

**Pirton Village Hall
Registered Charity No. 302444**

**Trustees' Annual Report
1st January 2023 – 31st December 2023**

Names of Trustees

Miss Toni Thomas – Chair
Mr Peter Johnson – Deputy Chair
Mr Keith Hooton - Treasurer
Mrs Tracy Hunter - Secretary
Katie Woodhouse – Bookings Secretary
Rodney Marshall
Janet Simmons
Pam Waters

Governance

Pirton Village Hall was built in 1933 on land donated by a village. It was built for the enjoyment of all residents of the village.

In 1970 management of the hall and ownership of the hall was vested in the Charity Commissioners. The Charity Commissioners documentation lays down the management structure for the running of the hall.

Appointment of Trustees and Committee

The trust deed governs the appointment of trustees and the management of the charity

The Management Committee consist of four elected members, a booking secretary and representatives of groups who use the hall on a regular basis

The committee meet regularly to discuss the running of the hall, review funding and address any maintenance issues

Hiring Agreement

Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Licences

The hall has a licence to serve alcohol and is licensed by the Performing Right Society for live and recorded music.

Risk Management

Insurance

The village hall is insured with respect to £1.2mn property damage (buildings insurance) by Ansvar Insurance. It is insured with the same company with respect to contents (up to £27891, public liability (£5mn) employers' liability (£10mn) and legal assistance (£250,000)

The Management Committee recognises that it is under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance.

Building Issues

Portable electrical appliances are tested by qualified personnel annually.

Fire-fighting appliances are inspected annually.

A Fire Safety Risk Assessment is updated annually by the Committee's own Fire Safety Officer as required by law.

Volunteers from the Committee carry out other regular maintenance checks.

Objectives of the Charity

The provision and maintenance of a village hall for the use for the inhabitants of Pirton and the neighbourhood without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants

The Trustees consider these objectives to be consistent with Charity Commission guidance on providing for the public benefit as shown in the list of activities pursued this year.

Principal Activities in pursuit of Objectives

The hall is in use most days of the week for a variety of activities including pre-school play group, Cub Scouts, Table Tennis Club, Toddler Group, Pilates, Yoga, Amateur Dramatics, Qikwondo, Film Club

The hall is available for hire for private functions including children's parties, wedding receptions, funeral teas, village social functions and occasional fundraising events

Funding Strategy

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. The contributions made by users of the hall are set to achieve this.

2023 Achievements

Bookings for the hall in 2023 were good, with the funds used to maintain and improve the hall.

The trustees and committee have achieved the following:

- Floor in the main hall sanded and varnished
- Tarmac of the driveway

- Replace Play Aloud floor and fire door
- Replaced kitchen shutter and motor

Future Plans

The kitchen and appliances are showing signs of wear and tear, and elements of the kitchen are not fit for purpose. Consideration is being given to raising money to replace some/all of these.

Pirton Players have requested a door way into the bar so they can access the toilet. Once the build sign off has been achieved, this work will commence.

Reserves Policy

The charity has £6,980 in the bank at year-end. The trustees aim to keep £4000 in reserve to cover unforeseen expenditure. Should the balance fall below this amount then the committee completes fundraising activity to replenish the account.

The trustees declare that they have approved the trustee's report above.

Signed on behalf of the charity's trustees

Signature:



Full name: Keith Hooton

Position: Treasurer

Date: 29 February 2024

Pirton Village Hall

Profit and Loss

January - December 2023

	TOTAL
Income	
4000 Sales Income - Lettings	17,797.00
4010 Other Income	1,958.30
4030 Bar Income	1,473.47
4100 Storage Income	317.50
4110 Craft Fair Income	165.00
Total Income	£21,711.27
GROSS PROFIT	£21,711.27
Expenses	
6000 Rates	339.40
6010 Water	1,335.46
6020 Electricity	2,057.80
6030 Gas	2,288.00
6040 Insurance	2,428.77
6050 Broadband	412.64
6060 Telephone	59.94
6070 Refuse Collection	1,409.20
6080 Office/General Administrative Expenses	72.00
6090 TV License	159.00
6100 Cleaning	3,203.40
6110 Cleaning Materials	1,523.02
6120 Repair and maintenance	13,440.68
6130 Equipment Inspections	227.98
6140 Bar license	180.00
6150 Performing Rights License	254.20
6200 Other Miscellaneous Service Cost	550.00
6240 Bar Expenses	1,623.12
6250 Charitable Donations	60.00
6500 Bank charges	78.98
6600 Bad debts	130.00
Total Expenses	£31,833.59
NET OPERATING INCOME	£ -10,122.32
Other Income	
4200 Grants Received	5,200.00
4300 Gifts and Donations	40.00
4370 Fund Raising Events	3,640.06
4600 Interest earned	14.07
Total Other Income	£8,894.13
Other Expenses	
6300 Depreciation	1,709.96
Total Other Expenses	£1,709.96
NET OTHER INCOME	£7,184.17
NET INCOME	£ -2,938.15

Pirton Village Hall

Balance Sheet

As of December 31, 2023

	TOTAL
Fixed Asset	
Tangible assets	
1500 Furniture and Fixtures	14,532.90
1510 Buildings	66,388.39
1710 Accumulated Depreciation - Furniture & Equipment	-13,657.90
1720 Accumulated Depreciation - Building	-8,248.30
Total Tangible assets	£59,015.09
Total Fixed Asset	£59,015.09
Cash at bank and in hand	
1000 HSBC Business Current Account	4,956.47
1100 Santander Savings Account	2,023.47
Total Cash at bank and in hand	£6,979.94
Debtors	
1200 Accounts Receivable	1,821.50
Total Debtors	£1,821.50
Current Assets	
1201 Undeposited Funds	0.00
1400 Utility Prepayments	0.00
1410 Castle Water payments	0.00
Total 1400 Utility Prepayments	0.00
Total Current Assets	£0.00
NET CURRENT ASSETS	£8,801.44
Creditors: amounts falling due within one year	
Trade Creditors	
2000 Accounts Payable	0.00
2002 Castle Water	115.41
Total 2000 Accounts Payable	115.41
Total Trade Creditors	£115.41
Current Liabilities	
2100 Prepayments and Customer Deposits	326.50
Total Current Liabilities	£326.50
Total Creditors: amounts falling due within one year	£441.91
NET CURRENT ASSETS (LIABILITIES)	£8,359.53
TOTAL ASSETS LESS CURRENT LIABILITIES	£67,374.62
TOTAL NET ASSETS (LIABILITIES)	£67,374.62
Capital and Reserves	
3201 Unrestricted Net Assets	72,687.59
Opening Balance Equity	2,128.56
Retained Earnings	-4,503.38
Profit for the year	-2,938.15
Total Capital and Reserves	£67,374.62

Notes to the Accounts

1. Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

Income Recognition: Income is included in the Statement of Financial Activities (SoFA) when, the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability

2. Fixed Assets & Depreciation

The original Village Hall building and any fittings therein have been completely depreciated over time.

Fixed assets therefore comprise the new Bar Extension (built 2018-19) only, which will be depreciated over a 40yr period, commencing with its opening in January 2019

3. Remuneration of employees and/or trustees

The charity has no paid employees. No trustees received remuneration in relation to their activities for the charity.

4. Village Hall Bar Reserve Account

In recent years, the Trustees established a specific Fund to fund the construction of a bar area within the Village Hall. North Herts District Council awarded £51,000 grant to part-fund the project. Various donations were made to fund the project, whilst the Trustees conducted fund raising activities to supplement these grants and donations. The funds were used in their entirety during 2018 to fund the construction, which was completed in early 2019.

Independent examiner's report to the trustees of Pirton Village Hall

I report to the trustees on my examination of the accounts of the Pirton Village Hall (the Trust) for the year ended 31 December 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.

Signed:



Name:

IAN BRAKENBURY

Relevant professional qualification or membership of professional bodies (if any):

Address:

HANSCOMBE COTTAGE
SHILLINGTON ROAD
PIRTON SG5 7Q5

Date:

1/3/24