

FLITWICK VILLAGE HALL MANAGEMENT COMMITTEE

(Registered charity, number 300034)

Financial statements for the year ended 28 February 2023

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**Flitwick Village Hall Management Committee
Trustees' annual report
for the year ended 28 February 2023**

Full name Flitwick Village Hall Management Committee

Registered charity number 300034

Principal Address

7 The Willows, Flitwick, Bedford, MK45 1BW

Committee members

Ann Rosemary Lutley	Chairman
Eric Edwards,	Treasurer
Micheal Eaves	Nominee British Legion
Jenny Saunders	Trustee
Patricia Earles	Trustee
Carol Fleckney	Trustee

Bankers

Barclays Bank Plc, 3 Station Road, Flitwick, Bedford, MK45 1JS

Governance and management

The Management Committee was formed by a Trust deed dated 1 January 1968 and registered as a Charity as at 29 April 1970.

Aims and objectives

To provide the inhabitants of Flitwick without the distinction of sex or political religious or other opinions and in particular for 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.

Summary of the main achievements during the period

2022/2023 Achievements

The trustees have under taken to ensure all hirers are aware of what they have to do to make everyone safe when using the hall and there have been no problems. All of the improvements reported in last report have been completed..

Principal Activities in Pursuit of Public Benefit

The Trustees policy of public benefit has been to encourage a wide range of organisations and ages to use the hall, which are listed below but this year it has not been possible for all these events to take place.

Regular week day users:-

National Childbirth Trust
Keep fit class
Armchair exercise
Flitwick Women's Institute
Bedfordshire Federation of Women's Institutes
Flitwick University of the Third Age
Golden Age Club
Karate classes 8 to 13 years
Flitwick Town Council Bingo
Beds Amateur Swimming Training classes
Slimming World
Flitwick Gardening Club
Parkside dogs
Beds Guild of Spinners
Fusion martial arts
Little Miz Fitness classes
U3a craft class
Flitwick town council
Jigsaw club

In total 19 different organisations use the hall on week days.

Regular weekend users:-

Craft fairs
Antiques fairs
Jumble sales
Art exhibitions
Garden displays
Church bazaars
Children's parties
50,60,70,80th birthday parties

On Fridays we have the weekly market and within the hall, free tea and coffee and biscuits (donations accepted), are provided. The kitchen is manned by volunteers from different organisations this has promoted a lot of community co-operation and raised a lot of money for different charities.

The hall is also available for private functions, wedding receptions, funeral teas and social functions. .

The car park is now also hired for events that take place at the adjacent library.

Funding strategy

It is the strategy of the trustees to manage the revenue budget on a self-financing basis with hire charges set to achieve this.

Based on a review of other halls in our area we still have the most competitive hourly rates although there will be a small increase again this year.

Hiring agreement

Use of the village hall is subject to a hiring agreement which must be agreed to when signing the booking form. The hiring agreement sets out the terms and conditions of hire and identifies the respective responsibilities of each party to the agreement. The hall employs its own booking officer to oversee all aspects of hiring the hall. There are now further risk assessments/ agreements the hirer has to agree to when they allowed to use the hall.

Licences

The hall has a premises Licence (not including alcohol) and is registered with the local authority for music and performances.

Policies and Procedures

The management committee have developed policies and adopted health and safety procedures in exercising its duty of care to members and employees and users of the hall.

Future Plans

There are plans in place to go green with energy the biggest. one. .

The trustees declare that they have approved this report.

The charity's policy on reserves

The Trustees consider it prudent to maintain an appropriate level of reserves. The optimum level of reserves is considered to be the equivalent of at least six months of operating costs and this reviewed on a regular basis by the Trustees.

Signed on behalf of the charity's trustees:

Signed . *ERIC EDWARDS*_____ Date 18/4/23

Name: Eric Edwards Position: Hon Treasurer_

**Independent examiner's report to the trustees of
Flitwick Village Hall Management Committee
for the year ended 28 February 2023**

I report on the accounts of the charity, which are set out on page 6

Respective responsibilities of trustees and

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 Charities Act) and that an independent examination is needed.

Basis of independent examiner's report

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 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 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 examiner's 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:

- to keep accounting records
- to prepare accounts which accord with the accounting records and comply with the accounting requirements .

have not been met; or

(2) to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed __yvonne dimbleby__ Date 18/4/23

Flitwick Village Hall Management Committee
Receipts & payments account
for the year ended 28 February 2023

2022		2023
£		£
	Receipts	11151.73
32997.03	Hall Hire	36697.44
4675.90	Market	8047.00
	Bank Interest	
	Other receipts	
32688.43	Grants/Other	2065.00
70361.36	Total receipts	57961.17

Payments

20800.80	Wages	22319.80
1988.02	Gas	346.44
2762.54	Electricity	6013.36
2912.98	Water	889.00
71.87	Council Tax	126.80
23832.67	Building Repairs	4790.30
1286.30	Replacement Equipment	1270.95
948.39	Cleaning	1014.78
5413.76	Sanitary	4300.37
	Sundry expenses	29.09
299.76	Booking officer postage telephone	373.00
4100.17	Insurance	3491.11
311.50	HMRC	586.50
4504.05	Refund	3336.02
69480.30	Total Payments	48887.52

8821.06	Net receipts/ (payments)	9073.65
10659.19	Bank and cash at the start of the period	11151.73
11540.25	Bank and cash at the end of the period	14760.50
2659.72	(Decrease)/Increase in Bank Balances	4101.31

2022		2023
£		£
	Cash assets	
11540.25	Current account	9073.65
5684.39	Building account	5686.85
17224.64	Total cash assets	14760.50

**Flitwick Village Hall Committee
Statement of assets and liabilities
at 28 February 2023**

Other assets

The land and buildings situated on the site of Flitwick Village Hall
Has a declared value of £1,533,031 and are insured for a sum of
£1,916,288

Liabilities

None

These financial statements are accepted on behalf of the charity by:

Signed ann lutley __ _20/4/23
 Name, Chairman

Flitwick Village Hall Management Committee
Notes to the accounts
for the year ended 28 February 2023

1. Receipts & payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context “cash” includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2. Grants & Donations

None.

3. Committee members’ remuneration

No Committee members have received any remuneration for expenses during the financial year.