

Registered Charity  
Number: 525023

Gilberdyke War Memorial Hall and Playing Field

**FINANCIAL STATEMENTS**

Year ending

31 May 2023

Phoenix Accountancy and Business Consultancy Limited

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For the year ending 31 May 2023**

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**Trustees Annual Report  
For the year ending 31 May 2023**

The Trustees present their report with the independently examined financial statements of Gilberdyke War Memorial Hall and Playing Field, a registered charity, for the year ending 31 May 2023.

**Reference and Administrative Details of the Charity, its Trustees and Advisers**

<u>Name of charity:</u>	Gilberdyke War Memorial Hall and Playing Field
<u>Charity Registration Number:</u>	525023
<u>Charity's Principal Address:</u>	Gilberdyke War Memorial Hall Clementhorpe Road Gilberdyke Brough East Yorkshire HU15 2UG

**Trustees:**

Names of Trustees who served during the year and since the year end were as follows:-

Mr Jeff Pinkerton	Treasurer
Ms Sue Pinkerton	Secretary - Resigned 5 <sup>th</sup> June 2023
Mr Paul Reynolds	Chair
Ms Susan Reynolds	Secretary from July 2023
Ms Mary Simms	Resigned 6 <sup>th</sup> June 2022
Mrs Yvonne Whiteford	
Mr Carl Stevens	Appointed 4 <sup>th</sup> April 2022
Mrs Helen Stevens	Appointed 6 <sup>th</sup> June 2022
Mrs Samantha Taylor-Dunn	Appointed 6 <sup>th</sup> June 2022

**Trustees Annual Report  
For the year ending 31 May 2023**

Independent Examiner:

Rebecca Triffitt, MAAT  
Practice Accountant  
Employee of:  
Phoenix Accountancy and Business Consultancy Limited  
Morley's Cottage  
Morley's Yard  
Walkergate  
Beverley  
East Yorkshire  
HU17 9BY

Bankers:

Santander  
Customer Service Centre  
Bootle  
Merseyside  
L30 4GB

Investments:

Santander  
Customer Service Centre  
Bootle  
Merseyside  
L30 4GB

**Structure, Governance and Management**

Governing Document:

Gilberdyke War Memorial Hall is a registered charity governed by its Deed of Appointment and Trust Deed dated 9<sup>th</sup> December 1971.

Recruitment and appointment of Trustees:

The Trustees form the Executive Committee of the charity. The members of the Executive Committee are elected at the Annual General Meeting by the members of the Charity. All members are circulated with invitations to nominate Trustees in advance of the AGM.

The Deed of Appointment and Trust Deed of the Charity states that the Committee shall consist of not more than 18 elected members and 22 representative members, and may not include more than 6 co-opted members. Each current user group is invited to nominate up to 2 representatives to join the War Memorial Hall Committee.

## **Trustees Annual Report For the year ending 31 May 2023**

### Recruitment and appointment of Trustees (continued):

At every AGM, all members of the Committee shall retire from office but they may be re-elected or re-appointed.

The proceedings of the Committee shall not be invalidated by any failure to appoint or any defect in the appointment election or qualification of any member.

### Trustee Induction and Training:

All trustees are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution and the financial statements including the Annual Report. Any training required by the trustees may be requested at any point, where it is considered useful to their role as trustee.

### Organisational Structure:

The board of Trustees manages the Charity, and aims to consider only strategic decisions at its meetings. Trustees are aware that any conflict of interest is declared and recorded. The board holds its meeting on the first Monday of each month.

### Policies:

Current user groups have their own policies including insurance policies.

### Risk Management:

The major risks, to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. All systems and procedures are reviewed regularly to ensure they meet charity law and our own organisations aims and objectives.

## **Objectives and Activities**

The objects of Gilberdyke War Memorial Hall and Playing Field are to provide a village hall for the use of the inhabitants in the parish of Gilberdyke without distinction of political, religious or other opinions and including the use for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants.

## **Trustees Annual Report For the year ending 31 May 2023**

### **Achievements and Performance**

#### Review of Activities 2022/23

The Gilberdyke War Memorial Hall and Playing Field Trustees are satisfied that for the year ending 31 May 2023:

- 1) Hall refurbishment activities are to continue to improve and maintain the hall building and annex. A list of proposed works has been created with input from all trustees. These include items such as:
  - a. Refurbishment of the bar.
  - b. Recovering the flat roof
  - c. Improving the conference room
- 2) It has become evident that the East wing of the building and the annex require more involved structural maintenance works, these will need significant resource and investment to remedy.
- 3) To mark the 100 year anniversary of the hall in January 2024 by holding events for the community.
- 4) Volunteer and committee members are still difficult to attract, but we will continue to try to add to the volunteer pool.
- 5) Once again, some existing committee members are likely to retire at the next AGM June 2024. With this in mind, and for the surety of the hall going forward, the committee are looking to open discussions with the Parish Council to work closer together to allow the committee to focus on the day-to-day running of the hall.
- 6) Work is ongoing to Incorporate the Hall as an entity. This will benefit the hall and trustees going forward. This will continue irrespective of the discussion taking place with the Parish.

#### Main objectives for the following year:

In shaping our objectives for the following year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit and is regularly re-visited.

The main objectives for 2023/24 are:

- Our work reflected our aims.
- Our resources were well managed.

## **Trustees Annual Report For the year ending 31 May 2023**

The Hall continues to maintain sound financial health.

There has been a major improvement to the look and feel of the hall cosmetically, both internally and externally. This has ultimately resulted in more bookings.

Online self-service bookings and smart locks have been implemented to help with security and reduce admin burden.

User group and private bookings are flourishing and on a daily basis the hall remains very busy.

The new CCTV system is live and operational, helping to secure the hall and the playing fields from vandalism and anti-social behavior.

### Plans for Future Years

By the end of the current financial year, May 31st 2024, most or all of the long term projects should have been completed.

At that point, there should be a clear direction for the hall's future management – Parish or incumbent committee. Those persons will take advantage of the Hall being in a historically good physical and financial condition, and focus on expanding Hall activities insofar as they benefit the community.

In this way, the Hall will be able to continue to meet its primary objectives, which are continuing as an essential resource for Gilberdyke and neighbouring areas, while maintaining profitability to support ongoing investment in Hall maintenance and improvements.

## **Financial Review**

### Reserves Policy

It is the aim of the Committee to retain a fixed amount of £10,000 which is kept in the Savings account to ensure a sufficient buffer to enable effective financial decision-making, rather than short term decisions, and the charity has achieved this. The current balance in the Savings accounts is £63,416 as at 31<sup>st</sup> May 2023.

This is unusually high, and temporary, being the result of a strategic initiative to support large planned capital expenditures. Most of the balance has been allocated to the car park project and other upcoming capital projects listed above, after which the Savings account should revert to more historical levels.

**Trustees Annual Report  
For the year ending 31 May 2023**

**Statement of disclosure of information to Independent Examiner**

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

- there is no relevant information of which the charity's Independent Examiner is unaware; and
- we have taken all the steps that we ought to have taken as Trustees in order to make ourselves aware of any relevant information and to establish that the charity's independent examiners are aware of that information.

**Trustee Declaration**

The Trustees declare that they have approved the Trustees Annual Report.

Signed on behalf of the charity's Trustees



Paul Reynolds

**Chairperson**

Date:



**Independent Examiner's Report to the Members of Gilberdyke War Memorial Hall and Playing Field**

I report on the accounts of Gilberdyke War Memorial Hall and Playing Field for the year ending 31 May 2023, which are set out on pages 10 to 15.

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

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

I 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.

Rebecca Triffitt, MAAT  
Practice Accountant, employee of:  
Phoenix Accountancy and Business Consultancy Limited  
Morley's Cottage  
Morley's Yard  
Walkergate  
Beverley  
HU17 9BY



Date: 18/10/23

### Receipts and Payments Account For the year ending 31 May 2023

	Notes	2023		2023		2023		2022		2022	
		Unrestricted Funds	Restricted Funds	Total Funds	£	Unrestricted Funds	Restricted Funds	Total Funds	£	Unrestricted Funds	Restricted Funds
<b>RECEIPTS</b>											
Hall Hires		18,024	-	18,024		13,644	-	13,644		13,644	
Grants & Donations	2	11,518	10,000	21,518		12,374	8,779	21,153		21,153	
Bar Income		12,203	-	12,203		10,325	-	10,325		10,325	
Activities and Events		18,890	-	18,890		7,145	-	7,145		7,145	
Interest		193	-	193		7	-	7		7	
Insurance Claim		-	-	-		-	-	-		-	
Other Receipts		1,005	-	1,005		-	-	-		-	
<b>Total Receipts</b>		61,833	10,000	71,833		43,495	8,779	52,274		52,274	

<b>PAYMENTS</b>											
Staffing Costs		5,138	-	5,138		4,536	1,081	5,617		5,617	
Insurance		2,491	-	2,491		1,866	-	1,866		1,866	
Activities, Events & Bar Supplies		10,710	-	10,710		5,338	-	5,338		5,338	
Heat and Light		3,300	-	3,300		2,187	-	2,187		2,187	
Water		414	-	414		373	-	373		373	
Business Rates		385	-	385		264	-	264		264	
Maintenance and building		14,647	12,680	27,327		7,343	5,149	12,492		12,492	
Cleaning		774	-	774		969	-	969		969	
Fixed Assets (capitalised)		179	-	179		495	10,689	11,184		11,184	
Telephone and Internet		435	-	435		545	-	545		545	
Office (inc Marketing)		454	-	454		634	-	634		634	
Professional Fees		403	-	403		371	-	371		371	
<b>Total Payments</b>		39,330	12,680	52,010		24,921	16,919	41,840		41,840	

**Receipts and Payments Account (continued)**  
**For the year ending 31 May 2023**

	Notes	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £
Net Surplus/(Deficit) for the Year before transfers		22,503	(2,680)	19,823	18,574	(8,140)	10,434
Transfers between accounts		(2,680)	2,680	-	(1,196)	1,196	-
<b>Net Surplus/(Deficit) for the Year</b>		<b>19,823</b>	<b>-</b>	<b>19,823</b>	<b>17,378</b>	<b>(6,944)</b>	<b>10,434</b>
Cash & Bank Balances brought forward	3	64,659	187	64,846	47,281	7,131	54,412
Cash and Bank Balances carried forward	3	84,482	187	84,669	64,659	187	64,846

The notes on pages 13-15 form part of these financial statements.

**Statement of Assets and Liabilities**  
**As at 31 May 2023**

		<b>2023</b>	<b>2022</b>
		<b>Total</b>	<b>Total</b>
		<b>£</b>	<b>£</b>
<b>Monetary Assets</b>			
Current Account		19,390	9,422
Investment Account		63,416	53,223
Bar Cash		-	1,285
General Cash		1,863	916
<b>Total Monetary Assets</b>		<b>84,669</b>	<b>64,846</b>
Comprising:			
Unrestricted Funds		84,482	64,659
Restricted Funds	3	187	187
		<b>84,669</b>	<b>64,846</b>
<b>Non-Monetary Assets and Liabilities</b>			
<b>Fixed Assets for the Charity's use</b>			
PA System		2,000	2,000
Bouncy Castle		1,200	1,200
Notice Board		350	350
Computer Equipment		1,098	1,098
Water Heater		69	69
Heat Pumps (Annex & Conference Room)		7,766	7,766
Furniture & Fixtures		12,536	12,536
New Roof for the Annex – 21/22		8,000	8,000
Speakers		2,090	2,090
		<b>35,109</b>	<b>35,109</b>
<b>Debtors</b>			
Gilberdyke Parish Council – Funds for Memorial Garden		-	2,048
		<b>-</b>	<b>2,048</b>
<b>Creditors</b>			
Accounts Fee – Current Year		(521)	(404)
		<b>(521)</b>	<b>(404)</b>

These financial statements were approved by the committee on 6-10-2023 (date)  
 and signed on its behalf by:

 Mr Paul Reynolds, Chairperson

The notes on pages 13 -15 form part of these financial statements

## Notes to the Financial Statements For the year ending 31 May 2023

### Notes

#### 1 Basis of Preparation

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

The comparative figures are for the year ending 31 May 2022.

#### 2 Grants & Donations

During the year(s) the Charity received the following grants and donations:

	2023		2023		2023		2022		2022	
	Unrestricted	Restricted	Unrestricted	Restricted	Total		Unrestricted	Restricted	Total	
	Funds	Funds	Funds	Funds	Funds	£	Funds	Funds	Funds	£
Two Ridings Community Foundation	-	3,000	-	3,000	3,000	-	-	1,899	1,899	1,899
Gilberdyke Parish Council	8,000	7,000	-	-	15,000	8,000	8,000	5,149	13,149	13,149
East Riding of Yorkshire Council – Covid grants	-	-	-	-	-	3,036	3,036	-	-	3,036
HMRC Coronavirus Job Retention Scheme	-	-	-	-	-	-	-	1,081	1,081	1,081
East Riding of Yorkshire – Cashless Banking	-	-	-	-	-	-	-	650	650	650
General Donations	3,518	-	-	-	3,518	1,338	1,338	-	-	1,338
	<b>11,518</b>	<b>10,000</b>	<b>11,518</b>	<b>10,000</b>	<b>21,518</b>	<b>12,374</b>	<b>12,374</b>	<b>8,779</b>	<b>21,153</b>	<b>21,153</b>

## Notes to the Financial Statements For the year ending 31 May 2023

### 3 Restricted Funds

	Balance at 01/06/22	Movement in Resources			Balance at 31/05/23
		Incoming	Outgoing	Fund Transfers	
	£	£	£	£	£
Restoration and repairs	136	-	-	-	136
Register	51	-	-	-	51
Two Ridings	-	3,000	(3,680)	680	-
Car Park Resurfacing	-	7,000	(9,000)	2,000	-
	187	10,000	(12,680)	2,680	187

A brief description of the restricted funds is shown below:

#### Restoration and Repairs

Hull and East Riding Charitable Trust provided restricted funding in a previous year for restoration and repairs.

#### Register

East Riding of Yorkshire provided restricted funding to support us going cashless at the Hall.

#### Two Ridings Community Foundation

Restricted funding was received from Two Ridings Community Foundation to contribute towards the stage hall refurbishment. This included new flooring, curtains and electrical equipment.

#### Car Park Resurfacing

Restricted donation was received from the Gilberdyke Parish Council to contribute towards the Car Park Resurfacing project.

**Notes to the Financial Statements  
For the year ending 31 May 2023**

**4 Payments to Trustees**

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

There was three reimbursement of travel expenses paid to two Trustees in this year.

**5 Taxation**

Gilberdyke War Memorial Hall and Playing Field is a registered charity. All the Charities' income is applied to its charitable objectives and the association is therefore exempt under current legislation from most forms of taxation.

The charity is not VAT registered and all expenditure includes irrecoverable VAT.