

PURTON VILLAGE HALL/INSTITUTE CHARITY
Registered Charity Number 203202

Statement of Financial Activities for Year Ended 31 March 2021

Total Funds 2019/2020		Note	Unrestricted Funds 2020/21	Designated Funds 2020/21	Restricted Funds 2020/21	Total Funds 2020/21
Incoming Resources						
£ 17,809	Grants, donations & other contributions	4	£ 20,532	£ -	£ 10,000	£ 30,532
£ 1,446	Other fundraising events		£ 73	£ -	£ -	£ 73
£ 7,048	Investment Council Offices Rent		£ 7,207	£ -	£ -	£ 7,207
£ 10,250	Investment - Library Rent		£ 10,250	£ -	£ -	£ 10,250
£ 25,264	Village Hall hirings, storage & other charges		£ 721	£ -	£ -	£ 721
£ -	Interest		£ -	£ -	£ -	£ -
£ 9	Wayleaves & miscellaneous contributions		£ 52	£ -	£ -	£ 52
£ 61,827	Total Incoming Resources		£ 38,835	£ -	£ 10,000	£ 48,835
Resources Expended						
Repair & Maintenance of Property						
£ 13,028	Salaries		£ 7,702	£ -	£ -	£ 7,702
£ 684	Employers NI		£ 19	£ -	£ -	£ 19
£ 329	Pension costs		£ 32	£ -	£ -	£ 32
£ 420	Heating service & maintenance		£ 345	£ -	£ -	£ 345
£ 1,223	Service of fire alarm & equipment		£ 480	£ -	£ -	£ 480
£ 2,552	Other Repairs & Maintenance		£ 1,401	£ -	£ -	£ 1,401
£ -	Fixed wire testing		£ -	£ -	£ -	£ -
£ 1,050	Cleaning & caretaking		£ 519	£ -	£ -	£ 519
£ 19,286			£ 10,497	£ -	£ -	£ 10,497
Other Property Related Expenditure						
£ 535	Water Rates		£ 242	£ -	£ -	£ 242
£ 4,566	Insurance		£ 4,735	£ -	£ -	£ 4,735
£ 651	Refuse Collection		£ 75	£ -	£ -	£ 75
£ 4,334	Electricity		£ 3,645	£ -	£ -	£ 3,645
£ 629	Gas		£ 179	£ -	£ -	£ 179
£ -	Health & Safety		£ -	£ -	£ -	£ -
£ 10,715			£ 8,876	£ -	£ -	£ 8,876
Administration						
£ 13,540	Salaries		£ -	£ -	£ 9,700	£ 9,700
£ 835	Employers NI		£ 529	£ -	£ 300	£ 829
£ 2,719	Pension Costs		£ 2,639	£ -	£ -	£ 2,639
£ 90	Advertising		£ 126	£ -	£ -	£ 126
£ 629	Licences		£ 797	£ -	£ -	£ 797
£ 10	Postage, printing & stationery		£ -	£ -	£ -	£ -
£ 35	Training costs		£ -	£ -	£ -	£ -
£ 42	Subscriptions		£ 38	£ -	£ -	£ 38
£ -	Professional fees		£ -	£ -	£ -	£ -
£ 75	Audit & Accountancy		£ 90	£ -	£ -	£ 90
£ 17,973			£ 4,219	£ -	£ 10,000	£ 14,219
£ 47,975	Total Resources Expended		£ 23,592	£ -	£ 10,000	£ 33,592
£ 13,852	Net Income		£ 15,243	£ -	£ -	£ 15,243
£ -	Transfers between Funds		£ 5,100	£ 5,100	£ -	£ -
£ 112,848	Gains on revaluation of fixed assets for Charity's own use		£ -	£ 110,750	£ -	£ 110,750
£ 126,700			£ 10,143	£ 115,850	£ -	£ 125,993
£ 2,692,282	Balances brought forward 1 April		£ 16,857	£ 2,802,125	£ -	£ 2,818,982
£ 2,818,982	Balances carried forward 31 March		£ 26,999	£ 2,917,976	£ -	£ 2,944,975

Balance Sheet at 31 March 2021

2020		Note	2021
	Fixed Assets		
£ 2,785,592	Tangible Assets	5	£ 2,896,343
	Current Assets		
£ 12,941	Debtors and prepayments	6	£ 1,430
£ 29,319	Cash at bank and in hand	7	£ 50,873
	Liabilities - Amounts Due Within One Year		
-£ 8,870	Creditors and receipts in advance	8	-£ 3,671
<u>£ 2,818,982</u>	Net Current Assets		<u>£ 2,944,975</u>
	Funds		
£ 16,857	Unrestricted		£ 26,999
£ 2,802,125	Designated	5/9	£ 2,917,976
£ -	Restricted	10	£ -
<u>£ 2,818,982</u>	Total Net Assets		<u>£ 2,944,975</u>

PURTON VILLAGE HALL/INSTITUTE CHARITY
Registered Charity Number 203202

Notes to the Accounts

1. Basis of accounting

The accounts were prepared on an Income and Expenditure basis in accordance with FRS102 for Small Entities unless otherwise stated in the notes to the accounts.

2. Related Parties

Purton Parish Council is sole trustee of the Charity. Serving Parish Councillors therefore take decisions for both parties. Charity business is conducted at separately convened meetings throughout the year and the Charity maintains its own separate accounting records.

3. Support Costs

The Charity does not employ staff directly but is recharged by Purton Parish Council.

Salaries and oncosts recharged are detailed in the SOFA and are based on staff timesheets.

4. Grants, Donations and Other Contributions

	2020/21	2019/20
Purton PC - Administration grant	£ 10,000	£ 10,000
Government COVID-19 Grants & Lockdown Payment	£ 20,532	£ -
Purton Helping Hand - Donation	£ -	£ 1,000
Purton Artists Society (re Andy LePoidevin) - Donation	£ -	£ 250
Other Donations	£ -	£ 89
Co-op - contribution for use of facilities	£ -	£ 6,470
	£ 30,532	£ 17,809

5. Tangible Fixed Assets

	2020/21	2019/20
Institute Grade II listed building	£ 1,890,858	£ 1,818,133
Village Hall	£ 899,927	£ 865,314
Boundary Wall	£ 59,296	£ 57,016
Furniture & Equipment	£ 44,911	£ 43,779
Piano	£ 1,351	£ 1,351
	£ 2,896,343	£ 2,785,592

All the above amounts have been supplied by the Charity's insurers and represent the current cost of replacement.

6. Debtors & prepayments

	2020/21	2019/20
Other/Trade Debtors	£ 9	£ 11,345
VAT	£ 860	£ 1,385
Payments in Advance	£ 561	£ 210
	£ 1,430	£ 12,941

7. Cash at bank and in hand

	2020/21	2019/20
Lloyds Bank Current Account	£ 50,836	£ 29,279
Bank of Ireland Current Account	£ -	£ -
Petty Cash Account	£ 37	£ 39
	£ 50,873	£ 29,319

8. Creditors & receipts in advance

	2020/21	2019/20
Independent Examiner's Report	£ 85	£ 75
Trade Creditors	£ 3,586	£ 2,482
Receipts in Advance	£ -	£ 6,313
	£ 3,671	£ 8,870

9. Designated Funds

	2019/20			2020/21
	Balance	Income	Expenditure	Balance
	brought forward	transfers in	transfers out	carried forward
Fix flooding problem next to Institute building	£ 2,500	£ -	£ -	£ 2,500
Replacement windows/institute repairs	£ 9,233	£ -	£ -	£ 9,233
Replacement of flat roof	£ 800	£ 800	£ -	£ 1,600
Fixed wire testing	£ 300	£ 300	£ -	£ 600
Replacement floor cleaner	£ 700	£ -	£ -	£ 700
Decoration of Village Hall (5 year rolling programme)	£ 3,000	£ 4,000	£ -	£ 7,000
	£ 16,533	£ 5,100	£ -	£ 21,633

10. Restricted Funds

	2019/20			2020/21
	Balance	Income	Expenditure	Balance
	brought forward	transfers in	transfers out	carried forward
Administration and projects	£ -	£ 10,000	£ 10,000	£ -

Restricted Funds are contributions from outside bodies etc. that have been set aside to part finance specific projects in accordance with conditions specified by the contributors.

Signed.....

Member of Trustee Body

Name.....

Date.....

Purton Institute & Village Hall Charity - Registered Charity Number 203202
Trustees Annual Report 2020/21

Principal Address of the Charity:

Council Office
Village Hall
Station Road, Purton
Swindon, Wilts.
SN5 4AJ

Charity Trustee: - Purton Parish Council (sole trustee)

Members of the Trustee Body as at 31st March 2021 or who served during the year (Parish Councillors):

Mr Raymond Thomas – Chairman of Council & Trustee Body
Mr Geoffrey Greenaway (left in year)
Mr Paul Grigg
Mrs Helen Hicks (resigned in year)
Mr Shawn Hindon
Mr Neil Hooper
Mrs Julie Ann Hurwood (resigned in year)
Mr Gavin James
Mr Matthew Knowles
Mr Kevin Law
Ms Susan Relfe
Mr Jim Reid
Mrs Emily Seabrook (resigned in year)
Mr Grant Seabrook (resigned in year)
Mrs Charlotte Young

Officers of the Trustee Body as at 31st March 2021:

Mrs Deborah Lawrence – Clerk
Mrs Stefanie Halpin – Deputy Clerk
Mr Richard Collins – Finance Officer
Mrs Lesley Miles – Administrative Assistant

Independent Examiner: Mr Bernard Scourfield

Type of Governing Document:

Deed dated 23rd May 1892 (Wilts. A.C. Reports) and Indenture dated 13th November 1920 (Un. Rep. Vol. 207, pp. 101). Affected by a Scheme of the Charity Commissioners dated 5th March 1965.

Objects of the Charity:

To promote the moral, social and intellectual welfare and the rational recreation of the inhabitants of and visitors to the Parish of Purton and their friends. To be used by all political parties, religious denominations and others for the purpose of religious, social, political or other meetings.

Summary of the Main Activities undertaken for the public benefit in relation to these objects:

Purton Village Hall is used by Purton residents enjoying the wide range of activities available to suit all ages through education, arts, culture, training, sport, recreation and health. It provides a regular meeting place for many local groups such as the Purton School of Dance, Purton Parent and Toddler Groups, Martial Arts groups, Purton Evening WI, Purton Artists, Purton Amateur Dramatics, Vastern Lodge, Purton and District Age Concern as well as local band practice and yoga sessions.

There is safe foot, wheelchair, pram and pushchair access to the hall from the hall car park and footway and there is access into the hall via automatic front doors. Internally, accessible toilet facilities are available. The hall's generous size and adjacent free parking, makes it a popular venue for many local community events. The National Blood Service uses it for its regular sessions. The hall is also used for public meetings, displays (e.g.

Wiltshire Council Highways) and as a Polling Station. Purton Parish Council uses it frequently for it's meetings.

The general public visit the hall for local entertainment such as theatre, dances, social evenings, discos, private parties, sales, etc.

Purton Institute, which adjoins the Village Hall, is occupied under lease by Wiltshire County Council (library and museum) and by Purton Parish Council (Council offices).

Due to the impact of Covid-19 the Hall remained closed to the public for the whole of 2020/21.

Summary of the Charity's Main Achievements during the year:

The Village Hall remained closed to hirers throughout the year and the Charity was grateful for government funding received in response to the Covid-19 pandemic.

Policy on Reserves – The charity does not have a formal reserves policy but ideally likes to maintain unrestricted reserves at a minimum of £12,000. This represents approximately three months' expenditure, if major projects are excluded, and can be freely spent on any of the Charity's purposes. As at 31st March 2021, the balance was £26,999.

Designated reserves were increased to £21,633 as at 31st March 2021, with funds being put towards decoration of the Village Hall, replacement of the flat roof and fixed wire testing. There were no restricted reserves held.

Chairman's Report:


The complex covers the Museum, Library, Council Offices and the Village Hall.


This facility has been closed for the past twelve months and as such there has been little change to report other than the slow deterioration of the building itself, having recently had work done on the roof, the rest of the building is in urgent need of decoration and restoration, we would like to change the windows for better energy efficiency but as it is a listed building this is not easy to do, plus, of course, the costs need to be met. We have held quiz nights; raffles and we were working to hold a regular Cinema, but all now held in abeyance until the Pandemic allows when all such things will be revisited. Covid has given us a chance to reflect on where we are as Trustee, further examine the report we commissioned in 2019 from a Charity Expert and assess how we could achieve the aim of keeping this facility, which currently includes a library for the long term.

A decision was taken to merge the three charities together and try to make cost savings due to economy of scale, we are working through this process and expect to achieve the objective within the next twelve months but there is still a lot of work to do on this programme and issues at the Purton War Memorial and Village Centre have taken priority as we need to resolve the Red House, Company Registration, Bank Accounts, Business plan etc before we can move onto this merger.

It has been stressed before but if facilities are not used there is a danger of losing them, this is not what anybody wants, and we are all trying to secure these assets for the future.

This report has been approved by the Trustee body:

1st signature.....

2nd signature.....

Full Name.....R. THOMAS
Member of Trustee Body

Full Name.....S. P. REVE
Member of Trustee Body

Dated.....25/10/2021

Dated.....25/10/2021

**INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF PURTON VILLAGE HALL/INSTITUTE**

- 1 I have examined the financial statements of the Purton Village
Hall/Institute (Charity Number 203202) for the financial year ended
31 March 2021.

Respective responsibilities of trustees and examiner.

- 2 As the Charity's trustees, you are responsible for the preparation of
the accounts. The charity's trustees consider that an audit is not
required this year (under Section 144(2) of the Charities Act 2011(the
2011 Act). Instead an independent examination should be carried out.
- 3 It is my responsibility to:
- Examine the accounts (under section 145 of the 2011 Act
 - To follow the procedure 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 my attention.

Basis of independent examiner's report.

- 4 My examination was carried out in accordance with the Directions and
Guidance Notes issued 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.
- 5 You are reminded that the procedures followed 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.

Independent examiner's statement

- 6 The accounts have been prepared on an Income and Expenditure basis,
using the SORP accounting standard FRS 102 updated for smaller
charities. Consequently, no cash flow statement has been provided.
- 7 Where I have sought explanations during the course of my examination;

- the Finance Office has given these to me, on your behalf. Explanations have been prepared as part of the trustees' Annual Report.
- 8 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 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 to comply with the accounting requirements of the 2011 Act have not been met; or
 - 2. which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

BWScourfield

signed electronically.

Bernard William Scourfield
Chartered Public Finance Accountant (CPFA) retired
6 Freshwater East Road
Lamphey
Pembroke
SA71 5JX

Date: 30th August 2021.