



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2017
To 31st December 2017

Period start date
Period end date

Charity name: Spaxton Village Hall and Playing Field

Charity registration number: 304633

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To manage and maintain buildings and open play spaces for the community to engage in entertainment, education, training, arts, culture, sport and 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 | <p>Management and maintenance of facilities and fundraising, mainly in the form of a monthly lottery, to supplement the income from the hiring of the hall. Grant applications are made for any significant improvements. There is normally no fee for the use of the playing field and children's play area.</p> <p>The Village Hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. The Hall and playing field are used by the public in a manner typical of such facilities in rural villages and the hall is in use most days of the week for regular activities including Upholstery Group, Yoga, Pilates, Flexercise, Short Mat Bowls, Toddler Group, Bingo, Womens Institute, Spaxton Society, Parish Council meetings and biannual Flower Shows. The Hall is available for hire for private functions such as adult and children's parties, wedding receptions, funeral teas, dances and other village social functions and fund-raising fairs. The catering kitchen has been used weekdays all year for preparation of school meals for 3 schools although the contract ceases at the end of this year when the caterers retired. The playing fields are used for cricket and football and there is a children's play area.</p> |
| Statement confirming whether the trustees have had regard to the guidance | Para 1.18 | The trustees have had regard to the Charity Commission's guidance on public benefit as shown by the activities described above |

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| issued by the Charity Commission on public benefit | | |
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Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | No grant making is done by the organisation |
| Policy on social investment including program related investment | Para 1.38 | None as we do not have investment funds |
| Contribution made by volunteers | Para 1.38 | The Trustees are all volunteers who engage in administration of the Village Hall and Playing Fields, make grant applications where relevant, carry out some repairs and maintenance free of charge to reduce outgoings and do fundraising for the charity. |
| 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 | <p>The Village Hall and playing field have remained extremely busy during the year providing a wide range of activities for the residents of Spaxton and surrounding area. Improvements in the children's play area and provision of further seating areas have led to increased use of this area and the football teams have made full use of improved shower facilities.</p> <p>During the past year further improvements have taken place in the Village Hall and playing fields all made possible by fund raising from the village hall lottery and successful grant applications.</p> <p>New additions to the children's play area to meet suggestions collected on the community questionnaire on play area requirements include a new slide and safety surfacing which has been popular with local young children and the two new picnic benches are well used.</p> <p>Work on the Pavilion is complete with new lighting fitted and both the Pavilion and the</p> |

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| | | <p>entrance hall have been redecorated during the year.</p> <p>The main hall is much improved with new stage curtains and provision of handrails onto the stage and there are now baby changing facilities in the toilets off the main hall.</p> <p>The village website has been updated to help make the booking process more straightforward.</p> |
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Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|---|
| Achievements against objectives set | Para 1.41 | Income from Bookings, Fundraising and grants paid for running costs, improvements and maintenance of facilities and feed-in tariffs from PV panels continue to cover electricity costs. |
| Performance of fundraising activities against objectives set | Para 1.41 | The major sources of fundraising are from Bookings and the Village Hall Lottery which continues to perform well against objectives set |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

Financial Review

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| Review of the charity's financial position at the end of the period | Para 1.21 | The charity has a strong financial position with reserves of £41986.97. This will enable us to maintain and update the hall in order to meet the needs of the local community, to encourage bookings and to satisfy health and safety requirements. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | Funds build in a Caf Cash account and are then transferred to a Virgin Charity account if they are not needed in the immediate future. We aim to keep an emergency reserve of £10,000 to meet unexpected contingencies plus we try to set aside 10-15% of income annually for regular maintenance, repair and redecoration. Our present reserves include the cost of a new disabled access and viewing platform. |

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| Amount of reserves held | Para 1.22 | £41986.97 |
| Reasons for holding zero reserves | Para 1.22 | |
| Details of fund materially in deficit | Para 1.24 | |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | |

Additional information (optional)

You may choose to include further statements where relevant about:

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|---|-----------|--|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | Hire of hall, Grants, Lottery subs, feed in tariffs (PV panels) |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | None as we do not have investment funds |
| A description of the principal risks facing the charity | Para 1.46 | Possibility of a decrease in income due to reduced bookings or possibility of ending the lottery collection at a future date. Strategies for increasing bookings are discussed by trustees in formal meetings. |
| Other | | |

Structure, Governance and Management

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|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Trust Deed (Conveyance dated 27/06/39, re. transfer of land on which hall was built to the Trustees: conveyance dated 01/03/55 re. transfer of land for playing field, to be managed as specified 27/06/39; Charity Commission Scheme 15/12/75 re. increase of elected trustees from 3 to 6 |
| How is the charity constituted? (e.g. unincorporated association, CIO) | Para 1.25 | Unincorporated trust |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled | Para 1.25 | In accordance with Conveyance dated 27/06/39, as modified 15/12/75, up to 6 trustees elected at AGM, plus 1 representative for each village organisation which chooses to nominate a representative and the committee of |

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 | Keith Bellinger | | | Cricket club |
| 2 | Kim Bellinger | Bookings Secretary | | Elected |
| 3 | Sharon Carver | | | Toddlers Group |
| 4 | Anthony Donnelly | | From March 2017 | Flower Show |
| 5 | Colin Foxhall | | | Elected |
| 6 | Sue Compton | | From September 2017 | Junior Football |
| 7 | Doreen Harris | Vice Chair | | Womens Institute |
| 8 | Philip Ham | | | Elected |
| 9 | Simon Haswell | | | Spaxton Society |
| 10 | Garth Hill | | | Elected |
| 11 | Jenny Hill | | | PTA |
| 12 | Alison Jarah | Joint Treasurer | | Elected |
| 13 | Michael Johnson | Joint Treasurer | | Elected |
| 14 | Jackie Loxton | | | Co-opted |
| 15 | Anne Milne | | | Short Mat Bowls |
| 16 | Rodney Parish | | | Senior Football |
| 17 | Glyn Richards | Chair | | Playing Field Users Group |
| 18 | Jan Rigden | Secretary | | Upholstery Group |
| 19 | Josh Schwieso | | | Community Shop |
| 20 | Simon Stretton | | | Parish Council |
| 21 | Gill Thomas | | | Spaxton School |
| 22 | Rowena Tomlinson | | | Co-opted |

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

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| to appoint one or more trustees | | trustees thus formed may co-opt up to 4 additional persons provided that the total number of trustees does not exceed 26. |
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Additional information (optional)

You may choose to include further statements where relevant about:

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|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | Copies of relevant Charity Commission publication – Guidance for Trustees - are provided to each trustee. |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | None |
| Relationship with any related parties | Para 1.51 | Spaxton Community Shop, a non-profit making organisation run by volunteers, was built on land leased by Spaxton Village Hall and Playing Field |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | Spaxton Village Hall and Playing Field |
| Other name the charity uses | Spaxton Village Hall |
| Registered charity number | 304633 |
| Charity's principal address | High Street Spaxton Bridgwater TA5 1BS |
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Funds held as custodian trustees on behalf of others

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|---|------|
| Description of the assets held in this capacity | None |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | None |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | None |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|---------------------|---------|
| Auditor | Robert O'Brien ACMA | |
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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

Auditors address - GDPR

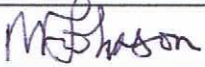
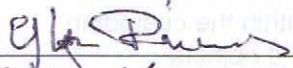
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

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|--|---|--|
| Signature(s) |  |  |
| Full name(s) | Michael Fraser Johnson | John Kenneth Richards |
| Position (eg Secretary, Chair, etc) | Treasurer | Chairman |
| Date | 07/10/2018 | |

Additional information (optional)

Names and addresses of advisors (Optional information)

Address

Name

Type of

adviser

| | | |
|--|---------------------|---------|
| | Robert O'Brien ACMA | Auditor |
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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

Auditors address - GDPR

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Other optional information

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SPAXTON VILLAGE HALL & PLAYING FIELD COMMITTEE

Registered Charity 304633

Accounts for year ending 31st December 2017

Balances brought forward:

| | |
|----------------|----------|
| Lloyds TSB | 4242.19 |
| Caf Cash | 7951.38 |
| Caf Gold | 1768.62 |
| Virgin Charity | 30862.45 |

44824.64 51904.03

| Income: | 2017 | 2016 |
|---------------------|----------|-----------|
| Hire of Hall | 11807.97 | 11471.35 |
| Fundraising | 95.57 | 377.03 |
| Grants/donation | 9884.65 | 29108.54 |
| Bank Interest | 155.39 | 294.70 |
| Lottery subs | 9255.13 | 9340.09 |
| Feed in Tariff (PV) | 2793.20 | 2918.54 |
| Sundries | 126.27 | 128.29 |
| | ----- | ----- |
| | 34118.18 | 53638.54 |
| | ===== | ===== |
| | 78942.82 | 105542.57 |

| Expenditure: | 2017 | 2016 |
|--------------------|----------|----------|
| Cleaning | 3400.43 | 3109.50 |
| Oil | 866.06 | 530.46 |
| Electricity | 2766.18 | 2581.73 |
| Water | 1051.05 | 1016.21 |
| Telephone | 496.64 | 183.00 |
| Repairs/Impr'ments | 20734.89 | 46181.42 |
| Insurance | 1938.92 | 1765.70 |
| Subs/licences | 426.23 | 436.55 |
| Lottery Prizes | 4661.67 | 4711.66 |
| Sundries | 99.78 | 36.70 |
| | ----- | ----- |
| | 36441.85 | 60552.93 |

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|-------------------------------|----------|----------|
| Accounts rendered but unpaid: | 514.00 | 165.00 |
| | ----- | ----- |
| | 36955.85 | 60717.93 |


Balances carried forward:

* Includes £ 3040.00 lottery prizes

| | | |
|------------------|----------|-----------|
| Lloyds Current | 3715.67 | 4242.19 |
| Caf Cash | 1796.51 | 7951.38 |
| Caf Gold | 1769.51 | 1768.62 |
| Virgin Charity | 31016.95 | 30862.45 |
| * Lloyds Lottery | 3688.33 | ----- |
| | ----- | ----- |
| | 41986.97 | 44824.64 |
| | ----- | ----- |
| | 78942.82 | 105542.57 |
| | ===== | ===== |

In summary, bearing in mind the nature of the organisation, the income and expenditure detailed in the above accounts for Spaxton Village Hall for the year ended 31st December 2017 are in my opinion satisfactory.

Robert O'Brien A.C.M.A.


16-4-2018



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
SPAXTON VILLAGE HALL & PLAYING FIELD

On accounts for the year
ended

DEC 31st 2017

Charity no
(if any)

304633

Set out on pages

1

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with 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 the 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 matter has come to my attention (other than that disclosed below *)

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 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

16-4-18

Name:

ROBERT O'BRIEN

Relevant professional
qualification(s) or body
(if any):

ACMA

Address:

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Section B

Disclosure

Only complete if the examiner needs to highlight material problems.