

Trustees' Annual Report for the period

Section A

Reference and administration details

		Period start date			Period end date		
	01	06	2021		31	05	2022
From				To			



Charity name

Ashingdon and East Hawkwell Village Hall

Other names charity is known by

Ashingdon and East Hawkwell Memorial Hall

Registered charity number (if any)

301237

Charity's principal address

Ashingdon and East Hawkwell Memorial Hall

Ashingdon Road

Ashingdon

Essex

Postcode

SS4 3HF

Names of the charity trustees who manage the charity

Attendees Trustees	Office if any	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Rose Everett			Mr Dickie Bows
Glen Dryhurst			Elected
Danny McCarthy	Chair		Elected
Carol Catchpole			Elected
David Catchpole			Elected
Sean Chittenden			Ashingdon Parish Council Rep
Maria Bridges	Treasurer		Co-opted
Helen England			Tai Chi Class
Linda Green			Strollercise

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
RCCE	Danielle Frost	RCCE House, Threshelfords Business Park, Inworth Rd, Feering, Colchester CO5 9SE

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	THE ORIGINAL DEED Dated 3rd February 1967
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	9 Trustees Elected from local community at AGM One Representative from Ashingdon Parish Council One Representative from East Hawkwell Parish Council 10 Representatives from Hiring Organisations Trustee may be Co-opted from local community where there are vacancies for hirer or elected trustees
Additional governance issues (Optional information) You may choose to include additional information, where relevant, about: <ul style="list-style-type: none"> • 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. 	

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

To provide and maintain the village hall and internal memorial wall for the inhabitants of Ashingdon and East Hawkwell, to encourage maximum use of the facilities to benefit everyone and promote diversity for all ages, abilities and genders for social, educational, recreational and other matters with the object of improving the conditions of life for the said inhabitants.

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)

Use of the hall for community activities, ranging from public meetings, parish council meetings, religious worship, remembrance, elections, blood donation to clubs and classes catering for all age groups, including martial arts, yoga, exercise, dancing, art and craft, social, dietary advice and private parties, inflatable fun and charity quiz nights/ fundraising events

Additional details of objectives and activities (Optional information) You may choose to include further statements, where relevant, about:

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

Our intention has been to run the hall by the community for the community using volunteers apart from paying for the hall to be cleaned and the toilet requisites to be serviced. This is what we have done.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

A very well attended AGM for the previous year ending 31st May, was held in in July. This was the first AGM held as soon as possible at the end of the Charity Year for a number of years. Though it was well attended and well received no new trustees were elected.

Using grant funding where possible and our repair budget we continued our repair and renovation project.

We had the hall stage floor renovated bringing it back to a pristine condition and renewed the surfacing on the hall floor.

We improved the sanitary arrangements in the toilets.

We replaced the alarm system and installed cameras facing the entrances.

We moved on with the renovation of the Committee room, renaming it as the Room of Requirement, having previously stripped the walls and begun redecoration as well as having the windows and external door replaced. In addition, we widened the entrance to allow disabled access. We installed infra-red heating on the ceiling of this room.

Recognising that our tables were reaching the end of their usefulness we purchased replacement tables.

We received a grant for Hepa air filters and purchased 5 of these.

We have broadened our hirer base reaching a wider more disparate used base.

We held a memorial event for a deceased community leader, Terry Cutmore that was well attended. We also set up a condolences book on the passing of the Duke of Edinburgh.

During Covid we moved community events such as Halloween and Santa's Grotto outside. Being able to go inside our Observance of Remembrance Sunday was well attended, drawing the largest crowd we have had for many years.

Section E Financial review

Brief statement of the charity's policy on reserves

Charity does not have a reserves policy

Details of any funds materially in deficit

N/A

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.

The building and some of the surrounding car parking spaces are owned by the charity

Income is from hirers fees, fundraising and donations/ grants

No funds are invested


Section F Other optional information

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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)	Daniel William McCarthy	
Position (eg Secretary, Chair, etc)	Chair	

Date 23 February 2023

ASHINGDON & EAST HAWKWELL
VILLAGE HALL

FOR THE YEAR ENDED 31 MAY 2022

**INDEPENDENT EXAMINERS REPORT TO THE ASHINGTON & EAST HAWKWELL
VILLAGE HALL**

I am reporting on the accounts for the year ended 31st May 2022 which are set out on pages 3 to 6.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

report in respect of my examination of the Charity'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.

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 represent 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:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 41 of the 1993 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act, have not been met: or
- 2) which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Steve Castle FCCA
Castle & Co - Chartered Certified Accountants
16-18 West Street
Rochford
Essex
SS4 1AJ

Date: 5th July 2022

ASHINGDON & EAST HAWKWELL VILLAGE HALL
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31ST MAY 2022

RECEIPTS

		2022		2021	
Gifts, Donations and other voluntary receipts	Grants	15,555		25,488	
	Donations	<u>3,418</u>		<u>1,894</u>	
			18,973		27,382
Trading activities	Other income	-		180	
	Electricity Coin Meters	-		114	
	Hire of Hall	<u>30,539</u>		<u>5,222</u>	
			30,539		5,516
Interest received				-	
			1		-
TOTAL RECEIPTS			<u>49,513</u>		<u>32,898</u>

PAYMENTS

Payments direct for Charitable purposes	Donations	-		33	
		<u>-</u>		<u>-</u>	33
Payments for publicity and fund raising and management administration	Telephone	791		912	
	Light & heat	2,405		2,930	
	Rates, water & sewage	865		1,821	
	Cleaning	6,855		2,718	
	Insurance	1,039		1,593	
	Administration	-		66	
	Repairs & renewals	21,402		6,579	
	Advertising	77		95	
	Accountancy	526		360	
	Printing, postage & stationary	-		17	
	Memorial plaque	-		230	
	Subscriptions	127			
	Depreciation	80		80	
	Office expenses	<u>1,066</u>		<u>605</u>	
CARRIED FORWARD			<u>35,233</u>		<u>18,005</u>
			35,233		18,038

ASHINGDON & EAST HAWKWELL VILLAGE HALL
RECEIPTS AND PAYMENTS ACCOUNT, CONTINUED
YEAR ENDED 31ST MAY 2022

	2022	2021
BROUGHT FORWARD	35,233	18,038
	<u>35,233</u>	<u>18,038</u>
NET (PAYMENTS)/RECEIPTS	14,281	14,861
CASH FUND B/FWD	21,121	6,260
	<u>35,401</u>	<u>21,121</u>

ASHINGDON & EAST HAWKWELL VILLAGE HALL
BALANCE SHEET
YEAR ENDED 31ST MAY 2022

	<u>2022</u>	<u>2021</u>
CURRENT ASSETS:		
Tangible assets	239	320
CURRENT ASSETS:		
Cash at bank	35,462	21,101
CURRENT LIABILITIES		
Accruals	300	300
	<u>35,401</u>	<u>21,121</u>
CAPITAL AND RESERVES		
Accumulated Fund	35,401	21,121
	<u>35,401</u>	<u>21,121</u>

ASHINGDON & EAST HAWKWELL VILLAGE HALL
NOTES TO THE BALANCE SHEET
YEAR ENDED 31ST MAY 2022

FIXED ASSETS

	<u>EQUIPMENT</u>	<u>TOTAL</u>
	£	£
<u>COST</u>	399	399
At 1 June 2021	-	-
Additions in Year	-	-
Disposals in Year		-
At 31 May 2022	<u>399</u>	<u>399</u>

DEPRECIATION

At 1 June 2021	79	79
Write Off On Disposals	-	-
Charge for Year	80	80
At 31 May 2022	<u>159</u>	<u>159</u>

NET BOOK VALUE

As at 31 May 2022	<u>240</u>	<u>240</u>
As at 31 May 2021	<u>320</u>	<u>320</u>

ASHINGDON & EAST HAWKWELL
VILLAGE HALL

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