

Charity No. 305576

SUTTON BENDER VILLAGE HALL
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

SUTTON BENDER VILLAGE HALL

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SUTTON BENDER VILLAGE HALL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Reference and administrative details:

Charity name	Sutton Bender Village Hall
Charity number	305576
Charity address	Chestnut Road Sutton Bender Wiltshire SN15 4RP
Independent Examiner	John Carlyon Queens Close Sutton Bender
Bankers	CAF Bank

Trustees

The following people were trustees as at 1 April 2021
:

Michael Strong
Catherine A'Bear
Dudley van Lelyveld

Following the resignations of Michael Strong and Catherine A' Bear during the year, the following people were trustees as at 31 March 2022:

Jane Potts
Phillip Llewellyn
Dudley van Lelyveld

SUTTON BENDER VILLAGE HALL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Structure, management and governance

Sutton Bender Village Hall is an unincorporated Registered Charity, and it is governed by its Trust Deed.

The charity is administered by its committee of trustee members, up to a maximum of 13 people, consisting of up to 5 elected members and 8 representative members. Elected members are elected at the AGM, and representative members are elected by the user groups they represent. More detailed descriptions of mechanisms for the appointment and resignation of members is contained in the Trust Deed.

The committee meets on a regular (normally monthly) basis to discuss running of the hall. During the meetings a set agenda is followed which ensures that any issues are discussed and resolved on a timely basis. The key objective of monthly meetings is to ensure that the hall runs smoothly, maintenance of the hall is kept up to date, health and safety is adhered to, as well as discussing fund raising and future plans in view of the needs of the diverse range of user groups.

The meetings provide the forum to consider and mitigate any risks facing the charity. The trustees consider the key matters to be: ensuring that the hall is kept in a good state of repair, the facilities meet regulatory requirements of its user groups (for example a pre-school user group), and maintaining funds at an appropriate level so that the facility can continue to provide an important service to its user groups and other users.

Objectives and activities

The objective of the charity is to provide facilities for the residents of Sutton Bender and the surrounding area including village hall facilities and a recreational ground.

The hall and the recreational ground are used by a variety of users and user groups, including sports clubs, a pre-school group, and a variety of cultural and social groups. The recreational ground includes a children's play area, a multi use games area, cricket, football, and rugby pitches.

As well as being used by a number of regular organised user groups, the grounds are regularly enjoyed by people of all ages as a place of relaxation and exercising. The hall facilities are also available to hire for meetings and parties, therefore providing a valuable asset to the village.

The trustees confirm that they have had regard to the guidance issued by the Charity Commission General on public benefit.

The charity is reliant on the voluntary time provided by its trustees. The trustees are also extremely grateful to people who give up their time to facilitate fundraising events, which provide both essential funds for the hall, as well as enjoyable time for those who attend these events. Due to the Covid19 pandemic and the Government lockdown instructions, the hall slowly opened up to users as the year progressed in line with Government guidelines, and at the end of the year was fully operational.

Summary of main achievements of the charity during the year

The charity continued to provide a vital service to user groups permitted to use the hall during the year, as well as maintaining the recreation ground for Sutton Bender residents use.

The major points discussed at meetings were maintenance, maintaining a Covid friendly environment and the reopening of the hall in accordance with Government guidelines.

We continued to invest in keeping the hall at an acceptable standard, including on-going maintenance works internally and externally.

SUTTON BENDER VILLAGE HALL

REPORT OF THE TRUSTEES (Continued) FOR THE YEAR ENDED 31 MARCH 2022

Summary of main achievements of the charity during the year (Continued)

Following an extremely successful Bender Blaze, as well as some very generous donations and the final COVID relief payment from Wiltshire Council, we were in the fortunate position to carry out essential maintenance work without depleting our cash reserves. These included electrical safety maintenance, hot water safety maintenance, a new external storage shed as well as new park benches, in addition to normal regular maintenance.

Hall usage increased during the second part of the year following Government guidance on reopening indoor areas to the public. Revenue from hall usage amounted to 75% of normal annual hall and recreation ground running costs, and the aim of the Trustees and Management Committee is to get this back up to 100% of normal annual running costs.

Reserves policy

The trustees aim to maintain unrestricted reserves at a level to meet approximately 9 month's normal expenditure levels. This is considered to provide sufficient funds to support the continuity of service for user groups in the event of a loss of a major revenue stream, or in the event of major repair expenditure, therefore giving trustees enough time to put in place plans to replace the lost revenue, or to fund raise to cover costs of major repairs.

The unrestricted reserves held at the year-end were approximately 10 months of usual annual expenditure. There were no funds in deficit during the year.

Financial review

The detailed receipts and payments accounts are included on page 6. As shown in the accounts, the principle income was £15,823 revenue from hall hire, £16,073 Bender Blaze profit, donations, the biggest of which was £2,000 from Church Piece for new park benches, and the final £2,000 COVID relief payment from Wiltshire Council. The key areas of expenditure included repairs and maintenance, landscape maintenance costs, cleaning costs and annual insurance costs.

Signed on behalf of the Trustees

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Dudley van Lelyveld
Treasurer

SUTTON BENDER VILLAGE HALL

INDEPENDENT EXAMINERS' REPORT ON THE ACCOUNTS REPORT TO THE TRUSTEES OF SUTTON BENDER VILLAGE HALL FOR THE YEAR ENDED 31 MARCH 2022

I report on the accounts of Sutton Bender Village Hall which are set out on page 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities 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 procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- ☐ to state whether particular matters have come to my attention.

Basis of independent examiner's statement

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- ☐ examine the accounts under section 145 of the Charities Act,
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- ☐ to state whether particular matters have come to my attention.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - ☐ to keep accounting records in accordance with section 130 of the Charities Act; and
 - ☐ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

J Carlyon
Professional qualification:
Queens Close
Sutton Bender

Date:

SUTTON BENDER VILLAGE HALL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	Total	Total
	12 Months	12
	2022	2021
	£	£
Opening Balance	<u>11,692</u>	<u>8,902</u>
Income		
Rental Income	15,823	6,318
Fund Raising	28,387	1,821
Fund raising playground	0	0
Interest	1	1
Donations	3,500	6,153
Other Income	2,187	12,000
Total Income	<u>49,898</u>	<u>26,294</u>
Expenditure		
<i>Operating</i>		
Salaries	5,559	3,400
Material&Maintenance	15,452	3,927
Tennis	0	0
Ground maintenance	3,360	3,360
Oil, Electricity, Water &		
Telephone	4,447	2,834
Rates,Insurance & Memberships	2,262	2,198
Other	432	69
<i>Capital & Other</i>		
Fundraising expenditure	11,203	870
Fundraising expenditure -		
playground	0	0
Playground	0	0
Football Goalposts	0	0
Cooker & Freezer	0	0
Energy Efficiency	0	6,847
Total Expenditure	<u>42,713</u>	<u>23,504</u>
Closing Balance	<u>18,876</u>	<u>11,692</u>
Bank Accounts		
Net uncleared items	0	0
CAF Cash a/c	15,657	8,474
CAF Gold No 2 a/c	3,219	3,218
Total	<u>18,876</u>	<u>11,692</u>

