

SWANMORE VILLAGE HALL

Trustees' Annual Report and Financial Statements

For the Year Ended 31 March 2022

Charity No. 301963

Prepared for trustee review and approval

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Reference and Administrative Information

Charity Name	Swanmore Village Hall
Charity Number	301963
Principal Address	Swanmore Village Hall New Road Swanmore Southampton Hampshire SO32 2PF
Governing Document	Unincorporated registered charity governed by its Trust Deed.
Trustees	Jonathan Woodman - Chairman Victoria Newhouse - Secretary
Principal Bankers	Barclays Bank plc National Savings & Investments (NS&I)

Chairman's Foreword

Following the disruption caused by the COVID-19 pandemic, the year ended 31 March 2022 marked an important turning point for Swanmore Village Hall. The principal objective of the Trustees was to restore the Hall to full community use whilst ensuring that the financial support received during the pandemic was invested responsibly for the long-term benefit of the charity.

The Trustees are particularly proud that the charity survived the difficult 2021 and 2022 period and was able to bring the Hall back into regular operation. The support of volunteers, hirers, contractors and the wider community was essential in helping the Hall re-establish itself as an important centre for community life in Swanmore.

During the year, the Trustees made prudent use of available grant funding and reserves to improve the building and address important repairs and maintenance. These investments were made with the aim of securing the Hall as a safe, welcoming and sustainable facility for future generations.

Swanmore Village Hall continues to be an important facility for the village, used throughout the week by a wide range of age groups, clubs, organisations and private hirers. The Trustees remain committed to maintaining that role and ensuring that the Hall continues to serve the community effectively.

Trustees' Annual Report

The Trustees present their Annual Report and Financial Statements for Swanmore Village Hall for the year ended 31 March 2022.

The report has been prepared to provide members of the community, funders, regulators and other interested parties with a clear account of the charity's activities, performance and financial position during the year.

Objectives and Activities

The charity exists to provide and maintain Swanmore Village Hall for the benefit of the residents of Swanmore and the surrounding area. The Hall is available for community groups, clubs, societies, educational organisations, recreational activities, charitable activities and private functions.

The Trustees seek to ensure that the Hall remains accessible, affordable and suitable for a broad range of community uses. The availability of the Hall supports social connection, learning, recreation and community participation across a wide range of ages and interests.

In setting objectives and planning activities, the Trustees have had due regard to the Charity Commission's guidance on public benefit. The Trustees consider that the continued provision and maintenance of the Village Hall delivers clear public benefit to the residents of Swanmore and the surrounding community.

Achievements and Performance

The year represented a significant period of recovery following the COVID-19 pandemic. The Trustees focused on returning the Hall to normal operation, welcoming back regular user groups and supporting the re-establishment of community activities after an exceptionally difficult period.

A substantial programme of repairs, maintenance and improvements was undertaken during the year. This reflected the Trustees' decision to use available resources carefully and proactively, rather than delaying essential work or allowing the condition of the building to deteriorate.

The works undertaken helped to ensure that the Hall remained attractive, safe and sustainable for community use. They also reduced the likelihood of more significant maintenance liabilities arising in the immediate future.

The Trustees recognise that the success of the Hall depends not only on the building itself, but also on the commitment of volunteers and the loyalty of hirers. The return of bookings during the year demonstrated the continuing value of the Hall to the local community.

Financial Review

Income for the year amounted to £31,959.48, principally from hall hire and associated activities. Expenditure totalled £42,941.49, resulting in a net deficit for the year of £10,982.01.

The deficit reflected the Trustees' deliberate decision to utilise available resources for repairs, maintenance and improvements following the pandemic. It should therefore be understood as planned investment in the charity's principal asset rather than evidence of an underlying operating weakness.

The largest area of expenditure during the year was repairs and maintenance, reflecting the level of work undertaken to improve and protect the Hall. Utility, cleaning, insurance and other operating costs were managed as part of the charity's normal activities.

At 31 March 2022 the charity held net assets of £34,924.62. These funds were unrestricted and available to support the continued operation, maintenance and improvement of Swanmore Village Hall.

Financial Summary

Description	2022 (£)
Total income	31,959.48
Total expenditure	42,941.49
Net movement in funds	(10,982.01)
Total funds at 31 March 2022	34,924.62

Reserves Policy

The Trustees do not currently operate a formal written reserves policy. However, reserve levels are reviewed regularly in the context of the charity's expected operating costs, maintenance obligations and future plans.

The Trustees consider it important to maintain adequate unrestricted funds to meet unforeseen expenditure, protect the continuity of the Hall's operation and contribute towards future repairs and improvements. The level of reserves held at the year end was considered appropriate in light of the charity's responsibilities for the building.

Principal Risks and Uncertainties

The Trustees regularly consider the principal risks facing the charity. The main risks identified during the year were:

- reliance on volunteers and the need to recruit new volunteers and Trustees;
- rising energy and maintenance costs;
- the need to maintain and increase booking levels;
- ongoing repair and upkeep obligations associated with the building;
- the risk of future disruption to community use following the COVID-19 pandemic.

The Trustees seek to manage these risks through regular review of finances, maintenance planning, prudent use of funds, engagement with hirers and continued efforts to encourage community involvement in the running of the Hall.

Plans for Future Periods

The Trustees intend to continue maintaining and improving the Hall for the benefit of the community. Particular attention will be given to managing energy costs, maintaining booking levels and ensuring that the building remains safe, welcoming and suitable for regular use.

The Trustees will also continue to encourage additional volunteers and potential Trustees to become involved in the charity. The long-term sustainability of the Hall depends on a strong volunteer base and active community support.

Structure, Governance and Management

Swanmore Village Hall is an unincorporated registered charity governed by its Trust Deed. The charity is managed by volunteer Trustees who are responsible for governance, finance, maintenance, strategic planning and compliance with the charity's obligations.

The Trustees meet regularly to consider the operation of the Hall, review financial performance, approve expenditure and make decisions about maintenance and improvement works. Day-to-day activities are supported by volunteers and local contractors where appropriate.

Trustees are appointed in accordance with the charity's governing arrangements. New Trustees are provided with appropriate information about the charity's activities, responsibilities and financial position.

Public Benefit

The Trustees confirm that they have complied with their duty under Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

The provision and maintenance of Swanmore Village Hall delivers public benefit by making available a community facility for local residents, groups and organisations. The Hall supports social, recreational, educational and community activities and remains an important part of village life.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and Financial Statements for each financial year. They are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the financial statements comply with applicable requirements.

The Trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees consider that the financial statements for the year ended 31 March 2022 give a fair summary of the charity's activities, financial performance and financial position for the year.

Statement of Financial Activities

For the year ended 31 March 2022

Unrestricted funds	2022 (£)
Income from charitable activities	31,959.48
Total income	31,959.48
Expenditure on charitable activities	42,941.49
Total expenditure	42,941.49
Net movement in funds	(10,982.01)
Funds brought forward	45,906.63
Funds carried forward	34,924.62

All funds of the charity were unrestricted during the year. The notes on the following pages form part of these financial statements.

Balance Sheet

As at 31 March 2022

Current assets	2022 (£)
Cash at bank and in hand	9,297.96
Accounts receivable	461.25
NS&I account	25,165.91
Total current assets	34,925.12
Creditors: amounts falling due within one year	0.50
Net current assets	34,924.62
Total assets less current liabilities	34,924.62
Net assets	34,924.62
Funds of the charity	
Unrestricted funds	34,924.62
Total charity funds	34,924.62

Notes to the Financial Statements

1. Basis of preparation

The financial statements have been prepared from the charity's accounting records for the year ended 31 March 2022. They are intended to present the charity's income, expenditure, assets, liabilities and funds in a clear and proportionate format suitable for a charity of this size and nature.

2. Accounting policies

Income is recognised when receivable and expenditure is recognised when incurred. The financial statements have been prepared on a going concern basis, as the Trustees consider that the charity has adequate resources to continue operating for the foreseeable future.

3. Income

Income is principally derived from hall hire and associated activities. Total income for the year was £31,959.48.

4. Expenditure

Expenditure relates to the operation, maintenance and improvement of Swanmore Village Hall. Total expenditure for the year was £42,941.49.

Expenditure category	2022 (£)
Cleaning	4,476.50
Consumables	489.45
General Expenses	191.98
Grounds Maintenance	670.00
Insurance	1,743.18
IT Software and Consumables	362.40
Light, Power, Heating, Water, Waste	5,407.71
Rent	3,000.00
Repairs & Maintenance	25,960.52
Telephone & Internet	639.75
Total expenditure	42,941.49

5. Funds

All funds held by the charity at 31 March 2022 were unrestricted funds. Total funds at the year end were £34,924.62.

6. Trustees remuneration and expenses

No Trustee received remuneration during the year. No Trustee expenses requiring separate disclosure were identified from the accounting records provided.

7. Volunteers

The charity benefits from the support of volunteers who contribute time and expertise to the operation and maintenance of the Hall. The value of volunteer time is not recognised in these financial statements.

8. Related party transactions

There were no related party transactions requiring disclosure from the information provided.

9. Going concern

The Trustees consider the charity to be a going concern. At the year end the charity held net assets of £34,924.62 and continued to operate for the benefit of the local community.

Approval by the Trustees

The Trustees' Annual Report and Financial Statements for the year ended 31 March 2022 were approved by the Trustees and signed on their behalf.

Chairman:  _____

Name: Jonathan Woodman

Date: _____30/5/2022_____

These financial statements are prepared for trustee review and approval. They should be reviewed against the charity's accounting records and formally approved before submission or publication.