

Annual Report of the Trustee of the Whittlesford Memorial Hall for the Year ending 31st March 2024

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.

The Management Committee continued to develop the facilities that the Hall offers during the year to ensure that the Hall remains an attractive venue for the village that fulfils its charitable objectives.

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 29th October 2024

Whittlesford Memorial Hall

Balance Sheet 31/03/2024

	<u>31 Mar 24</u>	<u>31 Mar 23</u>
	£	£
ASSETS		
Fixed Assets		
Building	400,000	400,000
Equipment	68,761	69,846
Provision for depreciation	-47,908	-49,217
Total Fixed Assets	<u>420,853</u>	<u>420,629</u>
Cash at bank and in hand		
Santander Current Account	889	30,457
Santander Deposit Account	84,502	81,686
Saffron Building Society	33,000	0
Total Cash at bank and in hand	<u>118,391</u>	<u>112,143</u>
VAT Debtor	3,714	2,403
Other debtors	1,439	1,508
Total Current Assets	<u>123,544</u>	<u>116,054</u>
Current liabilities		
Accounts Payable	0	344
Accruals and deferred income	3,339	936
S.106 Funds	0	3,573
Total Current Liabilities	<u>3,339</u>	<u>4,853</u>
NET CURRENT ASSETS	<u>120,205</u>	<u>111,201</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>541,058</u>	<u>531,830</u>
Long Term Liabilities	0	0
	<u>0</u>	<u>0</u>
NET ASSETS	<u>541,058</u>	<u>531,830</u>
Retained Earnings	131,830	123,310
Valuation of Building	400,000	400,000
Surplus for the Year	9,228	8,520
Charity funds	<u>541,058</u>	<u>531,830</u>

Whittlesford Memorial Hall

Income/Expenditure 31/03/2024		Note	April 23 to Mar'24	April 22 to Mar'23
Income			£	£
E.On Feedback tariff monies			5,056	4,898
Hall Rental			34,919	33,705
Interest Income			4,612	1,063
Other Income			-300	555
s.106 Grant		1	3,573	0
PC Grant amortization				0
Total Income			47,860	40,221
Gross Profit			47,860	40,221
Expense				
Admin cost - labour			5,400	5,100
Cleaning and Caretaking	Labour		5,100	4,850
	Materials		555	466
	Subcontract		950	1,185
	Total Cleaning and Caretaking		6,605	6,501
Depreciation Expense			2,200	3,014
Insurance			1,522	1,442
Licences and Permits			309	252
Maintenance	Building Maintenance	2	9,857	5,706
	Equipment Repairs	3	1,131	1,603
	Total Maintenance		10,988	7,309
Marketing costs			165	155
Annual Accounts fees			600	425
Treasurers fees			1,458	1,755
Software			69	238
Small equipment purchases			655	364
Sundry Small Expenses			52	
Telephone & Wifi			101	101
Utilities	Gas & Electric		6,921	3,922
	Waste Removal		1,024	740
	Water		563	383
	Total Utilities		8,508	5,045
Total Expense			38,632	31,701
Net Ordinary Income			9,228	8,520
Surplus for the Year			9,228	8,520

Notes

- 1 Total income was boosted by the release of the remaining s.106 monies utilised to provide the capitalised improvements made to the Main Hall lighting, and some other small equipment purchases. Improved Treasury management and the generally higher interest rates led to a significant increase in interest revenues.

Fees payable to the Caretaker, Booking Clerk and Treasurer reflect rate increases following a long period since the last review.

Maintenance costs were up considerably but this increase results largely to the repairs made to the driveway to make it both usable and safe.

The final significant change is in the large increase in utility bills following the end of our previous fixed price deals. Although the increase have been significant we were able to negotiate new fixed price deals into 2025 that came into force just before prices escalated wildly.

- 2 Main projects

Driveway repair	£7,873
Gardening services	£415
Annual contacts	£735

- 3 Main projects

Annual alarm contracts and	
PAT Testing	£697

Fixed Assets 2023-24											
			Cost								
	Date Acquired	Qty	Cost	Current year	Depreciation period (years)	Depreciation in previous years B/F	NBV at year opening	Months depreciated in year	Current Year Dep'n	Year End Net Value	Total Depreciation C/F
Stage Curtains - Main Hall	05/02/1999	8	£ 763.38	0.00	3	£762.38	£1.00	12	£ -	£ 1.00	£762.38
**Curtains - Back of Stage	26/03/1999	1	£ 154.93	0.00	3	£153.93	£1.00	12	£ -	£ 1.00	£153.93
**Curtains - Millennium Room	26/09/1999		£ 497.73	0.00	3	£496.73	£1.00	12	£ -	£ 1.00	£ 496.73
Stage equipment	09/11/2001	1	£ 1,210.68	0.00	5	£1,209.68	£1.00	12	£ -	£ 1.00	£ 1,209.68
*Piano	06/04/2001	1	£ 1.00	0.00	N/A	£ -	£ 1.00	12	£ -	£ 1.00	£ -
*Stage system (original)	06/04/2001		£ 3,500.00	0.00	3	£ 3,499.00	£ 1.00	12	£ -	£ 1.00	£ 3,499.00
Large trestle tables	04/11/2002	10	£ 1,401.56	-	3	£ 1,400.56	£ 1.00	12	£ -	£ 1.00	£ 1,400.56
Small trestle tables	27/08/2004	10	£ 731.02	-	3	£ 730.02	£ 1.00	12	£ -	£ 1.00	£ 730.02
Table truck & 3chair trolley	27/08/2004		£ 432.25	-	3	£ 431.25	£ 1.01	12	£ -	£ 1.01	£ 431.25
Shed	04/08/2005		£ 3,244.65	-	5	£ 3,243.65	£ 1.01	12	£ -	£ 1.01	£ 3,243.65
Headset mikes	12/08/2005		£ 688.46	-	3	£ 687.46	£ 1.01	12	£ -	£ 1.01	£ 687.46
Liebherr UKS 5000 Fridge	19/10/2007	1	£ 612.77	-	5	£ 612.76	£ -	12	£ -	£ 1.01	£ 612.76
Hand driers	14/11/2011		£ 806.59	-	5	£ 806.58	£ 0.01	12	-£ 0.01	£ 0.01	£ 806.57
Solar panels	30/11/2011		£ 25,175.00	-	25	£ 11,589.33	£ 13,585.67	12	£ 1,007.00	£ 12,578.67	£ 12,596.33
Underfloor heating	16/08/2010		£ 1,219.50	-	10	£ 1,219.50	£ -	12	£ -	£ -	£ 1,219.50
Main Hall curtains	30/07/2014		£ 718.87	-	5	£ 718.87	£ -	12	£ -	£ -	£ 718.87
Chairs (195)	05/08/2014		£ 4,553.10	0.00	5	£ 4,553.10	£ -	12	£ -	£ -	£ 4,553.10
10 x Tables	15/05/2015		£ 681.93	0.00	5	£ 681.93	£ -	12	£ -	£ -	£ 681.93
Drinks cooler	03/08/2015		£ 512.40	0.00	5	£ 512.40	£ -	12	£ -	£ -	£ 512.40
Boiler	31/10/2017		£ 4,490.42	0.00	5	£ 4,490.42	£ -	12	£ -	£ -	£ 4,490.42
A/C unit	31/10/2017		£ 3,603.00	0.00	5	£ 3,603.00	£ -	12	£ -	£ -	£ 3,603.00
Tables	10/10/2017		£ 1,091.33	0.00	5	£ 1,091.34	£ -	12	£ -	£ -	£ 1,091.34
Henry vacuum cleaner	10/10/2017		£ 141.66	0.00	5	£ 141.66	£ -	12	£ -	£ -	£ 141.66
6 x small tables	06/02/2019		£ 454.32	0.00	5	£ 371.01	£ 83.31	12	£ 83.30	£ 0.00	£ 454.32
Under Stage Storage	23/08/2019		£ 8,000.00	0.00	10	£ 2,666.66	£ 5,333.34	12	£ 800.00	£ 4,533.34	£ 3,466.66
Micro-Wave Oven	27/11/2021		£ 87.50	0.00	5	£ 35.00	£ 52.50	12	£ 17.50	£ 35.00	£ 52.50
			£ 64,774.05	£ -		£ 45,708.22	£ 19,065.86		£ 1,907.78	£ 17,159.06	£ 47,615.99
Lighting Upgrade	07/05/2023			£ 3,122.00	10	£ -		11	£ 286.18	£ 2,835.82	£ 286.18
New Hot Water boiler	24/03/2024			£ 865.19	10			1	£ 7.21	£ 857.98	£ 7.21
			£ 64,774.05	£ 3,987.19		£ 45,708.22	£ 19,065.86		£ 2,201.18	£ 20,852.86	£ 47,909.38

Whittlesford Memorial Hall

Creditors

As of 31 March 24

Accounts Payable

£

Total Accounts Payable

0

Accruals and Deferred income

SCDC hire charge in advance	300
Gas	1,200
Electricity	300
Water	333
Accounts	600
Booking clerk fees	450
Deferred income	156
	<u>3,339</u>

0

Whittlesford Memorial Hall
Debtors Summary
As of 31 March 2024

£

Eon Credit balances on creditor account	222
Accrued income (March revenues invoiced in April)	1,217
Total Other Debtors	<u>1,439</u>



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Whittlesford Memorial Hall

On accounts for the year
ended

31st March 2024

Charity no
(if any)

300428

Set out on pages

1-3

Respective
responsibilities of
trustees and examiner

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

The charity's trustees consider that an audit is not required for this year under section 144 of the 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 applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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 material matters have come to my attention 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:

27th September
2024

Name:

Philip Evans

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

FCCA
Association of Chartered Certified Accountants (ACCA)

Address:

20 Church Street

Little Shelford

Cambridge CB22 5HG



Section A

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Whittlesford Memorial Hall

On accounts for the year
ended

31st March 2024

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(if any) 300428

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Signed:



Date: 27th September
2024

Name:

Philip Evans

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

FCCA
Association of Chartered Certified Accountants (ACCA)

Address:

20 Church Street

Little Shelford

Cambridge CB22 5HG