

**THE NOTTON VILLAGE HALL FUND**

Charity Number 523790

**ACCOUNTS AND TRUSTEES' ANNUAL REPORT**

	2023	2022
Notes	£	£
<b>INCOME</b>		
General hire of facilities	16,583	15,794
Functions	5,946	6,505
Gala	0	4,699
Bonfire (net- expenses (£11,048 2022 £9,235))	9,529	8,414
Bonfire sponsorship	10,000	0
200 Club	950	700
Covid grants	0	2,667
Sports field drainage grants	0	136,516
Insurance payout	0	850
Contributions by facility users	4,348	1,968
Legacy	1,000	0
Grazing licence	3,870	2,270
Rural payments agency	504	4,374
Deposit account interest	2,232	221
	<u>54,961</u>	<u>184,977</u>
<b>EXPENDITURE</b>		
Cleaning	5,123	3,950
Maintenance	7,704	5,359
Rates	860	473
Water	383	465
Electricity & gas	2,953	3,672
Internet/CCTV	542	564
Insurance	3,912	3,166
Licences	526	390
Capital works on properties	20,407	143,299
Bank charges	161	197
Functions (not incl Gala/Bonfire)	3,012	2,453
	<u>45,583</u>	<u>163,988</u>
<b>SURPLUS/(DEFICIT)</b>	<b>9,379</b>	<b>20,989</b>
Opening cash and deposits	87,835	66,846
Closing cash and deposits	<u>97,213</u>	<u>87,835</u>
<b>BALANCE SHEET</b>		
Property	2	-
Cash held		
Unity Bank account	42,083	35,008
Deposit Account with COIF	55,130	52,827
	<u>97,213</u>	<u>87,835</u>
<b>TOTAL BALANCE SHEET NET ASSETS</b>	<b>97,213</b>	<b>87,835</b>

## **THE NOTTON VILLAGE HALL FUND**

### **Notes to the Accounts and Trustees' Annual Report**

#### **1. Accounting policies**

- a. The accounts consist of an income and expenditure and a balance sheet as permitted by the Charities Act 2011 for charities with income of less than £250,000 per annum. The accounts are prepared in accordance with the Charities Statement of Recommended Practice issued in October 2019 applicable in the United Kingdom (FRS102) and the Charities Act 2011.
- b. It is the Trustees' policy to collect all income and to pay all outstanding bills as far as reasonably possible by the year end to reflect a realistic picture of the fund's performance in the year. There were no significant liabilities at 31 December 2023 or 2022.

#### **2. Property**

The Trust owns approximately 15 acres of land in Notton being in 2 areas, with the buildings thereon:

- a. The area of Village Hall, the tennis courts, the cricket field and part of the lngs recreation area.
- b. the Pastures, a field close to the village, which is partly let out and partly used for recreation.

These properties have largely been acquired from donations made, either of property or cash to fund acquisition and building. No value is ascribed to them in the accounts.

#### **3. Tax**

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

#### **4. Employees**

The Trustees receive no remuneration for their services or expenses, and there are no people directly employed by the Trust. There were no transactions with related parties or Trustees.

#### **5. Public Benefit Requirement**

The Trustees confirm that they have complied with the Requirements of Charities Act 2011 Sec 17 and the guidance thereon by the Charities Commission. The Trust provides public benefit by offering local residents facilities for recreation and related activities.

#### **6. Trustees' Financial Review**

The Trustees report that the financial position of the Fund remains strong. Funds are built up through income generated to maintain and enhance the assets owned by the Fund over time.

#### **7. Risks and Management thereof**

The Board regularly reviews risks to safeguard the assets and facilities of the Trust.

#### **8. Recruitment and appointment of Trustees**

The number has to be maintained at not less than 5. The Board is always seeking new Trustees from the community and local organisations with the interest and skills to take an active part in the Trust's management.

**Trustees of The Notton Village Hall Fund (Charity Number 523790)**

**Statement of Trustees' Responsibilities**

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

The trustees have decided to opt to prepare Receipts and Payments Accounts as permitted under section 133 of the Charities Act 2011 for Charities whose annual income is less than £250,000.

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:

1. select suitable accounting policies and then apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
5. 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 (trust deed). The trustees are also responsible for safeguarding the assets of the charity and hence 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 Charities Commission website. Legislation governing the preparation of the corporate and dissemination of financial statements may vary from legislation in other jurisdictions.

Approved by the trustees of the charity on 29/05/24 and signed on behalf of the trustees by



Janette Smith - Chair

**Trustees as at 31 December 2023:** Janette Smith (Chair), Alan Shand (Vice Chair), Bairbre Hepworth, Dennis Gillibrand, Peter Taylor (Secretary), Helen Jaggar, John Hicks, Frank Carter

**Address for contacting the Trust:** Peter Taylor, Hon Secretary 1 High Ash Close, Notton, Wakefield WF4 2PF

The Charity is operated under the rules of its Trust Deed dated 5 March 1950. The Property shall be held upon Trust for the purposes of physical and mental training and recreational and social moral and intellectual development through the medium of reading and recreational rooms library lectures classes recreations or entertainments or otherwise as may be found expedient for the benefit of the Parish of Notton in the County of York and its immediate vicinity without distinction of sex or of political religious or other opinions. The Trust deed also requires the building of a permanent Village Hall, which was accomplished many years ago.

**Trustees of The Notton Village Hall Fund**

**Independent Examiner's Report to the Trustees of The Notton Village Hall Fund**

I report to the trustees on my examination of the accounts of The Notton Village Hall Fund for the year ended 31st December 2023.

**Responsibility and basis of report**

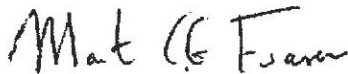
As trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Charity's accounts carried out under Section 145 of the 2011 Act and in carrying out my examination 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 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 Charity 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.



Marten Fraser, FCA  
16A Applehaigh Lane,  
Notton, Wakefield WF4 2NA

Date .....



# Receipts and payments accounts

For the period from 01/01/2023 To 31/12/2023

CC16a

## Section A Receipts and payments

Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £

### A1 Receipts

Hire	16,563	-	16,563	16,794
Fundraising	16,563	-	16,563	20,517
Contributions	20,070	-	20,070	5,008
Interest	2,303	-	2,303	221
Grants	-	-	-	145,587
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total (Gross income for AY)</b>	<b>65,309</b>	<b>-</b>	<b>65,309</b>	<b>184,977</b>

### A2 Asset and investment sales, (see table).

	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Total receipts

<b>65,309</b>	<b>-</b>	<b>-</b>	<b>65,309</b>	<b>184,977</b>
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### A3 Payments

Fundraising costs	3,012	-	3,012	2,453
Cleaning	5,123	-	5,123	3,990
Maintenance	7,704	-	7,704	5,350
Refurbishment	680	-	680	473
Utilities	3,878	-	3,878	4,701
Capital expenditure	20,407	-	20,407	143,298
Insurance	4,290	-	4,290	3,168
Loose	525	-	525	380
Bank charges	461	-	461	107
<b>Sub total</b>	<b>45,900</b>	<b>-</b>	<b>45,900</b>	<b>163,808</b>

### A4 Asset and investment purchases, (see table)

	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Total payments

<b>45,900</b>	<b>-</b>	<b>-</b>	<b>45,900</b>	<b>163,808</b>
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### Net of receipts/(payments)

<b>9,379</b>	<b>-</b>	<b>-</b>	<b>9,379</b>	<b>20,989</b>
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### A5 Transfers between funds

<b>87,834</b>	<b>-</b>	<b>-</b>	<b>87,834</b>	<b>66,846</b>
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### A6 Cash funds last year and

<b>87,213</b>	<b>-</b>	<b>-</b>	<b>87,213</b>	<b>87,834</b>
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## Section B Statement of assets and liabilities at the end of the period

### Categories Details

<b>B1 Cash funds</b>	Unity Bank
	COIF

Total cash funds  
(agree balances with receipts and payments accounts)

to nearest £	42,083	to nearest £	-	to nearest £	-
	65,130		-		-
	<b>97,213</b>		<b>-</b>		<b>-</b>

### B2 Other monetary assets

Details	

Unrestricted funds	to nearest £	Restricted funds	to nearest £	Endowment funds	to nearest £
	-		-		-
	-		-		-
	-		-		-
	-		-		-

### B3 Investment assets

Details	

Fund to which asset belongs	Cost (optional)	Current value (optional)
	-	-
	-	-
	-	-
	-	-

### B4 Assets retained for the charity's own use

Details	

Fund to which asset belongs	Cost (optional)	Current value (optional)
	-	-
	-	-
	-	-
	-	-

### B5 Liabilities

Details	

Fund to which asset belongs	Amount due	When due
	-	-
	-	-
	-	-
	-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

**Notton Village Hall Management Committee Meeting Minutes**  
**Wednesday 20th March 2024. AGM from 7pm, General Meeting from 7.30pm**

**Present:** Alan Shand (Chair), Peter Taylor (Honorary Secretary, Treasurer) John Hicks (Minute Taker), Margaret Shand, Darrel Cartwright, Eleanor Turner, Andrew Legg, Chris Key, Jean Duncan, Eileen Peters, Michael Hunter Jeanette Smith

1. Apologies were received from Sue Parkinson, Helen Jaggar, Mick Blain, Michael Hunter, Alison King, Gareth Williams, Melissa Sclater.
2. Annual General Meeting:

**a) Chairman's report – Presented by Alan Shand**

- i. Mr Shand presented then 40<sup>th</sup> report which was the 73<sup>rd</sup> overall.
- ii. Mr Shand thanked all the committee members for their hard work throughout the year in the organising and running of the different events. He also thanked the following for their duties on the committee.
  - Treasurer – Mr Peter Taylor
  - Secretary – Mr Peter Taylor
  - Minute Taker – Mr John Hicks.
  - Booking Clerk – Mrs Alison King
  - Two hundred Club – Mrs Eleanor Turner
  - Social & Fundraising – Mrs Alison King
  - Village Hall Website – Mrs Darrel Cartwright
  - Social Pavilion Booking – Mrs Darrel Cartwright

“As this will be my last report as chairman after 21 years, I would like to take this opportunity to thank all committee members, both [past and present, for the help and support I have received over the years.

When I came to Notton 24 years ago, I made a promise to myself, that I would get involved in village life and I feel I have achieved what I set out to do.

Looking back at the projects I have been involved in, has given me a great sense of achievement, none of which I could have done without the help and support of not only committee members, but of villagers too.

Moving forward, I trust that things will still evolve, and that the village hall will continue to be the wonderful facility we are so lucky to have. I will continue as a committee member and will help and support our new chairman.”

**b) Treasurer's Report– presented by Peter Taylor**

- c) Election of Chair for the following year.

As only one candidate was nominated and no person called for a ballot on the night, Melissa Sclater was duly elected as Chair for the following year.

- d) Election of Vice Chair.

As only one candidate was nominated and no one called for a ballot on the night, Helen Jaggar was duly elected as Vice Chair for the forthcoming year.

- e) Election of new members of the committee.

Steve Jaggar and Cheryl Moreton were proposed and seconded as new members, Bairbre Hepworth rejoined the committee.

- f) Election of Officers

As there were no changes to Officers, no election was held.

## **Notton Village Hall Trustee Meeting**

**Wednesday 29<sup>th</sup> May 2024 7pm**

### **Agenda**

1. Apologies for absence
2. Acceptance of Minutes from previous AGM (attached –  
Notton\_Village\_Hall\_Trustees\_2022)
3. Proposal and appointment of new Trustee – Melissa Sclater
4. Charity Commission website
5. Acceptance of minutes of the Notton Village Hall AGM, Chairman's report and  
Treasurer's report (attached – Village Hall Minutes March 2024)
6. AOB



## **NOTTON VILLAGE HALL TRUST**

**Minutes of Trustees' Meeting on 29<sup>th</sup> May 2024 held in the Hall at 7.00.**

Present:	Janette Smith	Chair
	Alan Shand	Vice-chair
	Bairbre Hepworth	
	Dennis Gillibrand	
	Peter Taylor	Secretary
	Helen Jaggar	
	John Hicks	
	Frank Carter	
	Mel Sclater	

The Chair welcomed the new Trustee, Mel Sclater, to the meeting, and briefly explained the role and duties of a Trustee.

The minutes of the last Trustees' meeting, the Village Hall AGM, the Treasurer's report and the 2023 Accounts as audited were approved, and the Chair will upload them to the Charity Commission website.

Logging on to the Charity Commission has changed and Janette has arranged for five of the trustees to have access.

The Trustees noted that the Sports Field, after levelling and restoration, was settling down and draining well. It was noted that the Cricket Club were still struggling to field players at the moment and were down to one team: this may continue to be a problem. "Sharing" the facilities with the other Club, Notton Challengers, was working satisfactorily. No football teams, girls or otherwise, had hired the field.

Notton Pastures was briefly discussed: noted that there is a steady income from the grazing licence and the grass is cut fairly regularly by Mr Harrison pro bono.

It was noted that in general routine and maintenance expenditure on the Hall is covered by hiring income, which is holding up well. Fundraising functions and bonfires are needed for major items.

It was noted that John Proctor's gala last summer was rained off and was unlikely to be repeated. A Bonfire committee has met and is working towards an event on November 2nd.

The Chair will call the next meeting for 21st May 2025 at 7.00pm.