

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

**Accounts for the year ended**  
**31<sup>st</sup> August 2022**

## **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**

Roger Jones FMART, DipSM

### **Bankers**

Barclays Bank plc  
Cobham, Surrey

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**ANNUAL REPORT FOR COBHAM VILLAGE HALL**

**Year ended 31<sup>st</sup> August 2022**

**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 D Rich

Mrs L Banfield

Mr D Jordan

Mr B Hulme

**Chairman's Report**

CVH has settled back into usual working practices following the two years of COVID disruption. We finish this financial year in a strong position, with excellent reserves, whilst continuing to deliver our charitable object of providing service to the people in our community and protecting that service. We are proud to welcome a wide range of groups and individuals who use the hall for a broad range of activities and continually seek to find more ways to welcome as many groups and individuals as we can.

Throughout the year we have continued a programme of maintenance and Health and Safety review which resulted in various works to ensure we were up to date and fully compliant, thereby offering the local community a safe and pleasant environment, as well as advancing the quality of our offering.

We continue to work to review our governing document which is contained in our lease from Elmbridge Borough Council. We now have a new lease drawn up at our own costs, which is currently under review by the council. Two trustees are standing down at the end of this year, but we are confident of replacing them with suitable members of the local community.

In the coming year the committee will be looking at the options for major projects to ensure that our space continues to be useful to the local community and develops with their requirements.

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

This year we have seen the hall revert to pre COVID levels of occupancy, as confidence has grown and this has resulted in a return to expected income of £114 167, delivering a solid surplus £29 741 which will be re-invested in the hall.

Expenditure is significantly up year on year, this is largely due to the previous year's activities being restricted due to COVID. This year we have returned to our normal ways of working.

A large one-off payment was made to the council, who after many years, finally completed a ground rent review and not only increased our ongoing costs substantially, also made a demand for the rent review to be applied to previous years. We have also seen substantial charges for performing rights return. A further £9 317 was spent in the year on repairs and renewals, with further work which will straddle the following financial year.

The levels of expenditure will continue to increase with the hike in heating and lighting costs, alongside the increased rent and wage increases due to inflation. The hall is fortunate to be in a strong financial position and appropriate budgeting has been done to ensure that we can meet these challenges in the coming year.

### 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:

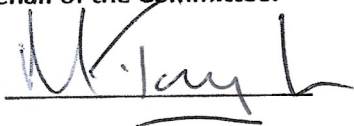
- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial 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 31/1/2023



## 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 2022, which are set out on pages 1-14.

### 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



29-1-2023

ROGER JD JONES, FMAAT, DipSM  
29, CHALFORD CLOSE  
WEST MOLESEY  
KT8 2QL

Income and Expenditure for year ended 31<sup>st</sup> August 2022

	Unrestricted funds	Restricted funds	Total funds	2021
	£	£	£	£
<b>Incoming resources from generated funds</b>				
Hall letting	101,854		101,854	47,169
Miscellaneous income	9,487		9,487	7,106
Furlough Grant	2,667		2,667	10,241
Donations and fund raising	0		0	0
<b>Investment income</b>				
Interest received	160		160	12
<b>Resources expended</b>	<b>114,167</b>		<b>114,167</b>	<b>64,528</b>
<b>Charitable activities</b>				
Rent	10,625		10,625	521
Water rates	467		467	907
Electricity	4,897		4,897	1,841
Gas	2,607		2,607	2,667
Insurance	2,851		2,851	1,731
Wages (note 10)	40,711		40,711	33,484
Repairs and renewals	9,317		9,317	2,892
Performing rights	1,836		1,836	0
Wi-Fi & Mobile	845		845	1,322
Depreciation of fixed assets	0		0	274
Post/stationery, comp equip, training	995		995	1,272
Telephone	120		120	153
Web site maintenance	432		432	432
Bank charges	20		20	20
Equipment hire	702		702	455
Pension contributions	588		588	579
Gardening	3,627		3,627	3,300
Refuse disposal	2,053		2,053	1,790
Cleaning & Hall supplies	1,716		1,716	1,046
Bad debts	0		0	0
Miscellaneous	20		20	0
<b>Governance costs</b>				
Accountancy (note 13)	0		0	0
<b>Total expenditure all items</b>	<b>84,426</b>		<b>84,426</b>	<b>54,685</b>
<b>Net incoming/(outgoing) resources before revaluations</b>	<b>29,741</b>		<b>29,741</b>	<b>9,843</b>
Other recognised gains and losses				
Gains/ (losses) arising on revaluation				
<b>Net movement in funds</b>	<b>29,741</b>		<b>29,741</b>	<b>9,843</b>
<b>Fund balances brought forward</b>	<b>127,881</b>		<b>127,881</b>	<b>118,038</b>
<b>Fund balance carried forward</b>	<b>157,622</b>		<b>157,622</b>	<b>127,881</b>

Statement of Financial Activities for year ended 31<sup>st</sup> August 2022

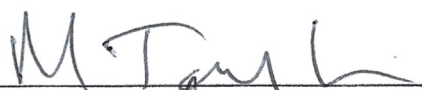
	Unrestricted funds	Restricted funds	Total funds	2021
	£	£	£	£
<b>Incoming resources ( Note 2 )</b>				
Donations & legacies				0
Charitable activities	111,341		111,341	54,275
Other trading activities investments	160		160	12
Separate material item of income				
Other (Business support grant)	2,667		2,667	10,241
<b>Total</b>	<b>114,167</b>		<b>114,167</b>	<b>64,528</b>
 <b>Resources expended ( Note 4 )</b>				
Raising funds				
Charitable activities	84,426		84,426	54,685
Separate material item of expense				
Other				
<b>Total</b>	<b>84,426</b>		<b>84,426</b>	<b>54,685</b>
 <b>Net Income/ ( Expenditure ) before Investment gains/ ( losses )</b>	<b>29,741</b>		<b>29,741</b>	<b>9,843</b>
Net gains / ( losses ) on investments				
Extraordinary items				
<b>Net Income / ( Expenditure )</b>	<b>29,741</b>		<b>29,741</b>	<b>9,843</b>
Transfer between funds				
Other recognised gains . (losses )				
 <i>Gains and losses on revaluation of fixed assets for the Charity's own use</i>				
<i>Other gains / ( losses )</i>				
 <b>Net movement in funds</b>	<b>29,741</b>		<b>29,741</b>	<b>9,843</b>
 <b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>127,881</b>		<b>127,881</b>	<b>118,038</b>
 <b>Total funds carried forward</b>	<b>157,622</b>		<b>157,622</b>	<b>127,881</b>




**Balance Sheet as at 31 August 2022**

	Unrestricted funds £	Restricted funds £	Total funds £	2021 £
<b>Fixed Assets</b>				
Intangible assets				
Tangible fixed assets ( Note 5 )	0		0	0
Heritage assets				
Investments				
<b>Total Fixed Assets</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Current Assets</b>				
Stocks				
Debtors ( Note 6 )	8,162		8,162	212
Investments				
Cash at bank	165,107		165,107	137,025
<b>Total Current Assets</b>	<b>173,270</b>		<b>173,270</b>	<b>137,237</b>
<b>Creditors falling due within one year ( Note 7 )</b>	<b>15,647</b>		<b>15,647</b>	<b>9,356</b>
<b>Net current assets / (liabilities)</b>	<b>157,622</b>		<b>157,622</b>	<b>127,881</b>
<b>Total assets less current liabilities</b>	<b>157,622</b>		<b>157,622</b>	<b>127,881</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>157,622</b>		<b>157,622</b>	<b>127,881</b>
<b>Funds of the Charity</b>				
Endowment funds				
Restricted funds				
Unrestricted funds	157,622		157,622	127,881
Revaluation reserve				
<b>Total funds</b>	<b>157,622</b>		<b>157,622</b>	<b>127,881</b>

These accounts were approved on 31/01/23

Mrs M Taylor 

Mr P Banks 

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

**Notes to the accounts for the year ended 31<sup>st</sup> August 2022**

**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**

	Unrestricted funds £	Restricted funds £	Total funds £	2021 £
<b>Donations &amp; Legacies</b>				
Donations & gifts				
Gift Aid				
General grants by Gov/other charities ( Note 3 )	2,667		2,667	10,241
Donated goods, facilities & services				
Other				
<b>Total</b>	<b>2,667</b>		<b>2,667</b>	<b>10,241</b>
<b>Charitable activities</b>				
Hire of halls	101,854		101,854	47,169
Hire of service	9,487		9,487	7,106
Fundraising				
Other	0		0	0
<b>Total</b>	<b>111,341</b>		<b>111,341</b>	<b>54,275</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	160		160	12
Dividend income				
Rental & leasing income				
Other				
<b>Total</b>	<b>160</b>		<b>160</b>	<b>12</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>114,167</b>		<b>114,167</b>	<b>64,528</b>

**3. Analysis of Grants**

	<b>This year</b>	<b>Last year</b>
	£	£
Elmbridge BC Covid grant	2,667	10,241
<b>Total</b>	<b>2,667</b>	<b>10,241</b>

**4. Analysis of Expenditure**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>	<b>2021</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	75,109		75,109	51,793
Investment management costs				
Portfolio management costs				
Cost of obtaining investment advice				
Investment administration costs				
Intellectual property licencing costs				
Repairs & maint charges	9,317		9,317	2,892
<b>Total expenditure on raising funds</b>	<b>84,426</b>		<b>84,426</b>	<b>54,685</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>84,426</b>		<b>84,426</b>	<b>54,685</b>

**5. Tangible fixed assets**

<b>Cost</b>	
As at 01/09/21	15,248
Additions	
Disposals	
As at 31/08/22	15,248
<b>Depreciation</b>	
As at 01/09/21	15,248
Charge for period	0
On disposals	
As at 31/08/22	15,248
<b>Net Book Value</b>	
As at 31/08/22	0
As at 31/08/21	0

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>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Sundry debtors	440	212
Prepayments & accrued income	7,723	0
Other debtors/deposits	0	0
	<b>8,162</b>	<b>212</b>

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

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Sundry creditors	1,466	222
Accruals & deferred income	14,067	8,812
Pension	114	322
	<b>15,647</b>	<b>9,356</b>

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

	<b>2022</b>	<b>2021</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**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Salaries and wages	40,711	33,484
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**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
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**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Independent examiner's fee	0	0