



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2018		31	12	2018

Section A Reference and administration details

Charity name

Ripley Village Hall

Other names charity is known by

Registered charity number (if any) 1162816

Charity's principal address

High Street

Ripley

Surrey

Postcode

GU23 6AF

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	Gillian Haig-Brown	Chair		
2	Suzannah Powell-Cullingford	Secretary		Parish Council
3	Noeleen Adams			Youth group
4	Derek Austin			
5	Julie Brown		From June 2018	Over 60's
6	Lisanne Mealing		Up until May 2018	
7	John Slatford			History society
8	Vernon Wood			Bonfire Committee
9	Christopher Holyoak		From March 2018	
10				
11				
12				
13				
14				
15				
16				
17				
18				
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Up to 13 appointed, up to 3 elected, up to 2 co-opted

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are to establish and run a village hall and to promote for the benefit of the inhabitants of the Parish of Ripley and the neighbourhood thereof, including the area known as Sendmarsh (hereinafter called "the area of benefit"), without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and

economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The main objective for 2018 was to obtain planning permission for the New Hall which it is hoped will be constructed once planning approval and funding is secured.

In 2018 we reviewed all our procedures and policies and have formed a new website where these policies are available to view as well as comprehensive information about hiring the village Hall.

A new online financial package was introduced to give greater accuracy and transparency to our accounting systems.

There have been many fundraising events undertaken in the Village to give money for the rebuilding of the Village Hall with an exceptionally high level of support from the Village. The process of applying for community funding has continued throughout the year but has been hampered without having official planning approval in place.

The existing Hall continues to be well used and busy.

The Parish Council continue to work closely with the Village Hall and have been approved to give a loan towards the rebuilding project.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

This year a review of policies took place and all policies either revised or implemented.

Continued dialogue with the Planning Authority has enabled RVH to arrive at a mutually agreeable planning scheme for the replacement hall which, at the end of the year, was awaiting final approval.

We have managed to keep the existing Hall in good working order and maintain its high level of usage for the community and a wider area in Surrey.

Section E

Financial review

Brief statement of the charity's policy on reserves

Ripley Village Hall will maintain an appropriate level of available funds to meet 2 months normal immediate commitments, including payroll and supplier payments plus a working cash reserve to minimise the impact of any short term financial risks including delays between spending and receipt of funds and to provide a cushion to deal with the financial aspects of unexpected emergencies, such as urgent maintenance.

This minimum level of funds will be separate from any deposits received/returned for use of the Hall.

The Village Hall has been identified as being in need of urgent rebuilding and in view of this the Trustees have decided that money in excess of the reserves policy will be given to the Rebuilding account.

Details of any funds materially in deficit

None of the CIO's funds are in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's main source of funding is from the hire of the hall.

The redevelopment income from grants and fundraising is held and accounted for in a separate account.

Expenditure continues to support the CIO's objectives by providing a usable and clean hall.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)	Gillian Eileen Haig-Brown	
Position (eg Secretary, Chair, etc)	Chair	
Date	13.06.2019	

Ripley Village Hall
Receipts and Payments Account
for the year ended 31 December 2018

	Unrestricted	Restricted	Total	2017
Bank Balances as at 1st January 2018				-
				-
Cash in Hand	25.00	-	25.00	25.00
Current account	25,619.34	-	25,619.34	17,950.45
Deposit Account	-	-	-	6,039.40
Development Account	4,017.48	-	4,017.48	10,558.98
Hirers Deposits Account		2,126.97	2,126.97	1,126.50
	29,661.82	2,126.97	31,788.79	35,700.33

Receipts				
Fundraising	23,119.36	-	23,119.36	10,444.50
Hall rental	32,213.63	-	32,213.63	36,350.10
Parking - Toby Cottage	3,189.50	-	3,189.50	3,440.50
Deposits received	-	5,385.00	5,385.00	2,868.00
Interest income	10.47		10.47	0.47
Total	58,532.96	5,385.00	63,917.96	53,103.57

Payments				
Deposits repaid		4,075.00	4,075.00	
Special one off running costs	-	-	-	16,986.00
Operating/Development costs	12,301.49		12,301.49	16,403.82
Fundraising costs	3,487.53		3,487.53	
Legal, professional & consulting fees	9,617.96		9,617.96	1,564.00
Hall Management and Caretaker	10,267.94	-	10,267.94	11,420.04
Repairs and Maintenance	2,005.77	-	2,005.77	1,317.74
Rates, water, light, heat & telephone	6,262.36	-	6,262.36	3,924.26
Insurance	-	-	-	3,531.25
Other costs	95.00		95.00	1,868.00
	44,038.05	4,075.00	48,113.05	57,015.11

Transfers between funds	829.17	-829.17	-	
	44,985.90	2,607.80	47,593.70	31,788.79

Bank Balances as at 31st December 2018

Cash in Hand	25.00	-	25.00	25.00
Current account	29,031.68	-	29,031.68	25,619.34
RDV Current	329.10	-	329.10	-
Hirers Deposit Account		0.22	0.22	2,126.97
Development Account	15,600.12		15,600.12	4,017.48
Deposit Holding	-	2,607.58	2,607.58	-
Total	44,985.90	2,607.80	47,593.70	31,788.79

Independent Examiner's Report to the trustees of Ripley Village Hall

I report on the accounts of the Trust for the year ended 31st December 2018.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention.

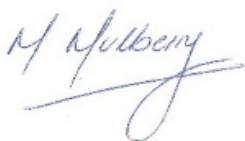
Basis of independent examiner's report

My 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 next statement.

Independent examiner's statement

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:
 - a. to keep accounting records in accordance with section 130 of the 2011 Act and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
 - c. 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



Mark Mulberry BA (Hons) FCCA CTA

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