

Toft People's Hall

Annual Report
&
Financial Statements
2023-2024

CONTENTS

	<u>Page</u>
Annual Report	3
Statement of Trustees' Responsibilities	3
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Accounts	7
Independent Examiner's Report	8

ADDRESS FOR CORRESPONDENCE

Hon. Secretary
1 Baldwins Close
Bourn
Cambridge CB23 2TH

BANKERS

Cambridge Building Society
51, Newmarket Road
CAMBRIDGE CB5 8FF

HSBC Bank Plc
58 Chesterton Road
Cambridge CB4 1EW

Metro Bank
One Southampton Row
London
WC1B 5HA

INDEPENDENT EXAMINER

Miss J Verney
40 School Lane
Toft
Cambridge CB23 2RE

TOFT PEOPLE'S HALL

ANNUAL REPORT of THE MANAGING TRUSTEES (THE MANAGEMENT COMMITTEE) for the year ended 31 March 2024

Registered Charity No. 300424

Toft Village Hall, now known as Toft People's Hall, is a registered charity, established in 1964 for, in the words of the Trust Deed, "the benefit of all the inhabitants of the village of Toft, with the object of improving the conditions of life of the said inhabitants."

Membership of the Management Committee

Members of the Management Committee - the Managing Trustees - are elected annually at the Annual General Meeting, or nominated by user groups, in accordance with the Trust Deed, and are eligible for re-election. During the year the following served as members of the Committee:

Chairman:	Stephen Pugh	(Elected. Resigned 25 January 2024)
	Jake Tebbit	(Elected. Appointed 25 January 2024)
Hon Secretary:	Graham Gifford	(Elected)
Booking Secretary:	Sally Roberts	(Elected)
Hon Treasurer :	Carol Wilmot	(Elected)
	Christine Watson	(Toft Parish Council)
	Barbara Preece	(Church in Toft)
	Elizabeth Harrisson	(Toft Friendship Club, resigned January 2024)
	Alice Gathercole	(Toft Friendship Club, appointed January 2024)
	Brian Roberts	(Toft Social Club)
	Linda Hollow	(Elected 25 January 2024)

All members of the Management Committee and sub-committees, including co-opted members, are purely volunteers and receive no form of remuneration.

Statement of Management Committee's Responsibilities as Managing Trustees

The Management Committee, as Managing Trustees of the charity, is responsible for preparing financial statements for each financial year which give a true and fair view of the state of affairs and of the surplus or deficit for that year, and is required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis.

The Committee is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position. It is also responsible for safeguarding the assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

J Tebbit Chairman

Toft People's Hall Managing Trustees

Date:

Toft People's Hall

	Note	2024 Unrestricted Funds	2024 Restricted Funds	2024 Total Funds	2023 Total Funds
INCOMING RESOURCES					
Donations and grants	2	17,740	-	17,740	30
Interest received		136	-	136	8
Lettings of the Hall		3,072	-	3,072	3,225
Social Club & Community Café recharges		3,975	-	3,975	3,075
Community Café income	3	8,888	-	8,888	11,080
TOTAL INCOMING RESOURCES		33,811	-	33,811	17,418
RESOURCES USED					
Running costs of hall					
Heat(oil)		1,413	-	1,413	978
Electricity		5,516	-	5,516	2,197
Water		410	-	410	368
Cleaning		4,566	-	4,566	3,725
Insurance		1,094	-	1,094	1,051
Maintenance		2,936	-	2,936	5,614
Depreciation		1,105	454	1,559	1,082
Telephone and internet		432	-	432	526
Stationery & Postage		-	-	-	23
Subscriptions		155	-	155	139
Donation in lieu of Independent Examiners Fee		100	-	100	100
Bad debts		-	-	-	-
Sundry expenses		173	-	173	60
Community café expenses	3	5,288	-	5,288	6,838
TOTAL RESOURCES USED		23,188	454	23,642	22,701
NET INCOMING/(OUTGOING) RESOURCES for the year		10,623	(454)	10,169	(5,283)
TOTAL FUNDS brought forward		21,998	3,728	25,726	31,009
TOTAL FUNDS carried forward		<u>32,621</u>	<u>3,274</u>	<u>35,895</u>	<u>25,726</u>

Toft People's Hall**Balance Sheet As at 31 March**

	Note	2024	2023
FIXED ASSETS			
Fixtures & Fittings	49		62
Kitchen Appliances	2,458		67
Miscellaneous Equipment	89		111
Furniture	2,190		2,738
Theatre Equipment	203		253
Bar equipment	452		565
Audio/Video Equipment	427		534
Community Café furniture	1927		1,079
	<u>7,795</u>		<u>5,409</u>
Less: Depreciation in year	1,559	<u>6,236</u>	<u>1,082</u>
			<u>4,327</u>
CURRENT ASSETS			
Sundry debtors		644	563
Oil		-	700
Cash: Bank current accounts		29,252	24,130
Building Society deposits		262	257
Cash in hand		133	629
		<u>30,291</u>	<u>26,279</u>
TOTAL CURRENT ASSETS			
		30,291	26,279
CURRENT LIABILITIES - accruals		632	4,880
		<u>29,659</u>	<u>21,479</u>
NET CURRENT ASSETS			
		<u>35,895</u>	<u>25,796</u>
TOTAL NET ASSETS			
		<u>35,895</u>	<u>25,796</u>
Represented by:			
UNRESTRICTED FUNDS -		32,621	21,998
GENERAL RESERVE ACCOUNT			
RESTRICTED FUNDS - AV		217	251
EQUIPMENT			
RESTRICTED FUNDS – THEATRE		129	163
EQUIPMENT			
RESTRICTED FUNDS - BUILDING		1,386	1,386
RESTRICTED FUNDS –		1,542	1,928
COMMUNITY CAFE			
		<u>35,895</u>	<u>25,796</u>

Approved by the Management Committee on

and signed on their behalf

.....
Chairman of the Managing Trustees

.....
Honorary Treasurer

Toft People's Hall

Notes to the Accounts

1. Accounting Policies

- a) The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.
- b) Basis of accounting: The financial statements have been prepared under the historical cost convention
- c) Depreciation: Tangible fixed assets are depreciated on a reducing balance basis at a rate of 20% per year. Toft People's Hall building is owned by Toft Parish Council.

2. Donations and grants

	2024	2023
Toft Social Club	17,549	-
Other	191	30
Total	17,740	30

Toft Social Club Limited is a registered society (registration number 28981R) and its surplus is donated via covenant to Toft People's Hall for the maintenance and improvement of the building. The amounts received in the year ended 31 March 2024 relate to the years ended 31 October 2022 and 31 October 2023.

3. Community café

In October 2021, with the agreement of the Toft People's Hall committee, a group of volunteers opened a Community Café operating once a week at Toft People's Hall. Any surplus is retained by Toft People's Hall. As the Café does not have a committee, the trustees of Toft People's Hall review the operation of the café at their trustee meetings as appropriate.

Independent Examiner's Report to the Management Committee of Toft People's Hall

I report on the financial statements of Toft People's Hall for the year ended 31 March 2024, which are set out on pages 1 to 7.

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 2011 Act) and that an independent examination is needed. The charity is preparing accrual accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- 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 next statement.

Independent examiners 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 and 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.

Miss Jean Verney

Date: 12 January 2025