



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Harston Village Hall

On accounts for the year
ended

31st December 2023

Charity no
(if any)

300397

Set out on pages

1-3

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 ~~(other than that disclosed below)*~~ **A2**

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

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

Signed:

Date:

22/3/24

Name:

ROGER DICKERSON

Relevant professional
qualification(s) or body
(if any):

ACIS (RETIRED)

Address:

62 The Limes

Harston

Cambridge CB22 7PT

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Report to the trustee:
members of

On account for the year
ended

Set out on pages

Responsibility of
trustees and examiner

Examiner's statement
of independence

Examiner's statement
of independence

Signature

Name

Relevant professional
qualification(s) or body
(if any)

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



Charity Name Village Hall (Harston)		Is (if any) 200287		CC16a
Receipts and payments accounts				
For the period from	Period start date 01/01/2023	To	Period end date 31/12/2023	


Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hiring	26,358	-	-	26,358	24,641
Donations	383	-	-	383	50
Interest	385	-	-	385	26
Fund raising	2,256	-	-	2,256	1,576
Coronavirus Support & Grants	-	-	-	-	28,623
Insurance refund	-	-	-	-	59
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	29,381	-	-	29,381	54,975
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	29,381	-	-	29,381	54,975
A3 Payments					
Utilities	7,833	-	-	7,833	4,133
Insurance	1,510	-	-	1,510	1,474
Repairs & Renewals	7,337	-	-	7,337	4,969
Cleaning & Maintenance	289	-	-	289	528
Booking secretary wages	4,968	-	-	4,968	4,232
Caretaker wages	3,492	-	-	3,492	2,814
Refurbishment project	10,678	-	-	10,678	40,549
Subs & Licences	881	-	-	881	705
Fund raising	2,272	-	-	2,272	-
Misc	115	-	-	115	40
Sub total	39,376	-	-	39,376	59,444
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	39,376	-	-	39,376	59,444
Net of receipts/(payments)	- 9,995	-	-	- 9,995	- 4,469
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	50,068	-	-	50,068	54,537
Cash funds this year end	40,073	-	-	40,073	50,068

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		40,073	-	-
		-	-	-
		-	-	-
	Total cash funds	40,073	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Various items of furniture and kitchen appliances, sound system		-	-
	Freehold deeds of Village Hall and land		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
	Utilities, electricity and gas monthly, water half-yearly, in arrears.		-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Grant Marriott	01/02/24
	Anthony Stafford	1/3/24



Trustees' Annual Report for the period

Period start date
From 01 Jan 2023 To Day 31 Dec 2023
Period end date

Section A

Reference and administration details

Charity name HARSTON VILLAGE HALL

Other names charity is known by

Registered charity number (if any) 300397

Charity's principal address Harston Village Hall

20 High Street

Harston Cambs

CB22 7PX

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	Mr G Marriott	Chairman		
2	Mr S Mynott	Administrator		
3	Mr T Stafford	Treasurer		
4	Mr D Benning			
5	Mr R Pearce-Gould			
6	Ms R A Craven			
7	Mrs J Boakes			
8	Mr R Dick			
9	Mrs S Turnbull			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

(eg trust deed, constitution)

Declaration of Trust dated 27th November 1933 as varied or affected by a scheme of the Charity Commissioners of 18th April 1947 and in the matter of the Charities Act 1993.

How the charity is constituted

(eg trust, association, company)

Trust

Trustee selection methods

(eg appointed by, elected by)

Selection by existing trustees in the best interest of the charity.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

A Cloud-based software package, Clearbooks, has been used throughout 2023 as the primary accounting system. A separate system Payroo has been used for wages and statutory reporting to HMRC.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The charity is established to benefit the inhabitants of Harston by providing facilities for communal activities. The Village Hall is available for hire by any individual or organisation in accordance with the standard hiring agreement. It is intended that the scale of charges be sufficient to generate income to meet the annual running costs of the Hall and for its upkeep in the longer term.

The charity is managed by residents of the village, some of whom are elected, others being nominated by village organisations, with a Managing Committee which meets monthly.

Day to day tasks are undertaken by a paid Booking Secretary and Caretaker and by Trustees as volunteers.

The Hall is being promoted through both our own website and via Cambridge ACRE as an attractive venue for regular users to hold classes, courses, events and meetings and also as a suitable venue for local families to hold weddings and parties.

Trustees continued to follow advice provided by Cambridge ACRE and the government to keep The Hall 'Covid-Safe' during the year providing signage, sanitation products and emergency materials as required.

The Annual General Meeting was held on 4th April 2023 at 7:00 pm. There were no issues or concerns raised at the meeting.

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

Many people have given freely of their time to ensure the smooth operation of the Hall during 2023 for which we extend grateful thanks.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Net income from hirings was £27,931 (£24,641 2022).

Operating costs amounted to £29,014 (£18,895 2022).

Cash funds at year end totalled £40,073 (£50,068 2022).

Trustees organised monthly coffee and cake events and a centenary weekend celebration for the local community raising £2256 towards Hall funds.

2023 saw the centenary of the opening of the hall in November 1923. Trustees organised a weekend of events to celebrate the milestone including a live broadcast of the BBC programme Any Questions and a centenary banquet with entertainment. The event was subsidised at a cost of £2272 provided from Hall funds.

Trustees carried out a programme of further refurbishment and improvement projects during 2023 supported from accumulated cash. These included replacement of the flooring in the inner lobby and corridor areas, replacement of flooring in the toilets, painting of the exterior walls of the hall and refurbishing of a wooden notice board for WI use.

Section E

Financial review

Brief statement of the charity's policy on reserves

A reserve of £22,000 will be held against emergency repairs and other non-budgeted costs. This equates to approximately one year essential operating costs plus a provision for essential maintenance.

Details of any funds materially in deficit

None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Accounts for 2023 have been prepared on a Receipts and Payments basis as in previous years and as allowed under Charity Commission rules.

Two accounts are used for day-to-day Hall operation, a Lloyds current account and a Lloyds instant access deposit account. The deposit account pays interest at 1.3% and receipts of £385 were recorded for 2023.

A Paypal account was set up during 2019 to accommodate a new hirer who wished to pay using this method. The hirer no longer uses the hall but the account remains open for further use.

During 2022 the hall invested in a SumUp card reader system linked to the hall current account allowing users attending hall events run by trustees to pay for purchases using their credit/debit cards.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s) Grant Marriott

Position (eg Secretary, Chair, Chairman etc)

Date

06/02/24



Anthony Stafford

Treasurer

1/3/24