

ANGMERING VILLAGE HALL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2016

ANGMERING VILLAGE HALL**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2016**

	Note	Unrestricted funds £	Restricted funds £	Total £	2015 £
INCOME FROM:					
Donations and legacies	2	25	-	25	0
Income from Charitable activities		30,035	-	30,035	23,280
Other trading activities	3	1,420	-	1,420	1,214
Income from Investments	4	1,042	-	1,042	1,046
Total Income		32,522	-	32,522	25,540
EXPENDITURE ON RAISING FUNDS					
Expenditure on Charitable activities	5	33,870	2,232	36,102	29,031
Total Expenditure		33,870	2,232	36,102	29,031
NET EXPENDITURE/ INCOME		-1,348	-2,232	-3,580	-3,491
TRANSFER BETWEEN FUNDS		3,000	-3,000	-	-
FUND BALANCES BROUGHT FORWARD		21,661	42,653	64,314	67,805
FUND BALANCES CARRIED FORWARD		23,313	37,421	60,734	64,314

ANGMERING VILLAGE HALL

BALANCE SHEET AS AT 31st DECEMBER 2016

	Note	2016	2015
		£	£
FIXED ASSETS	7	1,471	2,082
CURRENT ASSETS			
Debtors and prepayments		2,321	1,921
Cash at bank - CAF Cash		4,702	8,688
- CAF Gold		1,157	5,144
- United Trust Bank Deposits		53,345	52,318
Cash in hand		80	125
		<u>61,605</u>	<u>68,196</u>
CURRENT LIABILITIES			
Accruals		<u>2,342</u>	<u>5,964</u>
		59,263	62,232
NET ASSETS		<u>60,734</u>	<u>64,314</u>
Represented by:			
INCOME FUNDS			
General Purpose Fund		23,313	21,661
Restricted Property improvement fund		37,421	42,653
		<u>60,734</u>	<u>64,314</u>

ANGMERING VILLAGE HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2016

1. ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) FRS 102

Fund Accounting

Unrestricted funds are general funds which are available at the discretion of the trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors and or Trustees.

Tangible Fixed Assets

These are comprised of fixtures and fittings which are stated at cost less depreciation. The depreciation is calculated to write down the cost of fixtures and fittings to their estimated residual values over the period of their estimated useful lives. The rate being 25% reducing balance.

2. DONATIONS AND LEGACIES

	2016	2015
	£	£
Donations	25	-
	<u>25</u>	<u>0</u>

3. OTHER TRADING ACTIVITIES

	2016	2015
	£	£
Christmas market	1,420	1,214
	<u>1,420</u>	<u>1,214</u>

ANGMERING VILLAGE HALL

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2016

4. INCOME FROM INVESTMENTS

	2016 £	2015 £
Bank interest	<u>1,042</u>	<u>1,046</u>

5. DIRECT CHARITABLE EXPENDITURE

	2016 £	2015 £
<u>Restricted Funds</u>		
Repairs, renewals and enhancements	<u>2,232</u>	<u>-</u>

Unrestricted Funds

	2016 £	2015 £
Repairs and renewals	20,648	15,900
Depreciation	612	694
Cleaning	6,614	6,624
Consumables	539	401
Insurance	78	828
Independent examiners fee	195	195
Water rates	782	293
Light and heat	2,779	2,614
Subscriptions	434	559
Advertising	389	362
Non-domestic rates	114	150
Administration	686	411
	<u>33,870</u>	<u>29,031</u>

ANGMERING VILLAGE HALL

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2016**

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
at 1st January 2016	23,319
Disposals	-3,077
Additions	-
at 31st December 2016	<u>20,242</u>
DEPRECIATION	
at 1st January 2016	21,237
Disposals	-2,956
Provided in year	490
at 31st December 2016	<u>18,771</u>
NET BOOK VALUE	
at 31st December 2016	<u>1,471</u>
at 31st December 2015	<u>2,082</u>

ANGMERING VILLAGE HALL**FIXED ASSETS****YEAR ENDED 31st DECEMBER 2015****BROUGHT FORWARD**

		B/FWD	ADDITIONS	DEPN B/F	DEP PROV	TOTAL DEP	WDV C/F	
		£	£	£	£	£	£	
BOILER MAIN HALL		3610.00		3596.94	3.26	3600.21	9.79	
50 CHAIRS MAIN HALL	D	1586.25		1576.79	0.00	1576.79	0.00	9.46
PUBLIC ADDRESS SYSTEM		1089.23		1080.60	2.16	1082.76	6.47	
BOILER KITCHEN		675.63		668.20	1.86	670.06	5.57	
COOKER		406.48		389.30	4.30	393.60	12.89	
52 CHAIRS MAIN HALL		2137.80		2047.52	22.57	2070.09	67.71	
STORAGE TROLLEY		328.94		315.07	3.47	318.54	10.40	
DISHWASHER	D	1197.00		1107.13	0.00	1107.13		89.87
WATER SOFTENER		106.00		98.05	1.99	100.04	5.96	
WATER BOILER	D	294.00		271.93	0.00	271.93	22.07	22.07
COOKER HOOD		330.00		305.22	6.20	311.42	18.59	
HAND DRIERS		546.00		473.12	18.22	491.34	54.66	
FIRE ALAM SYSTEM		3403.00		2948.76	113.56	3062.32	340.68	
BABY CHANGING UNIT		540.00		467.93	18.02	485.95	54.05	
STAGE LIGHTING		411.00		356.14	13.72	369.86	41.15	
KS FIRE DOOR		1380.00		1195.79	46.05	1241.84	138.16	
MAIN HALL CURTAINS		1865.00		1533.07	82.98	1616.05	248.95	
KING SUITE CHAIRS		1498.00		1231.39	66.65	1298.04	199.96	
KING SUITE WINDOWS		1205.00		990.54	53.62	1044.16	160.85	
STORAGE CONTAINER CLADDING		710.00		583.63	31.59	615.22	94.78	
TOTALS		23319.33	0.00	21237.12	490.20	21727.32	1492.68	
DISPOSALS		3077.25		2955.85				121.4

ANGMERING VILLAGE HALL

Trustees' Annual Report For The Year To 31 December 2016

The Management Committee present their Report for the year ended 31 December 2016.

The members of the Management Committee during the year and their appointing body, where appropriate, were:-

J Yates	(Chair)	Elected
C Brown	(Secretary)	Elected
M Crickmer	(Replacement Secretary)	Elected
J Blake	(Treasurer)	Elected
K Yates	(Booking Secretary)	Elected
B Wall		Angmering Green W.I.
S Francis		Angmering Parish Council
T Lambert		Angmering Pre-School
V Jerram		Angmering W.I.
G Mayhew		Bridge Club
G Burkin		Orient Expressions
D Parkes		Royal British Legion Women's Section Renamed the Poppy Club

Management Committee members are elected or appointed on an annual basis, with the officers being elected from the membership of the Management Committee. The Annual General Meeting is held in March/April. The charity was established by Trust Deed dated 14 June 1928 and is registered with the Charity Commission No. 271149. Janine Clark attended on behalf of the Angmering Pre-School during the year.

OBJECTS, ORGANISATION AND ACTIVITIES

The Charity is established for the advancement of the intellectual, social and moral welfare of the inhabitants of the Parish of Angmering by providing communal facilities and promoting community projects of a charitable nature.

The Village Hall is available for hire by any individual or organisation in accordance with the standard hiring agreement, which is regularly being reviewed and upgraded, the current Byelaws and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to generate enough income to meet all normal expenditure incurred in maintaining the Hall. Specific projects are funded by appeals, fund-raising and grants.

The Charity is organised as an independent association of local residents with a Management Committee comprising elected and nominated members. Activities include provision of the Village Hall as a permanent community facility.

PERFORMANCE

The Trustees consider that the performance of the Charity this year has been satisfactory and that it will continue to thrive in the foreseeable future.

RESERVES POLICY

The Trustees policy is to maintain a reasonable balance at bank on current account, and to have monies set aside for contingencies in another bank account earning interest.

RISK ASSESSMENT

As part of the annual reporting process, the Trustees have endeavoured to identify the major risks to which the Charity is exposed. The risks have been reviewed and systems have been established to mitigate these risks.

Throughout the year the Trustees have concentrated on compliance issues including Fire Risks, Health and Safety, Asbestos, Electrical and Gas regulation. The recommendations of the Fire Report and Health and Safety reports have been implemented throughout the year. Significant improvements have been made to the electrical system and regular tests have been carried out and set up to ensure that the Hall complies with emergency lighting, fire alarm, smoke alarm detection, gas compliance, health and safety and fire extinguisher requirements. Alison Reigate has been appointed by the Committee to help ensure that the Hall complies with the appropriate regulations. Mike Colliss has also agreed to carry out the Fire Alarm and lighting tests and liaise with D-tect Ltd, a specialist company dealing with compliance issues.

REVIEW OF PROGRESS AND ACHIEVEMENTS AND CHAIRMAN'S PERSONAL REPORT

This is my third year as Chairman of the Management Committee. It has been dominated by 2 main events. The first was the resignation of Corrie Brown our Secretary shortly after the last A.G.M. We soon realised, if we had not before, how much work she had carried out over many years and how much we had come to rely on her. I am pleased that she has continued to help over many issues including the gardening and landscaping with of course the help of her husband Alan and with the Christmas market and with helping the replacement secretary Margaret Crickmer understand and carry out the duties of the Secretary. Thank you to Corrie for the tremendous contribution she has made to the Village Hall and of course to Alan for his continued help and assistance.

The second main event was the dramatic fall of one of the huge Monterey Pine trees within the Village Hall grounds on the 30th May 2016 (Bank Holiday Monday). The tree had been inspected shortly before its fall but it still fell and there was concern of the obvious risk to the Village Hall and neighbouring roads and property from the remaining pine tree. An application was made and granted for the removal of the remaining tree and the Village Hall Accounts show the removal cost and other incidental costs totalled over £7,000. A landscaping scheme is being prepared and submissions will be made to the local authority concerning this scheme and/or any replacement tree/s.

The Village Hall audited accounts show that the Village Hall has had another busy year and the income derived from lettings has increased significantly from last year. However because of the costs in relation to the Pine Trees and compliance issues, which I have referred to, our expenditure has exceeded our income this year but remains sufficient to meet normal and anticipated day to day expenditure. We have therefore decided to keep our charges for lettings both regular and occasional/casual to a minimum in order to maximise the use of the Hall by all sections of the community.

There were up to 20 main activity groups that use the Hall on a regular basis, such as playgroups, children and adult music, drama and dancing classes, amenity societies, health, bridge and bowls. Throughout the year there has been interest from various groups and organisations in becoming

regular users. A folk club has started which is proving to be very popular and will continue during 2017.

In 2017 there are also plans for a Lego Club, a Childrens' Street Dance Club and a Judo Club.

The Village Hall has regularly been used at the weekend for private functions – wedding receptions, parties both for adults and children and also for many one off events. The King Suite has continued to attract more regular use.

The Village Hall remains a vital part of village life and for all ages.

The Christmas Market raised a splendid total of £1440 which will help towards the landscaping scheme. A particular thank you to Jenny Blake, Corrie Brown, Kristina Yates and Margaret Crickmer and all others who took part for their help and hard work in achieving this total.

Maintenance of the Hall has been a major concern of the Trustees again during the year. Any issues are noted in our maintenance book and dealt with by Mike Colliss assisted by the elected members of the Committee.

The defibrillator (donated by the British Heart Foundation for the benefit of the community) has been installed and demonstrated to regular users.

New benches have been installed.

The repainting of the toilets and other improvements and the replacement flooring completed.

Wendy Houses have been installed by the pre school and improvements made to the outside asphaltting.

In 2017 Radiator guards will be fitted with the help of a grant from the Parish Council.

The Hallmaster Booking System has been renewed but not the invoicing system. The system still requires considerable time and effort mainly from Kristina Yates, also referred to in the "thank yous" below.

During 2017 the Management Committee will continue to carry out improvements as and when necessary including ensuring that the decoration of the Hall is to a good standard. However because of the large expenditure for 2016 we will try and have a consolidation year but will have to ensure that monies are spent as necessary in order to comply with appropriate compliance regulations which relate to a Village Hall.

It is planned that work to maintain and enhance this valuable village asset will continue during the next few years. We have reserved £37,421 to cover major maintenance, improvements and replacements during the forthcoming years. Bank interest in the forthcoming year is still going to be at a very low level.

There have been some problems with parking at the Village Hall and we try and prevent the parking of vehicles unconnected with the use of the Village Hall but parking is of course limited. The fact that the pre-school have reduced their use, as afternoon sessions are now offered at the scout hut, will possibly help as there will not now be the same period of overlap between users. We hope that this system will work well for the success of the pre-school.

There are many additional “thank yous” that I would like to make :-

To Jenny Blake our Treasurer who has continued to modernise the accounts system and online banking system and to make the accounts more understandable to the rest of us. She has also on so many occasions "popped in" to the Village Hall to ensure all is well and to ensure that the users are happy and also to check in and out workmen maintaining our Village Hall. She has worked tirelessly on our behalf in what has been a difficult year.

To Kristina Yates our Booking Secretary who has continued to use the existing manual booking system as well the computerised Hallmaster Booking System. The booking procedure and information given to hirers has also been regularly updated and will continue to be altered from time to time in order to take into account changing regulations. I know how much work is involved in dealing with all the enquiries (some of which can be very challenging!) and the paperwork. She has also spent many hours with the Christmas Market and in dealing with any problems with hirers. There are now very few empty booking spaces during the week and the bookings for the King Suite have increased as we had hoped.

To Margaret Crickmer thank you for agreeing to be our replacement secretary and for all your hard work in helping with the day to day running of the Village Hall. This has been a difficult first year for you and I hope your second year will be easier for you.

Thanks also to the rest of the Committee for your support during the year. Your help is needed to bring to the attention of the Committee as a whole what improvements should be made and to ensure that the Village Hall is run for the benefit of all users and supporters.

Thank you also to Roger Miles and Alan Brown for their practical help and assistance, to Andrew Woolner for examining the accounts and to Alison Reigate and Mike Colliss for their contribution towards our Village Hall.

**On behalf of the Management Committee
J Yates, Chairman, March 2017**