

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

England & Wales · Charity number 507813

Details

Other names BURTON VILLAGE HALL, K AND H C A

Status Registered

Legal form Other

Registered 1978-08-02

Register [View on the Charity Commission register](#)

Contact

Address Kirkburton & Highburton Comm Assoc
Burton Village Hall
Northfield Lane
Kirkburton
Huddersfield
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Email treasurer@khca.org.uk

Website www.khca.org.uk

Activities

Objects: (A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF KIRKBURTON AND HIGHBURTON AND THE NEIGHBOURHOOD WITHOUT DISTINCTION OF SEX OR OF POLITICAL, RELIGIOUS OR OTHE OPINIONS BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND INHABITANTS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS, (B) TO ESTABLISH OR SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE.

Activities: To promote the benefit of the inhabitants of Kirkburton and Highburton and the neighbourhood without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Amateur Sport, Environment/conservation/heritage, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** KIRKBURTON AND HIGHBURTON AND THE NEIGHBOURHOOD.
- Kirklees

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£37,351	£32,702	-	-
2024-08-31	£32,383	£34,791	-	-
2023-08-31	£24,273	£29,109	-	-
2022-08-31	£30,813	£35,404	-	-
2021-08-31	£36,079	£14,533	-	-
2020-08-31	£30,486	£26,551	-	-

Trustees

Name	Role	Appointed
David Blunt		2014-11-13
GEORGINA ANN DICKINSON		
John Taylor		2023-06-08
PETER DENNIS WHITE		

KIRKBURTON AND HighbURTON COMMUNITY ASSOCIATION

England & Wales - Charity number 507813

Accounts

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

NOTES ON ACCOUNTS

YEAR ENDED 31st AUGUST 2025

Income over Expenditure

I am very pleased to advise that after three years of our finances showing excesses of expenditure over income we now show an excess income. Much of the past few years has been because of us awarding grants that we were only able to do following the Covid funds we received ourselves totalling just over £30k. So even though we paid out in total grants the sum of £1056.12 over the past year, it is an achievement to show a surplus (see below for breakdown). The total grants that we have issued since 2021 comes to £11889.58 plus works we have had done on the hall which were paid from the Covid scheme of £13790.85, therefore a total of £25680.43. We continue to make grants available from the Covid funds and in future whilst we do this our accounts could show deficits in our year-end financial figures.

The overall yearly income for this financial year comes to £4649, which incorporates a surplus of £1483 in the Burton Bulletin plus also the £2701 that we received from the Senior Citizens Tea Fund committee.

The continuing good news is that over the past year our rental income has surpassed our day to day village hall outgoings by £464.65 which means that we continue to maintain a healthy financial position with our rental income for the year increased to a record £21700 from £20242. Although groups have finished we have had new groups using the hall plus existing groups using the hall more.

Overall our bank balances show a healthy £58006, this does include the ring fenced funds of the Burton Bulletin as well as the Senior Citizens Tea Fund totalling a combined £7714, therefore our actual funds stand at £50292. Our good financial situation allows us to continue to help other local groups or individuals financially with projects that promote and enhance the villages of Kirkburton and Highburton.

KHCA Grants

This was the fourth year that our committee have agreed to continue the grant application process so that we can help other groups and individuals in the villages of Kirkburton & Highburton. There were four grants given this year totalling £1056.12:

Kirkburton History Group – Big Sing	£300
Kirkburton Bellringers	£150
Burton Environment Group – BioBlitz	£156
Digno Films	£450.12

We did allocate Covid funds for new windows in the hall £700 plus repairs to the roof and more barbed wire being installed £1769.58.

Hall Manager

You will recall that Kaye Emberton gave us 12 months notice that she intended to step down from this role come this year's AGM. Due to recent personal reasons Kaye has found it necessary to step down earlier in August, however Kaye has carried out these duties since November 2005 and the whole of KHCA and all the User Groups would like to thank her for all the hard work she has carried out over the past two decades. I would also personally like to pass on my thanks and wish her well in her retirement. It will be a hard task to follow but John Birds has stepped up to take on the role and we are sure he will do a good job and help the village hall to continue to serve the community and continue to keep the hall in good condition.

Village Hall General Upkeep

As you will be aware we do carry out various general repairs and servicing at the village hall during the year. If you were to look back on previous years you will see that this does fluctuate, as it all depends on what is needed to be done. As a comparison our costs for repairs and servicing were as follows;

2022	£1716
2023	£1993
2024	£2695
2025	£1350

Roof

The last time we had people on the roof was before the end August 2024 however the repairs and extra barbed wire work was not carried out until this financial year. We have had no problems since and hopefully the increased barbed wire and notices saying that there is no more lead on the roof for them to pinch has worked.

Gas Boiler

One of the two gas boilers that we have in the cellar had stopped working in early Spring. I was successful in applying for a Parish Council grant towards the total cost of £3684.31 with the grant covering £2957.44, meaning that we covered the shortfall of £726.87. The reason we had two boilers installed originally was because of this scenario happening, if we only had one boiler and if it was winter the groups could not use the hall due to cold conditions. As previously mentioned in last year's notes, an air source heat pump would not be suitable for our hall.

Utilities

As mentioned last year we needed to check the outcome of the past years usage of both electric and gas to decide if we need to reassess our rental charges. The figures below show how much both of our energy usage total costs have increased. Gas costs have increased by 49% whilst the electric has increased by 61% before the electric charging points usage is taken into account. As we will only be receiving payment in arrears from the EV charging points every quarter the actual figures will never be exact. Therefore the payment we are receiving since their installation which was in March 2025, covers the period up to the end of June 2025 and amounts to £712.08. Once this is taken from the total yearly cost of £3585.22 we come to a figure of £2873.14 which gives us an increase in electric for the year of 31%. However that is not the true figure as we also have the usage figures of July and August to take into account, so also we now know that we received £831.60 covering up to the end of September quarter which has since been received. This therefore shows our electricity increase by 6% over the year. As our new charging tariff for electricity is going down in October 2025 our concern is therefore only with the gas costs. In the past year you will see that these have increased by £1110.

Electricity

Our current fixed contract is a two year term until October 2025. I have been able to secure a new two year fixed term at 21.202p kWh unit price from our previous 30p kWh unit price a reduction of 29%, however the daily standing charge has increased from 42p to 96.76p. Due to our usage of electricity we are better off having a lower unit price than we are having a lower daily standing charge.

With the continued help from all the User groups we hope to continue to have control on our overall expenditure.

2022	£1190.74
2023	£1370.03
2024	£2197.45
2025	£3585.22

Electric Car Charging Points

After two years of slow progress in getting these charging points installed, they were eventually up and running in March this year. The payments that we receive are paid at the end of each quarter, however as this was a new installation the payments have been delayed but we know we will be receiving £1286.40 + VAT £257.28, for the use up to the end of September. The continuing maintenance costs and any damage caused to the chargers will be covered by Kirklees Council as they remain their property and responsibility.

Gas

The three year fixed tariff which started in November 2024 has a charge of 8.54p per kWh plus a daily standard charge of 72.21p. This was an increase on our previous unit tariff of 69% and I reported last year that I wanted to see what effect this had on our overall costs before deciding if we needed to increase our rental charges. The figures below show that our gas costs have increased by 49%.

Our gas annual costs over the past three years have been as follows:

2022	£2266.33
2023	£2572.50
2024	£2252.10
2025	£3362.63

As a comparison our combined heating and lighting costs have been as follows:

2022	£3457
2023	£3943
2024	£4449
2025	£6947 less £712.08 electric charging refund

Burton Bulletin

The Bulletin is now an established success due to the editorial team with a special thank you to Gerard Hetherington who continues to do an excellent job as editor and is supported by an excellent team who are Dave Hilton, Steve Kerridge Jan Moscovitch, Lesley Rattigan and David Russell. We also thank John Boden who organises the distribution and to all of the distributors for their time and effort.

This year celebrates the 10th anniversary of the existing Bulletin which was initially set-up by our late chair Mike Greetham. They continue to receive excellent articles and information from our local residents, which other residents enjoy and appreciate. The Bulletin has continued to have 48 pages due to the demand which has helped allow more advertisers to contribute and to cover the cost which currently is £928 per issue, and includes delivery from Lincolnshire.

The team also needed to purchase new software that helped them collate the Bulletin in preparation of sending it to the printers, this cost £238.75.

In the past twelve months the Bulletin has shown a financial profit of £1483.13 which was achieved due to the increased support from local businesses advertising and the financial situation is in a very stable condition and looks as though this will continue over the next year, the bank balance is in credit by £5012.09.

Carbon Footprint

Like all village halls around the country we want to do our bit towards reducing the UK's carbon footprint. You will already be aware that many of the light switches in the hall are on auto turn on and off, which stops certain lights being left on by mistake. Most of the lights in and outside the hall are already LED lights, which reduces the power requirement to run them. The central heating in the hall is powered by gas, however we have a timer in the cellar that is adjusted weekly to ensure we do not use more gas than is needed. The thermostat in the main hall is not to be adjusted by anyone apart from myself and this is set at about 19-20 degrees. The solar panels on our roof since about 2008 help with reducing our electricity needs during the day and any surplus is returned to the national grid, you will see that we received £1118.48 from our feed in tariff rate. A smart meter is fitted in the cellar.

As mentioned earlier we did make enquiries about an air source heat pump for the future but it is not currently feasible.

All users of the hall can help with the reduction in our carbon footprint by ensuring all lights are switched off when not required particularly in the main entrance hall and main kitchen when not in use.

Rental Income

Once again our rental income has risen to its highest level ever. The main reason for this is the increased usage of the hall as it has never been higher, we continue to get enquiries on a very regular basis for regular potential bookings, but many of them have to be turned away as we do not have the availability to accommodate them. We believe that our hall charges are still the lowest in the area and are more than 50% below some venues. Other venues also operate a different charging structure to us and this can involve charging new groups higher rates than existing groups and another is when charges are unstructured and each group is charged differently. That is all too difficult to manage and keep up-to-date with as far as I am concerned. So we charge all regular groups the same rates, but they are slightly higher in the evenings due to heating and lighting.

2024/25	Budgeted	Actual	£
Utilities	30%	35%	7606.29
Maintenance/admin	67%	54%	11614.20
Community	1%	1%	144.00
Reserve	0%	7%	1608.94
Projects	2%	3%	726.87

To show how our rental income is arrived at I wanted to provide a breakdown in the figures and show how much each User Group contributed to the overall figure.

<u>User Group</u>	<u>Annual rental received</u>	<u>Contribution as a percentage of total rental income</u>
Highburton Playgroup	£6549.00	30%
Burton Out-of-School Club	£4038.00	18.6%
Kirkburton Parish Council	£3788.80	17.5%
Slimming World	£1787.00	8%

Private Parties	£ 1110.00	5%
Kirkburton Karate	£ 828.00	3.8%
Highly Strung Guitars & Ukulele	£ 676.00	3%
Burton Crafters	£ 504.00	2%
Embodied Yoga	£ 474.00	2%
Brownies	£ 450.00	2%
Dance practice	£ 360.00	1.6%
Women's Institute	£ 296.00 (includes craft group)	1.4%
Chichi-Fit	£ 288.00 (now finished)	1.3%
Mothers & Toddlers	£ 270.00 (now finished)	1.2%
Pyjama drama	£ 104.00 (now finished)	0.5%
Kirkburton Labour	£ 82.50	0.4%
Nyte Ryde	£ 51.00	0.2%
Bluebell Garden Club	£ 28.00	0.1%
MP Surgeries	£ 10.00	-
BabyBeats	£ 6.00 (new group)	-

You will notice from the above information that one new group started and is due to continue after the school holidays. We also have another group that has started at the beginning of September on a regular weekly basis in the small hall. We have only lost three small groups during the year and were small in relation to our overall income.

Hall Bookings Manager

We were pleased when three volunteers came forward after our advertisement for this position in February and we had Elena and Amanda as joint managers and they have both been covering the position successfully since the end of February. However since September Elena has had to step down due to increased workload at her full time job and we have been able to call upon Darren who was the third volunteer in February to step into the role. It is also useful to have cover when one person is away.

Over the past 12 months our one off party bookings have been higher than ever before 14 in total. They have increased drastically since Covid when they completely stopped and only gradually increased over the past few years with an income of £1110 being achieved in the past year.

I continue to take responsibility for being the contact for regular user groups and those prospective enquiries wanting to book the hall on a regular basis. We do receive enquiries on a regular basis for people looking to start up new groups however the main hall is virtually in constant use during the weekdays and evenings so any new groups only have the small hall and snug available to hire. Even at the weekends the main hall is booked on Saturdays until 4pm, so the time for any parties is restricted, but we are better off with regular income than with adhoc bookings.

Hall Cleaners

Joanne and Kathryn who jointly carry on as the self-employed cleaners role and have been doing a great job. I would like to thank them both for all the hard work they do to ensure the hall remains a clean and safe place for all the groups.

Budget For 2025-26

I am including a budget forecast for the year 2025-26 which is set based on an estimated rental income of £21,000.

Utilities	35 %
Maintenance/admin	62 %
Community	1 %
Reserve	0 %
Projects	2 %

Due to the increase in our utility unit rates I have amended the projected budget for next year which hopefully reflects a more realistic picture. As mentioned before the electricity price will impact on our running costs as well as the new gas prices that start in November 2024, Our electricity usage is helped by our solar panels on brighter days, however our gas usage to heat the building especially during cold spells needs to be monitored.

The setting of the budget figures helps the committee to ensure we keep on track, and it highlights any discrepancies during the financial year.

- Utilities: as mentioned we have increased the budget for next year due to the increase in the gas unit price.
- Maintenance/admin: we have slightly decreased the budget for this coming year. This section covers cleaning, general running repairs and the up keep of the village hall on a day to day basis.
- Community: we keep this budget in anticipation of us having a good financial year, the budget takes into account the Covid grant scheme.
- Reserve: I believe our opportunity to add to our reserve monies will be limited if not impossible, however overall a suitable reserve needs to be maintained, so should anything serious happen to the hall we will then be in a position to act quickly, and it gives us a sound financial footing for the future. A reserve policy is in place which states that we should keep a minimum of 100% of our year's expenditure in reserve as a minimum.
- Projects: We keep a small budget figure in place as they can always be unforeseen circumstances which require work, however we have been using the Covid grant scheme to cover some of our additional costs.

Rental Charges For 2026

Last year in my report I mentioned about the difficulty in predicting the affect that the gas price increase would have on our overall costs as the new prices only came into effect from November 2024. Please see my previous comments about this under utilities.

Our margin between covering our day to day village hall costs has been shrinking over the past few years but until now we have maintained a positive position, but this past year was only possible due to the Covid grant scheme we setup. Hopefully (fingers crossed) the continuing cost of roof repairs will cease now that barbed wire and signs are erected. We last increased our rental charges in January 2023, but not by much considering that before this they were last increased in 2007.

We have now had a year since the new increased gas prices came into effect however we continue to be in a healthy financial situation with plenty of fall back should we need to cover the coming year. My philosophy is that we run the village hall for the benefit of the community and as long as KHCA is financially stable, which we are, then this should in turn help everyone that uses the hall.

My proposal for the rents for 2026 is that they remain the same but formal approval is sought at the AGM so it will come down to a vote on that evening. Our room rates are still very favourable when compared to other similar local venues and the more we can do to help the various groups who rent the hall the better, especially in the continuing current economic climate.

We must remain vigilant with our finances, but prudent accounting will keep us on a steady course.

The proposed rates will therefore remain the same as follows if voted through at the AGM:

Time	Old School Room £	Thornccliffe Room £	Woodsome Room £	Snug £
Before 18.00 hrs	6.00	4.00	4.00	4.00
After 18.00 hrs	8.00	5.00	5.00	5.00
	Combined use of Old School Room and Thornccliffe Room £		Kitchen Only £	
Before 18.00 hrs	10.00		7.00	
After 18.00 hrs	12.00		8.00	

Parties & One-Off Events

We currently charge £70 for a child's party lasting no more than 4 hours and £150 for an adult evening party. It is proposed that these charges also remain the same with the refundable bond deposit staying at £50.

Account Check

I would like to thank Simon Coulthard for checking the accounts.

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31st AUGUST, 2025

	<u>2025</u>	<u>2024</u>
	£	£
INCOME		
Hire of hall	21700	20242
Burton Bulletin	5415	3510
Burton Bulletin – One Community grant	-	1500
Bank Interest received	931	1015
Bank charges income	2	3
Solar panel	1118	1477
Party bond	-	100
Items rented out	35	-
Front door key & fob	15	-
Burton Open Gardens	-	3658
Donations – Give as you Live	18	15
Donations	12	-
Senior Citizens Tea Fund	2706	-
Grant – KPC Small grant	300	300
KPC Boiler	2957	-
KPC Windows	800	-
KPC Defibrillator	342	56
Kirklees Council Digno Films	<u>1000</u>	<u> </u>
	37351	32383
EXPENDITURE		
Burton Bulletin	3692	3361
Burton Bulletin – Software	239	239
Repairs	1350	2695
Security System	322	-
Refuse collections	543	261
Website	934	744
Burton Open Gardens	-	3658
New windows	1500	-
New gas boiler	3684	-
Window cleaning	140	105
Cleaning	4358	4908
Light and heat	6948	4449
Water rates	658	658
Insurance	2015	1769
Telephone&Broadband	673	615
Office stationery	231	31
Postage	-	8
Licences	115	112
Xmas tree lights	144	-
Subscriptions	35	13
Miscellaneous items	152	193
PAT testing	112	100
Party Bonds	50	-
Asbestos checks	510	-
Roof repairs	1770	3778
Barbed wire	-	3404
New Vacuum Cleaner	-	370
ICloud storage	60	60
Defibrillator consumables	342	493
Bank charges - KHCA	64	67
Bank charges – Burton Bulletin	1	4

Bank charges – Senior Citizens Tea Fund	4	-
KHCA Covid grant scheme		1560
Kirkburton History Group – Burton Cross	-	992
Woven	-	144
BioBlitz	156	-
Kirkburton Bellringers	150	-
Digno Films	1450	-
Big Sing	300	-
	<u>32702</u>	<u>34791</u>
EXCESS EXPENDITURE OVER INCOME		<u>2408</u>
EXCESS INCOME OVER EXPENDITURE	<u>4649</u>	

KIRKBURTON AND HighbURTON COMMUNITY ASSOCIATION

BALANCE SHEET

YEAR ENDED 31st AUGUST 2025

	Unrestricted Fund <u>2025</u>		Unrestricted Fund <u>2024</u>	
	£	£	£	£
FIXED ASSETS				
Tangible assets		283173		283173
CURRENT ASSETS				
Cash in bank and in hand	58006		53357	
NET CURRENT ASSETS		58006		53357
		<u>£ 341179</u>		<u>£ 336530</u>
FUNDS				
Balance brought forward		336530		338938
Excess Expenditure over Income				<u>2408</u>
Excess Income over Expenditure		<u>4649</u>		
		<u>£ 341179</u>		<u>£ 336530</u>



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name Kirkburton & Highburton Community Association

On accounts for the year ended

31 August 2025

Charity no (if any)

507813

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2025

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 Trust's accounts carried out under section 145 of the 2011 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

3RD MAY 2026

Name:

Simon Coulthard

Relevant professional qualification(s) or body (if any):

[Empty box]

Address:

62 MOOR LAWE
HIGHBURTON, HODDERSFIELD HD8 0QS

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Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Large empty rectangular box for providing details of items to be disclosed.

KIRKBURTON AND HighbURTON COMMUNITY ASSOCIATION

England & Wales - Charity number 507813

Accounts

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

NOTES ON ACCOUNTS

YEAR ENDED 31st AUGUST 2024

Expenditure over Income

Although this is the third year in a row that we have shown an excess of expenditure over our income I am not concerned as it is all due to our commitment to allocate funds to the community and improving Burton Village Hall from our reserves which were substantially increased from the Covid support that was granted to us during 2020 and 2021. The total we received from the Covid grants was £30465 and to date we have spent £14929. We continue to make grants available from the Covid funds and whilst we do this our future accounts could continue to show deficits in our year-end financial figures.

The overall yearly excess for this financial year comes to £2408, however the Burton Bulletin excess income distorts this figure so a true figure is a deficit of £3814. Our expenditure on Covid grants includes payments as follows; £1560 was paid out for the information board which the Kirkburton History Group had researched and arranged for Burton Cross in Highburton. We also gave £992 to the Woven group. We paid £144 to the BioBlitz event to have a portable toilet for the day. From of the Covid funds we also spent on the village hall £9358 towards new security i.e. barbed wire and signs, plus several roof repairs.

The Burton Bulletin helped show a better set of figures with a surplus for the year of £1406. This was helped with a grant from One Community of £1500, so without this the Burton Bulletin would have shown a small loss of £94 (see BB section later).

The good news is that over the past year our rental income has surpassed our day to day village hall outgoings by £820 which means that we continue to maintain a healthy financial position with our rental income for the year increased to a record £20242 from £19798. This came about due to the increase use of the hall with new groups starting up, which outweighed those leaving.

Overall our bank balances show a healthy £53357 and our good financial situation allows us to continue to help other local groups or individuals financially with projects that promote and enhance the villages of Kirkburton and Highburton.

KHCA Grants

This was the third year that our committee have agreed to continue the grant application process so that we can help other groups and individuals in the villages of Kirkburton & Highburton. There were three grants given this year which were:

Kirkburton History Group – Burton Cross £1560

Woven £992

Burton Environment Group – BioBlitz £144

Village Hall General Upkeep

As you will be aware we do carry out various general repairs and servicing at the village hall during the year. If you were to look back on previous years you will see that this does fluctuate, as it all depends on what is needed to be done. As a comparison our costs for repairs and servicing were as follows;

2021 £1761

2022 £1716

2023 £1993

2024 £2695

I would like to pass on my thanks go to Kaye Emberton for the excellent work she does and for the time and management that is undertaken by her in the role as Hall Manager.

Roof

As mentioned we have had further problems with people getting onto the village hall roof. During the past financial year we have needed to call out the roofer four times and we have had more barbed wire added. We have added three signs saying 'No Lead on the Roof' placed onto the outside walls to try and discourage anyone going onto

the roof. As we no longer have lead on the roof all the damage has been caused by people still trying to see if there is lead, and whilst they are looking they have damaged the slates by either breaking them from walking on them or causing the slates to slip. Since the end of the financial year we have had the roofer out twice more with more barbed wire added, repairs to damaged non-lead patches and repairing damaged slates.

Utilities

Electricity

We entered into a new two year fixed deal in October 2023. This gave us a two year term of confirmed prices until October 2025. Since September 2023 our electricity annual costs have risen from 14.6p per kWh to 30p p/kWh, plus a daily standing charge of 29p to 42p, so an increase in our annual cost of £827 i.e. 62% increase, I believe that this is not as bad as it could have been. With the continued help from all the User groups we hope to continue to limit the impact these rises will have on our overall expenditure.

2022	£1190.74
2023	£1370.03
2024	£2197.45

Gas

Our existing gas three year fixed term contract with EDF finishes in November 2024.

Our existing gas price is 5.859p per kWh, plus a daily standard charge of 23.25p, however the new three year fixed tariff will be 8.54p per kWh plus a daily standard charge of 72.21p.

Our gas annual costs over the past three years have been as follows:

2022	£2266.33
2023	£2572.50
2024	£2252.10

The increase in our gas tariff will need to be monitored and potentially could cause us to increase our rent to all User groups in the future.

As a comparison our combined heating and lighting costs have been as follows:

2021	£2227
2022	£3457
2023	£3943
2024	£4449

Air Source Heat Pump

Since my report last year we did arrange a building efficiency survey through TSL Kirklees and this was carried out in February 2024. Although the conclusion was that the building could be suitable for an ASHP, a further heat loss survey would be required. The cost of a new ASHP would be £26,345 with a payback over 22 years, which is a long time. Then on top of this is the cost of replacing all the central heating pipework and radiators as they would all need to be enlarged to deal with the air pumped through the system. A quote we received in 2023 for all of the work to be completed was £39k+.

Further issues to consider was the noise of the unit outside, the time it takes to heat the building up, it could not have instant heat like the current system. Like many new technology developments the cost price will come down over the coming years, so at the present time it is a wait and see situation.

For information we were advised that the average community building had annual energy costs of £11.5k this is compared to ours of £4449.

Burton Bulletin

The Bulletin continues to go from strength to strength with excellent articles and information that our residents enjoy, and appreciate. The Bulletin now has 48 pages which has helped allow more advertisers to contribute to covering the cost which currently is £920 per issue, which includes delivery from Lincolnshire.

We were also successful in gaining a £1500 grant from One Community in helping us cover delivery costs plus the general extra cost of producing a larger Bulletin. The team also needed to purchase new software that helped them collate the Bulletin in preparation of sending it to the printers, this cost £238.75.

A special thank you goes to Gerard Hetherington who continues to do an excellent job as editor and is supported by an excellent team who are Dave Hilton, Lesley Rattigan, Jan Moscovitch, Steve Kerridge, David Russell and new recruit Pharrell de Livio. We also thank John Boden who organises the distribution and to all of the distributors for their time and effort.

In the past twelve months the Bulletin has shown a financial profit of £1406.33 which was achieved due to the grant of £1500, but with increased advertisers the financial situations is that it is in a very stable condition and looks as though this will only improve over the next year, the bank balance is in credit by £3528.96.

Burton Open Gardens

Once again this bi-annual event was organised by Chris Dean and Peter Taylor and took place on 30 June. After a lot of hard work in organising the event it was a great day with many people attending the lovely gardens and enjoying the live music and singing. Of course a thank you goes to all the households that opened their gardens which made the day. As in past years KHCA was used as the 'banker' for the finances and although we were not one of the three very worthy designated charities our initial outlay to pay for the programmes and poster was covered from the takings. Each charity, Kirkwood Hospice, Yorkshire Air Ambulance and the Red Cross Ukraine appeal each received £1015. Well done everyone.

Carbon Footprint

Like all village halls around the country we want to do our bit towards reducing the UK's carbon footprint. You will already be aware that many of the light switches in the hall are on auto turn on and off, which stops certain lights being left on by mistake. Most of the lights in and outside the hall are already LED lights, which reduces the power requirement to run them. The central heating in the hall is powered by gas, however we have a timer in the cellar that is adjusted weekly to ensure we do not use more gas than is needed. The thermostat in the main hall is not to be adjusted by anyone apart from Kaye or myself and this is set at about 19-20 degrees. The solar panels on our roof since about 2008 help with reducing our electricity needs during the day and any surplus is returned to the national grid, you will see that we received £1477 from our feed in tariff rate. A smart meter is fitted in the cellar.

As mentioned earlier we did make enquiries about an air source heat pump for the future, please see earlier report.

All users of the hall can help with the reduction in our carbon footprint by ensuring all lights are switched off when not required particularly in the main entrance hall and main kitchen when not in use.

Rental Income

Once again our rental income has risen to its highest level ever. The main reason for this is the increased usage of the hall as it has never been higher, we continue to get enquiries on a very regular basis for regular potential bookings, but many of them have to be turned away as we do not have the availability to accommodate them. We believe that our hall charges are still the lowest in the area and are more than 50% below some venues. Other venues also operate a different charging structure to us and this can involve charging new groups higher rates than existing groups and another is when charges are unstructured and each group is charged differently. That is all too difficult to manage and keep up-to-date with as far as I am concerned. So we charge all regular groups the same rates, but they are slightly higher in the evenings due to heating and lighting.

2023/24	Budgeted	Actual	£
Utilities	26%	25%	5107.09
Maintenance/admin	63%	66%	13451.43
Community	3%	2%	493.08
Reserve	3%	4%	820.40
Projects	5%	2%	370.00

To show how our rental income is arrived at I wanted to provide a breakdown in the figures and show how much each User Group contributed to the overall figure.

<u>User Group</u>	<u>Annual rental received</u>	<u>Contribution as a percentage of total rental income</u>
Highburton Playgroup	£6223.00	31%
Burton Out-of-School Club	£4303.00	21%
Kirkburton Parish Council	£3260.50	16%
Slimming World	£ 948.00 (new group)	5%
Kirkburton Karate	£ 882.00	4%
Highly Strung Guitars & Ukulele	£ 667.00	3%
Election	£ 600.00	3%
Burton Crafters	£ 566.00	2.8%
Private Parties	£ 550.00	2.7%
Nyte Ryde	£ 463.00	2%
Brownies	£ 400.00	2%
Embodied Yoga	£ 308.00 (new group)	1.5%
Women's Institute	£ 196.00 (includes new craft group)	0.9%
Dance practice	£ 160.00 (new group)	0.7%
Pyjama drama	£ 152.00 (new group)	0.7%

Chichi-Fit	£ 132.00 (new group)	0.6%
The Riot Act	£ 129.00 (temporary group)	0.6%
Kirkburton Labour	£ 106.50	0.5%
Tutoring	£ 88.00 (now finished)	0.4%
Yoga - Wednesday	£ 63.00 (now finished)	0.4%
Meeting	£ 18.00 (one off)	-
GRIT military	£ 15.00 (one off)	-
Band practice	£ 12.00 (one off)	-

You will notice from the above information the number of new groups that have set up over the past year and we have only lost two groups. At the time of writing this report the Tuesday Mother & Toddler group has stopped due to a lack of numbers and the past years rent which is still due is being paid shortly so will show in next year's accounts. Playgroup will be taking on this time slot from November and they are going to see how it goes.

Hall Bookings Manager

I would like to thank Ghazala Boota who volunteered to take on this role and responsibility has done a wonderful job on taking bookings for one off events such as parties and has meant that they can continue to take place. However just in the last few weeks she has decided to step down for personal reasons and we are currently looking for someone to take on this role.

I continue to take responsibility for being the contact for regular user groups and those prospective enquiries wanting to book the hall on a regular basis. We do receive enquiries on a regular basis for people looking to start up new groups however the main hall is virtually in constant use during the weekdays and evenings so any new groups only have the small hall and snug available to hire. Even at the weekends the main hall is book on Saturdays until 4pm, so the time for any parties is restricted, but we are better off with regular income than with adhoc bookings.

Insurance

When our buildings and contents insurance came for renewal this year I searched around thinking we could get a better deal elsewhere, which proved to be the case. You will see that this year's insurance was reduced by £533 and we have the same amount of cover as before. I was initially trying to find an insurer that covered inflatables in the hall as we have had so many children's parties turned away, but no insurer would cover such items. I did find out that Shelley were allowing them but after I asked them to check their insurance they found out that they were not covered so have also stopped inflatables being used.

Hall Cleaners

Joanne and Kathryn who jointly took on this self-employed role in November last year have been doing a great job, especially as I have not received any adverse comments. I would like to thank them both for all the hard work they do to ensure the hall remains a clean and safe place for all the groups.

Budget For 2024-25

I am including a budget forecast for the year 2024-25 which is set based on an estimated rental income of £20,000.

Utilities	30 %
Maintenance/admin	67 %
Community	1 %
Reserve	0 %
Projects	2 %

Due to the increase in our utility unit rates I have amended the projected budget for next year which hopefully reflects a more realistic picture especially with inflation still having an impact. As mentioned before the electricity price will impact on our running costs as well as the new gas prices that start in November 2024, Our electricity usage is helped by our solar panels on brighter days, however our gas usage to heat the building especially during cold spells needs to be monitored.

The setting of the budget figures helps the committee to ensure we keep on track, and it highlights any discrepancies during the financial year.

- Utilities: as mentioned we have increased the budget for next year due to the increase in both the electricity unit price, and from November 2024 our gas prices will increase and we will need to assess our position at next year's AGM.

- Maintenance/admin: we have increased the budget for this coming year as certain costs will not decrease. This section covers cleaning, general running repairs and the up keep of the village hall on a day to day basis.
- Community: we keep this budget in anticipation of us having a good financial year, however I have decreased the budget slightly due to our Covid grant scheme being available.
- Reserve: I believe our opportunity to add to our reserve monies will be limited if not impossible, however overall a suitable reserve needs to be maintained, so should anything serious happen to the hall we will then be in a position to act quickly, and it gives us a sound financial footing for the future. A reserve policy is in place which states that we should keep a minimum of 100% of our year's expenditure in reserve as a minimum.
- Projects: We keep a small budget figure in place as they can always be unforeseen circumstances which require work, however we have been using the Covid grant scheme to cover some of our additional costs.

Rental Charges For 2025

Since I took over as Treasurer in 1998 I feel that this coming year is the most difficult to predict with all prices rising and especially with the new gas tariff coming in during November 2024. Our margin between covering our day to day village hall costs has been shrinking over the past few years but until now we have maintained a positive position, but this past year was only possible due to the Covid grant scheme we setup. Hopefully (fingers crossed) the continuing cost of roof repairs will cease now that barbed wire and signs are erected. We have spent over £7k on the roof in one way or another in the past year, and is not sustainable going forward. We last increased our rental charges in January 2023, but not by much considering that before this they were last increased in 2007.

My personal thoughts on the situation is that this time next year we will be in a better position to see where we stand, and currently we are in a very healthy financial situation with plenty of fall back should we need to cover the coming year. My philosophy is that we run the village hall for the benefit of the community and as long as KHCA is financially stable, which we are, then this should in turn help everyone that uses the hall.

My proposal for the rents for 2025 is that they remain the same however I have one amendment and that is our evening rates start at 6pm rather than 7pm. Formal approval is sought at the AGM so it will come down to a vote on that evening. Our room rates are still very favourable when compared to other similar local venues and the more we can do to help the various groups who rent the hall the better, especially in the continuing current economic climate.

We must remain vigilant with our finances, but prudent accounting will keep us on a steady course.

The proposed rates will therefore remain the same as follows except for the start of the evening times:

Time	Old School Room £	Thornccliffe Room £	Woodsome Room £	Snug £
Before 18.00 hrs	6.00	4.00	4.00	4.00
After 18.00 hrs	8.00	5.00	5.00	5.00
	Combined use of Old School Room and Thornccliffe Room £		Kitchen Only £	
Before 18.00 hrs	10.00		7.00	
After 18.00 hrs	12.00		8.00	

Parties & One-Off Events

We currently charge £70 for a child's party lasting no more than 4 hours and £150 for a Saturday evening party. It is proposed that these charges also remain the same with the refundable bond deposit staying at £50.

Account Check

I would like to thank Simon Coulthard for checking the accounts.

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31st AUGUST, 2024

	<u>2024</u>	<u>2023</u>
	£	£
INCOME		
Hire of hall	20242	19798
Burton Bulletin	3510	2645
Burton Bulletin – One Community grant	1500	-
Bank Interest received	1015	505
Bank charges income	3	5
Solar panel	1477	-
Party bond	100	-
Items rented out	-	20
Burton Open Gardens	3658	-
Donations – Give as you Live	15	-
Grant – KPC Small grant	300	300
KPC Stage grant	-	1000
KPC Defibrillator	563	-
	<u>32383</u>	<u>24273</u>
EXPENDITURE		
Burton Bulletin	3361	3801
Burton Bulletin – Software	239	-
Repairs	2695	1993
Security System	-	323
Refuse collections	261	323
Website	744	744
Burton Open Gardens	3658	-
Window cleaning	105	140
Cleaning	4908	5203
Light and heat	4449	3943
Water rates	658	693
Insurance	1769	2302
Telephone&Broadband	615	533
Office stationery	31	109
Postage	8	-
Licences	112	70
Xmas tree lights	-	266
Subscriptions	13	16
Miscellaneous items	193	219
PAT testing	100	84
Movable doors servicing	-	450
Roof repairs	3778	1107
Barbed wire	3404	-
New Vacuum Cleaner	370	-
iCloud storage	60	-
Defibrillator consumables	493	144
Stage	-	2827
Hall sign & noticeboard	-	1349
KHCA grant awards – History Group	-	2400
Bank charges - KHCA	67	68
Bank charges – Burton Bulletin	4	2
KHCA Covid grant scheme	-	-
Kirkburton History Group – Burton Cross	1560	-
Woven	992	-
BioBlitz	144	-
	<u>34791</u>	<u>29109</u>
EXCESS EXPENDITURE OVER INCOME	<u>2408</u>	<u>4836</u>

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

BALANCE SHEET

YEAR ENDED 31st AUGUST 2024

	Unrestricted Fund 2024		Unrestricted Fund 2023	
	£	£	£	£
FIXED ASSETS				
Tangible assets		283173		283173
CURRENT ASSETS				
Cash in bank and in hand	53357		55765	
NET CURRENT ASSETS		53357		55765
		<u>£ 336530</u>		<u>£338938</u>
 FUNDS				
Balance brought forward		338938		343774
Excess expenditure over Income		<u>2408</u>		<u>4836</u>
		<u>£ 336530</u>		<u>£ 338938</u>



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

Kirkburton & Highburton Community Association

**On accounts for the year
ended**

31 August 2024

**Charity no
(if any)**

507813

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2024

**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 Trust's accounts carried out under section 145 of the 2011 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

15 APR 2025

Name:

Simon Coulthard

**Relevant professional
qualification(s) or body
(if any):**

Address:

62 Moor Lane
Highburton
Huddersfield HD8 0QS

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Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Large empty rectangular box for providing details of items to be disclosed.

KIRKBURTON AND HighbURTON COMMUNITY ASSOCIATION

England & Wales - Charity number 507813

Accounts

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

NOTES ON ACCOUNTS

YEAR ENDED 31st AUGUST 2022

Coronavirus

It has been good news that this financial year from September 2021 has seen the use of Burton Village Hall return to normality after the curtailment of groups being able to use the hall during the Covid restrictions.

The financial legacy of the virus has meant that we have come out of the lockdown's in a better financial situation than when we went into this period. We are therefore in a fortunate position of being able to help other local groups or individuals financially with projects that promote and enhance the villages of Kirkburton and Highburton.

Utilities

Electricity

We had fixed our current electricity tariff in September 2019 for four years, therefore it is not due for renewal until September 2023. This gives us a further year of prices that certain village halls could only dream of, however next year we will have to see where the market is and expected to move. Over the past three years our electricity annual costs have slightly fluctuated.

2020	£1044.72
2021	£ 927.53 Reduced usage of the hall due to Covid
2022	£1190.74

As at September 2022 the unit rate for electricity was standing at 77p, whereas the fixed price which we are paying is 14.6p. This means that if we needed to take a new fixed rate in September 2022 then we would have been paying 527% more than we currently do. This would also mean that if we still used the same amount of electricity in the coming year then our annual cost just for electricity would be £6275 rather than the £1190 we have actually paid.

Gas

As advised at last year's AGM our gas provider had ceased to trade and within a few days I was able to secure a new three year fixed rate with EDF as all the indications at the time were that the prices were only heading one way, which has continued to be the case. We are therefore protected from further increases until November 2024. Our gas annual costs over the past three years have been as follows:

2020	£1600.21
2021	£1300.04 Reduced heating due to less use of the hall during Covid
2022	£2266.33 New tariff

As at September 2022 the unit rate for gas was standing at 24p, whereas the fixed price which we are paying is 6.30p. This means that if we needed to take a new fixed rate in September 2022 then we would have been paying 380% more than we currently do. This would also mean that if we still used the same amount of gas in the coming year then our annual cost just for gas would be £8612 rather than the £2266 we have actually paid.

The projected cost for this coming year if we were not in our current fixed rates would be a combined total of £14887. We therefore need to hope that by next September when our electricity fixed rate deal comes to an end the global position on energy costs is better than where we are now.

In October I did try to obtain an indication of fixed rates for both gas and electric, but no energy companies were offering fixed rates at all.

As a comparison our combined heating and lighting costs have been as follows:

2018	£2671
2019	£2699
2020	£2645
2021	£2227
2022	£3457

Expenditure over Income

This is a mixed picture because the accounts show an overall expenditure over income of £4591, however this is not a true picture.

The Burton Bulletin for the year shows an income over expenditure of £653, but due to the change in when the BB is now printed our financial year end comes mid-way through advertising receipts being received before printing and the bill for the cost of the print. If the accounts showed the position after all advertising monies had been received and the printing costs had been covered then the figure would show an income over expenditure of £498.

Over the past 12 months we have also been improving the hall specifically funded from the Covid grants that we received over the previous 2 years. The total spent on these projects has been £6225 plus £475 that we paid out for the Stocks information board in Kirkburton which we funded through our new grant scheme which was on behalf of the Kirkburton History Group. The things that we paid for to improve the hall were as follows:

- New oven & hob
- New Immersion heater
- New tables
- New blinds
- Village hall roof
- New store room
- Enlarging the Parish Council Office

When you break down the figures to show how our rental income is covering the day to day costs of running the hall then the accounts show a surplus of £638.

Rental income this year was £18112 from a low of £9787 last year due to the coronavirus. Overall our bank balances show a healthy £60601.

Remember that last year we finished with a surplus income of £21546.

Kirkburton Parish Council Office & Storeroom

A few years ago we did look at enlarging the KPC office to encompass the whole of the adjoining male toilets and shower room. However at the time we were not successful when we applied for a grant from the KPC to help towards this work. However over the past year the Burton Out-of-School Club approached the committee for more storage and the aforementioned male toilets and shower room have been under-utilised for many years. The whole room was quite large and we approached the KPC again and this time met with a positive response. The work was carried out and completed in a two week window in early summer with a grant of £2500 from the KPC that helped towards the whole cost of £3710.30. Due to this financial support we agreed not to charge the KPC office any more than the small hall rental charge, i.e. the same as we have always charged them.

KHCA Grants

Over the past year the committee have agreed that we set up a grant application process so that we can help other groups and individuals in the villages of Kirkburton & Highburton. The first grant was provided following a successful application from Kirkburton History Group for the design, purchase and installation of the stocks information board in Kirkburton, following them re-siting the actual stocks. We have also agreed to fund an information board which will be near the old Kirkburton railway station on the grassed area on Northfield Park, however planning permission from Kirklees Council is awaited before this can proceed.

Burton Bulletin

The Bulletin continues to be an excellent read and Gerard Hetherington continues to do an excellent job as editor. In the past twelve months the Bulletin continues to show a financial surplus and has a credit bank balance of £3256 therefore the Burton Bulletin is in a strong financial position. A very big thank you goes to Gerard, Dave Hilton, Lesley Rattigan, Jan Moscovitch and all the contributors that make the publication so interesting. Another very big thank you goes to John Boden who organises the distribution and to all of the distributors for their time and effort. A special thank you goes to Pat Shaw who has stepped down from the team recently and for her many years of hard work in making the Burton Bulletin what it is today.

Village Hall General Upkeep

General repairs and servicing at the village hall continues, the figure for the past year has decreased. If you were to look back on previous years you will see that this does fluctuate, as it all depends on what is needed to be done. As a comparison our costs for repairs and servicing were as follows;

2018 £1917

2019 £2115

2020 £3266

2021 £1761

2022 £1716

Special thanks go to Kaye Emberton for the excellent work she does and for the time and management that is undertaken by her in the role as Hall Manager.

We have an odd job man and he continues to carry out several jobs to keep the village hall to a good standard.

Burton Open Gardens

This event returned for the first time following the pandemic and it was a great success. Once again it would not have happened without a big input and work by Chris Dean with the help from Peter Taylor. We underwrote the initial costs of producing the programme, but the excellent preparation work and planning helped the event run smoothly and attract a record number of the public. The good weather on the day helped generate a net profit of £4431.20 which was distributed between the Yorkshire Air Ambulance, Kirkwood Hospice, the Red Cross Ukraine Appeal and ourselves at KHCA. After costs KHCA netted £842.20 so we pass on a big thank you not only to Chris and Peter but also to all the other volunteers and to the gardeners who opened up on the day and made it such a success.

Carbon Footprint

Like all village hall's around the country we want to do our bit towards reducing the UK's carbon footprint. You will already be aware that many of the light switches in the hall are on auto turn on and off, which stops certain lights being left on by mistake. Most of the lights in and outside the hall are already LED lights, which reduces the power requirement to run them. The central heating in the hall is powered by gas, however we have a timer in the cellar that is adjusted weekly to ensure we do not use more gas than is needed. The thermostat in the main hall is not to be adjusted by anyone apart from Kaye or myself and this is set at about 19-20 degrees. The solar panels on our roof since about 2008 help with reducing our electricity needs during the day and any surplus is returned to the national grid. A smart meter is fitted in the cellar.

The next time we need to change our gas boilers in the cellar then we will look at the latest technology and see if something like air source heat pumps are a more viable option.

All users of the hall can help with the reduction in our carbon footprint by ensuring all lights are switched off when not required particularly in the main entrance hall and main kitchen when not in use.

Rental Income

As mentioned our rental income has increased due to normality returning to the hall. A small proportion of this is also due to us increasing our rental charges from the 1st January this year. As far as I am aware this has not had a detrimental effect on the user groups, especially as our hourly charging structure was at a low base to start with and we continue to charge one of the lowest, if not the lowest rates in our area. Before our increase in January we had not increased our charges since January 2007. I would mention that the main hall hourly rate did actually go down by 8p.

2022	Budgeted	Actual	£
Utilities	26%	20%	3649.57
Maintenance/admin	56%	71%	12988.38
Community	3%	2%	361.10
Reserve	5%	3.5%	638.64
Projects	10%	2.5%	465.00

To show how our rental income is arrived at I wanted to provide a breakdown in the figures and show how much each User Group contributed to the overall figure.

<u>User Group</u>	<u>Annual rental received</u>	<u>Contribution as a percentage of total rental income</u>
Highburton Playgroup	£6288.08	34.7%
Burton Out-of-School Club	£4374.95	24%
Kirkburton Parish Council	£3060.36	17%
Kirkburton Karate	£ 851.52	4.7%
Highly Strung Guitars & Ukulele	£ 551.80	3%
Burton Crafters	£ 494.40	2.7%
Private Parties	£ 426.00	2%
Election	£ 300.00	1.6%
Tutoring	£ 252.48	1.4%
Christmas markets	£ 255.00	1.4%
Women's Institute	£ 223.80	1.2%
Yoga – Saturday	£ 192.00	1%
Hiloh	£ 112.52	0.6%
Yoga - Wednesday	£ 112.00	0.6%
Yoga Retreat – Sunday	£ 108.00	0.5%
Soothing Bonds	£ 82.28	-
Mothers & Toddlers	£ 82.08	-
Fitness Class	£ 35.00	-
Indoor cricket	£ 29.00	-
Yoga - occasional	£ 13.00	-
Meditation	£ 10.32	-

Hall Bookings Managers

I would like to express my thanks to both Nicola Eastwood and Sophie Webster who volunteered to jointly take on the responsibility of this position and therefore bookings for one off events such as parties can continue to take place. I continue to take responsibility for being the contact for regular user groups and those prospective enquiries wanting to book the hall on a regular basis.

Budget For 2022-23

I am including a budget forecast for the year 2022-23 which is set based on an estimated rental income of £18,000, now that the hall is back to full use.

Utilities	26 %
Maintenance/admin	63 %
Community	3 %
Reserve	3 %
Projects	5 %

I have amended the projected budget for next year which hopefully reflects a more realistic picture, especially with the rate of inflation at 10%. As we have our utility costs fixed it will be the up-keep of the hall which could show our costs rising. The setting of the budget figures helps the committee to ensure we keep on track, and it highlights any discrepancies during the financial year.

- Utilities: we have left the budget the same as we were 6% below our 2021-22 figure, and although our gas prices increased last year I now expect the figures to remain stable over the next 12 months due to good management.
- Maintenance/admin: we have increased the budget for this year as I am expecting certain costs to increase. This section covers cleaning, general running repairs and the up keep of the village hall.
- Community: we keep this budget in anticipation of us having a good financial year.
- Reserve: A suitable reserve needs to be maintained, so should anything serious happen to the hall we will then be in a position to act quickly, and it gives us a sound financial footing for the future. A reserve policy is in place which states that we should keep 100% of our year's expenditure in reserve as a minimum.
- Projects: We keep this budget figure in place as they can always be unforeseen circumstances which require work.

Rental Charges For 2023

Following our increase in rental charges on 1st January this year I propose that we continue with these same charges. My reasoning for this proposal is that we are in a very healthy financial situation and the more we can do to help the various groups who rent the hall the better, especially in the current economic climate. If we increased rental charges then the groups may well have to charge their clients more and that would put more strain on households in the villages.

We must remain vigilant with our finances, but prudent accounting will keep us on a steady course.

The proposed rates will therefore remain the same as follows:

Time	Old School Room £	Thornccliffe Room £	Woodsome Room £	Snug £
Before 19.00 hrs	6.00	4.00	4.00	4.00
After 19.00 hrs	8.00	5.00	5.00	5.00
	Combined use of Old School Room and Thornccliffe Room £		Kitchen Only £	
Before 19.00 hrs	10.00		7.00	
After 19.00 hrs	12.00		8.00	

Parties & One-Off Events

We currently charge £70 for a child's party lasting no more than 4 hours and £150 for a Saturday evening party. It is proposed that these charges also remain the same with the bond deposit staying at £50.

Hall Cleaner

Following the relaxation of lockdown we took on a new cleaner who since the 1st September 2022 has been released and we now have another new cleaner, Catherine, she comes in for 12 hours per week. She will continue on a self-employed basis in the future.

Audit

I would like to thank Simon Coulthard for auditing the accounts.

Covid grant scheme	475	-
Bank charges - KHCA	48	-
Bank charges – Burton Bulletin	6	-
Village hall roof	1950	1257
Party refunds (Virus)	50	-
Defibrillator	-	265
	<u>35404</u>	<u>14533</u>
EXCESS INCOME OVER EXPENDITURE		21546
EXCESS EXPENDITURE OVER INCOME	4591	
	<hr/>	<hr/>

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

BALANCE SHEET

YEAR ENDED 31st AUGUST 2022

	Unrestricted Fund <u>2022</u>		Unrestricted Fund <u>2021</u>	
	£	£	£	£
FIXED ASSETS				
Tangible assets		283173		283173
CURRENT ASSETS				
Cash in bank and in hand	60601		65192	
NET CURRENT ASSETS		60601		65192
		<u>£ 343774</u>		<u>£348365</u>
		=====		=====
FUNDS				
Balance brought forward		348365		326819
Excess income over expenditure				<u>21546</u>
Excess expenditure over Income		<u>4591</u>		
		<u>£ 343774</u>		<u>£ 348365</u>
		=====		=====



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

Kirkburton & Highburton Community Association

On accounts for the year ended

31 AUGUST 2022

Charity no (if any)

507813

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2022.

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 Trust's accounts carried out under section 145 of the 2011 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

11-06-23

Name:

SIMON COUTHARD

Relevant professional qualification(s) or body (if any):

Address:

62 MOOR LANE

HIGHBURTON

HUDDERSFIELD HD8 0QS

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

[Large empty rectangular box for providing details of items to be disclosed]

KIRKBURTON AND HighbURTON COMMUNITY ASSOCIATION

England & Wales - Charity number 507813

Accounts

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

NOTES ON ACCOUNTS

YEAR ENDED 31st AUGUST 2021

Coronavirus

Following on from 2020 our year ending 31 August 2021 was very much curtailed by the pandemic. We were restricted in our activities with what was allowed to happen in Burton Village Hall and therefore our rental income was affected.

We continued to receive grants from Kirklees Council in regard to the Government Covid support scheme, as well as grant support from Kirkburton Parish Council. Grant funding in support of groups like ourselves has now ended, however 'normal' life at the hall has resumed with some changes in groups, dates and times.

During the various lockdowns over the last twelve months we have fortunately been able to open the hall albeit on a restricted basis to children's groups in line with the government guidelines. Both Highburton Playgroup and the Burton Out-of-School Club (BOSC) groups have continued to use the hall, and due to the Kirkburton Middle School using the Pavilion as a dedicated classroom, the BOSC have hired our hall more during the various school holidays.

Income over Expenditure

As mentioned above the grants that we have received have helped us maintain a surplus in funds over this difficult period and we intend to support local groups and charities with our surplus funds that we do not need for ourselves.

Over the past twelve months we have been able to reduce our expenditure by nearly £11k whilst our income has grown by £5.5k due to the grant support. The biggest savings in expenditure came in heating & lighting, water, cleaning and general repairs.

In July we did have some lead stolen from our roof and just paid out our insurance excess of £250 (it did happen again after our year end close), we have since done some work, with more to follow, which will hopefully deter future thefts.

Some of the highlights are as follows:

1. Rental income £9787. Reduced from recent years due to the coronavirus, normally about £18k..
2. The following works were carried out:
 - a. Roof repairs £ 250
 - b. Replaced hot drinking water boiler £ 420

Utilities

We fixed our electricity tariff in September 2020 and the gas tariff in June 2020, they have been fixed until September 2023 and June 2023 respectively. We have fixed our prices for as long as possible due to unforeseen circumstances and since our year end the gas market has been turned on its head.

We had fixed our gas through CNG a worldwide business but unfortunately they split off their UK business retail division and let it go bust whilst their remaining wholesale business has remained profitable. This has resulted in us needing to find a new supplier and we have signed up with EDF, although our gas costs will rise by £900 per year, this is much lower than the £2k increase that our broker claimed was the cheapest deal. Although we have fixed for three years there is a small charge for breaking the fixed contract which may be worthwhile if rates suddenly decrease. If we went onto the standard tariff and just waited to see how the market moves over the coming months then our monthly charges would increase by about £450 and who knows how long we would have to wait. So being on the new fixed rate even paying a penalty charge to leave would be less than a month's extra charge on the standard tariff.

As a comparison our combined heating and lighting costs have been as follows:

2017 £2898

2018 £2671

2019 £2699

2020 £2645

2021 £2227

Burton Bulletin

The Bulletin continues to go from strength to strength with very positive feedback from the readership. Gerard Hetherington continues to do an excellent job as editor. In the past twelve months the Bulletin has broken even which does not include the £1250 it has received in grants, some of which was used to help publish an issue without charging the advertisers so the Bulletin is in a strong financial position. A very big thank you goes to Gerard, Pat Shaw, Dave Hilton, Lesley Rattigan, Jan Moscovitch and all the contributors that make the publication so interesting. Another very big thank you goes to John Boden who organises the distribution and to all of the distributors for their time and effort.

General Upkeep

General repairs and servicing at the village hall continues, the figure for the past year has decreased. If you were to look back on previous years you will see that this does fluctuate, as it all depends on what is needed to be done. As a comparison our costs for repairs and servicing were as follows;

2017 £3476

2018 £1917

2019 £2115

2020 £3266

2021 £1761

Special thanks go to Kaye Emberton for the excellent work she does and for the time and management that is undertaken by her in the role as Hall Manager.

We have an odd job man and he continues to carry out several jobs to keep the village hall to a good standard.

Carbon Footprint

Like all village hall's around the country we want to do our bit towards reducing the UK's carbon footprint. You will already be aware that many of the light switches in the hall are on auto turn on and off, which stops certain lights being left on by mistake. Most of the lights in and outside the hall are already LED lights, which reduces the power requirement to run them. The central heating in the hall is powered by gas, however we have a timer in the cellar that is adjusted weekly to ensure we do not use more gas than is needed. The thermostat in the main hall is not to be adjusted by anyone apart from Kaye or myself and this is set at about 19-20 degrees. The solar panels on our roof since about 2008 help with reducing our electricity needs during the day and any surplus is returned to the national grid. Recently we have had a smart metre fitted in the cellar.

All users of the hall can help with the reduction in our carbon footprint by ensuring all lights are switched off when not required particularly in the main entrance hall and main kitchen when not in use.

Rental Income

As mentioned our rental income has decreased due to the virus but we are still financially sound. In last year's financial statement we did put forward some rent review figures which did not proceed any further due to the pandemic. The current rental charges were last increased in January 2007 and the proposed increases are later in this report. Up until now we have been able to keep the rental charges at the current level with the help from the user groups as we need to restrict our electricity usage by ensuring that lights and appliances are switched off when not required.

This year I am not showing how we did against budget as the coronavirus has seriously disfigured our financials. Also I am not including the User groups payments as a comparison against our total rental income, because again the figures would not show a true reflection.

All private functions did stop but have now resumed.

Hall Bookings Manager

After three years, Pam Askham has decided to step down as the Hall Bookings Manager. I would like to record the committee's thanks and gratitude for her good work over this period and wish her a happy retirement.

Claire Linley kindly agreed to advertise via Facebook for any volunteers in the villages to take on this role, as without any one coming forward we would not be able to take bookings for parties and one off events. We are pleased to say that Sophie Webster and Nicola Eastwood have volunteered to jointly take on the responsibility of this position and therefore future bookings can now take place. We would like to thank them both for stepping forward.

Hall Cleaner

During the lockdown period we had Mandy & Geoff Samuel carrying out cleaning on weekends only, as the children's groups carried out their own cleaning. However in August 2021 Mandy & Geoff decided to stop and we have been fortunate to get Tracey Geary as our cleaner and she comes in for 12 hours per week. We are very pleased with her work and she will continue on a self-employed basis in the future.

Budget For 2021-22

I am including a budget forecast for the year 2021-22 which is set based on an estimated rental income of £20,000. With the hall opening up to more groups we anticipate full usage shortly once the schools go back in September.

Utilities	26 %
Maintenance/overheads	56 %
Community	3 %
Reserve	5 %
Projects	10 %

Audit

I would like to thank Simon Coulthard for auditing the accounts.

Rental Charges For 2022

Below I have listed three proposals and it will be discussed and decided upon at the AGM which one we will adopt for the year starting 1 January 2022. As previously mentioned this is primarily being looked at due to requests that the hourly room charges are simplified so that they all finish with a zero.

Before lockdown we had a healthy surplus and as the rental charges are primarily to cover the running of the hall then this is what we achieved, however as mentioned our new gas rate is a substantial increase and many other bills are increasing.

If we want to fund other projects then this should be covered by other fund raising events and should not be a burden on our User Groups. I am also aware that other venues in our area charge higher fees than us to use their facilities, but I assume they do this to cover their costs and we do this successfully at our lower rates. I would propose that with any surplus extra income we start looking at projects that will improve the hall for the User groups.

The current rates are as below.

Time	Old School Room	Thornccliffe Room	Woodsome Room/Snug
Before 19:00	£6.08	£3.44	£3.44
After 19:00	£7.10	£4.32	£4.32
	Combined Use of Both Halls		Kitchen Only
Before 19:00	£8.75		£3.44
After 19:00	£10.91		£4.32

Option 1. Would see the rates change as the figures below.

Time	Old School Room	Thornccliffe Room	Woodsome Room/Snug
Before 19:00	£6.50	£4.00	£4.00
After 19:00	£8.00	£5.00	£4.00
	Combined Use of Both Halls		Kitchen Only
Before 19:00	£10:00		£7.00
After 19:00	£12.00		£8.00

Option 2. Would see the rates change as the figures below

Time	Old School Room	Thornccliffe Room	Woodsome Room/Snug
Before 19:00	£7.00	£4.00	£4.00
After 19:00	£8.00	£5.00	£4.00
	Combined Use of Both Halls		Kitchen Only
Before 19:00	£10:00		£7.00
After 19:00	£12.00		£8.00

Option 3. Would see the rates change as the figures below

Time	Old School Room	Thornccliffe Room	Woodsome Room/Snug
Before 19:00	£7.50	£4.50	£4.50
After 19:00	£8.50	£5.50	£5.50
	Combined Use of Both Halls		Kitchen Only
Before 19:00	£10:00		£7.00
After 19:00	£12.00		£8.00

I think we have only rented out the kitchen on its own once since the year 2000, but the large increase is due to energy costs associated with cooking.

PARTIES & ONE OFF EVENTS

We currently charge £50 for a child's party lasting no more than 4 hours and £120 for a Saturday evening party. It is proposed that these increase to £70 and £150 respectively with the bond deposit staying at £50.

KIRKBURTON AND HighbURTON COMMUNITY ASSOCIATION

BALANCE SHEET

YEAR ENDED 31st AUGUST 2021

	Unrestricted Fund <u>2021</u>		Unrestricted Fund <u>2020</u>	
	£	£	£	£
FIXED ASSETS				
Tangible assets		283173		283173
CURRENT ASSETS				
Cash in bank and in hand	65192		43646	
NET CURRENT ASSETS		65192		43646
		<u>£ 348365</u>		<u>£326819</u>
FUNDS				
Balance brought forward		326819		321441
Wednesday Club		-		290
Excess income over expenditure		<u>21546</u>		<u>5088</u>
		<u>£ 348365</u>		<u>£ 326819</u>

In 2019 the accounts Wednesday Club asked us to hold their funds for them as they did not have a bank account. This amounted to £290.20 which we were holding in our community bank account and which went towards their yearly rent which was due in May 2020.



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name Kirkburton & Highburton Community Association

On accounts for the year ended

31 August 2021

Charity no (if any)

507813

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2021.

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 Trust's accounts carried out under section 145 of the 2011 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 (~~other than that disclosed below*~~) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

11 MARCH 2022

Name:

Simon Couthard

Relevant professional qualification(s) or body (if any):

[Empty box]

[Empty box]

Address:

62 Moor Lane

HIGHBURTON

HUDDESFIELD NDS DRS

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

KIRKBURTON AND HighbURTON COMMUNITY ASSOCIATION

England & Wales - Charity number 507813

Accounts

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

NOTES ON ACCOUNTS

YEAR ENDED 31st AUGUST 2020

Coronavirus

Like the whole of the UK economy the coronavirus has had an effect on the running of Burton Village Hall, not only financially but for all of our User Groups and their members.

In April we were in a position to claim a £10,000 Government grant via Kirklees Council, which was awarded to assist some community associations over a period of time whilst the effects of the coronavirus reduced their income and disrupted their normal activities. This is why our financial position is better than if the virus had not happened at all. Of course it depends on the future evolution of the virus and its consequences as to the time frame that this will continue to affect our finances, only time will tell.

Fortunately since the beginning of June the hall has had a group in, so our income stream has not completely dried up over this period. Highburton Playgroup were sole occupants until the school summer holidays started and then Burton Out-of-School Club used the hall solely for themselves. From September there will be three groups using the hall regularly, Highburton Playgroup, Burton Out-of-School Club and Brain Booster. All three will produce their own risk assessments and together with our own, this should provide comfort to all people that come to the hall.

We stopped our cleaners coming to the hall when total lockdown started in March and apart from one day when Margaret cleaned the hall before Playgroup started, our cleaners have not been in. Both Playgroup and BOSC have cleaned the hall whilst they had sole occupancy of the building and going forward these two groups will maintain the cleaning of the hall with all three groups ensuring the sanitising of all surfaces, handles, chairs and people.

Income over Expenditure

As mentioned above the £10k grant has helped us maintain a surplus in funds over this difficult period and the remainder will still be needed going forward and the virus will have an impact on our finances in the next financial year.

There were some expenses incurred during the year which meant our surplus was reduced. The first of these was the repair to the flat window areas along the back corridor and above the main kitchen. We did have some earlier repairs to these areas but until our last inspection which was carried out due to continued water leaks we did not realise the severity of the situation and the work had to be carried out urgently and hence no time to apply for a grant towards the work, as all grants do not allow any work to be carried out before approval is given, and this can take months. We also decided to help our decorator by bringing forward work that was due over the coming Christmas break, so this would have been billed in next year's accounts. We also had the movable doors between the halls serviced, and we upgraded our CCTV system to better digital cameras. So overall our expenses did rise, but by having all this work done in this financial year, next year's costs hopefully will be a lot less.

Some of the highlights are as follows:

1. Rental income £15058. Substantially reduced from recent years due to the coronavirus.
2. The following works were carried out:
 - a. Roof repairs £5450
 - b. Decorator £ 788
 - c. Movable doors £ 450
 - d. CCTV upgrade £1824
 - e. Internal leak work £ 850 Making good the walls, ceilings and cupboards in the storeroom and white cupboard room

Utilities

We continue on a monthly basis to monitor our energy usage and try to get the best deals available for our tariffs, hence our combined energy costs have continued to remain below £3k and in the past financial year we have managed our costs to stay in line broadly with 2019. Although our costs were slightly reduced which was partly due to the hall closing in March, it did coincide with normally reduced usage because of Spring and Summer.

The fixed electricity tariff was last renewed in September 2019 and the gas in June 2020, they have been fixed until September 2023 and June 2021 respectively. These actions help us plan forward with our projected costs and avoid any volatility in the energy market place. As a comparison our combined heating and lighting costs have been as follows:

2016 £2738
2017 £2898
2018 £2671
2019 £2699
2020 £2645

You will note that although tariffs have generally increased our actual costs have been controlled, this can be explained as follows:

1. Using a utility broker at no charge to seek the best deals available.
2. The installation of timers that give us more control as to when we turn the supplies on and off.
3. Constant monitoring and control of the timers on a weekly (some times more often) basis.
4. Monthly monitoring of the meters to check to see that our usage is correct or in line with the same period last year and if not, why.

Website

The website is currently being refreshed and updated and can be viewed by visiting www.khca.org.uk. When anyone has any news or interesting events coming up please pass on details to the committee, and we can ensure the items are uploaded.

Santa's Sleigh

Last December was the ninth year that we have organised Santa's Sleigh and it continued to be a great success. The sleigh continued to be run over a four night period with a slightly reduced total income of £1898, which was primarily down to the bad weather. The funds were equally distributed to Kirkburton First School, Highburton First School, Kirkburton pre-school and Highburton Playgroup. KHCA did cover the expenses and added a small sum so that each group received a bit more. Special thanks go to Pat and Steve Shaw who took over the main running of the event with assistance from Geoff Barnard and Malcolm Roys (servicing and providing the battery) without whose help the event would never have taken place, also the volunteers who go out to collect the money as well as the drivers and not forgetting Santa himself x 4. We would also like to thank Kirkburton Co-op for their very generous donation of the chocolates.

Christmas Fayre

The 2019 event was again a success and generated a net profit of £466, (2018 £361) which was again helped enormously by Kirkburton Co-op donating so generously. Special thanks go to Sandra Coulthard who continued to organise this event. At the current time of writing it would appear that this year's event will not go ahead due to the virus restrictions.

Burton Bulletin

The Bulletin continues to have an avid readership with Gerard Hetherington doing an excellent job as editor. In 2020 there has been a deficit of £164 which was due to the May issue being produced without any of the advertisers being charged for their adverts. This was agreed upon as all the businesses would have been closed at the time due to the virus and it was felt that this gesture was necessary to help them out and show goodwill from the Burton Bulletin team. However the total surplus since the new BB was started stands at £1336.79 (which includes pre-paid advertising). A very big thank you goes to Gerard, Pat Shaw, Dave Hilton, Lesley Rattigan, Jan Moscovitch and all the contributors that make the publication so interesting. Another very big thank you goes to Geoff Barnard and John Boden who organise the distribution and to all of the distributors for their time and effort. A special thank you goes to Ann Schofield who has passed on the baton for collecting all the advertising monies and for all her sterling work over the past few years that has helped the Bulletin be the success it is.

General Upkeep

General repairs and servicing at the village hall continues, the figure for the past year has increased but does include the additional roof work and the decorator coming in earlier. If you were to look back on previous years you will see that this does fluctuate, as it all depends on what is needed to be done. As a comparison our costs for repairs and servicing were as follows;

2016 £2538

2017 £3476

2018 £1917

2019 £2115

2020 £3266

Special thanks go to Kaye Emberton for the excellent work she does and for the time and management that is undertaken by her in the role as Hall Manager.

We have an odd job man and he continues to carry out several jobs to keep the village hall to a good standard.

Rental Income

As mentioned our rental income has decreased due to the virus but we are still financially sound and before lockdown at the end of March we were showing a surplus of rental income over costs of £2938. For the past few years there has been requests that we review our rental charges as we have not needed to increase our charges to the user groups since January 2007. Please see my remarks about potential charges going forward later in this report. Up until now we have been able to keep the rental charges at the current level with the help from the user groups as we need to restrict our electricity usage by ensuring that lights and appliances are switched off when not required.

This year I am not showing how we did against budget as the coronavirus has seriously disfigured our financials. Also I am not including the User groups payments as a comparison against our total rental income, because again the figures would not show a true reflection.

The good news is that with the three groups that will be initially coming into the hall we have over 50% of our income still coming in.

All private functions have stopped and we will only start taking bookings again when it is safe to do so, following official guidance.

Budget For 2020-21

I am including a budget forecast for the year 2020-21 which is set based on an estimated rental income of £18,000, however the longer the partial lockdown goes on the less likely we will achieve our forecasts.

Utilities	26 %
Maintenance/overheads	56 %
Community	3 %
Reserve	5 %
Projects	10 %

Audit

I would like to thank Simon Coulthard for auditing the accounts.

Rental Charges For 2021

Below I have listed four proposals and it will be discussed and decided upon at the AGM which one we will adopt for the year starting 1 January 2021. As previously mentioned this is primarily being looked at due to requests that the hourly room charges are simplified so that they all finish with a zero. You will see that the increased charges show by the side of them the percentage increase to make it easier for you to compare.

From a financial point of view we do not need to increase our rates, as mentioned earlier, before lockdown we had a healthy surplus and as the rental charges are primarily to cover the running of the hall then this is what we achieve. If we want to fund other projects then this should be covered by other fund raising events and should not be a burden on our User Groups. I am also aware that other venues in our area charge higher fees than us to use their facilities, but I assume they do this to cover their costs and we do this successfully at our lower rates. What would we do with the extra income?

1 The first proposal is for our rental charges to remain the same as 2020 and as they have been since 2007.

Time	Old School Room	Thorncliffe Room	Woodsome Room	Snug
	£	£	£	£
Before 19.00 hrs	6.08	3.44	3.44	3.44
After 19.00 hrs	7.10	4.32	4.32	4.32
	Combined use of Old School Room and Thorncliffe Room		Kitchen Only	
	£		£	
Before 19.00 hrs	8.75		3.44	
After 19.00 hrs	10.91		4.32	

2 This second proposal is for our rental charges to only be increased where they individual room charges are currently not finishing in a zero. So increases would be between 0% and 1.85%

Time	Old School Room	Thorncliffe Room	Woodsome Room	Snug
	£	£	£	£
Before 19.00 hrs	6.10 (0.3%)	3.50 (1.7%)	3.50	3.50
After 19.00 hrs	7.10 (0%)	4.40 (1.85%)	4.40	4.40
	Combined use of Old School Room and Thorncliffe Room		Kitchen Only	
	£		£	
Before 19.00 hrs	8.80 (0.5%)		3.50	
After 19.00 hrs	11.00 (0.8%)		4.40	

3 This third proposal is for our rental charges to increase by between 1.4% and 1.9%

Time	Old School Room	Thorncliffe Room	Woodsome Room	Snug
	£	£	£	£
Before 19.00 hrs	6.20 (1.9%)	3.50	3.50	3.50
After 19.00 hrs	7.20 (1.4%)	4.40	4.40	4.40
	Combined use of Old School Room and Thorncliffe Room		Kitchen Only	
	£		£	
Before 19.00 hrs	8.90 (1.7%)		3.50	
After 19.00 hrs	11.10 (1.7%)		4.40	

4 This fourth proposal is for our rental charges to increase between 4.1% and 5.6%

Time	Old School Room	Thorncliffe Room	Woodsome Room	Snug
	£	£	£	£
Before 19.00 hrs	6.40 (5%)	3.60 (4.6%)	3.60	3.60
After 19.00 hrs	7.50 (5.6%)	4.50 (4.1%)	4.50	4.50
	Combined use of Old School Room and Thorncliffe Room		Kitchen Only	
	£		£	
Before 19.00 hrs	9.20 (5.1%)		3.60	
After 19.00 hrs	11.50 (5.4%)		4.50	

KIRKBURTON AND HIGHBURTON COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31st AUGUST, 2020

	<u>2020</u>			<u>2019</u>		
	£			£		
INCOME						
Hire of hall			15058			19025
Burton Bulletin			2650			2870
Xmas Fayre			466			432
Santas Sleigh			1898			1976
Interest received			54			59
Solar panels			88			320
Other income			-			14
Donations – Give as you Live			22			55
Grant – KPC Small grant			250			250
KPC Front door			-			1550
Kirklees (Govt) Covid 19			10000			-
			<u>30486</u>			<u>26551</u>
EXPENDITURE	Paid	Received	Net	Paid	Received	Net
Burton Bulletin			2814			2663
Repairs			3266			2115
Alarm & CCTV	2075	82	1993			251
Noticeboard			-			138
Burton awards			46			-
Website			564			1735
Window cleaning			120			120
Cleaning			2979			6338
Light and heat			2645			2699
Water rates			683			753
Insurance			1401			1374
Telephone&Broadband			474	457	1	456
Office stationery			133			-
Licences			39			242
Xmas fayre			-			71
Santa's Sleigh			2000			2021
Subscriptions			13			48
Miscellaneous items			-			46
PAT testing			68			84
Village hall roof			5450			520
Party refunds (Virus)			120			-
Movable doors – servicing			450			-
Donation – Senior citizens tea			140			-
Defibrillator			-			84
New front door			-			3187
iCloud storage			-			100
			<u>25398</u>			<u>25045</u>
EXCESS INCOME OVER EXPENDITURE			<u>5088</u>			<u>1506</u>

KIRKBURTON AND HighbURTON COMMUNITY ASSOCIATION

BALANCE SHEET

YEAR ENDED 31st AUGUST 2020

	Unrestricted Fund <u>2020</u>		Unrestricted Fund <u>2019</u>	
	£	£	£	£
FIXED ASSETS				
Tangible assets		283173		283173
CURRENT ASSETS				
Cash in bank and in hand	43646		38268	
NET CURRENT ASSETS		43646		38268
		<u>£ 326819</u>		<u>£ 321441</u>
 FUNDS				
Balance brought forward		321441		319935
Wednesday Club		290		-
Excess income over expenditure		<u>5088</u>		<u>1506</u>
		<u>£ 326819</u>		<u>£ 321441</u>

In the previous year's accounts Wednesday Club asked us to hold their funds for them as they did not have a bank account. This amounted to £290.20 which we were holding in our community bank account and which went towards their yearly rent which was due in May 2020.



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name Kirkburton & Highburton Community Association

On accounts for the year ended

31 August 2020 Charity no (if any) 507813

Set out on pages

N/A (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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 Trust's accounts carried out under section 145 of the 2011 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 21 MAY 2021

Name: Simon Coulthard

Relevant professional qualification(s) or body

N/A

(if any):

Address:

Section B **Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.