

**UMBERLEIGH VILLAGE HALL**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED 31ST JANUARY 2019**

**UMBERLEIGH VILLAGE HALL**

**CHARITY INFORMATION**

**TRUSTEES**

D Hawkings  
C Lewis  
P Wignall

**CHARITY NO.**

280712

**CHARITY ADMINISTRATOR**

P Wignall  
WHEY FARM  
UMBERLEIGH  
DEVON  
EX37 9AQ

**BANKERS**

LLOYDS Bank  
CROSS STREET  
BARNSTAPLE  
DEVON

**INDEPENDENT EXAMINER**

S Walker  
Woodstock House  
Uplyme Rd  
Lyme Regis  
Dorset  
DT7 3LS

**UMBERLEIGH VILLAGE HALL**  
**Trustees' Annual Report for the year ended 31 January 2019**

The Trustees present their report along with the financial statements of the charity for the year ended 31 January 2019. The financial statements have been prepared in accordance with the accounting policies in note 1 to the accounts and comply with the charity's Trust Deed the Charities Act 1993 and the Statement of Recommended Practice Accounting and Reporting by Charities SORP FRS 102 .

**History, objectives and activities of the Trust**

The Trust was established by a Deed of gift dated 6 June 1966 as amended by Resolution on 16 August 1988, 7 July 1998, 12 August 1998 for the purpose of providing a village hall centre and playing field for the use of Umberleigh and the neighbourhood without distinction of sex or of political, religious or other opinions.

**Management and governance arrangements and Risk Management**

The trust is managed by a core committee of 6 members, 3 of whom are the trustees and office holders. The committee members are appointed at the annual general meeting which is open to the community. The committee hold regular meetings and invite representatives from groups who use the hall and from the general public to attend such meetings and to make suggestions with regard to its use. The existing trustees are responsible for the induction of any new trustee which involves awareness of a trustee's responsibilities, the governing document and administrative procedures. A new Trustee would receive copies of the previous year's annual report and accounts and guidance issued by the Charity Commission.

The Trustees annually review the risks that the Trust faces. To date these have mainly related to health and safety matters and the trustees have appointed an individual to monitor health and safety. Users and contractors are informed of relevant matters by notices in the hall & notes on booking forms.

The trustees are especially grateful to all who have helped with fund-raising during the year and to the local community for their generous support for such events. The trustees give their time voluntarily and receive no remuneration or benefits.

**Achievements and performance of the Trust and Public benefit**

The hall is frequently used by many groups and for individual bookings. Use includes: meetings, classes, sports and dancing, school use, meals, private parties and weddings amongst others. The trustees review the charges for use annually and aim to keep these as low as possible to encourage use whilst covering costs. The Trustees also keep in mind the Charities Commission guidance on Public benefit under Section 4. Hire costs will stay the same in 2019.

Two grants were received in 2018, £400 from Chittlehampton Parish Council was used to purchase a new on demand water heater to replace the urn which was considered dangerous . £7,700 was also obtained from "awards for all", this was used to completely redecorate the hall, replace the stage curtains which were old and faded and lacked fire retardant treatment and to carpet the stage. The Hall now looks refreshed. The Acre Loan of £3000 to cover repairs to the roof in 2014 has now been paid off.

**Financial review, investment policy and reserves**

The Trustees had previously decided, following the need for urgent roof repairs in 2014, to build up a fund of £10,000 as a contingency. This goal has now been achieved so it has been decided that fund raising per se will be scaled down and that events organised by the fundraising committee will be largely to bring the community together with social events. A grant of £400 from the local council was received in 2018.

Total receipts in the year were £16069 (2018 £10,024) and payments on operational expenses and improvements were £14,736 (2018 £7,765) giving a surplus of £1,333 for the year. At the end of the year unrestricted reserves were £10,878 (2018 £9,390). The desired £10,000 contingency fund has now been achieved and the Trustees consider this is a satisfactory position.

**Future plans**

The balance in the bank has stayed almost constant at around £10,000, this was our targeted contingency fund. Fund raising this year has been focussed on four antiques fairs, the garden show and a reappearance of the Roving Crows. In 2019 we have decided to help with a joint community project between the school and the village hall. The school desperately needs better parking and would like to combine this with a play area to be used by the whole village and called "Park and Play". The school has purchased the land and will insure and maintain the facility once built. The village hall will help with fundraising for the venture, Wendy Short, burser from the school has been co-opted onto the committee in order to seek out grants and be the project link, the village hall will help with general fundraising. The intention is to bring the school and the village community closer together. It is intended that the play area will be for the use of both adults and children with exercise equipment and a measured walking track.

**Statement of Trustees' responsibilities**

Charity law requires the Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- 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 charity will continue in operational existence.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. 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**

The Trustees intend to ask S Walker to continue to act as independent examiner for the Trust.

**Approval**

This report was approved by the Trustees on ..... and signed on their behalf.

..... - Trustee  
P Wignall  
Umberleigh Village Hall

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

I report on the accounts of the Trust for the year ended 31st January 2019, which are set out on pages 5 to 7 .

**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(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is advisable.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 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 and the report is limited to those matters set out in the statement below.

**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 trustees have not met the requirements to ensure that:
  - (a) proper accounting records are kept in accordance with section 130 of the 2011 Act; and
  - (b) accounts are prepared which agree with the accounting records and to comply with the accounting requirements of the 2011 Act.
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: S Walker  
Woodstock House  
Lyme Regis  
Dorset

Date: 08 April 2019

**UMBERLEIGH VILLAGE HALL**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JANUARY 2019**  
**RECEIPTS AND PAYMENTS ACCOUNTS**

	Note	2019			2018		
		£	£	£	£	£	£
		Un- Restricted	Restricted	TOTAL	Un- Restricted	Restricted	TOTAL
<b>INCOMING RESOURCES</b>	1(e)						
<i>Incoming resources from generated funds</i>							
Hire of hall and facilities		4435		4435	4620		4620
Voluntary income - donations		800		800	1100		1100
Fund Raising general	4	2524		2524	3050		3050
Grants received	2	400	7700	8100	400	751	1151
Meter money		210		210	102		102
<b>Investment Income</b>							0
Bank Interest					1		1
<b>Total incoming resources</b>		<b>8369</b>	<b>7700</b>	<b>16069</b>	<b>9273</b>	<b>751</b>	<b>10024</b>
<b>Resources expended</b>	1(f)						
<i>Charitable activities</i>							
Insurance,		1209		1209	1175		1175
Heating		995		995	899		899
Water		110		110	661		661
Cleaning & materials		1789		1789	1248		1248
Licences & sundries		498		498	348		348
Fundraising costs		153		153	146		146
Repairs & maintenance		1885		1885	1795		1795
Redecorating	3	0	2933	2933			
Sound system		0				751	751
New Curtains & Carpets	3	0	5009	5009	70		70
<i>Governance costs</i>		0					0
Administration					50		50
CC Interest & loan repaid for floor and roof paid for in 2014	3		155	155	8	614	622
		<b>6639</b>	<b>8097</b>	<b>14,736</b>	<b>6,400</b>	<b>1,365</b>	<b>7765</b>
<b>NET INCOME/(EXPENDITURE) IN YEAR</b>		<b>1730</b>	<b>-397</b>	<b>1333</b>	<b>2,873</b>	<b>- 614</b>	<b>2259</b>
Transfer to general fund		-242	242	0	0		0
<b>Fund balances brought forward</b>		<b>9390</b>	<b>155</b>	<b>9545</b>	<b>6,517</b>	<b>769</b>	<b>7,286</b>
<b>Fund balances carried forward</b>		<b>10878</b>	<b>-</b>	<b>10,878</b>	<b>9,390</b>	<b>155</b>	<b>9545</b>

There were no recognised gains or losses for 2019 or 2018 other than those included in the Statement of Financial Activities.

The notes on page 7 form part of these accounts.

**UMBERLEIGH VILLAGE HALL**  
**BANK AND CASH FUNDS**  
**AS AT 31 January 2019**

	Notes	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
Cash in hand		0	0
Current bank accounts		10349	9016
Reserve bank account		529	529
		<hr/>	<hr/>
		<u>10,878</u>	<u>9,545</u>
 <b><u>CAPITAL</u></b>			
Unrestricted Funds	1(b)	10878	9,390
Restricted Funds	1(c)	<hr/> 0	<hr/> 155
TOTAL FUNDS		<hr/> <u>10,878</u>	<hr/> <u>9,545</u>

Approved by the Board of Trustees on ..... and signed on its behalf by:

P Wignall            Trustee

The notes on page 7 form part of these accounts

**UMBERLEIGH VILLAGE HALL**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 JANUARY 2019**

1                    **Accounting Policies**

- (a)                    The accounts are prepared on a receipts and payments basis and include the results of the Charity's operations as described in the Trustees Report, all of which are continuing.
- (b)                    All unrestricted funds can be utilised in accordance with the Charity Scheme.
- (c)                    Restricted funds are separately identified and accounted for.
- (d)                    The accounts have been prepared in accordance with the Statement of Recommended Practice for Charity Accounts. (SORP FRS102) issued under the Charities Act 2011.
- (e)                    **Income** - Income is accounted for as received by the Charity.
- (f)                    **Expenditure** is included on a payments basis.
- (g)                    **Tax**  
Value Added Tax is not recoverable by the Charity and as such is included in the relevant costs in the Statement of Financial Activities. The Trust is a registered charity and is exempt from taxation on its income and gains for charitable purposes.

2	<b>Restricted Income includes</b>	<b><u>2019</u></b>	<b><u>2018</u></b>
	<b>Chittlehampton PC</b>	400	
	N Devon District Council		150
	Devon County Council		601
	Lottery grant	7700	0
		<u>8100</u>	<u>751</u>

3	<b>Restricted Payments includes</b>	<b><u>2019</u></b>	<b><u>2018</u></b>
	Purchase & install new sound system	0	751
	New Stage Curtains, carpet and redecorating	7942	0
	ACRE Loan repaid	155	606
		<u>8097</u>	<u>1,357</u>

The balance on the ACRE loan was repaid by March 2018.

4	<b>Fundraising Income gross</b>	<b><u>2019</u></b>	<b><u>2018</u></b>
	Last night of the proms		518
	Dances		69
	Garden Show	894	1145
	Roving Crows	189	
	Antiques Fairs x 4	1441	1318
		<u>2524</u>	<u>3050</u>