

WARNHAM VILLAGE HALL

REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

WARNHAM VILLAGE HALL

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Year ended 31 March 2021

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WARNHAM VILLAGE HALL

GENERAL INFORMATION

Year ended 31 March 2021

Managing Trustees

Alex Wilks (chairman)
Lavina Bennett (treasurer)
Tracey Mathias (secretary)
Pamela Franczak
Ann Lloyd
Geoff Read
Margaret Richmond
Bill Thornton
Gavin Turfey

Custodian Trustee

Warnham Parish Council

Address

Hollands Way
Warnham
Horsham
West Sussex
RH12 3RH

Charity Number

305436

Bankers

Lloyds Bank plc
1 West Street
Horsham
West Sussex
RH12 1PA

Independent Examiner

Stuart Ritchie FCA
Ritchie Phillips LLP
Ground Floor South Suite
Afon House
Worthing Road
Horsham
West Sussex
RH12 1TL

WARNHAM VILLAGE HALL

REPORT OF THE TRUSTEES

Year ended 31 March 2021

The trustees submit their report and accounts for the year ended 31 March 2021.

Trust

The trust was created by an indenture dated 24 June 1891 and is now held under the provisions of the Scheme dated 5 November 1971.

Trustees

The names of the present managing trustees are stated on page 2. There have been no changes in the trustees in the period under review other than the retirement of Isobel King in March 2021.

Objects

The charity is established to provide and maintain Warnham Village Hall for the benefit of the inhabitants of Warnham and the neighbourhood without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the condition of life for the said inhabitants.

Organisation

The village hall is available for hire by any individual or organisation in accordance with the standard hiring conditions and scale of charges adopted for the year.

The managing trustees are elected or appointed on an annual basis, the officers being elected from their number. At the Annual General Meeting, village organisations nominate nine members, the Parish Council nominates three members and five members are elected. In addition, the Vicar of Warnham serves as an ex-officio member and during the year, the managing trustees may co-opt two members.

New trustees are inducted in the workings of the village hall and the responsibilities of charity trustees through self learning, discussion with continuing trustees and provision of information provided by the Charity Commission.

Public benefit

The trustees consider that the charity's objects and organisation meet the test of public benefit. The trustees have had regard to the guidance of the Charity Commission in conducting their activities in the year under review.

Review of the year

During the financial year, the world has been gripped by the COVID-19 virus pandemic. The resulting lockdowns and restrictions on social activities have inevitably had a major impact on the charity's activities and the hall has been closed, and no letting income has been received, for substantial periods since 31 March 2020. The trustees have minimised expenditure as far as possible during this period and the charity has received government grants of £21,002 to support its activities.

Usage of the hall

Users of the hall fall into two groups: regular users and occasional users.

Regular users typically use the village hall as their main meeting place. Bookings from occasional users are mainly for meetings, parties for adults and children and weddings. Income from both users has decreased in the year under review due to the effect of the pandemic.

Financial review

The financial results for the year are set out in the Statement of Financial Activities on page 5 and financial position at the year end in the balance sheet on page 6, with supplementary information in the notes to the financial statements. In the Statement of Financial Activities, the financial results for the year are divided between the general fund, which records the unrestricted income and expenditure of the charity and the property fund which is the permanent endowment of the village hall held by the charity.

Total income has decreased from £100,801 to £34,961 and total expenditure has decreased from £115,507 to £13,023 resulting in an operating surplus of £21,938 (2019 - deficit of £14,706).

WARNHAM VILLAGE HALL

REPORT OF THE TRUSTEES

Year ended 31 March 2021

Risk policy

The managing trustees have assessed the main risks faced by the charity and have taken steps to mitigate those risks.

Covid-19

The start of the next financial year will be affected by the continuing pandemic due to lockdown restrictions not being lifted on indoor activities until mid-May. It is expected that the use of the hall will increase after this date but this is dependent on the course of the pandemic.

Reserves policy

The managing trustees consider the unrestricted income funds of the charity to be sufficient given the likely expenditure of the charity in the short term and they intend maintaining this level of reserves in the coming years.

On behalf of the Trustees



ALEX WILKS, *Chairman*

9 June 2021

WARNHAM VILLAGE HALL

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31 March 2021

	General Fund	Property Fund		Total 2021	Total 2020
	£	Income £	Capital £	£	£
Incoming resources					
(a) From donations and legacies					
Donations	-	-	-	-	2,000
Gift Aid reclaimed	-	-	-	-	250
Grants receivable:					
Government grant	21,002	-	-	21,002	-
BIFFA grant	-	-	-	-	71,282
	21,002	-	-	21,002	73,532
(b) From charitable activities					
Letting charges to regular users	13,643	-	-	13,643	20,149
Letting charges to occasional users	312	-	-	312	7,084
	13,955	-	-	13,955	27,233
(c) Investment income					
Dividends receivable	-	-	-	-	29
UK interest	-	4	-	4	7
	-	4	-	4	36
Total incoming resources	34,957	4	-	34,961	100,801
Resources expended					
Cost of charitable activities:					
Insurance premiums	2,126	-	-	2,126	1,769
Waste disposal	370	-	-	370	389
Business and water rates	637	-	-	637	1,288
Electricity	1,262	-	-	1,262	2,542
Gas	2,966	-	-	2,966	1,599
Caretakers	150	-	-	150	5,607
Booking secretary	-	-	-	-	2,574
Window cleaning	35	-	-	35	280
Premises repairs	2,521	-	-	2,521	94,293
Equipment repairs	316	-	-	316	1,119
Cleaning materials	547	-	-	547	1,856
Telephone and internet expenses	703	-	-	703	757
Licences	199	-	-	199	199
Sundry expenses	244	-	-	244	287
Depreciation	947	-	-	947	948
	13,023	-	-	13,023	115,507
Total resources expended	13,023	-	-	13,023	115,507
Net incoming / (outgoing) resources before transfers	21,934	4	-	21,938	(14,706)
Transfers between funds	4	(4)	-	-	-
Net incoming / (outgoing) resources before investment assets movements	21,938	-	-	21,938	(14,706)
Gain on investment assets	-	-	-	-	49
Net movement in funds for the year	21,938	-	-	21,938	(14,657)
Total funds brought forward	15,896	-	270,146	286,042	300,699
Total funds carried forward	37,834	-	270,146	307,980	286,042

The notes on pages 8 and 9 form part of these financial statements

WARNHAM VILLAGE HALL

BALANCE SHEET

Year ended 31 March 2021

	Note	General Fund £	Property Fund Income £	Capital £	Total 2021 £	Total 2020 £
Fixed assets						
Tangible assets	1	946	-	267,626	268,572	269,519
Current assets						
Debtors and prepayments	2	1,401	-	-	1,401	3,085
Cash at bank and in hand	3	40,245	-	-	40,245	17,427
Amounts owed between funds		(2,520)	-	2,520	-	-
		39,126		2,520	41,646	20,512
Creditors: amounts falling due within one year	4	(2,238)	-	-	(2,238)	(3,989)
Net current assets / (liabilities)		36,888	-	2,520	39,408	16,523
Total assets less current liabilities		37,834	-	270,146	307,980	286,042
Represented by:						
Unrestricted income funds		37,834	-	-	37,834	15,896
Restricted income funds		-	-	-	-	-
Permanent endowment		-	-	270,146	270,146	270,146
		37,834	-	270,146	307,980	286,042

The financial statements on pages 5 to 9 were approved by the Trustees on 9 June 2021 and were signed on its behalf by:



ALEX WILKS
Chairman

The notes on pages 8 and 9 form part of these financial statements

WARNHAM VILLAGE HALL
ACCOUNTING POLICIES
Year ended 31 March 2021

The financial statements have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice on "Accounting and Reporting by Charities" (Revised 2005) and with the Charities Act 2011.

Basis of accounting

The financial statements have been prepared under the historical cost convention.

Incoming resources

Incoming resources are accounted for in the accounting period in which receivable.

Letting charges are recognised in the accounting period in which the booking is held. Grants receivable are accounted for as soon as the legal entitlement has been notified, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Resources expended

Resources expended are included in the accounting period in which payable.

Fixed assets

Freehold land and buildings are stated at original cost. Freehold land is not depreciated and no depreciation is provided on the village hall building as any charges would not be material to the financial statements.

Furniture and equipment is stated at cost. Depreciation is provided on furniture and equipment to write off the cost, less estimated residual value, of each asset over its expected useful life of 4 to 8 years.

WARNHAM VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 March 2021

1. TANGIBLE FIXED ASSETS

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 April 2020 and 31 March 2021	267,626	19,534	287,160
Depreciation			
At 1 April 2020	-	17,641	17,641
Charge for the year	-	947	947
At 31 March 2021	-	18,588	18,588
Net Book Value			
At 31 March 2021	267,626	946	268,572
At 31 March 2020	267,626	1,893	269,519

The village hall building has been insured for a rebuilding cost of £939,063 (2020 - £918,848).

2. DEBTORS AND PREPAYMENTS

	2021 £	2020 £
Lettings fees receivable	1,401	2,636
Gift Aid debtor	-	250
Prepayments	-	199
	<u>1,401</u>	<u>3,085</u>

3. CASH AT BANK AND IN HAND

	2021 £	2020 £
Lloyds Bank plc	<u>40,245</u>	<u>17,427</u>

4. CREDITORS – AMOUNTS DUE WITHIN ONE YEAR

	2021 £	2020 £
Deposits held	600	800
Accrued expenses	832	1,320
Deferred income	806	1,869
	<u>2,238</u>	<u>3,989</u>

5. TRUSTEE REMUNERATION AND EXPENSES

None of the trustees received any remuneration or expenses during the year under review, other than Tracey Mathias who received £144 in reimbursed expenses.

WARNHAM VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 March 2021

6. FUND DETAILS

The general fund represents the funds of the charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the charity. General funds have contributed towards the hall project and reflect the difference between asset under construction and restricted funds raised.

The capital of the property fund represents the funds of the charity held as permanent endowment for the purpose of building the village hall. The income of the property fund is not subject to any restrictions regarding its use and is available for application on the general purposes of the charity.

7. INDEPENDENT EXAMINER

Total remuneration to the Independent Examiner for the year amounted to £nil (2020 - £nil).

WARNHAM VILLAGE HALL

REPORT OF THE INDEPENDENT EXAMINER

Year ended 31 March 2021

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021, which are set out on pages 5 to 9.

Responsibilities and Basis of Report

As the charity's trustees of Warnham Village Hall 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 Warnham Village Hall 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Warnham Village Hall as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.

Stuart Ritchie
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S D Ritchie FCA
Ritchie Phillips LLP

Ground Floor South Suite
Afon House
Worthing Road
Horsham
West Sussex
RH12 1TL

Date: *9 June 2021*
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