

HIGH EASTER VILLAGE HALL

Annual Report and Financial Statements

for the year ended 31 March 2023

HIGH EASTER VILLAGE HALL

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for the year ended 31 March 2023

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Bank:
Barclays Bank
Leicester
LE87 2BB

Independent examiner:
Lindsey Sugars
Clear Accounts Solutions Limited
24 Digby Way
Halstead
Essex
CO9 1FT

HIGH EASTER VILLAGE HALL
Annual Report for the year to 31 March 2023

Structure, Governance, and Management

High Easter Village Hall, High Easter, Chelmsford, Essex, is registered with the Charity Commission under charity number 301341. It is governed by a Deed of Trust.

The Charity is administered by a management committee, comprising officers, committee members who all act as trustees and representatives of village organisations.

Officers	Chairman	Mr G Robinson*
	Secretary & Bookings Officer	Mrs J Green*
	Treasurer	Mr K Walters*
Committee members		Mr S Sutton (Vice Chairman)*
		Mr S Dixon*
		Mr C Dyer*
		Ms C Savage*
		Mr J Smith*
		Mr C Wright*
		Ms V Coleing
		Ms L Maynard

(Officers and Committee Members marked * are also Trustees)

Representatives Mr A Digby (Bowls Club),

The charity depends on the continuing help of local volunteers.

Objectives and Activities

The objects of the charity are set out in the charity's trust deed and are summarised as follows:

To maintain the Village Hall for the communal benefit of the inhabitants of High Easter and its surrounds.

The management committee aims to provide first class hall facilities at an affordable cost to local people, to voluntary organisations serving the community, and to other persons.

Each year our trustees review our activities to ensure that they continue to reflect our aims. In carrying out this review the trustees have considered the Charity Commission's general guidance on public benefit.

Activities & Community Events

The Village Hall provides a valuable educational and recreational resource to the local community. During the year, the hall has been used for the following events:

- Sunday Bar opening on the last Sunday of the month (x 10 May, June, July, August, September, October and November 2022. January, February and March 2023).
- High Easter Football Club use as a home ground.
- Football Training camps in May, July and August.
- Quiz Night.
- Harvest Supper.
- Queen's Platinum Jubilee Celebrations in June 2022
- Charity fund raiser for the Syria and Turkey Earthquake appeal
- Parish Council meetings x 11

The Hall is also used by the following:

- Ladies Boxing Club - 1 evening a week
- Dance Club - 1 evening a week
- Carpet Bowls Club - 1 evening a week

We opened the bar:

- Sunday Social – 9 times
- Rugby - 5 times for the Six Nations
- Friday night suppers (Heavenly Homemade x1 and the Biriani Boys x3)

The Football clubs booked the pitch 23 times.

Butterfly Pre-school

The pre-school used the hall 5 days a week.

The hall has also been used for Church meetings, children's birthday parties, family gatherings and evening celebrations.

The trustees consider that the activities summarised above provide benefit to the community of High Easter and its surrounding areas.

Policy on Reserves:

The trustees have reviewed the reserves of the charity. Our policy is to maintain an emergency reserve of £2,500 at all times to cover any unforeseen expenditure such as emergency repairs to the hall or its equipment, and a further general reserve of £1,500 to cover approximately 3 months' running costs.

We hold cash at bank and cash of £13,020.70 in current account and cash in hand. After allowing for the emergency and general reserves set out above, the balance of the funds currently held is to be used during the forthcoming year for several projects to improve the hall and its facilities.

In addition to hirings, The High Easter Village Hall received a grant of £1,299 from Essex County Council for the refurbishment of the accessible toilets.

Approved by the trustees and signed on their behalf by:

Gordon Robinson
Chairman

Keith Walters
Treasurer

Date: _____

Independent examiner's report to the trustees of High Easter Village Hall

I report on the accounts of the High Easter Village Hall for the year ended 31 March 2023, which are set out on pages 5 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of 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 examiners 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 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 our examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- Accounting records were not kept in accordance with section 130 of the Charities Act or
- The accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lindsey Sugars

Independent examiner:

Clear Accounts Solutions Limited

24 Digby Way, Halstead, Essex, CO9 1FT

Date: _____

HIGH EASTER VILLAGE HALL
Accounts for the year ended 31 March 2023
General Fund Receipts and Payments Account
Unrestricted Fund

	<u>2023</u>		<u>2022</u>	
Receipts	£	£	£	£
Grants and donations		1,298.00		-
Sundry donations		-		-
Trading activities				
Bookings and facilities income	10,827.35		7,584.25	
Bar takings	14,194.44		6,923.45	
Football fees	875.00		1,905.00	
Fundraising & other event takings	272.00		529.53	
		26,168.79		16,942.23
Investment income				
Bank interest		-		-
Sundry income		-		3,009.50
Insurance money		-		726.80
Total Receipts		27,467.79		20,678.53
Payments				
Direct Charitable Expenditure				
Major improvements	9,183.68			
- fixed asset additions		- fixed asset additions		- fixed asset additions
	9,183.68			
Other repairs and maintenance costs	3,087.20		7,777.26	
	12,270.88		9,463.97	
Lighting and heating costs				
Oil	1,861.35		431.29	
Electricity paid	1,142.02		711.35	
	3,003.37		1,594.26	
Water charges	234.28		500.12	
Refuse Collection	262.08		314.40	
Insurance	1,465.19		1,532.32	
Cleaning & materials	3,021.43		2,645.32	
Licences and subscriptions	-		180.00	
	20,257.23		16,230.39	
Other Expe Printing, postage, stationery & administration costs				
PRS Licence	409.66		134.06	
TV Licence	159.00		159.00	
Bar expenses paid in year	5,008.78		2,702.80	
Fundraising & other event costs				
Officers' unreceipted expenses				
Football fees at 50%	647.50		895.00	
Independent examiner's fees	210.00		210.00	
Merchant fees	166.18		87.17	
Donations	329.00		-	
	6,930.12		4,168.03	
Transfers				
Movement to restricted fund				
Total Payments		27,187.35		20,418.42
Net receipts / (payments) for the year		280.44		260.11
General fund balance at 1 April 2022		14,325.26		14,065.15
General fund balance at 31 March 2023		14,605.70		14,325.26

HIGH EASTER VILLAGE HALL

Statement of Assets and Liabilities at 31 March 2023

	2023			2022		
	unrestricted	restricted	total	unrestricted	restricted	total
	£	£	£	£	£	£
Monetary Assets						
Bank and cash balances						
Barclays current account	12,481.60	-	12,481.60	11,776.16	-	11,776.16
Cash	539.10	-	539.10	629.60	-	629.60
	13,020.70	-	13,020.70	12,405.76	-	12,405.76
Bar stocks	1,519.00	-	1,519.00	1,555.00	-	1,555.00
Debtors	1,142.50	-	1,142.50	1,083.50	-	1,083.50
Assets	15,682.20	-	15,682.20	15,044.26	-	15,044.26
Liabilities						
Rolling deposits	-	-	-	-	-	-
Short-term deposits	-	-	-	-	-	-
Creditors	686.50	-	686.50	329.00	-	329.00
Accruals	390.00	-	390.00	390.00	-	390.00
	1,076.50	-	1,076.50	719.00	-	719.00
Net assets	14,605.70	-	14,605.70	14,325.26	-	14,325.26
Represented By						
Community Fund	14,605.70	-	14,605.70	14,325.26	-	14,325.26
	14,605.70	-	14,605.70	14,325.26	-	14,325.26

Non-Monetary Assets

Permanent endowment:

Land and buildings used by the Charity: High Easter Village Hall. (freehold title vested in the Official Custodian for Charities.)

Village hall, at cost, after new kitchen, car park & extension	128,860.29	128,860.29
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The hall was valued for insurance purposes as at January 2019 at £934,000, being the assessment of the full cost of rebuilding.

Other assets (non-endowed):

held for functional use by the charity

Furniture and fittings at cost less depreciation	10,890.44	14,081.53
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HIGH EASTER VILLAGE HALL
Accounts for the year ended 31 March 2023
Bar Summary

	2023	2022
	£	£
Bar takings	14,194.44	6,923.45
Cost of sales		
Opening stock	1,555.00	869.50
Purchases	4,902.78	3,388.30
Staff training	-	-
Overheads		
Licence transfer / renewal	70.00	180.00
Bar staff expenses	-	-
Write off of wasted stock	-	-
	<u>6,527.78</u>	<u>4,437.80</u>
Closing stock	<u>(1,519.00)</u>	<u>(1,555.00)</u>
	5,008.78	2,882.80
Bar profit for the year	<u>9,185.66</u>	<u>4,040.65</u>
Profit before tax as percentage of sales	64.71%	58.36%
Gross profit (before overheads)	65.21%	60.96%

The Receipts and Payments account includes bar takings as a receipt.