

**WARNHAM VILLAGE HALL**

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2024**

**WARNHAM VILLAGE HALL**

**INDEX**

**Year ended 31 March 2024**

---

	<b>Page</b>
General Information	2
Report of the Trustees	3
Statement of Financial Activities	5
Balance Sheet	6
Accounting Policies	7
Notes to the Financial Statements	8
Report of the Independent Examiner	10

## **WARNHAM VILLAGE HALL**

### **GENERAL INFORMATION**

**Year ended 31 March 2024**

---

**Managing Trustees**

Geoff Read (chairman)  
Lavina Bennett (treasurer)  
Tracey Mathias (secretary)  
Judith Barns  
Pamela Franczak  
Ann Lloyd  
Claire Martin  
Margaret Richmond  
Fiona Robinson  
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 2024**

---

The trustees submit their report and accounts for the year ended 31 March 2024.

### **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 and they all served throughout the year other than Claire Martin who was appointed on 1 February 2024.

### **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**

Throughout the year the hall continued to be well used as a community facility.

### **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. Letting income has increased by approximately 30% more than last year due to the increased number of regular users of the hall.

### **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 increased from £30,616 to £40,431 and total expenditure has increased from £17,318 to £25,501 resulting in an operating surplus of £14,930 (2023 - £13,298).

## **WARNHAM VILLAGE HALL**

### **REPORT OF THE TRUSTEES**

**Year ended 31 March 2024**

---

#### **Risk policy**

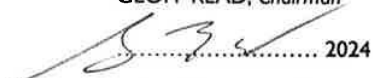
The managing trustees have assessed the main risks faced by the charity and have taken steps to mitigate those risks.

#### **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

GEOFF READ, *Chairman*

A handwritten signature in black ink, appearing to be 'G. Read', written over a dotted line.

2024

18 June 2024

# WARNHAM VILLAGE HALL

## STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31 March 2024

	General Fund £	Property Fund Income £	Capital £	Total 2024 £	Total 2023 £
<b>Incoming resources</b>					
(a) <b>From donations and legacies</b>					
Donations	-	-	-	-	-
Grants receivable:					
Government grant	2,000	-	-	2,000	-
	2,000	-	-	2,000	-
(b) <b>From charitable activities</b>					
Letting charges to regular users	29,630	-	-	29,630	23,436
Letting charges to occasional users	8,028	-	-	8,028	6,993
Sundry income	129	-	-	129	100
	37,787	-	-	37,787	30,529
(c) <b>Investment income</b>					
UK interest	621	-	23	644	87
<b>Total incoming resources</b>	40,408	-	23	40,431	30,616
<b>Resources expended</b>					
<b>Cost of charitable activities:</b>					
Insurance premiums	2,251	-	-	2,251	2,111
Waste disposal	727	-	-	727	680
Business and water rates	1,195	-	-	1,195	719
Electricity	3,008	-	-	3,008	3,364
Gas	2,373	-	-	2,373	642
Caretakers	2,277	-	-	2,277	1,864
Booking secretary	3,556	-	-	3,556	3,280
Window cleaning	314	-	-	314	210
Premises repairs	7,367	-	-	7,367	1,643
Equipment repairs	244	-	-	244	347
Cleaning materials	1,030	-	-	1,030	915
Telephone and internet expenses	742	-	-	742	699
Licences	199	-	-	199	199
Sundry expenses	109	-	-	109	148
Depreciation	189	-	-	189	318
Profit on disposal of fixed assets	(80)	-	-	(80)	179
<b>Total resources expended</b>	25,501	-	-	25,501	17,318
<b>Net incoming resources before transfers</b>	14,907	-	23	14,930	13,298
Transfers between funds	23	-	(23)	-	-
<b>Net incoming resources before investment assets movements</b>	14,930	-	-	14,930	13,298
Gain on investment assets	-	-	-	-	-
<b>Net movement in funds for the year</b>	14,930	-	-	14,930	13,298
Total funds brought forward	56,604	-	270,146	326,750	313,452
<b>Total funds carried forward</b>	71,534	-	270,146	341,680	326,750

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

# WARNHAM VILLAGE HALL

## BALANCE SHEET

Year ended 31 March 2024

	Note	General Fund £	Property Fund Income £	Capital £	Total 2024 £	Total 2023 £
<b>Fixed assets</b>						
Tangible assets	1	992	-	267,626	268,618	268,807
<b>Current assets</b>						
Debtors and prepayments	2	6,407	-	-	6,407	3,231
Cash at bank and in hand	3	69,017	-	2,520	71,537	59,008
		75,424	-	2,520	77,944	62,239
<b>Creditors: amounts falling due within one year</b>	4	(4,882)	-	-	(4,882)	(4,296)
<b>Net current assets / (liabilities)</b>		70,542	-	2,520	73,062	57,943
<b>Total assets less current liabilities</b>		71,534	-	270,146	341,680	326,750
Represented by:						
Unrestricted income funds		71,534	-	-	71,534	56,604
Restricted income funds		-	-	-	-	-
Permanent endowment		-	-	270,146	270,146	270,146
		71,534	-	270,146	341,680	326,750

The financial statements on pages 5 to 9 were approved by the Trustees on 18 June 2024 and were signed on its behalf by:



GEOFF READ  
Chairman

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

## **WARNHAM VILLAGE HALL**

### **ACCOUNTING POLICIES**

**Year ended 31 March 2024**

---

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 2024

<b>I. TANGIBLE FIXED ASSETS</b>			
	Land and buildings £	Furniture and equipment £	Total £
<b>Cost</b>			
At 1 April 2023	267,626	19,995	287,621
Disposals	-	(473)	(473)
At 31 March 2024	267,626	19,522	287,148
<b>Depreciation</b>			
At 1 April 2023	-	18,814	18,814
Charge for the year	-	189	189
Eliminated on disposal	-	(473)	(473)
At 31 March 2024	-	18,530	18,530
<b>Net Book Value</b>			
At 31 March 2024	267,626	992	268,618
At 31 March 2023	267,626	1,181	268,807

The village hall building has been insured for a rebuilding cost of £1,162,235 (2023 - £1,043,299).

<b>2. DEBTORS AND PREPAYMENTS</b>		
	2024 £	2023 £
Lettings fees receivable	6,407	3,231

<b>3. CASH AT BANK AND IN HAND</b>		
	2024 £	2023 £
Lloyds Bank plc	71,537	59,008

<b>4. CREDITORS – AMOUNTS DUE WITHIN ONE YEAR</b>		
	2024 £	2023 £
Deposits held	1,400	1,100
Accrued expenses	1,259	1,356
Deferred income	2,223	1,840
	4,882	4,296

### 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 a salary of £3,556 (2023 - £3,280) and £155 (2023 - £118) for reimbursed expenses.

## **WARNHAM VILLAGE HALL**

### **NOTES TO THE FINANCIAL STATEMENTS**

**Year ended 31 March 2024**

---

#### **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 (2023 - £nil).

---

## **WARNHAM VILLAGE HALL**

### **REPORT OF THE INDEPENDENT EXAMINER**

**Year ended 31 March 2024**

---

I report to the charity trustees on my examination of the accounts of the charity for the Year ended 31 March 2024, 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').

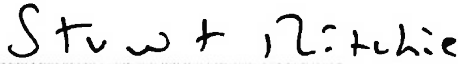
I report in respect of my examination of the Warnham Village Hall accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **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 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.

  
.....  
S D Ritchie FCA  
Ritchie Phillips LLP

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

Date: 18 June 2024