

LITTLE WEIGHTON VILLAGE HALL

FINANCIAL STATEMENTS

Year ended

31 AUGUST 2021

**Contents to the Financial Statements
For the year ended 31 August 2021**

	Page
Report of the Board of Trustees	3
Independent Examiners Report	10
Receipts and Payments Account	11
Statement of Assets and Liabilities	13
Notes to the Financial Statements	14

**Trustees Annual Report
For the year ending 31 August 2021**

Reference and Administrative Details of the Charity, its Trustees and Advisors

Name of Charity: Little Weighton Village Hall

Charity Registration Number: 523266

Registered and Principal Operating Address: 21, Old Village Road
Little Weighton
East Yorkshire
HU20 3US

Contact Address: Little Weighton Village Hall
Mrs Pat Davison (Chair)
47, Rowley Road,
Little Weighton,
East Yorkshire
HU20 3XJ

Trustees:

Names of Trustees who served during the year 2020/2021 were as follows. Where Trustees have served for part of the year only, dates are given:

Name	Office (if any)	Dates	Representing:
Mrs Pat Davison	Chair		
Mr Richard Mann	Treasurer		
Mrs Prue Campbell	Secretary and Bookings		YCA
Mrs Audrey Ringrose			LW Bowling Club
Ms Sylvia Spinks			Garden Club
Mrs Sue Jackson			Voices of Weighton Choir

Advisors

Mrs Claire Pickering* Health and safety Advisor

* Resigned as trustee but agreed to remain as Health and Safety Advisor from 12th December 2020

**Trustees Annual Report
For the year ending 31 August 2021**

Accountant: Sian Broughton, ACMA, CGMA, DChA, MAAT
Director of
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY

Bankers: Lloyds TSB
14, Market Place
Beverley
HU17 8BD

Banker (200 Club): HSBC
63 Market Place
Beverley
HU17 8AL

Structure, Governance and Management**Governing Document:**

Little Weighton Village Hall is a registered charity governed by its Charitable Scheme adopted on 5th June 2007 and amended on 24th October 2007. It was registered as a charity on 19th May 1964.

Recruitment and Appointment of Trustees:

The trustees form the Executive Committee. Trustees are elected at the Annual General Meeting by the members of the charity and usually serve for a three year term. There is the provision for the co-option of additional trustees if required. The constitution states that the number of trustees must not be less than three but shall not be subject to any maximum figure.

Trustee Induction and Training:

This is provided by the Chair of Trustees and includes the role and responsibilities of Trustees, the activities of the charity, its aims and objectives, its structure and the general procedures of the organisation. New Trustees are provided with all relevant information including the Charity Commissions 'Roles and Responsibilities of Trustees', the scheme of the charity, the latest financial statements and the Annual Report. Any additional training required is identified during induction and acted upon. The Trustees are unpaid volunteers who have a wide range of responsibilities including the day to day operation of the Village Hall and fundraising for future plans. They shape what happens in the organisation through participation in meetings and will arrive at decisions through consensus or through use of a vote.

**Trustees Annual Report
For the year ending 31 August 2021****Organisational Structure:**

The charity is managed by the Board of Trustees which is responsible for all strategic decisions. Trustees are made aware that any conflicts of interest must be declared and minuted. The Board meets at least four times per year (quarterly).

Risk Management:

The major risks to which the charity is exposed, as identified by the Trustees, are regularly reviewed and systems have been established to mitigate these risks.

Objectives:

The objectives of the charity as set out in the scheme are:

- To provide and maintain a centre for the use of the inhabitants of Rowley and Little Weighton including use for meetings, lectures and classes and for other forms of social recreation and leisure time occupation, with the object of improving the conditions of life of the said inhabitants without distinction of political, religious or other opinions.
- To retain the land identified in Part 2 of the schedule for use for the object of the charity.

Strategies to allow the Trustees to achieve their objectives:

- The Trustees will work to maintain and enhance the financial position of the charity and to explore all possible income streams.
- The trustees will actively encourage a wide range of activities so as to increase inclusion and to reduce isolation of people of all ages within the community.

Review of Activities 2020 / 21:

The Trustees are satisfied that during the year 2020 / 2021:

1. Their work reflected the objectives outlined above.
2. Resources were well managed.
3. Members were satisfied with the services they received.
4. Effective management of the Hall continued through the 'Covid' crisis. The hall was closed for much of the year. Trustee meetings continued using remote facilities.
5. Efforts have been made to encourage new Trustees to join the board, making it sustainable into the future.
6. The launch of a new website and the increased use of social media have brought the availability of the Hall and its activities to a wider range of people within the community.

**Trustees Annual Report
For the year ending 31 August 2021****General Review of Hall Usage during 2020/2021**

The trustees have attempted to maintain a programme of Hall use although this has been very limited since it has had to take place within the national and local guidelines relating to the Covid pandemic. This has included at certain times in the year:

- Rowley Parish Council
- Little Weighton Gardener's Club (using the outside space)
- Water Colour Painting
- 'Voices of Weighton' Choir
- Keep Fit
- East Rlding Mobile Library (Car Park)
- Drama for young people
- Craft workshops

The Hall was used as the venue for a number of children's parties during the year.

Financial Review**Reserves policy:**

The finances of the organisation have been maintained prudently so as to ensure that sufficient funds exist to allow at least one year of core running costs and to provide for any unexpected expenditure. This has allowed long term planning and procurement to occur. This has been achieved using four separate bank accounts:

- A Current Account for regular income and expenditure.
- A Reserve Account, partly maintained by special targeted fundraising events, which can be drawn upon for developing future projects and for long-term maintenance of the Hall in coming years.
- An account currently dedicated to income and expenditure related to the grant aid from National (Big) Lottery. This residue is being used for specific purposes related to the lottery bid and this will continue into the next financial year.
- An account for regular income and expenditure from the local Village Hall lottery (200 Club). Periodically a sum is transferred to the Reserve Account.

The Big Lottery grant was used very effectively and was sufficient to improve the Hall to a point where it is safe, attractive both internally and externally, well organised and able to fully serve the needs of the community. This process was almost complete at the end of 2017 / 18 but the relationship with Big Lottery will continue for a number of years.

Work was carried out to make the location of the heating oil tank conform to regulations (It had been wrongly positioned by the contractors during the 2017 refurbishment). This work was carried out at no cost to the Hall but during the work it was decided by the trustees that it was sensible to replace the existing 20 year old tank with a new one. The cost of the new tank was paid out of a Big Lottery fund residue.

**Trustees Annual Report
For the year ending 31 August 2021****Reserves policy (continued):**

During the Covid pandemic the trustees were given the opportunity to bid for five support grants (Central Government money channelled through ERYC), including a restart grant. The total value of these grants during the 2021 audit period was £17,431. Therefore, at the end of 2020/21, despite the severe loss of income caused by the 'Covid' closures, the Trustees consider that the charity is in a strong financial position to maintain its work in future years.

Comments from the Chair of Trustees

The Trustees continued to be pleased with the results of the recent refurbishment and are working hard to ensure that the current high standards are maintained into the future. The Trustees also wish to express their continuing thanks to Mr Guy Clapham of Coletta & Tyson Garden Centre, Woodmansey for continued help with maintaining the grounds of the Village Hall.

During the previous financial year, it was brought to our attention by the company charged with servicing the heating boiler, that the oil storage tank, located during the 2017 refurbishment, did not comply with current safety regulations. Richard Gymer (Refurbishment Project Manager) and George Houltons Ltd (Main Contractors) were notified, examined the site and created a plan for remedial action. This involved considerable reconstruction work to create a new site for the tank and this was carried out during the May to July, 2021 period to the satisfaction of the trustees. This work was carried out by the original contractors at no cost to the Hall but during the work it was decided by the trustees that it was sensible to replace the existing 20 year old tank with a new one.

The chair wishes to thank Mrs Karen Mann who organises the 200 Club Fundraising lottery on behalf of the trustees. This source of funding has become even more critical during the period of closure.

Principal Funding Sources:

During 2020/21 principal sources of funding have been income from room rental (very limited as a result of the Covid closures), a contribution from the Village Hall 200 Club Lottery and Covid Support Grants received as a result of the Covid-19 pandemic.

It has been agreed to review our room rental system on a regular basis at each AGM and to modify it in line with funding requirements.

**Trustees Annual Report
For the year ending 31 August 2021****Plans for Future Years (Refer also to objectives and strategies outlined above):**

- To maintain the current fabric of the hall to the existing high standard.
- To continue to enhance the amenity provided by the hall and its surroundings.
- To continue the process of 'reaching out' to the local community to increase the level of participation in village hall events of people of all ages, especially with the aim of reducing isolation and loneliness.
- To maintain an enthusiastic and diverse group of trustees.
- To maintain a financial position allowing the objectives of the trustees to be achieved.

Statement of Disclosure of Information to the Independent Examiner:

We, the trustees of the Charity who held office at the date of approval of these financial statements, each confirm that so far as we are aware:

- There is no relevant information of which the Charity's Independent Examiner is unaware.
- All steps have been taken to make ourselves aware of any relevant information and to establish that the Charity's Independent Examiner is aware of that information.

Statement of Trustees' Responsibilities:

Charity Law requires the Trustees to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the Charity and of the excess of income over expenditure for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

As the income of the charity was less than £250,000 the charity has elected to prepare its accounts on the Receipts and Payments basis in line with Charity Commission Guidance.

Statement of Trustees' Responsibilities:

The Trustees confirm that the accounts comply with the above requirements. The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. They 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.

**Trustees Annual Report
For the year ending 31 August 2021**

Independent Examiner:

A resolution to appoint as Independent Examiners until further notice, East Riding Voluntary Action Services (ERVAS) Limited was passed at the Annual General Meeting on the 12th December 2018. ERVAs transferred accountancy services to a wholly owned subsidiary company in September 2019.

The Trustees wish to thank the staff of ERVAS and Phoenix for their general and ongoing advice and for their care in preparing the annual financial statement.

By order of the Board,

Pat Davison
Chairperson



Date: 27/11/2021

Independent Examiner's Report to the Members of Little Weighton Village Hall

I report to the Trustees on my examination of the accounts of the above Charity ("The Trust") for the year ended 31 August 2021, which are set out on pages 11 to 16.

Respective responsibilities of trustees and examiner

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.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Trust 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 I do not express an audit opinion on the view given by the accounts.

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.



Sian Broughton ACMA, CGMA, DChA, MAAT
Chartered Management Accountant
Director of Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY

Date: 29 November 2021

Receipts and Payments Account For the year ended 31 August 2021

	Notes	2021 Unrestricted Funds		2021 Restricted Funds	2021 Total Funds	2020 Unrestricted Funds		2020 Restricted Funds	2020 Total Funds
		Designated £	General £	£	£	Designated £	General £	£	£
Income									
Grant Funding	2		17,431	-	17,431	-	10,434	-	10,434
Donations		-	3,692	-	3,692	-	120	-	120
Room and Premises hire		-	2,290	-	2,290	-	4,726	-	4,726
Fundraising		2,497	-	-	2,497	3,269	-	-	3,269
Investment Income		126	-	-	126	191	-	-	191
Total Income		2,623	23,413	-	26,036	3,460	15,280	-	18,740
Expenditure									
Repairs and renewals		-	496	1,440	1,936	-	892	4,010	4,902
Utilities		-	1,214	-	1,214	-	1,821	-	1,821
Insurance		-	874	-	874	-	858	-	858
Cleaning and Caretaking		-	1,928	-	1,928	-	2,874	-	2,874
Stationery		-	40	-	40	-	16	-	16
Postage		-	34	-	34	-	46	-	46
Licences		-	98	-	98	-	223	-	223
Events		-	-	-	-	-	643	-	643
Professional Fees		-	147	-	147	-	-	659	659
Accounts Fees		-	319	-	319	-	-	-	-
Miscellaneous		-	-	-	-	-	195	-	195
Costs of Raising Funds		1,450	-	-	1,450	1,494	-	-	1,494
Total Expenditure		1,450	5,150	1,440	8,040	1,494	7,568	4,669	13,731

(Continued on next page)

Receipts and Payments Account (continued) For the year ended 31 August 2021

	2021		2021		2021		2020		2020	
	Unrestricted Funds		Restricted Funds		Total Funds		Unrestricted Funds		Restricted Funds	
	Designated	General					Designated	General		
	£	£	£	£	£	£	£	£	£	£
Net Income/ (Expenditure) before Transfers	1,173	18,263	(1,440)	17,996			1,966	7,712	(4,669)	5,009
Transfers between Funds	(1,100)	1,100	-	-			(1,100)	1,100	-	-
Net Surplus/(Deficit) for the period	73	19,363	(1,440)	17,996			866	8,812	(4,669)	5,009
Cash and Bank Balances brought forward at 01 September	15,577	12,668	7,999	36,244			14,711	3,856	12,668	31,235
Cash and Bank Balances Carried forward at 31 August	3 15,650	32,031	6,559	54,240			15,577	12,668	7,999	36,244

The notes on pages 14 to 16 form part of these financial statements.

Statement of Assets and Liabilities As at 31 August 2021

	Note	2021 Total funds £	2020 Total funds £
Monetary Assets			
TSB – Current account		1,258	1,084
TSB – Fundraising Account		46,096	26,970
TSB – Lottery Account		5,113	6,493
HSBC – 200 Club Account		1,535	1,556
Petty Cash		238	141
Total Monetary Assets		54,240	36,244
Comprising of:			
Unrestricted Funds – General	3	32,031	12,668
Unrestricted Funds – Designated	3	15,650	15,577
Restricted Funds	3	6,559	7,999
	3	54,240	36,244
Non Monetary Assets and Liabilities			
Fixed assets			
Tangible assets		472,501	472,501
Debtors		-	-
Creditors		(205)	(318)

These financial statements were approved by the committee on 27th Nov. 2021 and signed on its behalf by:

P. Davison Pat Davison, Chairperson R. Mann Richard Mann, Treasurer
The notes on pages 14 to 16 form part of these financial statements.

Notes to the financial statements for the year ended 31 August 2021

1. Basis of Preparation

These accounts have been prepared on a receipts and payments (R&P) basis in line with the charity commission guidance for a charity of this size.

The comparative year relate to the year ending 31 August 2020.

The accounts for the year ending 31 August 2020 were prepared on the Accruals basis. The comparative year has been restated to the R&P basis.

2. Grants

ERYC Retail, Hospitality and Leisure
Grant – COVID 19
Smile Foundation
Future Communities

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
	17,431	-	17,431	10,000	-	10,000
	-	-	-	234	-	234
	-	-	-	200	-	200
	17,431	-	17,431	10,434	-	10,434

Notes to the financial statements for the year ended 31 August 2021

3. Funds

	Balance as at 01/09/2020	Incoming	Outgoing	Transfers	Balance as at 31/08/2021
	£	£	£	£	£
Unrestricted Funds					
General Funds	12,668	23,413	(5,150)	1,100	32,031
Designated: Refurbishment	15,577	2,623	(1,450)	(1,100)	15,650
Total Unrestricted Funds	28,245	26,036	(6,600)	-	47,681
Restricted Funds					
Big Lottery: Refurbishment	7,999	-	(1,440)	-	6,559
Total Funds	36,244	26,036	(8,139)	-	54,240

A Brief description of the Designated and Restricted funds is shown below:

Designated Funds

Refurbishment - The charity has continued fundraising towards its refurbishment project. A separate bank account has been set up for this designated fund.

Restricted Funds

Big Lottery Fund: Refurbishment - Restricted funding was received from the Big Lottery Fund now known as the National Lottery Community Fund for the Renovation, Refurbishment and Extension of the Village Hall.

**Notes to the financial statements
for the year ended 31 August 2021**

4. Taxation

The association is a registered charity, registration number 523266. All the associations' income is applied to its charitable objectives and the association is therefore exempt under current legislation from most forms of taxation.

5. Trustee Remuneration

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the year to any Trustee.

There was no reimbursement of travel expenses paid during the year.