

**Annual Report of the Trustee of the Whittlesford Memorial Hall for
the Year ending 31st March 2023**

Registered Charity: 300428

Correspondence Address: The Parish Clerk, 7 Newton Road, Whittlesford, Cambridge.
CB22 4PF

Founded by: A Trust Deed dated 1st September 1922, as amended by a further
Deed dated 23rd November 1923 ,and replaced by a Charity
Scheme dated 14th August 2000

Trustee : The Whittlesford Parish Council

Bankers: Santander

AIMS: Our responsibility is to provide and maintain a Hall for use by the inhabitants of Whittlesford without distinction of political, religious or other opinions, including for meetings, lectures, classes and other forms of recreation and leisure-time occupation, with the object improving the conditions of life for the inhabitants of the village.

ORGANISATION: Under the provision of a Trust Deed and a Scheme of Arrangement, the management of the Hall is vested in a Committee, whose members are appointed by the Whittlesford Parish Council.

ACHIEVEMENTS: The Hall has continued to provide a vital meeting place for members of the village and for Clubs and Societies. In particular, the Hall continued to host early years educational provision for the village via the Whitsers Pre-School organisation, that operates from the Hall during school term-time.

During the year further improvements were made in the facilities provided at the Hall and new lighting was installed in the main hall.

The Trustee would like to record its thanks to the members of the Hall Management Committee and the caretaker for their work during the year. The village continues to benefit from their vital work for the community.

Signed



Dr Richard Williams
Chair of the Whittlesford Parish Council.

Dated 31st January 2024

31/1/24

Whittlesford Memorial Hall

BALANCE SHEET 31/03/2023

	<u>31 Mar 23</u>	<u>31 Mar 22</u>
ASSETS		
Fixed Assets		
Building	400,000	400,000
Equipment	69,846	68,285
Provision for depreciation	-49,217	-46,203
Total Fixed Assets	<u>420,629</u>	<u>422,082</u>
Cash at bank and in hand		
Current Account 35365187	30,457	31,993
Deposit Account 0321 1525	81,686	72,622
Total Cash at bank and in hand	<u>112,143</u>	<u>104,615</u>
VAT Debtor	2,403	1,364
Other debtors	1,508	680
Total Current Assets	<u>116,054</u>	<u>106,659</u>
Current liabilities		
Accounts Payable	344	738
Accruals and deferred income	936	1,120
S.106 Funds	3,573	3,573
Total Current Liabilities	<u>4,853</u>	<u>5,431</u>
NET CURRENT ASSETS	<u>111,201</u>	<u>101,228</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	531,830	523,310
Long Term Liabilities	0	0
	<u>0</u>	<u>0</u>
NET ASSETS	<u>531,830</u>	<u>523,310</u>
Retained Earnings	123,310	107,040
Valuation of Building	400,000	400,000
Surplus for the Year	8,520	16,270
Charity funds	<u>531,830</u>	<u>523,310</u>

Whittlesford Memorial Hall

Income/Expenditure 31/03/2023		Note	April 22 to Mar'23	April 21 to Mar'22
Income				
E.On Feedback tariff monies			4,898	4,148
Hall Rental			33,705	25,177
Interest Income			1,063	7
Other Income			555	
Grant Income (Covid)			0	10,667
s.106 Grant		1	0	0
PC Grant amortization			0	2,000
Total Income			40,221	41,999
Gross Profit			40,221	41,999
Expense				
Admin cost - labour			5,100	4,800
Cleaning and Caretaking	Labour		4,850	4,560
	Materials		466	327
	Subcontract		1,185	689
	Total Cleaning and Caretaking		6,501	5,576
Depreciation Expense			3,014	3,770
Insurance			1,442	1,500
Licences and Permits			252	70
Maintenance	Building Maintenance	2	5,706	2,675
	Equipment Repairs	3	1,603	349
	Total Maintenance		7,309	3,024
Marketing costs			155	227
Annual Accounts fees			425	512
Treasurers fees			1,755	674
Software			238	88
Small equipment purchases			364	1,070
Sundry Small Expenses				15
Telephone & Wifi			101	49
Utilities	Gas & Electric		3,922	3,824
	Waste Removal		740	993
	Water		383	-203
	Total Utilities		5,045	4,614
Total Expense			31,701	25,729
Net Ordinary Income			8,520	16,270
Surplus for the Year			8,520	16,270

Notes

- 1 Following the end of the Covid restrictions hall bookings have returned to pre-pandemic levels. The Hall is now operating at close to full capacity.
Costs also increased as a result of returning to full operational capacity and the need to get back on track with deferred maintenance projects.

- 2 Main projects
- | | |
|---|--------------|
| Annual and periodic inspections | £1116 |
| Remedial work following periodic inspection | £1559 |
| Redecoration | £478 |
| New bin enclosure | £530 |
| Emergency plumbing repairs | £400 |

- 3 Main projects
- | | |
|--|-------------|
| Annual contracts and PAT Testing | £490 |
| New case for and consumables for defibrillator | £583 |

Fixed Assets			Cost								
	Date Acquired	Qty	Cost	Current year	Depreciation period (years)	Depreciation in previous years B/F	NBV at year opening	Months depreciated in year	Depreciation for year 2022-23	Year End Net Value	Total Depreciation C/F
**Curtains - Main Hall	05/02/1999	8	£763.38	0.00	3	£762.38	£1.00	12	£0.00	£1.00	£762.38
**Curtains - Back of Stage	26/03/1999	1	£154.93	0.00	3	£153.93	£1.00	12	£0.00	£1.00	£153.93
**Curtains - Millennium Room	26/09/1999		£497.73	0.00	3	£496.73	£1.00	12	£0.00	£1.00	£496.73
Stage equipment	09/11/2001	1	£1,210.68	0.00	5	£1,209.68	£1.00	12	£0.00	£1.00	£1,209.68
*Piano	06/04/2001	1	£1.00	0.00	N/A	£0.00	£1.00	12	£0.00	£1.00	£0.00
*Refrigerator	06/04/2001	1	£1.00	0.00	N/A	£0.00	£1.00	12	£0.00	£1.00	£0.00
*Stage system (original)	06/04/2001		£3,500.00	0.00	3	£3,499.00	£1.00	12	£0.00	£1.00	£3,499.00
*Chairs	06/04/2001	195	3,510.00	0.00	3	£3,509.00	£1.00	12	£0.00	£1.00	£3,509.00
Tables	04/11/2002	10	1,401.56	0.00	3	£1,400.56	£1.00	12	£0.00	£1.00	£1,400.56
Tables	27/08/2004	10	731.02	0.00	3	£730.02	£1.00	12	£0.00	£1.00	£730.02
Table truck & chair trolley	27/08/2004		432.25	0.00	3	£431.25	£1.00	12	£0.00	£1.01	£431.25
Shed	04/08/2005		3,244.65	0.00	5	£3,243.65	£1.00	12	£0.00	£1.01	£3,243.65
Headset mikes	12/08/2005		688.46	0.00	3	£687.46	£1.00	12	£0.00	£1.01	£687.46
Liebherr UKS 5000 Fridge	19/10/2007	1	612.77	0.00	5	£612.76	£0.00	12	£0.00	£1.01	£612.76
Hand driers	14/11/2011		806.59	0.00	5	806.59	0.01	12	0.00	0.01	806.59
Solar panels	30/11/2011		25,175.00	0.00	25	10,582.33	14,592.67	12	1,007.00	13,585.67	11,589.33
Underfloor heating	16/08/2010		1,219.50	0.00	10	1,219.50	0.00	12	0.00	0.00	1,219.50
Main Hall curtains	30/07/2014		718.87	0.00	5	718.87	0.00	12	0.00	0.00	718.87
Chairs	05/08/2014		4,553.10	0.00	5	4,553.10	0.00	12	0.00	0.00	4,553.10
10 x Tables	15/05/2015		681.93	0.00	5	681.93	0.00	12	0.00	0.00	681.93
Drinks cooler	03/08/2015		512.40	0.00	5	512.40	0.00	12	0.00	0.00	512.40
Boiler	31/10/2017		4,490.42	0.00	5	3,966.54	523.88	12	523.88	0.00	4,490.42
A/C unit	31/10/2017		3,603.00	0.00	5	3,182.65	420.35	12	420.35	0.00	3,603.00
Tables	10/10/2017		1,091.33	0.00	5	964.01	127.32	12	127.33	0.00	1,091.34
Henry vacuum cleaner	10/10/2017		141.66	0.00	5	125.13	16.53	12	16.53	0.00	141.66
6 x small tables	06/02/2019		454.32	0.00	5	280.15	174.17	12	90.86	83.31	371.01
Under Stage Storage	23/08/2019		8,000.00	0.00	10	1,866.66	6,133.34	12	800.00	5,333.34	2,666.66
Micro-Wave Oven	27/11/2021		87.50		5	17.50	70.00	12	17.50	52.50	35.00
			£68,285.05	0.00		£46,213.78	£22,071.27		£3,003.44	£19,068.86	£49,217.20
New Lighting			1,561.00		10					1,561.00	
			£69,846.05	£ -		£46,213.78	£22,071.27		£3,003.44	£20,629.86	£49,217.20

Whittlesford Memorial Hall

Creditors

As of 31 March 22

Accounts Payable

£

Eon - Electricity	344
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<u>344</u>

Accruals and Deferred income

Gas

Electricity

Water	128
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Telephone

Software

Accounts	425
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Treasurers Fees	383
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<u>936</u>

Whittlesford Memorial Hall
A/R Ageing Summary
As of 31 March 2022

Eon Credit balances on creditor account	£448
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Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Whittlesford Memorial Hall

**On accounts for the year
ended**

31st March 2023

**Charity no
(if any)**

300428

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2023.

**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**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:

Date:

12/07/2023

Name:

Tim Phillips; Director, Tim Phillips & Co Ltd

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

An Accountancy Service Provider (ASP) and a Trust & Company Service Provider (TCSP) under the Money Laundering Regulations (MLR), registered with and regulated by HM Revenue and Customs (HMRC). MLR Registration Number: 12289611.

Address:

Cart House 2, Copley Hill Business Park, Cambridge Road, Babraham
Cambridge CB22 3GN