

Takeley Village Hall (Registered Charity number 301409)

Trustees Annual Report for the year ended 31st March 2023

Governance

The charity's address is Takeley Silver Jubilee Hall, Brewers End, Takeley, Bishop's Stortford, CM22 6QJ.

The charity is a village hall, to be used predominately by villagers for recreational, social, educational and wellbeing purposes. The Hall owns the building, the adjoining social club and land immediately surrounding the Hall. The charity operates entirely for public benefit. The governing document is a declaration of trust dated 22 July 1936, as varied by scheme dated 14 March 1939, and amended on 09 July 2018.

Trustees of the charity are:-

Michael Coleman - Chairman
Paul Burnett - Vice Chairman
John Monk
Eric Rogers
Carol Pratt
Mel Wray
Jane Bridgeman
Barbara Johnson
Robert Newman

Trustees are appointed as both nominees and representatives of the village organisations that regularly use the Hall.

Activities for the year 2022/23

Takeley Village Hall attracts a wide range of user groups of all ages, who use the Hall for various activities including social, recreation, education and exercise purposes, catering for everyone from the very young to the elderly.

The pre-school is our biggest user, occupying the hall for 7 hours every day throughout school term time and is then followed by an after-school club. We are delighted with the success of the pre-school group and its Ofsted rating of 'Good', especially as many of the children come from not particularly affluent families in the village.

Our 12th 10k Run successfully went ahead with approx. 450 Runners. Encouragingly we have several new committee members that give of their time which continues to ensure the success of this very popular event. We thank the 10k committee for their efforts which contributed in excess of £8k which went directly towards our loan repayment.

Along with many other communities, Takeley celebrated the Queen's Platinum Jubilee in 2022 which the Hall and Social Club being at the centre of the festivities. Along with the lighting of a beacon, the Hall also hosted a film night and a very successful mini-Olympics for families which was well attended and enjoyed by all.

We were finally able to approve and give the go ahead for improvements to the toilet block in the Social Club. Having received 3 quotes from local builders, Ratcliffe and Burridge were selected to construct new female and disabled toilets in the existing entrance area, refurbish the men's toilets, and build a new entrance. Cost of the build is projected to be £114,000 including VAT. We managed to obtain £38,500 in grants and a further £25,000 in donations, which included a very generous £20,000 from Mr Pat Curran to whom we recorded our thanks, leaving the Hall to pay the remaining £50,500.

Accounts for the year 2022/23

Lettings have increased slightly this year due to both a small increase in our hire charges and increased lettings. Operating costs increased by 12% mainly due to higher staff costs and PRS/PPL invoices (two years being paid in 2022/23). Fundraising contributed £8,410 (previous year £8,193) which contributed towards the loan repayment. Overall, there was a surplus of £13,701 (previous year £11,174)

Risk Areas and Risk Management

The risks associated with COVID19 will continue to be monitored as we enter the autumn and winter months. Cash and Bank balances of £104,124 are held at the year-end and, although this will drop by £50k over the summer, the trustees are confident that there will be sufficient to cover commitments for the forthcoming two years. A continuation of fundraising activities and a further build up of funds is required to enable the Hall to continue to meet its loan repayments.

Chantry & Co have been commissioned to carry out a new valuation report.

Signed

Date 17.1.2024.....

On behalf of the Trustees

TAKELEY VILLAGE HALL
Registered Charity 301409

Receipts and Payments Account for the year ended 31st March 2023

	2022/23			2021/22
	Unrestricted	Restricted	£	£
RECEIPTS				
From Trading Activities				
Lettings	31907.27		31907.27	29546.12
Rent	7350.00		7350.00	7538.33
Feed in Tariff	1400.52		1400.52	1748.01
From Voluntary Sources				
Fundraising	14243.78		14243.78	14345.37
Grants and Donations	58.50		58.50	2667.00
From Assets				
Interest	3.44		3.44	0.12
TOTAL RECEIPTS	54963.51	0.00	54963.51	55844.95
PAYMENTS				
Charitable Activities				
Staff Costs	-7200.00		-7200.00	-5973.89
Repairs and Maintenance	-4853.91		-4853.91	-6091.90
Utilities & Insurance	-6425.11		-6425.11	-5433.96
Telephone and WiFi	-377.75		-377.75	-362.39
PRS/PPL	-1253.68		-1253.68	-176.26
License	-402.00		-402.00	-180.00
Accounts & Examination	-216.00		-216.00	-204.00
Affiliation Fee (RCCE)	0.00		0.00	-132.00
Sundries	-107.00		-107.00	-48.00
	-20835.45	0.00	-20835.45	-18602.40
Other				
Fundraising Events	-5833.49		-5833.49	-6151.90
Loan Repayments	-11237.70		-11237.70	-11237.70
Professional Fees	-1170.00		-1170.00	-698.90
Hall Improvements	-2185.86		-2185.86	-3650.00
New Equipment	0.00		0.00	-4330.07
TOTAL PAYMENTS	-41262.50	0.00	-41262.50	-44670.97
NET SURPLUS / (DEFICIT)	13701.01	0.00	13701.01	11173.98
Balances Brought Forward	90422.97		90422.97	79248.99
Balances Carried Forward	104123.98	0.00	104123.98	90422.97

TAKELEY VILLAGE HALL
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Statement of Assets and Liabilities at 31st March 2023

	2023	2022
MONETARY ASSETS		
Deposits and Bank Balances		
Deposit Account	1557.28	1553.84
Current Account	99576.14	83051.16
Fundraising Account	2882.30	5709.71
Cash in hand	108.26	108.26
	<u>104123.98</u>	<u>90422.97</u>
 Debtors		
Unpaid Letting fees	2847.82	3339.82
Affiliation Fees in advance		66.00
 Creditors: amounts falling due within one year		
PRS		715.00
Accounting Fees	228.00	216.00
Deposits held		900.00
Loan repayment (note 1)	11237.70	11237.70
 CREDITORS: amounts falling due after one year		
Loan from Takeley Parish Council (Note 1)	79309.97	89211.79
 NON MONETARY ASSETS		
Land and buildings (Note 2)		
Tables and chairs		
PA system / sound equipment.		
Kitchen equipment		

NOTE 1

The charity borrowed £150,000 from Takeley Parish Council on 9th August 2016. Repayments of £5,619 (principal and interest) are made half yearly on 8th February and 8th August. The final instalment is due on 8th August 2031.

NOTE 2

The Land and Buildings were valued on 21st September 2016 by Mullocks Wells. The Market Value is £474,000 (Hall £157,000, Club £200,000, Scout Hut £117,000). The total Property Reinstatement Valuation for insurance purposes is £1,683,000 (Hall & Club £1,230,000; Scout Hut £453,000).

**Independent Examiner's Report to the trustees of TAKELEY SILVER JUBILEE HALL
(Registered Charity Number 301409)**

I report to the trustees on my examination of the accounts of Takeley Silver Jubilee Hall for the year ended 31st March 2023.

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 Trust'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.

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.

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.

Gemma Humphries

Gemma Humphries
Rural Community Council of Essex
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
16th January 2024