

SMARDEN CHARTER HALL MANAGEMENT COMMITTEE

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 December 2022

**SMARDEN CHARTER HALL MANAGEMENT COMMITTEE**

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# SMARDEN CHARTER HALL MANAGEMENT COMMITTEE

## Report of the Trustees For the year ended 31 December 2022

The Trustees have pleasure in presenting their report and the financial statements for the charity for the year ended 31 December 2022. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2019).

The trustees are responsible for the preparation of the Trustees' 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 Charity's state of affairs and of the incoming resources and application of resources by the Charity for that period. In preparing these financial statements the trustees are required to: Select suitable accounting policies and apply them consistently; Observe the methods and principles on the Charities SORP; Make judgements and accounting estimates that are reasonable and prudent; Prepare the Financial Statements on the going concern basis unless it is inappropriate to presume the Charity will continue its operations.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain all of the Charity's transactions to ensure that the financial statements comply with the Charities Act 2011, The Charity (Accounts and Reports) Regulations 2008, and the provisions of the trust deed. They 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.

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

The principal objective of the charity is to maintain the village hall for the communal benefit of the inhabitants of Smarden and the neighbourhood including the provision of public services.

The Charter Hall is used by village organisations and societies; the use of the hall for private functions provides income which is used to keep charges for community use low, and also provides funding to support improvement to the general functioning of the hall. The Hall houses the IT Centre and the Heritage Centre; with a drop-in centre operating on a twice-weekly basis providing services for older people.

The management committee have continued to maintain, manage and develop the hall as a facility for the whole community.

The Trustees are grateful for the continuing support of so many local residents.

#### Statement on public benefit

The trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

They continue to focus on providing a wide range of services and activities to contribute to the well-being of local people and ensuring charges are kept low to ensure accessibility for all the community.

### ACHIEVEMENTS AND PERFORMANCE

#### Significant activities

The charitable activities continued to be that of hiring out the hall.

The fundraising activities during the year were the mini lottery.

#### Achievements against objectives

The Charter Hall trustees are committed to maintaining and developing the Charter Hall so that it remains an attractive venue for the use of all village residents. Improvements to the building and the fabric are undertaken on a continuing basis.

#### Investment performance

The trustees' policy is that any sum of cash at any time belonging to the charity and not needed as a balance for working purposes, is invested in order to achieve both income and optimum growth. The management committee receive financial reports at each of their meetings and are thus able to continuously monitor the charity's investments to ensure the policy is effective.

#### Reserves

Total income allocated to general unrestricted funds amounted to: £24,238.

Total costs of raising funds amounted to: £0.

Total expenditure on charitable activities amounted to: £38,000..

This meant a reduction to general unrestricted funds of: £13,762.

Taking into account the funds brought forward, the general unrestricted funds balance to be carried forward is: £38,880.

There was no change to the restricted fund of New Village hall which continues to be £605,532.



# SMARDEN CHARTER HALL MANAGEMENT COMMITTEE

## Report of the Trustees Continued For the year ended 31 December 2022

### Going concern

The trustees continue to adopt the going concern basis in preparing financial statements given their justifiable expectations that the charity has adequate resources to continue its operational existence for the foreseeable future.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is governed by the Constitution set out in the Deed of Conveyance dated 7 July 1964.

The trustees have complied with their duty in Section 17(5) of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

#### Recruitment and appointment of trustees

The management and decision making of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

The trustees are appointed annually by the members in the general meeting and they are made aware on their appointment of their responsibilities under charity legislation. The trustees who served during the year are set out on page 2.

The members of the Charity's management committee are appointed annually by the trustees. The members of the management committee who served during the year are set out on page 2.

The trustees have carried out risk assessments applicable to the charity, in particular the operations and finances of the charity, and have systems and procedures in place to mitigate exposure to all risks identified.

### REFERENCE AND ADMINISTRATIVE INFORMATION

<b>Name of Charity</b>	SMARDEN CHARTER HALL MANAGEMENT COMMITTEE
<b>Charity registration number</b>	302844
<b>Principal address</b>	The Meeting House Water Lane Smarden Ashford, Kent TN27 8NR

#### Trustees

The trustees and officers serving during the year and since the year end were as follows:

Michael Barkway  
Angela Wilson  
Roger Craig  
Brian Martin Bristow  
Mark Bickerton  
Geraldine Dyer  
Fran Lester  
Lea Randolph  
Paul Ryan  
Gill Sadler

**Secretary** Fran Lester

**Independent examiners** Orchard Business Services  
Orchard View  
Pook Lane  
Biddenden  
Ashford, Kent  
TN27 8JU



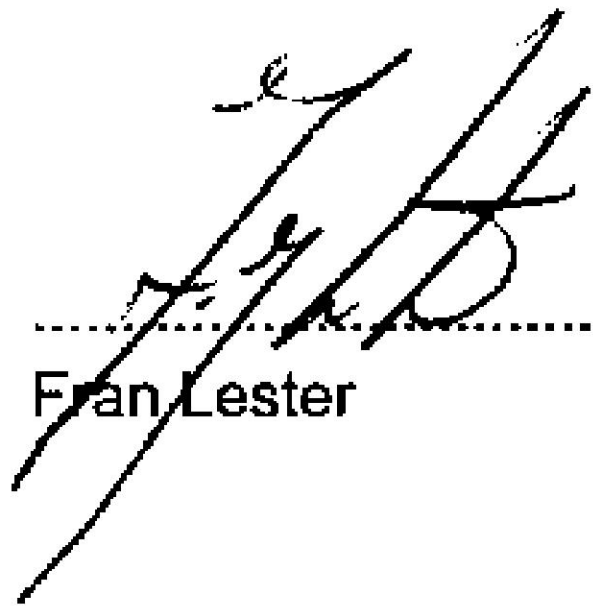
SMARDEN CHARTER HALL MANAGEMENT COMMITTEE

Report of the Trustees Continued  
For the year ended 31 December 2022

**Solicitors**

Hallet & Co  
11 Bank Street  
Ashford  
Kent  
TN23 1DA

Approved by the Board of Trustees and signed on its behalf by



.....  
Fran Lester

SMARDEN CHARTER HALL MANAGEMENT COMMITTEE

Independent Examiners Report to the Trustees  
For the year ended 31 December 2022

I report to the trustees on my examination of the accounts of the charity for the year ended 31 December 2022.

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts & Reports) Regulations 2008.

To the fullest extent permitted by law, I do not accept or assume responsibility to any person or body other than the charity and the charity's trustees for my work or for this report.

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 examiners statement**

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



Orchard Business Services

Orchard View

Pook Lane

Biddenden

Ashford, Kent

TN27 8JU

02 May 2023

**SMARDEN CHARTER HALL MANAGEMENT COMMITTEE**  
**Statement of Financial Activities**  
**For the year ended 31 December 2022**

	<b>Notes</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>2022 £</b>	<b>2021 £</b>
<b>Income and endowments from:</b>					
Donations and legacies	2	2,917	-	2,917	16,909
Charitable activities	3	18,981	-	18,981	11,515
Other trading activities	4	2,340	-	2,340	2,240
<b>Total</b>		<b>24,238</b>	<b>-</b>	<b>24,238</b>	<b>30,664</b>
<b>Expenditure on:</b>					
Raising funds	5	-	-	-	(930)
Charitable activities	6/7	(38,000)	-	(38,000)	(25,655)
<b>Total</b>		<b>(38,000)</b>	<b>-</b>	<b>(38,000)</b>	<b>(26,585)</b>
<b>Net income/expenditure</b>		<b>(13,762)</b>	<b>-</b>	<b>(13,762)</b>	<b>4,079</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		52,642	605,532	658,174	654,095
<b>Total funds carried forward</b>		<b>38,880</b>	<b>605,532</b>	<b>644,412</b>	<b>658,174</b>



**SMARDEN CHARTER HALL MANAGEMENT COMMITTEE**  
**Statement of Financial Position**  
**As at 31 December 2022**

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	12	615,569	614,532
		<b>615,569</b>	<b>614,532</b>
<b>Current assets</b>			
Debtors	13	822	2,247
Cash at bank and in hand		28,671	42,127
		<b>29,493</b>	<b>44,374</b>
<b>Creditors: amounts falling due within one year</b>	14	(650)	(732)
<b>Net current assets</b>		<b>28,843</b>	<b>43,642</b>
<b>Total assets less current liabilities</b>		<b>644,412</b>	<b>658,174</b>
<b>Net assets</b>		<b>644,412</b>	<b>658,174</b>
<b>The funds of the charity</b>			
Restricted income funds	15	605,532	605,532
Unrestricted income funds	15	38,880	52,642
<b>Total funds</b>		<b>644,412</b>	<b>658,174</b>

The financial statements were approved and authorised for issue by the Board and signed on its behalf by:

.....  
Geraldine Dyer  
Trustee

# SMARDEN CHARTER HALL MANAGEMENT COMMITTEE

## Notes to the Financial Statements For the year ended 31 December 2022

### 1. Accounting Policies

#### Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

SMARDEN CHARTER HALL MANAGEMENT COMMITTEE meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### Statement of cash flows

The Trustees have taken advantage of the exemption in SORP FRS 102 from including a cash flow statement in the financial statements on the grounds that the charity is small.

#### Funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in order to carry out the charitable activities, fundraising, and furtherance of the general objectives. They have not been designated for any other purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for a particular purpose. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

#### Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS102), the general volunteer time of Friends is not recognised and refer to the Trustees' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment is received.

#### Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured accurately. Expenditure is classified by activity. The costs of each activity are made up of the total of the direct costs and shared costs, including support costs involved in undertaking each activity.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Costs of charitable activities are costs incurred on the charity's operations, including support costs.

Expenditure may be inclusive of irrecoverable VAT.

# SMARDEN CHARTER HALL MANAGEMENT COMMITTEE

## Notes to the Financial Statements Continued

For the year ended 31 December 2022

### Tangible fixed assets

Tangible fixed assets are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold Property: 0% straight line basis  
Fixtures & Fittings: 10% straight line basis

The trustees decided upon the above accounting policy for freehold property in belief that residual value of the building is unlikely to have significant change in value over the asset's useful life.

### Debtors

Liabilities are recognised on the Statement of Financial Position as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure. Liabilities are recognised to the amount the charity anticipates it will pay to settle the debt.

## 2. Income from donations and legacies

	2022	2021
	£	£
<b>Unrestricted funds</b>		
Donations received	250	50
Grants received	2,667	16,859
	<b>2,917</b>	<b>16,909</b>

## 3. Income from charitable activities

	2022	2021
	£	£
<b>Unrestricted funds</b>		
<i>Hiring charges</i>		
Income from charitable activities	18,981	11,515

## 4. Income earned from other activities

	2022	2021
	£	£
<b>Unrestricted funds</b>		
Fund raising events	2,340	2,240
	<b>2,340</b>	<b>2,240</b>



SMARDEN CHARTER HALL MANAGEMENT COMMITTEE  
Notes to the Financial Statements Continued  
For the year ended 31 December 2022

**5. Expenditure on other trading activities**

<b>2022</b>	<b>2021</b>
<b>£</b>	<b>£</b>

Fund raising events	-	930
	-	<b>930</b>

**6. Costs of charitable activities by fund type**

<b>2022</b>	<b>2021</b>
<b>£</b>	<b>£</b>

**Unrestricted funds**

Support costs	38,000	25,655
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**7. Costs of charitable activities by activity type**

<b>2022</b>	<b>2021</b>
<b>£</b>	<b>£</b>

**Support costs**

Hiring charges	38,000	25,655
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**8. Analysis of support costs**

<b>2022</b>	<b>2021</b>
<b>£</b>	<b>£</b>

**Hiring charges**

Secretarial Services	5,370	3,576
Charitable Activities	10,521	4,617
Other resources expended	1,768	1,068
Caretaker, cleaning and gardening	6,651	6,156
Insurance	1,420	1,709
Repairs and maintenance	10,277	5,473
Professional fees	-	1,084
Governance costs	1,993	1,972

	<b>38,000</b>	<b>25,655</b>
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**SMARDEN CHARTER HALL MANAGEMENT COMMITTEE**  
**Notes to the Financial Statements Continued**  
**For the year ended 31 December 2022**

**9. Net income/(expenditure) for the year**

This is stated after charging/(crediting):

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Depreciation of owned fixed assets	1,768	1,068
Accountancy fees	650	650

**10. Particulars of employees**

	<b>2022</b>	<b>2021</b>
Charity employees	0	0
	<b>0</b>	<b>0</b>

**11. Comparative for the Statement of Financial Activities**

The comparative year values on the Statement of Financial Activities are for unrestricted funds.

**12. Tangible fixed assets**

<b>Cost or valuation</b>	<b>Land and Buildings £</b>	<b>Fixtures and Fittings £</b>	<b>Total £</b>
At 01 January 2022	708,077	87,025	795,102
Additions	-	2,805	2,805
At 31 December 2022	<b>708,077</b>	<b>89,830</b>	<b>797,907</b>
<b>Depreciation</b>			
At 01 January 2022	97,816	82,754	180,570
Charge for year	-	1,768	1,768
At 31 December 2022	<b>97,816</b>	<b>84,522</b>	<b>182,338</b>
<b>Net book values</b>			
At 31 December 2022	<b>610,261</b>	<b>5,308</b>	<b>615,569</b>
At 31 December 2021	<b>610,261</b>	<b>4,271</b>	<b>614,532</b>

**SMARDEN CHARTER HALL MANAGEMENT COMMITTEE**  
**Notes to the Financial Statements Continued**  
**For the year ended 31 December 2022**

**13. Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Amounts due within one year:</b>		
Trade debtors	722	1,377
Prepayments and accrued income	100	870
	<b>822</b>	<b>2,247</b>

**14. Creditors: amounts falling due within one year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	650	732
	<b>650</b>	<b>732</b>

**15. Movement in funds**

**Unrestricted Funds**

	<b>Balance at 01/01/2022</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Balance at 31/12/2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<i>General</i>				
General	52,642	24,238	(38,000)	38,880
	<b>52,642</b>	<b>24,238</b>	<b>(38,000)</b>	<b>38,880</b>

**Unrestricted Funds - Previous year**

	<b>Balance at 01/01/2021</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Balance at 31/12/2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<i>General</i>				
General	48,563	30,664	(26,585)	52,642
	<b>48,563</b>	<b>30,664</b>	<b>(26,585)</b>	<b>52,642</b>

**Purpose of unrestricted Funds**

General

To carry out charitable activities.



# SMARDEN CHARTER HALL MANAGEMENT COMMITTEE

## Notes to the Financial Statements Continued

For the year ended 31 December 2022

### Restricted Funds

	Balance at 01/01/2022	Balance at 31/12/2022
	£	£
New Village Hall	605,532	605,532
	<b>605,532</b>	<b>605,532</b>

### Restricted Funds - Previous year

	Balance at 01/01/2021	Balance at 31/12/2021
	£	£
New Village Hall	605,532	605,532
	<b>605,532</b>	<b>605,532</b>

### Purpose of restricted funds

New Village Hall
Building of new village hall

## 16. Analysis of net assets between funds

	Tangible fixed assets	Net current assets / (liabilities)	Net Assets
	£	£	£
<b>Unrestricted funds</b>			
<i>General</i>			
General	615,569	28,843	644,412
	<b>615,569</b>	<b>28,843</b>	<b>644,412</b>

### Previous year

	Tangible fixed assets	Net current assets / (liabilities)	Net Assets
	£	£	£
<b>Unrestricted funds</b>			
<i>General</i>			
General	614,532	43,642	658,174
	<b>614,532</b>	<b>43,642</b>	<b>658,174</b>

**SMARDEN CHARTER HALL MANAGEMENT COMMITTEE**  
**Detailed Statement of Financial Activities**  
**For the year ended 31 December 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>INCOME AND ENDOWMENT</b>		
<b>Donations and legacies</b>		
Donations	250	50
Grants receivable	2,667	16,859
	<b>2,917</b>	<b>16,909</b>
<b>Charitable activities</b>		
Income from charitable activities	18,981	11,515
	<b>18,981</b>	<b>11,515</b>
<b>Other trading activities</b>		
Fund raising events	2,340	2,240
	<b>2,340</b>	<b>2,240</b>
<b>Total incoming resources</b>	<b>24,238</b>	<b>30,664</b>
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Fund raising events costs	-	(930)
	<b>-</b>	<b>(930)</b>
<b>SUPPORT COSTS</b>		
<b>Secretarial Services</b>		
Secretarial Services	(5,370)	(3,576)
	<b>(5,370)</b>	<b>(3,576)</b>
<b>Charitable Activities</b>		
Charitable Activities	(10,521)	(4,617)
	<b>(10,521)</b>	<b>(4,617)</b>
<b>Other resources expended</b>		
Other resources expended	(1,768)	(1,068)
	<b>(1,768)</b>	<b>(1,068)</b>
<b>Caretaker, cleaning and gardening</b>		
Caretaker, cleaning and gardening	(6,651)	(6,156)
	<b>(6,651)</b>	<b>(6,156)</b>
<b>Insurance</b>		
Insurance	(1,420)	(1,709)
	<b>(1,420)</b>	<b>(1,709)</b>
<b>Repairs and maintenance</b>		
Repairs and maintenance	(10,277)	(5,473)
	<b>(10,277)</b>	<b>(5,473)</b>
<b>Professional fees</b>		
Professional fees	-	(1,084)
	<b>-</b>	<b>(1,084)</b>
<b>Governance costs</b>		
Governance costs	(1,993)	(1,972)
	<b>(1,993)</b>	<b>(1,972)</b>

SMARDEN CHARTER HALL MANAGEMENT COMMITTEE  
Detailed Statement of Financial Activities Continued  
For the year ended 31 December 2022

Total resources expended	(38,000)	(26,585)
Net Expenditure	(13,762)	4,079