



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1/1/2021      Period start date    To    31/12/2021      Period end date

**Charity name: Pavenham Village Hall and Playing Field Charity**

**Charity registration number: 300055**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To provide or assist in the provision for the inhabitants of the Parish of Pavenham for facilities for recreation or other leisure time occupation in the interest of social welfare with the object of improving the conditions of life for the said inhabitants.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The management and operation of the premises of Pavenham Village Hall and the adjoining playing field area and the facilities therein and make them available use by the inhabitants of Pavenham and others.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees have been provided with guidance issued by the Charity Commission on public benefit.</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>No grants are made.</b>
Policy on social investment including program related investment	Para 1.38	<b>No social investment is made.</b>
Contribution made by volunteers	Para 1.38	<b>A committee is drawn from representatives of sporting and social bodies as well as others within the Parish of Pavenham. This committee oversees the management and operation of the village hall, playing field</b>

		<b>and facilities. In addition, voluntary help is sought and provided by inhabitants of the Parish of Pavenham.</b>
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>The charity has ensured that sporting facilities continue to be available to support cricket, football and tennis provision for all ages. It has also ensured that a community space continues to be available for village organisations and others to use for meetings and social and other gatherings. In addition, the charity oversees the operation of a playpark containing children's play equipment and fitness equipment. Through all this provision the charity promotes community cohesion and public welfare.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Total Receipts - £30,336</b> <b>Total Payments - £10,104</b> <b>Cash Funds at Start of Year - £18,913</b> <b>Cash Funds at End of Year - £39,145</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserves are held to help defray the costs of large items of capital expenditure not covered by grants. We plan to replace a roof on part of the hall premises, at a cost of up to £20,000 in FY 2022.</b>
Amount of reserves held	Para 1.22	<b>£30,436</b>
Reasons for holding zero reserves	Para 1.22	<b>The charity has depended on grants and cash in hand to finance any repairs or capital expenditure but we cannot always rely wholly on these to fund expenditure deemed urgent or necessary.</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The principal source of funds has been government grant provision to support bodies during the Covid-19 pandemic. In addition, hire fees for the use of the hall and facilities from village organisations, individuals and others as well as annual agreements with sports organisations provide income to support the running of the premises and playing fields. Pavenham Parish Council also make a grant available.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>No investments are made</b>
A description of the principal risks facing the charity	Para 1.46	<b>The principal risks are:-</b> <ul style="list-style-type: none"> <li>- <b>Hire income shortfall</b></li> <li>- <b>Grant income shortfall</b></li> <li>- <b>Lack of volunteers to support the running of the hall and facilities</b></li> </ul>
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>The charity is governed through a trust deed.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>The charity is constituted as a trust with governance through a management committee of trustees.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p><b>Named village organisations are invited to submit representatives to serve as a trustee. These are:-</b></p> <ul style="list-style-type: none"> <li>- <b>The Parish Council of Pavenham</b></li> <li>- <b>The Parochial Church Council of the Ecclesiastical Parish of St. Peter, Pavenham</b></li> <li>- <b>The Pavenham Cricket Club</b></li> <li>- <b>The Pavenham Fellowship</b></li> <li>- <b>The Pavenham Flower Show Society</b></li> <li>- <b>The Pavenham Women's Institute</b></li> </ul> <p><b>Other organisations not named in the constitution are also invited to submit representatives:-</b></p> <ul style="list-style-type: none"> <li>- <b>Pavenham Table Tennis Club</b></li> <li>- <b>Stevington Football Club</b></li> <li>- <b>Pavenham Tennis Club</b></li> <li>- <b>Pavenham Whist Drive</b></li> </ul> <p><b>In addition there is provision for trustees to be elected from other volunteers</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	<b>Pavenham Village Hall and Playing Field Charity</b>
Other name the charity uses	
Registered charity number	300055
Charity's principal address	Pavenham Village Hall c/o Gillian Smith (Treasurer) Glenshee High Street Pavenham Bedford MK43 7PE

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Smith	Chairman		Pavenham Tennis Club
2	Gillian Smith	Treasurer		
3	Jill Smith			Pavenham WI
4	Peter Sharpe			Pavenham Whist Drive
5	Bernie Sharpe			Pavenham Fellowship
6	Carol Jenkins			
7	Fiona Rogers	Secretary		Pavenham Table Tennis Club
8	Neil Blakemore			Pavenham & Felmersham Cricket Club
9	Nathan Baker			
10	John Stamford			
11	Gareth King			Stevington Football Club
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information


--



## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David Smith	
Position (eg Secretary, Chair, etc)	Chair	
Date	1/9/2022	

**PAVENHAM VILLAGE HALL AND PLAYING FIELD CHARITY**  
**RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

(Registered Charity No. 300055)

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
<b>Receipts</b>				
Letting	4,079	-	4,079	1,229
Football Club	(70)	-	(70)	808
Cricket Club	890	-	890	445
Tennis Club	340	-	340	340
Interest	2	-	2	9
200 club	-	-	-	-
Donations	-	-	-	-
Parish Council Precept	5,806	-	5,806	-
Feed in Tariff Income	1,562	-	1,562	2,212
Field Rent for Electric Cable	-	-	-	-
Fund Raising	-	-	-	-
Sundries	50	-	50	-
Grant	17,677	-	17,677	12,001
Total receipts	30,336	-	30,336	17,044
<b>Payments</b>				
Light and heat	1,219	-	1,219	1,416
Water	-	-	-	135
Rates	251	-	251	-
Maintenance	1,304	-	1,304	4,371
Refuse	261	-	261	367
Insurance	1,666	-	1,666	1,663
Cleaning	1,098	-	1,098	820
Groundsman and equipment hire	3,375	-	3,375	2,875
Performing Rights Society	65	-	65	161
Sundries	295	-	295	651
Consultancy	570	-	570	-
Grant	-	-	-	-
	10,104	-	10,104	12,159
Asset purchases	-	-	-	-
Total payments	10,104	-	10,104	12,159
Trf between reserves				
<b>Net receipts</b>	20,232	-	20,232	4,885
<b>Cash funds at the start of the year</b>				
Capital reserve account	15,434	-	15,434	8,425
Current account	3,479	200	3,679	5,803
	18,913	200	19,113	14,228
<b>Cash funds at the end of the year</b>				
Capital reserve account	30,436	-	30,436	15,434
Current account	8,709	200	8,909	3,679
	39,145	200	39,345	19,113

**PAVENHAM VILLAGE HALL AND PLAYING FIELD CHARITY**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31 DECEMBER 2021**

(Registered Charity No. 300055)

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
<b>Monetary assets</b>				
Capital reserve account	30,436	-	30,436	15,434
Current account	8,709	200	8,909	3,679
	<u>39,145</u>	<u>200</u>	<u>39,345</u>	<u>19,113</u>
<b>Other monetary assets</b>				
Debtors	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Liabilities</b>				
Creditors	<u>250</u>	<u>-</u>	<u>250</u>	<u>500</u>

**Assets retained for the charity's own use**

The charity owns the following assets related to the playing field and village hall in Pavenham:

- kitchen equipment, including cooker, fridge, crockery and cutlery;
- bar equipment, including glasses, fridges and a glass washer;
- tables and chairs;
- cleaning and miscellaneous equipment;
- play equipment, outdoor benches and litter bins;
- lawnmowing equipment;
- solar panels.

Signed on behalf of the trustees



D Smith

Date : 1/6/22

**PAVENHAM VILLAGE HALL AND PLAYING FIELD CHARITY  
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

(Registered Charity No. 300055)

I report on the accounts of the Pavenham Village Hall and Playing Field Charity for the year ended 31 December 2021, which are set out on pages 1 and 2.

**Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

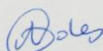
My examination was carried out in accordance with General Directions given by the Charity Commission.

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 seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - proper accounting records are kept in accordance with section 130 of the Act; and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Aisling Coles  
23 The Bury  
Pavenham  
Beds  
MK437PX

Date: 26/08/2022