

## **Hale Village Hall (New Forest) Annual Report for the 12 months ended 31<sup>st</sup> December 2022**

### **Summary**

We are pleased to report that after the disruptions of the previous two years the Hall was back in full operation for 2022. Most of our regular hirers returned and private hires were also at a high level. Our own events of table tennis and film club ran as normal and while memberships remain a little lower than pre-Covid these are still well attended and enjoyed. The café and library continue to run and attendance for these afternoons is slowly growing. We also ran a successful New Year's Eve party with a lot of positive feedback, plus some indications of where we can improve such events.

During the year we continued improvements to the storage areas in the downstairs areas, we completed the planting of the garden area and have purchased an outdoor table and seating from a carpenter within Hale. We have also had to fund repairs to the boiler together with a tree survey and unfortunately both of these will lead to additional expenditure in the near future. Like every other organisation we are facing increased costs on all fronts and especially so on our utilities and this has led us to a position of increasing our hire rates for the next year. We ended the year with reserves in the bank that fall slightly short of the Trustees' Policy on reserves when taking into account the risks and issues around the operation of the hall but we feel that this shortfall can be rectified during the next year. We are however considering running a limited number of village events to raise additional funds in the next year. At the start of the year the Hall was in receipt of a Government Funded Covid start-up grant.

### **Objectives**

The objectives of the Village Hall and its Trustees as set out in the Deed of Trust remain unchanged.

### **Trustees as at 31<sup>st</sup> December 2022**

Jacqui Hartas – Chair

Mark Nobes – Secretary and Health and Safety

Marjaana Batterbury – Hall Manager

Gary Adams – Treasurer

Sue Adams – Village and Brownies

Debbie Vine – User Group (Social Committee)

Ian Gemmell – User Group (Parish Council) – joined 31<sup>st</sup> August 2021

Richard Barlow – User Group (Cricket Club)

David Keniston – Village

James Stewart - Village

David Mussell – User Group (Horticultural Society)

Sarah Pook – Village – joined 13<sup>th</sup> July 2021

## Policy Documents

We have policy documents covering all of the key areas of the Hall's functions, including finance, Health and Safety, bookings, maintenance and safeguarding. Throughout the past year we have fulfilled Government requirements to produce and publish Covid-19 Risk Assessments for the Village Hall when open for use, alongside specific guidance for our users. We are grateful to Action Hampshire and the Association of Communities in Rural England (ACRE) for the advice and guidance they provided in these matters.

## Financial Situation

The Income and Expenditure Statement for the 12 months to 31<sup>st</sup> December is shown below but in summary;

- Our income excluding grants was £22.7K, up by 58% from £14.3K in the prior year.
- Total income was boosted by the Covid Start Up Grant of £2.7K received.
- Overall taking the grant into consideration there is an in-year surplus of income over expenditures of £7.4K.
- The Trustees have a detailed Reserves Policy which is reviewed and updated annually. The current level of required reserves is £65.0K against actual held reserves of £54.1K.
- There are no significant liabilities to disclose.
- At 31st December 2022 the sum of £60 was held on behalf of the 100 Club; this sum was transferred to the 100 Club account in the new financial year. There are no other significant liabilities to disclose.
- Parish Magazine income and expenditure is held by the Hall but the magazine operates as a separate entity and the funds are reported separately from the Hall's operational funds.

### HALE VILLAGE HALL NEW FOREST - Charity no. 1175048

### RECEIPTS AND PAYMENTS ACCOUNT from 1st January 2022 to 31st December 2022

RECEIPTS	2022	2021	2020	PAYMENTS	2022	2021	2020
Regular User Hires	14,327	9,731	11,534	Self Funded Assets & Equipment	1,774	10,276	253
Non-regular Hires	1,693	857	715	Grant Funded Assets & Improvements	-	-	-
Hall Managed Activities	4,677	2,252	1,338	Repairs & Servicing	2,151	2,156	2,314
Corporate Hires	535	434	216	Building Maintenance	395	2,628	681
Donations	54	64	50	Cleaning & Supplies	3,286	2,696	1,985
Grants Received	2,667	17,303	10,000	Electricity & Gas	4,916	3,592	2,579
Other Income	732	1,011	704	Water and Sewage	197	165	184
HVH Social Events	652	-	-	Broadband & Web Site	543	551	382
	-	-	-	Hall Managed Activities	1,709	741	480
<b>TOTAL OPERATING RECEIPTS :</b>	<b>25,338</b>	<b>31,651</b>	<b>24,557</b>	Events	-	-	-
				Insurance	1,250	1,191	1,326
Magazine Income	4,021.03	5,258.00		Licences	637	419	637
				Sundry Expenses	388	597	734
				Arboreal Expenses	707		
				<b>TOTAL OPERATING PAYMENTS :</b>	<b>17,953</b>	<b>25,013</b>	<b>11,556</b>
				Magazine Payments	4,093.31	846.95	

## Issues

- There are no significant issues, complaints or disputes to report.

## Appreciation

- The Trustees give their time and effort free of charge or benefit and in turn are grateful to all who support the Hall in terms of hiring the Hall, providing support to the Hall, attending events, running events and sessions, and donations received.
- Thanks are also given to those organisations who have generously given the Hall grants:
  - New Forest District Council
- We are also very grateful to the supporters of the 100 Club.
- Thanks are also given to our examiner of the accounts who generously carries out this task free of charge.
- Additional thanks this year to Jane Pearce and David Keniston for their hard work on the garden.

**The Register of Assets is shown below in Appendix 1**



J Hartas  
Chair, Hale Village Hall (New Forest)



G Adams  
Treasurer

## **Independent examiner's report to the Trustees of Hale Village Hall**

I report on the accounts of Hale Village Hall for the year ended 31 December 2022.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act). The charity's trustees consider that an audit is not required for this year under s.144(2) of the 2011 Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under s.144 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under s.152(5) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiners report**

My examination was carried out in accordance with the Charity Commission's Directions. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.


### **Independent examiner's statement**

In connection with my examination no matters have come to my attention giving me cause to believe that in any material respect:

1. accounting records were not kept as required by s.130 of the 2011 Act; and
2. the accounts do not accord with those records and comply with the accounting requirements of the 2011 Act.

I have no concerns and have come across no other matters in connection with the examination to which attention, in my opinion, should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Julia Nobes, FCA

Signature: 

Date: 19th April 2023

## Appendix 1

### Hale Village Hall New Forest - Asset Register January 2023

2 x fridge-freezers, 1 x microwave oven, kettle and two hot water urns  
9 x oven trays  
Cutlery and crockery and wine glasses for 100 people, 40 x champagne flutes, 10 water jugs  
Downstairs – cutlery, crockery and glasses for 20 people, 2 x cafetieres  
18 x tablecloths  
Audio sound system, projector, hearing loop, DVD player and 2 x remote controllers  
2 x hand-held microphones and 2 x lapel microphones  
Portable lighting and spotlights  
Portable stage, 2 stage trolleys, steps and skirt  
3 x locking metal cabinets and 1 x locking wooden cupboard  
2 x lockable home storage boxes for Treasurer and Hall Manager  
3 x cash boxes  
5 x wooden book cases  
4 x table tennis tables, nets, bats and balls  
1 x step ladder and 1 x kick step  
90 upholstered chairs + 10 downstairs, 10 folding chairs and 5 x chair trolleys  
15 square tables, 8 x long tables, 1 x conference tables  
10 pairs of curtains, 2 wall clocks, 5 pictures and plaques, 4 internal notice boards  
6 dustbins and 2 bicycle racks  
1 outdoor storage unit  
2 x vacuum cleaners  
3 x changing room benches  
1 hand bell  
4 x pedal bins, 3 x dustpan/brushes, 3 x yard brooms, 3 x soft brooms, 4 x mops and buckets  
Wall mounted TV and remote.  
6 x concrete patio pots  
4 x external flood/spot lights  
9 x fire extinguishers (4 x foam, 3 x CO2, 2 x water) and 1 x fire blanket  
1 internet router, 1 Hive hub and 1 telephone  
50% share of dishwasher, gas cooker, combi-oven, water boiler and hot cupboard