

SUNNINGDALE VILLAGE HALL

Audited Accounts

for the year ended 31 December 2022

SUNNINGDALE VILLAGE HALL

Information

Trustee

Sunningdale Parish Council (Managing Trustee)

Charity Registered Office

Church Road
Sunningdale
Berkshire
SL5 0NJ

Operations Team

Ruth Davies (Charity Manager)
Gemma Smith (Operations and Bookings Manager)
Carol Elsasser (Marketing Manager)

Office Address

Broomhall Lane
Sunningdale
Berkshire
SL5 0QS

Examiner

Auditing Solutions
46 The Common
Bromham
Chippenham
SN15 2JJ

Bankers

Barclays Bank PLC

SUNNINGDALE VILLAGE HALL

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SUNNINGDALE VILLAGE HALL

Trustees' Report for the year ended 31 December 2022

Registered Charity Number: 299966

Registered Office: Church Road, Sunningdale, Ascot, Berkshire SL5 0NJ

Trustee:

The Trustee at the date of this Report was the Sunningdale Parish Council (Managing Trustee).

Structure, Governance and Management:

The Charity is an unincorporated association governed by a registered Charity Commission Scheme dated 12 February 1988 as amended on 23 November 2009, 31 March 2017 and 20 September 2019.

Governance is the responsibility of a Trustee Board. The day-to-day management of the Charity is carried out by an Operations Team appointed by the Trustee.

Financial review:

The Trustees report that in 2022, the year covered by this report, the charity made a surplus of £7,826 (2021: deficit £3,578).

Income levels have recovered during 2022 to £47,442 (2021: £36,727). The use of the facilities returned to normal levels after COVID 19 pandemic restrictions were lifted.

Expenditure at £39,616 (2020: £40,305) was broadly in line with the prior year.

On 31 December 2022 reserves, all of which were unrestricted, were £42,671 (2021: £34,845). The Trustees have reviewed their reserves policy which is to maintain reserves at a minimum of six months running expenditure, currently equating to approximately £20,000, in addition to those designated for specific purposes. As the general reserve balance of £16,397 was below the reserve policy, the Trustees intend to rebuild this fund in the coming year. The designated reserve stands at £26,274, there has been no movement during this year and the balance remains the same as the brought forward balance on 1st January 2022 of £26,274.

Any other reserves are available for investment in the further development of the facilities and activities of the charity, as and when deemed appropriate by the Trustees,

Objectives and Activities:

The object of the Charity is the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Sunningdale and the neighbourhood thereof (the "area of benefit") without distinction of political, religious or other opinions, for meetings, lectures and classes, and other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.

SUNNINGDALE VILLAGE HALL

Sunningdale Village Hall sits at the heart of Sunningdale's community life and is the home of a wide range of social, leisure and recreational activities. It is used throughout the day and evening for many classes and activities. The main hall has a raised wooden stage area ideal for theatrical performances or musical events. A serving hatch direct from the kitchen makes it an ideal venue for many functions where eating and dancing can be combined. A smaller hall at the rear of the building is the home (during the day in term time) of Sunningdale Pre-School. It too has its own kitchen and can be hired for events at evenings and weekends. There are also gardens to the rear of the building.

The Trustees monitor hire rates to ensure that the facilities are affordable to a wide cross section of the community, whilst remaining competitive with alternative venues and sufficient to ensure the Hall's ongoing viability. Concessionary rates are offered to registered charities.

Achievements:

The income in 2022 returned to more normal levels after the COVID-19 pandemic and lockdown restrictions. It remains essential that the hall generates a healthy surplus to ensure funds are available for its long-term maintenance. Hire rates were increased only in line with inflation. The Trustee and the Operations Team continued to promote community activities through their Website, Facebook, and the Village Venues leaflet, which is published and distributed three times a year to over 3,000 households.

The Operations Team which is based at the Pavilion at Broomhall Lane Recreation Ground continues to function well. It comprises Ruth Davies (Charity Manager), Gemma Smith (Operations and Bookings Manager) and Carol Elsasser (Marketing Manager).

Public benefit:

The Charity Trustees believe that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charity Commission.

**Sunningdale Parish Council
Managing Trustee**

16 July 2023

SUNNINGDALE VILLAGE HALL

Independent Examiner's Report to the Trustees of SUNNINGDALE VILLAGE HALL

We report on the accounts of the Trust for the year ended 31st December 2022, which are set out on pages 4 to 6.

Respective responsibilities of trustees and examiner

As the Charity's Trustee you are responsible for the preparation of the accounts. The Charity's Trustee considers that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is our responsibility to

- Examine the accounts (under section 43(3)(a) of the 1993 Act);
- Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- State whether particular matters have come to my attention.

This report is made solely to the Trustee in accordance with the Charities Act 1993. Our work has been undertaken so that we might state to the Trustee those matters we are required to in an examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustee for our work, for this report, or for the opinions we have formed.

Basis of independent examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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, seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- 1) which gives us reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act, and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act, have not been met; or;
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

For and on Behalf of Auditing Solutions

17th July 2023

SUNNINGDALE VILLAGE HALL

Income & Expenditure Account
for the year ended 31 December 2022

	<u>Notes</u>	<u>2022</u>	<u>2021</u>
	£	£	£
<u>Incoming resources</u>			
Hire income		45,387	26,672
Advertising income		2,055	1,470
Miscellaneous income		0	8,585
		<hr/>	<hr/>
		47,442	36,727
 <u>Resources expended</u>			
Advertising		1,341	1,292
Repairs & maintenance		3,011	2,537
Bookkeeping and Examiners Fee		952	1,122
Rent, rates and refuse		2,348	1,213
Cleaning		6,552	4,393
Insurance		1,137	1,082
Light and heat		4,747	4,987
Management charges/wages		18,057	23,388
Sundry expenses		1,470	202
Bad Debt Write Off		0	89
		<hr/>	<hr/>
		(39,616)	(40,305)
 <u>Net incoming resources for year</u>		 7,826 <hr/>	 (3,578) <hr/>

SUNNINGDALE VILLAGE HALL

Balance Sheet as at 31 December 2022

	<u>Notes</u>	<u>2022</u>		<u>2021</u>	
		£	£	£	£
<u>Current assets</u>					
Debtors	3	443		327	
Cash at bank		51,125		42,615	
		<u>51,568</u>		<u>42,942</u>	
<u>Current liabilities</u>					
Accruals and trade creditors	4	<u>8,897</u>		<u>8,097</u>	
<u>Net current assets</u>			<u>42,671</u>		<u>34,845</u>
<u>Total assets less current liabilities</u>			<u>42,671</u>		<u>34,845</u>
<u>Capital account</u>					
Unrestricted Funds at 1/1/2022 brought forward			34,845		38,423
Deficit/Surplus for the year			<u>7,826</u>		<u>(3,578)</u>
<u>Total reserves</u> (all unrestricted)	5		<u>42,671</u>		<u>34,845</u>

These Financial Statements were approved by the Board of Trustees, who confirm that they have made available all relevant records and information for their preparation, and were signed on its behalf on 05 Sept 2023 by:

Sunningdale Parish Council – Managing Trustee

SUNNINGDALE VILLAGE HALL

Notes to the accounts for the year ended 31 December 2022

1. Accounting policies

1.1. Accounting convention

The accounts are prepared under the historical cost convention on the accruals basis.

1.2. Income

Income represents the total income value from all sales and other sources during the year.

3. Debtors

	<u>2022</u>	<u>2021</u>
	£	£
Prepayments	60	664
Trade debtors	383	-337
	<u>443</u>	<u>327</u>

4. Accruals and Trade Creditors

	<u>2022</u>	<u>2021</u>
	£	£
Trade creditors	5,258	1,159
Sundry Creditors	1,355	498
Deposits held	1,100	780
Accruals	1,184	5,660
	<u>8,897</u>	<u>8,097</u>

5. Reserves (all unrestricted)

	<u>Brought forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Carried forward</u>
	£	£	£	£	£
Designated Hall Redecoration and Repainting Fund	26,274	-	-	-	26,274
General Funds	<u>8,571</u>	<u>47,442</u>	<u>(39,616)</u>	=	<u>16,397</u>
<u>Total Reserves</u>	<u>34,845</u>	<u>47,442</u>	<u>(39,616)</u>	=	<u>42,671</u>