

VISCOUNTESS BARRINGTON'S TRUST

TRUSTEES REPORT 2023/24

In this financial year our lettings (our primary income stream) have fallen slightly below target overall, although the new Sports Pavilion has exceeded our projections. This was expected and we anticipate that targets for both buildings will be met in the next financial year.

Due to the issues encountered in 2022/23 the Trust's reserves have become dangerously low and we have had to reduce maintenance and refurbishment activities to an absolute minimum.

An energy audit was carried out and a number of carbon reduction measures were recommended. We were fortunate to receive grants which will enable us to implement many of the recommendations. The work has been planned to coincide with planned refurbishments taking place in January 2025.

We were unable to complete the anticipated work on car park drainage in this year due to lack of funds. The project has been carried forward to 2024/25.

We lost a member of staff to illness during the year. We decided not to recruit a replacement and restructured the staff instead.

The mini-MUGA for toddlers was completed and was well received. This was funded by S106 developer contributions.

Two long-term projects were started this year:

1. Planning for a significant refurbishment of the Memorial Hall. Planning permission had been granted for an extension to the loggia, however following feedback from the community it was decided to reduce the size of the extension and plan for refurbishment of the toilet and kitchen facilities as well. This three-phase project will be funded by S106 developer contributions and grant funding. It is anticipated that phases 1 and 2 of the refurbishment will be completed by May 2025, with phase 3 completing in the Autumn of that year.
2. Planning for the 100th anniversary of the Memorial Hall in 2025. A committee was set up to start planning for the event, which will start in May 2025 and will run throughout the summer.

Plans for 2025/26 include:

- Refurbishment of the loggia, toilets and kitchen
- Completion of Energy saving project
- Redecoration of other areas of the Memorial Hall
- Replacement of some furniture
- Acquisition of licence to hold wedding ceremonies
- Soundproofing the pavilion

31st March 2023

31st March 2024

31st March 2023		31st March 2024	
Current Assets			
3,617	Debtors	1,438	
2,587	Vat Refunds	1,323	
17,604	Unity Trust Bank	37,342	
27,360	Virgin Savings Account	27,633	
51,168		67,735	
51,168	Total Assets	67,735	
Current Liabilities			
10,773	Creditors	11,416	
175	Accruals	0	
3,069	Damage Deposits	419	
3,734	Holding Deposits	8,066	
17,751		19,901	
33,417	Total Assets Less Current Liabilities	47,834	
Represented By			
6,545	General Fund	6,590	
26,872	Earmarked Reserves	41,244	
33,417		47,834	

The above statement represents fairly the financial position of the authority as at 31st March 2024 and reflects its Income and Expenditure during the year.

Signed :
Chairman _____ Date : _____

Signed :
Responsible
Financial _____ Date : _____

Viscountess Barringtons Memorial Hall & Recreation Ground

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

Year Ended 31st March 2024

Viscountess Barringtons Memorial Hall & Recreation Ground

Index

for the year ended 31st March 2024

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 2024, 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
16 July 2024

Viscountess Barringtons Memorial Hall & Recreation Ground

General Information

for the Year ended 31st March 2024

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 2024

The Trustees present its Report and Financial Statements of the charity for the year ended 31 March 2024.

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 2024

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 2024

	Notes	Restricted Funds	Unrestricted Funds	Total Funds	2023
<u>Incoming Resources</u>	<u>3</u>				
Voluntary income		-	52365	52365	42670
CIL Monies		-	0	0	5000
Investment income		-	272	272	72
Charitable activities		-	67382	67382	61320
Other incoming resources		-			
			5877	5877	5337
		-	125896	125896	114399
<u>Resources Used</u>	<u>4</u>				
Fundraising Trading costs		-	2285	2285	575
		-			
		-			
Charitable activities		-	2167	2167	14926
Governance costs		-	106809	106809	118340
Other resources expended		-	218	218	208
		-	111479	111479	134049
<u>Net Incoming Resources</u>		-	14417	14417	(19650)
Other Recognised Gains & Losses		-	-	-	-
<u>Net Movement in Funds</u>		-	14417	14417	(19650)
Balances at 1st April 2023		-	33417	33417	33417
Balances at 31st March 2024		-	47834	47834	47834

Viscountess Barringtons Memorial Hall & Recreation Ground

Balance Sheet

as at 31st March 2024

		2024		2023	
	Note	£	£	£	£
<u>Fixed Assets</u>	7		1		1
<u>Current Assets</u>					
Debtors	8	1438		3617	
Vat Refunds		1322		2587	
Prepayments		0		0	
Cash at Bank & In Hand		<u>64975</u>		<u>44964</u>	
			67735		51168
<u>Creditors</u>					
Amounts falling due within one year	9	<u>19901</u>		<u>17751</u>	
<u>Net Current Assets</u>			<u>47834</u>		<u>33417</u>
			<u>47834</u>		<u>33417</u>
<u>Unrestricted Funds</u>					
Current Year Fund			0		0
General Fund			6590		14246
Earmarked Reserves	10		<u>41244</u>		<u>19171</u>
			<u>47834</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 2024

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 2024

3 Analysis of Incoming Resources

Voluntary income

Grants Received	47605
Fundraising Income	4107
Donations Received	<u>653</u>
	52365

CIL Monies

CIL Monies	0
	<u>-</u>
	0

Investment income

Interest Received	<u>- 272</u>
	272

Charitable activities

Lettings - Memorial Hall	40707
Lettings - Pavilion	12157
Office Rental	8000
Cost Transfer	6000
Miscellaneous Income	<u>518</u>
	67382

Other incoming resources

Storage Letting	750
Flat Occupant Fee	3072
Club Rental	<u>2055</u>
	5877

Viscountess Barringtons Memorial Hall & Recreation Ground

Notes to the Financial Statements

For the Year Ended 31st March 2024

4 Analysis of Resources Expended

Generating voluntary income

Fundraising Costs	2285
-------------------	------

Charitable activities

Hall Refurbishment	0
Hall Maintenance	913
Oher Maintenance	438
Rec. Ground Maintenance	<u>816</u>
	2167

Governance costs

Staff Salaries	72218
Cleaning and materials	1213
Water	1205
Telephone & Broadband	445
Heat & Light	11877
Rates: Pavilion	1183
Play Equip Improvements& Inspection	117
Website Advertising	60
Insurance	5226
Licences & Subs	1354
Health & Safety	1458
Grounds Maintenance	3015
Tree Maintenance	406
General Expenses	233
Audit Fees	425
Equipment Purchased	1765
Chairman Allowance	215
Heating/Lighting Sports Pavilion	4144
Equipment Losses	150
Training and Recruitment	<u>100</u>
	<u>106809</u>

Other resources expended

Bank Charges	118
Advertising	<u>100</u>
	<u>218</u>

Viscountess Barringtons Memorial Hall & Recreation Ground

Notes to the Financial Statements

For the Year Ended 31st March 2024

5 Fees for Examination or Audit of The Accounts

Independent Examiner Fees	425
Accountancy Fees	0
	<hr/>
	425

6 Staff Costs

Staff Salaries	72218
----------------	-------

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	1322
Trade Debtors	1438
Prepayments	<hr/>
	0
	2760

9 Creditors & Accruals

Accruals	0
Creditors	11416
Deposits Held	419
Receipts in advance	8066
	<hr/>
	19901

Viscountess Barringtons Memorial Hall & Recreation Ground

Notes to the Financial Statements

For the Year Ended 31st March 2024

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	33417		-	-	33417
Grants				-	
Maintenance				-	14417
Chestnut Tree			-	-	0
Roof Repairs			-	-	0
Total Funds	33417		-	-	47834

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