

**Trustees' annual report and accounts for the  
year ended 31 March 2021**

# Contents

	Page
Reference and administration details	3
Structure, governance and management	5
Objectives and activities	6
Achievements and Performance	7
Financial Review	8
Declaration	9
Independent examiner's report on the accounts	10
Statement of financial activities	11
Balance sheet	12
Explanatory notes to the accounts	13

# Reference and administration details

## Charity Name

Waldringfield Village Hall

## Other name the charity uses

Village Hall (Waldringfield) – previous name

## Registered charity number

304830

## Charity's principal address

School Lane, Waldringfield, Woodbridge, IP12 4QP

## Names of the charity trustees who manage the charity

Marian Joan Bradley	Hon Secretary
Joyce Kay Forsdike	Vice-Chair
Philip Charles Leonard Hall	Chair
Nigel Graham King	
Tony Lyon	
Celia Mason	Treasurer
John Nayler	
Patricia Nunn	Resigned September 2020
Colin Reid	Resigned September 2020
Sarah Joy Wood	

## Volunteers who serve on the management committee

Louise Brearey

## Waldringfield Parish Council representative on the management committee

Christine Lyon

**Website**

waldringfield.onesuffolk.net/our-village/village-hall

**Email**

[villagehall.bookings@btinternet.com](mailto:villagehall.bookings@btinternet.com)

**Telephone**

01473 736126

**Bankers**

Lloyds Bank, 8 The Thoroughfare, Woodbridge, IP12 1AF

# Structure, governance and management

## **Type of governing document**

The Trust is governed by a Trust Deed dated 1959.

## **How is the charity constituted?**

Unincorporated association.

## **Trustee selection methods**

Trustees and the Committee of Management consist of elected and representative members and may include co-opted members. Trustees are elected for a term of 12 months at the Annual General Meeting and retiring trustees are eligible for re-appointment. Representative members include the Parish Council.

# Objectives and activities

## **Summary of the purposes of the charity set out in its governing document**

A Village Hall for the use of the inhabitants of Waldringfield and the neighbourhood without distinction of sex or political religious or other opinions and in particular for use for meetings lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

## **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**

The main activities of the Trust involve the renting of the Hall for sporting and leisure time activities such as badminton, karate, dance, art, Pilates, stretch and tone; for community groups such as the Bridge Club, Wine Club, History Group and meetings of the Parish Council. With the assistance of many volunteers, the Village Hall also hosts community events such as monthly Coffee Mornings, Winter Talks, an annual Produce Show, Harvest Supper and Winter Party. The neighbouring school uses the Hall for special events and the Hall also hosts visiting drama and musical groups for the enjoyment and entertainment of villagers.

## **Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit**

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

## **Additional Details**

We are grateful for the many hours that volunteers contribute to maintaining the premises and to hosting events. Without their valuable contribution of time, energy and expertise we would not be able to achieve so much.

# Achievements and Performance

## Summary of the main achievements of the charity during the year

The last year has been an extraordinary one in so many ways. It has emphasised the need for the Trust to continue with its prudent planning and to continue to demonstrate organisational resilience, helping the Village Hall to cope with shocks, be they future pandemics or other disasters such as fire or flood. Thankfully the Village Hall benefits from a dedicated team of committee members who worked solidly through the Covid crisis to ensure that appropriate measures were taken to protect users and to secure government grants, where available. The result has been to ensure the ongoing value and viability of the Village Hall.

Covid-19 and its associated lockdowns had a severe effect on income from lettings and fund-raising events in the financial year. This loss of income from hall lettings and fund-raising events was, however, more than offset by £20,707 in Covid-19 grants.

The financial year started with 'lockdown' during which time the opportunity was taken to re-sand and re-seal the floor of the Deben Hall, at a cost of £4,165. The result is a much improved surface for users and one which should last for many years.

With the gradual easing of restrictions in July, came a plethora of regulations, guidance and new ways of working that we all had to become familiar with to ensure that the Village Hall became 'Covid secure'. This included the provision and use of sanitizers, extra cleaning, NHS Test and Trace, one-way systems, risk assessments, capacity restrictions, the use of face masks, social distancing, supplementary conditions of hire and, not least, Zoom!

To add to the challenges posed by Covid-19, we received an unexpectedly large water bill, which led to the discovery of a long-term leak, now rectified.

Despite all that we faced, the Village Lottery continued throughout the year, and continued to make a welcome contribution to the Hall finances .

Whilst the Kennedy Room remained closed, activities in the Deben Hall resumed in the autumn, albeit on a subdued and restricted basis, until the next national lockdown in November. We all missed the monthly Coffee Mornings, the Produce Show, the Winter Party and Harvest Supper, as well as the opportunity to meet friends and colleagues at clubs and societies. With a third lockdown in January 2020, the financial year limped to a disappointing end, albeit with the prospects of a much-improved year to come.

# Financial review

## **Brief statement of the charity's policy on reserves**

The cash at bank and investments at 31 March 2021 was £77,622 in unrestricted funds. The main financial risk to the charity is loss of funding from renting of the Hall and loss of grant aid. The funds are held to cover 12 months' operational costs in the event of a loss of income from closure of the Hall and to meet future plans and any unforeseen expenditure that may occur.

## **Details of any funds materially in deficit**

Not applicable.

## **Future Plans**

The 'new' Village Hall is now 20 years old and is in need of major expenditure over the next couple of years to ensure that it remains attractive to hirers and a facility of which the whole village can be proud. The trustees are developing plans to improve the Hall accordingly.

## **Related Party Transactions**

None

## **Going Concern**

The Trustees have no reasons to believe that the Trust cannot continue to operate as a going concern for the next 12 months.



## Declaration

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

**Signed on behalf of the charity's trustees**

A handwritten signature in dark ink, appearing to read 'Philip Hall', written in a cursive style.

Full name: Philip Charles Leonard Hall

Position: Chair

Date: 27<sup>th</sup> October 2021

# Independent examiner's report on the accounts

**Report to the trustees of Waldringfield Village Hall**

**On accounts for the year ended 31<sup>st</sup> March 2021**

## **Responsibilities and basis of report**

I report to the trustees on my examination of the accounts for the year ended 31<sup>st</sup> March 2021.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with 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 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under s145(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;
- 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 order to enable a proper understanding of the accounts to be reached.

## **Signed**



**Geoff Robinson**      **Date** 27<sup>th</sup> October 2021

**Relevant Professional Qualifications**      C.Dip.A.F. ACCA

# Statement of financial activities for the year ended 31<sup>st</sup> March 2021



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Waldringfield Village Hall		Charity No	304830
Annual accounts for the period			
Period start date	01-Apr-20	Period end date	31-Mar-21

## Section A Statement of financial activities

Recommended categories by activity	Unrestricted funds £	Total funds £	Prior year funds £
<b>Incoming resources</b>			
Donations and legacies	892	892	716
Charitable activities	3,682	3,682	12,277
Other trading activities	1,432	1,432	7,318
Investments	32	32	193
One off Covid grants	20,707	20,707	-
Electricity generation	1,010	1,010	641
<b>Total</b>	<b>27,755</b>	<b>27,755</b>	<b>21,145</b>
<b>Resources expended</b>			
Raising funds	20	20	1,785
Charitable activities	6,287	6,287	11,830
Depreciation	759	759	863
Water leak	1,131	1,131	-
One off maintenance	4,165	4,165	-
<b>Total</b>	<b>12,362</b>	<b>12,362</b>	<b>14,478</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>	<b>15,393</b>	<b>15,393</b>	<b>6,667</b>
Net gains/(losses) on investments	-	-	-
<b>Net income/(expenditure)</b>	<b>15,393</b>	<b>15,393</b>	<b>6,667</b>
<b>Extraordinary items</b>	-	-	-
<b>Transfers between funds</b>	-	-	-
<b>Other recognised gains/(losses):</b>			
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-
Other gains/(losses)	-	-	-
<b>Net movement in funds</b>	<b>15,393</b>	<b>15,393</b>	<b>6,667</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward	410,887	410,887	404,220
<b>Total funds carried forward</b>	<b>426,280</b>	<b>426,280</b>	<b>410,887</b>

# Balance sheet as at 31<sup>st</sup> March 2021


## Section B

## Balance sheet

	Unrestricted funds £	Total this year £	Total last year £
<b>Fixed assets</b>			
Intangible assets	-	-	-
Tangible assets	348,282	348,282	349,042
Heritage assets	-	-	-
Investments	-	-	-
<b>Total fixed assets</b>	348,282	348,282	349,042
<b>Current assets</b>			
Stocks	450	450	526
Debtors	1,115	1,115	600
Investments	70,804	70,804	55,772
Cash at bank and in hand	6,818	6,818	5,571
<b>Total current assets</b>	79,187	79,187	62,469
<b>Creditors: amounts falling due within one year</b>	1,189	1,189	624
<b>Net current assets/(liabilities)</b>	77,998	77,998	61,845
<b>Total assets less current liabilities</b>	426,280	426,280	410,887
<b>Creditors: amounts falling due after one year</b>	-	-	-
<b>Provisions for liabilities</b>	-	-	-
<b>Total net assets or liabilities</b>	426,280	426,280	410,887
Endowment funds	-	-	-
Restricted income funds	-	-	-
Unrestricted funds	426,280	426,280	410,887
Revaluation reserve	-	-	-
<b>Total funds</b>	426,280	426,280	410,887

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

Philip Hall

Signature	Date of approval
	27/10/2021

# Explanatory notes to the accounts

## Accounting Policies

### General

The financial statements have been prepared under the historic cost convention in accordance with the latest Statement of Recommended Practice and Reporting FRS102 by the Charity Commission. All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis.

### Depreciation

Depreciation is provided on furniture, plant and equipment at the following rates, based on the estimated useful life of these assets and their anticipated residual value:

100% for electronic items with a value less than £250;

20% for white goods;

10% for all other furniture, plant and equipment with a likely long-term use and value.

No depreciation has been provided for freehold land or buildings as these are expected to have a useful life in excess of 50 years subject to ongoing repairs and maintenance; and in the view of the trustees their unrestricted Market Value is likely to be at least that of their historic cost.