

**COBHAM VILLAGE HALL**  
**Registered Charity Number 293556**

**Accounts for the year ended**  
**31<sup>st</sup> August 2021**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**Trustees**

Mrs M Taylor – Chair  
Mr P Banks – Treasurer  
Mr A Mair  
Mr M Dharamsi

**Address**

Cobham Village Hall  
Lushington Drive  
Cobham, Surrey  
KT11 2LU

**Independent Examiner**

Hierons Consulting Ltd

**Bankers**

Barclays Bank plc  
Cobham, Surrey

## CONTENTS

	Page
Contents	3
Report of the Committee	4 – 5
Report of the Independent Examiner	6
Income and Expenditure statement	7
Statement of financial activities	8
Balance Sheet	9
Notes to the financial statements	10 - 14

**ANNUAL REPORT FOR COBHAM VILLAGE HALL**  
**Year ended 31<sup>st</sup> August 2021**

**Statutory Information**

Charity number 293556. The charity was established by trust deed.

**Principal Office**

Lushington Drive, Cobham, Surrey, KT11 2LU.

**Committee**

Mrs M Taylor – Chair  
Mr P Banks – Treasurer  
Mr A Mair  
Mr M Dharamsi  
Mrs L Sivaloganathan-Jones  
Mrs M Pick  
Mrs D Rich  
Mrs L Banfield  
Mr D Jordan  
Mr B Hulme

**Chairman's Report**

The Village Hall has once again had a challenging year due to the impacts of the global pandemic. However due to sound financial management and the work of the team to keep the hall open and available for use by the community, when restrictions have allowed, we have maintained our position and are looking forward to more positive years to come.

All important maintenance has continued to be carried out and the fabric of the hall is well maintained.

We continue to look at updating our governing document and have progressed that further this year.

The Committee has complied with the duty in s.4 Charities Act 2011 to have due regard to the guidance issued

### Review of Financial Activities

In another exceptional year given the pandemic the hall has managed to break even with a small profit (£9,540.96) and without impacting our cash funds at the bank or the reserves in the COIF. We have seen our hires return as soon as it was safe to do so and indeed our variety of hirers and overall usage is increasing. We continue to provide a well maintained safe environment for our community. This has been in large part due to excellent management of the hall by the team, Kate and Jenny thank you! They have led the way in ensuring we maximise opportunities for savings throughout the year and access to funding available to charities such as ourselves and have also safely ensured the hall is back in use inline with government guidelines. Whilst we do not know what lies ahead this year gives us confidence we are in a strong position financially and as we hope to see the context 'normalise' we can again return to safely looking at when and how to continue to invest in the halls future.

### Objects of the Charity

The objects of the foundation shall be the provision and maintenance of a village hall for the use of the inhabitants of Cobham and the neighbourhood (hereinafter called " the area of benefit") without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

### Statement of the Responsibilities of the Committee

Law applicable to charities in England and Wales requires the Committee to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the Committee should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Committee are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable regulations.

The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Committee:

Mary Taylor

Date

29/11/2021





## **INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF COBHAM VILLAGE HALL**

I report on the accounts of the charity for year ended 31<sup>st</sup> August 2021, which are set out on pages 7-14.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

Examine the accounts under Section 145 of the 2011 Act

To follow the procedures laid down in the General Directions given by the Charity Commission under Section 145 (5) b of the 2011 Act and

To state whether particular matters have come to my attention.

### **Basis of the Independent Examiners report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and the seeking of explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present "a true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent Examiners statement**

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the requirements:
  - a. to keep accounting records in accordance with Section 130 of the 2011 Act and
  - b. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

### **Independent Examiner Name & Address**

John Hierons  
Hierons Consulting Ltd  
Unit 4, Vista Place  
Coy Pond Business Park  
Ingworth Road  
Poole  
BH12 1JY



**Income and Expenditure for year ended 31<sup>st</sup> August 2021**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>	<b>2,020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Incoming resources from generated funds</b>				
Hall letting	47,169		47,169	66,828
Miscellaneous income	7,106		7,106	9,113
Furlough Grant	10,241		10,241	10,000
Donations and fund raising	0		0	0
<b>Investment income</b>				
Interest received	10		10	442
<b>Resources expended</b>	<b>64,526</b>		<b>64,526</b>	<b>86,383</b>
<b>Charitable activities</b>				
Rent	521		521	375
Water rates	907		907	1,672
Electricity	1,841		1,841	2,474
Gas	2,667		2,667	3,238
Insurance	1,731		1,731	1,167
Wages (note 10)	33,484		33,484	36,208
Repairs and renewals	2,892		2,892	20,648
Performing rights	0		0	1,686
Wi-Fi	1,322		1,322	1,556
Depreciation of fixed assets	274		274	91
Post/stationery, comp equip, training	1,272		1,272	1,155
Telephone	153		153	251
Web site maintenance	432		432	432
Bank charges	20		20	15
Equipment hire	455		455	896
Pension contributions	579		579	572
Gardening	3,600		3,600	3,600
Refuse disposal	1,790		1,790	1,382
Cleaning & Hall supplies	1,046		1,046	1,886
Bad debts	0		0	0
Miscellaneous	0		0	72
<b>Governance costs</b>				
Accountancy (note 13)	0		0	0
<b>Total expenditure all items</b>	<b>54,985</b>		<b>54,985</b>	<b>79,378</b>
<b>Net incoming/(outgoing) resources before revaluations</b>	<b>9,541</b>		<b>9,541</b>	<b>7,005</b>
Other recognised gains and losses				
Gains/ (losses) arising on revaluation				
<b>Net movement in funds</b>	<b>9,541</b>		<b>9,541</b>	<b>7,005</b>
<b>Fund balances brought forward</b>	<b>118,038</b>		<b>118,038</b>	<b>111,033</b>
<b>Fund balance carried forward</b>	<b>127,579</b>		<b>127,579</b>	<b>118,038</b>

**Statement of Financial Activities for year ended 31<sup>st</sup> August 2021**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Incoming resources ( Note 2 )</b>				
Donations & legacies				0
Charitable activities	54,275		54,275	75,941
Other trading activities investments	10		10	442
Separate material item of income				
Other (Business support grant)	10,241		10,241	10,000
<b>Total</b>	<b>64,526</b>		<b>64,526</b>	<b>86,383</b>
 <b>Resources expended ( Note 4 )</b>				
Raising funds				
Charitable activities	54,985		54,985	79,378
Separate material item of expense				
Other				
<b>Total</b>	<b>54,985</b>		<b>54,985</b>	<b>79,378</b>
 <b>Net Income/ ( Expenditure ) before Investment gains/ ( losses )</b>	<b>9,541</b>		<b>9,541</b>	<b>7,005</b>
Net gains / ( losses ) on investments				
Extraordinary items				
<b>Net Income / ( Expenditure )</b>	<b>9,541</b>		<b>9,541</b>	<b>7,005</b>
Transfer between funds				
Other recognised gains . (losses )				
 Gains and losses on revaluation of fixed assets for the Charity's own use				
Other gains / ( losses )				
 <b>Net movement in funds</b>	<b>9,541</b>		<b>9,541</b>	<b>7,005</b>
 <b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>118,038</b>		<b>118,038</b>	<b>111,033</b>
 <b>Total funds carried forward</b>	<b>127,579</b>		<b>127,579</b>	<b>118,038</b>



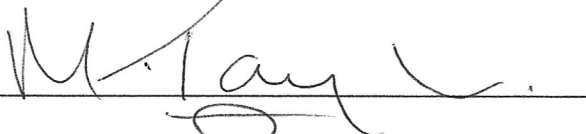
## Balance Sheet as at 31 August 2021

	Unrestricted funds £	Restricted funds £	Total funds £	2,020 £
<b>Fixed Assets</b>				
Intangible assets				
Tangible fixed assets ( Note 5 )	0		0	274
Heritage assets				
Investments				
<b>Total Fixed Assets</b>	<b>0</b>		<b>0</b>	<b>274</b>
<b>Current Assets</b>				
Stocks				
Debtors ( Note 6 )	212		212	1,447
Investments				
Cash at bank	137,025		137,025	120,650
<b>Total Current Assets</b>	<b>137,237</b>		<b>137,237</b>	<b>122,097</b>
<b>Creditors falling due within one year ( Note 7 )</b>	<b>9,356</b>		<b>9,356</b>	<b>4,334</b>
<b>Net current assets / (liabilities)</b>	<b>127,881</b>		<b>127,881</b>	<b>117,763</b>
<b>Total assets less current liabilities</b>	<b>127,880</b>		<b>127,880</b>	<b>118,038</b>
<b>Creditors falling due after one year ( Note 8 )</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Net current assets or liabilities</b>	<b>127,880</b>		<b>127,880</b>	<b>118,038</b>
<b>Funds of the Charity</b>				
Endowment funds				
Restricted funds				
Unrestricted funds	127,880		127,880	118,038
Revaluation reserve				
<b>Total funds</b>	<b>127,880</b>		<b>127,880</b>	<b>118,038</b>

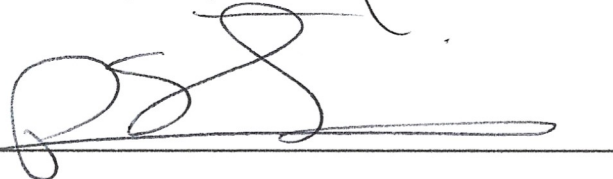
These accounts were approved on

29/11/2021

Mrs M Taylor



Mr P Banks



**Notes to the accounts for the year ended 31<sup>st</sup> August 2021**

**1. Accounting Policies**

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

The accounts have been prepared in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ( FRS102 ) and with the Charities Act 2011.

**Income**

All incoming resources are recognised when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

Donated goods for use by the charity are included where a third party is bearing the cost.

No amounts are included in the financial statements for services donated by volunteers.

**Expenses**

All expenses are accounted for on an accruals basis.

**Investments**

Fixed asset investments are stated at cost less provision for diminution in value.

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**2. Analysis of Income**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds £</b>	<b>2020 £</b>
<b>Donations &amp; Legacies</b>				
Donations & gifts				
Gift Aid				
General grants by Gov/other charities ( Note 3 )	10,241		10,241	10,000
Donated goods, facilities & services				
Other				
<b>Total</b>	<b>10,241</b>		<b>10,241</b>	<b>10,000</b>
<b>Charitable activities</b>				
Hire of halls	47,169		47,169	66,828
Hire of service	7,106		7,106	9,113
Fundraising				
Other	0		0	0
<b>Total</b>	<b>54,275</b>		<b>54,275</b>	<b>75,941</b>
<b>Other trading activities</b>				
Other				
<b>Total</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Income from investments</b>				
Interest income	10		10	442
Dividend income				
Rental & leasing income				
Other				
<b>Total</b>	<b>10</b>		<b>10</b>	<b>442</b>
<b>Separate material item of income</b>				
<b>Total</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Total Income</b>	<b>64,526</b>		<b>64,526</b>	<b>86,383</b>

**3. Analysis of Grants**

	<b>This year</b>	<b>Last year</b>
	<b>£</b>	<b>£</b>
Elmbridge BC Covid grant	10,241	10,000
<b>Total</b>	<b>10,241</b>	<b>10,000</b>

**4. Analysis of Expenditure**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Expenditure on raising funds</b>				
Incurred seeking donations				
Incurred seeking legacies				
Incurred seeking grants				
Operating membership schemes/lotteries				
Staging fundraising events				
Fundraising agents				
Operating charity shops				
Advertising, marketing, publicity				
Start up costs incurred generating income				
Database development costs				
Other trading activities	52,093		52,093	58,730
Investment management costs				
Portfolio management costs				
Cost of obtaining investment advice				
Investment administration costs				
Intellectual property licencing costs				
Repairs & maint charges	2,892		2,892	20,648
<b>Total expenditure on raising funds</b>	<b>54,985</b>		<b>54,985</b>	<b>79,378</b>
<b>Expenditure on charitable activities</b>				
<b>Total expenditure on charitable activities</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Other</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Total Expenditure</b>	<b>54,985</b>		<b>54,985</b>	<b>79,378</b>

**5. Tangible fixed assets**

<b>Cost</b>	
As at 01/09/20	15,248
Additions	
Disposals	
As at 31/08/21	15,248
<b>Depreciation</b>	
As at 01/09/20	14,974
Charge for period	274
On disposals	
As at 31/08/21	15,248
<b>Net Book Value</b>	
As at 31/08/21	0
As at 31/08/20	274

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the cost of reducing balance basis over their expected useful economic lives.

Fixtures & fittings                      25.00% reducing balance

**6. Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Sundry debtors	212	1,447
Prepayments & accrued income	0	0
Other debtors/deposits	0	0
	<b>212</b>	<b>1,447</b>

**7. Creditors: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Sundry creditors	522	535
Accruals & deferred income	8,812	3,184
PAYE/NI/Pension	322	615
	<b>9,656</b>	<b>4,334</b>

**8. Creditors: amounts falling due in more than one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
	0	0



## 9. Transactions with trustees and related parties

None of the Trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related party

No Trustee expenses have been incurred

There have been no related party transactions in the reporting period

## 10. Paid Employees Staff costs

	2021	2020
	£	£
Salaries and wages	33,484	36,208
No employees received benefits for the reporting period more than £60k		
The average number of employees during the year was	4	4

## 11. Fixed Asset investment

	2021	2020
	£	£
Investment held primarily to provide an investment return for the charity	0	0

## 12. Ultimate controlling party

The ultimate controlling party of the charity is the committee

## 13. Fees for examination of accounts

	2021	2020
	£	£
Independent examiner's fee	0	0