

KENNET VALLEY VILLAGE HALL

ANNUAL REPORT AND ACCOUNTS

YEAR ENDED 31 JULY 2023



KENNET VALLEY VILLAGE HALL
REGISTERED CHARITY No 305558
YEAR ENDED 31 JULY 2023

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 in 1990 to allow extended field uses. 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

The past year has seen a continuous progress of our ongoing objective to provide both a top quality local community amenity plus a social venue that will attract premium hirers. The latter being integral to the provision of special discounted hire rates for community users. Much of the detail of last year`s achievements is identified in the Treasurers Report, in particular regarding our efforts to manage increased energy costs.



I would like to dedicate this report to recognising the contribution made over the years by our group of volunteers who have achieved so much. Sadly one such volunteer has been forced to end a dedicated contribution spanning over 45 years. Colin Watts has been synonymous with the whole ethos of the hall during these years, with involvement in many ways; variety shows, table tennis, the infamous Clic Jumble Sale, plus the running of various forms of Bingo for over 40 years. Not to mention the many “handyman” jobs he took on, too numerous to list. One of these being the grass cutting and general maintenance of the outside areas which he tells me he took over from Mr Huzzey 25 years ago. To recognise this unique achievement a special Photographic Album was created, depicting his involvement over the years, and presented to Colin at his home in February. Despite his problems, the family tell me that he continues to gain much pleasure from the memories identified in the album

An impossible act to follow but two new volunteers have now taken over two of Colin`s core contributions. Richard Ramsden has reversed the tide of community organisations closing down with a resurgence of the Kennet Vale Table Tennis Club, and Dave Weston, with help from his family, is now looking after the outside areas. Sadly the maintenance of the field itself has suffered during the last year but there are strong signs that this problem will soon be

dealt with. One of the linked problems was the badly spaced trees in the WW1 Memorial area but the PC have now rectified this.

Although the number of community organisations using the hall has dropped in recent years it was gratifying to note that KVADS were able to go ahead with their 2023 Panto with a very positive result. Plus, their 2024 Panto is now well underway. The link with the local school is particularly welcome.

The subject of my report this year has focussed on the dedication and contribution of our team of volunteers. So a big “thank you” again to everyone who contributes their time and energy to making our Village Hall something to be proud of.

Brian Rayment

Treasurer's statement

Again we are able to report a good year for the Hall. We continue to attract a solid base of valuable hirers for weddings and general use to allow us to continue to subsidise the local not-for-profit organisations. The improvements made to the Hall environment ensure that we stay strongly at the quality end of the 'village hall' facilities. Our choices this year have been to invest further in the infrastructure through grants and to use our accumulated funds to the benefit of our hiring base.

The sports field has been the only major concern over this year. The outlook over the field is always regarded as beautiful and we aim through our agreement with the Kennet Valley Cricket Club to keep the field neat and tidy. This has been a difficult year for the Cricket Club with weather and team availability so it has been a struggle to maintain the field. We are grateful to a small band of volunteers for their work in keeping both the field and Hall surrounds in good order at no cost to the Hall.

At the start of the year the increase in energy costs and the end of our existing contract with SSE in Sept '23 left us looking at an annual energy spend of over £6,000. We had already raised hiring rates to take us part way to funding this increase. Obviously not a popular thing to do at this time this measure was accepted as essential by our hirers. In a bid to reduce the impact the Hall committee looked into the provision of a solar PV installation. The big game changer here is the provision of battery storage to cover for evening bookings and the ability to charge from off peak electricity. A bid for a grant raised £10,000 towards the total cost £19,609. The balance was covered by Hall funds. The installation in April '23 has reduced the off grid energy over the summer dramatically although the final benefits will need to be reviewed over a full year. Thankfully energy costs have fallen back and a two year contract with a different supplier sees the Hall paying approximately double the previous contract rates. Overall, we are looking to hold hiring rates at current levels if at all possible.

Just when we think there is nothing more we can do to add to the hirers enjoyment of the Hall we find new projects that, at first, seem to be a bit specialist but turn out to be of value to several hirers. One such project has been the commissioning of a ceiling mounted projector and larger screen which is allowing hirers who make use of presentations, more than we expected, to show them in a bright and sharp manner. This is also attracting interest from new potential hirers that are drawn to us by the availability of such a feature. This will be completed in September '23 but a deposit on the installation has been paid. The Hall has paid for this out of our own funds.

David Throup



Financial review from August 2022 - July 2023

In the year ended 31 July 2023 there were net payments of £5,069 (2022: £10,654). The Statement of Receipts and Payments is shown on page 8 and the Statement of Assets & Liabilities is shown on pages 10-11. The reserves balance carried forward into next year and available for the unrestricted general purposes of the Charity are £15,080.

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.

Hall published letting charges

Local Community Concessionary Hirers

Regular groups – fundraising and social events £7-00 per hour

Local residents (excluding wedding receptions) £18-00 per hour

General Hirers

Security Deposit (Refundable) £100-00

General Hire of Main Hall & Facilities £25-00 per hour

Wedding Receptions £28-00 per hour

Charity / Not For Profit Groups – Meetings & Events £11-00 per hour

Children's Birthday Parties – (Up to Age 14) £18-50 per hour

Use of Changing Rooms & Sports Field

(1st April – 31st October) £7-00 per hour

David Throup 31st Oct 2023

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 2023 of £15,080 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: 27th November 2023

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 2023**

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 2023

		Unrestricted <u>Funds</u>	Restricted <u>Funds</u>	Total <u>2023</u>	Total <u>2022</u>
		£	£	£	£
RECEIPTS					
Lettings	Local organisations, residents, groups	13,495		13,495	10,226
	General hire, weddings	4,583		4,583	2,987
	Charitable/fundraising organisations	2,009		2,009	1,531
	Total lettings	20,087		20,087	14,744
Fundraising income	Pantomime teas	56		56	-
Donations and grants	Solar Panels - Lottery Grant	-	10,000	10,000	-
	Ventilation scheme - N Lottery Community Fund			-	10,000
	- WiltsC MAB			-	2,500
	Sunshine Gym & Shelter - P's Postcode Lottery			-	10,000
	- WiltsC MAB			-	3,972
	Other	19		19	35
Utility income - Telephone, electric meters, insurance contributions		-	-	-	68
Hall rental deposits received		3,000		3,000	3,600
TOTAL RECEIPTS		23,162	10,000	33,162	44,919
PAYMENTS					
Administration	- Details on page 2	1,582	-	1,582	1,430
Building maintenance	- Details on page 2	3,771	-	3,771	3,574
Utilities & services	- Details on page 2	6,017	-	6,017	4,833
Improvements, Other	- Details on page 2	12,168	10,000	22,168	41,189
Grounds maintenance		893		893	1,581
Hall rental deposits returned		3,800		3,800	2,966
TOTAL PAYMENTS		28,231	10,000	38,231	55,573
NET RECEIPTS / (PAYMENTS)		(5,069)	-	(5,069)	(10,654)
TRANSFERS BETWEEN FUNDS		-	-	-	-
TOTAL FUNDS LAST YEAR END		20,149	-	20,149	30,803
TOTAL FUNDS THIS YEAR END		15,080	-	15,080	20,149

Kennet Valley Village Hall

Registered Charity No 305558

Receipts & Payments - Support Detail Year ended 31 July 2023

	Unrestricted <u>Funds</u> £	Restricted <u>Funds</u> £	Total <u>Funds</u> <u>2023</u> £	Total <u>Funds</u> <u>2022</u> £
PAYMENTS				
Administration				
- Office supplies, services, expenses	554		554	368
- Internet services, website, booking system	446		446	629
- Licences, PRS, Hall Assn. etc	582		582	433
	<u>1,582</u>	<u>-</u>	<u>1,582</u>	<u>1,430</u>
Building maintenance				
- General, inc fire extinguishers, floor	743		743	843
- Janitorial cleaning	1,007		1,007	452
- Janitorial materials & other costs	680		680	497
- Cleaning contract	1,050		1,050	1,230
- Lights, heating, inspect portable equipment	291		291	552
	<u>3,771</u>	<u>-</u>	<u>3,771</u>	<u>3,574</u>
Utilities & services				
- Electricity	2,122		2,122	2,019
- Insurance	1,518		1,518	1,120
- Telephone & broadband	421		421	387
- Waste collection	1,449		1,449	1,211
- Water charges	507		507	96
	<u>6,017</u>	<u>-</u>	<u>6,017</u>	<u>4,833</u>
Improvements & other				
- Solar panels on hall roof	9,609	10,000	19,609	-
- Field shelter & sunshine gym	402		402	19,062
- Projector upgrade	2,157		2,157	-
- Hall ventilation system			-	22,127
	<u>12,168</u>	<u>10,000</u>	<u>22,168</u>	<u>41,189</u>

Kennet Valley Village Hall

Registered Charity No 305558

STATEMENT OF ASSETS AND LIABILITIES

31 July 2023

	Unrestricted <u>Funds</u>	Restricted <u>Funds</u>	Endowment <u>Funds</u>	Total Funds <u>2023</u>	Total Funds <u>2022</u>
	£	£	£	£	£
CASH FUNDS & FUNDRAISING STOCK					
Balance per Bank Statement - Lloyds Bank	14,980	-	-	14,980	19,985
Add: Receipts not yet on bank statement	-	-	-	-	-
Less: Cheque payments not yet presented	-	-	-	-	-
	<u>14,980</u>	<u>-</u>	<u>-</u>	<u>14,980</u>	<u>19,985</u>
Bank balance in accounts					
Cash	100			100	164
Fundraising stock	-			-	-
	<u>15,080</u>	<u>-</u>	<u>-</u>	<u>15,080</u>	<u>20,149</u>
<u>Totals as per R&P Summary</u>	<u>15,080</u>	<u>-</u>	<u>-</u>	<u>15,080</u>	<u>20,149</u>
OTHER MONETARY ASSETS					
Debtors - Hall usage pre 31 July	-	-	-	-	1,088
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,088</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 2023

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2023</u>	<u>Total Funds 2022</u>
	£	£	£	£	£
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			1,324,315	1,324,315	726,455
Insured value - Contents, Equipment, Fixtures, Fittings			40,441	40,441	24,753
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.				
	-	-	1,364,756	1,364,756	751,208
CREDITORS					
50% Balance of Projector upgrade	2,157	-	-	2,157	-
Hall decoration	630	-	-	630	-
Replacement of Outside Doors	1,449	-	-	1,449	-
	4,236	-	-	4,236	-
Expenditure commitment:					
None	-	-	-	-	-

The Accounts pages 8 to 11 were approved by the Trustees on 27 November 2023 and signed on their behalf by

David Throup Treasurer	Brian Rayment Chairman
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KENNET VALLEY VILLAGE HALL
REGISTERED CHARITY No 305558