



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01.04.2020  
Period end date

Period start date To 31.03.2021

Charity name: Wacton Village Hall

Charity registration number: 304099

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	General Charitable Purposes  Education/training  Arts/culture/heritage/science  Amateur Sport  Human Rights/religious Or Racial Harmony/equality Or Diversity  Recreation
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provides Buildings/facilities/open Space
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have regard to the guidance issued by the Charity Commission on public benefit

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Provision of local venue for children/young people, elderly/old people, the general public in order to improve their quality of life through activities conducted therein.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Income from hall hire was severely restricted due to Covid pandemic. However, Government grants were received which increased income above £25,000. Expenditure was about 10% lower than last year's. Therefore, the overall position at the end of the financial year was good.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserves policy is reviewed annually by the Trustees to ensure that there are adequate resources to ensure the continuance of the village hall for the benefit of the community.</b>
Amount of reserves held	Para 1.22	<b>£20,000</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Hall hire fees</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<b>Inadequate community support</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Trust</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Co-option by committee majority</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Wacton Village Hall
Other name the charity uses	
Registered charity number	304099
Charity's principal address	Wacton Village Hall Hall Lane Wacton NR15 2UH



### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Calvin Goreham	Chair		
2	Christine Goreham			
3	Philippa Agent			
4	Heather Wilcox			
5	Paul Muston			
6	Ian Logan			
7	Andrew Agent			
8	Peter Jacques			
9	Angie Baldwin			
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Corporate trustees – names of the directors at the date the report was approved

Corporate trustees' names of the directors at the date the report was approved		
Director name		

## Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

#### Reason for non-disclosure of key personnel details

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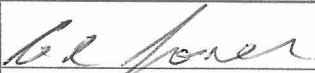
#### Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Calvin Goreham	
Position (eg Secretary, Chair, etc)	Chair	
Date	24/07/2021	

## Final Accounts

### Income and Expenditure

<b>Income</b>	
Hall Hire	£354.00
WSC	£0.00
Misc Income	£25,654.53
	£0.00
<b>Total Income</b>	<b><u>£26,008.53</u></b>
<b>Expenditure</b>	
Maintenance	£676.33
Utilities	£918.89
Insurance	£995.20
Cleaning	£176.00
Rates	£0.00
Misc Expenditure	£916.70
	£0.00
<b>Total Expenditure</b>	<b><u>£3,683.12</u></b>
Surplus/Deficit	<b>£22,325.41</b>

### Reserves

Deposit Account 4029	
Opening Balance	3065.6
Interest Received	£1.58
Closing Balance	£3,067.18
Deposit Account 4045	
Opening balance	116.58
Interest received	£0.05
Closing Balance	£116.63
<b>Total Reserves</b>	<b>£3,183.81</b>

### Financial Statement

Balances Brought Forward from 2019/20	15006.54
Plus Income 2020/21 (including interest)	26010.16
Minus Expenditure 2020/21	3683.12
Balances Carried Forward to 2021/22	37333.58
<b>As Represented By:</b>	
A/C 91504010	18566.21
A/C 41504037	15583.56
A/C 41504029	3067.18
A/C 41504045	116.63
<b>Total At Bank</b>	<b>37333.58</b>

### Commentary

**INCOME** - Over the financial year there has been a total miscellaneous income of £25,654.53 comprising of £19,907.43 grant receipts, £100 ex-gratia payment from HSBC, Solar income totalled £339.68. Hall hire was only £354.

There was also a return of monies - recovery of £5,307.42 bank fraud of 21.02.20 - original loss was accounted for in last year's accounts

**EXPENDITURE** - Actual expenditure broadly reflects the projection for 20-21 and is about 10% lower than last year's expenditure



**Mrs Anne E. Barnes FSLCC**  
**Independent Examiner**  
**79 Caistor Lane**  
**Caistor St Edmund**  
**Norwich**  
**NR14 8RB**



May 24, 2021

Mrs P. Agent  
Treasurer – Wacton Village Hall  
Yeoman Cottage  
Church Road  
Wacton, Norwich  
NR15 2UG

Dear Trustees,

**Independent Examination Report to Wacton Village Hall**  
**for the year ended 1 April 2021**

**Proper Bookkeeping**

I have inspected the Trust's records to 1 April 2021. I have examined your cashbook and found it to be well maintained and up to date, correct and balanced. I have also examined your cheque books, paying-in books, bank statements from HSBC Bank plc and compared these to your Receipts and Payments account.

**Review of Risks**

I have read your Minute Books and Risk Assessments at this review and note that the Fraudulent activity that took place on your bank accounts has now been satisfactorily resolved.

**Income Controls**

I note that all income is recorded and banked properly.

**Year-End Procedures**

I can confirm that the year end accounts are prepared on a Receipts and Payments basis and that the accounts agree with the cashbook with an appropriate and adequate audit trail.



May 24, 2021

**Matters for the Trustee's Attention**

I have no matters to bring to your attention.

I would like to thank your Treasurer for her help and co-operation in preparing for the Independent Examination.

Please see my attached Report.

Yours sincerely,

*Ane E. Barnes*

Mrs A.E. Barnes FSLCC



**Wacton Village Hall**

**Independent Examiner's Report on the Receipts and Payments Accounts**

**To the Committee/Trustees of Wacton Village Hall**

I report on the Receipts and Payments Accounts set out on the attached Financial Statement for the above named Wacton Village Hall for the year ended 1 April 2021.

**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 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 next statement.

**Independent Examiner's Statement**

In connection with my examination no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records and prepare accounts to comply with Section 130 of the Charities Act 2011 and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met.

Signed: *Anne E. Barnes*

Independent Examiner

Name: Mrs Anne E. Barnes

Address: 79 Caistor Lane, Caistor St Edmund,

Norwich, NR14 8RB

Date: 24 May 2021