

DORRIDGE VILLAGE HALL ASSOCIATION

(REGISTERED CHARITY NO 506221)

ANNUAL REPORT AND FINANCIAL STATEMENTS

31 MARCH 2023

DORRIDGE VILLAGE HALL ASSOCIATION

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2023

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
Ed Matthews	Co-opted member of Executive Committee

Rebekah Bennett
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 2023

Dorridge Village Hall has continued to be used for the benefit of the community who have made full use of the facilities post Covid.

REGULAR BOOKINGS

Main Hall

The Main Hall was regularly hired during the week except for Wednesdays afternoon, although this slot was used during September, October and November for Pantomime rehearsals. Friday afternoon has become free since January.

We still retained throughout the year keep fit classes, yoga, Zumba, Dancing, Pilates, Clubbercise, bootcamp, ballroom dancing , drama sessions, several badminton groups, pickleball games, short mat bowling and children's nursery groups during the week on a regular basis.

Private Bookings

The Main Hall has been in much demand at the weekends.

There were Childrens Parties 72, Family Parties 7, Adult Parties 17, Music Workshop 1, Lions Walk Base 1, Defib sessions 3, Concert 1, Dance Festivals 6, Fund Raiser 1 ,Awards Evening 1, Sales 9, Psychic Evening 1, Community Event 10, Weddings 2, Engagement 1, Dance Practice 1, Christadelphians most Sundays.

MEETING ROOM

The Meeting Room is proving to be a useful area. It remains reasonably busy with 13 regular bookings of diverse activities yoga, bridge, French classes, ukulele practicing, Strollers rendezvous , history sessions, knitting and craft groups , children's drama lessons , first aid mornings , an antique company have valuation days once a month and the room is also used for meetings and groups to gather. It is sometimes used in conjunction with the Main Hall as a dressing Room or just as extra space.

DORRIDGE VILLAGE HALL ASSOCIATION
Report to Trustees for the Year ended 31st March 2023

MAINTENANCE

This year the Main Hall required some minor electrical work which was completed this year.

Due to some very heavy rainstorms that we have experienced this past year we did have a few problems with the roof. Three in the Main Hall at the edge of the sky lights had to be re-leaded and the flat roof in the Foyer had to be completely replaced. All these repairs were carried out satisfactorily but have left some issues with wiring which are now on going.

Other maintenance jobs with boilers and security issues have been carried out.

The central heating thermostat in Main Hall was replaced with a programmable thermostat.

We changed our internet contract to BT for a better service and potential transition to fibre. A new router was installed in the entrance passage which will help support the security cameras. A new security monitor was put into the bar.

A 55" TV Monitor was installed permanently in the Meeting Room for the use of hirers for presentations etc.

The Meeting Room was redecorated by AJ Decor

The curtains in the Main Hall and Stage have been replaced.

New tables and trollies to store them have been ordered to replace some of the damaged ones and will be delivered next year.

We have continued to use Mopheads cleaning services and have increased the hours since Christmas in order to maintain the cleanliness that we require.

ADMINISTRATION

A loyal team have continued to administer the Dorridge Village Hall Charity for the use of the community.

We have to thank Jackie Edwards Pat Gardener, Barbara Massey, Ed Matthews, Chris Price, Bob Tabb, Jane Thompson for their efforts in keeping DVH running so efficiently throughout the year.

Barbara Massey

Chair; Dorridge Village Hall Association

DORRIDGE VILLAGE HALL ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2023

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 2023 on page 7. The net surplus in operating activities amounted to £10,694 (2022: £9,570). 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 £108,275 (2022: £88,985) 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 2023 liquid assets totalled £105,707.

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 on 03-07-23


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 2023 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.....13/06/23.....

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

		Year ended 31 March 2023			Year ended 31 March 2022		
	Note	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	<i>Total funds</i>
Income							
Donations/ Covid 19 Grants	3	11	0	11	2678	0	2678
Legacy		0	0	0	0	0	0
Income from charitable activities							
Charges for hall hire		54,341	0	54,341	42,938	0	42,938
Investment income							
Interest		326	0	326	16	0	16
Total Income		54,678	0	54,678	45,632	0	45,632
Expenditure							
Expenditure on charitable activities							
Provision and management of village hall	4	43,984	0	43,984	36,062	0	36,062
Total Expenditure		<u>43,984</u>	<u>0</u>	<u>43,984</u>	<u>36,062</u>	<u>0</u>	<u>36,062</u>
Net income and net movement in funds in the year	5	10,694	0	10,694	9,570	0	9,570
Reconciliation of Funds							
Total funds brought forward		234,606		234,606	225,036		225,036
Total funds carried forward		245,300	0	245,300	234,606	0	234,606

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 2023**

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	Note	<u>2023</u>	<u>2022</u>
Fixed assets	6	<u>137,027</u>	<u>145,621</u>
Current assets			
Debtors	7	4,771	5,935
Cash at bank		<u>115,476</u>	<u>93,222</u>
Total Current Assets		<u>120,247</u>	<u>99,157</u>
Creditors: amounts falling due within one year			
Accrued expenditure	8	6,891	3,775
Deferred Income (deposits for bookings post 31/3/23)		<u>5,083</u>	<u>6,397</u>
Net current assets		<u>108,273</u>	<u>88,985</u>
Net assets		<u>245,300</u>	<u>234,606</u>
Represented by:			
Unrestricted funds	9	<u>245,300</u>	<u>234,606</u>
Total funds		<u>245,300</u>	<u>234,606</u>

The financial statements were approved by the Trustees on 03-07-23 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 2023

	<u>2023</u>	<u>2022</u>
Cash flows from operating activities	<u>26,890</u>	<u>27,450</u>
Cash Flows from investing activities		
Interest income	326	16
Purchase of tangible fixed assets	<u>(7290)</u>	<u>(5,145)</u>
net cash used on investing activities	<u>(6,964)</u>	<u>(5,129)</u>
Change in Cash and cash equivalents in the year	22,254	22,321
Cash and cash equivalents at the beginning of the year	<u>93,222</u>	<u>70,901</u>
Total cash equivalents at the end of the year (cash at bank)	<u>115,476</u>	<u>93,222</u>
Reconciliation of net movement in funds to net cash flow from operating activities		
Net movement in funds	10,694	9,570
add back depreciation charge	15,884	15,503
Deduct interest income shown in investing activities	(326)	(16)
Decrease/ Increase in Debtors	(1,164)	(3,406)
Decrease/ Increase in current creditors	<u>1,802</u>	<u>5,799</u>
Net cash used in operating activities	<u>26,890</u>	<u>27,450</u>

DORRIDGE VILLAGE HALL ASSOCIATION

NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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 2023 (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 (2022 – £25). Other officers' expenses of £nil (2022: nil) were reimbursed during the year.

The Trustees did not receive any remuneration during the year (2022- £nil).

No amounts were owed to Trustees at 31 March 2023 or at 31 March 2022.

3. Average number of Employees

During the year the average number of people employed by the charity was nil (2022 nil)

DORRIDGE VILLAGE HALL ASSOCIATION
NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (cont'd)

4. Donations and Legacies

	<u>2023</u>			<u>2022</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	11	0	11	2,678	0	2,678
Legacy received	0	0	0		0	
	-----	-----	-----	-----	-----	-----
	£11	£0	£11	£2,678	£0	£2,678
	-----	-----	-----	-----	-----	-----

5. Charitable Activities – Provision and Maintenance of Village Hall

	<u>2023</u>			<u>2022</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	3,305	-	3,305	2,627	-	2,627
Gas	2,236	-	2,236	2,353	-	2,353
Electricity	2,418	-	2,418	2,331	-	2,331
Insurance	2,104	-	2,104	1,833	-	1,833
Cleaning services	6,235	-	6,235	4,697	-	4,697
Depreciation	15,884	-	15,884	15,503	-	15,503
Repair and maintenance	9,648	-	9,648	3,632	-	3,632
	-----	-----	-----	-----	-----	-----
	£41,830	£Nil	£41,830	£32,976	£Nil	£32,976
	-----	-----	-----	-----	-----	-----
(b) Support costs:						
Office expenses and consumables	616	-	616	1,428	-	1428
Telephone and Broadband	677	-	677	872	-	871
Advertising and web site	177	-	177	126	-	126
Governance costs:						
Independent examiner's fee	684	-	684	660	-	660
Legal Fees	0	-	0	0	-	0
	-----	-----	-----	-----	-----	-----
	£2,154	£Nil	£2,154	£3,086	£Nil	£3,086
	-----	-----	-----	-----	-----	-----
Expenditure on Charitable Activities	£43,984	£Nil	£43,984	£36,062	£Nil	£36,062
	=====	=====	=====	=====	=====	=====

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 2023 (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 2022	225,438	47,062	57,953	330,453
Additions	0	0	7,290	7,290
	-----	-----	-----	-----
At 31 March 2023	£225,438	£47,062	£65,243	£337,743
	=====	=====	=====	=====
<u>Depreciation</u>				
1 April 2022	109,744	28,321	46,767	184,832
Provided in year	7,828	3,740	4,316	15,884
	-----	-----	-----	-----
At 31 March 2023	£117,572	£32,061	£51,083	£200,716
	=====	=====	=====	=====
<u>Net Book Amount</u>				
31 March 2023	£107,866	£15,001	£14,160	£137,027
	=====	=====	=====	=====
31 March 2022	£115,694	£18,741	£11,186	£145,621
	=====	=====	=====	=====

7. Debtors

	<u>2023</u>	<u>2022</u>
	£	£
Other debtors	2,205	3,783
Prepayments	2,566	2,152
	-----	-----
	£4,771	£5,935
	=====	=====

8. Creditors

	<u>2023</u>	<u>2022</u>
	£	£
Accrued expenditure	6,891	3,775
Deferred income	5,083	6,397
	-----	-----
	£11,974	£10,172
	=====	=====

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 2023(cont'd)

9. Analysis of Net Assets between Funds

	<u>Unrestricted</u>	<u>2023</u> <u>Restricted</u>	<u>Total Funds</u>	<u>Unrestricted</u>	<u>2022</u> <u>Restricted</u>	<u>Total Funds</u>
	£	£	£	£	£	£
Fixed Assets	137,027	-	137,027	145,621	-	145,621
Bank	115,476	-	115,476	93,222	-	93,222
Debtors	4,771	-	4,771	5,935	-	5,935
Creditors	(11,974)	-	(11,974)	(10,172)	-	(10,172)
	-----	-----	-----	-----	-----	-----
Total Funds	£245,300	£nil	£245,300	£234,606	£nil	£234,606
	=====	=====	=====	=====	=====	=====

10. Movement in Funds

	<u>At 1 Apr 2022</u>	<u>Incoming</u> <u>Resources</u>	<u>Outgoing</u> <u>Resources</u>	<u>At 31 Mar 2023</u>
	£	£	£	£
Total Restricted Funds	-	-	-	-
Unrestricted Funds	234,606	54,678	(43,984)	245,300
	-----	-----	-----	-----
Total Funds	£234,606	£54,678	(£43,984)	£245,300
	=====	=====	=====	=====

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.