SPELDHURST VILLAGE HALL FOUNDATION

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

THE SPELDHURST VILLAGE HALL FOUNDATION IS A CHARITY REGISTERED WITH THE CHARITY COMMISSION (ENGLAND & WALES) REGISTERED CHARITY NUMBER 287945

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Name and address of the charity: Speldhurst Village Hall Foundation

St Mary's Lane Speldhurst Kent TN3 0PR

Registered Charity Number: 287945

Bankers: Santander plc

Bridle Road Bootle Merseyside L30 4GB

Honorary Independent Examiner: Mr S Pocock FCCA

BSR Bespoke

Chartered Accountants

Linden House Linden Close Tunbridge Wells

Kent TN4 8HH

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

OBJECTIVES OF THE CHARITY

The charity was established as an unincorporated trust by a declaration of trust dated 30 April 1966, under which land was transferred to the charity out of the village allotment land for the purposes of building a village hall, using money raised by public fundraising. Under the Trust Deed the Hall is to be used by the inhabitants of Speldhurst and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions, including use of the hall for meetings, lectures and classes or other forms of recreation and leisure time occupation in the interests of social welfare and with the objective of improving the conditions of life for those inhabitants.

TRUSTEES AND GOVERNANCE

The trust deed sets out that the management committee shall consist of 5 elected members, 14 appointed members and up to 4 co-opted members. The appointed members are appointed by the relevant Speldhurst Village bodies set out below. All management committee members are Trustees and hold office for one year and may be re-elected at each AGM.

The Trustees held office from 1 January 2022 to the date of this report, unless otherwise stated below, were:

Re-Elected Members

Mr C Mann (Maintenance) Mr D Turner Mr P Tew (Treasurer) Mrs K Bowles Mr Ryan Kuvertz

Appointed Members

Mrs N Rees (St Mary's Church)

Cllr R Ellery (Speldhurst Parish Council)

Mrs P Carter (Library)

Mr M Harrowing (Fete and St Mary's Lane
Mr A Ford (Flower Show)

Mr M Oddy (Allotments)

Mr L Hodgkinson (Speldhurst Village
Mr N Burgess (Scouts)

Mrs S Oddy (Guides)

Mr T Shoebridge (War Games Society)

Mr D Giannini (Men's Club)

Mr E Wesson (Recreation Ground)

Mr M Harrowing (Fete and St Mary's Lane
Residents)

Mr L Hodgkinson (Speldhurst Village
School)

Emma Armour (Footsteps Dance Academy)

Mr D Turner acted as the Chairman of Trustees from 1 January 2022 to the date of this report.

A management group runs the Village Hall on a day to day basis. The members of this group are the Chairman for the time being – Mr D Turner, Mr C Mann, Mr P Tew, Mrs S Oddy, Mrs K Bowles and Mr T Shoebridge. Mr T Shoebridge resigned from the management group on 27 January 2023 but remains a Trustee.

The trust has no formal policies and procedures for the induction and training of Trustees.

The trustees present their Report and Accounts for the year ended 31 December 2022

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

PUBLIC BENEFIT STATEMENT

In setting our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and, in particular, its supplementary benefit guidance on fee charging. The Foundation fulfils its public benefit duty by providing the facilities set out in the paragraph below headed "Objectives and Activities". When setting the hire charges for the Hall, the charges have been set so that users offering public benefit to those living in the area pay a reduced tariff compared to commercial and private users. The overall objective of income from hire charges is to enable the Trustees to meet the annual running costs of the Hall. Expenditure that does not form part of the regular maintenance of the building has in the past been covered by donations from village fundraising events. The Trustees consider that their hire charge policy meets the need of future users of the Hall as well as current users.

OBJECTIVES & ACTIVITIES

The continuing aims of the Trustees is for local residents and voluntary groups in the area to be able to enjoy the facilities of the Village Hall for their meetings and activities.

ACHIEVEMENTS AND PERFORMANCE

The Hall has been used during the year by groups represented by the Trustees and by village residents and others for private functions.

The activity levels at the Hall have increased significantly and are back to pre Covid levels. It is pleasing to see the Hall busy again.

No major works were undertaken during the year as we have been cautious whilst the Hall's income levels stabilised.

Finally, the Trustees would like to thank the Management Team for all their hard work during a challenging year.

FINANCIAL REPORT

Running of the Hall

The Hall Foundation's income comes principally from hall hire income, donations and grants. Total hall hire income for 2022 was £35,117 (2021 - £20,481) an increase of £14,636 or 71.5% compared to last year. Regular user income for 2022 was £32,067 (2021 - £17,880) an increase of £14,187 or 79.3% compared to last year. One off user income for 2022 was £3,049 (2021 - £2,601) an increase of £448 or 17.2% compared to last year. Event income for 2022

was £510 (2021 - £270) an increase of £240 or 88.9% compared to last year. Income levels have returned now to pre Covid levels which is encouraging to see.

Running costs for the Hall, excluding depreciation, totalled £31,971 (2021 - £38,343) a decrease of £6,372 or 16.6% compared to last year. These costs in 2021 included £10,775 in respect of the refurbishment of the toilets. Depreciation on the hall and related assets was £11,059 (2021 - £11,059) equivalent to last year. The running costs are incurred in the necessary operation and maintenance of the Hall and in the administrative support associated with dealing with hirers and suppliers.

Whilst income levels have been recovering post Covid, the management committee has been conscious to keep costs under control and no major refurbishment expenditure was incurred during the year. Significant increases in costs have arisen in gas and electricity costs as a consequence of the increases in energy costs following the Ukraine war.

Grants and donations

Grants and donations received during the year were £3,127 (2021 - £16,418). We received a Business Support Grants of £2,667 (2021 - £16,233) from Tunbridge Wells Borough Council in respect of the Government Coronavirus lockdown periods and restart grants and £400 (2021 - £nil) from the Speldhurst Flower Show. In 2021 we received £5,000 from Speldhurst Parish Council towards the cost of refurbishing the toilets.

Surplus

The net deficit for the year was £3,939 (2021 – deficit of £7,098) and arises after depreciation charged on the Village Hall and related assets. Excluding depreciation the surplus was £7,120 (2021 – £3,691). The net result for both 2022 and 2021 is as a consequence of receiving the £2,667 (2020 - £16,233) of grants from Tunbridge Wells Borough Council and keeping running costs under control commensurate with the reduced levels of hall hire and event income until the income profile had stabilised.

Net assets

The Hall and related fixed assets were £324,093 (2021 - £335,152) with the reduction of £11,059 being the depreciation charged in the year.

Cash funds were £62,637 (2021 - £61,377) an increase of £1,260 or 2.1% principally reflecting the surplus for the year excluding depreciation as adjusted by some other movements in working capital. Within cash funds is an investment bank deposit account of £33,321 (2021 - £23,175) which is held on a 100 day notice account. As a consequence of the decision to keep costs under close scrutiny in 2022, the financial health of the Hall Foundation remains very solid.

Designated Capital Development Fund

This Fund was set up in 2005 to provide for non-regular items of expenditure necessary to ensure that the Village Hall and contents are maintained to a first class standard. During the year a further £500 was transferred into the Fund. The balance of the Designated Capital Development Fund at 31 December 2022 was £11,628 (2021 - £11,128).

RESERVES' POLICY

It was agreed by the Trustees in January 2006 to maintain a general reserve fund at a level representing six months' running costs. The General Fund at 31 December 2022 amounted to £53,761 which is in excess of six months running costs based on 2022 expenditure. However the Trustees continue to consider it prudent to maintain the General Fund at current levels because of the continuing uncertain economic climate and the impact it might have on hire fees and running costs.

FUTURE PLANS

The management team is considering having the Hall floors sanded/polished in first half of the current year and longer term we are considering the benefit of solar panels and a refurbishment of the kitchen.

RELATED PARTY TRANSACTIONS

There were no related party transactions which took place with Trustees other than two trustee who was reimbursed expenses that had been incurred on behalf of the Foundation.

RISK ASSESSMENT

The Management Committee continues to monitor risks regularly and receives updates of any major changes via the Health and Safety Executive. All regular user groups are instructed to carry out their own risk assessments.

There are financial procedures in place for handling cash and for authorising, approving and paying for items of expenditure.

An insurance policy is in place.

Approved by the Trustees on 4 April 2023 and signed on their behalf by:

Mr D Turner (Chairman)

TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards. Charity law 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 Foundation and of its incoming resources and application of resources, including income and expenditure, for that period. In doing so the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities' SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 Foundation will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of The Foundation and which enable them to ascertain the financial position of The Foundation. They are also responsible for safeguarding the assets of The Foundation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Insofar as the Trustees are aware, there is no relevant information of which The Foundation's independent examiner is unaware, and the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE SPELDHURST VILLAGE HALL FOUNDATION

I report to the trustees on my examination of the accounts of the above charity ("the Hall Foundation") with charity number 287945 for the year ended 31 December 2021 set out on pages 10 to 18.

Responsibilities and basis of report

As the charity's trustees, 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 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable 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.

Mr S Pocock FCCA BSR Bespoke Chartered Accountants

Linden House Linden Close Tunbridge Wells Kent TN4 8HH

4 April 2023

STATEMENT OF FINANCIAL ACTIVITIES

					2022				2021
		URF	URDF	RF	Total	URF	URDF	RF	Total
	Notes	£	£	£	£	£	£	£	£
INCOME FROM									
Grants and donations Charitable activities	2	3,127	0	0	3,127	16,418	5,000	0	21,418
Hall hire income		35,117	0	0	35,117	20,481	0	0	20,481
Event and other income		702	0	0	702	270	0	0	270
Investments – bank interest	_	145	0	0	145	136	0	0	136
Total income	_	39,091	0	0	39,091	37,305	5,000	0	42,305
EXPENDITURE ON									
Charitable activities Village Hall costs Management and	3	(28,264)	0	(11,059)	(39,323)	(23,702)	(10,775)	(11,059)	(45,536)
administration	_	(3,707)	0	0	(3,707)	(3,867)	0	0	(3,867)
Total expended	_	(31,971)	0	(11,059)	(43,030)	(27,569)	(10,775)	(11,059)	(49,403)
Net income / (expenditure)		7,120	0	(11,059)	(3,939)	9,736	(5,775)	(11,059)	(7,098)
Transfers between funds	_	(500)	500	0	0	(500)	500	0	0
Net movement in funds	7	6,620	500	(11,059)	(3,939)	9,236	(5,275)	(11,059)	(7,098)
Funds at 1 January 2021	_	47,133	11,137	335,151	393,421	37,897	16,412	346,210	400,519
Funds at 31 December 2022	_	53,753	11,637	324,092	389,482	47,133	11,137	335,151	393,421

URF means Unrestricted Funds

URDF means Unrestricted Designated Funds

RF means Restricted Funds

The notes on pages 13 to 18 form part of these accounts.

BALANCE SHEET

DALANCE SHEET		2022	2022	2021	2021
	Notes	£	£	£ 2021	£
FIXED ASSETS	4				
Village Hall		323,261		333,669	
Furniture and equipment		832		1,483	
			324,093		335,152
CURRENT ASSETS					
Debtors and prepayments	5	5,477		1,241	
Investments (deposit accounts)		33,321		23,175	
Cash at bank		29,316		38,202	
CURRENT LIABILITIES					
Creditors and accruals	6	(2,725)		(4,348)	
NET CURRENT ASSETS			65,389		58,270
TOTAL NET ACCETS			e 200 402		C 202 421
TOTAL NET ASSETS			£ 389,482		£ 393,421
FUNDS	7				
Unrestricted Funds					
General Fund		53,761		47,142	
Unrestricted Designated Funds		11,628		11,128	
			65,389		58,270
Restricted Funds					
Hall Fund		324,093		344,928	
Contents Asset Fund		0		223	
Sound System Fund		0		0	
			324,093		335,151
			£ 389,482		£ 393,421

Approved by the Trustees on 4 April 2023 and signed on their behalf by:

Mr D Turner (Chairman)

The notes on pages 13 to 18 form part of these accounts.

CASH FLOW STATEMENT

	Total Funds	Total Funds
	2022 £	2021 £
Cash flows from operating activities: Net cash provided by/ (used in) operating activities	1,114	8,834
Cash flows from investing activities:		
	(10,000)	(0)
Addition to fixed assets investments Dividends from interest	(10,000) 0	(0) 0
	(10,000)	(0)
Cash flows from operating and investing activities	(8,886)	8,834
Cash and cash equivalents at 1 January 2020	38,202	29,368
Cash and cash equivalents at 31 December 2020	29,316	38,202
Cash in hand Bank current accounts Bank deposit accounts (no notice)	0 29,316 0	0 38,202 0
Total cash and cash equivalents	29,316	38,202
Note: The investment deposit account represents cash at bank on a 100 day notice account which consequently is not treated as cash and cash equivalents		
Reconciliation of net income / (expenditure) to net cash flow from operating activities		
Net income / (expenditure) for the year as per the Statement of Financial Activities Depreciation of fixed assets Interest from investments (Increase) / decrease in debtors (Decrease) / increase in creditors	(3,939) 11,059 (145) (4,237) (1,624)	(7,097) 11,059 (136) 3,230 1,778
Net cash provided by / (used in) operating activities	1,114	8,834

The notes on pages 13 to 18 form part of these accounts.

NOTES TO THE FINANCIAL STATEMENTS

1 ACCOUNTING POLICIES

Accounting Convention

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards, the Charities Act 2011 and with Statement of Recommended Practice Accounting & Reporting by Charities (FRS102).

Incoming Resources

Donations and fundraising income are credited to the Statement of Financial Activities when received. Hiring income, grants, pledged income and interest receivable are credited on an accruals basis with hiring income representing income for events which take place in the financial year. Coronavirus Business Support Grants from Tunbridge Wells Borough Council are credited in the lockdown period to which they relate.

Resources Expended

Expenditure is debited to the Statement of Financial Activities on an accruals basis so costs reflect the usage of services undertaken in the financial year.

Depreciation

Depreciation is provided on a straight line basis to write off the cost, less estimated residual values of fixed assets, over their expected lives using the following rates:

2% per annum

10% per annum

Village Hall
Furniture and Equipment

2 GRANTS AND DONATIONS

Funds			2021
ī	£	£	£
0	0	0	0
0	0	0	5,000
400	0	400	0
0	0	0	0
2,667	0	2,667	16,233
60	0	60	185
3,127	0	3,127	21,418
	0 2,667 60	0 0 0 0 400 0 0 0 2,667 0 60 0	0 0 0 0 0 0 400 0 400 0 0 0 2,667 0 2,667 60 0 60

We received a donation of £400 from the Speldhurst Flower Show and a final Omicron grant of £2,667 was obtained in respect of the year from Tunbridge Wells Borough Council as part of the UK Government's Covid support arrangements.

3 DIRECT CHARITABLE EXPENDITURE

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Village Hall costs				
Telephone and broadband	734	0	734	557
Repairs and renewals	1,603	0	1,603	12,296
Caretaker services	2,524	0	2,524	2,575
Cleaning and refuse collection	9,911	0	9,911	9,272
Light, heat and water	7,434	0	7,434	5,342
Insurance and performance licence	2,132	0	2,132	2,326
General expenses	2,282	0	2,282	1,615
Fire and safety equipment	626	0	626	466
Postage, stationary and office supplied	es 65	0	65	35
Website and systems costs	413	0	413	24
Event costs	540	0	540	(32)
Paypal charges	0	0	0	(0)
Depreciation	0	11,059	11,059	11,059
Total	28,264	11,059	39,323	45,535
Management and administration	3,707	0	3,707	3,867
Total expenditure	31,971	11,059	43,030	49,402

Repairs and renewals in 2021 include £10,775 in respect of the refurbishment of the toilets. A grant of £5,000 was received from Speldhurst Parish Council and is shown in note 2 above.

4 TANGIBLE FIXED ASSETS

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	Village Hall £	Furniture & Equipment £	Total £
COST Cost at 1 January 2022 Additions	520,421	48,213 0	568,634
Cost at 31 December 2022	520,421	48,213	568,634
DEPRECIATION Balance at 1 January 2022 Charge for the year	186,752 10,408	46,730 651	233,482 11,059
Balance at 31 December 2022	197,160	47,381	244,541
NET BOOK VALUE AT 31 DEC 2022	323,261	832 =====	324,093
NET BOOK VALUE AT 31 DEC 2021	333,669	1,483	335,152
Additions in the year were chairs for use in	the Hall.		
DEBTORS AND PREPAYMENTS		2022 £	2021 £
Prepayments Debtors and accrued income		1,367 4,110	1,241 0
Total		<u>5,477</u>	1,241 =====
All debtors and prepayments are recoverab	le in, or relate t	to, the next year.	
CREDITORS AND ACCRUALS		2022 £	2021 £
Accrued charges Deferred income Hire indemnity deposits repayable		1,999 226 500	3,876 72 400
Total		2,725 =====	4,348

7 FUNDS

	1 Jan				31 Dec
	2022	Income	Expenditure	Transfers	2022
	£	£	£	£	£
Unrestricted Funds					
General Fund	47,142	39,091	(31,972)	(500)	53,761
Designated Capital					
Development Fund	11,128	0	(0)	500	11,628
	58,270	39,091	(31,972)	0	65,389
Restricted Funds					
Hall Asset Fund	334,928	0	(10,835)	0	324,093
Contents Asset Fund	223	0	(223)	0	0
Sound System Fund	0	0	(0)	0	0
	335,151	0	(11,058)	0	324,093
	393,421	39,091	(43,030)	0	389,482

Unrestricted Funds

These represent funds that can be used for the general purposes of the charity:

General Fund – covers the general running costs of the Hall.

Designated Capital Development Fund – this fund has been created from certain donations to provide for non-regular items of expenditure necessary to ensure that the Hall and contents are maintained to a first class standard.

The cost of the resurfacing the Hall flooring has been charged to the Designated Capital Development Fund during the year.

Restricted Funds

These represent funds that have to be used as specified by the donors.

Hall Asset Fund – this represents the net book value of the Hall

Contents Asset Fund – this represents the net book value of Hall contents over the value of £200.

Sound System Fund – this represents an amount equivalent to a grant received from Speldhurst Parish Council towards the cost of the sound system and has been written off over 10 years in line with the depreciation charged on the sound system.

Restricted funds are reduced by the depreciation on the Hall and related assets.

8 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Fund balances at 31 December 2022 are represented by:

	Unrestricted	Restricted	Total
	Funds	Funds	Funds
	£	£	£
Fixed assets	0	324,093	324,093
Debtors and prepayments	5,477	0	5,477
Investments (deposit accounts)	33,321	0	33,321
Cash at Bank	29,316	0	29,316
Creditors and accruals	(2,725)	0	(2,725)
	65,389	324,093	389,482
	=======	======	=======

9 FINANCIAL INSTRUMENTS

The Hall Foundations financial instruments are its debtors, cash (including investment deposit accounts) and creditors. The credit risk involved in these financial instruments is low (the cash is covered by the FSCS guarantee scheme). The fair value and book value of financial instruments is the same.

10 TRANSACTIONS WITH TRUSTEES

No trustee receives remuneration or any benefits from the Foundation. Trustees received £201 (2021 - £579) in reimbursement of expenses incurred in the running of the charity and were invoiced, on the same terms and conditions as applies to bookings to other than to Trustees, £0 (2021 - £0) for use of Village Hall facilities. Similarly close relatives of Trustees were invoiced, on the same terms and conditions as applies to bookings to other than to Trustees, £0 (2021 - £0) for use of Village Hall facilities.