

Charity Registration No. 1072699

COLERNE VILLAGE HALL ASSOCIATION
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

COLERNE VILLAGE HALL ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

The Land owned by The Colerne Village Hall Association Charity
is Vested in the Official Custodian for Charities

Secretary	Anne Nicholas
Charity Number	1072699
Principal Address	Colerne Village Hall Association c/o 20 Cleaves Avenue Colerne Chippenham Wiltshire SN14 8BX
Independent Examiner	Ray Barker 6 Fosseway Close Colerne Chippenham Wiltshire SN14 8EE
Bankers	HSBC Bank Plc 41 Southgate Street Bath BA1 1TN

COLERNE VILLAGE HALL ASSOCIATION

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TRUSTEES' REPORT

FOR THE YEAR ENDING 31 MARCH 2024

The Trustees present their **REPORT** and financial statements for the year ended 31 March 2024.

Objectives and Activities of the Charity for the Public Benefit

The Objects of the Charity are specified in the Trust Deed as follows:

“The Trust Property shall be held upon trust for the purpose of a Village Hall for the use of the inhabitants of Colerne and the neighbourhood without distinction of sex or of political, religious or other opinions, and in particular for 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 said inhabitants.”

The management committee carries out these objects by:

Providing first class hall facilities at an affordable cost

Maintaining the building so that is safe and fit for purpose

Promoting the use / availability of the Hall in the Parish Magazine and on the website

Fundraising and grant applications to enable improvements to the fabric and facilities of the building

Activities and Achievements

The Hall is managed by unpaid volunteers, who make up the management committee, who meet four times a year to determine policy, to plan the development of the Hall's facilities and to deal with routine matters regarding the day to day running of the Hall. In between meetings a monthly update concerning outstanding matters and detailing the financial position is emailed to all committee members by the secretary.

At the Committee Meeting in January 2024 it was decided to reduce the meetings to three times per year with the January meeting discontinued; if necessary an emergency meeting could be called.

The Hall is insured with Zurich through the Community First Village Hall Plus Group and is a member of Wiltshire Village Halls' Association. The Hall has its own independent website and in order to reach a wider section of the community is also on Facebook and also advertises every month in the Parish Magazine.

A cleaning firm is contracted to clean the Hall and the grounds are maintained by a contractor. Minor maintenance is carried out by volunteers while major maintenance is contracted out.

The Hall's Policies and Procedures are reviewed on an annual basis.

The Hall has an expense policy within its Financial Management Policy.

The Solar Panels generate an annual income for the Hall through the payback scheme.

Unfortunately the Cinema audience numbers did not improve throughout 2023 so regrettably the Committee closed the Cinema after the October 2023 screening, thanking everyone who gave their time to run it, all who supported it over the 12 years it ran and the sponsors for their invaluable contributions.

The 300 Club continues to be a major fundraiser for the Hall with shares standing at 255; the Committee, again, is very grateful for the Membership's continued support.

As planned the Denys Sargent Room flat roof was replaced and the ceiling repaired during April 2023; a donation was received toward the cost in the last financial year with a further donations toward the cost received in April and October together with the Parish Council grant; the Parish Council also paid direct for additional insulation.

A number of smaller repair and maintenance jobs have also been completed throughout the year.

The bookings were transferred to a cloud based system from a stand-alone system from October 2023 with the Parish Council paying for the training on the new system and the first two years monthly charges to help alleviate the extra cost the hall was incurring. The new system enables the booking calendar to be displayed on the Hall's website to show booking availability.

The increase in energy costs started to affect the hall for electric from 1st July 2023 and gas from 16th September 2023 when the new contracts came into effect. The electric contract has been renewed with British Gas from 1st July 2024 until 30th June 2027 at an improved rate.

It was agreed at the A.G.M in May 2023 to increase Hire Charges from September 2023, the first increase since April 2019.

The Scout Lease is still on a “rollover” basis.

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

An Energy Survey was carried out in March 2024 by an Assessor from the Environmental Information Exchange (EiE) funded with a Grant of £1,000 paid direct by Westmill Solar Co-operative Ltd.; a report will be issued in the next financial year.

There are no major projects planned in the coming year.

No event has taken place which required the application of a Temporary Event Notice.

No serious incidents occurred that should have been brought to the attention of the Charity Commission.

Trustees (Management Committee)

The Trustees who served during the year were:

Erica Laws (Chairman to 2nd January 2024)

Jackie Bicknell (Safeguarding Officer)

(Vice Chairman from 11th May 2023 Acting Chairman from 3rd January 2024)

Anne Nicholas (Secretary)

Sheila Nicholas (Treasurer)

Ann Atkinson

Jacqui Bradburn to 9th January 2024

Anne Skerrett

Ben Pike

Nicola Jobbins to 11th May 2023

Ann Matthews

Chris Woods

Natalie Pike from 10th January 2024

Sharon Williams from 10th January 2024

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

Review of financial position

The accounts are presented on the "receipts and payments" basis.

The actual Hiring of the Hall remained stable during the year with the Hire Charges increasing from 1st September 2023 resulting in an additional £1025 to the hiring income which amounted to £10,654; as detailed on page 5 of the accounts.

Unfortunately the loss of the Cinema income due to its closure resulted in the loss of £1,000 in relation to the 2022/2023 financial year. The four Cinema Screenings that took place made a profit of £707 with sponsorship; without the £400 sponsorship received the profit would have been £307.

One Fundraising Event took place which made £217; as detailed on page 5 of the accounts.

The Feed in Tariff (F.I.T.) for the year was £2,351; as detailed on page 5 of the accounts.

The Denys Sargent Room Roof Replacement cost £6610; as detailed on page 6 of the accounts within the Repairs & Maintenance. Donations of £650 and a Grant from Colerne Parish Council of £750; as detailed on page 5 of the accounts, together with a £500 donation received in the 2022/2023 Financial Year reduced the cost to be paid from the Hall's general funds to £4,710. Colerne Parish Council also paid £840 direct to the contractor for additional insulation to the roof.

As expected the increase in energy costs impacted the finances during the year adding £2,111 to the bills which totalled £3,480; as detailed on page 6 of the accounts. The Cleaning Cost also increased from September 2023 adding £1,025 to the bill which totalled £5,516; as shown on page 6 of the accounts.

The expenditure exceeded the income this financial year by £4,326; however a £500 donation was received toward the cost of the Denys Sargent Replacement Roof in the 2022/2023 financial year before any costs were incurred, so giving benefit to the 2023/24 financial year.

The Reserves for unforeseen major repairs stands at £17,000 and for major loss of income £3,000, a total of £20,000; this amount is within the net current assets on the Balance Sheet (page 8) the Bank deposit account total.

Equipment purchased

2023/2024; Expenses-Equipment/Furniture page 6.

Replacement Microwave £67

3 Replacement Kettles £90

Mobile Phone for Bookings Admin £25

Main Hall Door Change of Lock & 5 Keys £190

Replacement Hydrospray Fire Extinguisher £155

Jackie Bicknell

Acting Chairman

Dated:

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF COLERNE VILLAGE HALL ASSOCIATION**

I report on the accounts of the Charity for the year ended 31 March 2024, which are set out on pages 5 to 8.

Respective responsibilities of Trustees and examiner

As the charity's Trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, 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 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 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:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act; have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Ray Barker

6 Fosseway Close
Colerne
Chippenham
Wiltshire
SN14 8EE

Dated: 04 April 2024

COLERNE VILLAGE HALL ASSOCIATION

INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024

	2024		2023	
	£	£	£	£
Income receipts				
Grants and Donations				
Grants	750			
Donation for DS Room Roof Replacement	650		500	
Sundry Donations	35		75	
Gift Aid Donation for Cinema Sponsorship	400		1,000	
Gift Aid Donations	250		400	
Gift Aid Tax Repayment	350		50	
		2,435		2,025
Trading Activities				
Hiring Charges	10,654		9,629	
300 Club	2,550		2,540	
Cinema Income	809		1,892	
Fundraising Events	217			
Miscellaneous income	40		50	
		14,270		14,111
Investment income				
Bank interest	349		97	
Rent received	34		34	
F.I.T. Payment (Solar Panels)	2,351		2,292	
		2,734		2,423
		19,439		18,559

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

1.1 Basis of preparation

The financial statements are prepared under the historical cost convention.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, 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 for Smaller Entities published on 16 July 2014.