

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**JVSA ACCOUNTANTS
DRAFT ACCOUNTS**

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023

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AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023

LEGAL AND ADMINISTRATIVE INFORMATION

Management Committee

Mr. I Grant - Chairman
Mr. G Roberts MBE - Vice Chairman
Mr D Fewings - Honorary Treasurer
Mrs E Woof MBE - Honorary Secretary

Co-Opted Members

Dr S Kulupana

Representatives

Mr. I Grant - (Aughton Womens Institute)
Mr G Roberts (Aughton and Maghull PROBUS, Aughton Womens Institute)
Mrs M Boulton - (Aughton Womens Institute)
Mrs B Mullins (Aughton Ladies Bowling Club)
Mr J Tomlinson (Aughton & Ormskirk U3A)
Mr J Pendleton (Aughton Parish Council)
Mr M Gallagher (Aughton Male Voice Choir)
Mr M Glover
Mrs S Kierans (Aughton & Ormskirk U3A) (appointed 24th April 2023)
Mrs P Skalycz (appointed 24th April 2023)

Joint Bankers

Santander UK plc. 2 Triton Square, Regents Place, London NW1 3AN.
HSBC Bank plc, 8 Canada Square, London, E14 5HQ
United Trust Bank Limited, 1 Ropemaker Street, London EC2Y 9AW.

Principal Address

Aughton Village Hall, Winifred Lane, Aughton, Lancashire, L39 5DH

Accountant and Independent Examiner

JVSA Accountants, Suite 205 - 209 Malthouse Business Park,
48 Southport Road, Ormskirk, Lancs. L39 1QR

Solicitors

Brighouse Wolff, 28 Derby Street, Ormskirk, Lancashire, L39 2BY

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE TRUSTEES REPORT

The trustees submit their report and financial statements for the year to 30 September 2023

Structure, Governance and Management

The Village Hall was established by trust deed in 1971 and is registered with the Charity Commission No. 521012.

The Management Committee comprises appointed representatives of the main hirers of the Hall and up to six others appointed at the Annual General Meeting. The officers of the Management Committee are the Chairman, Vice Chairman, Honorary Secretary, and Honorary Treasurer. The Management Committee meets quarterly. The Annual General Meeting typically takes place in March.

Objectives and future strategy

The Charity runs a Village Hall for the benefit of individuals and organizations in and around the Aughton area. Hire is subject to a standard hiring agreement and a published set of fees. The income from those fees is intended to cover day-to-day expenditure and to facilitate the establishing of reserves to cover exceptional expenditure such as building maintenance.

Review of activities and results

In response to rises in the cost of the various utilities, it was necessary to raise hire charges by around 20% from 1st May. The receipts from room hire were £41,481 (2022 £42,325).

Having outsourced the bar to The Oakleaf Bar Ltd in the previous financial year, our income from the bar was constrained to a payment for the bar stock transferred to the Oakleaf Bar Ltd and an annual royalty payment which is based on the gross surplus arising from the operation of the bar. The Hall received £1,500 for the transferred stock and a £1,115 royalty payment (after deduction of £750 which was retained by The Oakleaf Bar Ltd, as a fund from which the cost of refurbishment of the bar would be drawn).

Overall, the AVH incurred a deficit of £3228, resulting in a bank account balance at financial year end of £118,878 (2021-2022, £124,781). Aside from the impact of the increase in utility costs, there were three exceptional factors that largely account for the reported deficit.

- (1) Refurbishment, to enhance the appeal of the hall to current and prospective hirers.
- (2) A programme of work arising from a review of the electrical systems, including enhancement of the alarm system.
- (3) Engagement of agency staff for cleaning. On return of our regular cleaner, the use of agency staff was reduced to a level which we consider to be sustainable going forward.

For some years, the Hall has contracted out washroom facilities to PHS. On review, it was established that some elements of the service assigned to PHS could be undertaken inhouse. The contract with PHS was terminated. The contract for a reduced element of washroom services has been placed with a local firm, Concept Hygiene.

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE TRUSTEES REPORT

General Outlook

The room hire charges implemented on 1st May aligns with the charges of other local halls, so there is limited scope to increase charges further.

2023-24

Our heating engineers have identified that the boiler servicing the kitchen, bar and reception hall needs to be replaced. Areas of the floors in the two halls have become uneven and present a trip hazard. Rather than match and make do, the trustees have decided to take the longterm view and replace the floors. These two items, coupled with business as usual expenditure, will inevitably lead to a deficit over this financial year.

2025 onward

Given the age of the building, we are inevitably going to face maintenance issues relating to items such as the roof and to the heating system. Our level of reserves leaves us well-placed to address envisaged work as and when the need arises.

Concerns for the future

As given above in General Outlook, we are concerned about the impact of inflation and, specifically, the cost of gas and electricity. Our ability to re-act will be constrained by market forces such as local competition for provision of rooms for hire and the ability/inclination of hirers to pay more.

Reserves policy

The Trustees aim to maintain unrestricted funds at a level which equates to at least six months of expenditure. The readily available element of reserves is held in an HSBC deposit account. The element of reserves for which immediate access is not required is held as deposit bonds where the money is locked in for say 1-2 years and a commensurate interest is paid on maturity. Bonds to the value of £50,000 have been purchased from United Trust Bank.

Independent examiners

JVSA accountants offer themselves for re-appointment.

Sign-off

We thank our fellow trustees and staff members who work to ensure the hall runs smoothly and efficiently. These accounts are signed off, on behalf of the Management Committee, by:

07/03 / 2024

Mr I Grant - Chairman



07/03 / 2024

Mr. D Fewings, Treasurer



INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

Independent examiner's report to the trustees of Aughton Village Hall Management

I report to the charity trustees on my examination on the accounts of the Trust for the year ended 30 September 2023, which are set out on pages 5 to 12.

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(2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 seeking explanations from you as trustees concerning any 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 2011 Act; and
 - to prepare accounts which accord with accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.



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Christopher Sales
Chartered Accountant
JVSA Accountants
Suite 205 - 209 Malthouse Business Park,
48 Southport Road,
Ormskirk
Lancashire
L39 1QR

11 / 03 / 2024

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

FOR THE YEAR ENDED 30 SEPTEMBER 2023	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Income	1d				
Investment Income					
Bank Interest Receivable		2,097	-	2,097	155
Incoming Resources					
Bar and event income		2,665	-	2,665	6,948
From charitable activities:					
Charges for hall hire		41,481	-	41,481	42,325
Grants			-	-	3,342
Total income		<u>46,243</u>	<u>-</u>	<u>46,243</u>	<u>52,769</u>
Expenditure					
Cost of goods sold and other costs	5	-	-	-	7,487
Charitable Activities	5	46,161	-	46,161	43,982
Other costs	5	2,051	-	2,051	637
Accountancy and Independent Examiner's Fees	5	1,260	-	1,260	1,170
Total expenditure		<u>49,471</u>	<u>-</u>	<u>49,471</u>	<u>53,277</u>
Net movement in funds		(3,228)		(3,228)	(507)
<i>Reconciliation of Funds</i>					
Total funds brought forward		160,126	-	160,126	160,633
Total funds carried forward	12	<u>156,898</u>	<u>-</u>	<u>156,898</u>	<u>160,126</u>

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

BALANCE SHEET - 30 SEPTEMBER 2023

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
FOR THE YEAR ENDED 30 SEPTEMBER 2023		£	£	£	£
Fixed assets					
Tangible assets	8	<u>36,908</u>	<u>-</u>	<u>36,908</u>	<u>35,369</u>
Current assets					
Stock	1		-	-	
Debtors	9	4,322	-	4,322	3,568
Cash at bank and in hand		<u>118,878</u>	<u>-</u>	<u>118,878</u>	<u>124,781</u>
		123,200	-	123,200	128,349
Liabilities					
Creditors: amounts falling due within one year	10	3,209	-	3,209	3,592
Net current assets		<u>119,991</u>	<u>-</u>	<u>119,991</u>	<u>124,757</u>
Net assets		<u>£ 156,898</u>	<u>£ -</u>	<u>£ 156,898</u>	<u>£ 160,126</u>
The funds of the charity:					
Unrestricted income fund		156,898	-	156,898	160,126
Restricted income fund		-	-	-	-
Total charity funds		<u>156,898</u>	<u>-</u>	<u>156,898</u>	<u>160,126</u>

The notes on pages 8 to 12 form part of these accounts.

Approved by the trustees on 07/03/2023 and signed on their behalf by

D. Fewings

Trustee

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

	<i>Note</i>	<i>Total Funds 2023 £</i>	<i>Prior Year 2022 £</i>
FOR THE YEAR ENDED 30 SEPTEMBER 2023			
Net cash generated by operating activities	11	<u>(1,437)</u>	<u>7,311</u>
Interest		2,097	155
Purchase of fixed assets		(6,564)	(919)
Net cash provided by investing activities		<u>(4,466)</u>	<u>(764)</u>
Change of cash and cash equivalents in the year		(5,904)	6,548
Cash and cash equivalents brought forward		124,781	118,233
Cash and cash equivalents carried forward		<u><u>118,877</u></u>	<u><u>124,781</u></u>

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023

1 Accounting policies

a Basis of preparation and assessment of going concern

These financial statements have been prepared in accordance with Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective January 2015).

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern. Furthermore, the trustees consider there are no significant areas of uncertainty that will affect the carrying value of assets held by the Trust.

b Funds structure

The charity's main sources of funds are those from the hiring out of the village hall and bar sales. This income is unrestricted and allows the Trustees to maintain and manage the Village Hall for the use and benefit of the public.

Restricted funds are to be used in accordance with specific restrictions imposed by the donor.

c Income recognition

All income is recognised once the charity has entitlement to the income.

Donations are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Investment income comprises bank interest on funds held on deposit which is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

A £NIL (2022: £3,342) Covid19 Grant received from West Lancs Borough Council has been included in unrestricted funds.

d Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on the accruals basis. All expenses are allocated or apportioned to the applicable expenditure headings.

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023

1 Accounting policies (continued)

e Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it is incurred.

f Stock

Stock is valued at the lower of cost or net realisable value including irrecoverable VAT.

g Depreciation

Depreciation is provided on the fixed assets of the Village Hall at the following rates based on the estimated useful life of these assets and their anticipated residual value:

Village Hall Buildings	2.5% (reducing balance basis)
Equipment, Fixtures and Fittings	20% (straight line basis)

h Pensions

In the year, none of the charity's employees earned wages at a level requiring the charity to Auto Enrol them into a pension scheme. Furthermore, none of the employees have approached the charity requesting to "opt in" to a scheme. Should either of the above conditions change, the charity will take steps to ensure continued compliance with Auto Enrolment legislation.

2 Hall hire deposits

Hiring deposits received at 30 September 2023, for functions after this date were £900 (2022: £260).

3 Commitments

	2023 £	2022 £
Capital expenditure:		
Contracted for	£Nil	£Nil
Authorised, not yet contracted for	£Nil	£Nil

4 Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2022: £nil). Expenses paid to trustees in the year totalled £Nil (2022: £nil)

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

5 Costs of generating funds

	<i>Note</i>	<i>Unrestricted Funds £</i>	<i>Restricted Funds £</i>	<i>Total 2023 £</i>	<i>Total 2022 £</i>
Cost of goods sold and other costs					
Cost of bar sales		-	-	-	5,131
Wages	6	-	-	-	2,356
		-	-	-	7,487
Charitable activities					
Wages	6	-	-	-	2,430
Event & fundraising costs		-	-	-	-
Cleaning, laundry and stores		10,566	-	10,566	2,325
Gas, water and electricity		9,502	-	9,502	6,623
Insurance		2,418	-	2,418	2,123
Caretaker fees		4,820	-	4,820	7,128
Administration fees re: bookings		4,120	-	4,120	4,297
Rates (including bin collection)		1,097	-	1,097	1,215
Repairs, maintenance and renewals	7	8,529	-	8,529	12,857
Bank charges		83	-	83	78
Depreciation		5,025	-	5,025	4,907
		46,161	-	46,161	43,982
Other costs					
Performing rights society		-	-	-	-
Postage, stationery and telephone		820	-	820	517
Sundry expenses		738	-	738	120
Subscriptions		493	-	493	-
		2,051	-	2,051	637
Accountancy and Independent Examiner's fees					
Independent examiners fee		582	-	582	522
Accountancy fees		678	-	678	648
		1,260	-	1,260	1,170
Total resources expended		49,471	-	49,471	53,277

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023

6 Analysis of wages

The total remuneration of the charity's employees for the year was:-

	2023 £	2022 £
Gross wages and salaries	<u>£ -</u>	<u>£ 2,430</u>
The average weekly number of employees during the year calculated on a full time basis was	NIL	1

No members of the management committee received any remuneration during the year.
There are no current obligations to make pension contributions in respect of employees.

7 Analysis of repairs, maintenance and renewals paid out of unrestricted funds

	2023 £	2022 £
Roof repairs	129	
Grounds maintenance	918	5,755
Various electrical works	3,474	3,336
Various plumbing and drainage works	859	-
Windows	-	790
Annual boiler checks and maintenance	390	563
Alarm maintenance	1,939	684
Damp proofing	-	-
Various other day to day costs	820	1,729
	<u>8,529</u>	<u>12,857</u>

8 Tangible fixed assets

	Buildings £	Equipment £	Furniture & Fittings £	Total £
Cost				
At 1 October 2022	84,628	23,892	22,613	131,133
Additions	-	5,636	928	6,564
At 30 September 2023	<u>84,628</u>	<u>29,528</u>	<u>23,541</u>	<u>137,697</u>
Depreciation				
At 1 October 2022	53,669	21,763	20,332	95,764
	774	2,704	1,548	5,025
At 30 September 2023	<u>54,443</u>	<u>24,467</u>	<u>21,880</u>	<u>100,789</u>
Net book values				
At 30 September 2023	<u>30,185</u>	<u>5,061</u>	<u>1,662</u>	<u>36,908</u>
At 30 September 2022	<u>30,959</u>	<u>2,129</u>	<u>2,281</u>	<u>35,369</u>

AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

9 Debtors

	2023	2022
	£	£
Debtors - hiring income	4,322	3,068
Bar Stock Valuation		500
	<u>4,322</u>	<u>3,568</u>

10 Creditors - amounts falling due within one year

Wages creditor	-	-
Accruals	3,209	3,592
	<u>3,209</u>	<u>3,592</u>

11 Reconciliation of net movement in funds to net cash flow from operating activities

Net movement in funds	(3,228)	(507)
Add back depreciation charge	5,025	4,907
Deduct interest income shown in investing activities	(2,097)	(155)
Decrease (increase) in stocks	500	1,365
Decrease (increase) in debtors	(1,254)	(90)
Increase (decrease) in creditors	(383)	1,792
Net cash generated by operating activities	<u>(1,437)</u>	<u>7,311</u>

12 Analysis of charitable funds

Analysis of fund movements:	Balance at 01/10/2022	Income	Expenditure	Balance at 30/09/2023
Unrestricted fund	160,126	46,243	(49,471)	156,898
Restricted fund	-	-	-	-
Total	<u>160,126</u>	<u>46,243</u>	<u>- 49,471</u>	<u>156,898</u>