

VISCOUNTESS BARRINGTON'S TRUST

TRUSTEES REPORT 2020/21

Memorial Hall lettings income (our primary income stream) was down by £28,749 due to the COVID-19 pandemic. Government grants and support from Shrivenham Parish Council have ensured that the Trust was able to stay solvent during this difficult time.

While the Memorial Hall was closed, we took the opportunity to carry out much needed renovation work on the building using funds that had been set aside for this over the years. We refurbished the window frames and painted the outside railings; internal woodwork was painted, and a storeroom was converted into a new meeting room. The latter was achieved using CIL funds received from new developments in the village. At the same time partial rewiring was carried out along with the installation of a new electrical distribution board. All the lights in the hall have now been converted to LEDs except for the Parish Office.

A staff reorganisation was carried out with the division of duties reorganised such that Trust staff took sole responsibility for the Recreation Ground as well as the Memorial Hall.

Overall expenditure was reduced due to the closure of the hall. This resulted in reduced utilities and licence costs. All non-essential expenditure was deferred.

The application for S106 funds to develop the new sports pavilion was approved in November 2020. Legal agreements were drawn up and agreed in March 2021 and the contract signed with the selected developer. Work on the project finally started in April 2021.

Plans for 2021/22 include:

- Completion of the Sports Pavilion project - due February 2022
- Expansion of the MUGA court on the Recreation Ground due spring 2022
- Beginning the phased replacement of younger children's play equipment. A new slide for toddlers is expected to be delivered in spring 2022
- Development of a 5-year Strategic Plan for future enhancements and renovations to the Memorial Hall and Recreation ground.

Viscountess Barrington's Trust**Income and Expenditure Account for Year Ended 31st March 2021**

31st March 2020		31st March 2021
	Income Summary	
46,188	Grants from SPC	36,500
46,188	Sub Total	36,500
	Operating Income	
52,652	Running Costs	52,844
2,423	Caretaker's Flat	3,072
101,262	Total Income	92,416
	Running Costs	
118,593	Running Costs	84,780
200	Caretaker's Flat	0
118,793	Total Expenditure	84,780
	General Fund Analysis	
23,200	Opening Balance	12,257
101,262	Plus : Income for Year	92,416
124,462		104,674
118,793	Less : Expenditure for Year	84,780
5,670		19,894
(6,587)	Transfers TO / FROM Reserves	(825)
12,257	Closing Balance	20,719

Viscountess Barringtons Memorial Hall & Recreation Ground

**Accounts, Trustees Report &
Independent Examiner's Report**

Year Ended 31st March 2021

Viscountess Barringtons Memorial Hall & Recreation Ground

Index

for the year ended 31st March 2021

Page No(s).

3	Independent Examiner's Report
4	General Information
5	Report of the Trustees
6	Statement of Trustees Responsibilities
7	Statement of Financial Activities
8	Balance Sheet
9 to 13	Notes to the Financial Statements

Independent Examiner's Report

To the trustees of Viscountess Barrington Memorial Hall and Recreation Ground

I report on the accounts of the Trust for the year ended 31 March 2021, which is set out on pages 3 to 13.

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(2) 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 independent examiner's 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 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 in accordance with section 130 of the 2011 Act; and
 - To prepare accounts which accord with the accounting records 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.

Tim Light FMAAT
Lightatouch
7 Hodder Close
Chandlers Ford
Hants SO53 4QD
24 June 2021

Viscountess Barringtons Memorial Hall & Recreation Ground

General Information

for the Year ended 31st March 2021

Charity Registration Number	300202
Registered Office	The Memorial Hall Highworth Road Shrivenham Swindon SN6 8BL
Trustees	Shrivenham Parish Council
Signatory for the Trust	Any Two
Independent Examiner	Tim Light FMAAT Lightatouch

Viscountess Barringtons Memorial Hall & Recreation Ground

Report of the Trustees

for the Year ended 31st March 2021

The Trustees present its Report and Financial Statements of the charity for the year ended 31 March 2021.

Constitution

The charity is governed by a Trust Deed.

The Trust is registered as a charity under number 300202

The sole trustees are Shrivenham Parish Council with individual councillors having the opportunity to opt out if they so wish.

Objectives and Activities

For the purpose of maintaining and improving the Memorial Hall and Recreation Ground.

Results

The results for the year are set out in the Statement of Financial Activities on page 7.

Trustees

Shrivenham Parish Council

Trustee.....

Trustee.....

Dated.....

Viscountess Barringtons Memorial Hall & Recreation Ground

Statement of Trustees Responsibilities

for the Year Ended 31st March 2021

Under the Charities Act 2011, the Trustees are required to:

- 1 Keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity.
- 2 Prepare financial statements for each financial year which give a true and fair view of the state of the charity's affairs and of its surplus or deficit for the year and comply with the regulations made by the Secretary of State.

In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements and whether the financial statements have been prepared in accordance with the Statement of Recommended Practice, Accounting by Charities, issued by the Charity Commission.
- prepare the financial statements on a “going concern” basis unless it is appropriate to presume that the charity will continue in operation.

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.

Viscountess Barringtons Memorial Hall & Recreation Ground

Statement of Financial Activities

For the Year Ended 31st March 2021

	Notes	Restricted Funds	Unrestricted Funds	Total Funds	2020
<u>Incoming Resources</u>	<u>3</u>				
Voluntary income		-	58618	58618	49641
CIL Monies		-	9500	9500	23
Investment income		-	133	133	202
Charitable activities		-	19028	19028	46931
Other incoming resources		-			
			5137	5137	4465
		-	92416	92416	101262
<u>Resources Used</u>	<u>4</u>				
Generating voluntary income		-	0	0	1924
Fundraising trading costs		-			
Investment management costs		-			
Charitable activities		-	12471	12471	14744
Governance costs		-	72101	72101	101887
Other resources expended		-	208	208	237
		-	84780	84780	1187920
<u>Net Incoming Resources</u>		-	7636	7636	(17530)
Other Recognised Gains & Losses		-	-	-	-
<u>Net Movement in Funds</u>		-	7636	7636	(17530)
Balances at 1st April 2020		-	48031	48301	65561
Balances at 31st March 2021		-	55667	55667	48031

Viscountess Barringtons Memorial Hall & Recreation Ground

Balance Sheet

as at 31st March 2021

		2020		2021	
	Note	£	£	£	£
<u>Fixed Assets</u>	7		1		1
<u>Current Assets</u>					
Debtors	8	1410		12	
Vat Refunds		3009		2932	
Prepayments		0		401	
Cash at Bank & In Hand		<u>57530</u>		<u>63356</u>	
			61949		66701
<u>Creditors</u>					
Amounts falling due within one year	9	<u>13918</u>		<u>11034</u>	
<u>Net Current Assets</u>			<u>48031</u>		<u>55667</u>
			<u>48031</u>		<u>55667</u>
<u>Unrestricted Funds</u>					
Current Year Fund			0		0
General Fund			12257		20719
Earmarked Reserves	10		<u>35774</u>		<u>34948</u>
			<u>48031</u>		<u>55667</u>

These financial statements were approved by the Trustees on

.....
Trustee

.....
Trustee

Viscountess Barringtons Memorial Hall & Recreation Ground

Notes to the Accounts

for the Year ended 31st March 2021

1 BASIS OF PREPARATION

1.1 Basis of Accounting

These Accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005).

1.2 Change in Basis of Accounting

These accounts were previously prepared on a receipts and payments basis but have been prepared on an accruals basis this year due to the increased level of income.

2 ACCOUNTING POLICIES

2.1 Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA.

Investment Income

This is included in the accounts when receivable.

Investment Gains and Losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from the revaluing of investments to market value at the year end.

2.2 Expenditure & Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation on the Trust.

Governance Costs

Include the costs of preparation and examination of statutory accounts and cost of any legal advice to trustees on governance or constitutional matters.

2.3 Assets

Tangible Fixed Assets for Use by Charity

Assets are not normally capitalised. The only asset capitalised by the Trust is that of The Memorial Hall which although insured to the value of £2.1 million is a non-transferable, inalienable asset and is stated at a nominal value of £1.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end.

Viscountess Barringtons Memorial Hall & Recreation Ground

Notes to the Financial Statements

For the Year Ended 31st March 2021

3 Analysis of Incoming Resources

Voluntary income

Grants Received	58108
Fundraising Income	0
Donations Received	<u>510</u>
	58618

CIL Monies

CIL Monies	9500
	<u>-</u>
	9500

Investment income

Interest Received	<u>133</u>
	133

Charitable activities

Lettings - Memorial Hall	11174
Lettings - Rec Ground	0
Office Rental	7000
Flat Rental	0
Miscellaneous Income	<u>854</u>
	19028

Other incoming resources

Storage Letting	400
Flat Occupant Fee	<u>3072</u>
Club Rental	<u>1665</u>
	5137

Viscountess Barringtons Memorial Hall & Recreation Ground

Notes to the Financial Statements

For the Year Ended 31st March 2021

4 Analysis of Resources Expended

Generating voluntary income

Fundraising Costs	0
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Charitable activities

Hall Refurbishment	11091
Hall Maintenance	1380
Other Maintenance	0
Rec. Ground Maintenance	0
	12471

Governance costs

Wages	46303
Cleaning and materials	1449
Water	(463)
Telephone & Broadband	390
Heat & Light	4133
Rates	0
Play Equip Improvements& Inspection	100
Software	0
Insurance	3401
Licences & Subs	1104
Health & Safety	1250
Grounds Maintenance	3203
Fire Safety	0
General Expenses	64
Audit Fees	500
Equipment Purchased	60
Flat Maintenance	0
SPC Management Fee	10097
Tree Work	510
Capital Expenditure	0
	72101

Other resources expended

Bank Charges	108
Advertising	100
	208

Viscountess Barringtons Memorial Hall & Recreation Ground

Notes to the Financial Statements

For the Year Ended 31st March 2021

5 Fees for Examination or Audit of The Accounts

Independent Examiner Fees	500
Accountancy Fees	0
	<hr/>
	500

6 Staff Costs

Caretaker Wages	45376
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7 Tangible Fixed Assets

	Freehold land & buildings £	Other land & buildings £	Plant & vehicles £	Fixtures & Fittings £	Total £
Balance b/f	1	-	-	-	1
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Balance c/f	-	-	-	-	-
	-	-	-	-	-
	1	-	-	-	1

8 Debtors & Prepayments

VAT Refunds	2932
Trade Debtors	12
Prepayments	<hr/>
	401
	3345

9 Creditors & Accruals

Accruals	125
Creditors	7744
Deposits Held	3165
Receipts in advance	0
	<hr/>
	11034

Viscountess Barringtons Memorial Hall & Recreation Ground

Notes to the Financial Statements

For the Year Ended 31st March 2021

10 Earmarked Reserves

The funds detailed below are held in earmarked reserves but there are no restrictions on their use. The reserves are used and named in order to identify the intended use of the funds, but the trust can agree to use them to fund any expenditure necessary.

Fund names	balances b/f £	Incoming resources £	Outgoing resources £	Transfers £	balances c/f £
Fundraising	48031		-	-	48031
Grants				-	
Maintenance				-	7636
Chestnut Tree			-	-	0
Roof Repairs			-	-	0
Total Funds	48031		-	-	55667

11 Transactions with Related Parties

The following amounts were paid as remuneration to related parties

Shrivenham Parish Council
Management Fee

10097

The following pages do not form part of the accounts

and are included for reference only