

FINANCIAL STATEMENTS & ANNUAL REPORT FOR YEAR ENDED 5TH APRIL 2020

FOR



GREAT DENHAM COMMUNITY HALL

Registered Charity No 1166224





GREAT DENHAM COMMUNITY HALL

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FOR YEAR ENDED 5TH APRIL 2020

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GREAT DENHAM COMMUNITY HALL

GENERAL INFORMATION

FOR THE YEAR ENDED 5TH APRIL 2019

Trustees:

Mr Ubaldo Cortese – Chair
Mr James Weir – Vice Chair
Mrs Gemma Dilley – Secretary
Mr Martin Stuart (resigned September 2019)
Mr Pfungwa Tekeshe (resigned November 2019)
Mrs Rachel Smith
Mrs Donna Parsons
Mr Steve Gallagher (resigned October 2019)
Mr Sean Daniels (resigned January 2020)
Mr Sam Ancliff
Sir William Sinclair
Ms Katie Meredith

Treasurer: Mr James Weir

Address: 86-88 Saxon Way
Great Denham
Bedford
MK40 4GP

Charity Number: 1166224

Accountants: Collett Hulance
40 Kimbolton Road
Bedford
MK40 2NR
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GREAT DENHAM COMMUNITY HALL
STATEMENT OF TRUSTEES RESPONSIBILITIES
FOR THE YEAR ENDED 5TH APRIL 2020

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the surplus or deficit for each year.

In preparing those financial statements, the Trustees are required to;

- a) Select suitable accounting policies and then apply them consistently;
- b) Make judgments and estimates that are reasonable and prudent;
- c) Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for;

- a) Keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity;
- b) Safeguarding the assets of the charity and ensure reasonable steps are taken for the prevention and detection of fraud and other irregularities.



GREAT DENHAM COMMUNITY HALL

TRUSTEES ANNUAL REPORT

FOR YEAR ENDED 5TH APRIL 2020

Structure, Governance and Management

Description of the Charity

Type of Charity:	Charitable Incorporated Organisation (CIO)
Type of Governing Document:	Constitution adopted 31 st March 2016
How the Charity is Constituted:	Open to all interested in supporting the objectives
Trustee selection method:	Trustees are appointed or reappointed annually at the AGM held each November/December

Governance & Management

- The trustees of the charity pay due regard to the Charity Commissions public benefit guidance and ensure that this is central to any of its work and projects.
- The charity has set up smaller subgroups which oversee in more detail aspects of the charity's work and objectives.
- The Management Committee meet bi-monthly to review activities and oversee that the financial health of the charity is robust, clear and transparent.

Objectives of the Charity

"The objects of the charity are to establish and run a village hall and to promote for the benefit and use of the inhabitants of the Parish of Great Denham. This provision should be without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions or by reasons of financial hardship or social and economic circumstances. To include the 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 object of improving the conditions of life for the said inhabitants".

Summary of the Main Achievements of the Charity during the Year

The management committee hold Bi-Monthly meetings starting in April 2019. Whilst the building is not yet fully utilised it is being used more intensely than the previous year. There are approximately 44 classes per week at the hall covering fitness, dance, sports and children's events. In addition to the classes the hall has become popular for Charity Fundraising Evenings, Weddings, Engagement Parties, and Religious Services of all types of denominations, carol services and children's concerts.



GREAT DENHAM COMMUNITY HALL

TRUSTEES ANNUAL REPORT (Cont'd)

FOR THE YEAR ENDED 5TH APRIL 2020

Events 6th April 19 to 5th April 20

Tues 16th April Easter saw two dedicated Spring Crafts sessions (as opposed to last year when the crafts were part of the Easter Egg Hunt) each sold out and attended by 75 children. Then on Sat 20th April approximately 250 children collected a map from the Hall and explored Great Denham finding clues to our Easter Egg Hunt, and then the Hall hosted two Parties, again both sold out, with 120 children attending each. Overall these Easter events raised £1666.09 profit which the Trustees donated to Solving Kids Cancer for the benefit of local girl Lulu De Vries.

On Sunday 30th June the Hall hosted its annual Summer Festival, an event held on the kickabout area opposite the Hall but organised by Hall staff and volunteers. The event was a great success attended by approx. 2500 people who enjoyed inflatable fun, stalls, fete games and demonstrations by some of our regular hirers promoting their classes.

October saw the return of our very popular Halloween Spooktacular events with two dedicated craft sessions on Tues 22nd each sold out and attended by 75 children. Friday 25th saw two hugely popular fancy dress Halloween Discos, again sold out with 120 children at each. The Halloween events (including a special Halloween themed Community Cinema) raised £600 profit which was put towards the funding of our Winter Wonderland event.

On Saturday 7th December the Hall became a Winter Wonderland again with a large ice rink set up in Saxon Hall. Approximately 2500 attendees enjoyed ice skating, visiting Santa in his amazing Grotto organised by the Friends of Great Denham Primary School, Christmas carols, festive refreshments and lots of craft stalls in Wessex Hall. We thank Cllr Weir for a donation of £1000 from the ward fund which helped us to fund this event.

Wellbeing event Jan 18th as the first look at different kinds of activities that could be hosted at the hall. The trustees continue to explore what themes and events would be beneficial to the local population.

As well as these, now annual, events, the Hall also hosts a monthly Community Cinema on the first Friday of every month with between 20 and 40 children attending, and a monthly Pop-up Pub/quiz night with the bar open in Saxon Hall.

And of course on the 23rd March 2020 the hall went into a period of closure due to Covid-19 pandemic. We entered that period with some optimism but as we approach our AGM in December we look back at all the plans we had that we have been unable to fulfil but remain optimistic that things will eventually return and see the hall become a vibrant and much used facility once more.



GREAT DENHAM COMMUNITY HALL

TRUSTEES ANNUAL REPORT (Cont'd)

FOR THE YEAR ENDED 5TH APRIL 2020

Financial Review

The charity has a current account for day to day operations and a holding account where the "management sum" is held. The charity uses QuickBooks accounting system which our accountants have access to at all times. Our main source of funding is derived from hire charges for the rooms and halls in the building. We identified any restricted funds which have been accounted for as a separate line in our accounts. These sums will be ring fenced and only used for community-based activities that meet the charity's objectives. We have also appointed a bookkeeper to improve the day to day control of invoicing and reconciling accounts.

Moving Forward/Future Plans

Again, a huge thankyou to all our trustees and volunteers for the hard work in keeping the charity on course and supporting it as it develops. Our Centre Manager continues to move the day to day operation moving forward and is now looking to build on the operational refinements already started the previous year to ensure systems, such as the booking process and staff rosters are more efficient.

As we move forward into our 4th full year, we have reviewed the management model and the changes we have made such as the Community Engagement Officer are working well and ensuring we meet the growing community needs.

We plan to hold many more funded community events over the year as the community grows and develops as more and more new faces appear. The community cinema, free to all children, goes from strength to strength. "Great Denham Community Choir" has now been suspended due to the Covid-19 issues, we are hopeful that this will continue and see more success in that direction as we exit the pandemic. The events calendar had been drawn up once more which had again included Easter Event, Summer Festival, Halloween Children's Disco and Winter Wonderland Christmas event. It is a very sad impact that not being able to stage these events has had on the community. Children's parties, engagement and wedding parties continued to grow over the weekends but again the reality of Covid-19 saw that tail off to the end of the year.

The rolling programme of decoration started last year continues and has seen the main hall (Saxon) repainted.

A major investment was decided by trustees to install a full air conditioning system in Saxon Hall and whilst started in the financial year being reported we are pleased to say that installation is now complete. When things are up and running again this addition will give opportunities for a more varied range of activities.



GREAT DENHAM COMMUNITY HALL

TRUSTEES ANNUAL REPORT (Cont'd)

FOR THE YEAR ENDED 5TH APRIL 2020

DECLARATION:

The trustees declare that they have approved the trustee's report above,

Signed on behalf of the Charity Trustees:

Signature 

Full name Ubaldo Certese

Position Chair

Dated: 14/12/2020



INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF
GREAT DENHAM COMMUNITY HALL
FOR THE YEAR ENDED 5TH APRIL 2020

Respective responsibilities of Trustees and Examiner

The trustees are responsible for the preparation of the accounts. The 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 needed.

It is our 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 Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention

Basis of independent examiner's report

Our 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 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 our examination, no matter has come to our attention:

1) which gives us reasonable cause to believe that in any material respect, the requirements;

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts, which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2) to which, in our opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



Collett Hulance

Collett Hulance
40 Kimbolton Road
Bedford
MK40 2NR

Date: *11/12/2020*



Great Denham Community Hall

Financial Activities by Class

6 April, 2019 - 5 April, 2020

	Restricted Funds	Not Specified	TOTAL
Income			
Donations received (restricted)	1,000.00		1,000.00
Income from events		5,610.63	5,610.63
Services		90,543.58	90,543.58
Unapplied Cash Payment Income		1,360.06	1,360.06
	£	£	£
Total Income	1,000.00	97,514.27	98,514.27
	£	£	£
Total	1,000.00	97,514.27	98,514.27
Expenditures			
Accountancy		2,850.00	2,850.00
Cleaning Expenditure		2,768.59	2,768.59
Computer Costs		826.95	826.95
Event Licence		340.00	340.00
Charity Event Costs	1,000.00	7,141.21	8,141.21
	£	£	£
Total Event Licence	1,000.00	7,481.21	8,481.21
Insurances			0.00
Building Contents Insurance		400.64	400.64
	£	£	£
Total Insurances	0.00	400.64	400.64
Kitchen/Bar Supplies		2,076.09	2,076.09
Office/General Administrative Expenses		3,661.38	3,661.38
Other Professional Services		2,334.00	2,334.00
Printing, Postage and Stationery		55.14	55.14
Rent or Lease of Buildings			0.00
Non Domestic Rates		3,452.40	3,452.40
	£	£	£
Total Rent or Lease of Buildings	0.00	3,452.40	3,452.40
Repairs		5,438.45	5,438.45
Staff - Payroll via BBC		44,606.53	44,606.53
Telephone & Broadband		1,356.28	1,356.28
TV Licence		157.50	157.50
Unapplied Cash Bill Payment Expenditure		0.00	0.00
Utilities			0.00
Electric		5,436.00	5,436.00
Gas		2,284.28	2,284.28
	£	£	£
Total Utilities	0.00	7,720.28	7,720.28
	£	£	£
Total Expenditures	1,000.00	85,185.44	86,185.44
	£	£	£
Net Operating Income	0.00	12,328.83	12,328.83
Other Expenditures			
Depreciation			0.00
Fixtures and Fittings depn		2,509.47	2,509.47



Office Equipment depreciation		282.28	282.28
	£	£	£
Total Depreciation	0.00	2,791.75	2,791.75
	£	£	£
Total Other Expenditures	0.00	2,791.75	2,791.75
	£	-£	-£
Net Other Income	0.00	2,791.75	2,791.75
	£	£	£
Net Income/(Expenditure)	0.00	9,537.08	9,537.08



Great Denham Community Hall

Balance Sheet

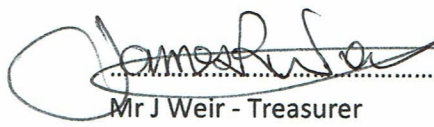
As of April 5, 2020

	Restricted Funds	Not Specified	TOTAL
Fixed Asset			
Tangible assets			
Fixtures and Fittings Cost		25,094.67	25,094.67
Fixtures and Fittings Depreciation		-6,219.85	-6,219.85
Office Equipment Cost		2,822.84	2,822.84
Office Equipment Depreciation		-937.67	-937.67
Total Tangible assets	£ 0.00	£ 20,759.99	£ 20,759.99
Total Fixed Asset	£ 0.00	£ 20,759.99	£ 20,759.99
Cash at bank and in hand			
Natwest Account		14,468.45	14,468.45
Natwest Holding	2,871.31	82,447.87	85,319.18
Petty Cash		1,121.08	1,121.08
Total Cash at bank and in hand	£ 2,871.31	£ 98,037.40	£ 100,908.71
Current Assets			
Prepayments		4,578.00	4,578.00
Undeposited Funds		0.00	0.00
Total Current Assets	£ 0.00	£ 4,578.00	£ 4,578.00
Net current assets	£ 2,871.31	£ 102,615.40	£ 105,486.71
Creditors: amounts falling due within one year			
Current Liabilities			
Damage Waiver Deposits		2,120.00	2,120.00
Damage Waivers – NEW		2,579.75	2,579.75
VAT Control		0.00	0.00
Total Current Liabilities	£ 0.00	£ 4,699.75	£ 4,699.75
Total Creditors: amounts falling due within one year	£ 0.00	£ 4,699.75	£ 4,699.75
Net current assets (liabilities)	£ 2,871.31	£ 97,915.65	£ 100,786.96
Total assets less current liabilities	£ 2,871.31	£ 118,675.64	£ 121,546.95
Total net assets (liabilities)	£ 2,871.31	£ 118,675.64	£ 121,546.95
Charity funds			
Opening Balance Equity	2,871.31	109,138.56	112,009.87
Retained Earnings	0.00	9,537.08	9,537.08
Total Charity funds	£ 2,871.31	£ 118,675.64	£ 121,546.95



Approved by the Board of Trustees on 14/12/2020 and signed on its behalf by


..... Trustee
Mr U Cortese – Chair


..... Trustee
Mr J Weir - Treasurer