



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Radford Semele Community Hall

**On accounts for the year  
ended**

31<sup>st</sup> March 2021

**Charity no  
(if any)** 522985

**Set out on pages**

One to Eight

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> March 2021

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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<sup>th</sup> November 2021

**Name:** Andrew Charles Jones

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

Chartered Accountant

**Address:**

20, Offchurch Lane

Radford Semele

Leamington Spa CV31 1TN

**RADFORD SEMELE COMMUNITY HALL**  
 68 Lewis Road – Radford Semele – Leamington Spa – CV31 1UQ  
 Registered Charity Number 522985

**Report of the Management Committee**  
 Year ending 31st March, 2021

**Introduction**

The objectives of the charity remain to own, manage and maintain Radford Semele Community Hall for the benefit of the inhabitants of Radford Semele and the surrounding area. The constitution of the Charity is set out in a lease of land between Radford Semele Parish Council and the Trustees of Radford Semele Community Hall, made on the 15th December, 1967. That land vested in the Official Custodian for Charities under an order of the Charity Commission dated 4th October, 1971. The day-to-day running of the Hall is carried out by the Management Committee consisting of the vicar (now priest-in-charge) ex-officio, five elected members and representatives of village organisations.

During the year and up to the date of the Annual General Meeting the following have served on the Committee:

Elected	Mrs P Follett	Chairman & Minute Secretary
Elected	Mr D Chater	Vice Chairman
Elected	Mrs J Malin	Also - Parish Council
Elected	Mrs M Rai	
Elected	Mrs J Loveridge	Also - Parochial Church Council

**Members representing village organisations:**

Mrs H Higgins      Radford Semele Women's Institute

**Bankers:**

Lloyds TSB Bank plc  
 73 The Parade, Leamington Spa, CV32 4BB

The services of the following are acknowledged with thanks:

Independent Examiner   Andrew Jones

Preparation of Accounts and book-keeping   Miss Hannah Gray

## RADFORD SEMELE COMMUNITY HALL

68 Lewis Road – Radford Semele – Leamington Spa – CV31 1UQ  
Registered Charity Number 522985

### Report of the Management Committee

Year ending 31st March, 2021

#### General Summary

The Management Committee met using Zoom ten times in the year. They are satisfied that the Community Hall use meets the requirements of the Charities Act 2006 to have charitable purposes for the public benefit; in particular its hire enables the advancement of education, religion, community development and amateur sport.

The Management Committee's summary follows:-

#### Covid19

Covid 19 has dominated the whole of the year 2020/21. The Community Hall was virtually closed due to Government imposed restrictions making it an unacceptable venue for the types of activities which normally use the Hall. The process of making the Hall 'Covid Secure' and available in the event of an unlikely hirer imposed a very high work content on the Committee particularly in relation to continuous cleaning and ensuring that documentation and public notices met the regulatory requirements.

#### Business Rates

Though discretionary rate relief has been withdrawn mandatory relief of 80% continues to be applied. Due to Covid 19 WDC Granted 100% relief in 2020/21.

#### Hire Charges

Rates of hire at £10 per hour for residents and £12 per hour for non-residents have operated since 1st April, 2015. Due to Covid19 the previously reported intention to raise hire charges from April 2021 was put on hold.

Income at £385 relates to amounts received in 2020/21 for hirings. £60 relates to the current year and £325 to the previous year.

#### Donations and Grants

Grants received were £5000 from Parish Council and £19,669.21 from WDC. These grants exceeded the Hall's costs occurring in the year during closure and added to reserves.

#### Fund Raising

No fund raising due to Covid19.

#### Investments and Reserves

Reserves are considered by the Committee to be adequate but not excessive, considering the potential liability for major structural repairs which may become necessary. Substantial amounts have been spent in the current year on soffit repairs. Further expenditure is imminent on flat roof repairs, replacement boiler in the changing rooms and car park repairs

#### Insurance/Building Values

The Property was revalued in 2019/20 by Allied Westminster for insurance purposes. Value recommended and accepted for Property £1,879,087, previously (£1,036,475). This value assumes VAT is charged on re-building costs. (The inclusion of VAT which increases annual premium, is included as enquires to Inland Revenue could not guarantee that VAT would not be chargeable in the event of a rebuild) Contents insured were valued at £22,821 plus further cover for specific items.

#### Finances

In accordance with the resolution of the Committee passed on 28th July, 2009, the financial statements have been prepared on the receipts and payments basis; this

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decision was taken to simplify accounting procedures and to avoid the more onerous demands of accruals accounting for the preparation and examination of the statements.

Full details of Receipts and Payments are set out in sections 3 to 5, resulting in an excess of receipts of £10,366 and accumulated funds £57,397.

*This report was approved by the Management Committee on .....<sup>27<sup>th</sup></sup> July....., 2021, and signed on its behalf by:*

*Meeting Chairman*

**RADFORD SEMELE COMMUNITY HALL**  
 68 Lewis Road – Radford Semele – Leamington Spa – CV31 1UQ  
 Registered Charity Number 522985

**Accounts for the Year Ended 31st March, 2021**

**Receipts and Payments Account**

	<u>2021</u> <u>General Fund</u>	<u>2020</u> <u>General Fund</u>
<b>Receipts</b> (see notes)	<b>£</b>	
Sports and Social Club Rent	2,240	6,720
Rent of Changing Rooms	0	310
Hire of Hall	385	9,202
Grants and Donations	24,669	50
Interest Received	31	161
Sales of Electricity	3,371	4933
Sale of Insurance	870	815
Charitable activities	0	880
Sundry income	0	63
Sub total	31,566	23,134

**Asset and Investment Sales**

Total receipts	31,566	23,134
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**Payments** (see notes)

Business Rate	0	1,084
Water Rates	969	920
Electricity	3,684	4,952
Gas	337	1,124
Insurance	2,122	2,098
Performing Rights Society	242	296
Cleaning (including materials)	1,384	1,999
Booking Agent's Fee	125	250
Printing, Stationery, Postage, Telephone	39	36
Repairs and Renewals	11,310	2,821
Bookkeeping	870	840
Sundry Expenses	118	25
Equipment	0	348
Raising Funds	0	806
Sub total	21,200	17,599

**Asset and Investment Purchases**

Total payments	21,200	17,599
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<u>Net excess of receipts</u>	10,366	5,535
Add Balance of Cash Funds at 1st April, 2020	<u>47,031</u>	<u>41,496</u>
<b>Cash Funds at 31st March, 2021</b>	<b><u>57,397</u></b>	<b><u>47,031</u></b>

**RADFORD SEMELE COMMUNITY HALL**  
 68 Lewis Road – Radford Semele – Leamington Spa – CV31 1UQ  
 Registered Charity Number 522985

**Accounts for the Year Ended 31st March, 2021**

**Statement of Assets and Liabilities at 31st March, 2021**

		2021	2020
	<u>Notes</u>	<u>General Fund</u>	<u>G. Fund</u>
<b>Cash Funds</b>		£	£
Lloyds TSB Current Account		30,996	20,422
COIF Charities Deposit Fund		26,401	26,371
Cash on hand		0	238
<b>Total Cash Funds</b>		<u>57,397</u>	<u>47,031</u>
<b>Other Monetary Assets</b>			
Hall Hire debtors		0	325
Other Debtors		-	-
Prepayment		1,592	1,574
<b>Total</b>		<u>1,592</u>	<u>1,899</u>
<b>Assets Retained for the Charity's own use</b>			
As valued for insurance			
Leasehold Building		1,879,087	1,036,475
Furniture, Fittings and Equipment		<u>22,595</u>	<u>22,152</u>
<b>Liabilities</b>			
Creditors		192	-
Advanced Insurance Recharge		653	612
Accruals		<u>-</u>	<u>-</u>
<b>Total Liabilities</b>		<u>845</u>	<u>612</u>

*The Financial Statements on pages 3 to 5 were approved by the Management Committee on 27<sup>th</sup> July, 2021, and signed on its behalf by:*

*Trustee, on behalf of the Committee*

*The notes on page 6 form part of these accounts.*

# **RADFORD SEMELE COMMUNITY HALL**

68 Lewis Road – Radford Semele – Leamington Spa – CV31 1UQ

Registered Charity Number 522985

## **Notes to the Accounts for the year ended 31st March, 2021**

### **1. Accounting Policies**

#### **Basis**

The financial statements have been prepared on a receipts and payments basis, in accordance with the requirements of the Charities Act 2006, and the Charities SORP 2005.

#### **Funds**

Whenever income is received for a purpose specified by the donor, a restricted fund is maintained as a separate account. No such funds were held during the year.

#### **2. Comparatives**

The comparative figures have been prepared on the same basis as the current year.

#### **3. Receipts**

Grants and Donations. The Parish Council donated £5,000 towards the cost of replacing roof soffits (£10,276). WDC granted £19,669 of Government funded Covid19 grants to support the Community Hall during the pandemic.

#### Rent from Sports and Social Club

Rent is receivable from the Radford Semele Sports and Social Club under the terms of a seven year lease effective from 1<sup>st</sup> April 2015. The rent is reviewed at three-yearly intervals and was increased in line with the Retail Price Index from 1<sup>st</sup> April, 2018, the next review is effective from April 1<sup>st</sup> 2021.

The Management Committee agreed to support the S & S C by granting Rent Relief (£4,480) for 8 months of the year as the Club advised of their precarious financial position arising from their closure due to Covid19.

#### Hire of the Hall- £385

Rental Income from hall hire £60. The balance, £325, relates to hire charges from the previous year collected in the current year.

#### Sale of Electricity- £3,371

This relates to amount received from S & S.C for their proportion of this service. During the year the method of recharging the S & S C was simplified. Charges are now based on the sub meter which records the Club's usage. This method now allows the Club to monitor continuously their usage and confirm the quarterly amount invoiced.

#### Sale of Insurance £870

This is the payments received from S & S C for 41% of the total Insurance premium.

### **4. Payments**

#### Rates £0

Not charged due to Covid-19. 100% relief.

#### Electricity £3,684

Hall usage was minimal due to closure. The charge (> 95% approx.) relates to maintaining S & S C cooling and electrical systems.)

#### Gas £337

Decreased due to hall not in use. Covid19.

#### Insurance £2,122

Increased by £24 compared with previous year.

#### Music Licence £242



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This amount is calculated on the income in the previous year

### Cleaning £1384

Decreased by £615 due to hall not in use. Covid19.

### Repairs and Renewals £11,310

Includes replaced fascia, soffits & guttering (£9,426) and electrical work (£850) and other repairs to windows, electrics.

### Bookkeeping

The £870 charge represents the full year cost of subcontracting this accounting work.

### **5. Debtors and Prepayments**

Prepayments include £1,592 for 9 months prepaid for insurance and £653 for 9 months prepaid for recharge of insurance.

### **6. Creditors**

Creditors include £192 for electricity bill not paid off until April 21.

### **6. Reserves**

Reserves of the Community Hall increased from £47,031 to £57,397 during the year.