

Charity Registered Number:
301336

HAWKWELL VILLAGE HALL

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 30 September 2020

HAWKWELL VILLAGE HALL

REPORT AND FINANCIAL STATEMENTS

For the year ended 30 September 2020

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HAWKWELL VILLAGE HALL

CHARITY INFORMATION

Trustees	B Giles – Chairman J Duboux K Binding
Honorary Treasurer	K Sinclair
Honorary Secretary	L Purkiss
Charity number	301336
Principal Office	Hawkwell Village Hall 155 Main Road Hawkwell Hockley Essex SS5 4EL
Independent Examiners	Simpson Wreford LLP Chartered Accountants Wellesley House Duke of Wellington Avenue Royal Arsenal London SE18 6SS
Bankers	Barclays Bank Plc 1 Churchill Place London, E14 5HP

HAWKWELL VILLAGE HALL

TRUSTEES REPORT

For the year ended 30 September 2020

The Trustees present their report with financial statements of the charitable company for the year ended 30 September 2020.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Hawkwell Village Hall is a registered charity unincorporated association and is governed by its Charity Commission scheme dated 4 February 1963. The hall has been in existence for over 50 years and is used by the local and surrounding communities. The charity number is 301336.

The Trustees, who acted during the period and formed the charity's Management Committee, are given on page 2.

The Charity's policy on the recruitment of Trustees is to ensure that the Management Committee represents local residents. On appointment, all Trustees are given an introductory pack setting out their responsibilities and providing them with key factual information about the operation of the Charity. Annually, the Trustees assess their requirements and provision for additional recruitment is made accordingly. The Trustee/Trustees and the Village Hall Management Committee meet 6 times a year to consider and assess any requirements and provisions that are required for action. Day-to-day management of the hall is carried out by the Manager/Letting Officer who delegates and duties to the Caretaker or Cleaner who is on duty that week.

AIMS AND OBJECTIVES

The Hawkwell Village Hall was established to:

- Provide a space for local residents, young and old, to enjoy and partake in social activities
- Provide a space education and training, sports and culture.

All income received by the Charity was in furtherance of the Charity's long-term objective. The Charity has complied with section 17 (5) of the Charities Act 2011 having due regard of the public benefit guidance published by the Commission.

ACHIEVEMENTS AND PERFORMANCE

The Hall and Annex is being used by the local community for the following activities during the week on a regular basis:

Main Hall Hires

Clever Clogs playgroup during the week and also during holidays.

Slimming World.

Southend and District Budgerigar and Foreign Birds Society Bird Show.

Zumba Fitness Classes [once a week].

Vulcan Restoration Society. [twice a year].

Hawkwell Village, University of the Third Age [HV U3A] [Meeting 4th Thursday once a month].

Ignite Tae Kwon do Martial Arts. [once a week].

Elevation Dance Studio-Children dance class. [once a week].

Polling Station [at election times].

HAWKWELL VILLAGE HALL

TRUSTEES REPORT

For the year ended 30 September 2020

Annex Users

U3A Scrapbook [meeting once a month]
U3A Bridge group [meet every other week]
South Essex Astronomy club [once a month]
Jazz Record Society.
Southend and District Budgerigar and Foreign Birds Society.

Car Park

Stambridge Pigeon Club
Hockley & District Horticultural Society. From their lock up. [Sundays - February to October].

Hawkwell Parish Council Office

Operates from an office in the Annexe at rear of the Hall building.

Covid-19 Note

The above represents the normal groups & activities that hire the Village Hall but due to the Covid-19 restrictions that have been imposed this has seriously restricted the use of the Hall.

General

The Main Hall and Annexe is used by the regular hire groups as shown above and is hired at other times by various groups, for Weddings, Birthdays, Dances, Children's parties etc. thus providing a local venue where the community can gather together.

The Hawkwell Village U3A hold their monthly meetings at the hall on the 4th Thursday of the month. The Hall and Annexe has access for wheelchairs, is well run and kept in an excellent state of repair with all windows and outside doors are of UVPC double glazed standard helping to keep down maintenance costs. The main hall, stage, foyer, annexe and main toilets have recently had LED panel lighting installed in place of the standard fluorescent tubes.

The Hall and Annexe have been passed by the Area Fire officer and both the Hall and the Annexe have a linked Fire Alarm system in place. The Hall and Annexe are kept warm during the winter period with large gas heaters, which are serviced yearly and have a Carbon Monoxide alarm fitted in the area's where they are situated.

There is a Hearing Loop System installed in the Hall which can be used for lectures, talks etc.

The hall gets many inquiries from its own web site and email, which shows availability in the current month and information for future bookings for both the Main Hall and Annexe.

The Hall has been in existence for fifty-seven years, given its Charity registration in March 1963 and opened in Feb 1964 and still used by the local and surrounding communities.

FINANCIAL REVIEW

The charity made a surplus in the year of £1,361 resulting in closing reserves of £944,782 at the end of the year. The year end reserves are a composite of two funds.

- ***Unrestricted – general funds:*** moneys held in this fund can be expended in any manner the Trustees decide subject to the objects of the charity. At the end of the year this fund stood at £90,524.
- ***Unrestricted – unrealised funds:*** Moneys held in respect of the revaluation of land & buildings, this fund stood at £854,258 at the end of the year. This fund is not expendable.

HAWKWELL VILLAGE HALL

TRUSTEES REPORT

For the year ended 30 September 2020

TRUSTEE RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (FRS102).

The trustees are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for prevention and detection of fraud and other irregularities.

APPROVAL

This Report was approved by the Trustees on 31 March 2021 and signed on their behalf by:

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B Giles

HAWKWELL VILLAGE HALL

Independent Examiners' Report to the Trustees of Hawkwell Village Hall

I report to the trustees on my examination of the accounts of Hawkwell Village Hall for the year ended 30 September 2020, which are set out on pages 7-8 of this report.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trustee'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 Charities Act 2011.

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 giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do 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

Kate Taylor FCA

For and behalf of Simpson Wreford LLP, Chartered Accountants

Institute of Chartered Accounts in England and Wales

Wellesley House,
Duke of Wellington Avenue,
London,
SE18 6SS

Dated: 8 April 2021

HAWKWELL VILLAGE HALL

STATEMENT OF FINANCIAL ACTIVITIES (Incorporating an Income and Expenditure Account)

For the year ended 30 September 2020

	Notes	<i>Unrestricted Funds</i> £	<i>Restricted Fund</i> £	<i>Total 2020</i> £	<i>Total 2019</i> £
INCOME					
<i>Donations and legacies</i>	2	28,544	-	28,544	49,271
<i>Income from charitable activities</i>	3	10,000	-	10,000	-
<i>Investments</i>		186	-	186	167
TOTAL INCOME		38,730	-	38,730	49,438
EXPENDITURE					
<i>Charitable activities</i>					
Water and general rates		765	-	765	900
Light and heat		3,790	-	3,790	5,317
Caretaker letting and cleaning wages		17,757	-	17,757	17,328
Repairs & renewals		2,729	-	2,729	5,247
Maintenance		5,132	-	5,132	6,595
Salaries		3,126	-	3,126	2,964
Telephone		160	-	160	155
Printing, postage and stationery		172	-	172	141
Insurance		1,315	-	1,315	1,124
Licences and Subscriptions		1,272	-	1,272	1,305
Sundry expenses		57	-	57	300
Bank charges and interest		-	-	-	12
Accountancy		780	-	780	768
Advertising		121	-	121	-
Travel		26	-	26	48
Depreciation		167	-	167	198
TOTAL EXPENDITURE		37,369	-	37,369	42,402
NET INCOME/(EXPENDITURE)		1,361	-	1,361	7,036
TRANSFERS BETWEEN FUNDS		-	-	-	-
GAINS/(LOSSES) ON REVALUATION OF FIXED ASSETS		-	-	-	-
NET MOVEMENT IN FUNDS		1,361	-	1,361	7,036
RECONCILIATION OF FUNDS					
TOTAL FUNDS BROUGHT FORWARD		943,421	-	943,421	936,385
TOTAL FUNDS CARRIED FORWARD		944,782	-	944,782	943,421

The Statement of Financial Activities includes all gains and losses in the year. All incoming resources derive from continuing activities. The notes on page 9 to 12 form part of these financial statements.

HAWKWELL VILLAGE HALL

BALANCE SHEET

As at 30 September 2020

		2020		2019	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	4		880,951		881,118
CURRENT ASSETS					
Debtors	5	688		2,505	
Cash at bank and in hand		<u>66,726</u>		<u>65,631</u>	
		67,414		68,136	
CREDITORS: amounts falling due within one year					
	6	(3,583)		(5,833)	
NET CURRENT ASSETS			<u>63,831</u>		<u>62,303</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>944,782</u>		<u>943,421</u>
THE FUNDS OF THE CHARITY		8			
Unrestricted funds			944,782		943,421
Restricted income funds			<u>-</u>		<u>-</u>
			944,782		943,421

.....
B Giles - Chairman
Dated: 31 March 2021

HAWKWELL VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2020

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006/Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in the financial statements are rounded to the nearest £.

The effects of events relating to the year ended 30 September 2020 which occurred before the date of approval of the financial statements by the Trustees has been included in the financial statements to the extent required to show a true and fair view of the state of affairs at 30 September 2020 and the results for the year ended on that date.

Hawkwell Village Hall meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s)

1.2 Income

Hall donations are recognised in the Statement of Financial Activities when the period of hire has actually taken place. Deposits and payments in advance are shown within creditors.

Grants are credited to the Statement of Financial Activities on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are included in creditors on the Balance Sheet as a grant received in advance to be recognised in the future accounting period.

1.3 Tangible Fixed Assets

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures and fittings	-	15% on reducing balance
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Land and buildings are initially valued at cost and subsequently shown in the accounts at fair value and revalued based on an estimate given by the Trustees. The revaluation of the premises is kept separate in an unrealised unrestricted reserve.

1.4 Restricted funds

Restricted funds are to be used for the purposes specified by the donor. Expenditure which meets these criteria is attributed to the fund.

1.5 Unrestricted funds

Unrestricted funds are donations and other income received or generated for the objects of the Trust without further specified purpose and are available as general funds.

HAWKWELL VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2020

1.6 Creditors and provisions

Are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.7 Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.8 Trade debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

1.9 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.10 Preparation of the accounts on a going concern basis

The charity is considered a going concern. Adequate funding has been achieved to facilitate the charities objectives and activities for the next 12 months. There are no material uncertainties about the charity's ability to continue as a going concern.

2. INCOME

	<i>2020</i>	<i>2019</i>
	<i>£</i>	<i>£</i>
Unrestricted		
Hall donations	28,544	49,271
	28,544	49,271

3. INCOME FROM CHARITABLE ACTIVITIES

	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total</i>	<i>Total</i>
	<i>2020</i>	<i>2020</i>	<i>2020</i>	<i>2019</i>
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
Government grant	10,000	-	10,000	-
	10,000	-	10,000	-

HAWKWELL VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2020

4. FIXED ASSETS

	<i>Land & Buildings £</i>	<i>Equipment fixtures and fittings £</i>	<i>Total £</i>
Cost			
At 1 October 2019	880,000	34,026	914,026
Additions	-	-	-
At 30 September 2020	880,000	34,026	914,026
Depreciation			
At 1 October 2019	-	32,908	32,908
Charge for year	-	167	167
At 30 September 2020	-	33,075	33,075
Net book value			
At 30 September 2020	880,000	951	880,951
Net book value			
At 30 September 2019	880,000	1,118	881,118

Land and buildings with carrying value of £100,000 were revalued to £880,000 at 30 September 2018 by an independent valuer not connected with the company on the basis of market value. The trustees deem this value to be appropriate at 30 September 2020.

5. DEBTORS

	<i>2020 £</i>	<i>2019 £</i>
Outstanding rents	-	1,827
Prepaid expenses	688	678
	688	2,505

6. CREDITORS

	<i>2020 £</i>	<i>2019 £</i>
Rental deposits and prepayments	2,815	5,077
Accrued expenses	768	756
	3,583	5,833

HAWKWELL VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2020

7. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total 2020</i>	<i>Total 2019</i>
	£	£	£	£
Fixed assets	880,951	-	880,951	881,118
Current assets	67,414	-	67,414	68,136
Creditors: Amounts falling due within one year	(3,583)	-	(3,583)	(5,833)
	944,782	-	944,782	943,421

8. FUND MOVEMENTS

	<i>Balance at 1 Oct 19</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>Balance at 30 Sep 20</i>
	£	£	£	£	£
Unrestricted Funds:					
General funds	89,163	38,730	(37,369)	-	90,524
Unrealised revaluation reserve	854,258	-	-	-	854,258
Restricted Funds	-	-	-	-	-
Total for all Funds	943,421	38,730	(37,369)	-	944,782

Designated Funds – Unrestricted unrealised revaluation reserve – funds have been ringfenced as unrealised, based on the revaluation of the land and buildings at fair value.

9. STAFF

	<i>2020</i>	<i>2019</i>
	£	£
<i>Staff costs</i>	<u>20,883</u>	<u>20,292</u>
<i>Staff numbers</i>		
Direct salaries	4	4
Administration	<u>2</u>	<u>2</u>
	<u>6</u>	<u>6</u>

No staff member received remuneration of over £60,000

10. RELATED PARTY TRANSACTIONS

No related party transactions took place during the year.

11. TRUSTEES REMUNERATION AND EXPENSES

No remuneration was paid to the trustees during the year nor any expenses reimbursed to them.