

Charity Registered Number:
301336

HAWKWELL VILLAGE HALL

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 30 September 2023

HAWKWELL VILLAGE HALL

REPORT AND FINANCIAL STATEMENTS

For the year ended 30 September 2023

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HAWKWELL VILLAGE HALL

CHARITY INFORMATION

Trustees	B Giles J Duboux J Hammond – appointed 16 October 2022
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 2023

The Trustees present their report and financial statements for the year ended 30 September 2023.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 (FRS102). (effective 1 January 2019).

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 fifty nine years, given its Charity registration in 1963 and officially opened in February 1964. 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 Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'. The main activities undertaken to further the charity's purposes for the public benefit are detailed above.

ACHIEVEMENTS AND PERFORMANCE

The Hall & Annexe are used by the local community and surrounding communities for the following activities during the week on a regular basis:

Main Hall Hires

Clever Clogs Pre-school 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 [HVU3A]. [Meeting 4th Thursday once a month].

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

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

Urban Theatre School [once a week].

Polling Station [at election times].

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TRUSTEES REPORT

For the year ended 30 September 2023

Tai Kwando.

Annex Users

Clever Clogs Pre-school.

Jazz Record Society.

There are 2 Meditation groups & a Craft group who use the Annex on a regular basis.

Car Park

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.

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 of UVPC and double glazed as standard helping to keep down maintenance costs.

The Hall has LED lighting panels installed which makes the hall much brighter and hopefully saving in the electricity cost.

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, with 2 new heaters installed in the main hall and 1 for the lobby. All heaters are serviced yearly and have a Carbon Monoxide alarm fitted in the area's where they are situated.

All fire extinguishers are inspected at regular periods by an outside company also the electrics inspected regularly. WIFI has been fitted for the users of the Hall and Annex.

The Hall has a Hearing Loop System installed which can be used by users for lectures, talks etc.

A garden was created as permanent celebration of the Queens Jubilee and trees planted along the fencing.

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.

FINANCIAL REVIEW

The charity made surplus this year of £6,300 resulting in closing reserves of £969,319 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 objectives of the charity. At the end of the year this fund stood at £115,061.

HAWKWELL VILLAGE HALL

TRUSTEES REPORT

For the year ended 30 September 2023

- *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.

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 (United Kingdom Generally Accepted Accounting Practice).

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 5 February 2024 and signed on their behalf by:

.....
J Duboux

HAWKWELL VILLAGE HALL

Independent Examiners' Report to the Trustees of Hawkwell Village Hall

I report to the charity trustees on my examination of the accounts of Hawkwell Village Hall for the year ended 30 September 2023, which are set out on pages 7-12 of this report.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 Act; or
- (2) the financial statements do not accord with those records; or
- (3) the financial statements 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 the independent examination.
- (4) the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities.

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: 19 February 2024

HAWKWELL VILLAGE HALL

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

For the year ended 30 September 2023

	Notes	Unrestricted Funds £	Restricted Fund £	Total 2023 £	Total 2022 £
INCOME					
<i>Donations and legacies</i>	2	56,054	-	56,054	56,375
<i>Investments</i>		22	-	22	2
TOTAL INCOME		56,076	-	56,076	56,377
EXPENDITURE					
<i>Charitable activities</i>					
Water and general rates		1,193	-	1,193	1,471
Light and heat		7,178	-	7,178	3,657
Caretaker letting and cleaning wages		24,043	-	24,043	22,640
Repairs & renewals		2,033	-	2,033	17,502
Maintenance		5,907	-	5,907	6,701
Salaries		5,147	-	5,147	4,550
Telephone		731	-	731	341
Printing, postage and stationery		110	-	110	103
Insurance		1,522	-	1,522	1,379
Licences and Subscriptions		745	-	745	488
Sundry expenses		-	-	-	119
Bank charges and interest		2	-	2	37
Accountancy		780	-	780	614
Advertising		-	-	-	38
Computer expenses		110	-	110	470
Professional fees		-	-	-	420
Travel		48	-	48	142
Depreciation		327	-	327	121
TOTAL EXPENDITURE		49,876	-	49,876	60,793
NET (EXPENDITURE)/INCOME		6,200	-	6,200	(4,416)
TRANSFERS BETWEEN FUNDS		-	-	-	-
GAINS/(LOSSES) ON REVALUATION OF FIXED ASSETS		-	-	-	-
NET MOVEMENT IN FUNDS		6,200	-	6,200	(4,416)
RECONCILIATION OF FUNDS					
TOTAL FUNDS BROUGHT FORWARD		963,019	-	963,019	967,435
TOTAL FUNDS CARRIED FORWARD		969,219	-	969,219	963,019

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 2023

		2023		2022	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	3		881,032		880,687
CURRENT ASSETS					
Debtors	4	2,589		3,478	
Cash at bank and in hand		92,734		85,601	
		95,323		89,079	
CREDITORS: amounts falling due within one year					
	5	(7,136)		(6,747)	
NET CURRENT ASSETS			88,187		82,332
TOTAL ASSETS LESS CURRENT LIABILITIES			969,219		963,019
THE FUNDS OF THE CHARITY		7			
Unrestricted funds			969,219		963,019
Restricted income funds			-		-
			969,219		963,019

The financial statements on pages 7 to 12 were approved by the board of trustees on 5 February 2024

.....
J Duboux – Vice Chair

HAWKWELL VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2023

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 Charities Act 2011.

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

The effects of events relating to the year ended 30 September 2023 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 2023 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
Computer equipment	-	3 years straight line basis

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 2023

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

	2023	2022
	£	£
Unrestricted		
Hall donations	56,054	56,375
	56,054	56,375

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2023

3. FIXED ASSETS

	<i>Land & Buildings</i>	<i>Equipment fixtures and fittings</i>	<i>Total</i>
	£	£	£
Cost			
At 1 October 2022	880,000	34,026	914,026
Additions	-	672	672
At 30 September 2023	880,000	34,698	914,698
Depreciation			
At 1 October 2022	-	33,339	33,339
Charge for year	-	327	327
At 30 September 2023	-	33,666	33,666
Net book value			
At 30 September 2023	880,000	1,032	881,032
Net book value			
At 30 September 2022	880,000	687	880,687

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 2023.

4. DEBTORS

	<i>2023</i>	<i>2022</i>
	£	£
Outstanding rents	2,100	1,821
Prepaid expenses	489	1,657
	2,589	3,478

5. CREDITORS

	<i>2023</i>	<i>2022</i>
	£	£
Rental deposits and prepayments	6,368	5,979
Accrued expenses	768	768
	7,136	6,747

HAWKWEEL VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2023

6. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total 2023</i>	<i>Total 2022</i>
	£	£	£	£
Fixed assets	881,032	-	881,032	880,687
Current assets	95,323	-	95,323	89,079
Creditors: Amounts falling due within one year	(7,136)	-	(7,136)	(6,747)
	969,219	-	969,219	963,019

7. FUND MOVEMENTS

	<i>Balance at 1 Oct 22</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>Balance at 30 Sep 23</i>
	£	£	£	£	£
Unrestricted Funds:					
General funds	108,761	56,076	(49,876)	-	114,961
Unrealised revaluation reserve	854,258	-	-	-	854,258
Restricted Funds	-	-	-	-	-
Total for all Funds	963,019	56,076	(49,876)	-	969,219

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

8. STAFF

	<i>2023</i>	<i>2022</i>
	£	£
<i>Staff costs</i>	<u>29,190</u>	<u>27,190</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

9. RELATED PARTY TRANSACTIONS

No related party transactions took place during the year.

10. TRUSTEES REMUNERATION AND EXPENSES

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