



Ickleford Village Hall

ACCOUNTS

FOR THE YEAR ENDED

31 DECEMBER 2023

THE ICKLEFORD VILLAGE HALL

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THE ICKLEFORD VILLAGE HALL

REFERENCE AND ADMINISTRATION

1 TRUSTEES

Sue Firm

Nicola Lockey-Voyle (Resigned 01/09/2023)

Deborah Julian Curle Hammond (Resigned 01/09/2023)

Lucy Harrigan (Resigned on 01/06/2023)

Peter Roberts (Resigned on 01/09/2023)

Geoff Morse

Wendy Crowe

Siouxsie Symons

Elizabeth Thomas (Appointed)

Nigel Seymour (Appointed)

2 CHARITY ADDRESS

82 Arlesey Road

Ickleford

Hitchin

Hertfordshire

SG5 3TG

3 CHARITY NUMBER

302409

4 BANK NAME AND ADDRESS

Lloyds Bank

1 Bancroft

Hitchin

Hertfordshire

SG5 1JQ

Ickleford Village Hall

Report of the Trustees for the year ended 31 December 2023

Structure, governance and management

The Charity is an unincorporated entity and governed by its governing document dated 8 December 1967 (amended 11 May 2017). Trustees are appointed and reappointed at the annual general meeting held each year. The Charity is managed in its day to day running by the Trustees.

Objectives and activities

The hall remains a popular venue both for residents and non-residents of Ickleford as it has regular bookings every day, both daytime and evenings. There are also many one-off bookings (mainly weekends) throughout the year. We have tried to keep hire costs low to help facilitate a good level of bookings.

Overview of activities for the year

Ickleford Village Hall had a reasonably successful year in 2023. Income overall increased to £34k (from £32k in 2022 and only £17k in 2021, when pandemic impacts limited income). Hall lettings have remained similar but the additional income has come from grants in the period and interest income, due to the rising interest rates. However, outgoings also significantly increased to £44k (from £27k in 2022 and £16k in 2021). The grant of £4k from the Parish Council helped minimise the Hall's losses. Therefore the Hall made a small loss in 2023 of under £9k, leaving the hall with an end of year balance of £62,151.

The utility costs (electricity, gas, water & sewage) were again a major expenditure at £15k. Changing supplier at the end of 2022 has helped us maintain this at the same cost as 2022. However the biggest spend in 2022, as anticipated in last year's Report, was on maintenance work. The costs in 2023 were £17k, up from £3k in 2022 and £7k in 2021. The majority of this year's maintenance spend related to damp repair and future damp prevention on the small hall. Cleaning costs have also undergone a significant increase, from £3k in 2022 to over £5k in 2023. This is mainly due to an increase in the cleaning schedule, to minimise the cleaning undertaken by the volunteers on the Committee. However, due to ongoing challenges with the quality of the work undertaken by our current suppliers, the costs may increase again in 2024.

Adjustments to the accounting processes part way through 2023 are starting to enable the Committee to analyse income and project against future expenditure at a more detailed level. For example, the income from hirers is split fairly evenly between one off and regular hirers, at £20k and £18k respectively. This information & other analysis has supported the Committee in agreeing the Financial Reserves to be maintained, and subsequently agreeing an increase in hiring rates for 2024 – there was no increase in 2023. This will allow the excess assets above the reserves to be run down – but only at an acceptable rate.

Future overview

The Hall now has a volunteer group (not Committee Members or Trustees) who undertake small maintenance tasks, the Booking Secretary role and some of the hall checks. However as 2 Committee Members left in 2023, the Committee continues to have challenges in undertaking all the necessary tasks to manage the hall successfully. This may therefore require paying for more tasks to be done in the future. With the current climate and cost of living, managing costs in the future will need to be tightly controlled to ensure resources are utilised fully and efficiently.

Reserves policy

The reserves will continue to be managed closely by the Committee and where appropriate, further work undertaken on the hall in 2024 to maintain the building to a high standard.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to Charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue on operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

I would like to take this opportunity to thank all the Committee members for their ongoing support, with a special thanks to Chair Sue Firm, who is the beating heart of this Village Hall.

Signed on behalf of the Board of Trustees on 1st March 2024

Liz Thomas
Treasurer

**INDEPENDENT EXAMINER'S STATEMENT TO THE TRUSTEES OF
THE ICKLEFORD VILLAGE HALL**

I report to the Trustees on my examination of the accounts of the above Charity for the year ended 31st December

Responsibilities and basis of report

As the Charity's Trustees, 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.

Basis of Independent Examiner's Statement

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 concerning any such matters. The procedures undertaken do not provide all the evidence that would be required for an audit, and consequently I do not express an audit opinion on the view given in the accounts. The report is limited to those matters set out in the statement below.

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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 an independent examination.

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.



Emma Fraser FCA

Bracey's Accountants Limited
Unit 1, The Cam Centre
Wilbury Way
Hitchin
Herts
SG4 0TW

7th March 2024

ICKLEFORD VILLAGE HALL

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

	<u>2023</u>	Year on Year Variance	<u>2022</u>
	£		£
<u>RECEIPTS</u>			
HALL LETTINGS (Note 2)	29,650.55	-0.11%	29,682.23
GRANTS	4,190.50	57.12%	2,667.00
BANK INTEREST	<u>605.15</u>	1615.76%	<u>35.27</u>
TOTAL RECEIPTS	34,446.20	6.37%	32,384.50
<u>EXPENDITURE</u>			
320 SUB CONTRACTOR CLEANING	-	(100.00%)	3,370.20
400 ADVERTISING & MARKETING	24.00	(85.63%)	167.00
401 AUDIT & ACCOUNTANCY FEES	540.00	0.00%	-
408 CLEANING	5,478.75	295.39%	1,385.67
409 SANITARY WASTE COLLECTION	164.77	(4.01%)	171.65
429 GENERAL EXPENSES	1,581.75	66.95%	947.43
430 REFUSE COLLECTION	1,051.70	8.88%	965.90
431 FIRE EXTINGUISHERS	210.53	13.19%	186.00
433 INSURANCE	1,165.99	(7.39%)	1,259.02
445 LIGHT, POWER AND HEATING	14,680.84	1.75%	14,427.97
461 PRINTING & STATIONERY	11.50	0.00%	-
463 IT SOFTWARES AND CONSUMABLES	422.40	252.00%	120.00
465 RATES	164.72	(61.71%)	430.21
485 SUBSCRIPTIONS	758.90	56.46%	485.04
489 TELEPHONE & INTERNET	343.93	231.18%	103.85
	26,599.78	10.74%	24,019.94
473 REPAIRS & MAINTENANCE (Note 3)	17,209.14	510.84%	2,817.29
TOTAL EXPENDITURE	<u>43,808.92</u>	63.24%	<u>26,837.23</u>
SURPLUS FOR YEAR	<u><u>-9,362.72</u></u>	-268.78%	<u><u>5,547.27</u></u>

ICKLEFORD VILLAGE HALL

BALANCE SHEET AS AT 31 DECEMBER 2023

	<u>31/12/2023</u>	<u>31/12/2022</u>
	<u>£</u>	<u>£</u>
<u>CAPITAL BALANCES</u>		
OPENING ASSET BALANCES (1ST JAN)	71,513.91	65,966.64
SURPLUS FOR THE YEAR	(9,362.72)	5,547.27
	<hr/>	<hr/>
CLOSING ASSET BALANCES (31ST DEC)	<u>62,151.19</u>	<u>71,513.91</u>
 <u>REPRESENTED BY</u>		
LLOYDS BANK -INSTANT SAVINGS ACCOUNT	1,603.00	2,249.62
-CURRENT ACCOUNT	65,786.20	71,181.05
	<hr/>	<hr/>
	67,389.20	73,430.67
 PETTY CASH	208.49	216.49
 DEBTORS (HIRE CHARGES)	-	2,313.25
 CREDITORS (ADVANCE DEPOSITS)	(3,100.00)	(2,100.00)
CREDITORS (DEFERRED INCOME)	(2,346.50)	(2,346.50)
	<hr/>	<hr/>
CLOSING ASSET BALANCES AS ABOVE	<u>62,151.19</u>	<u>71,513.91</u>

ICKLEFORD VILLAGE HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. GENERAL INFORMATION

This is an unincorporated Charity registered with the Charities Commission England and Wales Registration Number: 302409

These statements have been prepared on a receipts and payments basis. They have been prepared in accordance with the trust deed and Charities Act 2011 ('the act').

2.HALL LETTINGS

	<u>£</u> <u>2023</u>		<u>£</u> <u>2022</u>	
SCOUTS, CUBS AND BEAVERS	1,371.78	5%	1,441.00	5%
BROWNIES	220.10	1%	269.80	1%
DRAMA	3,948.85	13%	3,014.48	10%
DANCE	5,466.45	18%	7,647.00	26%
KEEP-FIT/PILATES/YOGA	1,875.60	6%	3,160.75	11%
W.I.	400.00	1%	438.50	1%
PARISH COUNCIL	170.01	1%	200.00	1%
TODDLERS		0%	535.00	2%
ART & CRAFTS CLUB	1,040.00	3%	1,144.00	4%
SING AND SIGN	477.14	2%	567.25	2%
PHONICS FOR ROBOTS	1,060.10	4%	1,057.00	4%
BABY BEATS	87.78	0%	-	0%
DW SOCCER SCHOOL	518.10	2%	-	0%
OTHER LETTINGS	<u>13,342.34</u>	45%	<u>10,207.45</u>	34%
	<u>29,978.25</u>	100%	<u>29,682.23</u>	100%

ICKLEFORD VILLAGE HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

<u>3.REPAIRS AND RENEWALS</u>	<u>2023</u>	<u>2022</u>
	£	£
ASBESTOS SURVEY	252.00	-
GUTTER CLEANING	30.00	-
TOILET REPAIRS	252.00	-
REPAIR TO RADIATOR VALVES	70.00	-
EXTERNAL RENNOVATION (DAMP)	12,300.00	-
FIRE SOUNDERS	830.40	-
RADIATOR AND THERMOSTAT REPAIRS	96.00	-
SPRAYING WEEDS	30.00	-
PAINTING SAFETY STRIPS	40.00	-
FILLING HOLES	12.66	-
FRONT DOOR LOCKING SYSTEM W. FIRE	505.00	-
KEY CUTTING	160.90	-
DOOR CLOSER AND FIT	147.00	-
TABLE TROLLEYS	447.00	-
BOILER SERVICE	228.00	-
GROUND MAINTENANCE	30.00	-
ELECTRICAL SAFETY WORK	285.60	-
STAGE CURTIAN - DEPOSIT	500.00	-
BROOM AND EXTERNAL LIGHT	74.98	-
ROOFING AND GUTTERING REPAIRS	500.00	-
OUTSIDE LIGHTS	417.60	-
GAS CHECK	-	144.00
SUNDY ITEMS/ GENERAL REPAIRS	-	113.47
PAT TEST & 5 YEAR ELECTICAL	-	618.02
INSPECTION	-	495.80
HEATING BOILER	-	198.00
ANNUAL COST	-	354.00
FIRE & SAFETY	-	894.00
LADDER AND HATCH	-	2,817.29
	<u>17,209.14</u>	<u>2,817.29</u>