

Independent Examiners Report on the Accounts
Report to the Trustees of Shadforth Village Hall
On accounts for the year ended 31st December 2023

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- ◇ Examine the accounts under section 145 of the Charities Act;
- ◇ To follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and;
- ◇ To state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- 1 Which gives me reasonable cause to believe that in, any material respect, the requirements:
 - To keep accounting records in accordance with section 130 of the Charities Act: and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met.
- 2 To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
- 3 The balance sheet presented is agreed and all matters which have been discussed with the Treasurer during the examination have been taken into consideration and have not changed my opinion.

Signature:



Date: 08/05/2024

Name:

L Armstrong

Address:

3 Church Lane, Shadforth, Durham. DH6 1NR

**Shadforth Community Association
Annual General Meeting
Date: Tuesday 19th March 2024**

Finance Report

- 1 The following documents are attached:
 - 1.1 Auditor's Statement.
 - 1.2 2023 Balance Sheet and Income / Expenditure Report.
 - 1.3 2023 Income / Expenditure Report with a comparison to 2022 & 2021
 - 1.4 A summary of the financial transactions for 2023.
- 2 This year our income was £42,740. However, our expenditure was £47,280, leaving us with a deficit of £4,539. However, taking into account the one-off sound proofing work expense of £4,180, which occurred in January (but was covered by a grant in December 2022, the previous financial year), this deficit is decreased to £359, which has been taken from our reserves. We received grants of £32,293 and generated £10,447 other income. The one-off maintenance work and equipment replacement cost us £37,763 which was covered by grants of £28,850. This deficit of £8,913 and other expenditure of £9,314 was supported by generating a surplus from our trading and fund-raising activities.
 - 2.1 Income revenue in 2023 (ref 2022) was £42,740 turnover including £32,293 grants (£10,581) and £10,447 other income (£6,731), made up of:
£2,938 hall hire (£2,303),
£472 big weekend (£516),
£1,748 coffee mornings (£1,594),
£2,424 functions (£1,428),
£394 film club (£149),
£1,149 pantomime (£0),
£0 charity events (£213),
£148 tennis (£526),
£610 other miscellaneous income (£2,151),
£560 from 100 Club (£500).
 - 2.2 Total expenditure in 2023 was £47,280 (2022 £13,548). This includes one-off hall maintenance of £24,219 for rendering (inc scaffolding and building regs), £4,180 for sound proofing, £5,285 on energy efficiency, £3,074 on stage lighting and £1,003 on new kitchen equipment.
Excluding the total one-off hall upkeep costs of £37,966, the remaining expenditure was £9,314 (£7,848) made up of:
£4,266 (£2,050) event and activity expenses,
£1,431 (£1,483) of regular hall maintenance expenses,
£2,089 (£2,290) utility costs,
£1,528 (£2,025) insurance and other miscellaneous costs.
£290 was spent on 100 Club prizes and lottery licence.
 - 2.3 Hall hire takings for 2023 were £2,938 with casual bookings of £961 supplemented by regular hall bookings of badminton groups (£721), yoga (£552) and art group (£704).
 - 2.4 The 'Little' Big Weekend was held, generating income of £472 (excl grant) with £118 expenses leaving a surplus of £354.
 - 2.5 Coffee mornings generated £1,748 of income against £505 costs leaving a surplus of £1,242.
 - 2.6 Functions generated £2,424 of income against £768 costs leaving a surplus of £1,655.
 - 2.7 Film club generated £225 from memberships, £69 donations for catering and a donation of £100 for the NHS music event. Costs were £28 for catering, and £148 for screen licence.
 - 2.8 As per Charity commission rules that local government grants be shown separately:
Durham County Council donated £19,470 towards the costs of the rendering (£16,330), kitchen equipment (£1,000), and pantomime costs (£1,915).
Shadforth Parish Council gave us total grants of £1,040 over the year towards Christmas activities (£300), Coronation activities (£300) and £450 other costs (Big Weekend, plants, etc).

- 2.9 The pantomime was staged in 2023 very successfully. Grants were raised of £2,415; from Councillor Kellett (£575), Co Durham Community Fund (£1,340) and Believe Housing (£500). (Raffle) tickets raised £1,149. Costs were £1,960 and contributions of £885 to hall hire and £140 to printing costs were made, leaving a surplus of £578.
- 2.10 The tennis tournament and court use generated £148 income with £20 expenses (catering etc), leaving a surplus of £128.
- 2.11 Regular hall upkeep costs were £1,431, on a par with 2022. These cover charges for boiler servicing, regular cleaning, cleaning supplies, window cleaning, fire safety check (parts replaced if required), electrical checks, various equipment and maintenance/repair items.
- 2.12 A further £34,966 was spent during 2023 on one-off maintenance projects, including £24,219 for rendering (inc scaffolding and building regs), £4,180 for sound proofing, £5,285 on energy efficiency, £3,074 on stage lighting and £1,003 on new kitchen equipment. We received a partial refund (£250) relating to the sound level of the ceiling fan.
- 2.13 Utility bills received in 2023 totalled £2,089, down slightly from £2,257 in 2022. Work continues to bring utility costs down. However, 2024 will see the end of our fixed contract and prices will be higher.
- 2.14 Miscellaneous accounting line figures include income of £315 from bank interest and sale of equipment.
Costs include:
Insurance costs of £783.
Printing (ink) costs were £232 (down from £550) as we have moved to a monthly subscription model.
Stationery was £8.
Accounts audit fee was £50.
Cost for plants was £103 (covered by Parish Council grant).
Other miscellaneous costs include £24 on Food Hygiene certificate, Sumup fees and an old £1 coin write off.
- 3 Donations and grants received in 2023 totalled £32,293.
Durham County Council donated £19,470 towards the costs of the rendering (£16,330), kitchen equipment (£1,000), and pantomime costs (£1,915); from Councillor Kellett (£575) and the Co Durham Community Fund (£1,340)).
Shadforth Parish Council gave us total grants of £1,040 over the year towards Christmas activities (£300), Coronation activities (£300) and £450 other activities (Big Weekend, plants, etc).
Bernard Sunley Foundation granted us £5,000 towards the rendering.
Believe Housing granted us £500 towards the pantomime.
Community Buildings Fund granted us £5,000 towards energy efficiency projects.
The Co-operative Local Communities fund linked to shopping in the Co-op store in Sherburn granted us £1,030.
Taylormade Timber granted us £200.
Other donations (e.g. final AmazonSmile payment) came to £42.
The SCA provided a grant of £215 to the Ukrainian Steering Group (from the Taste Sensations Event).
A refund of £225 was provided back to Councillor Kellett's budget due to an overpayment.
- 4 The 100 Club lottery draw raised £560 was raised, with £270 prize money and £20 lottery licence leaving surplus of £270, which was transferred into general funds.
There were 2 purchases of the history of Shadforth book for £10.

If anyone has any questions about the accounts or wants further details please do not hesitate to contact me.

Peter Chalder-Wood

Shadforth Community Association Balance Sheet 2023

Opening Balance 01/01/2023		Closing Balance 31/12/2023	
Current Account	£8,707.65	Current Account	£1,107.77
Deposit Account	£19,692.28	Deposit Account	£21,705.76
Cash In Hand	£1,161.56	Cash In Hand	£2,208.01
	£29,561.49		
Surplus For Year	-£4,539.95		
	£25,021.54		£25,021.54

Shadforth Community Association Income & Expenditure Account 2023

	Start 01/01/2023	2023 Income	2023 Expenditure	2023 Transfers In	2023 Transfers Out	Finish 31/12/2023
Play Park - Restricted	£5,671.74	£0.00	£0.00	£0.00	£0.00	£5,671.74
History Group - Restricted	£1,231.44	£10.00	£0.00	£0.00	£0.00	£1,241.44
Building Maintenance Fund	£9,144.42	£0.00	£34,863.72	£26,330.00	£0.00	£610.70
General Fund	£13,513.89	£42,170.69	£12,126.92	£270.00	£26,330.00	£17,497.66
100 Club - Restricted	£0.00	£560.00	£290.00	£0.00	£270.00	£0.00
Totals	£29,561.49	£42,740.69	£47,280.64	£26,600.00	£26,600.00	£25,021.54

Start	£29,561.49
Add Income	£42,740.69
Sub Total	£72,302.18
Less Expenditure	£47,280.64
Close	£25,021.54

	INCOME			IN	OUT	EXPENDITURE			SURPLUS / (DEFICIT)			Change from previous year	
	2021	2022	2023			2021	2022	2023	2021	2022	2023		
GENERAL FUND													
HALL HIRE	£1,139.20	£2,303.60	£2,938.60				£0.00	£0.00	£1,139.20	£2,303.60	£2,938.60	↑	£635.00
BIG WEEKEND	45	£516.10	£472.70			164.53	£220.57	£118.09	-£119.53	£295.53	£354.61	↑	£59.08
COFFEE MORNING	£409.06	£1,594.33	£1,748.87			£163.50	£303.63	£505.91	£245.56	£1,290.70	£1,242.96	↓	£47.74
FUNCTIONS		£1,428.05	£2,424.60				£814.76	£768.86		£613.29	£1,655.74	↑	£1,042.45
FILM CLUB		£149.94	£394.04				£190.75	£176.79		-£40.81	£217.25	↑	£258.06
GRANTS/DONATIONS	£7,200.98	£10,581.97	£32,293.41				£0.00	£440.63	£7,200.98	£10,581.97	£31,852.78	↑	£21,270.81
PANTOMIME		£0.00	£1,149.00				£0.00	£1,902.40		£0.00	-£753.40	↓	£753.40
CHARITY EVENT	£24.47	£213.40	£0.00				£256.58	£0.00	£24.47	-£43.18	£0.00	↑	£43.18
TENNIS COURT	£0.00	£526.53	£148.99			500	£89.15	£20.97	-£500.00	£437.38	£128.02	↑	£309.36
HALL UPKEEP - REGULAR		£0.00	£250.00			£1,822.77	£1,483.35	£4,533.76	-£1,822.77	-£1,483.35	-£4,283.76	↑	£2,800.41
HALL UPKEEP - ONE-OFF JOBS		£0.00	£0.00			£4,665.18	£2,438.40	£34,863.72	-£4,665.18	-£2,438.40	-£34,863.72	↓	£32,425.32
UTILITIES	£1,621.10	£32.32	£0.00			£3,847.03	£2,290.18	£2,111.22	-£2,225.93	-£2,257.86	-£2,111.22	↑	£146.64
MISCELLANEOUS	£1,653.44	£2,084.01	£315.48			£2,507.42	£4,080.62	£1,236.35	-£853.98	-£1,996.61	-£920.87	↑	£1,075.74
VOUCHERS		£35.00	£35.00				£25.00	£35.00		£10.00	£0.00	↓	£10.00
CHRISTMAS		£0.00	£0.00			£170.00	£150.00	£276.94	-£170.00	-£150.00	-£276.94	↓	£126.94
FLOAT		£916.00	£0.00				916	£0.00					
GENERAL FUND TOTAL	£12,093.25	£20,381.25	£42,170.69			£13,840.43	£13,258.99	£46,990.64	-£1,747.18	£7,122.26	-£4,819.95	↑	£11,942.21
HISTORY GROUP	£0.00	£0.00	£10.00			£0.00	£0.00	£0.00	£0.00	£0.00	£10.00	↑	£10.00
PARK FUNDS	£0.00	£0.00	£0.00			£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-	£0.00
100 CLUB	£0.00	£500.00	£560.00			£40.00	£290.00	£290.00	-£40.00	£210.00	£270.00	↑	£60.00
	£14,180.67	£20,881.25	£42,740.69			£13,978.52	£13,548.99	£47,280.64	£202.15	£7,332.26	-£4,539.95	↓	£11,872.21

**2023 ONE OFF EVENTS DETAILS****FUNCTIONS**

	Income	Expenditure	Surplus
<i>* taken from monthly analyses so does not tally with accounting line</i>			
New Years Eve Disco	£257.50	£2.10	£255.40
Sensations Tasting event	£1,120.00	£688.74	£431.26
Spring Fair	£501.70	£28.96	£472.74
Eurovision event	£115.00	£1.43	£113.57
Shakespear event	£85.00	£35.84	£49.16
Winter Fair	£677.90	£20.24	£657.66
	<u>£2,757.10</u>	<u>£777.31</u>	<u>£1,979.79</u>

OTHERS

Big Little Weekend	£472.70	£118.09	£354.61
Pantomime <i>**incl. grants</i>	£3,564.00	£2,985.75	£578.25
Grants & Donations	£29,878.41	£440.63	£29,437.78
	<u>£33,915.11</u>	<u>£3,544.47</u>	<u>£30,370.64</u>

REGULAR EVENTS

	Income	Expenditure	Surplus
Coffee Mornings	£1,748.87	£505.91	£1,242.96
Regular Hall Hires	£1,986.60	£0.00	£1,986.60
Casual Hall Hires	£952.00	£0.00	£952.00
Tennis Takings	£148.99	£20.97	£128.02
Film Club	£394.04	£176.79	£217.25
	<u>£5,230.50</u>	<u>£703.67</u>	<u>£4,526.83</u>

Key Maintenance

	Grant/Income	Expenditure	Net Cost
Sound Proofing <i>(£5k grant Dec22)</i>	£5,000.00	£4,180.32	£819.68
Rendering	£21,330.00	£24,219.34	-£2,889.34
Energy Efficiency	£5,250.00	£5,285.79	-£35.79
Stage Lighting	£1,230.66	£3,074.47	-£1,843.81
Kitchen Equipment	£1,040.00	£1,003.55	£36.45
	<u>£28,850.66</u>	<u>£37,763.47</u>	<u>-£8,912.81</u>