

DORRIDGE VILLAGE HALL ASSOCIATION

(REGISTERED CHARITY NO 506221)

ANNUAL REPORT AND FINANCIAL STATEMENTS

31 MARCH 2024

DORRIDGE VILLAGE HALL ASSOCIATION

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2024

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
Rodger Lawrence	Hon Treasurer
Marilyn Froggat	Hon Secretary
Barbara Garcia	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
Suite K, Priest House
1624 High Street
Knowle, Solihull
West Midlands
B93 0JU

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 2024

Dorridge Village Hall has continued to be widely used for the benefit of the local community during the period 2023/2024.

The Main Hall and the smaller Meeting Room have been almost fully booked throughout.

Regular Bookings

Main Hall

During the week bookings have remained at a steady rate. We have lost only two hirers but have taken on a specialised children's Dance class.

During the period August to December the U3A's Pantomime Group filled in a few of the rare vacant spots.

Badminton, keep fit, Zumba, TicketyBoo Nursery Group, Yoga, Ballet, an Astronomical Society and the U3A general meetings as well as their Ballroom Dance Group continue to meet, as do the Pickleballers who meet on a Friday evening when the Hall is not required for a weekend event.

The Christadelphian Church continue to meet most Sundays.

Meeting Room

The Meeting Room has established some Regular Hirers-U3a Bridge Group, Strollers, International Dance, French, Yarnwranglers Knitting Group, Little People Childrens' Drama, Yoga, Ukele players, Practical Art, Sing and Sign Sessions. An Antique Valuers hold sessions every two or three months.

The room continues to be used for occasional meetings and group sessions.

PRIVATE BOOKINGS

Our one-off bookings mainly at the weekends have continued to be as busy as ever. It is not unusual to have four or five bookings on a Saturday and Sunday.

179 bookings were taken during the period although some are for future months and will not take place until next year or even the following one.

The majority of bookings were for adult and children's parties but there were also society meetings, wedding celebrations, markets, productions, christenings, and charity events.

The bar which is still run by Silhill Brewery has not been used so much but is still available. There is a healthy forward booking calendar.

HALL MAINTENANCE

We have continued to maintain the Halls to keep it to the standard that the public expect.

There have been some minor problems with the heating this year. The system was not always able to get the Main Hall up to required temperature quickly enough.

To try alleviate this we fitted new fans to the heaters.

Insulated the foyer loft.

A hive regulator was fitted to be able monitor the temperatures.

Unfortunately, the boilers are now proving unreliable they are cutting out too often, so we are looking for quotes to replace them.

During the time when the heating system was needing attention some small pieces of low-

A new microwave was purchased for the main kitchen and a new water heater installed. We replaced the broken or unsightly tables with ten new similar ones together with trolleys to stack and move them. There are now enough tables and chairs for 100+ to use. Mopheads cleaning has been increased by two hours.

ADMINISTRATION

During the last two months we have been in consultation with Hallmaster, with the view to using them to undertake some of our administration tasks, particularly the invoicing and bookings. They are a well thought of company and the annual costs would not be high. Negotiations and trials are still ongoing.

This year we have had a change in our own administration volunteers.

We must thank Jackie Edwards, Jane Thompson and Pat Gardner who retired from the Executive Committee at the end of last year and also Ed Matthews later in the year and welcome and thank Rodger Lawrence, Marilyn Froggatt and Barbara Garcia who were elected to the Executive at the last AGM as well as Bob Tabb, Chris Price and Barbara Massey for their continued efforts on the Executive Committee.

We would also like to thank Steve Wright, Paul Froggatt, David French, Steve Patrick and Neerja Dandona for their help during the year in support of 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 2024

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 2024 on page 7. The net surplus in operating activities amounted to £956 (2023: £10,694). 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 £125,625 (2023: £108,275) 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 - £30,000
- "Liquid assets" are defined as net current assets including cash less prepayments.
- At the end of March 2024 liquid assets totalled £127,617.

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

4 July 2024

Barbara Massey

Barbara Massey, Hon Chairwoman and Trustee

Rodger Lawrence

Rodger Lawrence, 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 2024 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
Suite K, Priest House,
1624 High Street
Knowle
Solihull
B93 0JU

Date 12th June 2024

DORRIDGE VILLAGE HALL ASSOCIATION

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Note	Year ended 31 March 2024			Year ended 31 March 2023		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Income							
Donations/ Covid 19 Grants	4	20	0	20	11	0	11
Legacy		0	0	0	0	0	0
Income from charitable activities							
Charges for hall hire		54,641	0	54,641	54,341	0	54,341
Investment income		2,625	0	2,625	326	0	326
Interest		57,286	0	57,286	54,678	0	54,678
Total Income							
Expenditure							
Expenditure on charitable activities							
Provision and management of village hall	5	56,330	0	56,330	43,984	0	43,984
Total Expenditure		<u>56,330</u>	<u>0</u>	<u>56,330</u>	<u>43,984</u>	<u>0</u>	<u>43,984</u>
Net income and net movement in funds in the year	6	956	0	956	10,694	0	10,694
Reconciliation of Funds							
Total funds brought forward		245,300	0	245,300	234,606		234,606
Total funds carried forward		246,256	0	246,256	245,300	0	245,300

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 2024**

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	Note	<u>2024</u>	<u>2023</u>
Fixed assets	7	<u>120,631</u>	<u>137,027</u>
Current assets			
Debtors	8	5,453	4,771
Cash at bank		<u>132,203</u>	<u>115,476</u>
Total Current Assets		<u>137,656</u>	<u>120,247</u>
Creditors: amounts falling due within one year			
Accrued expenditure	9	3,425	6,891
Deferred Income (deposits for bookings post 31/3/24)		<u>8,606</u>	<u>5,083</u>
Net current assets		<u>125,625</u>	<u>108,273</u>
Net assets		<u>246,256</u>	<u>245,300</u>
Represented by:			
Unrestricted funds	10	<u>246,256</u>	<u>245,300</u>
Total funds		<u>246,256</u>	<u>245,300</u>

The financial statements were approved by the Trustees on 4 July 2024 and signed on their behalf by:

Rodger Lawrence
Rodger Lawrence, Hon. Treasurer

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

DORRIDGE VILLAGE HALL ASSOCIATION

NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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 2024 (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 (2023 – £25). Other officers' expenses of £NIL (2023: nil) were reimbursed during the year.

The Trustees did not receive any remuneration during the year (2023- £nil).

No amounts were owed to Trustees at 31 March 2024 or at 31 March 2023.

3. Average number of Employees

During the year the average number of people employed by the charity was nil (2023 nil)

DORRIDGE VILLAGE HALL ASSOCIATION
NOTES ON FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (cont'd)

4. Donations and Legacies

	<u>2024</u>			<u>2023</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	20	0	20	11	0	11
Legacy received	0	0	0	0	0	0
	£20	£0	£20	£11	£0	£11

5. Charitable Activities – Provision and Maintenance of Village Hall

	<u>2024</u>			<u>2023</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	1,681	-	1,681	3,305	-	3,305
Gas	3,443	-	3,443	2,236	-	2,236
Electricity	3,077	-	3,077	2,418	-	2,418
Insurance	2,235	-	2,235	2,104	-	2,104
Cleaning services	13,113	-	13,113	6,235	-	6,235
Depreciation	16,396	-	16,396	15,884	-	15,884
Repair and maintenance	14,032	-	14,032	9,648	-	9,648
	£53,977	£Nil	£53,977	£41,830	£Nil	£41,830
(b) Support costs:						
Office expenses and consumables	1,093	-	1,093	616	-	616
Telephone and Broadband	432	-	432	677	-	677
Advertising and web site	144	-	144	177	-	177
Governance costs:						
Independent examiner's fee	684	-	684	684	-	684
Legal Fees	0	-	0	0	-	0
	£2,353	£Nil	£2,353	£2,154	£Nil	£2,154
Expenditure on Charitable Activities	£56,330	£Nil	£56,330	£43,984	£Nil	£43,984

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 2024 (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 2023	225,438	47,062	65,243	337,743
Additions	0	0	0	0
	-----	-----	-----	-----
At 31 March 2024	£225,438	£47,062	£65,243	£337,743
	=====	=====	=====	=====
<u>Depreciation</u>				
1 April 2023	117,572	32,061	51,083	200,716
Provided in year	7,822	3,740	4,834	16,396
	-----	-----	-----	-----
At 31 March 2024	£125,394	£35,801	£55,917	£217,112
	=====	=====	=====	=====
<u>Net Book Amount</u>				
31 March 2024	100,044	11,261	9,326	120,631
	-----	-----	-----	-----
31 March 2023	107,866	15,001	14,160	137,027
	-----	-----	-----	-----

7. Debtors

	<u>2024</u>	<u>2023</u>
	£	£
Other debtors	2,555	2,205
Prepayments	2,898	2,566
	-----	-----
	£5,453	£4,771
	=====	=====

8. Creditors

	<u>2024</u>	<u>2023</u>
	£	£
Accrued expenditure	3,425	6,891
Deferred income	8,606	5,083
	-----	-----
	£12,031	£11,974
	=====	=====

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 2024 (cont'd)

9. Analysis of Net Assets between Funds

	<u>2024</u>			<u>2023</u>		
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>
	£	£	£	£	£	£
Fixed Assets	120,631	-	120,631	137,027	-	137,027
Bank	132,203	-	132,203	115,476	-	115,476
Debtors	5,453	-	5,453	4,771	-	4,771
Creditors	(12,031)	-	(12,031)	(11,974)	-	(11,974)
Total Funds	£246,256 =====	£nil =====	£246,256 =====	£245,300 =====	£nil =====	£245,300 =====

10. Movement in Funds

	<u>At 1 Apr 2023</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>At 31 Mar 2024</u>
	£	Resources	Resources	£
		£	£	
Total Restricted Funds	-	-	-	-
Unrestricted Funds	245,300	57,286	(56,330)	234,606
Total Funds	£245,300 =====	£57,286 =====	(£56,330) =====	£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.