

BLACKMORE VILLAGE HALL

BLACKMORE, INGATESTONE,

ESSEX CM4 0QW

(Registered Charity No:- 301254)

TRUSTEES REPORT AND FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 31 OCTOBER 2022

BLACKMORE VILLAGE HALL
ANNUAL REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 OCTOBER 2021

Blackmore Village Hall is a Registered Charity and has the Charity Registration Number 301254.

The Custodian Trustees under Section 4(2) of the Public Trustee Act 1906 are the Chair and the elected members of Blackmore Parish Council and responsibility for the Village Hall complex ultimately rests with this statutory body.

The Declaration of Trust registered with the Charity Commissioners is dated 21 October 1968. The property is held upon trust for the purposes of a village hall for the inhabitants of Blackmore and the neighbourhood otherwise known as "*the area of benefit*".

The original intention was to use the hall for "*meetings, lectures, classes and other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants*".

The Custodian Trustees under Section 4(2) of the Public Trustees Act 1906 are Blackmore Parish Council.

At the annual general meeting we are obliged to present a report and accounts for the preceding year and to elect or appoint Trustees to the Management Committee. After payment of expenses of administration we are obliged to maintain and insure the property and pay all other necessary expenses to further the purposes specified in the Trust Deed. Any surplus capital may be invested. Therefore minutes of all meetings are kept recording the decisions of the committee, and proper accounts are kept and independently examined. The Custodian Trustees receive a copy of the minutes and a set of the annual accounts. The hall may be made available for hire in order to enhance the income of the premises.

The Declaration of Trust outlines how the hall should be managed by a Committee of Management to carry out the management function at the annual general meeting.

The following people were elected or appointed as Trustees for the charity at the AGM:

Roger Keeble	Chair
John Caton	Vice-Chair
Chris Blackwell	President and Treasurer
Marion Wollaston	Secretary
John Cannon	Committee Member
John Inverarity	Committee Member
Keith Goody	Committee Member
Helen Cannon	Committee Member- Secretary for Bookings
Sandra Crook	Committee Member
Gillian Driver	Committee Member

A management sub-committee consisting of the Chair, Vice-Chair and Treasurer is always available to deal with any urgent day to day management decisions.

As a committee we are responsible to the Charity Commission and to the local community whom we serve.

Using sub-committees projects, proposals and estates matters can be discussed out of the main monthly meetings. These are held on the first Thursday of each month and this system of communication continues to be very successful.

The attached financial statements show the current state of the finances which the committee consider to be sound.

continued

BLACKMORE VILLAGE HALL
ANNUAL REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 OCTOBER 2022

Continued

Blackmore Village Hall has continued to provide both sporting and social activities for those in Parish and beyond and is still operated by volunteers.

The massive increase in utility bills has resulted in, on average, a 10% increase in hire charges and the Committee is seriously looking into Green Energy Sources such as solar panels and conversion of Arena and car park illumination to LED in an attempt to reverse this.

Hirers of the Hall continue to be many and varied with both younger members of the area being catered for by the Pre School on a daily basis, the Drama section involving all ages and the WI for the more senior members.

The sports and social club had a change of bar personnel during the year and the new operator is providing an increased variety of both alcoholic and non alcoholic beverages as well as food available at the bar.

The regular maintenance group has continued to operate on a weekly basis doing cleaning and grass cutting duties to keep the exterior of the Complex in a good condition.

Car parking continues to be a problem at peak times and efforts to extend and illuminate the overflow car park are becoming much more important to alleviate this situation.

FINANCIAL REVIEW

Reserves policy

The charity needs to hold a level of reserves in order to plan adequately for the future development.

The freely available reserves stand at £43,600 and are calculated as follows:

Total Unrestricted funds		443,031
Less Fixed Assets	370,848	
Designated funds	<u>28,583</u>	<u>399,431</u>
Total freely available reserves		<u>£43,600</u>

The reserves are considered to be sufficient given the plans to increase activities created to achieve our ongoing objectives.

The designated funds are set aside for internal and external cyclical maintenance programme and the provision for the works to upgrade the lights in the Car Park.

Our bankers are HSBC of Brentwood, and the independent examiner is Mr A R Wenden F.C.C.A. of Elliott, Mortlock, Busby & Co Limited



Roger Keeble
Chair of Blackmore Village Hall

BLACKMORE VILLAGE HALL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

BLACKMORE VILLAGE HALL

I report on the accounts of the Trust for the year ended 31 October 2022 which are set out on pages 4 to 10.

Respective responsibilities of the 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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 explanation from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that should 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:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) To keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- to which, in, my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

12 High Street
Stanford le Hope
Essex
SS17 0EY



A R WENDEN F.C.C.A.
ELLIOTT, MORTLOCK, BUSBY & CO LIMITED
Chartered Certified Accountants

BLACKMORE VILLAGE HALL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 OCTOBER 2022

	Notes	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 £
Income and Resources from Generated Funds					
Hall hire - village hall		15,920	-	15,920	4,733
- pre-school		10,135	-	10,135	6,403
Changing room hire		12,248	-	12,248	9,883
Donations	2.6	28,493	-	28,493	20,225
Investment income		29	-	29	5
Blackmore Arena		22,051	-	22,051	13,234
Grants	2.6	-	19,000	19,000	26,643
Total Incoming Resources		88,876	19,000	107,876	81,126
Resources Expended:					
Charitable Activities					
Rates		2,689	-	2,689	1,630
Insurance		12,115	-	12,115	8,940
Lighting		12,929	-	12,929	7,025
Heating		4,437	-	4,437	4,698
Cleaning and waste		3,084	-	3,084	3,012
Wages		12,360	-	12,360	10,497
Postage and telephone		655	-	655	667
Printing, stationery and advertising		91	-	91	41
Repairs and maintenance		16,746	20,392	37,138	32,956
Fee and licence		569	-	569	681
Loan interest	5	268	-	268	312
General expenses		125	-	125	30
Depreciation		3,868	-	3,868	3,868
		69,936	20,392	90,328	74,387
Governance Costs					
Management and administration of the charity	7	1,242	-	1,242	1,206
Total Resources Expended		71,178	20,392	91,570	75,593
Net Incoming Resources and Net Movement in Funds		17,698	(1,392)	16,306	5,533
Reconciliation of Funds					
Total funds brought forward at 1 November 2021		425,333	8,096	433,429	427,896
Total funds carried forward at 31 October 2022		£443,031	£6,704	£449,735	£433,429

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

The notes on page 6 to 9 form part of these Accounts.

BLACKMORE VILLAGE HALL
BALANCE SHEET AT 31 OCTOBER 2022

	Notes	2022	2021
		£	£
Fixed Assets	8	370,848	374,716
Current Assets			
Prepayments		2,436	2,579
Sundry debtors		860	320
Cash at bank	9	<u>97,097</u>	<u>79,232</u>
		<u>100,393</u>	<u>82,131</u>
Current Liabilities: payable within one year			
Blackmore Parish Council loan		3,043	3,043
Accruals and creditors		5,734	5,981
Deferred Income		<u>1,211</u>	<u>101</u>
		<u>9,988</u>	<u>9,125</u>
Net Current Assets		<u>90,405</u>	<u>73,006</u>
		461,253	447,722
Long Term Liability: payable after one year			
Blackmore Parish Council loan		<u>11,518</u>	<u>14,293</u>
Net Assets	10	<u>£449,735</u>	<u>£433,429</u>
Represented by:			
Unrestricted funds		443,031	425,333
Restricted funds		6,704	8,096
Funds	11	<u>£449,735</u>	<u>£433,429</u>

The notes on page 6 to 9 form part of these Accounts.

Mr Roger Keeble - Chair
For and on behalf of the Board of Trustees

Date 5/10/23

BLACKMORE VILLAGE HALL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022

1. Basis of preparation of accounts

- The Accounts have been prepared on the basis of historic cost and in accordance with:
- Charities Act 2011.
- Charities SORP (FRS102)

The charity has taken exemption from preparing a cash flow statement under the charities SORP (FRS102) update bulletin 1 issued on 2 February 2016 as this charity constitutes a small charity.

The financial statements are prepared on going concern basis, under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

There are no significant areas of judgements or key sources of estimation uncertainty.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

The charity is an unincorporated trust constituted by a trust deed.

2. Accounting Policies

2.1 Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Volunteer help

The value of any voluntary help received is not included in the accounts.

Investment income

This is included in the accounts when receivable.

2.2 Expenditure and liabilities

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is possible that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

2.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:-

Equipment and Fittings	20% per annum on the straight line basis.
Arena Refurbishment	10% per annum on the straight line basis

2.4 Taxation

The charity is exempt from tax on its charitable activities.

2.5 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds to be held in order to plan adequately for the future development

Restricted funds can only be used for particular restricted purposes within the objects of the charity.
Restriction arise when specified by the donor or when funds are raised for particular restricted.

2.6 Donations

	Unrestricted Fund	Restricted Fund	2022 Total	2021
Drama club	4,665	-	4,665	-
Snooker club	4,900	-	4,900	3,595
Tennis club	1,432	-	1,432	1,389
Squash club	1,109	-	1,109	711
Sports and social club	14,145	-	14,145	13,720
Blackmore youth project	1,242	-	1,242	810
Sundry	1,000	-	1,000	-
	£28,493	£-	£28,493	£20,225

BLACKMORE VILLAGE HALL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022

3. Investment Income

	Unrestricted Fund	Restricted Fund	2022 Total	<i>2021</i>
Interest - bank deposit account	£29	-	£29	£5

4. Wages

	2022	<i>2021</i>
Wages paid in year	£12,360	£10,497
Average number of employees	3	3

5. Loan Interest Paid

	2022	<i>2021</i>
Blackmore Parish Council	£268	£312

6. Trustees' Remuneration and Expenses

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any Trustees or to any person or persons known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the Trustees in respect of the year, other than when such reimbursement of expenses is covered by receipts.

7. Management and Administration of the Charity

	2022	<i>2021</i>
Independent examination fee	£1,242	£1,206

BLACKMORE VILLAGE HALL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022

8. Fixed Assets

	Freehold land and buildings	Arena Refurbishment	Fixtures and fittings	Total
Cost				
At 1 November 2021 and 31 October 2022	£351,508	£38,680	£13,561	£403,749
Depreciation				
At 1 November 2021	-	15,472	13,561	29,033
Charge for the year	-	3,868	-	3,868
At 31 October 2022	£-	£19,340	£13,561	£32,901
Net book values				
At 31 October 2022	£351,508	£19,340	£-	£370,848
At 31 October 2021	£351,508	£23,208	£-	£374,716

9. Cash at Bank

	2022	2021
<i>Squash Club</i>		
Current account	352	1,243
<i>Village Hall</i>		
Deposit account	56,678	54,441
Current account	40,067	23,548
	£97,097	£79,232

10. Analysis of Net Assets between Funds

	Unrestricted funds	Restricted funds	2022	2021
Fixed assets	370,848	-	370,848	374,716
Current assets	93,689	6,704	100,393	82,131
Current liabilities	(9,988)	-	(9,988)	(9,125)
Long term liabilities	(11,518)	-	(11,518)	(14,293)
	£443,031	£6,704	£449,735	£433,429

BLACKMORE VILLAGE HALL

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 OCTOBER 2022

11. Movement in Funds

	At 01.11.21	Net Movement In funds	Transfer between funds	At 31.10.22
Unrestricted funds				
General funds	408,350	17,698	(3,600)	414,448
Designated-Lights for the Car Park	10,583	-	-	10,583
Designated - Blackmore Arena	14,449	-	3,600	18,000
	<u>425,333</u>	<u>17,698</u>	<u>-</u>	<u>443,031</u>
Restricted funds				
Refurbishment of lettable squash court	2,000	-	-	2,000
S Lucas Funding	6,096	(1,392)	-	4,704
	<u>8,096</u>	<u>(1,392)</u>	<u>-</u>	<u>6,704</u>
Total Funds	<u>£433,429</u>	<u>£16,306</u>	<u>£-</u>	<u>£449,735</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
Unrestricted funds			
General fund	88,876	71,178	17,698
Restricted funds	<u>19,000</u>	<u>20,392</u>	<u>(1,392)</u>
Total Funds	<u>£107,876</u>	<u>£91,570</u>	<u>£16,306</u>

