

# **HOLMER GREEN VILLAGE CENTRE**

**Registered Charity No 300281**

## **Report of the Trustees for the year ended 31<sup>st</sup> December 2023**

The Trustees present their report along with the financial statements of the charity for the year ended 31<sup>st</sup> December 2023. The financial statements comply with the charity's Constitution. The Holmer Green Village Centre (HGVC) is a charity registered with the Charity Commission under registration number 300281.

### **Objects**

The object of the HGVC is contained in the Trust Deed which established it in 1954:

- *The property of the Centre shall be held for charitable purposes only.*
- *In particular the said property shall be held on trust to provide, establish and maintain a Community Centre for the area of Holmer Green in the promotion and conduct of which the local authorities hereinafter mentioned shall be associated with such residents and in such voluntary organisations operating in such areas as wish to do so in common effort to further spiritual, mental, social and physical activities of all members of the community in the said area and to carry out any alteration or addition to the existing buildings for the proper running of the Centre.*

### **Activities**

The HGVC consists of two Halls, the Main Hall and the Chadwick Hall and ancillary facilities such as a car park and a garden. These are available to hire by local voluntary organisations, by individuals and by commercial undertakings. The basis of charging is a series of hourly rates which differ depending on whether the hirer is a voluntary or commercial undertaking and on whether they are regular bookings or one-off or occasional events.

### **Achievements and Performance**

In 2023, the operations of the HGVC were back to what they had been prior to the COVID-19 pandemic.

The Main Hall was redecorated during 2023. The materials were provided free of charge by a local decorators' merchant, so only labour costs were incurred. Following this redecoration, it was decided not to replace the heavy curtains in the Hall, which would have required expensive cleaning in any case, and they were replaced with new roller blinds.

During the year, it was necessary to repair large sections of the roof over the Main Hall, where the slates had become cracked and water was entering the building. To finance this, the Trustees agreed to use some of the monies put aside for the eventual replacement of the wooden floor in the Main Hall. To reflect this, it was decided to rename these funds the 'Major Projects Fund'.

Apart from these larger projects, there were the usual repairs and replacements of equipment, including a new oven in the Main Hall.

### **Financial Review**

The current financial position of HGVC is presented in the attached accounts. Overall, the HGVC made a loss in 2023 due to the above-mentioned roof repairs. Forward forecasts, which have been made conservatively in view of the ongoing high costs of energy and other inputs, show a healthy financial position for 2024.

### **Reserves Policy**

The Trustees consider that a reserve of about 6-12 months' operating expenses is sufficient to deal with unforeseen problems and/or to ensure an orderly dissolution of the HGVC if that were to prove necessary. The Trustees believe that the present reserves are adequate and not excessive. It should be noted that included in the reserves is an amount, now known as the Major Projects Fund and currently totalling £8,100, which is being built up with a view to the eventual replacement of the wooden floor in the Main Hall.

### **Plans for the Future**

The HGVC plans to continue normal operations in 2024. No further major expenditures are planned for the year..

## Structure, Governance and Management

The governing document for our charity is a Trust Deed, executed on 8<sup>th</sup> September 1954. This vests the overall direction of the organisation in an 'Executive Committee' consisting of representatives of organisations which use the Centre, plus from various local authorities and a number of 'Independent Representatives', people not affiliated with particular organisations. The Executive Committee meets three times per year, twice at what are termed 'Representatives' Meeting' and the third of which is the Annual General Meeting (AGM).

In 2021, the 'Executive Committee' approved a revised Constitution, more suited to modern-day conditions, to replace the 1954 Trust Deed. After approval by the Trustees, the provisions of this revised document were first notified to the Charity Commission in February 2022. The Commission initially rejected this new Constitution, principally because it sought to adjust the objectives and introduce a dissolution clause. More recently, the Commission has advised us that the new document must take the form of a revised Trust Deed and this is in the course of preparation.

Five Trustees are elected to supervise the management of the HGVC. The current Trustees are:

- Peter Healy
- Stuart King
- Eric Magson
- Helen Terry
- James Cadle

Trustees serve for a fixed term of five years, after which they are eligible for re-election.

Stuart King has announced his intention of standing down at the Annual General Meeting on 5<sup>th</sup> March 2024.

Day-to-day management of the Centre is undertaken by its Officers. These are elected/re-elected at the Annual General Meeting and, from 8<sup>th</sup> March 2023, they were:

<b>Chairman</b>	James Cadle
<b>Secretary</b>	Terry Owen
<b>Treasurer</b>	Elaine Birchley
<b>Bookings Secretary</b>	Paul Fleming

The Trust deed requires that the accounts of the HGVC be reviewed independently and for 2023 the independent Examiner was Richard Chantler, a retired chartered accountant who has no other connection with the HGVC.

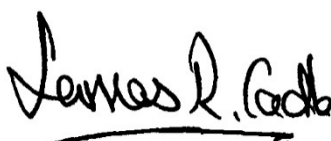
## Approvals

The report was approved by the Trustees and signed on their behalf:

**Name:** James Cadle

**Position:** Chairman

**Signed:**



**Date:** 28<sup>th</sup> February 2024

## HOLMER GREEN VILLAGE CENTRE

### INCOME AND EXPENDITURE ACCOUNT - Year ended 31 December 2023

	2023	2022
INCOME		
Lettings	25785.75	25723.50
Miscellaneous Income	0.00	0.00
Building Society Interest	714.77	161.30
Fundraising and Donations	0.00	0.00
Grants	0.00	0.00
	<u>26500.52</u>	<u>25884.80</u>
Less EXPENDITURE		
Cleaning Contract	7440.00	6990.00
Administration Expenses	1078.49	834.77
Fundraising Expenses	0.00	0.00
Council Tax and Water Rate	576.73	919.75
Gas and Electricity	4719.18	3201.94
Insurance	1471.53	1403.23
Telephones	757.06	667.12
Furniture/Equipment renewals	0.00	0.00
Redecoration Costs	5832.00	0.00
General repairs and maintenance	14610.90	3250.37
Cleaning materials and refuse	3716.63	3051.45
	<u>40202.52</u>	<u>20318.63</u>
NET SURPLUS (DEFICIT) for the year	<u>(13,702.00)</u>	<u>5,566.17</u>

## **HOLMER GREEN VILLAGE CENTRE**

### **BALANCE SHEET as at 31 December 2023**

	2023	2022
FIXED ASSETS		
	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
CURRENT ASSETS less LIABILITIES		
Debtors for lettings	4536.10	4612.25
Prepaid Insurance	0.00	0.00
Coventry Building Society	2611.73	2584.65
COIF Deposit Fund	8174.54	16846.85
Bank Current Account	6963.19	11342.96
PayPal Account	1448.16	1619.56
	<u>23733.72</u>	<u>37006.27</u>
Less Sundry Creditors	<u>2538.60</u>	<u>2109.15</u>
	<u>21195.12</u>	<u>34897.12</u>
	<u>21195.12</u>	<u>34897.12</u>
Represented by:		
CONTINGENCY FUND	5000.00	5000.00
RESERVE FUND		
Balance brought forward	29897.12	24330.95
Surplus (Deficit) for the year	<u>(13,702.00)</u>	<u>5566.17</u>
	<u>16195.12</u>	<u>29897.12</u>
	<u>21195.12</u>	<u>34897.12</u>



Section A Independent Examiner's Report

Report to the trustees

Charity Name  
Holmer Green Village Centre

On accounts for the year  
ended

31<sup>st</sup> December 2023

Charity no  
(if any) 300281

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date: 26/2/2024

Name:

Richard Chantler

Relevant professional  
qualification(s) or body

FCCA (retd)

(if any):

--

**Address:**

Boot Farm, Watchet Lane

Little Kingshill

HP16 0DR

## Section B

## Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

--