurance claim	-	-	-	112	-	112
Income from sale of electric	3,785	-	3,785	-	-	-
	3,785	-	3,785	112	-	112

8. Expenditure on Raising Funds

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Fete	1,399	-	1,399	2,089	-	2,089
Fireworks	-	-	-	1,781	-	1,781
Art show	3,808	-	3,808	3,968	-	3,968
Book sale	-	-	-	-	-	-
	5,207	-	5,207	7,838	-	7,838
Share of support costs (see note 7)	192	-	192	264	-	264
Share of governance costs (see note 7)	36	-	36	75	-	75
	5,435	-	5,207	8,177	-	8,177

9. Expenditure on Charitable Activities

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Staff costs incl holiday cover	12,660	-	12,660	10,414	-	10,414
Cleaning consumables	987	-	987	1,682	-	1,682
Utilities	7,039	-	7,039	7,652	63	7,715
Insurance	1,869	-	1,869	1,557	-	1,557
Maintenance, repairs & safety inspections	17,159	-	17,159	7,021	-	7,021
Building enhancements	-	25,052	25,052	14,117	-	14,117
Charitable donations made to share fundraised profits	1,444	-	1,444	2,331	-	2,331
Grant funds returned	-	-	-	-	887	887
	41,158	25,052	66,210	44,774	950	45,724
Share of support costs (see note 10)	2,436	-	2,436	1,541	-	1,541
Share of governance costs (see note 10)	464	-	464	440	-	440
	44,058	25,052	69,110	46,755	950	47,705

10. Support Costs

	Support Costs £	Governance Costs £	2024 Total Funds £	Support Costs £	Governance Costs £	2023 Total Funds £
Memberships	155	-	155	147	-	147
Bank charges	60	-	60	60	-	60
Telephony & IT	1,287	-	1,287	1,327	-	1,327
Sundry expenses	726	-	726	271	15	286
Accounting & Bookkeeping fees	400	-	400	-	-	-
Independent examiners fees	-	500	500	-	500	500
	2,628	500	3,128	1,805	515	2,320

Support and governance costs are allocated across Fundraising and Charitable Activities based on total expenditure.

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31 December 2024

10. Trustees

No trustees received remuneration and no trustees expenses were reimbursed during the year ended 31st December 2024 (2023: £0). Trustees receive a 50% discount of any hall hires.

11. Staff Costs

	2024	2023
	£	£
Salaries	10,263	9,889
Pension costs	308	281
Social security costs	175	55
	<u>10,746</u>	<u>10,225</u>

The average monthly number of employees during the year was as follows:

	2024	2023
Charitable Activities	<u>1</u>	<u>1</u>

No Key Management Personnel received remuneration in 2024 (2023 £0).

12. Debtors: amounts falling due within one year

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Trade Debtors	2,663	-	2,663	2,108	-	2,108
Other Debtors	2,004	-	2,004	-	-	-
	<u>4,667</u>	<u>-</u>	<u>4,667</u>	<u>2,108</u>	<u>-</u>	<u>2,108</u>

13. Creditors: amounts falling due within one year

	Unrestricted Fund £	Restricted Funds £	2024 Total Funds £	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £
Trade Creditors	1,660	-	1,660	33	-	33
Social security and other taxes	251	-	251	278	-	278
Other creditors	128	-	128	-	-	-
Accruals and deferred income	3,913	-	3,913	500	-	500
	<u>5,952</u>	<u>-</u>	<u>5,952</u>	<u>811</u>	<u>-</u>	<u>811</u>

14. Movement In Funds 2024

	Funds Brought Forward £	Income £	Expenditure £	Transfers £	Funds Carried Forward £
Solar Panel Project	-	17,000	(25,052)	8,052	-
Restricted Funds	<u>-</u>	<u>17,000</u>	<u>(25,052)</u>	<u>8,052</u>	<u>-</u>

Solar Panel Project - funding from Chelmsford City Council, ACRE and Tom Amos towards installation costs of solar panels.

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31 December 2024

15. Movement in funds Prior Year - 2023

	Funds Brought Forward £	Income £	Expenditure £	Transfers £	Funds Carried Forward £
Chelmsford City Warm Hub Grant	(993)		993	-	-
Restricted Funds	(993)	-	993	-	-

Chelmsford City Warm Hub Grant - supporting the provision of warm and welcoming drop in sessions in community spaces.

INDEPENDENT EXAMINER'S REPORT **for the Year Ended December 31, 2024**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 Company as required by section 386 of the 2006 Act: or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS 102)).

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 to enable a proper understanding of the accounts to be reached.



Jaclyn Bennett ACMA
7 Church Hill
Little Waltham
Chelmsford
CM3 3LR

Date:

12 Sep 25

HANNA'S FIELD CHARITY

England & Wales - Charity number 286877

Accounts

**TRUSTEES ANNUAL REPORT
FOR THE PERIOD
1st January 2021 to 31st December 2023**

REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: Hanna's Field Charity

OTHER NAMES CHARITY IS KNOWN BY: None

REGISTERED CHARITY NUMBER: 286877

CHARITY'S PRINCIPAL ADDRESS: C/O Honorary Treasurer,
2, Clinton Close,
East Hanningfield,
Chelmsford Essex,
CM3 8AZ

NAMES OF TRUSTEES WHO MANAGE THE CHARITY:

	Trustee Name	Office	Date acted	Status
1.	Ms Jenny Mouser	Chairman	All of 2023	Elected
2.	Mr David Bell	Vice Chairman	All of 2023	Elected
3.	Mr Michael Plumridge	Treasurer	All of 2023	Elected
4.	Ms Wendy Thomas	Secretary	All of 2023	Elected
5.	Ms Anne Walden	-	Part of 2023	Resigned April 2023 AGM
6.	Mr Malcolm Edward	-	All of 2023	Elected
7.	Ms Fiona Ward	-	All of 2023	Elected
8.	Ms Jackie Feehan	-	All of 2023	Elected
9.	Mr Colin Warren	-	Part of 2023	Resigned August 2023
10.	Mr Malcom Thomas	-	All of 2023	Rep. (Custodian Trustee)
11.	Ms Diane Batt	-	All of 2023	Representative
12.	Ms Rachel Lambert	-	All of 2023	Representative

NAMES OF THE TUSTEES FOR THE CHARITY continued:

Name	Dates Acted
East Hanningfield Parish Council (Custodian Trustees)	All of 2023

NAMES AND ADDRESSES OF ADVISORS:

Type of Advisor	Address
Solicitor	Birkett Long Solicitors, Amphora Place, 1 Sheepen Road, Colchester, Essex. CO3 3WG

NAME OF CHIEF EXECUTIVE OR SENIOR STAFF MEMBERS:

Not applicable

STRUCTURE GOVERNANCE AND MANAGEMENT

DESCRIPTION OF THE CHARITY’S TRUSTS:

Type of Governing Document	Declaration of Trust
How Is The Charity Constituted	By Trust Deed
Trustee Selection Methods	By election, and as representative members of (up to 12) village organisations

ADDITIONAL GOVERNANCE ISSUES:

Trustee’s Consideration of major risks and the system and procedures to manage them:

The trustees keep consideration of major risks under review, and carry insurance, accordingly, including trustee/employee and public liability.
The Play Area and Field Equipment such as Sports Wall, Football Goals and Youth Shelter are inspected by ROSPA.
The Hall’s electrical equipment, fire detection system and fire extinguishers are inspected annually.
The field and trees around field are inspected annually for condition and dead trees/branches removed if considered a hazard.

OBJECTIVES AND ACTIVITIES:

SUMMARY OF THE OBJECTS OF THE CHARITY SET OUT IN ITS GOVERNING DOCUMENT:

To hold the piece of land described as “Hanna’s Field”, including the Village Hall built there on, in trust for the use of the inhabitants of East Hanningfield.

SUMMARY OF THE MAIN ACTIVITIES IN RELATION TO THESE OBJECTS:

The main objects of the Trust are:

- a) Provision of sports, educational and recreation facilities for the local community.
- b) Provision of premises for the local Village Post Office and Shop to serve the community.

ADDITIONAL OBJECTIVES AND ACTIVITIES:

Contribution made by volunteers: The Charity is managed by volunteers who organise activities and oversee the resources of the organisation.

The Trustees are satisfied that the Charity meets the Charity Commission's requirements in the provision of public benefit as defined by its Trust Deed.

ACHIEVEMENTS AND PERFORMANCE

SUMMARY OF THE MAIN ACHIEVEMENTS DURING THE YEAR:

The Charity works with the help of East Hanningfield Parish Council as Custodian Trustees to achieve the Charity's objective of maintaining and improving the hall and playing field facilities for use by the parishioners of East Hanningfield, and wider local community generally.

During the period covered by this report (2023) the Charity's income from hirers has continued to increase following the relaxation of virus social distancing restrictions for Corona virus in 2022.

Fundraising events on Hanna's Field and, in the Hall in 2023 with an annual Village Fete in July along with quarterly book sales in the Hall, the annual Art Exhibition in early October and a Fireworks & Halloween fundraising event at the end of October.

The Fete and Fireworks & Halloween events were organised by a Fete Sub-committee working under the overall supervision the HFC Management Committee.

Book Sales in the Hall, and the Fete and Fireworks and Halloween events were organised with help of All Saints Parochial Church Council and profits shared equally.

The Charity managed to complete a number of important improvements and tasks over the year, in particular:

- Installation of an Intruder Alarm system for the Hall in early 2023 following a Hall break-in and damage in 2022
- Upgrade of the Hall CCTV to include a Number Plate Recognition (NPR) Camera to improve Hall and Carpark security.
- The planning, fund raising and specification of a large Solar PV Panel system on the Hall roof to supply free energy to the Hall, including the Village Shop to reduce our carbon footprint and energy costs.
- Installation of changes to the Village Hall Power Distribution Board to upgrade it and add a metered supply for the Village Hall shop.
- Planning, specification and fundraising for a hall Solar Panel roof system to be installed in 2024.

The planned priorities for 2024, subject to funding, are:

- a) Installation of a Solar PV Panel roof system to supply the Hall and Shop with energy.
- b) Carpark repairs and refresh of parking bay marking.
- c) Creation of a new Village Hall website to replace that which was hosted on the Parish Council's site.

The annual shop rent review was completed in November 2023 under the new Hall shop/post office 7-year lease signed with the tenant in 2022 (the lease will not need to be renegotiated with the incumbent tenant again until 2029).

The Charity hosted the Rural Community Council of Essex (RCCE) Annual Rural Village Hall and Community Buildings Conference on 23rd September.

FINANCIAL REVIEW

BRIEF STATEMENT OF THE CHARITY'S POLICY ON RESERVES:

The Charity aims to maintain a flexible reserve, available to cover the cost of unforeseen problems and new initiatives whilst still supporting replacement of equipment approaching end of life in the Village Hall, the Community Shop/post office in the Hall and Playing Field equipment.

The free reserves at the end of the year stand at £40,506 which is marginally down compared to £41,429 at the end of 2022.

DETAILS OF FUNDS MATERIALLY DEFICIT:

None.

FURTHER FINANCIAL REVIEW DETAILS:

The resources of the Charity consist of the hire of facilities, fund raising, Post Office/Shop rental, and periodic receipts of grants for specific projects or needs. Funds are expended on maintaining the hall and field facilities, and with the aid of grants, the improvement thereof. See the Charity's Financial Report attached with this report.

Looking ahead, the main financial risk foreseen is the impact on Hall finances of a rise in the cost of energy. The Village Hall has a 3-year energy contract with Scottish & Southern Electric (SSE) which has protected the Charity from energy price increases thus far but this expires on 1 May 2024. The planned installation of solar panels should help negate the worst of the impact but will require negotiating with energy providers for both the best possible energy supply deal but also the sale of energy exported at times when the Hall has a surplus.

The experience with the Covid pandemic has highlighted the need to allow adequate reserves. After the Covid pandemic, the Rural Community Council of Essex and ACRE recommended Village Halls should increase the level of reserve as a percentage of income to allow for this risk.

Beyond the previously stated planned improvements for 2024, the list of ideas for future improvements includes (in no order of priority):

- a) Hall Foyer changes to flooring, seating and notice boards.
- b) Hard track in grass verge at side of Hall to allow vehicle access in wet weather.
- c) Replacement of equipment approaching end of life in the children's Play Area.
- d) An additional sun awning for Preschool Play Area
- e) Extending the Sports Wall.
- f) Completing a Trim Trail around the field & skateboard ramps.
- g) Relaying of the field Mountain Bike Track.
- h) Regeneration of the field Sports Court.
- i) Extension solar panel roof system.

A long-term aim remains to create a Community Suite function room above the Small Hall if and when suitable grant funding source becomes available.

The current level of cash resources does not at present justify a long-term investment policy given the nature of ongoing intended Hall and Field improvements and cost and need to maintain a reserve for unforeseen emergencies such as another Covid type pandemic.

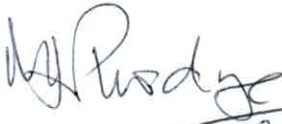

booking/invoicing system and a laptop for the Booking Secretary to run the software. This system has been run through 2023 with growing confidence but as part of setting up the new system it was decided to simplify and rationalise the hall's hire rate. This work has been started with some changes made but further work is needed for a conclusion in 2024.

The Charity also decided in 2023 on the need move away from the current spreadsheet tool for preparing accounts and financial reporting to a professional accounting software such as Xero or QuickBooks, which will require the services of a professional accountant to assist the Charity's Treasurer in the transition in 2024.

DECLARATION

The Trustees declare that they have approved the Trustees Report above.

Signed on behalf of the Charity's Trustees:

Signature(s)		
Date	29.08.24	31/08/24
Full Names	Michael Plumridge	Jenny Mouser
Position	Treasurer	Chairperson

HANNA'S FIELD CHARITY
Charity no 286877

INDEPENDENT EXAMINER'S REPORT
for the Year Ended December 31, 2023

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2023.

Responsibilities and basis of report

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

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

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:

1. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. the accounts did 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 to enable a proper understanding of the accounts to be reached.



Jaclyn Bennett ACMA
7 Church Hill
Little Waltham
Chelmsford
CM3 3LR

Date:

22 Oct 24

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT
For the Year Ended 31 December 2023

	Notes	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Income from							
Donations & Legacies	3	585	-	585	11,863	-	11,863
Charitable Activities	4	30,040	-	30,040	19,961	950	20,911
Other Trading Activities	5	22,601	-	22,601	22,661	-	22,661
Investment Income	6	672	-	672	148	-	148
Other Income	7	112	-	112	2,750	-	2,750
Total Income		54,009	-	54,009	57,384	950	58,334
Expenditure on							
Raising Funds	8	8,178	-	8,178	7,066	-	7,066
Charitable Activities	9	46,755	950	47,705	53,483	-	53,483
Total Expenditure		54,933	950	55,883	60,548	-	60,548
Net Income		(923)	(950)	(1,873)	(3,165)	950	(2,215)
Transfers Between Funds	14	-	-	-	-	-	-
Net Movement in Funds		(923)	(950)	(1,873)	(3,165)	950	(2,215)
Reconciliation of Funds							
Total Funds Brought Forward	14	41,429	950	42,379	44,594	-	44,594
Total Funds Carried Forward	14	40,506	-	40,506	41,429	950	42,379

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure is derived from continuing activities.

BALANCE SHEET
As at 31 December 2023

	Notes	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Current assets							
Debtors	12	2,108	-	2,108	4,854	-	4,854
Cash at bank and in hand		39,209	-	39,209	43,040	950	43,990
		41,317	-	41,317	47,894	950	48,844
Creditors							
Amounts falling due within one year	13	(811)	-	(811)	(6,465)	-	(6,465)
Net assets		40,506	-	40,506	41,429	950	42,379

The attached notes form part of these accounts.

The financial statements were approved by the Board of Trustees and were signed on its behalf by:


 Mike Plumridge - Treasurer


 Date

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2023

1. Statutory Information

Hanna's Field Charity registered charity number, registered office and the nature of its activities can be found in the Trustees Report.

The presentation currency of the financial statements is Pounds Sterling (£)

2. Accounting policies

Basis of preparing the financial statements

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: 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) effective from 1 January 2019 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Critical accounting judgements and key sources of estimation uncertainty

No critical accounting judgements have been made in the process of applying the accounting policies below.

There are no key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Volunteers

The contribution of unpaid volunteers cannot be measured reliably. Therefore, the contribution of volunteers is not included as income in the financial statements.

Trading activities

Income from trading activities includes income earned from trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Charitable Activities

The charity occasionally receives grants in respect of agreed projects. Income from grants is recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and governance costs. They are incurred directly in support of expenditure on the objects of the charity and include project management.

Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31 December 2023

2. Accounting policies - continued

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. The cost of raising and administering such funds are charged against the specific fund.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Debtors and creditors

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

3. Donations & Legacies

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Donations	<u>585</u>	<u>-</u>	<u>585</u>	<u>11,863</u>	<u>-</u>	<u>11,863</u>

2022 donations included a £10K donation from the sale of WI land

4. Income from Charitable Activities

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Grants Received	-	-	-	-	950	950
Hall & Storage hire	28,706	-	28,706	18,174	-	18,174
Field hire	1,333	-	1,333	1,023	-	1,023
Meeting room	-	-	-	764	-	764
	<u>30,040</u>	<u>-</u>	<u>30,040</u>	<u>19,961</u>	<u>950</u>	<u>20,911</u>

5. Income from Other Trading Activities

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Post Office shop rental	6,550	-	6,550	5,100	-	5,100
Fete	6,281	-	6,281	7,341	-	7,341
Fireworks	3,155	-	3,155	4,557	-	4,557
Art show	6,549	-	6,549	5,663	-	5,663
Book Sale	66	-	66	-	-	-
	<u>22,601</u>	<u>-</u>	<u>22,601</u>	<u>22,661</u>	<u>-</u>	<u>22,661</u>

Net income was presented in the 2022 accounts for Fete, Fireworks and Art show. The 2022 figures have now been restated to separate income and expenditure.

6. Investment Income

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Bank interest receivable	<u>672</u>	<u>-</u>	<u>672</u>	<u>148</u>	<u>-</u>	<u>148</u>

NOTES TO THE FINANCIAL STATEMENTS**For the Year Ended 31 December 2023****7. Other Income**

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Insurance claim	112	-	112	2,750	-	2,750

8. Expenditure on Raising Funds

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Fete	2,089	-	2,089	2,080	-	2,080
Fireworks	1,781	-	1,781	1,480	-	1,480
Art show	3,968	-	3,968	3,359	-	3,359
Book sale	-	-	-	-	-	-
	7,838	-	7,838	6,919	-	6,919
Share of support costs (see note 7)	264	-	264	147	-	147
Share of governance costs (see note 7)	75	-	75	-	-	-
	8,178	-	7,838	7,066	-	7,066

Net income was presented in the 2022 accounts for Fete, Fireworks and Art show. The 2022 figures have now been restated to separate income and expenditure.

9. Expenditure on Charitable Activities

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Staff costs incl holiday cover	10,414	-	10,414	10,377	-	10,377
Cleaning consumables	1,682	-	1,682	849	-	849
Utilities	7,652	63	7,715	5,786	-	5,786
Insurance	1,557	-	1,557	1,305	-	1,305
Maintenance, repairs & safety inspections	7,021	-	7,021	11,591	-	11,591
Building enhancements	14,117	-	14,117	17,817	-	17,817
Charitable donations made to share fundraised profits	2,331	-	2,331	4,649	-	4,649
Grant funds returned	-	887	887	-	-	-
	44,774	950	45,724	52,373	-	52,373
Share of support costs (see note 10)	1,541	-	1,541	1,110	-	1,110
Share of governance costs (see note 10)	440	-	440	-	-	-
	46,755	950	47,705	53,483	-	53,483

10. Support Costs

	Support Costs £	Governance Costs £	2023 Total Funds £	Support Costs £	Governance Costs £	2022 Total Funds £
Memberships	147	-	147	106	-	106
Bank charges	60	-	60	89	-	89
Telephony & IT	1,327	-	1,327	910	-	910
Sundry expenses	271	15	286	151	-	151
Independent examiners fees	-	500	500	-	-	-
	1,805	515	2,320	1,256	-	1,256

Support and governance costs are allocated across Fundraising and Charitable Activities based on total expenditure.

NOTES TO THE FINANCIAL STATEMENTS**For the Year Ended 31 December 2023****10. Trustees**

No trustees received remuneration and no trustees expenses were reimbursed during the year ended 31st December 2023 (2022: £0). Trustees receive a 50% discount of any hall hires.

11. Staff Costs

	2023 £	2022 £
Salaries	9,889	10,036
Social security costs	281	286
Pension costs	55	56
	<u>10,225</u>	<u>10,377</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Charitable Activities	<u>1</u>	<u>1</u>

No Key Management Personnel received remuneration in 2023 (2022 £0).

12. Debtors: amounts falling due within one year

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Trade Debtors	2,108	-	2,108	4,854	-	4,854
Prepayments	-	-	-	-	-	-
	<u>2,108</u>	<u>-</u>	<u>2,108</u>	<u>4,854</u>	<u>-</u>	<u>4,854</u>

13. Creditors: amounts falling due within one year

	Unrestricted Fund £	Restricted Funds £	2023 Total Funds £	Unrestricted Fund £	Restricted Funds £	2022 Total Funds £
Trade Creditors	33	-	33	6,062	-	6,062
Social security and other taxes	278	-	278	179	-	179
Accruals and deferred income	500	-	500	224	-	224
	<u>811</u>	<u>-</u>	<u>811</u>	<u>6,465</u>	<u>-</u>	<u>6,465</u>

14. Movement In Funds 2023

	Funds Brought Forward £	Income £	Expenditure £	Transfers £	Funds Carried Forward £
Chelmsford City Warm Hub Grant	950	-	(950)	-	-
Restricted Funds	<u>950</u>	<u>-</u>	<u>(950)</u>	<u>-</u>	<u>-</u>

Chelmsford City Warm Hub Grant - supporting the provision of warm and welcoming drop in sessions in community spaces.

15. Movement in funds Prior Year - 2022

	Funds Brought Forward £	Income £	Expenditure £	Transfers £	Funds Carried Forward £
Chelmsford City Warm Hub Grant	-	950	-	-	950
Restricted Funds	<u>-</u>	<u>950</u>	<u>-</u>	<u>-</u>	<u>950</u>

HANNA'S FIELD CHARITY

England & Wales - Charity number 286877

Accounts

HANNA'S FIELD CHARITY
Trustees of East Hanningfield Village Hall & Playing Field

**TRUSTEES ANNUAL REPORT
FOR THE PERIOD
1st January 2021 to 31st December 2022**

REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: Hanna's Field Charity

OTHER NAMES CHARITY IS KNOWN BY: None

REGISTERED CHARITY NUMBER: 286877

CHARITY'S PRINCIPAL ADDRESS: C/O Honorary Treasurer,
2, Clinton Close,
East Hanningfield,
Chelmsford Essex,
CM3 8AZ

NAMES OF TRUSTEES WHO MANAGE THE CHARITY:

	Trustee Name	Office	Date acted	Status
1.	Ms Jenny Mouser	Chairman	All of 2022	Elected
2.	Mr David Bell	Vice Chairman	All of 2022	Elected
3.	Mr Michael Plumridge	Treasurer	All of 2022	Elected
4.	Ms Wendy Thomas	Secretary	All of 2022	Elected
5.	Ms Anne Walden	-	All of 2022	Elected
6.	Mr Malcolm Edward	-	All of 2022	Elected
7.	Ms Fiona Ward	-	All of 2022	Elected
8.	Ms Jackie Feehan	-	All of 2022	Elected
9.	Mr Colin Warren	-	All of 2022	Elected
10.	Mr Malcom Thomas	-	All of 2022	Rep. (Custodian Trustee)
11.	Ms Diane Batt	-	All of 2022	Representative
12.	Ms Rachel Lambert	-	All of 2022	Representative

NAMES OF THE TUSTEES FOR THE CHARITY continued:

Name	Dates Acted
East Hanningfield Parish Council (Custodian Trustees)	All of 2022

NAMES AND ADDRESSES OF ADVISORS:

Type of Advisor	Address
Solicitor	Birkett Long Solicitors, Amphora Place, 1 Sheepen Road, Colchester, Essex. CO3 3WG

NAME OF CHIEF EXECUTIVE OR SENIOR STAFF MEMBERS:

Not applicable

STRUCTURE GOVERNANCE AND MANAGEMENT

DESCRIPTION OF THE CHARITY'S TRUSTS:

Type of Governing Document	Declaration of Trust
How Is The Charity Constituted	By Trust Deed
Trustee Selection Methods	By election, and as representative members of (up to 12) village organisations

ADDITIONAL GOVERNANCE ISSUES:

Trustee's Consideration of major risks and the system and procedures to manage them:
The trustees keep consideration of major risks under review, and carry insurance, accordingly, including trustee/employee and public liability.

The Play Area and Field Equipment such as Sports Wall, Football Goals and Youth Shelter are inspected by ROSPA and the Hall's electrical equipment, fire detection system and fire extinguishers are inspected annually.

The field and Trees around field are inspected annually for condition and dead trees/branches removed if considered a hazard.

OBJECTIVES AND ACTIVITIES:

SUMMARY OF THE OBJECTS OF THE CHARITY SET OUT IN ITS GOVERNING DOCUMENT:

To hold the piece of land described as "Hanna's Field", including the Village Hall built there on, in trust for the use of the inhabitants of East Hanningfield.

SUMMARY OF THE MAIN ACTIVITIES IN RELATION TO THESE OBJECTS:

The main objects of the Trust are:

- a) Provision of sports, educational and recreation facilities for the local community.
- b) Provision of premises for the local Village Post Office and Shop to serve the community.

ADDITIONAL OBJECTIVES AND ACTIVITIES:

Contribution made by volunteers: The Charity is managed by volunteers who organise

activities and oversee the resources of the organisation.

The Trustees are satisfied that the Charity meets the Charity Commission's requirements in the provision of public benefit as defined by its Trust Deed.

ACHIEVEMENTS AND PERFORMANCE

SUMMARY OF THE MAIN ACHIEVEMENTS DURING THE YEAR:

The Charity works with the help of East Hanningfield Parish Council as Custodian Trustees to achieve the Charity's objective of maintaining and improving the hall and playing field facilities for use by the parishioners of East Hanningfield, and wider local community generally.

During the period covered by this report (2022) the Charity's income from hirers has gradually increased as bookings recovered following relaxation of Corona virus social distancing restrictions in Corona virus pandemic but is not yet at level of pre-Covid 2019 hire income.

Income from fundraising events on Playing field and, in the Hall, also recovered with the annual Village Fete held in July for first time after a two-year gap on Hanna's Field along with quarterly book sales in the Hall, and a Fireworks & Halloween fundraising event, and the annual Art Exhibition, both held in October 2022.

The Fete, Book Sales in the Hall, and Fireworks and Halloween events were organised with help of All Saints Parochial Church Council and profits shared equally.

The Charity managed to complete a number of important improvements and tasks over the year, in particular:

- a) The renewal Hall's Post Office/Shop premises 7-year Lease completed.
- b) Replacement of original single glazed wooden doors/windows in the Hall foyer and windows Sports Hall to improve energy conservation.
- c) Conversion of Hall Foyer/Corridor, Toilets, Kitchen and Meeting Room florescent lighting to LED.
- d) 2nd Generation Smart Meter installed on Hall electricity supply.
- e) Purchase of Hall booking/invoicing "Hallmaster" software and a laptop for the booking Secretary.
- f) Installation of a Defibrillator purchased by the Parish Council in a cabinet outside the Hall entrance.

The £2,336 transferred to Hanna's Field Charity after closure of the Village Design Group in 2019 (and which Parish Council suggested should be used for a specific project to benefit the community) was used in funding the replacement of the Village Hall Foyer windows/doors and Sports Hall windows listed above paragraph b (which cost more than £10,000).

The Hall shop/post office 7-year lease was due for renewal in May of 2021 and the Charity trustees negotiated with the incumbent tenant/postmaster for a new commercial 7-year lease and rent review process. The legal detail and changes for the new Lease were finally completed in early 2022 and the lease signed by tenant and the Charity's custodian trustees (the Parish Council) on behalf of Hanna's Field Charity.

The planned priorities for 2023:

- a) Installation of an Intruder Alarm system for the Hall following a Hall break-in and damage in 2022
- b) Upgrade of the Hall CCTV to include an Number Plate Recognition (NPR) Camera
- c) Installation of Solar PV Roof Panels to reduce carbon footprint and Hall energy costs.
- d) Improvement to the Hall's Foyer entrance (flooring, seating and notice boards).

- d) Improvement of equipment items which have reached end of life in Play Area.
- c) Install a new charity website (to link to Hall booking software and make Hall hire easier and better publicise the Hall facilities).
- d) Replace posts in Hall Chase verge (on ditch side).
- e) Extension of the playing field Sports Wall.

FINANCIAL REVIEW

BRIEF STATEMENT OF THE CHARITY'S POLICY ON RESERVES:

The Charity aims to maintain a flexible reserve, available to cover the cost of unforeseen problems and new initiatives whilst still supporting replacement of equipment approaching end of life in the Village Hall, the Community Shop/post office in the Hall and Playing Field equipment.

The end of year bank reserve is majinally down on 2021 standing at £42,043.24 (compared to £44,258.12 at the end of 2021).

DETAILS OF FUNDS MATERIALLY DEFICIT:

None.

FURTHER FINANCIAL REVIEW DETAILS:

The resources of the Charity consist of the hire of facilities, fund raising, Post Office/Shop rental, and periodic receipts of grants for specific projects or needs. Funds are expended on maintaining the hall and field facilities, and with the aid of grants, the improvement thereof. See the Charity's Financial Report attached with this report.

Looking ahead, the main financial risk foreseen is the impact on Hall finances of a sudden rise in the cost of energy as a result of the war in Ukraine. The Village Hall has a 3-year energy contract with Scottish & Southern Electric (SSE) which has protected the Charity from this increase thus far, but the contract expires on 1 May 2024 year. Ways of reducing energy consumption and the funding of a cheaper energy source (Solar Panels?) need to be investigated urgently to head off a potential financial crisis in future.

The second foreseen risk (because of recent Covid Pandemic experience) is another pandemic with resulting loss of Hall hire income. After the Covid Pandemic, the Rural Community Council of Essex and ACRE recommend Village Halls should increase the level of reserve as a percentage of income to allow for this risk.

Beyond previously stated planned improvements for 2023, the list of ideas for future improvements includes (in no order of priority):

- An additional sun awning for Preschool Playarea
- Completing a Trim Trail around the field & skateboard ramps.
- Relaying of the field Mountain Bike Track.
- Regeneration of the field Sports Court.

A long-term aim remains to create a Community Suite function room above the small hall if and when suitable grant funding source becomes available.

The current level of cash resources does not at present justify a long-term investment policy given the nature of ongoing planned improvements and cost and need to maintain a reserve for unforeseen emergencies such a another Covid type pandemic.

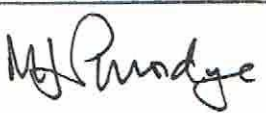

OTHER OPTIONAL INFORMATION:

None

DECLARATION

The Trustees declare that they have approved the Trustees Report above.

Signed on behalf of the Charity's Trustees:

Signature(s) Date	 10.10.23	 10/10/23
Full Names	Michael Plumridge	Jenny Mouser
Position	Treasurer	Chairman



Section A

Independent Examiner's Report

Report to the trustees/ members of

HANNA'S FIELD CHARITY

On accounts for the year ended

31 DECEMBER 2022

Charity no (if any)

286877

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

M. Harcourt Williams

Date:

11 Oct 23

Name:

MARTIN HARCOURT WILLIAMS

Relevant professional qualification(s) or body (if any):

F.C.A (Retired)

Address:

THE OLD FORGE, THE TYE

EAST HANNINGFIELD, ESSEX

CM3 8AA

HANNA'S FIELD CHARITY

FINANCIAL REPORT FOR THE YEAR TO 31st DECEMBER 2022

	Notes	<u>Total</u> <u>2022</u> £	<u>Total</u> <u>2021</u> £
<u>INCOMING RESOURCES</u>			
Voluntary Income			
Contributions, Sales & Donations		11,863.43	976.25
Activities for generating funds			
Hall, field, court plus storage & equip't hire etc	Note 1	22,711.29	17,723.47
Grants received - Community		950.00	18,193.29
HMRC		0.00	2,391.84
Fundraising (inc booksales)		<u>5,993.11</u>	<u>2,054.22</u>
		29,654.40	40,362.82
Investment Income			
Post Office shop rental		5,100.00	4,951.44
Bank interest		<u>147.88</u>	<u>3.76</u>
		5,247.88	4,955.20
Total Income		<u>46,765.71</u>	<u>46,294.27</u>
<u>RESOURCES EXPENDED</u>			
Cost of generating funds	Note 2	31,163.79	28,253.76
Capital expenditure		17,816.80	8,012.00
Governance costs		<u>0.00</u>	<u>0.00</u>
Total costs		<u>48,980.59</u>	<u>36,265.76</u>
<u>NET INCOMING (OUTGOING) RESOURCES</u>		<u>-2,214.88</u>	<u>10,028.51</u>

BALANCE SHEET AT 31ST DECEMBER 2022

<u>CURRENT ASSETS</u>	Note		
Trade Debtors	3	£9,122.69	£1,031.73
Less: Current Liabilities		<u>£5,395.56</u>	<u>£12.99</u>
		£3,727.11	£1,018.74
Cash in Hand & at Bank		<u>£36,316.13</u>	<u>£43,239.38</u>
<u>Total Fund</u>		<u>£42,043.24</u>	<u>£44,258.12</u>

Note a - Heritage Assets: Apart from cash, the Charity's only assets consist of land (Playing Field, Sports Courts, Children's Play Area and Youth facility), Village Hall and Integral Post Office/shop, together with related equipment. These are held at nil value for purposes of this Financial Report, since they cannot be sold or disposed of without the authorisation of the Charity's beneficiaries, the people of the Parish. The deeds for the property are held for the Charity by the Clerk to the East Hanningfield Parish Council, on behalf of the Charity's Custodian Trustees.

Note b - Funds of the Charity are all Unrestricted

HANNA'S FIELD CHARITY

NOTES TO THE ACCOUNT

	<u>2022</u>	<u>2021</u>	
Note 1			
Hall hire	£18,174.39	£16,285.47	£1,888.92
Field hire	£763.00	£714.00	£49.00
Court hire	£259.75	£0.00	£259.75
Meeting room	£764.15	£724.00	£40.15
Storage hire	£0.00	£0.00	£0.00
Refunds	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
	£19,961.29	£17,723.47	£2,237.82
Insurance recoveries	<u>£2,750.00</u>	<u>£0.00</u>	<u>£2,750.00</u>
Total other income	<u>£2,750.00</u>	<u>£0.00</u>	<u>£2,750.00</u>
Total	<u>£22,711.29</u>	<u>£17,723.47</u>	<u>£4,987.82</u>
Note 2			
Bookings, Cleaning & Caretaker Inc PAYE	£10,592.72	£9,396.75	£1,195.97
Cleaning Materials	£848.87	£618.17	£230.70
Administration:			
- Telephone	£910.40	£805.11	£105.29
- Electricity	£3,789.85	£3,336.69	£453.16
- Postage, Printing, Stationery	£0.00	£171.60	-£171.60
- Licences and Membership	£106.00	£237.00	-£131.00
- Subsistence/tokens of appreciation	£0.00	£75.00	-£75.00
- Insurance	£1,304.78	£1,240.39	£64.39
Rates, Water, and Refuse Collection:			
- CBC, Water & sewage Rates	£1,261.24	£311.04	£950.20
- Refuse collection	£734.50	£678.24	£56.26
Bank Service Charges	£89.00	£117.50	-£28.50
Maintenance, Repairs & Safety Inspections			
- Hall	£2,551.36	£2,789.38	-£238.02
- Field, Chase & Car Park	£3,788.25	£7,560.72	-£3,772.47
- Play Area	£1,049.88	£463.67	£586.21
- Sports Courts	£53.00	£0.00	£53.00
- Litter Pick Up	£605.33	£452.50	£152.83
- Vandalism and Break-ins	£3,543.61	£0.00	£3,543.61
Advances / (Refunds) re Fete & Art Exhibition	<u>-£65.00</u>	<u>£0.00</u>	<u>-£65.00</u>
	<u>£31,163.79</u>	<u>£28,253.76</u>	<u>£2,910.03</u>
Note 3			
Debtors-Trade & Grants Receivable	£9,122.69	£1,031.73	
Creditors	-£5,395.58	-£12.99	
Cash in hand and at bank			
- Current accounts and petty cash	£997.82	£3,626.02	-£2,628.20
- Post Office rent account	£14,879.13	£9,727.44	£5,151.69
- Capital Reserve account	<u>£22,439.18</u>	<u>£29,885.92</u>	<u>-£7,446.74</u>
	<u>£42,043.24</u>	<u>£44,258.12</u>	<u>-£2,214.88</u>

Signed:



M Plumridge - Honorary Treasurer

Date: 30.09.23

HANNA'S FIELD CHARITY

England & Wales - Charity number 286877

Accounts

**TRUSTEES ANNUAL REPORT
FOR THE PERIOD
1st January 2021 to 31st December 2021**

REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: Hanna's Field Charity

OTHER NAMES CHARITY IS KNOWN BY: None

REGISTERED CHARITY NUMBER: 286877

CHARITY'S PRINCIPAL ADDRESS: C/O Honorary Treasurer,
2, Clinton Close,
East Hanningfield,
Chelmsford Essex,
CM3 8AZ

NAMES OF TRUSTEES WHO MANAGE THE CHARITY:

	Trustee Name	Office	Date acted	Status
1.	Ms Jenny Mouser	Chairman	All of 2021	Elected
2.	Mr David Bell	Vice Chairman	All of 2021	Elected
3.	Mr Michael Plumridge	Treasurer	All of 2021	Elected
4.	Ms Wendy Thomas	Secretary	All of 2021	Elected
5.	Ms Anne Walden	-	All of 2021	Elected
6.	Mr Malcolm Edward	-	All of 2021	Elected
7.	Ms Fiona Ward	-	All of 2021	Elected
8.	Ms Jackie Feehan	-	All of 2021	Elected
9.	Mr Colin Warren	-	All of 2021	Elected
10.	Mr Malcom Thomas	-	All of 2021	Rep. (Custodian Trustee)
11.	Ms Diane Batt	-	Part of 2021	Representative
12.	Ms Emma Huntley	-	All of 2021	Representative
13.	Ms Amanda Gilmour	-	Part of 2021	Representative

NAMES OF THE TUSTEES FOR THE CHARITY continued:

Name	Dates Acted
East Hanningfield Parish Council (Custodian Trustees)	All of 2021

NAMES AND ADDRESSES OF ADVISORS:

Type of Advisor	Address
Solicitor	Birkett Long Solicitors, Amphora Place, 1 Sheepen Road, Colchester, Essex. CO3 3WG

NAME OF CHIEF EXECUTIVE OR SENIOR STAFF MEMBERS:

Not applicable

STRUCTURE GOVERNANCE AND MANAGEMENT

DESCRIPTION OF THE CHARITY’S TRUSTS:

Type of Governing Document	Declaration of Trust
How Is The Charity Constituted	By Trust Deed
Trustee Selection Methods	By election, and as representative members of (up to 12) village organisations

ADDITIONAL GOVERNANCE ISSUES:

Trustee’s Consideration of major risks and the system and procedures to manage them:

The trustees keep consideration of major risks under review, and carry insurance accordingly, including trustee/employee and public liability.

OBJECTIVES AND ACTIVITIES:

SUMMARY OF THE OBJECTS OF THE CHARITY SET OUT IN ITS GOVERNING DOCUMENT:

To hold the piece of land described as “Hanna’s Field”, including the Village Hall built there on, in trust for the use of the inhabitants of East Hanningfield.

SUMMARY OF THE MAIN ACTIVITIES IN RELATION TO THESE OBJECTS:

The main objects of the Trust are:

- a) Provision of sports, educational and recreation facilities for the local community.
- b) Provision of premises for the local Village Post Office and Shop to serve the community.

ADDITIONAL OBJECTIVES AND ACTIVITIES:

Contribution made by volunteers: The Charity is managed by volunteers who organise activities and oversee the resources of the organisation.

The Trustees are satisfied that the Charity meets the Charity Commission’s requirements in the provision of public benefit as defined by its Trust Deed.

ACHIEVEMENTS AND PERFORMANCE

SUMMARY OF THE MAIN ACHIEVEMENTS DURING THE YEAR:

The Charity works with the help of East Hanningfield Parish Council as Custodian Trustees to achieve the Charity's objective of maintaining and improving the hall and playing field facilities for use by the parishioners of East Hanningfield, and wider local community generally.

During the period covered by this report (2021) the Charity's income from hirers and its ability to hold fund raising events continued to be curtailed by the Corona virus pandemic. At times the Village Hall was closed to hirers or hirer activity limited due to social distancing restrictions. The annual Village Fete on Hanna's Field in July and quarterly book sales in the Hall were cancelled for the same reason. However, by July with a relaxation of Corona virus social distancing restrictions, the Charity did manage to organise the annual Art Exhibition as well as a Fireworks and Halloween fundraising event in October, the profits from these events being shared with All Saints Parochial Church Council.

Despite problems caused by the pandemic with getting contractors, the Charity managed a number of essential improvements, in particular:

- a) Replacement of Small Hall obsolete florescent lighting with new LED lighting units.
- b) New cabinets and Dishwasher installation in kitchen.
- c) Hall chase path softwood posts replaced with heavy oak posts.
- d) Hall chase path resurfaced and extended to join paving in front of Hall
- e) Additional locally made wooden park benches added to cater for increased use of playing field during the Corona virus pandemic.
- f) Coppicing of trees on the Car Park mound (to improve natural ight to adjacent properties in Abbey Fields).
- g) Resurfacing of the Hall overflow carpark with additional granite chippings to improve drainage.

Plans to replace the Sports Hall windows and the foyer entrance doors/windows in 2021 were delayed due to problems in obtaining contractor quotations but we expect to complete this work in 2022.

Time and effort were expended on updating the Hall Corona virus procedures for staff / hirers using the Hall in order to maintain the "Covid Secure" status of the Village Hall and the community Post Office/Shop.

The planned priorities for 2022:

- a) Replace original single glazed wooden Hall foyer doors/windows and Sports Hall windows to improve energy conservation.
- b) Additional wooden park benches on playing field.
- c) Replace posts in verge on the ditch side of Hall Chase
- d) Resurface Hall Chase granite dust path surface with tarmac.
- e) Extension of the playing field Sports Wall located next to the Youth Shelter.
- f) Improve the condition of Football Pitch.
- g) Purchase of a Hall booking and invoice software.
- h) Improve Charity Website (to publicise the Hall facilities and make hiring easier)
- i) Complete renewal of the Hall's Post Office/Shop premises 7-year Lease.

FINANCIAL REVIEW

BRIEF STATEMENT OF THE CHARITY'S POLICY ON RESERVES:

The Charity aims to maintain a flexible reserve, available to cover the cost of unforeseen problems and new initiatives whilst still supporting replacement of equipment approaching end of life in the Hall and community shop.

The end of year bank reserve is substantially up on 2020 and currently stands at £44,258.12. This reserve includes £2,336 transferred to HFC after closure of the Village Design Group in 2019 and earmarked by Hanna's Field Charity for a specific project which will benefit the community (at present, this remains the replacement of the Village Hall Foyer windows/doors and Sports Hall windows previously identified as a priority for completion in 2022).

DETAILS OF FUNDS MATERIALLY DEFICIT:

None.

FURTHER FINANCIAL REVIEW DETAILS:

The resources of the Charity consist of the hire of facilities, fund raising, Post Office/Shop rental, and periodic receipts of grants for specific projects or needs. Funds are expended on maintaining the hall and field facilities, and with the aid of grants, the improvement thereof. See the Charity's Financial Report attached with this report.

2021 was another unusual year due to the social distancing restrictions in place in the first half of the year as a result of the Corona virus pandemic. The Charity again lost hirers and income but were able to offset this and stay open for Preschool and some activities with the help of local government grant help (the Charity received substantial grant help in the form of a Corona Virus Business and Leisure grant assistance as well as a reduction in the Hall business rates from Chelmsford City Council).

The Charity also continued to furlough, or partially furlough, the caretaker/booking secretary over the first part of the year until July, with the Charity paying the normal staff salary in these months and receiving a "Corona Virus Job Retention Scheme" payment from HMRC for 80% of the difference between normal salaried hours and actual reduced hours worked.

In 2021 the Charity's 3-year fixed price energy contract with SSE expired and with the assistance of Utility Aid consultants through a competitive bid process, the Charity contracted with SSE for a new 3-year fixed price energy contract expiring May 2024 (albeit with 22% price increase over the previous fixed price contract).

The Hall shop/post office 7-year lease was due for renewal in May of this year and the Charity negotiated with the incumbent tenant/post master for a new commercial 7-year lease and rent review process. The legal detail of the new Lease should be completed in early 2022.

Looking beyond previously stated planned improvements for 2022, the list of ideas for future improvements includes (in no particular order of priority):

- Further energy conservation measures to reduce the Hall's carbon footprint / energy costs.
- An additional sun awning for Preschool Playarea
- Completing a trim trail around the field & skate board ramps.
- Relaying the mountain bike track.
- Sports court regeneration.

A long-term aim still remains to create a Community Suite function room above the small hall if and when a suitable grant funding source becomes available.

The current level of cash resources does not at present justify a long-term investment policy given the nature of ongoing planned improvements and cost and need to maintain a reserve for

unforeseen emergencies.

OTHER OPTIONAL INFORMATION:
None

DECLARATION

The Trustees declare that they have approved the Trustees Report above.

Signed on behalf of the Charity’s Trustees:

Signature(s) Date		
Full Names	Michael Plumridge	Jenny Mouser
Position	Treasurer	Chairman

HANNA'S FIELD CHARITY

FINANCIAL REPORT FOR THE YEAR TO 31st DECEMBER 2021

	Notes	<u>Total</u> <u>2021</u> £	<u>Total</u> <u>2020</u> £
<u>INCOMING RESOURCES</u>			
Voluntary Income			
Contributions, Sales & Donations		976.25	821.25
Activities for generating funds			
Hall, field, court plus storage & equip't hire etc	Note 1	17,723.47	14,192.82
Grants received - Council		18,193.29	11,727.15
HMRC		2,391.84	
Fundraising (inc booksales)		<u>2,054.22</u>	<u>3.00</u>
		40,362.82	25,922.97
Investment Income			
Post Office shop rental		4,951.44	4,942.95
Bank interest		<u>3.76</u>	<u>32.61</u>
		<u>4,955.20</u>	<u>4,975.56</u>
Total Income		<u>46,294.27</u>	<u>31,719.78</u>
<u>RESOURCES EXPENDED</u>			
Cost of generating funds	Note 2	28,253.76	25,708.51
Capital expenditure		8,012.00	6,881.28
Governance costs		<u>0.00</u>	<u>0.00</u>
Total costs		<u>36,265.76</u>	<u>32,589.79</u>
<u>NET INCOMING (OUTGOING) RESOURCES</u>		<u>10,028.51</u>	<u>-870.01</u>

BALANCE SHEET AT 31ST DECEMBER 2021

<u>CURRENT ASSETS</u>	Note		
Trade Debtors	3	£1,031.73	£4,259.44
Less: Current Liabilities		<u>£12.99</u>	<u>£634.20</u>
		£1,018.74	£3,625.24
Cash in Hand & at Bank		<u>£43,239.38</u>	<u>£30,604.37</u>
Total Fund		<u>£44,258.12</u>	<u>£34,229.61</u>

Note a - Heritage Assets: Apart from cash, the Charity's only assets consist of land (Playing Field, Sports Courts, Children's Play Area and Youth facility), Village Hall and integral Post Office/shop, together with related equipment. These are held at nil value for purposes of this Financial Report, since they cannot be sold or disposed of without the authorisation of the Charity's beneficiaries, the people of the Parish. The deeds for the property are held for the Charity by the Clerk to the East Hanningfield Parish Council, on behalf of the Charity's Custodian Trustees.

Note b - Funds of the Charity are all Unrestricted

HANNA'S FIELD CHARITY

NOTES TO THE ACCOUNT

	<u>2021</u>	<u>2020</u>	
Note 1			
Hall hire	£16,285.47	£14,107.27	£2,178.20
Field hire	£714.00	£205.70	£508.30
Court hire	£0.00	£0.00	£0.00
Meeting room	£724.00	£0.00	£724.00
Storage hire	£0.00	£0.00	£0.00
Refunds	<u>£0.00</u>	<u>-£120.15</u>	<u>£120.15</u>
	£17,723.47	£14,192.82	£3,530.65
Insurance recoveries	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
Total other income	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
Total	<u>£17,723.47</u>	<u>£14,192.82</u>	<u>£3,530.65</u>
Note 2			
Bookings, Cleaning & Caretaker inc PAYE	£9,396.75	£8,820.01	£576.74
Cleaning Materials	£618.17	£757.15	-£138.98
Administration:			
- Telephone	£805.11	£783.38	£21.73
- Electricity	£3,336.69	£2,832.70	£503.99
- Postage, Printing, Stationery	£171.60	£16.74	£154.86
- Licences and Membership	£237.00	£86.00	£151.00
- Subsistence/tokens of appreciation	£75.00	£238.74	-£163.74
- Insurance	£1,240.39	£1,484.97	-£244.58
Rates, Water, and Refuse Collection:			
- CBC, Water & sewage Rates	£311.04	£418.04	-£107.00
- Refuse collection	£678.24	£717.08	-£38.84
Bank Service Charges	£117.50	£68.50	£49.00
Maintenance, Repairs & Safety Inspections			
- Hall	£2,789.38	£520.73	£2,268.65
- Field, Chase & Car Park	£7,560.72	£5,409.50	£2,151.22
- Play Area	£463.67	£3,262.47	-£2,798.80
- Sports Courts	£0.00	£0.00	£0.00
- Litter Pick Up	£452.50	£292.50	£160.00
- Vandalism and Break-ins	£0.00	£0.00	£0.00
Advances to Village Fete & Art Exhibition	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
	<u>£28,253.76</u>	<u>£25,708.51</u>	<u>£2,545.25</u>
Note 3			
Debtors-Trace & Grants Receivable	£1,031.73	£4,259.44	
Creditors	-£12.99	-£634.20	
Cash in hand and at bank			
- Current accounts and petty cash	£3,626.02	-£3,053.79	£6,679.81
- Post Office rent account	£9,727.44	£20,774.84	-£11,047.40
- Capital Reserve account	<u>£29,885.92</u>	<u>£12,883.32</u>	<u>£17,002.60</u>
	<u>£44,258.12</u>	<u>£34,229.61</u>	<u>£10,028.51</u>

Signed:



M Plumridge - Honorary Treasurer

Date: 03/03/23



**Report to the trustees/
members of**
**On accounts for the year
ended**

Hanna's Field Charity

December 2021

**Charity no
(if any)**

286877

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2021.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

**Independent
examiner's statement**

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

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

M. Harcourt Williams

Date:

9 March 23

Name:

MARTIN HARCOURT WILLIAMS

**Relevant professional
qualification(s) or body
(if any):**

F.C.A. (Retired)

Address:

THE OLD PORGE, THE TYE,
EAST HANNINGFIELD, ESSEX
CM3 8AA

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

With regard to the delay in filing of this account and report, I understand that it has been due to a combination of circumstances, affected by Covid, a major break in to the premises, a new computer system and a number of upgrades. The trust has presented a letter of apology and I am assured that there should be no repeat.

773885

Date:

MARTIN HARRINGTON

F.C.A. (MEMBER)

THE OLD HOUSE, THE T-0

2511 HARRINGTON RD, 2511

CM2 8AA

On a page

Set out on page

Responsibilities and basis of report

Independent examiner's statement

Signed:

Name:

Relevant professional qualification(s) or body (if any):

Address:

HANNA'S FIELD CHARITY

England & Wales - Charity number 286877

Accounts

HANNA'S FIELD CHARITY
Trustees of East Hanningfield Village Hall & Playing Field

TRUSTEES ANNUAL REPORT
FOR THE PERIOD
1st January 2020 to 31st December 2020

REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: Hanna's Field Charity

OTHER NAMES CHARITY IS KNOWN BY: _____ None

REGISTERED CHARITY NUMBER: 286877

CHARITY'S PRINCIPAL ADDRESS: C/O Honorary Treasurer,
2, Clinton Close,
East Hanningfield,
Chelmsford Essex,
CM3 8AZ

NAMES OF TRUSTEES WHO MANAGE THE CHARITY:

	Trustee Name	Office	Date acted	Status
1.	Ms Jenny Mouser	Chairman	All of 2020	Elected
2.	Mr David Bell	Vice Chairman	All of 2020	Elected
3.	Mr Michael Plumridge	Treasurer	All of 2020	Elected
4.	Ms Wendy Thomas	Secretary	All of 2020	Elected
5.	Ms Anne Walden	-	All of 2020	Elected
6.	Mr Malcolm Edward	-	All of 2020	Elected
7.	Ms Fiona Ward	-	All of 2020	Elected
8.	Ms Jackie Feehan	-	All of 2020	Elected
9.	Mr Colin Warren	-	All of 2020	Elected
10.	Mr Malcom Thomas	-	All of 2020	Rep. (Custodian Trustee)
11.	Mr Paul Cairns	-	All of 2020	Representative
12.	Ms Serene Brown	-	Part of 2020	Representative
13.	Ms Jean Simmons	-	Part of	Representative

			2020	
14.	Ms Amanda Gilmour	-	Part of 2020	Representative
15.	Ms Emma Huntley	-	Part of 2020	Representative

NAMES OF THE TUSTEES FOR THE CHARITY continued:

Name	Dates Acted
East Hanningfield Parish Council (Custodian Trustees)	All of 2020

NAMES AND ADDRESSES OF ADVISORS:

Type of Advisor	Address
Solicitor	Birkett Long Solicitors, Faviell House, 1 Coval Wells, Chelmsford, Essex, CM1 1WZ.

NAME OF CHIEF EXECUTIVE OR SENIOR STAFF MEMBERS:

Not applicable

STRUCTURE GOVERNANCE AND MANAGEMENT

DESCRIPTION OF THE CHARITY'S TRUSTS:

Type of Governing Document	Declaration of Trust
How Is The Charity Constituted	By Trust Deed
Trustee Selection Methods	By election, and as representative members of (up to 12) village organisations

ADDITIONAL GOVERNANCE ISSUES:

Trustee's Consideration of major risks and the system and procedures to manage them:

The trustees keep consideration of major risks under review, and carry insurance accordingly, including trustee/employee and public liability.

OBJECTIVES AND ACTIVITIES:

SUMMARY OF THE OBJECTS OF THE CHARITY SET OUT IN ITS GOVERNING DOCUMENT:

To hold the piece of land described as "Hanna's Field", including the Village Hall built there on, in trust for the use of the inhabitants of East Hanningfield.

SUMMARY OF THE MAIN ACTIVITIES IN RELATION TO THESE OBJECTS:

The main objects of the Trust are:

- a) Provision of sports, educational and recreation facilities for the local community.
- b) Provision of premises for the local Village Post Office and Shop to serve the community.

ADDITIONAL OBJECTIVES AND ACTIVITIES:

Contribution made by volunteers: The Charity is managed by volunteers who organise activities and oversee the resources of the organisation.

The Trustees are satisfied that the Charity meets the Charity Commission's requirements in the provision of public benefit as defined by its Trust Deed.

ACHIEVEMENTS AND PERFORMANCE

SUMMARY OF THE MAIN ACHIEVEMENTS DURING THE YEAR:

The Charity works with the help of East Hanningfield Parish Council as Custodian Trustees to achieve the Charity's objective of maintaining and improving the hall and playing field facilities for use by the parishioners of East Hanningfield, and wider local community generally.

During the period covered by this report (2020) the Charity's income from hirers and its ability to hold fund raising events were severely curtailed by the Corona virus pandemic. At times the Village Hall was closed to hirers or hirer activity restricted due to social distancing restrictions. The annual September Art Exhibition in the Hall, the Village Fete on Hanna's Field in July and quarterly book sales in the Hall were cancelled for the same reason.

Despite these problems, the Charity managed a number of essential improvements, in particular:

- Replacement of Sports Hall obsolete florescent lighting with new LED lighting.
- Installation of a new secure outdoor equipment container for Preschool.
- Repairs to the main carpark and, additional gravel surfacing on overflow carpark.
- Heating and control improvements in Meeting Room and Small Hall
- Provision of locally made wooded park benches to cater for increased use of playing field during the pandemic.

Plans to apply for grants to fund the replacement of the Sports Hall windows and the foyer entrance doors/windows in 2020 were delayed due to problems in completing contractor quotations coupled with having to bring forward planned replacement of the obsolete sports hall lighting.

Time and funds were also expended on producing a Corona virus risk assessment and resulting procedures for staff / hirers using the Hall and in procuring signs and materials in order to achieve "Covid Secure" status for the Village Hall and the Hall community Shop.

The planned priorities for 2021:

- a) Update 2020 planning and cost estimates to allow grant applications for upgrade of Hall main front foyer doors/windows and replacement Sports Hall windows.
- b) Addition of more wooden park benches on playing field.
- c) Replace posts in verge down Hall Chase and resurface path with tarmac.
- e) Extend path to join paving in front of Hall entrance.
- c) Extension of the Sports Wall by Youth Shelter.
- d) Improve Charity Website (to publicise the facilities and make hiring easier)

FINANCIAL REVIEW

BRIEF STATEMENT OF THE CHARITY'S POLICY ON RESERVES:

The Charity aims to maintain a flexible reserve, available to cover the cost of unforeseen problems and new initiatives whilst still supporting replacement of equipment approaching end of life.

The end of year bank reserve is slightly down on 2019 and currently stands at £34,299. This reserve includes £2,336 transferred to HFC after closure of the Village Design Group in 2019 and earmarked by Hanna's Field Charity for a specific project which will benefit the community (at present, this is replacement of the Village Hall Foyer Windows/Doors previously identified as a 2021 priority).

DETAILS OF FUNDS MATERIALLY DEFICIT:

None.

FURTHER FINANCIAL REVIEW DETAILS:

See the Charity's Financial Report attached with this report. The resources of the Charity consist of the hire of facilities, fund raising, Post Office/Shop rental, and periodic receipts of grants for specific projects.

Funds are expended on maintaining the hall and field facilities, and with the aid of grants, the improvement thereof. This year included major spend on replacement of lighting in sports hall. However, in a highly unusual year due to the Corona Virus pandemic, the Charity also spent a considerable sum in making the Hall and Shop "Covid Secure" through the addition of social distancing signs, hand sanitiser stations, shop counter screens, disinfection/cleaning kits and an enhanced cleaning/disinfection regime.

The Charity did receive substantial financial help in the form of a Corona Virus Business and Leisure grant from Chelmsford City Council as well as a reduction in the Hall business rates.

The Charity furloughed the caretaker/booking secretary during the Corona virus "lockdown" months when the Hall was closed or partially closed due to Covid restrictions, but continued to make normal staff salary payments. The Job Retention Grant claimed from HMRC for these months however did recover 80% of the salary paid by HFC.

Looking beyond previously stated planned improvements for 2021 (and managing the ongoing Corona virus pandemic requirements), the list of ideas for future improvements includes (in no particular order of priority):

- Hall energy conservation measures.
- Heating Ploughing, levelling and reseeded the football pitches.

- Completing a trim trail around the field & skate board ramps.
- Relaying the mountain bike track.
- Sports court regeneration.

A long-term aim still remains to create a Community Suite function room above the small hall if and when a suitable grant funding source becomes available.

The current level of cash resources does not at present justify a long-term investment policy given the nature of ongoing planned improvements and cost.

OTHER OPTIONAL INFORMATION:

None

DECLARATION

The Trustees declare that they have approved the Trustees Report above.

Signed on behalf of the Charity's Trustees:

Signature(s) Date		
Full Names	Michael Plumridge	Jenny Mouser
Position	Treasurer	Chairman

HANNA'S FIELD CHARITY

FINANCIAL REPORT FOR THE YEAR TO 31st DECEMBER 2020

	Notes	<u>Total</u> <u>2020</u> £	<u>Total</u> <u>2019</u> £
<u>INCOMING RESOURCES</u>			
Voluntary Income			
Contributions, Sales & Donations		821.25	2,555.56
Activities for generating funds			
Hall, field, court plus storage & equip't hire etc	Note 1	14,192.82	27,169.50
Grants received		11,727.15	0.00
Fundraising (inc booksales)		<u>3.00</u>	<u>4,200.70</u>
		25,922.97	31,370.20
Investment Income			
Post Office shop rental		4,942.95	4,849.56
Bank Interest		<u>32.61</u>	<u>42.99</u>
		4,975.56	4,892.55
Total Income		<u>31,719.78</u>	<u>38,818.31</u>
<u>RESOURCES EXPENDED</u>			
Cost of generating funds	Note 2	25,708.51	28,146.06
Capital expenditure		6,881.28	3,244.10
Governance costs		<u>0.00</u>	<u>0.00</u>
Total costs		<u>32,589.79</u>	<u>31,390.16</u>
<u>NET INCOMING (OUTGOING) RESOURCES</u>		<u>-870.01</u>	<u>7,428.15</u>

BALANCE SHEET AT 31ST DECEMBER 2020

<u>CURRENT ASSETS</u>	Note		
Trade Debtors	3	£4,259.44	£3,918.83
Less: Current Liabilities		<u>£634.20</u> £3,625.24	<u>£639.26</u> £3,279.57
Cash in Hand & at Bank		<u>£30,604.37</u>	<u>£31,820.05</u>
Total Fund		<u>£34,229.61</u>	<u>£35,099.62</u>

Note a - Heritage Assets: Apart from cash, the Charity's only assets consist of land (Playing Field, Sports Courts, Children's Play Area and Youth facility), Village Hall and Integral Post Office/shop, together with related equipment. These are held at nil value for purposes of this Financial Report, since they cannot be sold or disposed of without the authorisation of the Charity's beneficiaries, the people of the Parish. The deeds for the property are held for the Charity by the Clerk to the East Hanningfield Parish Council, on behalf of the Charity's Custodian Trustees.

Note b - Funds of the Charity are all Unrestricted

HANNA'S FIELD CHARITY

NOTES TO THE ACCOUNT

	<u>2020</u>	<u>2019</u>	
Note 1			
Hall, field, court & eqt hire cash received	£14,312.97	£25,116.43	-£10,803.46
Add - Deposits received	£0.00	£0.00	£0.00
	£14,312.97	£25,116.43	-£10,803.46
Less - Refunds & Deposits returned	<u>£120.15</u>	<u>£8.93</u>	<u>£111.22</u>
	<u>£14,192.82</u>	<u>£25,107.50</u>	<u>-£10,914.68</u>
Insurance recoveries	£0.00	£0.00	£0.00
Expense refunds	<u>£0.00</u>	<u>£2,062.00</u>	<u>-£2,062.00</u>
Total other income	<u>£0.00</u>	<u>£2,062.00</u>	<u>-£2,062.00</u>
	<u>£14,192.82</u>	<u>£27,169.50</u>	<u>-£12,976.68</u>
Note 2			
Bookings, Cleaning & Caretaker inc PAYE	£8,820.01	£8,698.51	£121.50
Cleaning Materials	£757.15	£918.85	-£161.70
Administration:			
- Telephone	£783.38	£779.88	£3.50
- Electricity	£2,832.70	£3,495.55	-£662.85
- Postage, Printing, Stationery	£16.74	£51.41	-£34.67
- Licences and Membership	£86.00	£110.00	-£24.00
- Subsistence/tokens of appreciation	£238.74	£104.51	£134.23
- Insurance	£1,484.97	£1,450.63	£34.34
Rates, Water, and Refuse Collection:			
- CBC, Water & sewage Rates	£418.04	£1,339.33	-£921.29
- Refuse collection	£717.08	£679.64	£37.44
Bank Service Charges	£68.50	£60.00	£8.50
Maintenance, Repairs & Safety Inspections			
- Hall	£520.73	£3,631.11	-£3,110.38
- Field, Chase & Car Park	£5,409.50	£4,162.74	£1,246.76
- Play Area	£3,262.47	£164.40	£3,098.07
- Sports Courts	£0.00	£0.00	£0.00
- Litter Pick Up	£292.50	£437.50	-£145.00
- Vandalism and Break-ins	£0.00	£0.00	£0.00
Advances to Village Fete & Art Exhibition	<u>£0.00</u>	<u>£2,062.00</u>	<u>-£2,062.00</u>
	<u>£25,708.51</u>	<u>£28,146.06</u>	<u>-£2,437.55</u>
Note 3			
Debtors-Trade & Grants Receivable	£4,259.44	£3,918.83	
Creditors	-£634.20	-£639.26	
Cash in hand and at bank			
- Current accounts and petty cash	-£3,053.79	£3,137.45	-£6,191.24
- Post Office rent account	£20,774.84	£15,809.60	£4,965.24
- Project account	£0.00	£0.00	£0.00
- Capital Reserve account	<u>£12,883.32</u>	<u>£12,873.00</u>	<u>£10.32</u>
	<u>£34,229.61</u>	<u>£35,099.62</u>	<u>-£870.01</u>

Signed:



M Plumridge - Honorary Treasurer

Date: 25.07.21



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
HANNA'S FIELD CHARITY

On accounts for the year
ended

31st December 2020

Charity no
(if any)

286877

Set out on pages

Pages 1 a2 of HFC Financial Report for Year to 31.12.20

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 00/ MM/ YYYY.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: M. Harcourt Williams

Date: 27 July 21

Name: Martin HARCOURT WILLIAMS

Relevant professional
qualification(s) or body

F C A (Retired)

(if any):

Address: THE OLD FORGE, THE TYE
EAST HANNINGFIELD, ESSEX
CM3 8AA

Section B **Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.