

KENNET VALLEY VILLAGE HALL

ANNUAL REPORT AND ACCOUNTS

YEAR ENDED 31 JULY 2022



KENNET VALLEY VILLAGE HALL
REGISTERED CHARITY No 305558
YEAR ENDED 31 JULY 2022

Trustees' Annual Report

The names of the Charity Trustees who manage the charity are:

Brian Rayment	Chair
Rob Duckett	Deputy Chair
David Throup	Treasurer
Alison Ingham	Minutes Secretary

The Trustees are appointed by the Hall Management Committee following the Annual General Meeting.

Structure, governance and management

The governing body that appoints the trustees of the Charity is the Kennet Valley Hall Management Committee. The Hall Management Committee is appointed at each Annual General Meeting. A list of the Hall Management Committee members is available from the Secretary. The Hall Management Committee appoint or re-appoint four officers of the Hall Management Committee to be the Trustees of the Charity at the Hall Management Committee Meeting following the Annual General Meeting. All the adult residents of Lockeridge, West Overton, East Kennett and Fyfield who attend the AGM have a right at vote at the AGM.

The operational and management procedures of the Hall Management Committee were established in 1976 at the time land was conveyed to the charity to build a village hall. These procedures have been changed and updated as the needs of the charity have required.

As well as owning the land and the Hall building on it the charity also leases two adjacent parcels of land which together form the sports field. The two leases originate from 1976 with one being updated to allow extended field uses in 1990. One lease expires in 2086 and the other requires the lessor to give 12 months notice of termination of the licence to occupy.

The Kennet Valley Hall is run by volunteers who are either representatives of Community organisations using the Hall or community volunteers.

Objectives and activities

The Kennet Valley Hall is a village hall for use by the communities in the Upper Kennet Valley and by private individuals and groups for social, educational and sporting events. The Hall provides a meeting place to host local groups and events with modern facilities and in a well maintained rural environment. The Hall Management Committee support and initiate activities that encourage community involvement, activity and well-being.

Chairman's Report

Despite the continuing negative effect of the Covid Pandemic I am pleased to report another very positive and proactive year for the Hall. Two major projects have been concluded, each, in its own way, adding significant value to the Hall's facilities – and reputation.

The Ventilation Project, although researched and planned in the previous year, was installed during the Autumn of 2021. The results have been quite amazing in providing a healthier environment for hall users, but equally has enhanced our reputation as a top class and "safe to visit" venue. A bonus has been the small positive effect on the hall's energy consumption, a factor that is now becoming a major issue in the developing Cost of Energy crisis. Concluding the project and resulting from the major construction work involved, the ceiling needed a complete refurbishment which took place over the Christmas break.

There has been much debate about the deteriorating condition of the outside Shelter and Trim Trail. After considerable debate the Committee took ownership of the project and, for public safety reasons, adopted a plan to demolish and remove both the existing Shelter and Trim Trail. While planning this, further funding was obtained to provide a new Gazebo type Shelter complete with hard standing and seating. In conjunction with the Shelter a complete range of Outside Gym equipment was purchased and installed. The decision behind the Gym was a recognition that more local people are now interested in their Health & Wellbeing following the effects of Covid. The whole project cost amounted to circa £20K. Partly because of the benefits relative to Community Health & Welfare, two grants were obtained : £10K from The Postcode Lottery and circa £4K from the Marlborough Area Board. We are grateful to both organisations for their support. The balance of costs came from Hall reserves.

Partly due to the impact of Covid there has been a gradual change in the Hall's user profile. Sadly the Over 60's and the Kennet Valley National Trust have now closed down due to lack of committee. Various KVH Social events like the movie nights have not taken place as they are no longer economic. However despite the Panto being cancelled for 2022 it is heartening to see that rehearsals are now taking place for 2023. On the positive side, because of the quality factors now associated with the hall, we continue to attract premium value hirers, ensuring that we can maintain our basic constitutional remit to provide a subsidised venue and meeting place for the local community.

My thanks to all the Committee for their commitment to supporting our village hall but a special thank you to the core team who make it all happen. We should all be very proud of the results of our efforts

Brian Rayment

Treasurer's statement

I am pleased to report another positive year for the Hall. Now that we are back to a more 'normal' way of life I am pleased to see that bookings have returned to their pre-Covid levels in terms of number and that on average our hirers are staying longer. It is too early to say that this is down to all the health measures we have implemented but certainly the investments made have improved the Hall's environmental credentials as well as the wellbeing of our hirers. We are grateful to our external funders who have helped with our work to make the Kennet Valley Hall such a special place.

The committee have agreed that we should raise letting charges to pre-empt the increased energy (electricity) costs. On studying the component of hiring charges that pay for the energy it has been agreed to raise charges by approximately 10% across all hirings effective September 2022. These increased charges will be actively reviewed during the coming year.

We now encourage a minimum of paperwork for hirers and nearly all financial transactions are electronic. As mentioned in the Chairman's Report, the hirer profiles have changed over the years and accelerated post Covid. Local involvement by not-for-profit groups has reduced and been replaced by hirers looking to provide wellbeing style services like yoga and pilates. We are pleased to continue to provide subsidised hiring for the table tennis and the amateur dramatics societies both of which are currently resurgent under new leadership. The local primary school continue to use the Hall, netball court and sports field and we are pleased to be able to support them through the infrastructure investments we have made.

David Throup



Financial review from August 2021 - July 2022

In the year ended 31 July 2022 net payments were £10,654 (2021: £14,760 net receipts). The Statement of Receipts and Payments is shown on page 8 and the Statement of Assets & Liabilities is shown on page 11. The reserves balance carried forward into next year and available for the unrestricted general purposes of the Charity are £20,149 .

The funds to support and maintain the Kennet Valley Hall are raised by:

Letting charges on the Hall and its facilities.

Capital grants from various bodies to support larger maintenance and improvement projects.

Fundraising events.

Letting charges for calendar year to the end of August 2022

Local Community Concessionary Hirers

Regular groups – fundraising and social events	£6-00 per hour
Local residents (excluding wedding receptions)	£16-00 per hour

General Hirers

Security Deposit (Refundable)	£100-00
General Hire of Main Hall & Facilities	£22-00 per hour
Wedding Receptions	£25-00 per hour
Charity / Not For Profit Groups – Meetings & Events	£10-00 per hour
Children's Birthday Parties – (Up to Age 14)	£17-00 per hour

Use of Changing Rooms & Sports Field

(1st April – 31st October)	£6-00 per hour
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David Throup 31st Oct 2022

Reserves Policy

The Kennet Valley Management Committee has a policy of keeping sufficient funds available to cover emergency repairs in periods of time when Hall rentals may temporarily fall off in a four month period. This is calculated as 1/3rd of normal running costs of the previous year. On current averages the minimum reserve to carry forward works out to be approximately £4,000.

The unrestricted and uncommitted reserves actually carried forward at 31 July 2022 of £20,149 are well in excess of the minimum £4,000 and have arisen due to the continued good stewardship by the Hall Management Committee.

The excess funds are available to be used to improve the facilities at the Hall.

Declaration

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees

Brian Rayment
Chair

David Throup
Treasurer

Date approved: 31st October 2022

Charity Address:
Kennet Valley Hall
Overton Road
Lockeridge
SN8 4EL

Correspondent for the Charity Commission
David Throup
Longmynd
Lockeridge
SN8 4ED

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
KENNET VALLEY VILLAGE HALL
REGISTERED CHARITY No 305558
YEAR ENDED 31 JULY 2022**

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The Accounts are set out on the Accounts Pages 8 to 11.

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 accounts 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 material matters have 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 accounts do not accord with the accounting records

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:

Roger Wheeler BSc Econ
Accountant
Roger John & Co
1 Farrar Drive
Marlborough
SN8 1TP

Dated:

Kennet Valley Village Hall

Registered Charity No 305558

Receipts & Payments Account Year ended 31 July 2022

		Unrestricted <u>Funds</u>	Restricted <u>Funds</u>	Total <u>2022</u>	Total <u>2021</u>
		£	£	£	£
RECEIPTS					
Lettings	Local organisations, residents, groups	10,226		10,226	4,741
	General hire, weddings	2,987		2,987	1,841
	Charitable/fundraising organisations	1,531		1,531	183
	Total lettings	14,744		14,744	6,765
Donations and grants	Ventilation scheme - N Lottery Community Fund		10,000	10,000	-
	- WiltsC MAB		2,500	2,500	-
	Sunshine Gym & Shelter - P's Postcode Lottery		10,000	10,000	-
	- WiltsC MAB		3,972	3,972	-
	Other	35		35	-
	Wilts Council, Covid Support Grants	-		-	17,598
Utility income - Telephone, electric meters, insurance contributions		-	68	68	42
Hall rental deposits received		3,600		3,600	1,700
TOTAL RECEIPTS		18,379	26,540	44,919	26,105
PAYMENTS					
Administration	- Details on page 9	1,430	-	1,430	651
Building maintenance	- Details on page 9	3,574	-	3,574	2,525
Utilities & services	- Details on page 9	4,765	68	4,833	3,408
Improvements, Other	- Details on page 9	14,717	26,472	41,189	3,080
Sports field & grounds	- Maintenance	1,581		1,581	666
Hall rental deposits returned		2,966		2,966	1,015
TOTAL PAYMENTS		29,033	26,540	55,573	11,345
NET RECEIPTS		(10,654)	-	(10,654)	14,760
TRANSFERS BETWEEN FUNDS		-	-	-	-
TOTAL FUNDS LAST YEAR END		30,803	-	30,803	16,043
TOTAL FUNDS THIS YEAR END		20,149	-	20,149	30,803

Kennet Valley Village Hall

Registered Charity No 305558

Receipts & Payments - Support Detail Year ended 31 July 2022

PAYMENTS	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Administration				
- Office supplies, services, expenses	368		368	142
- Internet services, website, booking system	629		629	389
- Licences, PRS, Hall Assn. etc	433		433	120
	<u>1,430</u>	<u>-</u>	<u>1,430</u>	<u>651</u>
Building maintenance				
- General, inc fire extinguishers, floor	843		843	927
- Janitorial cleaning	452		452	378
- Janitorial materials & other costs	497		497	24
- Cleaning contract	1,230		1,230	772
- Lights, heating, inspect portable equipment	552		552	424
	<u>3,574</u>	<u>-</u>	<u>3,574</u>	<u>2,525</u>
Utilities & services				
- Electricity	2,019		2,019	1,438
- Insurance	1,052	68	1,120	1,061
- Telephone & broadband	387		387	374
- Waste collection	1,211		1,211	118
- Water charges	96		96	417
	<u>4,765</u>	<u>68</u>	<u>4,833</u>	<u>3,408</u>
Improvements & other				
- Hall ventilation system	9,627	12,500	22,127	-
- Field shelter & sunshine gym	5,090	13,972	19,062	-
- Protect access to field			-	1,487
- New chairs & tables			-	693
- Car park lines & netball lines for KV School			-	900
	<u>14,717</u>	<u>26,472</u>	<u>41,189</u>	<u>3,080</u>

Kennet Valley Village Hall

Registered Charity No 305558

STATEMENT OF ASSETS AND LIABILITIES

31 July 2022

	Unrestricted <u>Funds</u>	Restricted <u>Funds</u>	Endowment <u>Funds</u>	Total Funds <u>2022</u>	Total Funds <u>2021</u>
	£	£	£	£	£
CASH FUNDS & FUNDRAISING STOCK					
Balance per Bank Statement - Lloyds Bank	19,985	-	-	19,985	30,659
Add: Receipts not yet on bank statement	-	-	-	-	-
Less: Cheque payments not yet presented	-	-	-	-	-
	<u>19,985</u>	<u>-</u>	<u>-</u>	<u>19,985</u>	<u>30,659</u>
Bank balance in accounts					
	19,985	-	-	19,985	30,659
Cash & amounts due	164			164	126
Fundraising stock	-			-	18
	<u>164</u>			<u>164</u>	<u>126</u>
<u>Totals as per R&P Summary - page 1</u>	<u>20,149</u>	<u>-</u>	<u>-</u>	<u>20,149</u>	<u>30,803</u>
	<u><u>20,149</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>20,149</u></u>	<u><u>30,803</u></u>
OTHER MONETARY ASSETS					
Debtors - Hall usage pre 31 July	1,088	-	-	1,088	-
	<u>1,088</u>	<u>-</u>	<u>-</u>	<u>1,088</u>	<u>-</u>
INVESTMENT ASSETS					
None.	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Kennet Valley Village Hall

Registered Charity No 305558

STATEMENT OF ASSETS AND LIABILITIES

31 July 2022

	Endowment Funds	Total Funds 2022	Total Funds 2021
	£	£	£
ASSETS RETAINED FOR THE CHARITY'S OWN USE			
Endowment:	Land, Buildings & Equipment		
Land was donated to Charity in 1976 on which to build new Village Hall.			
The sale proceeds of previous hall & ground (from conveyance dated 1931) used in 1976 to build new Village Hall.			
Improvements have been made to ground and buildings since 1976 such that:			
Insured value - Buildings & Outbuildings	726,455	726,455	664,141
Insured value - Contents, Equipment, Fixtures, Fittings	24,753	24,753	31,053
Sports field			
Part A: The larger part -	Lease & trust dated 23 February 1976, as amended on 16 July 1990. 90 year lease commencing 1 February 1976.		
Part B: The smaller part -	Licence to occupy dated 1 February 1976. No expiry date other than 12 months' notice by the licensor.		
Note re sports field maintenance:	The sports field is maintained by the cricket club at their expense in exchange for the free use of the grounds.		
	-	-	751,208
	-	-	751,208
	-	-	695,194
LIABILITIES			
None.	-	-	-
	-	-	-
	-	-	-
Expenditure commitment:			
None. (2021: Hall ventilation system approved)	-	-	22,000

The Accounts pages 8 to 11 were approved by the Trustees on 31st October 2022 and signed on their behalf by

David Throup
Treasurer

Brian Rayment
Chairman

KENNET VALLEY VILLAGE HALL
REGISTERED CHARITY No 305558