

DORRIDGE VILLAGE HALL ASSOCIATION

(REGISTERED CHARITY NO 506221)

ANNUAL REPORT AND FINANCIAL STATEMENTS

31 MARCH 2022

DORRIDGE VILLAGE HALL ASSOCIATION

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2022

Charity Name and Number

Dorridge Village Hall Association - Registered Charity Number 506221

Management Committee and Charity Trustees

Barbara Massey	Hon Chair and Regular Hall Bookings
Jacqueline Edwards	Hon Treasurer
Pat Gardner	Hon Secretary
Jane Thompson	Private Hall Bookings
Christine Price	Support and Meeting Room Bookings
Bob Tabb	Hall Maintenance
Robin Morris	Co-opted member of Executive Committee
Ed Matthews	Co-opted member of Executive Committee

Rebekah Bennett
Pat Clews
Lynn Clews
Geoff Wright
Hazel Wright
Paul Ogden
Pat Lawrence
Victoria Ellery -Jones
Belinda Piasecki

Independent Examiner:

WEST
Chartered Accountants
Office 2, Greswolde House
197b Station Road
Knowle
Solihull
B93 0PU

Bankers:

Lloyds Bank PLC
9-11 Poplar Road
Solihull
West Midlands

Address of Village Hall:

Dorridge Village Hall
Grange Road
Dorridge
West Midlands
B93 8QA

DORRIDGE VILLAGE HALL ASSOCIATION REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2022

COVID 19

Solihull Borough Council again gave us some financial help during this period including a delayed rates bill for 3 months, so we only paid for 9 months.

Dorridge Village Hall has continued to be widely used for the benefit of the community with only minority disruptions from the Covid Pandemic.

The Main Hall has been in great demand at the weekends this year as people try to catch up with their delayed celebrations and gatherings.

REGULAR BOOKINGS

MAIN HALL

During the week, regular bookings have been at a steady rate in the Main Hall.

We lost the regular Wednesday once a month from the U3A who still continue to meet on a Thursday fortnightly, but the slot has been temporarily taken up by the U3A Pantomime rehearsals.

Badminton, Keep Fit, Zumba, Tickety Boo Nursery Group, Karate, Yoga, Dance, Astronomical Society, Children's Drama and the U3A still meet regularly as do the Pickleballers who meet on a Friday evening which is normally regarded as a weekend slot with the provision that they will stand down if it is required for a weekend booking. There is also one or two people who meet on the same terms that they will only use the Hall if it is free at short notice.

MEETING ROOM

The Meeting Room has managed to establish several regular bookings- history, bridge, yoga, striders and strollers, French, K&D Runners meet and some after school events. There are several more groups in the pipeline but some organisers are finding it difficult to get established on a regular basis.

It continues to be used for occasional meetings and groups and it is an asset to the community to be able to find a room available for an event.

PRIVATE BOOKINGS

The year started slowly for private events as restrictions were still in place so there were no bookings until July 24th. From then on the Hall was in constant demand as people tried to catch up with their events and celebrations. There were 91 bookings.

Adult parties 7, child parties 60, wedding preparation 3, weddings 4, band practise 1, charity events 2, sales events 5, Diwali celebrations 2, cookery demos 2, defib training 1, music workshop and piano recitals 3, christening 1, and a pre-school nativity.

The bar was used on 9 occasions. We no longer allow the bar to be used for the helpers at children's parties. Spaces at the weekend have also been taken by individuals at short notice.

There is a healthy forward booking calendar for the year ahead.

DORRIDGE VILLAGE HALL ASSOCIATION
Report to Trustees for the Year ended 31st March 2021

MAINTENANCE

We continued to maintain the Hall and have not needed any major repairs this year.

We replaced the old brown chairs with 150 gold and blue chairs which are much lighter in weight.

The two trees on the grass maintained by the Hall died, became dangerous and had to be removed.

We continue to use Mophead Cleaners after one or two difficulties were ironed out.

We invested in artificial Christmas trees with built in lights. Extra cameras were installed to cover the outside of the Meeting Room. Curtains were put over the Fire Exit door in the Meeting Room.

We invested in two new Wi Fi net gear routers and the fixings and cable to install them at the back of the stage and the meeting room to improve Wi Fi connection, which was poor in these areas. We had no fitting costs as this was installed by a committee member, Ed Matthews. The expense was allocated to telephone and broadband in the accounts.

Quotes to replace the curtains in the Main Hall and Stage which are looking a little tired are being sought.

ADMINISTRATION

A new laptop has been purchased for the Administration of Private bookings. The Association now has 3 laptops solely for the use of the Executive Administration.

A new mobile phone has also been bought to receive Hall inquiries.

I am sorry to report that the Friends of Dorridge Village Hall has now disbanded. We are grateful for all the support that they have given to the Hall over the past few years. Many thanks.

We want to thank the Executive team of Administrators and Maintenance people, Jackie Edwards, Pat Gardner, Barbara Massey, Robin Morris, Chris Price, Bob Tabb, Jane Thompson, co-opted Paul Froggatt and newly co-opted Ed Matthews for their tireless efforts on behalf of the Dorridge Village Hall Association.

Barbara Massey

Chair; Dorridge Village Hall Association

DORRIDGE VILLAGE HALL ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2022

Financial Review

Review of the Year

The results for the year are shown in the statement of financial activities for the year ended 31 March 2022 on page 7. The net surplus in operating activities amounted to £9570 (2021: £1013). The net surplus arising in the year all relates to unrestricted funds.

The Trustees consider the financial position of the Association to be satisfactory. The net current assets of £88,985 (2021: £69,057) are adequate to cover the on-going financial commitments of the charity.

Reserves Policy

The Trustees are mindful that the long-term viability of the charity requires them to retain sufficient funds to meet a portion of annual overheads and to ensure the building can be maintained to a high standard. The Association should always hold sufficient cash to cover six months overheads and in addition aim to hold additional liquid assets to bring total reserves up to £30,000. It is recognised that the level of reserves will fluctuate as money is spent on necessary repairs, maintenance and improvements.

- Estimated cost of 6 months overheads for operating hall - £25,000
- "Liquid assets" are defined as net current assets including cash less prepayments.
- At the end of March 2022 liquid assets totalled £86,833.

Structure, Governance and Management

Governing Document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Charity Constitution

Dorridge Village Hall Association is an unincorporated association defined by its constitution

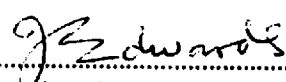
A revised constitution was adopted on 9th November 2017 and approved by the Charity Commission. The Management Committee has been administering the Association in accordance with this revised constitution since then.

Recruitment and appointment of Trustees

Trustees are appointed in accordance with the charity's constitution by the Management Committee at the AGM. All members of the Management Committee are to be regarded as Charity Trustees.

Approved and signed on behalf of the Trustees and Management Committee on13-06-22


Barbara Massey, Hon Chairwoman and Trustee


Jacqueline Edwards, Hon Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF DORRIDGE VILLAGE HALL ASSOCIATION**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022 which are set out on pages 7 to 15

Responsibilities and basis of report

As the charity's trustees 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 charity's 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 the charity 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.

Signed



WEST - Chartered Accountants
Office 2, Greswolde House
197b Station Road
Knowle
Solihull
B93 0PU

Date.....24/5/22.....

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	Note	Year ended 31 March 2022			Year ended 31 March 2021		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total funds
Income							
Donations/ Covid 19 Grants	3	2,678	0	2,678	18,335	0	18,335
Legacy		0	0	0	0	0	0
Income from charitable activities							
Charges for hall hire		42,938	0	42,938	12,714	0	12,714
Investment income							
Interest		16	0	16	100	0	100
Total Income		45,632	0	45,632	31,149	0	31,149
Expenditure							
Expenditure on charitable activities							
Provision and management of village hall	4	36,062	0	36,062	30,136	0	30,136
Total Expenditure		<u>36,062</u>	<u>0</u>	<u>36,062</u>	<u>30,136</u>	<u>0</u>	<u>30,136</u>
Net income and net movement in funds in the year	5	9,570	0	9,570	1,013	0	1,013
Reconciliation of Funds							
Total funds brought forward		225,036		225,036	224,023		224,023
Total funds carried forward		234,606	0	234,606	225,036	0	225,036

The Statement of Financial Activities includes all gains and losses recognised in the year

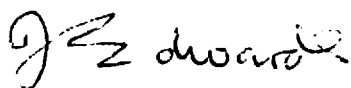
The notes on pages 9 to 13 form part of these accounts

**DORRIDGE VILLAGE HALL ASSOCIATION
BALANCE SHEET AT 31 MARCH 2022**

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	Note	<u>2022</u>	<u>2021</u>
Fixed assets	6	<u>145,621</u>	<u>155,979</u>
Current assets			
Debtors	7	5,935	2,529
Cash at bank		<u>93,222</u>	<u>70,901</u>
Total Current Assets		<u>99,157</u>	<u>73,430</u>
Creditors: amounts falling due within one year			
Accrued expenditure	8	3,775	2,803
Deferred Income (deposits for bookings post 31/3/22)		<u>6,397</u>	<u>1,570</u>
Net current assets		<u>88,985</u>	<u>69,057</u>
Net assets		<u>234,606</u>	<u>225,036</u>
Represented by:			
Unrestricted funds	9	<u>234,606</u>	<u>225,036</u>
Total funds		<u>234,606</u>	<u>225,036</u>

The financial statements were approved by the Trustees on 13-06-22 and signed on their behalf by:



.....
Jacqueline Edwards, Hon. Treasurer

The notes on pages 9 to 13 form part of these accounts

DORRIDGE VILLAGE HALL ASSOCIATION
STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2022

	<u>2022</u>	<u>2021</u>
Cash flows from operating activities	<u>27,450</u>	<u>16,230</u>
Cash Flows from investing activities		
Interest income	16	100
Purchase of tangible fixed assets	<u>(5145)</u>	<u>(12,277)</u>
net cash used on investing activities	<u>(5129)</u>	<u>(12,177)</u>
Change in Cash and cash equivalents in the year	22,321	4,053
Cash and cash equivalents at the beginning of the year	<u>70,901</u>	<u>66,848</u>
Total cash equivalents at the end of the year (cash at bank)	<u>93,222</u>	<u>70,901</u>
Reconciliation of net movement in funds to net cash flow from operating activities		
Net movement in funds	9,570	1,013
add back depreciation charge	15,503	15,567
Deduct interest income shown in investing activities	(16)	(100)
Decrease/ Increase in Debtors	(3406)	959
Decrease/ Increase in current creditors	<u>5,799</u>	<u>(1209)</u>
Net cash used in operating activities	<u>27,450</u>	<u>16,230</u>

DORRIDGE VILLAGE HALL ASSOCIATION

NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies

(a) Basis of Accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as amended by Update Bulletin 1), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value, the trustees believe that no material uncertainties exist. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The charity adopted SORP (FRS 102) in the current financial year.

(b) Incoming Resources

All incoming resources including grant income, are included in the Statement of Financial Activities when the charity is entitled to the income, is certain that the resources will be received, and the amount can be quantified with reasonable accuracy. The following specific policies are applied to certain categories of income.

- Non-refundable deposits are recognised as deferred income. Income from hiring out the Hall and provision of the bar facility is recognised on the date of the hire taking place.
- Donated services and facilities are included where the value to the charity is reasonably quantifiable and measurable. They are valued in the accounts at the amount the Trustees would have been willing to pay for the services and facilities on the open market. The value of services provided by volunteers has not been included in these accounts.

(c) Resources Expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expense. Resources expended include attributable VAT which cannot be recovered, as the charity is not registered for VAT and it is reported as part of the expenditure to which it relates.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

DORRIDGE VILLAGE HALL ASSOCIATION
NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (cont'd)

- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees.
- All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as set out in Note 4.

(d) Fund accounting

Funds held by the charity are either:-

- (i) Unrestricted general funds – these are funds without specified purpose and are available as general funds.
- (ii) Designated funds – these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.
- (iii) Restricted funds – these are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Transfers between funds are made to cover deficits on individual restricted funds and to recognise fixed assets acquired with restricted income, but with no further restrictions on use, within unrestricted funds.

(e) Depreciation

Depreciation is calculated to write off the cost of fixed assets over their anticipated useful lives. It is applied at the following rates:

Leasehold property	- over 35 years or the remaining period of the lease
New Build Extension	- over 25 years or the remaining period of the lease
Improvements to leasehold property	- over 18 years or the remaining period of the lease
Fixtures and fittings	- 20% straight line

Fixed assets costing less than £500 are not capitalised.

2. Trustee Expenses and Related Party Transactions

Reimbursed expenses totalling £25 were made to a Charity Trustee to cover the cost of expenses when travelling to and from the Hall to meet the needs of hirers (2021 – £25). Other officers' expenses of £nil (2021: nil) were reimbursed during the year.

The Trustees did not receive any remuneration during the year (2021- £nil).

No amounts were owed to Trustees at 31 March 2022 or at 31 March 2021.

3. Average number of Employees

During the year the average number of people employed by the charity was nil (2021 nil)

DORRIDGE VILLAGE HALL ASSOCIATION
NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (cont'd)

4. Donations and Legacies

	<u>2022</u>			<u>2021</u>		
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	£	£	£	£	£	£
Donations /Covid 19 Govt Grant and local organisations	2,678	0	2,678	18,335	0	18,335
Legacy received	0	0	0		0	
	-----	-----	-----	-----	-----	-----
	£2,678	£0	£2,678	£18,335	£0	£18,335
	-----	-----	-----	-----	-----	-----

5. Charitable Activities – Provision and Maintenance of Village Hall

	<u>2022</u>			<u>2021</u>		
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	£	£	£	£	£	£
(a) Direct charitable expenditure:						
Ground rent, rates, licences & waste disposal	2,627		2,627	2,108	-	2,108
Gas	2,353		2,353	1,538	-	1,538
Electricity	2,331		2,331	1,630	-	1,630
Insurance	1,833		1,833	1,677	-	1,677
Cleaning services	4,697		4,697	1,259	-	1,259
Depreciation	15,503		15,503	15,567	-	15,567
Repair and maintenance	3,632		3,632	4,544	-	4,544
	-----		-----	-----		-----
	32,976		32,976	£28,323	£Nil	£8,323
	-----		-----	-----		-----
(b) Support costs:						
Office expenses and consumables	1,428	-	1,427	565	-	565
Telephone and Broadband	872	-	872	461	-	461
Advertising and web site	126	-	126	157	-	157
Governance costs:						
Independent examiner's fee	660	-	660	630	-	630
Legal Fees	0		0	0		0
	-----	-----	-----	-----	-----	-----
	£3,086	£Nil	£3,085	£1,813	£Nil	£1,813
	-----	-----	-----	-----	-----	-----
Expenditure on Charitable Activities	£36,062	£Nil	£36,062	£30,136	£Nil	£30,136
	=====	=====	=====	=====	=====	=====

Support costs have been allocated to the provision and maintenance of the Village Hall as this is the charity's only significant cost generating activity.

DORRIDGE VILLAGE HALL ASSOCIATION
NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (cont'd)

6. Fixed Assets

	<u>Leasehold Property</u>	<u>Improvements to Leasehold Property</u>	<u>Fixtures and Fittings</u>	<u>Total</u>
	£	£	£	£
<u>Cost</u>				
1 April 2021	225,438	47,602	52,808	325,308
Additions	0	0	5,145	5145
	-----	-----	-----	-----
At 31 March 2022	£225,438	£47,062	£57,953	£330,453
	=====	=====	=====	=====
<u>Depreciation</u>				
1 April 2021	101,916	24,581	42,832	169,329
Provided in year	7,828	3,740	3,935	15,503
	-----	-----	-----	-----
At 31 March 2022	£109,744	£28,321	£46,767	£184,832
	=====	=====	=====	=====
<u>Net Book Amount</u>				
31 March 2022	£115,694	£18,741	£11,186	£145,621
	=====	=====	=====	=====
31 March 2021	£123,522	£22,481	£9,976	£155,979
	=====	=====	=====	=====

7. Debtors

	<u>2022</u>	<u>2021</u>
	£	£
Other debtors	3,783	232
Prepayments	2,152	2,297
	-----	-----
	£5,935	£2,529
	=====	=====

8. Creditors

	<u>2022</u>	<u>2021</u>
	£	£
Accrued expenditure	3,775	2,803
Deferred income	6,397	1,570
	-----	-----
	£10,172	£4,373
	=====	=====

Deferred income represents deposits taken in the financial year for hall bookings made after the year end. All of the previous year's deferred income was released to hall hire income in the current year

DORRIDGE VILLAGE HALL ASSOCIATION
NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022(cont'd)

9. Analysis of Net Assets between Funds

	<u>2022</u>			<u>2021</u>		
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>
	£	£	£	£	£	£
Fixed Assets	145,621	-	145,621	155,979	-	155,979
Bank	93,222	-	93,222	70,901	-	70,901
Debtors	5,935	-	5,935	2,529	-	2,529
Creditors	(10172)	-	(10172)	(4,373)	-	(4,373)
	-----	-----	-----	-----	-----	-----
Total Funds	£234,606	£nil	£234,606	£225,036	-	£225,036
	=====	=====	=====	=====	=====	=====

10. Movement in Funds

	<u>At 1 Apr 2021</u>	<u>Incoming Resources</u>	<u>Outgoing Resources</u>	<u>At 31 Mar 2022</u>
	£	£	£	£
Total Restricted Funds	-	-	-	-
Unrestricted Funds	225,036	45,632	(36,062)	234,606
	-----	-----	-----	-----
Total Funds	£225,036	£45,632	£(36,062)	£234,606
	=====	=====	=====	=====

11. Controlling Party

The Charity was under the control of the Management Committee and Charity Trustees, as detailed on page 1, throughout the current year. Refer to the previous year's Annual Report for a full list of the Committee Members who served during that year.