



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2022 to 31 March 2023

Charity name: East Harptree Village Hall

Charity registration number: 304536

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the charity is to maintain and administer the premises for the recreational, social and educational benefit of the people of East Harptree and the surrounding area
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The premises comprise the complex of community buildings at the foot of Middle Street including the Village Hall which is also known as The Theatre.</p> <p>The main tenants of the buildings are as follows:</p> <ul style="list-style-type: none">• Solo Hairdressers• East Harptree Village Shop• East Harptree Nursery Preschool and Forest School <p>East Harptree Nursery Preschool and Forest School also makes use of the hall and shares use of the hall for PE and other activities with East Harptree Primary School. All these organisations make valuable services available to the whole of the local population.</p> <p>The Village hall is also hired (mainly in the evenings and at weekends) by regular and occasional users from the community most of which are non-profit making organisations or individuals and usually for purposes which are relevant to the whole community.</p> <p>A number of community events take place at the Village Hall every year such as live performances and quizzes for the entertainment and benefit of the Village.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are aware of and have respected the Charity Commission guidance on Public Benefit. The Committee looks to make the facilities as available as possible to all whilst ensuring that enough income is generated to cover the operating costs.

Additional information

Contribution made by volunteers	Para 1.38	<p>All the management of the facilities including bookings is carried out by volunteers.</p> <p>In addition all improvement projects are organised by volunteers where skills permit.</p> <p>In addition, most of the organisations using the facilities are themselves heavily dependent on volunteers.</p>
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Arts and Crafts There have been a number of productions put on in the Theatre during the year and the Theatre has also been used for crafting activity by local groups (ie wreath making at Christmas).</p> <p>Sports/exercise The main hall has been used throughout the year as a physical activity area by both East Harptree Nursery Preschool and Forest School and East Harptree Primary School. In addition the main hall has been used throughout the year by an adult circuit training group.</p> <p>Clubs and Community Events The Hall is normally regularly used by the Guides, Women's Institute and the Parish Council. East Harptree Primary School PTA and Harptree Villages Cricket Club normally also use the Hall for dinners and fund-raising activities.</p> <p>Village Shop The village shop (an Industrial and Provident Society for the benefit of the community) renovated a redundant part of the building in 2008 and filled the gap left after the closure of the village's only shop and post office. It is run entirely by volunteers and includes a coffee shop. The Village Shop continues to be a great asset to the community.</p> <p>Solo Hair Salon The hair salon provides a very valuable service to the whole community but is particularly beneficial for the older members of the community.</p> <p>Premises Management</p>

		<p>The users of the buildings continue to provide an income which enables us to maintain a large old building which is at the heart of a conservation area.</p> <p>During 2022/23 the main focus has been the successful execution of the works for the conversion of the former Village Club space into space that is now being used by East Harptree Nursery Preschool and Forest School from 1 September 2022. This work included works to the infrastructure of the building including drainage, underfloor heating, upgrade of electrics and a new boiler.</p> <p>The Hall continues to be cleaned by part time cleaners and members of the Management Committee.</p>
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The overall financial position of the charity at 31 March 2023 was satisfactory in the context of the expenditure incurred during the financial year relating to the works on the space for the Preschool.</p> <p>Total cash reserves at the end of the year amounted to £7,354 of which £2,095 was unrestricted and £5,260 was allocated for final completion of the refurbishment works noted previously.</p> <p>Income for the year has increased mainly as a result of grants received relating to the refurbishment works.</p> <p>The excess of expenditure over income during the year of £46,974.03 was driven by the completion of the refurbishment activities.</p> <p>In a normal year almost all the income comes from the occupants and users of the facilities all of whom, to some degree or another, provide the recreational, social or educational benefits to the local community that our charitable aims expect.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Given the nature and age of the building the Committee has always aimed to maintain an unrestricted reserve position of c£10,000 to cover emergency or unforeseen repairs or circumstances.</p> <p>Those reserves have been diminished during the last year as a result of the investment in the refurbishment works but will be replenished in the coming years by annual excesses (subject to the level of maintenance costs required going forward) – a plan of ongoing maintenance has been</p>

		prepared and built into the financial forecasts for the next 3-4 years.
Amount of reserves held	Para 1.22	As noted above the total reserved funds at 31 March 2023 were £7,354.
Reasons for holding zero reserves	Para 1.22	There are no funds with zero reserves
Details of fund materially in deficit	Para 1.24	There are no funds in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Committee have no current concerns about the charity continuing as a going concern.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Conveyance dated 25 July 1949
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Charity is administered by the Management Committee. Members retire annually at the Annual General Meeting. Members are appointed at the Annual General Meeting either as put forward by relevant organisations within East Harptree or elected then (as Village Reps) by inhabitants of the village.

Additional information

The charity's organisational structure and any wider network with which the charity works	Para 1.51	All decisions go through the Management Committee and most members regularly attend the Committee meetings or submit reports if unable to attend.
Relationship with any related parties	Para 1.51	The Management Committee of the Village Hall also administer the East Harptree Playing Field (charity number 1090521)

Reference and Administrative details

Charity name	East Harptree Village Hall
Other name the charity uses	None
Registered charity number	304536

Charity's principal address	East Harptree Theatre Whitecross Road East Harptree BS40 6AA
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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	Mark Jerzak			Trustee and Cycling Club
2	Alex Pearn			Trustee
3	Graham Harding	Hon Treasurer		Trustee
4	Sarah Bull	Booking Clerk		Village Representative
5	Daisy Bowie-Sell	Hon Secretary		EH Flower Show
6	Tom Cooper			Village Representative
7	Jessica Sheldon			EH Nursery Pre School
8	Terry Youlton			EH Women's Institute
9	Kate Gillingham			EH Village Shop EH Parish Council EH Primary School
10	David Hill			Harptree Villages Cricket Club
11	Anastasia Male			Roman Catholic Church
12	Nigel Sommerfield			Village Representative
13	Andrew Fox			Groundsman

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

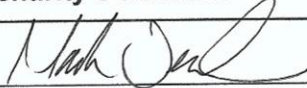

Other optional information

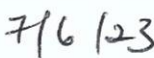
None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mark Jerzak	Graham Harding
Position (eg Secretary, Chair, etc)	Trustee	Trustee and Treasurer

Date 

Registered Charity No. 304536

Independent Examiner's Report

Responsibilities and Basis of the Report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2023 set out on pages 1-2

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give 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.

Signed: 

Name: Chris Bull

Address: Church Lane, East Harptree, Bristol

Date: 25/4/23

YEAR ENDED 31 MARCH 2023

CHARITY INFORMATION

Registered Charity no. 304536

Trustees

Mark Jerzak
Alex Pearn
Graham Harding

Hon Treasurer

Graham Harding

Hon Secretary

Daisy Bowie-Sell

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RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds		Refurbishment Funds		TOTAL FUNDS	
		2023 £	2023 £	2023 £	2023 £	2022 £	2022 £
RECEIPTS							
Rent & bookings from Hall etc.	1	8,842.98	-	-	8,842.98	9,828.36	
Grants		-	-	-	-	21,667.00	
Rents from other facilities	2	13,614.55	-	-	13,614.55	5,307.85	
Fund Raising		-	83,855.00	-	83,855.00	-	
Donations		5.00	-	-	5.00	651.41	
Interest Received		30.48	-	-	30.48	1.34	
TOTAL RECEIPTS		22,493.01	83,855.00		106,348.01	37,455.96	
PAYMENTS							
Cleaning (including materials)		3,803.36	-	-	3,803.36	3,018.62	
Services & Power		2,999.25	-	-	2,999.25	3,977.59	
Services and Power - VC		-	52.48	-	52.48	1,301.81	
Insurances and admin		1,923.79	-	-	1,923.79	1,857.72	
Licences		173.58	2,250.00	-	2,423.58	202.00	
Waste & hygiene		1,099.00	-	-	1,099.00	902.71	
Repairs & Maintenance - Hall		361.49	-	-	361.49	1,487.66	
Fire prevention and warning		2,308.76	-	-	2,308.76	747.00	
Cost of Fund Raising Events		-	-	-	-	-	
Cost of upkeep of hall & other rooms		12,669.23	2,302.48	-	14,971.71	-	
Improvements to property & facilities		-	138,350.33	-	138,350.33	10,141.94	
TOTAL PAYMENTS		12,669.23	140,652.81		153,322.04	23,637.05	
NET RECEIPTS/(PAYMENTS) BEFORE TRANSFERS		9,823.78	(56,797.81)		(46,974.03)	13,818.91	
TRANSFER TO RESTRICTED FUNDS		(35,234.13)	35,234.13		-	-	
NET RECEIPTS/(PAYMENTS) AFTER TRANSFERS		(25,410.35)	(21,563.68)		(46,974.03)	13,818.91	
BANK BALANCES AT START OF YEAR		27,505.00	26,823.40		54,328.40	40,509.49	
BANK BALANCES AT CLOSE		2,094.65	5,259.72		7,354.37	54,328.40	

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2023

	Unrestricted Funds		Refurbishment Funds		TOTAL FUNDS	
	2023	2022	2023	2022	2023	2022
MONETARY ASSETS						
Bank and Cash balances:						
Current Account	1,574.09	-	3,184.10	4,758.19	4,758.19	23,024.27
COIF Charities Deposit Fund	520.56	-	-	520.56	520.56	11,230.79
Clubs/societies reserve account	-	-	2,075.62	2,075.62	2,075.62	20,073.34
TOTAL ASSETS AND LIABILITIES	2,094.65	5,259.72	7,354.37	54,328.40		

Graham Harding

GRAHAM HARDING
For and behalf of the Management Committee

Date: 25/4/23

NOTES TO THE RECEIPT AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

1 Rents & bookings from Hall etc.

	2023	2022
School	1,328.70	152.20
EH Pre-School	5,555.97	8,485.44
Circuit training and acrobatics	333.25	118.25
Guides	200.20	-
Brownies/Rainbows	-	-
Choir	-	-
Yogas	-	151.47
Parish Council	340.70	151.08
Dance Club	672.00	238.00
W.I.	167.76	71.34
Sundry hall bookings	244.40	460.58
	8,842.98	9,828.36

2 Rents from other facilities

	2023	2022
EH Village Club	-	95.00
EH Pre-School	8,685.64	-
Solo Salon	2,561.95	2,320.25
Garage	-	765.00
Shop	2,366.96	2,127.60
	13,614.55	5,307.85

3 Refurbishment Funds

These funds are restricted to be applied to the refurbishment of the ground floor of the Village Hall now occupied by East Harptree Nursery Preschool and Forest School

4 Notable amounts payable at the year end and shown in the accounts above are:

	2023	2022
Refurbishment costs	5,259.72	-
Other	-	-
	5,259.72	-

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Grants		-	-	-	-	5,307.85	-
Rents from other facilities	2	13,614.55	-	-	13,614.55	651.41	1.34
Fund Raising		-	83,855.00	-	83,855.00	-	-
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TOTAL ASSETS AND LIABILITIES	2,094.65	5,259.72	5,259.72	7,354.37	7,354.37	54,328.40

Graham Harding

GRAHAM HARDING
For and behalf of the Management Committee

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