

# HORSFORD VILLAGE HALL AND RECREATION GROUND

England & Wales · Charity number 303985

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 1967-06-06

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Horsford Village Hall  
Holt Road  
Horsford  
Norwich  
NR10 3DN

**Phone** 07821649545

**Email** [hvhmcsecretary@gmail.com](mailto:hvhmcsecretary@gmail.com)

## Activities

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**Objects:** VILLAGE HALL AND RECREATION GROUND FOR THE USE OF THE INHABITANTS OF THE BENEFICIAL AREA.

**Activities:** To actively manage, advertise and hire out Horsford Village Hall and football fields, to various local community organisations and to the general public. Hirers range from an Archery Club to Zumba dancing! Part of the building is leased to a Social Club. At weekends the main hall is usually available for private hirer. Information can be found at [www.horsfordvillagehall.co.uk](http://www.horsfordvillagehall.co.uk).

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Amateur Sport
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF HORSFORD AND NEIGHBOURHOOD
- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£78,561	£66,280	-	-
2024-03-31	£84,160	£75,817	-	-
2023-03-31	£78,280	£79,082	-	-
2022-03-31	£61,712	£48,036	-	-
2021-03-31	£68,018	£61,262	-	-

## Trustees

Name	Role	Appointed
<b>CHRISTOPHER BROWN</b>	Chair	2013-05-21
Angela Makinson		2019-09-01
Jacqueline Helen Jane Stringer		2020-11-18
Joanne Keeler		2014-04-21
Susan Thomson		2024-09-23

**HORSFORD VILLAGE HALL AND RECREATION GROUND**

England & Wales - Charity number 303985

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# Accounts

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# Minutes of AGM Meeting

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Subject: AGM - Village Hall Management Committee Meeting

Date and Time: Monday 16<sup>th</sup> June 2025

Venue: The Conference Room, Horsford Village Hall

Attendees:

Chris Brown, Chair	(CB)
Joanne Keeler, Vice Chair & Treasurer	(JK)
Emily Chenery, Secretary	(EC)
Angela Makinson, Trustee	(JS)
Susie Thomson, Trustee	(ST)
Deborah Slaughter, Janitorial Team	(DS)

Members of the Public: None

Apologies: Jacqueline Stringer

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**Item No:**

1	<p><b>Introductions and apologies for absence</b></p> <p>CB welcomed all present at the meeting. Jacqueline Stinger had sent her apologies in advance for not being able to attend the meeting.</p>
2	<p><b>Minutes of the last AGM</b></p> <p>None</p>
3	<p><b>Report from Chairman</b></p> <p>CB advised that it had been a great 12 months. He advised that the VHMC needed some more trustees and EC advised that she would advertise on social media.</p> <p>It was suggested that it would be beneficial for all regular hirers to have a representative at the monthly meetings as they all have an invested interest in the Village Hall. It was advised that this had been the practice previously, however these attendees had since ceased attending.</p> <p>AM suggested that she discussed with Sarah Vergette about Sarah becoming a trustee as she also has an invested interest due to her role at the Parish Council. It was also suggested that Chris Brown, Chairman of Horsford FC (or a representative) also became a trustee given all the changes that are taking place in the Village. JK advised that she would discuss this with Chris.</p> <p>CB thanked the new secretary for her work to date.</p>

# Minutes of AGM Meeting

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4	<p><b>Report from Honorary Secretary</b></p> <p>EC advised that she could only report on what had happened since January 2025 as this is when she took on the role of secretary. Activities included;</p> <p>New Secretary &amp; Booking Secretary          New benches put in park          Implementation of a ban on alcohol on recreation ground and surrounding areas          Increase in hall rates due to economy.          Update on all policies          New handyman team          New fire and risk assessment          Regular maintenance and reporting          Vandalism/ reports to the police</p>
5	<p><b>Report from Honorary Treasurer</b></p> <p>JK handed out the yearly accounts.</p> <p>The spending is less than last year as there are now specific things that the Parish Council pay for rather than the VHMC. Our grant is also down due to the same reason.</p> <p>Everything else is running the same. The main hall hiring has increased significantly which is positive. The regular hiring has stayed about the same.</p>
6	<p><b>Presentation of Financial Accounts from 2022/2023</b></p> <p>The income and expenditure was shared with all attendees.</p>
7	<p><b>Individual Trustees Nominations</b></p> <p>Chris Brown was nominated as Chairman by JK and seconded by ST          Jo Keeler was nominated as Vice Chairman and Treasurer by AM and seconded by ST</p>
8	<p><b>Any other business</b></p> <p>None</p>

There being no further business the Chair declared the meeting closed at 7:30 pm

I certify that these minutes are a true and accurate record

Chris F Brown, Chairman: *chris brown*

Dated: 29/07/2025



## Receipts and payments accounts

For the period from	Period start date 1st April 2024	To	Period end date 31st March 2025
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Hall Hire Charges	40,324	-	-	40,324	34,225
Social Club Rent	15,618	-	-	15,618	20,329
Pitch Rental	4,014	-	-	4,014	5,788
Floodlights	-	-	-	-	-
Grants	11,000	-	-	11,000	17,798
Interest	-	-	-	-	2,460
Refunds	15	-	-	15	-
Recycling Grant	-	-	-	-	-
Lease Land Rent	1,710	-	-	1,710	1,710
Coffee Shop Rent	3,045	-	-	3,045	1,850
Utittlity Shares	2,835	-	-	2,835	-
<b>Sub total (Gross income for AR)</b>	<b>78,561</b>	<b>-</b>	<b>-</b>	<b>78,561</b>	<b>84,160</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>78,561</b>	<b>-</b>	<b>-</b>	<b>78,561</b>	<b>84,160</b>
<b>A3 Payments</b>					
Advertising	200	-	-	200	354
Caretaker/Booking Secretary	13,458	-	-	13,458	15,161
Secertary	5,927	-	-	5,927	4,904
Rates & Insurance	3,596	-	-	3,596	2,655
Refuse & Bottle Bank	3,305	-	-	3,305	3,140
Grounds	470	-	-	470	5,997
Maintenance	11,565	-	-	11,565	13,670
Phone/Postage/Stationary	1,211	-	-	1,211	1,349
Utilities - Gas Electric,Water	26,548	-	-	26,548	22,150
Projects - VHMC & Grant Funded	-	-	-	-	-
Sani Bins	513	-	-	513	1,008
Public Toilet Cleaning	-	-	-	-	1,733
Return Chqs/Refunds/Audit Fees	5,000	-	-	5,000	1,000
New Equipment	362	-	-	362	-
Late Lock up fees	150	-	-	150	240
Bank Charges	353	-	-	353	431
Sundries	-	-	-	-	2,025
	66,280	-	-	66,280	75,817
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>66,280</b>	<b>-</b>	<b>-</b>	<b>66,280</b>	<b>75,817</b>
<b>Net of receipts/(payments)</b>	<b>12,281</b>	<b>-</b>	<b>-</b>	<b>12,281</b>	<b>8,343</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>92,256</b>	<b>-</b>	<b>-</b>	<b>92,256</b>	<b>92,256</b>
<b>Cash funds this year end</b>	<b>104,537</b>	<b>-</b>	<b>-</b>	<b>104,537</b>	<b>100,599</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current	45,714	-	-
	Grounds/Muga	8,016	-	-
	Coif	55,073	-	-
	<b>Total cash funds</b>	<b>108,803</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

Agreement Error

OK

OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
C Brown	Chris Brown	13/01/2026
J Keeler	Joanne Keeler	<b>13/01/2026</b>



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Horsford Village Hall Management Committee

On accounts for the year ended

31<sup>st</sup> March 2025

Charity no  
(if any)

303985

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

Signed: P H Carrick

Date: 13/1/25

Name: Paul Carrick

Relevant professional qualification(s) or body

(if any):

**Address:**

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**HORSFORD VILLAGE HALL AND RECREATION GROUND**

England & Wales - Charity number 303985

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# Accounts

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# Minutes of AGM Meeting

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Subject: AGM - Village Hall Management Committee Meeting

Attendees: Chris Brown, Chairman (CB)  
Jo Keeler, Vice Chairman & Treasurer (JK)  
Jacqueline Stringer, Trustee (JS)  
Sarah Venn, Trustee (SV)  
Louisa Stannett, Secretary (LS)  
Nicky Reynolds, New Secretary (NR)  
Angela Makinson (AM)  
Deborah Slaughter –Janitorial Team (DS)

Members of the Public: None

Apologies: None

Date and Time: Monday 20<sup>th</sup> May 2024 at 7pm

Venue: The Conference Room, Horsford Village Hall

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## Item No:

1	<b>Introductions</b> CB welcomed all present at the meeting.
2	<b>Public Discussion</b> None
3	<b>Minutes of the Last Meeting and Matters Arising</b> Confirmed all trustees received and agreed
4	<b>Report from Chairman</b> CB says thanks to everyone and everything he wants to say has been put in the letter by Lousia
5	<b>Report from Honorary Secretary</b> LS says we have had a busy year what with the increase in bookings and changes at the hall.

# Minutes of AGM Meeting

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	<p>LS then carries onto read the full list of what has occurred throughout the year.</p> <p>New Secretary, Booking Secretary and Janitorial Team          Advertising of Hall          New Regular Hirers          Increase in Hall Rates due to economy.          Update on all Policies          New Handyman team          Updates to Park/cleaning of MUGA          Regular Maintenance and Reporting          Vandalism/ reports to the police          Tea Hut Opened with Baby Bean          Hall redecorated          Continued articles in Horsford News          Trustee resignations          New cameras for CCTV          Amber Sheehy bench added to park</p>
6	<p><b>Report from Honorary Treasurer</b></p> <p>JK handed out the yearly accounts.          JK stated that in the last 12 months, utilities have been very high but we have made a small profit. Regular hiring is down in the last 12 months but thinks that is to expected due to the cost of living crisis. But occasional hirers are up from 2022-2023. The parish council are now paying for the toilet cleaning and the litter clearance directly.          JK gives her personal thank you to Lou. She has been a fantastic secretary and booking secretary and a pleasure to work with. JK wishes all the very best for the future. JK would like to see Lou sitting here next year as a trustee.          JK welcomes Nicky to the group.          JK stated she left 2021-2022 income expenditure so the difference could be seen even though that was through covid. AM asks if there were Covid grants in the figures. JK confirms this and JS states we were partially open by then. JK replied there was £10,667 in Covid grants in that year. LS advised that next year JK will need to put the bar charges on the report.          JK states the interest is higher as the interest rates have increased.</p>
6	<p><b>Presentation of Financial Accounts from 2022/2023</b></p> <p>Please find attached document with income and expenditure.</p>
7	<p><b>Individual Trustees Nominations</b></p> <p>Chris Brown nominated as Chairman by AM seconded by JS          Jo Keeler was nominated as Vice Chairman and Treasurer by CB and seconded by AM</p>



# Minutes of AGM Meeting

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8	<b>Any other business</b>  None

There being no further business the Treasurer declared the meeting closed at 7:30 pm

I certify that these minutes are a true and accurate record

Chris F Brown, Chairman:.....

Dated:.....



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Horsford Village Hall  
Management Committee

No (if any)

CC16a

## Receipts and payments accounts

For the period from	Period start date 1st April 2023	To	Period end date 2
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Hall Hire Charges	34,225	-	-		30,427
Social Club Rent	20,329	-	-		19,158
Pitch Rental	5,788	-	-		2,205
Floodlights					
Grants	17,798	-	-		23,938
Interest	2,460	-	-		596
Refunds					246
Recycling Grant		-	-		
Lease Land Rent	1,710	-	-		1,710
Coffee Shop Rent	1,850				
Sundries					
<b>Sub total (Gross income for AR)</b>	<b>84,160</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>78,280</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>					
<b>Total receipts</b>	<b>84,160</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>78,280</b>
<b>A3 Payments</b>					
Advertising	354	-	-		272
Caretaker/Booking Secretary	15,161	-	-		18,426
Secretary	4,904	-	-		4,897
Rates & Insurance	2,655	-	-		2,965
Refuse & Bottle Bank	3,140	-	-		2,988
Grounds	5,997	-	-		12,026
Maintenance	13,670	-	-		8,812
Phone/Postage/Stationary	1,349	-	-		1,710
Utilities - Gas Electric, Water	22,150	-	-		11,966
Projects - VHMC & Grant Funded		-	-		1,981
Sani Bins	1,008				
Public Toilet Cleaning	1,733				4,983
Return Chqs/Refunds/Audit Fees	1,000				215
New Equipment					3,143
Late Lock up fees	240				
Bank Charges	431				1,105
Sundries	2,025				3,594
<b>Sub total</b>	<b>75,817</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>79,082</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	



**B5 Liabilities**

		-	-
<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
C Brown	Chris Brown	12/01/2025
J Keeler	Joanne Keeler	<b>12/01/2025</b>



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Horsford Village Hall Management Committee

**On accounts for the year  
ended**

31<sup>st</sup> March 2024

**Charity no  
(if any)**

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/3/2024.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:** *S C Vergette*

**Date:** 19.1.2025

**Name:** Sarah Vergette

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:** 3 Rosebery Road  
Great Plumstead  
Norwich, NR13 5EA

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**HORSFORD VILLAGE HALL AND RECREATION GROUND**

England & Wales - Charity number 303985

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# Accounts

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# Minutes of AGM Meeting

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Subject: AGM - Village Hall Management Committee Meeting

Attendees:

Jo Keeler, Vice Chairman & Treasurer	(JK)
Jacqueline Stringer, Trustee	(JS)
Sarah Venn, Trustee	(SV)
Derek Jacks, Chairman Horsford Social Club	(DJ)
Louisa Stannett, Secretary	(LS)
Angela Makinson	(AM)
Aiden Higgs – Janitorial Team	(AH)
Jean Higgs – Janitorial Team	(JH)

Members of the Public: none

Apologies: Chris F Brown, Chairman (CFB)

Date and Time: Monday 15<sup>th</sup> May 2023 at 7pm

Venue: The Conference Room, Horsford Village Hall

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Item No:

1	<p><b>Introductions</b></p> <p>The Treasurer welcomed all present at the meeting.</p>
2	<p><b>Public Discussion</b></p> <p>None</p>
3	<p><b>Minutes of the Last Meeting and Matters Arising</b></p> <p>Confirmed all trustees received and agreed.</p>
4	<p><b>Report from Chairman</b></p> <p>Report given from JK due to CFB absence.</p> <p>JK thanked the committee for all their hard work over the year, and that she would like to thank JH and AH for all their hard work as all areas looks amazing and it is always spotless. JK had special thanks to LS as she is always at the end of the phone and has taken a lot of pressure off JK throughout the year and this is always very appreciated.</p>

# Minutes of AGM Meeting

5	<p><b>Report from Honorary Secretary</b></p> <p>We have had a busy year what with an increase in bookings and changes to the hall. Please find below a list of what has occurred throughout the year:</p> <ul style="list-style-type: none"> <li>New Secretary, Booking Secretary and Janitorial Team</li> <li>Website</li> <li>Booking System</li> <li>Advertising of Hall</li> <li>New Regular Hirers</li> <li>Increase in Hall Rates due to economy.</li> <li>Public Toilet Completion</li> <li>Fire Doors</li> <li>Lanyards for Committee members and staff</li> <li>Update on all Policies</li> <li>New Handyman</li> <li>Updates to Park</li> <li>Regular Maintenance and Reporting</li> </ul>
6	<p><b>Report from Honorary Treasurer</b></p> <p>JK handed out the yearly accounts.</p> <p>JK stated that our hiring has increased however so has our costs. The next twelve months will be challenging due to the increase in costs however if we continue to work as we have done this past year then all should be ok. JK explained that the report shows there is a negative £1815.75 this is due to a higher expenditure over the year on remedial works and new cleaning equipment. AM stated that most areas have gone up quite a lot and JK commented that so has the hiring and costs of salaries. JK ran through all areas of the report and stated that there has been a lot of maintenance works however she feels that we are now on top of any works that were required, and this will then even itself out over the year. LS confirmed that some of the costs on the report are covered by the Parish Council however the VHMC pay this out and then claim back from the Council.</p> <p>JK queried with LS that some of the costs are not pulling through for the Conference Room and Football Pitches. LS will review further and ensure all codes are reflecting when issuing invoices. JK confirmed there are no missing costs as the figures are currently being added to other areas.</p> <p>AM suggested that LS also includes a What's on Guide for the Conference room when she advertises on Facebook. LS confirmed she was happy to do this and will start it from the following week.</p> <p>JK also stated that a review of the lease of land the VHMC rents to the local school will need a rent review. JK confirmed that she will review this further and feedback her findings.</p> <p>JS and SV queried the increase in Sanitation. JK confirmed we now have a contract to ensure Sanitation and Nappy bins are being emptied regularly and therefore this is the reason for increase in cost.</p>

# Minutes of AGM Meeting

	<p>AM suggested that a pot of money is put away each year to ensure that all maintenance costs are covered, SV and JS seconded this action.</p> <p>JK suggested that she pulls a report quarterly so that the committee can review more regularly, JS stated this was a good idea and would give the committee a tighter monitoring of income and expenditure.</p>
6	<p><b>Presentation of Financial Accounts from 2022/2023</b></p> <p>Please find attached document with income and expenditure.</p>
7	<p><b>Individual Trustees Nominations</b></p> <p><b>To be agreed at the next meeting due to chair absence.</b></p> <p>LS stated that the committee has lost 2 volunteers this year and asked the committee if there was anything further, she can do to assist in increasing the numbers back up. SV suggested contacting the regular hirers. AM stated that she has written a volunteer leaflet and that if LS was happy, she could forward this to her so that she can contact the regular hirers and ask if they would be interested in joining. LS was happy to accept this and would send an email out.</p>
8	<p><b>Any other business</b></p> <p>None</p>

There being no further business the Treasurer declared the meeting closed at 7:30 pm

I certify that these minutes are a true and accurate record

Chris F Brown, Chairman:.....

Dated:.....19/6/23.....

**Horsford Village Hall Management Committee**  
**Income & Expenditure Account**  
**01/04/2022 to 31/03/2023**

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*(Last) Year Ended*  
 31 Mar 2022

*(Current) Year Ended*  
 31 Mar 2023

**Income**

Income	78,564.60
Expenditure	-136.50
	<u>£78,428.10</u>

**Expense**

Expenditure	80,397.67
Income	236.68
	<u>£80,634.35</u>

**General Fund**

Balance at 01 Apr 2022	<b>92,585.57</b>
ADD Total Income	<u>78,428.10</u>
	171,013.67
DEDUCT Total Expenditure	<u>80,634.35</u>
	90,379.32
DEDUCT Reserves Balance	
Balance at 31 Mar 2023	<u><b>£90,379.32</b></u>

**£92,585.57**



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/ members of

Charity Name

Stamford Bridge Club

On accounts for the year ended

31 March 2023

Charity no (if any)

1178215

Set out on pages

1 (2 is N/A)

1-2(remember to include the page numbers of additional sheets)

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023DD / MM / YYYY.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

19/1/2024

Name:

Geoffrey Jones

Relevant professional qualification(s) or body (if any):

Retired Chartered Accountant

Address:

IER

1

October 2018

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**HORSFORD VILLAGE HALL AND RECREATION GROUND**

England & Wales - Charity number 303985

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# Accounts

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## Receipts and payments accounts

<b>For the period from</b>	Period start date 4/1/2021	<b>To</b>	Period end date 3/31/2022
----------------------------	-------------------------------	-----------	------------------------------

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Hall Hire Charges	17,051	-	-	17,051
Social Club Rent	14,319	-	-	14,319
Pitch Rental	3,761	-	-	3,761
Floodlights	-	-	-	-
Grants	13,431	-	-	13,431
Interest	-	-	-	-
Recycling Grant	603	-	-	603
Lease Land Rent	1,710	-	-	1,710
Covid Grants	10,667	-	-	10,667
Refubds	170	-	-	170
Sundries	-	-	-	-
<b>Sub total</b> (Gross income for AR)	<b>61,712</b>	<b>-</b>	<b>-</b>	<b>61,712</b>
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>61,712</b>	<b>-</b>	<b>-</b>	<b>61,712</b>
<b>A3 Payments</b>				
Advertising	120	-	-	120
Caretaker/Booking Sec	12,143	-	-	12,143
Sectetary	1,391	-	-	1,391
Rates & Insurances	2,229	-	-	2,229
Refuse & Bottle Bank	2,651	-	-	2,651
Grounds	5,010	-	-	5,010
Maintaince	10,394	-	-	10,394
Phone/Postage/Stationary	1,798	-	-	1,798
Utilities- Gas, Electric, Water	8,714	-	-	8,714
Projects - VHMC & Grant Funded	1,489	-	-	1,489
Return Chqs/Refunds/Audit Fees	562	-	-	562
Covid	1,200	-	-	1,200
Bank Charges	63	-	-	63
Sundries	272	-	-	272
<b>Sub total</b>	<b>48,036</b>	<b>-</b>	<b>-</b>	<b>48,036</b>
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>48,036</b>	<b>-</b>	<b>-</b>	<b>48,036</b>
<b>Net of receipts/(payments)</b>	<b>13,676</b>	<b>-</b>	<b>-</b>	<b>13,676</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>78,876</b>	<b>-</b>	<b>-</b>	<b>78,876</b>
<b>Cash funds this year end</b>	<b>92,552</b>	<b>-</b>	<b>-</b>	<b>92,552</b>

# Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Current	32,756	-
	Grounds	414	-
	Muga	9,694	-
	COIF	49,721	-
	<b>Total cash funds</b>	<b>92,585</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>			-
			-
			-
			-
			-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-

Categories	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name
J R Keeler	Joanne Keeler
C Brown	Christopher Brown

# CC16a

Last year

to the nearest £

5,382
3,270
2,205
581
34,472
53
338
1,710
19,907
100
68,018

-
-

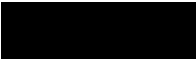
68,018
--------

120
6,565
1,000
2,104
2,040
3,974
3,339
1,359
7,555
28,060
525
4,508
113
61,262

-

61,262
--------

6,756
-
72,120
78,876



**Endowment funds**

to nearest £

19,027
1,540
9,714
49,700
<b>79,981</b>

Agreement Error

**Endowment funds**

to nearest £

-
-
-
-
-
-

**Current value (optional)**

-
-
-
-
-

**Current value (optional)**

-
-
-
-
-
-
-
-
-

**When due (optional)**


Date of approval

6/8/2022
<b>6/8/2022</b>

Horsford Village Hall Management Committee  
Income/Expenditure 31st March 2021 1st April 202

<b>INCOME</b>	<b>2021/22</b>	<b>2020/21</b>
Main Hall Invoiced	12,538.01	4,653.53
Main Hall Occasional	4,513.30	700.00
Committee Rm	-	28.80
Social Club rent	14,319.25	3,270.42
Football Pitches	3,761.23	2,204.86
Floodlights		580.60
Lease Land rent	1,710.00	1,710.00
<b>HIRE CHARGES</b>	<b>36,841.79</b>	<b>13,148.21</b>
<b>Grounds Grant</b>		1,175.00
Parish Cncl	13,430.88	7,005.12
Parish Cncl Refurb Grant	-	26,292.00
Recycling	603.04	338.02
Play Equipment Grant	-	-
Interest		53.48
Maintenance		-
Phone	-	-
Utility Refunds	120.00	-
HSBC Refund	50.00	100.00
Covid Grants	10,667.00	19,907.43
	<b>24,870.92</b>	<b>54,871.05</b>
<b>TOTAL INCOME</b>	<b>61,712.71</b>	<b>68,019.26</b>
<b>EXPENDITURE</b>	<b>49,355.39</b>	<b>61,262.94</b>
<b>NET PROFIT</b>	<b>12,357.32</b>	<b>6,756.32</b>

<b>EXPENDITURE</b>	<b>2021/22</b>
Advertising	120.00
Bank/ Audit/Legal Fees	
Booking Secretary	745.31
Bottle Bank	200.70
Caretaker	11,247.60
Electricity	7,216.25
Gas	581.18
Insurance/Licenses	1,901.94
Grounds Clearing	5,010.00
Maintenance Contract	1,318.94
Maintence General	4,084.96
Maintenance Grounds	6,273.42
Play Equip	1,245.16
Phone	1,114.30
Projects	243.60
Rates	326.70
Refuse Collection	2,450.13
Return Chqs/Refunds	562.30
Stationary/Postage	683.67
Secretary	1,391.50
Water Rates	916.89
Covid	1,200.00
Callout	150.00
Bank Charges	63.31
Sani Bin	36.00
Sundries	271.53
<b>TOTAL EXPENDITURE</b>	<b>49,355.39</b>

Horsford Village Hall Management Committee  
Income/Expenditure 31st March 2021 1st April 202

<b>2020/21</b>
120.00
75.00
700.00
131.40
5,864.65
5,214.86
1,722.00
2,103.96
3,974.20
1,849.52
489.00
730.88
270.00
1,064.36
28,060.29
-
1,908.84
450.00
294.68
1,000.00
617.76
4,508.42
113.12
<b>61,262.94</b>



**Section A Independent Examiner's Report**

**Report to the trustees/directors/members of**

Horsford Village Hall Management Committee

**On accounts for the year ended**

31 March 2022

<b>Charity no.:</b>	303985	<b>Company no.:</b>	
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**Set out on pages**

1&2

**Responsibilities and basis of report**

I report to the charity trustees on my examination of the accounts of the Company for the year ended **31/03/2022**.

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**  **Date:**

**Name:**

**Relevant professional qualification(s) or body (if any):**

**Address:**

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

---

**Give here brief details of any items that the examiner wishes to disclose.**

A large, empty rectangular box with a thin black border, intended for the user to provide details as instructed in the text to the left.

**HORSFORD VILLAGE HALL AND RECREATION GROUND**

England & Wales - Charity number 303985

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# Accounts

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Trustees' Annual Report for the period							
		Period start date			Period end date		
<b>From</b>	1	April	2020	<b>To</b>	31	March	2021

**Section A Reference and administration details**

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

165 Holt Road	
Horsford	
Norfolk	
<b>Postcode</b>	NR10 3DN

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chris Brown	Chairman		HVHMC
2	Joanne Keeler	Treasurer	17/8/20	HVHMC
3	Sarah Chambers		14/12/20	
4	Jacqueline Stringer		18/11/20	
5	Clare Butcher		20/1/20	
6	Derek Jacks			
7	Angela Makinson			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				

18			
19			
20			

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

<b>Name</b>	<b>Dates acted if not for whole year</b>
Horsford Parish Council - custodians	

**Names and addresses of advisers (Optional information)**

<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>

**Name of chief executive or names of senior staff members (Optional information)**

--

## **Section B      Structure, governance and management**

**Description of the charity's trusts**

Type of governing document <small>(eg. trust deed, constitution)</small>	Trust Deed Nov 1965
How the charity is constituted <small>(eg. trust, association, company)</small>	Committee
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected by Committee

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

On joining, Trustees receive a welcome letter and extracts of Charity Commission publications, which outline the importance of being a Trustee.

Trustees also receive a copy of the Trust Deed (1965) and 2013 amendment.

## **Section C**

## **Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

To manage the day to day running of the Village Hall complex, which consists of two main hall rooms, a MUGA court, swing park, under 5s play area and two grassed football pitches. To promote the hire of the building and football pitches.

The premises also include a "not for profit" Social Club, which is in the older part of the village hall.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Throughout 2020 to March 21 the Village Hall was hired out to;

Weekly Groups – Fitness Training, Youth Club, Zumba, Children’s play activities

Weekends – Private Parties (Weddings, Birthdays, Christenings etc)

Hall also used by Women’s Institute and a Drama Group.

Football Pitches are hired out to local village teams.

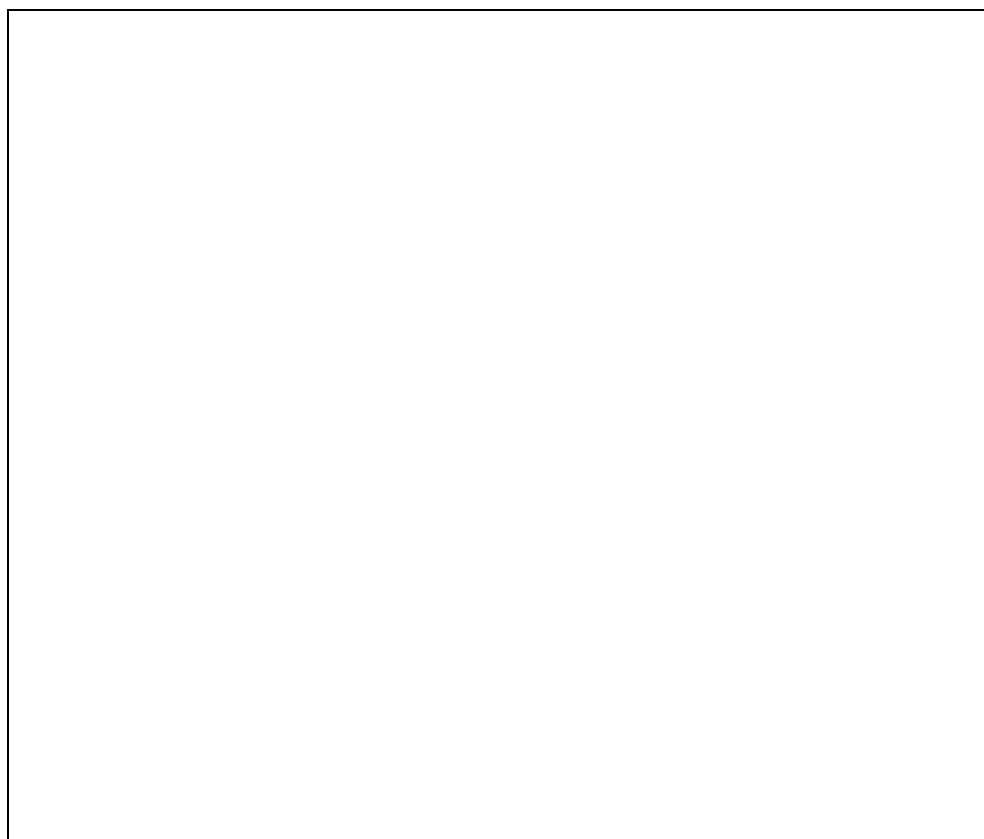
Old village hall building is leased to Horsford Social Club.

Co-vid 19 lockdown commenced late March 20 which meant the hall had to close

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



## Section D

## Achievements and performance

Savings stand at £49700.00.

Major projects completed;

- i. Complete refurbishment of the small committee room

See Treasurer's main comments at Section D.

Summary of the main achievements of the charity during the year

# **VHMC TREASURERS**

## **FINANCIAL STATEMENT**

### **2020/21**

It has been an incredibly quiet time since I have become treasurer due to covid lockdowns.

I think we have felt like yoyos, but I am optimistic on the year to come.

This year's profit does look quite good on the balance sheet but if you look at the covid grants we have received, without them we would have made a loss of £13,151.17 so I think we should be very thankful to Broadland District Council & to the government for their financial support.

Let's hope for a busy and safe financial year!

Joanne Keeler

Treasurer VHMC

19/4/2021

**Section E****Financial review****Brief statement of the charity's policy on reserves**

The Charity has a Reserves Policy which sets our reserves at £10,000.00.

**Details of any funds materially in deficit****Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Parish Council annual pre-cept grant and hall hire charges.

**Section F****Other optional information**

--

**Section G****Declaration**

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

Signed on behalf of the charity's trustees

**Signature(s)**

On original

On original

**Full name(s)**

Christopher Brown

Joanne Keeler

**Position (eg Secretary, Chair,  
etc)**

Chairman	Treasurer
----------	-----------

**Date**

20 April 2021
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**HORSFORD VILLAGE HALL MANAGEMENT COMMITTEE**  
**INCOME / EXPENDITURE 1 APRIL 2020 TO 31 MARCH 2021**

<b>INCOME</b>	<b>2020/21</b>	<b>2019/20</b>	<b>EXPENDITURE</b>	<b>2020/21</b>	<b>2019/20</b>
Main Hall Invoiced	4653.53	15467.97	Advertising	120.00	120.00
Main Hall Occasional	700.00	13652.30	Bank/ Audit/Legal Fees	75.00	75.00
Committee Rm	28.80	988.48	Booking Secretary	700.00	1380.65
Social Club rent	3270.42	19182.55	Bottle Bank - Indigo	131.40	115.20
Football Pitches	2204.86	2778.56	Caretaker	5864.65	14147.14
Floodlights	580.60	396.60	Electricity	5214.86	11923.01
Lease Land rent	1710.00	1710.00	Gas	1722.00	1048.00
<b>HIRE CHARGES</b>	<b>13148.21</b>	<b>54176.46</b>	Insurance/Licenses	2103.96	2216.26
			Grounds Clearing	3974.20	4800.00
			Maintenance Contract	1849.52	1551.01
Grounds Grant	1175.00	4800.00	Maintence General	489.00	1994.49
Parish Cncl	7005.12	7281.00	Maintenance Grounds	730.88	6135.59
Parish Cncl Refurb Grant	26292.00	0.00	Play Equip	270.00	3818.20
Recycling	338.02	601.65	Phone	1064.36	1065.65
Play Equipment Grant	0.00	3672.00	Projects	28060.29	5979.91
Interest	53.48	182.41	Rates	0.00	1260.00
Maintenance	0.00	362.26	Refuse Collection	1908.84	2563.69
Phone	0.00	182.52	Return Chqs/Refunds	450.00	150.00
Utility Refunds	0.00	482.74	Stationary/Postage	294.68	77.00
HSBC Refund	100.00	0.00	Secretary	1000.00	0.00
Covid Grants	19907.43	0.00	Water Rates	617.76	1306.89
	<b>54871.05</b>	<b>17564.58</b>	Covid	4508.42	0.00
			Sundries	113.12	120.09
<b>TOTAL INCOME</b>	<b>68019.26</b>	<b>71741.04</b>			
<b>EXPENDITURE</b>	<b>61262.94</b>	<b>61847.78</b>	<b>TOTAL EXPENDITURE</b>	<b>61262.94</b>	<b>61847.78</b>
<b>NET PROFIT</b>	<b>6756.32</b>	<b>9893.26</b>			



# Independent Examiner's report on the Accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Horsford Village Hall Management Committee

On accounts for the year  
ended

31 March 2021

Charity no  
(if any)

303985

Set out on pages

1&2

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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 the 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 statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

\* Please delete the words in the brackets if they do not apply.

Signed: As On Original

Date: 15/7/2021

Name: P H Carrick

**Relevant professional qualification(s) or body (if any):**

I.M.T.A

**Address:**

1 Breck Farm Lane

Taverham

Norwich NR6 8LR

**Section B**

**Disclosure**

**Give here brief details of any items that the examiner wishes to disclose.**