Charity number: 1155267

CLAVERHAM VILLAGE HALL

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

CONTENTS

	Page
Reference and administrative details of the charity, its Trustees and advisers	1
Trustees' report	2 - 4
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 - 17

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2019

Trustees John Williams, Chair

Andrew Yearsley, Treasurer Robert Evans, Secretary

John Dare Kay Dowling

Dan Durie (resigned 10 October 2018)
Natasha Passell (resigned 10 October 2018)
Emily Dobbs (resigned 10 October 2018)
Helen Hicks (resigned 10 October 2018)
Michael Smith (appointed 10 October 2018)
Louise Mills (appointed 10 October 2018)

Charity registered

number 1155267

Principal office Claverham Village Hall

Bishops Road Claverham Bristol BS49 4NF

Accountants Newsham Hanson

Edinburgh House 1-5 Bellevue Road

Clevedon North Somerset BS21 7NP

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2019

The Trustees present their annual report together with the financial statements of the Claverham Village Hall for the year 1 April 2018 to 31 March 2019.

Objectives and activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The main objective of the charity is to continue to provide and maintain the Village Hall for the use of the inhabitants of Claverham and the surrounding area.

b. Activities undertaken to achieve objectives

The charity provides several different areas that anyone can hire for classes, meetings or other functions. In additional we organise several events every year that are open to the community to attend.

c. Main activities undertaken to further the charity's purposes for the public benefit

Claverham Village Hall is a community hall situated on the outskirts of Claverham. The purpose of the Hall is the advancement of community spirit primarily but not exclusively to residents of Claverham and the surrounding neighbourhood; and such other charitable purposes as shall, in the opinion of the managing trustees further the function of the Hall.

Achievements and performance

a. Main achievements of the charity

The Village Hall continued to be available for use during the year and there were no periods where the hall was unavailable. Two events were held during the year. These were a May Day parade and a live Shakespeare performance.

b. Investment policy and performance

The charity has a low risk investment policy and as such any surplus funds are invested in cash or low risk investments. During the year, £1,383 has been generated from cash investments and £1,718 has been generated from unit trusts and OIECS.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2019

Strategic report (continued)

Financial review (continued)

b. Reserves policy

It is the long term intention of the Trustees to purchase the land surrounding the Village Hall to ensure future protection of the Village Hall facilities for the community. Funds are accumulated to meet this intention and to ensure the Village Hall can be maintained for future use. At this time it is not known the value of the land surrounding the Village Hall so no specific amount can be disclosed for that. The Village Hall has been valued for insurance purposes with a replacement cost of £1,656,000 and it is the intention of the Trustees to hold up to 50% of that value as reserves for future repairs and maintenance to ensure the continued up keep of the building. There are no specifically designated or restricted funds held.

Structure, governance and management

a. Constitution

Claverham Village Hall is registered with the Charity Commission as a Charitable Incorporated Organisation (CIO). The principal object of the charity is to provide and maintain a village hall for the use of the inhabitants of the village of Claverham in the Unitary Authority of North Somerset and surrounding area without distinction or political, religous or other opinions, including use for meetings, lectures and classes, and other forms of recreation and lieuse-time occupation, with the object of improving the conditions of life for the inhabitants.

There have been no changes in the objectives since the last annual report.

b. Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed. The charity maintains a voting register and it is those who have registered to vote who elect the Trustees.

c. Organisational structure and decision-making policies

The hall is run by the committee of elected Trustees who meet 4 times a year to make decisions. Decisions are made by way of a vote of the trustees in attendance at meetings with the majoritry rule. If deemed necessary major decisions would be taken to a Special General Meeting of those registered to vote.

d. Policies adopted for the induction and training of Trustees

New Trustees are referred to the guidance provided by the Charity Commission.

e. Financial risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. In particular, we have a health and safety policy in place to protect the users of the Village Hall and a Fire Safety policy with regular testing of the buildings systems.

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2019

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

John Williams (Chair of Trustees) Date: 9 October 2019

Page 4

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2019

Independent examiner's report to the Trustees of Claverham Village Hall ('the charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2019.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Dated: 21 October 2019

Kirk Weatherley FCCA

Newsham Hanson Edinburgh House 1-5 Bellevue Road Clevedon North Somerset BS21 7NP

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2019

	Note	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Income from:				
Donations and legacies		-	-	1
Charitable activities	2	40,216	40,216	43,945
Investments	3	28,101	28,101	3,112
Total income		68,317	68,317	47,058
Expenditure on:				
Raising funds		204	204	138
Charitable activities	5	64,882	64,882	61,264
Total expenditure		65,086	65,086	61,402
Net losses on investments		(81)	(81)	(1,220)
Net movement in funds		3,150	3,150	(15,564)
Reconciliation of funds:				
Total funds brought forward		728,447	728,447	744,011
Net movement in funds		3,150	3,150	(15,564)
Total funds carried forward		731,597	731,597	728,447

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 8 to 17 form part of these financial statements.

BALANCE SHEET AS AT 31 MARCH 2019

		2019	2019	2018	2018
Fixed assets	Note	£	£	£	£
Tangible assets	10		472,511		491,325
Investments	11		63,751		63,832
		-	536,262	_	555,157
Current assets					
Debtors	12	4,376		3,427	
Cash at bank and in hand		194,485		172,480	
	_	198,861	_	175,907	
Creditors: amounts falling due within one				(0.0.17)	
year	13	(3,526)		(2,617)	
Net current assets	_		195,335		173,290
Total assets less current liabilities		_	731,597	_	728,447
Net assets excluding pension asset		_	731,597	-	728,447
Total net assets		_	731,597	_	728,447
		=		=	
Charity funds					
Restricted funds	14		-		-
Unrestricted funds	14		731,597		728,447
Total funds		_	731,597	-	728,447
		=		=	

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Andrew Yearsley

Andrew Yearsley Treasurer

Date: 9 October 2019

The notes on pages 8 to 17 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Claverham Village Hall meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefits to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

1.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting policies (continued)

1.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £100 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Long-term leasehold property - 2% straight line Fixtures and fittings - 15% straight line

1.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

1.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting policies (continued)

1.10 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Unrestricted

28,101

Total

28,101

Total

3,112

Investment income, gains and losses are allocated to the appropriate fund.

2. Income from charitable activities

		funds 2019 £	funds 2019 £	funds 2018 £
	Income from charitable activities - Village Hall	40,216	40,216 =	43,945
3.	Investment income			
		Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
	Income from listed investments Donation from subsidiary Investment income - cash	1,718 25,000 1,383	1,718 25,000 1,383	1,948 - 1,164

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

4.	Investment management costs				
		1	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
	Investment management fees		204	204	138
5.	Analysis of expenditure on charitable activities	5			
	Summary by fund type				
		1	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
	Village Hall		64,882	64,882	61,264
	Total 2018		61,264	61,264	
6.	Analysis of expenditure by activities				
	U	Activities indertaken directly 2019	Support costs 2019 £	Total funds 2019 £	Total funds 2018 £
	Village Hall	59,751	5,131 ===================================	64,882 	61,264
		55,786	5,478	61,264	

Analysis of direct costs

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

6.	Analysis of	expenditure b	by activities	(continued)
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Analysis of direct costs (continued)	Analy	vsis	of	direct	costs	(continued)
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	Total funds 2019 £	Total funds 2018 £
Staff costs	17,797	17,006
Depreciation	23,862	23,351
Water rates	913	918
Heat and light	7,471	6,008
Repairs and maintenance	4,210	3,343
Waste disposal	3,291	3,173
Printing, postage and stationery	158	131
Special events	1,072	1,663
(Profit) / loss on disposal of fixed assets	1,093	-
Donations	-	77
	59,751	55,786
Analysis of support costs	Total funds 2019 £	Total funds 2018 £
On availty.	050	004
Security	650	994
Insurance	2,986	3,015
Telephone and IT	608 107	590 100
Advertising Reply charges	60	60
Bank charges	194	
Community functions Sundry expenses		246 26
Governance costs	(2) 528	26 447
Governance costs	<u> </u>	447
	5,131	5,478

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

7.	Independent examiner's remuneration		
		2019 £	2018 £
	Fees payable to the charity's Independent examiner for the independent examination of the charity's annual accounts	444	420

8. Staff costs

	2019 £	2018 £
Wages and salaries	17,797	17,006
	17,797	17,006

The average number of persons employed by the charity during the year was as follows:

	2019 No.	2018 No.
Charitable activities	2	2

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2018 - £NIL).

During the year ended 31 March 2019, no Trustee expenses have been incurred (2018 - £NIL).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

10. Tangible fixed assets

	Long-term leasehold property £	Fixtures and fittings	Total £
Cost or valuation			
At 1 April 2018	493,452	89,878	583,330
Additions	-	6,141	6,141
Disposals	-	(2,732)	(2,732)
At 31 March 2019	493,452	93,287	586,739
Depreciation			
At 1 April 2018	39,476	52,529	92,005
Charge for the year	9,869	13,993	23,862
On disposals	-	(1,639)	(1,639)
At 31 March 2019	49,345	64,883	114,228
Net book value			
At 31 March 2019	444,107	28,404	472,511
At 31 March 2018	453,976	37,349	491,325

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

11. Fixed asset investments

	Investments in subsidiary companies £	Listed investments £	Total £
Cost or valuation			
At 1 April 2018	3	63,829	63,832
Revaluations	-	(81)	(81)
At 31 March 2019	3	63,748	63,751
Net book value			
At 31 March 2019	3	63,748	63,751
At 31 March 2018	3	63,829	63,832
	<u></u>		

Listed Investments consist of Unit Trusts and Oeics that are revalued at the balanace sheet date to market value.

12. Debtors

2019	2018
£	£
3,717	2,706
659	721
4,376	3,427
2019 £	2018 £
919	740
-	51
2,607	1,826
3,526	2,617
	£ 3,717 659 4,376 2019 £ 919 - 2,607

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

14. Statement of funds

Statement of funds - current year

Unrestricted funds	Balance at 1 April 2018 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2019 £
Unrestricted fund	728,447	68,317	(65,086)	(81)	731,597
Statement of funds - prior year	ar				
Unrestricted funds	Balance at 1 April 2017 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2018 £
Unrestricted fund	744,011	47,058	(61,402)	(1,220)	728,447

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	472,511	472,511
Fixed asset investments	63,751	63,751
Current assets	198,861	198,861
Creditors due within one year	(3,526)	(3,526)
Total	731,597	731,597

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	491,325	491,325
Fixed asset investments	63,832	63,832
Current assets	175,907	175,907
Creditors due within one year	(2,617)	(2,617)
Total	728,447	728,447

16. Related party transactions

Claverham Village Enterprises Limited (CVE) is the subsidiary company of Claverham Village Hall (CVH). During the year, CVE donated £25,000 (2018: £Nil), paid rent of £10,800 (2018: £10,800), administration recharge of £2,640 (2018: £2,640) and insurance of £1,493 (2018: £1,508) to CVH. At the year end, CVE owed CVH £2,613 (2018: £1,120).

17. Principal subsidiaries

The following was a subsidiary undertaking of the charity:

Name		Company number	Registered office or principal place of business	Principal activity
Claverham Limited	Village Enterprises	03826946	Claverham Village Hall, Bishops Road, Claverham, BS49 4NF	Village Hall Bar
Class of shares	Holding			
Ordinary	100%			

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit/(Loss) / Surplus/ (Deficit) for the year £	Net assets £
Claverham Village Enterprises Limited	83,470	78,919	4,551	19,363