

Charity registration number: 523107

# The Lifford Memorial Hall

Annual Report and Financial Statements

for the Year Ended 31 October 2023

## **The Lifford Memorial Hall**

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## **The Lifford Memorial Hall**

### **Reference and Administrative Details**

<b>Trustees</b>	Mr G Franks
	Mrs L Witts
	Mr N Dunsby
	Miss S Southern
	Ms E Peacock
	Mr N Smith
<b>Secretary</b>	Mr N Dunsby
<b>Charity Registration Number</b>	523107
<b>Principal Office</b>	Lower Green Broadway Worcestershire WR12 7BU
<b>Independent Examiner</b>	Clement Rabjohns Limited Chartered Accountants 111/113 High Street Evesham Worcestershire WR11 4XP

## **The Lifford Memorial Hall**

### **Trustees' Report**

The trustees present the annual report together with the financial statements of the charity for the year ended 31 October 2023.

#### **Objectives and activities**

##### ***Objects and aims***

The object of the charity is to maintain the Lifford Memorial Hall for the communal benefit of the inhabitants of the Parish of Broadway and the neighbourhood. This objective is met by making the Hall available for bookings to any local group or individual. The car park facilities at the Hall are rented out, as a much needed resource to the local village and local businesses. Any surplus from the letting of the Hall and car parking is reinvested in the Hall and its facilities.

##### ***Public benefit***

It is considered that the Charity significantly contributes to the well-being of the local community by providing a venue that can be used by the public for a diverse range of activities, helping them to further their own personal and social development.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### **Achievements and performance**

The Hall was delighted to support the bi annual Broadway Arts Festival in June and provided an afternoon cream tea for village elders as part of the celebration of the Coronation of King Charles III. We continue to provide a venue for village activities including yoga, band practice, concerts, quizzes, art groups, craft fairs, school events, toddler groups, dance school, history society and village meetings. The community cinema has continued to grow.

The Hall is supported by the Friends of the Lifford Hall, which together with the parking facility, enables the Trustees to maintain the Hall and continue to invest in the up dating programme.

#### **Financial review**

##### ***Policy on reserves***

The unrestricted funds at 31 October 2023 amounted to £81,875 and the trustees will keep the level of free reserve, being the unrestricted funds not committed or invested in tangible fixed assets, under review to ensure that the charity will be able to continue its current activities in the event of a significant drop in booking income.

#### **Structure, governance and management**

##### ***Nature of governing document***

The Lifford Memorial Hall, Broadway, Worcestershire is registered with the Charity Commissioners (No. 523107) and constituted by deed of trust.

## The Lifford Memorial Hall

### Trustees' Report (continued)

#### ***Recruitment and appointment of trustees***

New trustees are recruited and appointed with a view to adding to the diverse range of experience already making up the Board of Trustees.

The trustees have reviewed the major risks to which the charity is exposed and systems have been established to mitigate those risks.

#### ***Organisational structure***

The charity is managed by a Board of Trustees, who meet at least quarterly to discuss the day to day running of the charity.

The annual report was approved by the trustees of the charity on 16 January 2024 and signed on its behalf by:

.....  
Mrs L Witts  
Trustee

## **The Lifford Memorial Hall**

### **Statement of Trustees' Responsibilities**

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 16 January 2024 and signed on its behalf by:

.....  
Mrs L Witts  
Trustee

## **The Lifford Memorial Hall**

### **Independent Examiner's Report to the trustees of The Lifford Memorial Hall**

I report to the trustees on my examination of the accounts of The Lifford Memorial Hall for the year ended 31 October 2023.

#### **Responsibilities and basis of report**

As the charity trustees of The Lifford Memorial Hall 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 The Lifford Memorial Hall'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of The Lifford Memorial Hall as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.

.....  
Clement Rabjohns Ltd  
Chartered Accountants

111/113 High Street  
Evesham  
Worcestershire  
WR11 4XP

16 January 2024

# The Lifford Memorial Hall

## Statement of Financial Activities for the Year Ended 31 October 2023

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2023 £
<b>Income and Endowments from:</b>					
Donations and legacies		2,839	-	-	2,839
Charitable activities		23,177	-	-	23,177
Investment income	18	<u>160</u>	<u>-</u>	<u>-</u>	<u>160</u>
Total income		<u>26,176</u>	<u>-</u>	<u>-</u>	<u>26,176</u>
<b>Expenditure on:</b>					
Charitable activities		<u>(25,754)</u>	<u>(175)</u>	<u>-</u>	<u>(25,929)</u>
Total expenditure		<u>(25,754)</u>	<u>(175)</u>	<u>-</u>	<u>(25,929)</u>
Net income/(expenditure)		<u>422</u>	<u>(175)</u>	<u>-</u>	<u>247</u>
Net movement in funds		422	(175)	-	247
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>81,453</u>	<u>3,526</u>	<u>429,782</u>	<u>514,761</u>
Total funds carried forward	12	<u>81,875</u>	<u>3,351</u>	<u>429,782</u>	<u>515,008</u>

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2022 £
<b>Income and Endowments from:</b>					
Donations and legacies		2,917	-	-	2,917
Charitable activities		21,354	-	-	21,354
Investment income	18	<u>1</u>	<u>-</u>	<u>-</u>	<u>1</u>
Total income		<u>24,272</u>	<u>-</u>	<u>-</u>	<u>24,272</u>
<b>Expenditure on:</b>					
Charitable activities		<u>(22,510)</u>	<u>(175)</u>	<u>-</u>	<u>(22,685)</u>
Total expenditure		<u>(22,510)</u>	<u>(175)</u>	<u>-</u>	<u>(22,685)</u>
Net income/(expenditure)		<u>1,762</u>	<u>(175)</u>	<u>-</u>	<u>1,587</u>
Net movement in funds		1,762	(175)	-	1,587
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>79,689</u>	<u>3,701</u>	<u>429,782</u>	<u>513,172</u>
Total funds carried forward	12	<u>81,451</u>	<u>3,526</u>	<u>429,782</u>	<u>514,759</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 12.

The notes on pages 8 to 15 form an integral part of these financial statements.



**The Lifford Memorial Hall**

(Registration number: 523107)

**Balance Sheet as at 31 October 2023**

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	8	464,773	465,502
<b>Current assets</b>			
Debtors	9	616	606
Cash at bank and in hand	10	<u>51,176</u>	<u>51,777</u>
		51,792	52,383
<b>Creditors: Amounts falling due within one year</b>	11	<u>(1,557)</u>	<u>(3,126)</u>
<b>Net current assets</b>		<u>50,235</u>	<u>49,257</u>
<b>Net assets</b>		<u>515,008</u>	<u>514,759</u>
<b>Funds of the charity:</b>			
<b>Endowment funds</b>		429,782	429,782
<b>Restricted income funds</b>			
Restricted funds		3,351	3,526
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>81,875</u>	<u>81,451</u>
<b>Total funds</b>	12	<u>515,008</u>	<u>514,759</u>

The financial statements on pages 6 to 15 were approved by the trustees, and authorised for issue on 16 January 2024 and signed on their behalf by:

.....  
Mr G Franks  
Trustee

.....  
Mrs L Witts  
Trustee

## **The Lifford Memorial Hall**

### **Notes to the Financial Statements for the Year Ended 31 October 2023**

#### **1 Accounting policies**

##### **Statement of compliance**

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

##### **Basis of preparation**

The Lifford Memorial Hall meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

##### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

##### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

##### ***Deferred income***

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

##### ***Investment income***

Investment income is recognised on a receivable basis.

##### ***Charitable activities***

Income from Hall bookings, the letting of car park spaces, bar income and income derived from events is recognised as earned as the related goods or services are provided.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

## The Lifford Memorial Hall

### Notes to the Financial Statements for the Year Ended 31 October 2023 (continued)

#### Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs of trading for fundraising purposes.

#### *Charitable activities*

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Furniture and equipment	5% and 0% straight line
Property improvements	Not depreciated

#### Trade debtors

are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

## The Lifford Memorial Hall

### Notes to the Financial Statements for the Year Ended 31 October 2023 (continued)

#### Trade creditors

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 14.

## 2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Grants, including capital grants;			
Grants from other agencies	1,814	1,814	2,667
Regular giving and capital donations	<u>1,025</u>	<u>1,025</u>	<u>250</u>
	<u><u>2,839</u></u>	<u><u>2,839</u></u>	<u><u>2,917</u></u>

## 3 Expenditure on charitable activities

	Unrestricted		Total 2023 £	Total 2022 £
Note	General £	Restricted £		
Premises utilities	4,347	-	4,347	4,437
Premises insurance	2,454	-	2,454	2,404
Repairs and maintenance	8,568	-	8,568	7,173
Secretarial expenses	960	-	960	960
Caretaking and cleaning	3,021	-	3,021	2,906
Legal and professional costs	531	-	531	551
Cinema expenses	1,717	-	1,717	768
Sundry and other costs	2,018	-	2,018	1,239

## The Lifford Memorial Hall

### Notes to the Financial Statements for the Year Ended 31 October 2023 (continued)

	Unrestricted			
Note	General £	Restricted £	Total 2023 £	Total 2022 £
Depreciation, amortisation and other similar costs	554	175	729	729
Governance costs	<u>1,584</u>	<u>-</u>	<u>1,584</u>	<u>1,518</u>
	<u>25,754</u>	<u>175</u>	<u>25,929</u>	<u>22,685</u>

#### 4 Analysis of governance and support costs

##### Governance costs

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Independent examiner fees			
Examination of the financial statements	<u>1,584</u>	<u>1,584</u>	<u>1,518</u>
	<u>1,584</u>	<u>1,584</u>	<u>1,518</u>

#### 5 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 6 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	<u>1,584</u>	<u>1,518</u>

# The Lifford Memorial Hall

## Notes to the Financial Statements for the Year Ended 31 October 2023 (continued)

### 7 Taxation

The charity is a registered charity and is therefore exempt from taxation.

### 8 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
<b>Cost</b>			
At 1 November 2022	<u>429,782</u>	<u>59,238</u>	<u>489,020</u>
At 31 October 2023	<u>429,782</u>	<u>59,238</u>	<u>489,020</u>
<b>Depreciation</b>			
At 1 November 2022	-	23,518	23,518
Charge for the year	<u>-</u>	<u>729</u>	<u>729</u>
At 31 October 2023	<u>-</u>	<u>24,247</u>	<u>24,247</u>
<b>Net book value</b>			
At 31 October 2023	<u>429,782</u>	<u>34,991</u>	<u>464,773</u>
At 31 October 2022	<u>429,782</u>	<u>35,720</u>	<u>465,502</u>

### 9 Debtors

	2023 £	2022 £
Prepayments	<u>616</u>	<u>606</u>

### 10 Cash and cash equivalents

	2023 £	2022 £
Cash at bank	<u>51,176</u>	<u>51,777</u>

### 11 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals	1,557	1,526
Deferred income	<u>-</u>	<u>1,600</u>
	<u>1,557</u>	<u>3,126</u>

# The Lifford Memorial Hall

## Notes to the Financial Statements for the Year Ended 31 October 2023 (continued)

	2023 £	2022 £
Deferred income at 1 November 2022	1,600	1,600
Resources deferred in the period	-	1,600
Amounts released from previous periods	<u>(1,600)</u>	<u>(1,600)</u>
Deferred income at year end	<u>-</u>	<u>1,600</u>

### 12 Funds

	Balance at 1 November 2022 £	Incoming resources £	Resources expended £	Balance at 31 October 2023 £
<b>Unrestricted</b>				
General	81,453	26,176	(25,754)	81,875
<b>Restricted</b>	3,526	-	(175)	3,351
<b>Endowment</b>				
Permanent	<u>429,782</u>	<u>-</u>	<u>-</u>	<u>429,782</u>
<b>Total funds</b>	<u>514,761</u>	<u>26,176</u>	<u>(25,929)</u>	<u>515,008</u>
	Balance at 1 November 2021 £	Incoming resources £	Resources expended £	Balance at 31 October 2022 £
<b>Unrestricted</b>				
General	79,689	24,272	(22,510)	81,451
<b>Restricted</b>	3,701	-	(175)	3,526
<b>Endowment</b>				
Permanent	<u>429,782</u>	<u>-</u>	<u>-</u>	<u>429,782</u>
<b>Total funds</b>	<u>513,172</u>	<u>24,272</u>	<u>(22,685)</u>	<u>514,759</u>

## The Lifford Memorial Hall

### Notes to the Financial Statements for the Year Ended 31 October 2023 (continued)

The specific purposes for which the funds are to be applied are as follows:

#### Unrestricted funds

These are funds that can be used in accordance with the charitable objects at the discretion of the trustees.

#### Restricted funds

These are funds that can only be used for particular restricted purposes within the aspects of the charity. These restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

In this case all the restricted funds are raised for the purpose of refurbishing the Hall or for repaying loans raised for the purpose of refurbishing the Hall. Expenditure in respect of refurbishment is transferred to the restricted fund when incurred, or upon full repayment of any loans relating to the refurbishment of the Hall.

#### Endowment funds

The endowment funds represent those assets which must be held permanently by the charity, in this case additions and improvements to the Lifford Memorial Hall.

### 13 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Endowment funds Permanent £	Total funds at 31 October 2023 £
Tangible fixed assets	31,640	3,351	429,782	464,773
Current assets	51,792	-	-	51,792
Current liabilities	(1,557)	-	-	(1,557)
Total net assets	<u>81,875</u>	<u>3,351</u>	<u>429,782</u>	<u>515,008</u>
	Unrestricted funds General £	Restricted funds £	Endowment funds Permanent £	Total funds at 31 October 2022 £
Tangible fixed assets	32,194	3,526	429,782	465,502
Current assets	52,383	-	-	52,383
Current liabilities	(3,126)	-	-	(3,126)
Total net assets	<u>81,451</u>	<u>3,526</u>	<u>429,782</u>	<u>514,759</u>



# The Lifford Memorial Hall

## Notes to the Financial Statements for the Year Ended 31 October 2023 (continued)

### 14 Analysis of net funds

	At 1 November 2022 £	Financing cash flows £	At 31 October 2023 £
Cash at bank and in hand	<u>51,777</u>	<u>(601)</u>	<u>51,176</u>
Net debt	<u>51,777</u>	<u>(601)</u>	<u>51,176</u>

### 15 Related party transactions

There were no related party transactions in the year.

### 16 Income from charitable activities

	Unrestricted General £	Total 2023 £	Total 2022 £
Hall bookings	13,004	13,004	12,481
Letting of car park spaces	5,842	5,842	6,656
Cinema income	<u>4,331</u>	<u>4,331</u>	<u>2,217</u>
	<u>23,177</u>	<u>23,177</u>	<u>21,354</u>

### 17 Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	<u>729</u>	<u>729</u>

### 18 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>160</u>	<u>160</u>	<u>1</u>