

TAVERHAM VILLAGE HALL COMMITTEE
ANNUAL REPORT FOR THE YEAR MARCH 2022 – FEBRUARY 2023

Taverham Village Hall, Sandy Lane, Taverham, Norwich NR8 6JR is registered with the Charity Commissioners (No. 304086) and constituted by deed of trust.

A Management Committee comprising seven members elected by the public and seven members representing their organisations (the Parish Council has the right to appoint two representative members) administers the charity.

The objective of the charity is to maintain the Village Hall for the communal benefit of the inhabitants of Taverham and the neighbourhood. The Management Committee aims to provide first class hall facilities at an affordable price for meetings, recreation, and leisure time occupation with the objective for improving the life of local people.

Whilst Taverham Village Hall is run by a Management Committee (all of whom are volunteers) it relies totally on hire fees, fundraising (and occasionally donations and grants) for its income. The land it stands on and surrounding it, belongs to the Parish Council.

Our web site – www.taverhamvillagehall.yolasite.com is regularly updated with the latest news and activities in addition to information regarding clubs and activities.

I begin my report this year by again confirming that, I am certainly fortunate to be chairman at such an interesting and lately challenging time in the further development of the village hall and working with such an enthusiastic committee with a desire to provide one of the best community village halls in the county, thus fulfilling our objectives detailed above. However, such is their enthusiasm and desire for completing improvements the reins must be pulled in at times to ensure projects, though very desirable, are financially sustainable and not to the detriment of more worthy, albeit basic, improvements. Despite these unpopular decisions, I know the entire team continues to be committed to further improve the Village Hall with an impressive refurbishment and redecoration plan in place that will ensure the highest standards are maintained. I truly believe that the Management Committee should be proud of their achievements both past and present as despite having to manage difficult trading periods have continually achieved so much.

2022 had to be a year of consolidation with only minor investment as we seek to restore reserves in readiness for the next major project for 2023, not just the refurbishment of the main sport hall but the huge task of replacing the entire heating system throughout the hall. Providing a more controllable, flexible and energy saving heating system that will not only provide greater comfort for all who use each of the superb facilities but will also save running costs and reduce our carbon footprint. This project is a major undertaking and I apologise should your hire be unavoidably disrupted. I believe the benefits will outweigh this minor inconvenience and would appreciate your patience and understanding.

Thankfully we have seen our income rise above pre-pandemic levels which I feel reflects the high-quality facilities offered enabling our investment programme to continue. In addition, the incredible efforts of our fundraising team plus we have received support and grants from the R.C. Snelling Trust and just recently the National Lottery Community Fund to help us realise our 2023 ambitions.

You may remember that we had been approved as a worthy cause to take part in the Broadland District Council, Community at Heart Lottery. As a registered charity fundraising is always a challenging task and by supporting the lottery through our link you can be confident in the knowledge that 50% of the income received will go directly to the Taverham Village Hall Committee towards maintaining and improving the facilities offered. And you could win a jackpot prize of £25,000. www.communityatheartlottery.com and search for Taverham Village.

On behalf of the entire Village Hall Committee, I would like to offer our sincere thanks to our Secretary, Lorraine Russell and Treasurer, Tracey Stone who have both performed far beyond their job description requirements. I would like to thank the Parish Council staff for fielding our enquiries from residents and potential hirers, the Management Committee for their help, guidance, and support again over this past year. Not forgetting our hirers as without you, we would not have the ability to maintain the superb facilities offered by your Village Hall.

Bill Warnes

Chairman Taverham Village Hall Committee

28th February 2023

TAVERHAM VILLAGE HALL COMMITTEE
STATEMENT OF ASSETS AND LIABILITIES AT 28TH FEBRUARY 2023

MONETARY ASSETS

	2021/2022	2022/2023
Bank and Cash Balances		
COIF Charities Account	£49,355.74	£83,316.06
Fund Raising Accounts	9,924.61	6,069.48
Maintenance Accounts	6,992.05	6,614.75
Cash Floats	38.71	38.71
	<u>£66,311.11</u>	<u>£96,039.00</u>

MONETARY LIABILITIES

Outstanding to the Inland Revenue	<u>£429.73</u>	<u>£733.00</u>
-----------------------------------	----------------	----------------

Three months employee Tax and National Insurance
(as a small employer Tax and NI is submitted on a quarterly basis)

NON-MONETARY ASSETS

Permanent Endowment

Building used by the Charity - Taverham Village Hall is owned by the Management committee and is built on Taverham Parish Council land which is leased. The current Lease expires on 14th October 2029. The rent is one peppercorn, if demanded, payable on 14th October each year. The land and buildings are vested in the Charity Commission and are dated January 1982.

Other Assets (Non-endowed)

Held for functional use by the charity. All items are in good working order. An inventory is undertaken every two years and replacements are made when necessary.

Computer - consisting of hard drive, keyboard and monitor (purchased new on 21st February 2012) at a cost of £550. Also new printer/photocopier purchased on 11th November 2017, costing £34.99. Panasonic phone and three drawer filing cabinet purchased from previous Secretary for £70 and new office chair purchased December 2006 from Staples £99.99 (for use of the Secretary at her home address).

Computer - consisting of hard drive, keyboard and monitor (purchased 1st May 2013 costing £637.40). New printer purchased on 18th June 2013 for £59.99. One answerphone purchased 20th September 2003 costing £29.88 (for the use of the Treasurer at her home address). Treasurer will require a new computer/laptop in the new financial year. Printer no longer working due to cartridge head failure, Treasurer uses own/Parish Council. Answerphone no longer used - Treasurer uses own home phone.

Seagate Portable Hard Drive - Secretary (purchased 13th February 2021 costing £59.99)

Acer Laptop - Secretary (purchased 2nd July 2022 costing £599)

TAVERHAM VILLAGE HALL COMMITTEE

FINANCIAL STATEMENT - MAINTENANCE ACCOUNT - YEAR ENDED 28TH FEBRUARY 2023

Receipts	2021/22	2022/23	Payments	2021/22	2022/23
Cash in Hand @ 1-3-2022	9.65	9.65	Staff Costs		
Cash in Bank @ 1-3-2022	10,309.21	6,281.44	Inland Revenue	2,535.57	2,846.47
			Secretary / Treasurer	13,450.43	13,699.76
Hall Hire			Workplace Pension	0.00	0.00
Adult Tap / Baby Ballet	525.30	0.00			
Afterschool/Breakfast/Playscheme	10,170.20	14,442.60	Services		
Art Classes	246.55	553.09	Electricity	9,153.09	11,180.65
Baby Massage	375.83	330.82	Business Rates	1,085.14	768.00
Bereavement Group	11.10	188.95	Refuse Collection	0.00	693.05
Bridge Club	321.10	1,641.25	Sanitary Collection	279.17	331.97
Broadland Dog Club	668.85	1,430.00	Spring Clean-Cleaning	9,816.12	6,791.03
Calm Cats	39.00	0.00	Water Rates	527.37	855.85
Dog Massage	0.00	95.89	Flawless Cleaning/Sundries	0.00	5,868.09
Domino	130.88	199.92			
East of England Ambulance S	0.00	56.60	Administration		
Eduvateuk/First Class Learning	2,718.15	2,112.25	Bank Correction	0.00	1,037.35
Fit for Life	538.55	774.90	Banners	18.00	78.99
Fitness/Pilates	1,153.50	1,719.30	BT - Telephone/Broadband	886.76	724.56
Gless/One Voice Singing	180.17	660.79	Covid - Dispensers/Sanitiser	69.79	20.33
History Group	100.75	200.80	Defib Pads	93.54	0.00
Line Dancing	798.80	1,249.10	Data Protection	35.00	35.00
Little Glow	1,357.45	1,056.18	Fire Precautions	334.67	294.05
Martial Arts	129.00	392.75	Insurance	3,088.03	3,338.26
NCC Ante-Natal	112.80	249.10	Licences	1,298.88	1,298.88
NCC Lateral Flow Testing	2,451.80	0.00	Miscellaneous	91.33	20.00
New Tav Players/Productions	1,397.75	3,324.45	Photocopying Costs	0.00	91.90
Physio Pilates	499.40	797.75	Risk Assessment	175.00	100.00
Pilates Group (N)	493.75	734.20	Stamps/Deliveries/Batteries	7.92	3.80
Shortmat Bowls	1,788.02	1,915.75	Stationary/Computer Sundries	231.64	170.02
Street Mogs	499.05	1,407.80	Subscriptions	20.00	20.00
Taverham Art Group	641.29	765.09	Taverham Fayre - Stall	0.00	20.00
Taverham Band	537.70	274.80	Taverham Newsletter	700.00	0.00
Taverham Evangelical Church	1,286.76	4,152.16	Zoom Fee	71.95	0.00
TEC - Alpha	0.00	123.30			
TEC - Messy Church	0.00	116.04	General Repairs		
TEC - Toddlers	0.00	736.73	Automatic Doors - Inspection	216.00	228.00
Taverham PC - Office/Room Hire	2,232.09	2,499.85	Electrical Repairs	1,580.34	96.66
Taverham PC Youth Club	1,046.64	1,046.64	General Repairs	12.29	81.41
Taverham Table Tennis	1,565.81	2,133.65	Patio/Guttering	0.00	110.00
The Creative Station	328.51	195.16	Plumbing / Drains	390.00	269.00
Tots Football Fun	234.00	675.00	Sundries (Cleaning Materials etc)	340.04	244.03
Yoga (Bird)	0.00	733.30			
Women's Institute	80.60	209.62			
Young Carers	452.48	463.83			
Private Hirings	2,471.63	4,981.08			
<i>Carried Forward</i>	47,904.12	60,931.58	<i>Carried Forward</i>	46,508.07	51,317.11

FINANCIAL STATEMENT - MAINTENANCE ACCOUNT - YEAR ENDED 28TH FEBRUARY 2023

[illegible]

TAVERHAM VILLAGE HALL COMMITTEE

FINANCIAL STATEMENT - FUNDRAISING COMMITTEE-YEAR ENDED 28TH FEBRUARY 2023

	2021/22	2022/23
<u>Funds at start of Financial Period</u>		
Cash in Hand	29.06	29.06
Nat West - Current Account	351.62	116.62
Barclays - Current Account	<u>4,727.49</u>	<u>9,803.19</u>
	5,108.17	9,948.87
<u>Income for the Year</u>		
<u>Fundraising</u>		
101 Subscriptions	132.00	126.00
50p Table Top Sale / Ironmongery	94.70	312.50
Book Donations - Foyer Table	0.00	160.10
Book and Puzzle Sale	0.00	179.20
Christmas Craft Fair	1,757.00	1,632.50
Easter Fair	0.00	542.50
Jumble Sale	0.00	194.00
Match Funding/Donations	1,000.00	15.00
Miscellaneous	0.00	176.50
Plant Sale (21/22 paid into BofScotland A/c)	0.00	1,164.09
Tescos Bookshelf	1,056.42	0.00
Table Top Sale - February/March	120.20	156.00
Table Top Sale - October	397.90	297.65
Taverham Fayre	0.00	425.00
Tuesday Coffee Mornings	466.00	930.25
Tuesday Evening Bingo	<u>146.00</u>	<u>0.00</u>
	5,170.22	6,311.29
101 Club	540.00	588.00
Less: Prize Money cashed	<u>775.00</u>	<u>475.00</u>
	-235.00	113.00
	<u>10,043.39</u>	<u>16,373.16</u>
Transfers		
To COIF Account	<u>0.00</u>	<u>10,000.00</u>
	0.00	10,000.00
Plant Sale Expenses	94.52	
Pastry Forks		45.00
<u>Funds at end of Financial Period</u>		
Cash in Hand	29.06	29.06
Nat West - Current Account	116.62	229.62
Barclays - Current Account	<u>9,803.19</u>	<u>6,069.48</u>
	9,948.87	6,328.16
	<u>10,043.39</u>	<u>16,373.16</u>

TAVERHAM VILLAGE HALL COMMITTEE
FINANCIAL STATEMENT - 101 CLUB - YEAR ENDED 28TH FEBRUARY 2023

Nat West Account - Balance as at 1st March 2022	£116.62
Subscriptions received (Standing Orders)	588.00
	<hr/>
	704.62
Less : Prize money cashed between 1st March 2022 and 28th February 2023	475.00
	<hr/>
Balance as at 28th February 2023	<u>£229.62</u>

WINNING MEMBERS / PRIZE MONEY

March 2022	Mrs J Cane	No. 119	£100.00
April 2022	Mr F Barber	No. 87	25.00
May 2022	Mr P Doherty	No. 55	25.00
June 2022	New Taverham Players	No. 40	100.00
July 2022	Mr P Doherty	No. 22	25.00
August 2022	Mr C Harding	No. 98	25.00
September 2022	Mrs R Fowkes	No. 3	100.00
October 2022	Mrs J Latchford	No. 147	25.00
November 2022	Mr and Mrs Cowan	No. 48	25.00
December 2022	Mrs M Common	No. 18	100.00
January 2023	Mr J Cullen	No. 122	25.00
February 2023	Mrs J Cane	No. 119	25.00
			<hr/>
			<u>£600.00</u>

TAVERHAM VILLAGE HALL COMMITTEE
FINANCIAL STATEMENT - COIF CHARITIES DEPOSIT FUND
YEAR ENDED 28TH FEBRUARY 2023

Cash in Account @ 1-3-2022 £49,355.74

Interest 2022/23 Received

- March 2022	10.21	
- April 2022	17.46	
- May 2022	22.31	
- June 2022	32.38	
- July 2022	43.46	
- August 2022	49.00	
- September 2022	69.00	
- October 2022	87.45	
- November 2022	109.78	
- December 2022	143.62	
- January 2023	179.04	
- February 2023	196.61	£960.32

Withdrawals

- None

Deposits

- 27th May 2022 - Transfer from Bank of Scotland Account	£10,000.00
- 15th September 2022 - Transfer from Bank of Scotland Account	£5,000.00
- 16th November 2022 - Transfer from Bank of Scotland Account	£5,000.00
- 10th February 2023 - Transfer from Bank of Scotland Account	£13,000.00

Cash in Account @ 28-2-2023

£83,316.06

Note

At the beginning of the financial year beginning 1st March 2022 the following monies were held in "Trust"

For TEC Toddlers £218.44

Additional monies held in this Account are:

In respect of Stage Hire	£3,472.50
Key Holder Deposits	£120.50

Total held 'In Trust'

£3,811.44

TAVERHAM FAYRE COMMITTEE
INCOME AND EXPENDITURE ACCOUNT - YEAR ENDING 31ST OCTOBER 2022

INCOME	£	EXPENDITURE	£
Cash in Bank @ 01/11/21	5,253.98	Insurance	140.00
Cash in Hand @ 01/11/21	11.49	St Johns Ambulance	240.00
<u>Sponsorship/Donations</u>		<u>Field Events</u>	
Drayton Insurance	250.00	Fun Firm - Bumper Carz	900.00
IC Travel - Arena Entertainment	50.00	Fun Firm - Chair-o-Planes	650.00
Ice Cream Donation	250.00	Tree Fellas/Lady Byrds	75.00
Taverham Parish Council	500.00		
<u>Pitch Fees</u>		<u>General Expenses</u>	
A Painter - M&M Sweet Treats	20.00	Jo Baldry - Jays Skip Hire	250.00
Chris Stone - New Taverham Player	30.00	Joe Samuels - Sound System	500.00
East Community First Responders	10.00	James Thomas - Hay Bales	120.00
Gerry Munday - Comm Food Bank	10.00	Best Dressed	10.00
Harriet Wigger - Avian Dance Sch	10.00	Best Dressed Stall	10.00
Ian Colman - IC Travel	25.00	Cleaner / Toilet Attendant	60.00
J Tobias - Granny's Little Charms	10.00	Brenda Clarke - Raffle Tickets	52.00
Jade Stolworthy - Jade Art Works	10.00	Brenda Clarke - Bunting/Delivery	11.98
Jeff Betts - Fab Fudge	25.00	Brenda Clarke - Postage	7.92
Jennifer Jenkins - Scented Delights	25.00		
Jessica Legg - Owlies	25.00	<u>Donation</u>	
Joshua Worley - Water + Earth	25.00	Taverham Village Hall Committee	500.00
Julie Beevis - Amy Rose Gems	25.00		
Katie Lock - Little Flapjack Co	25.00		
Katie Nichols - Studio Crafts	10.00		
Kim Hogden - Malkim's Gifts	25.00		
Maria Thornburg - ReDo Norfolk	20.00		
Martin Smith - Citron Presse	50.00		
Martyn Holmes - Royal Marines	40.00		
Nicky Stone - Tiggy & Boo	25.00		
Patience Unazi - Diversity Crafts	10.00		
Patricia Peart - Hallswood	10.00	Cash in Bank @ 31/10/22	£5,005.58
Richard Lilwall - Lilwall Hog Roasts	50.00	Cash in Hand @ 31/10/22	£11.49
Sarah Babbs - Sarah's Avon	25.00		
Sharon Murray - Pallet Planter UK	75.00		
Simon Ling - Hoopla/Tin Can	75.00		
Susie Ashman - Susie Styles	10.00		
T Stannard - Breast Cancer Now	10.00		
Taverham Village Hall Fundraisers	20.00		
Tim Porter - 1st Taverham Scouts	50.00		
Tim Weavers - SESMA	40.00		
Violet Thomas - Savannah's	50.00		
William Warnes - History Society	20.00		
<u>Raffle Tickets</u>	1,138.50		
Taverham VHC Refreshments	200.00		
	<u>£ 8,543.97</u>		<u>£ 8,543.97</u>



Andrew Parker Associates Ltd

a. Unit 7, Beech Avenue Business Park,
Beech Avenue, Taverham, Norwich NR8 6HW

t. 01603 957598

e. accounts@a-parker.co.uk

w. www.a-parker.co.uk

Independent examiner's report to the trustees of Taverham Village Hall Committee

I report on the accounts of Taverham Village Hall Committee for the year ended 28th February 2023

Respective responsibilities of trustees and Independent examiner

As the charity's trustees you are responsible for the preparation of the financial statements.

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

Basis of examiner's statement

My examination was carried out in accordance with the general directions given by the Charity Commission. The examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as 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 financial statements 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the financial statements do not accord with the accounting records.

I have completed my examination and have no concerns in respect of the matters listed above and, in connection with following the directions of the Charity Commission, I have found no matters that require drawing to your attention.

Andrew Parker FCCA

Date: 10 February 2025

Andrew Parker Associates Ltd
Unit 7 Beech Avenue Business Park
Taverham
Norwich, NR8 6HU

Professional | Reliable | Experienced | Reputable
Director: A.M.Parker F.C.C.A Company registration number 07204674