

Registered Charity  
Number: 810083

THE VILLAGE HALL (TICKTON)

FINANCIAL STATEMENTS

Year ended

31 OCTOBER 2022

Phoenix Accountancy and Business Consultancy Limited

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For the year ended 31 October 2022**

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## Trustees Annual Report For the year ending 31 October 2022

The trustees present their report with the financial statements of the charity for the year ended 31 October 2022.

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

Name of charity: The Village Hall (Tickton)

Working Name: Tickton Village Hall

Charity Registration Number: 810083

Principal Address: Main Street  
Tickton  
Beverley  
East Yorkshire  
HU17 9RZ

Contact Address: c/o Mrs C A Morris  
11 Carr Lane  
Tickton  
Beverley  
East Yorkshire  
HU17 9SD

### Trustees:

Names of trustees who served during the year and since the year end up to the signing of this report were as follows:

David Morris	Chairperson
Celia Morris	Secretary
Mark Williams	Treasurer
Roger Pike	
Derek Hemingway	
Sandra Fawcett	Resigned April 2022
Helen Williams	
Julie Booker	Appointed July 2022
Keith Dewick	Appointed September 2022
Richard Powell	The Church in Tickton
Sandra Castledine	FITTA Group
Susan Brice	Tickton CE School
Helen Turner	Tickton Pre-School and Play Pals
James Hadley	Tickton & Routh Parish Council
Catherine Lloyd	Tickton Women Institute

**Trustees Annual Report  
For the year ending 31 October 2022**

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

Bankers: NatWest  
60 Market Place  
Beverley  
East Yorkshire  
HU17 8AA  
  
National Savings and Investments  
Glasgow  
G58 1SB

**Structure, Governance and Management**

Governing Document:

The Village Hall (Tickton) is a registered charity governed by a Scheme made by the Minister of Education under the Charitable Trusts Acts adopted on 26 November 1951 and registered as a charity on 27 February 1964.

Recruitment and appointment of Trustees:

The trustees form the Management Committee of the charity. The Scheme of the Charity provides for 15 Trustees of which 5 can be elected at the Annual General Meeting by the members of the Charity, the other 10 are representative members appointed to the Committee by organisations within Tickton which are set out in the Scheme. A resolution can be passed to allow additional representative members from organisations within the area of benefit and not already covered by the Scheme to be elected to the Committee. There is also a provision for the co-option of four additional trustees if required.

The members of the Management Committee are elected at the Annual General Meeting and usually serve for a one-year term retiring at the following AGM. All current members of the committee, along with organisations who are eligible to send a representative, are circulated with invitations to nominate trustees in advance of the AGM. The number of members who shall form a quorum at meetings of the committee shall never be less than one-third of the total number of the members for the time being.

## **Trustees Annual Report**

### **For the year ending 31 October 2022**

#### Trustee Induction and Training:

New trustees undergo induction training provided by the other trustees including the activities, aims and objectives of the charity, the structure of the organisation, and general procedures of the organisation. New trustees are introduced to members of staff and other trustees. They are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution, the latest statutory financial statements, Annual Report and financial reports. New trustees are also offered to partake in Induction Training- Roles and Responsibilities.

Any additional training required by the new trustees will be identified during induction, and may be requested at any point by new and existing trustees, where it is considered useful to their role as trustee.

#### Organisational Structure:

The trustees are responsible for the overall management and control of the Charity. Trustees are aware that any conflict of interest is declared and minuted, at one of its regular monthly meetings. Meetings are usually held monthly, except for the months of August and December.

#### Risk Management:

The major risks, to which the Charity is exposed, as identified by the Trustees, are reviewed, annually, along with all policies and procedures, and systems have been established to mitigate those risks.

## **Objectives and Activities**

The object of the Village Hall Foundation shall be the provision and maintenance of a village hall for the purpose of physical and mental training and recreation and social, moral and intellectual development through the medium of reading and recreation rooms, clubrooms, library lectures, classes or recreations, as may be found expedient for the advantage or benefit of the inhabitants of the Parish of Tickton without distinction of sex or of political, religious or other opinions.

**Trustees Annual Report  
For the year ending 31 October 2022**Main objectives for the following year:

In developing the main objectives for the following year the Trustees have given regard to the Charity Commission guidance on public benefit.

Our main objectives for the following year are:

- To continue to provide a useful, safe environment within the building and its surrounds, for all users.
- To continue to prioritise its rolling programme of improvements;
- To seek match funding to redesign and upgrade the facilities where possible;
- To enhance the fabric of the building and its contents as and when funds permit.
- To continue to hold fund raising activities with performances from the Little Theatre within the premises.

**Achievements and Performance**Review of Activities 2021 - 2022:

The slowing down of the Covid Pandemic encouraged many User Groups to resume their in-person sessions during the year and a new Youth Club started. However, larger events did not show an improvement to numbers attending.

Items of significant interest as follows:

- With guidance from the Charity Commission, the Constitution was amended to allow Trustees to take part in meetings online.
- A rebuild valuation was carried out for insurance purposes.
- The misting/sanitisation procedure continued in the interior of the building after larger events.
- On-line Banking procedures continued, with hirers encouraged to pay by bank transfer.
- Lack of cleaning staff continued to cause difficulties.
- Updating of the Website, ongoing.
- Appointed an Architect to progress future insulation, development & improvement plans.
- Increased costs for heating, lighting and waste removal, continue to be carefully monitored.
- A large Christmas tree was donated and, along with summer and winter flowers for planters, all in the front car park area, continued to improve the Tickton village street scene.
- Fund-raising - Monthly Quiz nights and quarterly Community Markets started from October 2022.

Tickton Pre-School and Play Pals (out of school) continued to provide an essential service. The weekly Fruit and Vegetable Market Stall, in the Car Park area, continued to provide a much needed resource for the local community.

Help and guidance continued from the East Riding Village Halls' Network and ACRE. User groups were kept updated. Trustees remained positive and were kept informed of everything that affected the facility.

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

**Financial Review**

Finance in accordance with our policy, show unrestricted working funds of £31,871 (2021: £26,364) and the remainder in designated reserves, which are referred to as the development fund, at year end 31 October 2022, being £75,247 (2021: £76,162) which is only to be used for continuing and future improvement.

At the year end there was also £1,327 (2021: £1,370) remaining in restricted funds, details of this are provided in Note 5 to the Financial Statements

In line with charity law, fund accounting has been carried out, and different types of reserves may be shown in the Statement of Assets and Liabilities as follows:

- Unrestricted funds, general funds which are not restricted and have not been designated by the trustees for a specific purpose.
- Restricted funds, funds whereby a donor has put a restriction on the purpose of the funds, for example funds from grant applications and specified donations
- Designated funds, funds that the Trustees direct to be used for a specific purpose, for example, the development fund which has been set aside for future improvement and development of the facility.

All funds are to be spent in line with the Charities governing document.

Reserves Policy:

It is the aim of the Committee to retain twelve months' core running costs in the unrestricted general fund to ensure a sufficient buffer to enable effective financial decision-making, rather than short term decisions.

Investment Selection Policy

Funds not required for immediate use are held in Investment accounts to earn interest without a risk to capital.

**Plans for Future periods**

Please see main objectives for the following year.

**Trustees Annual Report  
For the year ending 31 October 2022**

**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 Examiner is aware of that information.

The Trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statement of account comply with the requirements of the Charity (Accounts and Reports) Regulation 2008. 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.

**Independent Examiner**

A resolution to appoint Independent Examiner's, Phoenix Accountancy and Business Consultancy Limited (previously part of East Riding Voluntary Action Services (ERVAS) Ltd.

By order of the Trustees

**David Morris  
Chairperson**



[Date] 17th July 2023



**Independent Examiner's Report to the Members of  
The Village Hall (Tickton)**

I report on the accounts of The Village Hall (Tickton) for the year ended 31 October 2022, which are set out on pages 10 to 16.

**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 Commissioners 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 the General Directions given by the Charity Commissioners. 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 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**

In connection with my examination, no matter has come to my attention:

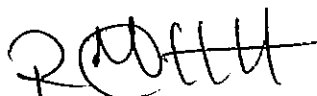
- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 and 131 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Rebecca Triffitt, MAAT**

Practice Accountant  
Phoenix Accountancy and Business Consultancy Limited  
Morley's Cottage  
Morley's Yard  
Walkergate  
Beverley  
HU17 9BY  
Date:



19/11/23

# **Receipts and Payments Account** **For the year ended 31 October 2022**

	Notes	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £
<b>RECEIPTS</b>							
Grants	1	-	2,375	2,375	18,003	4,769	22,772
Donations	2	40	-	40	-	215	215
Hire of Hall & Car Park	2	26,572	-	26,572	21,624	-	21,624
Fundraising	3	1,592	-	1,592	-	-	-
Bank Interest	6	-	-	-	383	-	383
		28,210	2,375	30,585	40,010	4,984	44,994
<b>PAYMENTS</b>							
Staff Costs	4	4,077	-	4,077	3,339	2,519	5,858
Light and Heat		4,504	-	4,504	3,904	-	3,904
Waste Rates		1,064	-	1,064	-	-	-
Water Rates		773	-	773	519	-	519
Office Costs		800	-	800	566	-	566
Caretaking and cleaning		1,228	-	1,228	1,959	-	1,959
Insurance		1,349	-	1,349	1,249	-	1,249
Professional Fees		240	-	240	200	-	200
Advertising		527	-	527	1,167	-	1,167
Subscriptions & Licences		382	-	382	130	-	130
Fundraising Costs		963	1,125	2,087	-	-	-
Tickton Little Theatre		-	-	-	-	-	-
Repairs, Building Expenses and Equipment		7,712	1,293	9,005	8,764	3,803	12,567
		23,618	2,418	26,036	21,797	6,322	28,119
Net Surplus/(Deficit) for the period before transfers		4,592	(43)	4,549	18,213	(1,338)	16,875
Transfers between funds	5	-	-	-	(1,808)	1,808	-
<b>Net Surplus/(Deficit) for the period</b>		<b>4,592</b>	<b>(43)</b>	<b>4,549</b>	<b>16,405</b>	<b>470</b>	<b>16,875</b>
Cash & Bank Balances brought forward		102,526	1,370	103,896	86,121	900	87,021
<b>Cash and Bank Balances carried forward</b>		<b>107,118</b>	<b>1,327</b>	<b>108,445</b>	<b>102,526</b>	<b>1,370</b>	<b>103,896</b>

**Statement of Assets and Liabilities**  
**As at 31 October 2022**

	Notes	2022 £	2021 £
<b>Monetary Assets</b>			
Current Account		30,217	45,688
National Savings Investment Account		78,171	58,166
Petty Cash		57	42
<b>Total Monetary Assets</b>		<b>108,445</b>	<b>103,896</b>
Comprising:			
Unrestricted Funds		31,871	26,364
Designated Funds	5	75,247	76,162
Restricted Funds	5	1,327	1,370
		<b>108,445</b>	<b>103,896</b>
<b>Non-Monetary Assets and Liabilities</b>			
<b>Fixed Assets for the Charity's use</b>			
Buildings (Insurance Value)		749,509	749,509
Miscellaneous Equipment, Fixtures and Fittings	6	-	-
		<b>749,509</b>	<b>749,509</b>
<b>Debtors</b>			
		-	-
<b>Creditors</b>			
Accountancy		(264)	(240)
		<b>(264)</b>	<b>(240)</b>

These financial statements were approved by the committee on 16th November 2022  
and signed on its behalf by:

 D Morris, Chairperson

 M Williams, Treasurer

The notes on pages 12 to 16 form part of these financial statements.

**Notes to the Financial Statements**  
**For the year ended 31 October 2022**

**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 in this year's accounts are for the year ending 31 October 2021.

**2 Grants & Donations**

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
East Riding of Yorkshire Council (Omicron Grant)	-	-	-	571	-	571
East Riding of Yorkshire Council (Restart Grant)	-	-	-	8,000	-	8,000
East Riding of Yorkshire Council (Local Restriction Grant)	-	-	-	9,432	-	9,432
HMRC Job Retention Scheme	-	-	-	-	2,519	2,519
Routh Wind Farm Community Grant	-	-	-	-	1,000	1,000
Tickton and Routh Parish Council - CCTV	-	1,250	1,250	-	1,250	1,250
Tickton and Routh Parish Council - Jubilee	-	1,125	1,125	-	-	-
Donation – Pattison Fruit and Veg	-	-	-	-	215	215
	-	2,375	2,375	18,002	4,984	22,986

## Notes to the Financial Statements For the year ended 31 October 2022

### 3 Fundraising

All fundraising was unrestricted.

	Total 2022 £	Total 2021 £
Pantomime	-	-
Tickton Little Theatre	-	-
	-	-

### 4 Staff Costs

	Total 2022 £	Total 2021 £
Wages and salaries	4,077	5,858

### 5 Restricted and Designated Funds

	Opening Balance at 01/11/21 £	Receipts £	Payments £	Transfers Between Funds £	Closing Balance at 31/10/22 £
<b>Restricted Funds</b>					
CCTV	255	1,250	(1,114)	-	391
Brickwork	600	-	-	-	600
Tickton Little Theatre	300	-	-	-	300
Jubilee	-	1,125	(1,125)	-	-
Pattison – Christmas Lights	215	-	(179)	-	36
	1,370	2,375	(2,418)	-	1,327
<b>Designated Funds</b>					
Development Fund	76,162	-	-	(915)	75,247
	76,162	-	-	(915)	75,247

A brief description of the restricted and designated funds is shown below:

#### Restricted Funds:

##### CCTV

Restricted funding was received from Tickton and Routh Parish Council towards the maintenance of the Closed Circuit Television Cameras (CCTV) to enhance the security of the premises and grounds.

**Notes to the Financial Statements  
For the year ended 31 October 2021**

**5 Restricted and Designated Funds (continued)**

**Brickwork**

Restricted funding was received from Tickton and Routh wind farm funding. The funds are to be used towards pointing of brickwork on rear wall of the Hall.

**Tickton Little Theatre**

Restricted funding was received from East Riding of Yorkshire Council Arts Grant towards the Tickton Little Theatre.

**Christmas Lights**

Restricted donation was received from Pattison Fruit and Veg for the outside Christmas tree and for the decorations and new lighting.

**Designated Funds:**

Designated funds are unrestricted funds put aside by the Trustees specifically for the continuing and future improvement works of the Village Hall.

**Jubilee**

Restricted funding was received from Tickton and Routh Parish Council towards the Jubilee event at Tickton.

## Notes to the Financial Statements For the year ended 31 October 2022

### 6 Fixtures and Fittings for the Charity's use

No costs included unless specified in the Statement of Assets and Liabilities.

#### Building

##### Kitchen

Cooker  
Freezer  
Dish Washer  
Refrigerator x2  
Crocery in locked cup'ds  
Cutlery in locked cup'ds  
Glassware - " -  
Large Green Waste Bin  
Large Blue Waste Bin  
Sink & drainer & handbasin  
Drinking Water boiler  
Water boiler (to taps)

##### Cleaners' Store

Vacuum cylinder  
Floor polisher, electric  
Janitor's trolley  
Cleaning materials

##### Main Hall

Theatre Lighting

Notice boards x 6

##### Other Equipment

Chairs, grey on trolley x 70  
Chairs, grey x 60  
Table Trolley + 7 tables  
Miscell Glassware x 5 boxes  
Small Freezer

##### Inner 'Safe' Store off Main Hall

CCTV system  
Theatre Sound System  
Theatre Lighting Board  
Radio microphones  
Miscellaneous Stage Systems  
Theatre curtains x 10  
Theatre fabric backing x 4

##### Boiler Room Store Cupb'd in Entrance

Gas Central Heating Boiler  
Stage Systems rails  
Parking bollards

##### Small Hall

2 Wall heaters high elec.  
Notice boards

##### Store Cupboard in Small Hall

Table Trolley + 7 tables  
Chair Trolley + 24 chairs  
Table Trolley + 1 large table and 6 small tables

##### Toilets in front entrance

Hand dryers  
TT paper holders

##### Store Cupboard in Main Hall

Stage Systems staging  
Stage Systems green chairs  
Theatre scenery

**Notes to the Financial Statements  
For the year ended 31 October 2022**

**7 Taxation**

The Village Hall (Tickton) is a registered charity. All the charity's 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.

**8 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 during the year.