

# Barby Village Hall

## Annual Report and Accounts

1<sup>st</sup> January to 31<sup>st</sup> December 2015

Charity Commission Reference Number 304159

# Barby Village Hall

1<sup>st</sup> January to 31<sup>st</sup> December 2015

## **Aims and Organisation**

Barby Village Hall was registered under the Charities Act 1960 (Number 304159) and the governing instrument is a conveyance dated 11 January 1952. The main aim is to hold in trust and to manage the Barby Village Hall for the benefit of the inhabitants of the Parish of Barby.

## **Officers**

The following officers served throughout the year:

Chairperson	Mr Keith Ingram
Vice-Chairperson	Mrs Janice Jones
Treasurer	Mr Mike Grange
Secretary	Mrs Gill Leppard

## **Other Trustees**

During the year, Trustees were appointed from various Barby organisations (as users of the hall) as well as four trustees appointed at the Annual General Meeting.

## **Bankers**

CAF Bank.  
The COIF Charity Funds.

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## **Trustees responsibility for the accounts**

Charity Law requires the Trustees to prepare statement of accounts for each financial year, which accounts shall give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it inappropriate to presume that the Charity will continue in operation
- To value assets and liabilities in accordance with the Statement of Recommended Practice Accounting by Charities.

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 statements of account comply with the requirements of the Charity (Account and Reports) Regulations 1995. They 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.

## **Report of the Trustees**

The Trustees herewith present their report and accounts for the year ending 31<sup>st</sup> December 2015.

## **Treasurer's Report**

The financial position of the village hall remains healthy, with an increase this year in the funds overall of over £5,000. We have however, had a year free of major repair or maintenance bills and there are some expenses in the pipeline. We continue to maintain the fine balance, of keeping hire charges as low as possible, while maintaining the building to a good standard and holding reserves sufficient to deal with planned and unplanned expenses.

The review of the hire charges redressed some anomalies and simplified the rates. This resulted in some rates remaining unchanged and a few small increases to some of the rates, with any increases kept below inflation. The PRS for Music licence tariff has increased substantially in the past few years and the rate charged those making use of it has not. A small increase was made therefore, in this rate, to help cover the extra cost. We continue to receive good income from hire charges as the hall is very well used regularly by local groups and for one off events by private hirers. Although we rely for revenue mainly on money raised from hiring out the hall's facilities the other major money raiser was the ever successful "Quiz Night" bringing in over £500. We have also received donations from groups that use the hall, in addition to their normal hire payments, and we are very grateful for those.

I would like to thank Ian Webb for auditing the accounts and setting up the accounting software ready for the coming year.

# Barby Village Hall

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## Chairman's Report

Once again fundraising was limited as the hall was mainly self sufficient with all groups supporting the facility on a regular basis. The chairman gave a short presentation to the Parish Council regards current and future plans of the Village Hall Committee.

A 'new' agreement was made with the Pre School giving them revised access and timing. This was made possible by other hiring groups amending the days and timings of their meetings.

Wi-Fi has been provided during the year and has proved invaluable, especially to Pre School. Also a defibrillator has been installed within legal guidelines. The Village Hall Committee agreed to finance any powers expenses.

Several ongoing items concerning maintenance issues were attended to during the year mainly by committee members. We are aware that 'first impressions count' so a focus on several items such as mats, carpets, curtains etc has resulted in them being replaced, cleaned or refurbished during the year.

A review of the hall hire charges was conducted and some minor adjustments made. The cleaner and caretaker contracts were also reassessed. The general finances remain in a healthy position. However, we are aware that the rear hall fire door replacement will cost around the £1500 estimate in the very near future.

Anticipating the forthcoming retirement of Pat Webb, from the position of caretaker, we undertook a series of interviews for a replacement and Roger Johnson has been duly appointed. This means he will have to forego his position as ex- officio minutes secretary. Karen Page has however offered to step into this position.

Cliff Jones replaced Simi Pandhal as the Parish council representative during the year.

I would like to thank Pat Webb for all the effort, hard work and support she has put in over the past years, way above the duties under the "caretaker" umbrella. Thanks also to Ian who was always available to support where and when necessary. As a footnote may I also thank all the committee and officials who have given their time and support over the past year.

# Barby Village Hall

1<sup>st</sup> January to 31<sup>st</sup> December 2015

## Summary of the Financial Year 2015

At the end of the year the following are the balances of the Hall's funds.

COIF Accounts	£35,553
CAF Current Account	£12,005
Cash in hand	£339

Chairperson

Treasurer

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## Reporting Accountants Report

The accounts shown on pages 5 to 7 have been examined and agree with the bank statements and other relevant documents made available to me.

Signed. \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_.

Ian W Webb  
ACMA, CGMA

# Barby Village Hall

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## **Financial Statement for the year ending 31<sup>st</sup> December 2015**

<b><u>Income</u></b>	<b><u>2015</u></b>	<b><u>2014</u></b>
Hall Lettings	20,602	18,303
Fund Raising	733	497
Donations & Grants Received	351	1,667
Interest Received	160	153
Sundry Income	-	250
<b>Total Income</b>	<b>21,846</b>	<b>20,870</b>

<b><u>Expenditure</u></b>	<b><u>2015</u></b>	<b><u>2014</u></b>
Cleaning & Caretaking	7,897	7,668
Heating & Lighting	3,554	3,795
Insurance	1,243	1,211
Water Rates	489	477
Maintenance, Repairs & Sundry Expenses	2,680	4,261
Maintenance Expenditure paid by the Parish Council	206	945
Depreciation	212	1,090
<b>Total Expenditure</b>	<b>16,281</b>	<b>19,447</b>

	<b><u>2015</u></b>	<b><u>2014</u></b>
<b><u>Income less Expenditure</u></b>	<b>5,565</b>	<b>1,423</b>
General Fund brought forward	75,246	73,823
<b>General Fund carried forward</b>	<b>80,811</b>	<b>75,246</b>

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## **Balance Sheet as at 31<sup>st</sup> December 2015**

	<b><u>2015</u></b>	<b><u>2014</u></b>
<b>Fixed Assets</b>		
Tangible Assets (Note 1)	51,872	52,084
<b>Current Assets</b>		
Stocks (Oil estimated)	316	590
Debtors (Note 3)	1,825	1,754
COIF short term deposits	35,553	35,393
Cash at Bank and in hand	12,344	6,290
Creditors and Accruals	(422)	(188)
<b>TOTAL ASSETS LESS LIABILITIES</b>	<b>101,488</b>	<b>95,923</b>

	<b><u>2015</u></b>	<b><u>2014</u></b>
<b>Capital Reserve (Note 4)</b>		
Opening Balance	20,677	20,677
Closing Balance	20,677	20,677
<b>General Fund</b>		
Opening Balance	75,246	73,823
Movement	5,565	1,423
Closing Balance	80,811	75,246
<b>TOTAL ASSETS EMPLOYED</b>	<b>101,488</b>	<b>95,923</b>

Notes:

- 1) Fixed assets. The balance comprises assets at cost £188,100 less grants received £128,518 and accumulated depreciation of £7,710. The depreciation charge for the year was £212 (2014, £1,093).
- 2) During the year Barby Parish Council provided the WIFI facilities at the hall with a grant of £206. The Trustees would like to thank Barby Parish Council for continuing to support Barby Village Hall.
- 3) Debtors comprise outstanding lettings £1,160 (2014, £1,108), and prepayments of £665 (2014, £647).
- 4) The Capital Reserve represents the value of the Village Hall land and buildings at the time of transfer to the Trustees.

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## Accounting Policies

### Basis of Accounting

The statement of accounts have been prepared in accordance with the provisions of the Charity (Accounts and Reports) Regulations 1995 and Statement of Recommended Practice Accounting by Charities subject to the guidance contained in the statement Accrual Accounting for the smaller Charity

### Income

Donations and legacies are accounted for when received by Barby Village Hall  
Other income is accounted for on an accruals basis as far as it is prudent to do so.

### Gifts in kind

The Village Hall receives the benefit of work carried out by volunteers, and no value is placed on this.

### Grants

Revenue grants are credited to the income and expenditure account when the grants are received. Grants received in connection with capital projects are deducted from the value of fixed assets and credited to the income and expenditure account over the useful life of the asset concerned where the asset is depreciated.

### Depreciation

Depreciation is provided at the following rates to write each asset off over its estimated useful life.

Freehold Property (inc. Major Refurbishment Costs)	not depreciated
Fixtures & Fittings	20% straight line