

SHERBORNE ST JOHN VILLAGE HALL

REGISTERED CHARITY NUMBER 301945

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31st DECEMBER 2023

SHERBORNE ST JOHN VILLAGE HALL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2023

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SHERBORNE ST JOHN VILLAGE HALL**TRUSTEES AND PROFESSIONAL ADVISERS****Officers of Sherborne St John Village Hall Management Committee at 31st December 2023****Trustees**

Chairperson	Mr Paul Temple
Secretary	Mrs Shawna Campbell
Treasurer	Mr Brian "Mitch" Mitchison
Committee Members	Mrs Debra Morgan
Parish Council Representative	Mr Richard Morgan

User Group Representatives None

Bankers Lloyds Bank plc

Independent Examiner Mr Jakub Paulicelli
124 City Road
London
EC1V 2NX

Solicitors Phillips Solicitors Limited
Town Gate
38 London Street
Basingstoke
Hampshire
RG21 7NY

SHERBORNE ST JOHN VILLAGE HALL

ANNUAL REPORT FOR THE YEAR TO 31st DECEMBER 2023

The Committee of Management present their Report for the year ended 31st December 2023.

The Charity was established by Trust Deed dated 24th February 1967, and is registered with the Charity Commission Number 301945.

Objects, Organisation and Activities

The object of the Charity is to provide a village hall for the use of the inhabitants of Sherborne St John and the neighbourhood, in particular for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

The Charity is organised as a Trust with a Committee of Management comprising elected and nominated members.

The members of the Committee of Management at the year end and their appointing body where appropriate were:

Mr Paul Temple	Chairman	Elected member
Mr Brian Mitchison	Treasurer	Elected member
Mrs Shawna Campbell	Secretary	Elected member
Mrs Debra Morgan		Co-opted member
Mr Richard Morgan (Chair of the Parish Council) attended as an invited observer		

During 2023, Mrs Tracey Jeram left the Committee. We thank Tracey for all her hard work with many fund-raising events.

Three members of the committee are elected on an annual basis at the Annual General Meeting; co-opted members are invited to join the committee by the elected members. New committee members are provided with information on the work of the charity and the role and responsibilities of a trustee and the responsibilities under the premises license.

It is the duty of the Charity's Trustees to approve the Trustees' Annual Report prepared by the committee.

The committee met formally four times during the year ended 31st December 2023, some face to face and the remainder via Zoom.

Principal Office

The location of the principal office of the Charity is:

Sherborne St John Village Hall
Kiln Road
Sherborne St John
Basingstoke
Hampshire
RG24 9HP

SHERBORNE ST JOHN VILLAGE HALL**ANNUAL REPORT FOR THE YEAR TO 31st DECEMBER 2023**

(continued)

This is my fourth Village Hall annual report as Chair of Trustees. Whilst in many ways the challenging conditions of my previous 3 years have mostly moved on I personally sense a noticeable change in people's behaviours & attitudes. We anticipated that post Covid all our previous users would be rushing back to try & make up for lost time but in fact it was a very gradual process. The post Covid period caused all sorts of unexpected mental challenges & adjustments. Over a period of time hirers did return to the point now where the opportunities to hire the Hall during the week are much more limited. Good for us but not so good for those wishing to hire the hall.

Added to that we have seen the uncertainties surrounding energy costs, many of which have been quite dramatic and are still ongoing. Government help for domestic utility users has been welcome by us all, I am sure. Unfortunately, government benevolence does not extend to users like the Village Hall who are obliged to use a business tariff.

That said here is my report on a year in the life of the Village Hall. As in previous years we would like to think that we have used our time and resources to good effect. We have looked at all areas of our operation to improve and streamline the services we offer in some detail, and I will expand on the outcomes in more detail below.

Finance

It is the key responsibility of the trustees is to ensure that the Trust remains solvent in the long term and maintains a reserve to manage necessary capital expenditure whether for repairs and maintenance or for development of the facilities. As ever we are indebted to our Honorary Treasurer Mitch Mitchison for keeping us up to scratch with all our financial reporting. Details of our financial position are recorded in the annual accounts which Mitch will go through in more detail following my report. We returned to the normal good practice this year of setting out a formal budget which over the Covid period had been an impossible task. However, just when we thought things were returning to normal the energy costs that I previously highlighted, have again turned any accurate forecasting totally on its head.

Personnel

We were really sorry to lose our long-standing committee member, Tracy Jeram. As a regular organiser of events you will be sorely missed Tracy. Other than that, there is little to report on the personnel front. As I reported last year the Trustees decided, because of uncertainty over funding, not to replace our caretaker on his retirement but to take on some of the duties themselves. This could not have continued without the on-going support of our immediate neighbour, Steve Kerslake, who provides us with the vital service of key management. Our sincerest thanks to Steve for his support.

Alongside that I am delighted to report that we have gained an additional volunteer, Jacquie Stevenson, to help with our key management role, in particular when Steve is on one of his many holidays.

In the absence of a caretaker, we employ a contract cleaner who carries out a weekly deep clean. We are delighted with the standard of her cleaning & hopefully you can see the results all around you. With the volume of activity at the Hall, the appointment of a permanent caretaker to work alongside the Trustees & Steve, is kept under constant review.

Repairs & Maintenance

As always, we have stayed very much on top of our statutory health & safety checks, all carefully managed by our colleague Debra Morgan and I thank you Debra for your diligence. You keep us all in order & legally compliant.

Last year I reported on the essential upgrades we had carried out to the fire & intruder alarm systems. As they have many common & linked systems it made good sense to do this. When we later did a review of fault 'call outs' made to Trustees it was clear that the intruder alarm accounted for about 75% of them. Sadly, this was not a reflection on the system itself (sorry) but the people using it. Some of the issues we were able to manage in house but too many involved a charged call out to our contractor. The reason for installing an alarm in a building that holds almost nothing of realisable value is lost in the mists of time but having checked our property insurance company's conditions we made the pragmatic decision to take the alarm out of day-to-day service. It's still there & functional, if the need arose to use it, but our lives are much more peaceful now!

For energy conservation we have continued the hall temperature settings at 19C for the majority of bookings, controlled week by week, remotely by Debra. It has made us very conscious of the need to keep the heating system well maintained. We were aware that some areas of the hall appeared warmer than others so sought professional advice. As a result the system had a complete flush through & thermostats serviced or repaired. Since then we have not had any complaints about the hall temperature so we assume it was money well spent.

Following last years fire inspection we had the double fire exit gates on the patio rehung so that they now open, as they should always have done, towards the village green.

We have had a wi-fi facility for a few years now but this year took advantage of the excellent offers from local company 1310 & had fibre cabling installed. The improvement is amazing. I'd recommend them to anyone looking to their own upgrades.

We are still dealing with a problem underground waste pipe from the car park to the road. It is an old style pitch pipe which was probably not changed when the hall was rebuilt and has lost its internal structure. Early repair quotes came in at £16k + and included digging up the road. Much research found a specialist repairer who can guarantee success for less than £3000. We just need to find the money!

We have several items that we are looking to fund externally in the short term. The glazed external doors from the main hall are in poor condition. Quotes for refurbishment were not good value for money so we are looking to replace them with glazed composite doors. We have some Section 106 funding available which should cover most of the cost.

Additionally we would like to automate the main entrance doors, upgrade the remaining older lighting & install bike racks to the hall front. The longer term wish list includes solar panels & cladding to timber soffits.

Bookings

The independent website set up 2 years ago for the Village hall appears to be functioning well. Over the year bookings have increased month by month to the point where there is little or no space in the peak hours booking slots. My thanks to Ed Campbell, as a volunteer, for keeping the website up to date

Our success as a village hall ultimately depends on having a good number of hirers who like the hall & want to keep re-booking. To make this work it is essential that we have a contact who can be available to help guide them and to sort their every need & problem. We are deeply indebted to our Trustee, Shawna Campbell, who does a fantastic job in managing this complex process. She also manages the online calendar & somehow keeps the Trustees in line!

We somehow allowed Shana & husband Ed to visit Canada for 6 weeks last year. The workload we took on sped up a discussion already in progress about putting more of the booking process on- line with public viewing of

our calendar. We have elected to use a system called Hallmaster & we are in the process of getting this set up. Looks excellent & will be a great asset for the future.

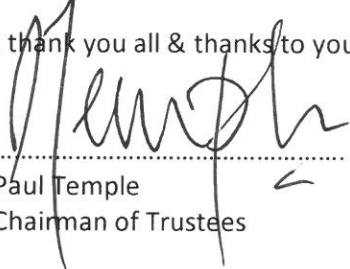
Noticeable at weekends are the increased number of birthday parties and wedding receptions. Sensible parents view the cost of hall hire for a children's party as good value against trying to fit large numbers in their homes. The new décor & an inclusive weekend wedding rate have boosted interest from those who need to take a more pragmatic view with their wedding funds.

We ran a Warm Hub Centre in the hall twice weekly from Christmas to Easter in 2023, funded by the County, to provide a warm environment & a social centre for the community.

Our good friends from the art group put on their annual show, very successfully.

Finally, I would like to thank everyone who has and does support our work. I believe the hall is in good shape & the future looks bright. Several thank yous if you can be patient. Whilst we are a totally independent centre, I would like to record my thanks to the Parish Council. We communicate & work well together as & when the need arises and I'm very much hoping they are going to fund the official portrait of King Charles when it is available, to hang alongside our late Queen Elizabeth. A nod also to our colleagues next door in the Social Club. They have had to cope with lots of changes in the last year or so. From our perspective our working relationship is the best that I can remember in my 9-year involvement with the hall. I have of course saved my biggest thank you to last. My fellow Trustees and colleagues whom I've already mentioned, have helped to navigate us through a challenging year and without whom none of the things that I have reported tonight would have happened. I know that I speak for all of us when I say that, like many voluntary organisations, our long-term future & success requires that more people join with us, either as Trustees/ Committee members or simply to get involved as event volunteers. Many hands make light work! Your Hall needs you!

I thank you all & thanks to you who have made the effort to join us tonight.


Paul Temple
Chairman of Trustees

Date 10/5/24

INDEPENDENT EXAMINER'S REPORT TO THE COMMITTEE OF MANAGEMENT

OF SHERBORNE ST JOHN VILLAGE HALL

I report on the accounts of the Trust for the year ending 31st December 2023 which are set out on pages 7 to 11.

Respective Responsibilities of the Trustees and the Examiner

The charity's trustees are responsible for the preparation of the accounts and approving their Annual Report. 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
- follow the procedures laid down in the General Directions given by the commission under Section 145(5)(b) of the 2011 Act
- state whether particular matters have come to my attention

Basis of Independent Examiner's 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 next statement.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 130, of the 2011 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met, or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Mr Jakub Paulicelli

Signature Paulicelli

Date 30/10/2024

SHERBORNE ST JOHN VILLAGE HALL
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31st DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £	2022 £
INCOMING RESOURCES						
Incoming resources from						
Generated funds:						
Grants	2	£ 3,188	£ -	£ -	£ 3,188	£ -
Donations		£ -	£ -	£ -	£ -	£ -
Activities for generating funds:						
Fund raising		£ 266			£ 266	£ 1,276
Investment income/Other		£ 201			£ 201	£ 17
		<u>£ 3,655</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 3,655</u>	<u>£ 1,293</u>
Incoming resources from Charitable activities:						
Charges for hall hire		£ 23,400	£ -	£ -	£ 23,400	£ 24,043
Wedding Hire Income		£ 965	£ -	£ -	£ 965	£ 1,627
Other		£ -	£ -	£ -	£ -	£ -
		<u>£ 28,020</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 28,020</u>	<u>£ 26,963</u>
TOTAL INCOMING RESOURCES						
RESOURCES EXPENDED						
Costs of generating funds:						
Donations to Other Charities		£ -			£ -	£ 250
Fund raising expenses		£ 240	£ -	£ -	£ 240	£ 859
		<u>£ 27,780</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 27,780</u>	<u>£ 25,854</u>
GROSS PROFIT/LOSS						
Water rates		£ 519			£ 519	£ 446
Light and heat		£ 15,106			£ 15,106	£ 7,334
Maintenance and repairs		£ 2,670			£ 2,670	£ 12,673
Caretaking and cleaning		£ 6,921			£ 6,921	£ 7,093
Insurance		£ 1,704			£ 1,704	£ 1,443
Marketing		£ 144			£ 144	£ 169
Telephone and Internet charges		£ 1,937			£ 1,937	£ 1,607
Licences		£ -			£ -	£ 360
Warm Hub Expenses		£ 562			£ 562	£ -
Waste Services		£ 1,962			£ 1,962	£ 1,743
Gardening		£ -			£ -	£ 525
Sundries and Purchases	3	£ 99			£ 99	£ 649
Professional fees		£ 308			£ 308	£ 286
Depreciation		£ -	£ 1,511	£ 10,478	£ 11,990	£ 11,990
		<u>£ 31,931</u>	<u>£ 1,511</u>	<u>£ 10,478</u>	<u>£ 43,921</u>	<u>£ 46,319</u>
Governance costs						
Independent examiner's fee		£ -	£ -	£ -	£ -	£ -
		<u>£ 32,171</u>	<u>£ 1,511</u>	<u>£ 10,478</u>	<u>£ 44,161</u>	<u>£ 47,428</u>
TOTAL RESOURCES EXPENDED						
NET PROFIT/LOSS before transfers						
		-£ 4,152	-£ 1,511	-£ 10,478	-£ 16,141	-£ 20,465
Loan Payments & Transfers	9	£ -	£ -	£ -	£ -	£ -
		<u>-£ 4,152</u>	<u>-£ 1,511</u>	<u>-£ 10,478</u>	<u>-£ 16,141</u>	<u>-£ 20,465</u>
NET MOVEMENT IN FUNDS						
BALANCES BROUGHT FORWARD						
1 st JANUARY 2023		£ 28,340	£ 4,540	£ 356,257	£ 389,137	£ 409,601
BALANCES CARRIED FORWARD						
AT 31 st DECEMBER 2023		£ 24,188	£ 3,029	£ 345,779	£ 372,995	£ 389,137

SHERBORNE ST JOHN VILLAGE HALL
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31st DECEMBER 2023
BALANCE SHEET AS AT 31st DECEMBER 2023

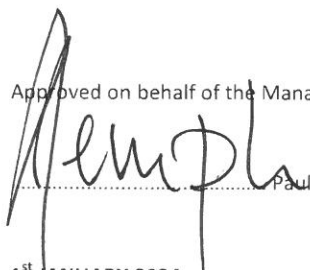
	Notes	2023 £	2022 £
Generated funds:			
Village Hall	4	£ 345,778	£ 356,256
Furniture and equipment	4	£ 3,029	£ 4,540
		<u>£ 348,807</u>	<u>£ 360,797</u>
CURRENT ASSETS			
Debtors	5	£ 1,267	£ 920
Balances at bank:			
Deposit and interest bearing accounts		£ 17,226	£ 27,029
Current accounts		£ 7,122	£ 1,891
Cash in Hand		£ 300	£ 300
		<u>£ 25,915</u>	<u>£ 30,140</u>
LIABILITIES - amounts falling due within one year			
Creditors and accruals	6	-£ 1,727	-£ 1,800
Loans	6	<u>£ -</u>	<u>£ -</u>
NET CURRENT ASSETS/(LIABILITIES)		£ 24,188	£ 28,340
LIABILITIES - amounts falling due in more than one year			
Loans	7	£ -	£ -
NET ASSETS		<u>£ 372,995</u>	<u>£ 389,137</u>

Represented by:

FUNDS

General fund	8	£ 24,188	£ 28,340
Restricted fund	8	£ 3,029	£ 4,540
Endowment fund	8	£ 345,778	£ 356,256
		<u>£ 372,995</u>	<u>£ 389,137</u>

Approved on behalf of the Managing Committee


 Paul Temple

1st JANUARY 2024

AT 31st DECEMBER 2023

Date..... 10/5/24

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31st DECEMBER 2023SHERBORNE ST JOHN VILLAGE HALLNOTES TO THE ACCOUNTS FOR THE YEAR TO 31st DECEMBER 2023**Generated funds:****1. Accounting Policies****Basis of Accounting**

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities", Charities SORP (FRS102).

b) Fixed Assets

Individual fixed assets costing £200 or more are capitalised at cost

Depreciation is provided on the Village Hall building and furniture and equipment at the following rates based on the estimated useful life of these fixed assets and their anticipated residual value:

Village Hall building

2% per annum (straight line basis)

Sheds and External Storage

10% (straight line basis)

Furniture and equipment

25% (straight line basis)

Incoming Resources

Hall Hire: Charges for hall hire are credited to the Statement of Financial Activities when the hire occurs.

Grants and Donations: Grants are credited to the Statement of Financial Activities when the entitlement to the grant is confirmed.

Grants and donations are credited to the fund to which the income relates.

Resources Expended: Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of irrecoverable VAT.

Charitable activities: This represents the direct and indirect costs of the operation of the village hall.

Costs of generating funds: Fund raising costs are charged to the Statement of Financial Activities when the fund raising activities occur.

Governance costs: Governance costs are those costs associated with charity governance requirements, which relate to the running of the charity.

Taxation

As a registered charity no liability to taxation arises.

As a charity the village hall is eligible for 80% mandatory rate relief and also received 20% discretionary rate relief from Basingstoke and Deane Borough Council.

2. Grants from Sherborne St John Parish Council

A loan of £30,000 from the Parish Council has been fully repaid.

3. Committee Expenses and Donations**1st JANUARY 2023**

No member of the committee received any remuneration from the charity.

AT 31st DECEMBER 2023

Donations paid and received

SHERBORNE ST JOHN VILLAGE HALL

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31st DECEMBER 2023
(continued)4. Fixed Assets for use by the Charity

	Freehold Village Hall	Shed & Storage	Furniture and Equipment	Total
1 st January 2023	£ 523,904.93	£ 3,492.00	£ 24,961.67	£ 552,358.60
Additions	-	-	-	£ -
Disposals	-	-	-	£ -
31 st December 2023	£ 523,904.93	£ 3,492.00	£ 24,961.67	£ 552,358.60
1 st January 2023	-£ 167,648.46	-£ 1,746.00	-£ 22,167.25	-£ 191,561.70
Charge for year	-£ 10,478.10	-£ 349.20	-£ 1,162.23	-£ 11,989.53
31 st December 2023	-£ 178,126.56	-£ 2,095.20	-£ 23,329.47	-£ 203,551.23
Net Book Value at 31st December 2023	£ 345,778.37	£ 1,396.80	£ 1,632.20	£ 348,807.37
Net Book Value at 1 st January 2023	£ 356,256.47	£ 1,746.00	£ 2,794.43	£ 360,796.90

The village hall is valued at cost of construction less depreciation as at 31st December 2023. No value is applied to the land on which the village hall stands.

5. Debtors

	2023	2022
Hall hire fees	£ 1,266.95	£ 919.73
	<u>£ 1,266.95</u>	<u>£ 919.73</u>

6. Creditors: amounts falling due less than one year

	2023	2022
Creditors and Security Deposits Held	£ 1,727.00	£ 1,799.58
Loans	£ -	£ -
	<u>£ 1,727.00</u>	<u>£ 1,799.58</u>

7. Creditors: amounts falling due in more than one year

	2023	2022
Loans	£ -	£ -
	<u>£ -</u>	<u>£ -</u>

SHERBORNE ST JOHN VILLAGE HALLNOTES TO THE ACCOUNTS FOR THE YEAR TO 31st DECEMBER 2023
(continued)**8 Summary of Net Assets by Funds**

	Unrestricted Fund	Restricted Fund	Endowment Fund	Total
Fixed assets	-	£ 3,029.00	£ 345,778.37	£ 348,807.37
Current assets	£ 25,915.01	-	-	£ 25,915.01
Liabilities	-£ 1,727.00	-	-	-£ 1,727.00
	<u>£ 24,188.01</u>	<u>£ 3,029.00</u>	<u>£ 345,778.37</u>	<u>£ 372,995.38</u>

9 Funds

General Fund (unrestricted) - this represents the unrestricted funds over which the committee of management have unrestricted authority to spend the income and the capital to further the objectives of the charity.

Building Fund (restricted) - this represents funds received for the specific purpose of the building and equipping of the village hall, other than those that form part of the permanent endowment fund. Fund raising and donations with effect from 1st January 2003 to 31st December 2007 were treated as income of this fund.

Endowment Fund - this represents the value of the village hall building which must be held permanently by the charity in accordance with the terms of the grants received towards its construction.

With effect from 1st January 2008 all income of the building fund is treated as income of the general fund and a transfer is made from the general fund to the building fund to cover the cost of any furniture and equipment purchased in the year. Depreciation of the furniture and equipment is charged to the building fund.

Transfers have been made between the general and endowment funds during the year of £1,750 so that the endowment fund represents the written down value of the village hall less the total loans, and to capitalise a new dishwasher and set of patio tables (£2,399.92).

10 Security

The grants received towards the construction of the Village Hall are secured against the freehold building in the event of the grants being repayable.

In the event of the building ceasing to be used as a village hall, the grants are repayable to the funding organisations.