

## VISCOUNTESS BARRINGTON'S TRUST

### TRUSTEES REPORT 2022/23

In this, the first post-pandemic financial year Memorial Hall lettings income (our primary income stream) met our budget expectations, and it was almost back to pre-pandemic levels.

The new Sports Pavilion was finally completed at the end of May 2022, with the first bookings in June. Lettings have fallen short of expectations, which is disappointing, but we are hopeful that they will pick up next year.

The Trust suffered three major issues during the year. First a car accident demolished our new Claridge Room. This took several months to rebuild and was paid for under an insurance claim. In October we discovered serious wet rot under the floor of our most popular room. The floor had to be taken up and completely renewed. We were grateful to our builders who completed the work in extra quick time, enabling the room to be back in action without too much loss of income. The cost of the repair used up almost half of our maintenance reserves. Finally, a member of staff became seriously ill during this year. The Trust needed to recruit a temporary staff member to ensure service could continue as normal.

The loggia was redecorated in the spring, and redecoration of the Vic Day hall started in November 2022. All other maintenance projects were postponed until 2023/24,

The MUGA expansion and the installation of the new toddler slide were completed in June 2022, and both have been well received. An order was placed in October for two new pieces of play equipment. These were funded by CIL money and grant awards.

Plans for 2023/24 include:

- Planning for a significant refurbishment of the Memorial Hall
- Investigating energy efficiency measures for the Memorial Hall
- Installation of a mini-MUGA for toddlers
- Improvements to car park drainage

05/04/2023

## Viscountess Barrington's Trust

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## Balance Sheet as at 31st March 2023

31st March 2022

31st March 2023

## Current Assets

1,625	Debtors	3,617
3,903	Vat Refunds	2,587
45,039	Unity Trust Bank	17,604
27,289	Virgin Savings Account	27,360

77,855

51,168

77,855 Total Assets

51,168

## Current Liabilities

14,383	Creditors	10,773
150	Accruals	175
5,587	Damage Deposits	3,069
4,668	Holding Deposits	3,734

24,788

17,751

53,067 Total Assets Less Current Liabilities

33,417

## Represented By

14,246	General Fund	6,545
2,218	Fundraising EMR	0
11,784	EMR Hall Refurbishment	5,112
16,032	EMR Phased Maintenance	16,032
800	EMR Tree Maintenance	800
400	Flat Maintenance	600
223	EMR Safety/Servicing & Testing	223
220	EMR Legal Fees	63
3,039	EMR Grounds Maintenance	1,039
430	EMR New Play Area	0
300	EMR Other Fees	300
180	EMR Licence/Membership Fees	180
790	EMR Hall Small Works	790
445	EMR Training & Recruitment	445
263	EMR Telephone & Broadband	263
246	EMR Insurance	0
198	EMR Advertising	198
648	EMR Water Charges	21
606	EMR Lighting & Heating	606
0	EMR Equipment Losses	200

53,067

33,417

14:13

### Balance Sheet as at 31st March 2023

**31st March 2023**

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**Viscountess Barringtons Memorial Hall & Recreation Ground**

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

**Year Ended 31st March 2023**

**Viscountess Barringtons Memorial Hall & Recreation Ground**

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**for the year ended 31st March 2023**

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## **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 2023, 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  
28 June 2023

**Viscountess Barringtons Memorial Hall & Recreation Ground**

**General Information**

**for the Year ended 31st March 2023**

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 2023**

The Trustees present its Report and Financial Statements of the charity for the year ended 31 March 2022.

#### **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 2023**

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 2023**

	<b>Notes</b>	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>Total Funds</b>	<b>2022</b>
<b><u>Incoming Resources</u></b>	<b><u>3</u></b>				
Voluntary income		-	42670	42670	155220
IL Monies		-	5000	5000	25000
Investment income		-	72	72	36
Charitable activities		-	61320	61320	41324
Other incoming resources		-			
			5337	5337	5115
		-	114399	114399	226695
<b><u>Resources Used</u></b>	<b><u>4</u></b>				
Fundraising Trading costs		-	575	575	654
		-			
		-			
Charitable activities		-	14926	14926	1665
Governance costs		-	118340	118340	226566
Other resources expended		-	208	208	410
		-	134049	134049	229295
<b><u>Net Incoming Resources</u></b>		-	(19650)	(19650)	(2060)
Other Recognised Gains & Losses		-	-	-	-
<b><u>Net Movement in Funds</u></b>		-	(19650)	(19650)	(2060)
Balances at 1st April 2022		-	53067	53607	53607
Balances at 31st March 2023		-	33417	33417	33417

**Viscountess Barringtons Memorial Hall & Recreation Ground**

**Balance Sheet**

**as at 31st March 2023**

		<b>2022</b>		<b>2023</b>	
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>Fixed Assets</u></b>	7		1		1
<b><u>Current Assets</u></b>					
Debtors	8	1625		3617	
Vat Refunds		3903		2587	
Prepayments		0		0	
Cash at Bank & In Hand		<u>72327</u>		<u>44964</u>	
		77855		51168	
<b><u>Creditors</u></b>					
Amounts falling due within one year	9	<u>24788</u>		<u>17751</u>	
<b><u>Net Current Assets</u></b>			<u>53067</u>		<u>33417</u>
			<u>53067</u>		<u>33417</u>
<b><u>Unrestricted Funds</u></b>					
Current Year Fund			0		0
General Fund			20719		14246
Earmarked Reserves	10		<u>32348</u>		<u>19171</u>
			<u>53067</u>		<u>33417</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 2023**

**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 2023**

**3 Analysis of Incoming Resources**

**Voluntary income**

Grants Received	40025
Fundraising Income	1297
Donations Received	<u>1348</u>
	42670

**CIL Monies**

CIL Monies	5000
	<u>-</u>
	5000

**Investment income**

Interest Received	<u>- 72</u>
	72

**Charitable activities**

Lettings - Memorial Hall	43606
Lettings - Pavilion	4206
Office Rental	7500
Cost Transfer	6000
Miscellaneous Income	<u>8</u>
	61320

**Other incoming resources**

Storage Letting	550
Flat Occupant Fee	3072
Club Rental	<u>1715</u>
	5337

**Viscountess Barringtons Memorial Hall & Recreation Ground**

**Notes to the Financial Statements**

**For the Year Ended 31st March 2023**

**4 Analysis of Resources Expended**

**Generating voluntary income**

Fundraising Costs	575
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**Charitable activities**

Hall Refurbishment	0
Hall Maintenance	13133
Oher Maintenance	0
Rec. Ground Maintenance	<u>1793</u>
	14926

**Governance costs**

Staff Salaries	77436
Cleaning and materials	877
Water	1927
Telephone & Broadband	390
Heat & Light	11529
Council Tax	69
Play Equip Improvements& Inspection	105
Website Advertising	33
Insurance	4920
Licences & Subs	1081
Health & Safety	1121
Grounds Maintenance	2585
Play Area Improvements	11490
General Expenses	7
Audit Fees	500
Equipment Purchased	300
Chairman Allowance	170
Heating/Lighting Sports Pavilion	3800
Professional Fees	0
Capital Expenditure	<u>0</u>
	<u>118340</u>

**Other resources expended**

Bank Charges	108
Advertising	<u>100</u>
	<u>208</u>

**Viscountess Barringtons Memorial Hall & Recreation Ground**

**Notes to the Financial Statements**

**For the Year Ended 31st March 2023**

**5 Fees for Examination or Audit of The Accounts**

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

**6 Staff Costs**

Staff Salaries	77436
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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	2587
Trade Debtors	3617
Prepayments	<hr/> 0
	6204

**9 Creditors & Accruals**

Accruals	175
Creditors	10773
Deposits Held	6803
Receipts in advance	<hr/> 0
	17751

**Viscountess Barringtons Memorial Hall & Recreation Ground**

**Notes to the Financial Statements**

**For the Year Ended 31st March 2023**

**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.

<b>Fund names</b>	<b>balances b/f £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfers £</b>	<b>balances c/f £</b>
Fundraising	53067		-	-	53067
Grants				-	
Maintenance				-	(19650)
Chestnut Tree			-	-	0
Roof Repairs			-	-	0
<b>Total Funds</b>	55667		-	-	33417

**11 Transactions with Related Parties**

The following amounts were paid as remuneration to related parties

Shrivenham Parish Council  
Management Fee

0



The following pages do not form part of the accounts

and are included for reference only