

HARPOLE OLD SCHOOL HALL

REGISTERED CHARITY NO.

TRUSTEES' ANNUAL REPORT

1 APRIL 2018 TO 31 MARCH 2019

ADDRESS: SCHOOL LANE, HARPOLE, NORTHAMPTONSHIRE NN7 4BS

CHARITY TRUSTEES WHO MANAGE THE CHARITY

Name	Office	Body Entitled to Appoint Trustee
Simon Drinkwater	Treasurer	Harpole Parish Council
David Lowrence		Harpole Parish Council
Rita Gibbins		Harpole Parish Council
Colin Wilkinson		Harpole Parish Council
Management Committee Members	Chair	Co-Opted
Sharon Matthews		
Gina Lawrence	Pre-School	Co-Opted

CUSTODIAN TRUSTEE

Harpole Parish Council

BANK

National Westminster Bank. Po Box 21, 41 The Drapery, Northampton, NN1 2EY

EMPLOYEES

Nicola Farmer - Administrator

STRUCTURE, GOVERNANCE & MANAGEMENT

The Charity was set up by a Conveyance and Trust Deed dated 26 November 1976. The Old School Hall Management Committee is made up of 6 Trustees (members of the Parish Council appointed by full Council) and up to 5 Co-Opted members chosen from users of the Old School Hall. The 5 appointed representatives are

appointed annually by their respective organisations. All Trustees give their time voluntarily and receive no remuneration or other benefits.

OBJECTIVES & ACTIVITIES

The Village Hall is for the use of the Residents of Harpole without distinction of sex or political, religious or other opinions, and in particular for the use for meetings, lectures, classes, and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life of the said Residents.

MAIN ACTIVITIES

The Committee met 5 times during the year and, in planning our activities, and the focus of our activities was to continue to maintain and enhance the physical fabric of the building, so that it continues to be a community base and resource for the users.

A great contribution is made to the Hall by our users. We would not have been able to have achieved so much without their valuable contribution of time, energy and expertise.

ACHIEVEMENTS AND PERFORMANCE

The main thrust of our activities this year has been to replace a large part of the fencing at the rear of the building, and to replace parts of the floor and flat roof which have been deteriorating for some time. John Gibbins has done sterling work on the maintenance and decoration of the building, and our major hirer (Harpole Pre-School) has contributed greatly to both the facilities available and the appearance of the property. Replacing Urns with a hot water delivery system (much safer and more convenient for Hirers) has been very successful. The scale of Maintenance required on the building is reflected in the expenditure of over £10,000 on the fabric.

FINANCIAL REVIEW

We currently (April 2019) hold cash at bank of 14982.80, all of which is unrestricted. Our main sources of funds this year were hire charges; fund raising and donations. The financial support of the Parish Council was substantial and greatly appreciated. This year they provided a grant of £4,500.

FUTURE PLANS

The Management Committee's main focus in 2019/20 is to create a Plan to guide and inform our planning and decisions for the next three to five years. There are many projects that need undertaking, and they need prioritising and costing. In addition, there are all sorts of administrative things to do - reviewing our conditions of hire and hire charges; publicising and marketing the Hall; updating our policies and risk assessments; identifying and encouraging new users; improving our communications; improving our finances.

DECLARATION

The trustees declare they have approved the trustees' report above

Signed (Chairman)

Sharon Matthews

30 December 2019

RECEIPTS & PAYMENTS 1 APRIL 2018 TO 31 MARCH 2019

Receipts

Preschool rent	13454.40	
Pilates - Sophie	410.50	
Misc Booking	7155.05	
Allan Leroy	465.00	
Nicky Hall - Yoga	247.50	
Preschool	654.33	
WI	290.25	
Council Precept	2250.00	
BB	100.00	
Gardeners	75.00	
Church	140.00	
Techy Tots	57.50	
Total Receipts		25299.53

Payments

Admin wages	1509.92
Cleaning wages	5026.57
HMRC	703.60
Gas/Electric	2690.07
TalkTalk	589.68
Maintenance	10000.37
Water	441.00
Subscriptions	40.00
Kerstar	441.32
Misc	1558.79
Stationary	15.76
SNC	753.45

Beesafe	802.20	
Bin Cleaning	64.00	
Insurance	1292.25	
Printing	14.96	
Personal Hygiene	279.42	
Total Expenditure		26223.36

Cash surplus/deficit	-923.83
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Cash Balances	0.00
Bank Balances	14982.80
Cash and Bank Balances	14982.80
Retained Surplus Brought Forward	15906.63

RETAINED SURPLUS/(DEFICIT) FOR THE YEAR	-923.83
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RETAINED SURPLUS CARRIED FORWARD	14982.80
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STATEMENT OF ASSETS AND LIABILITIES

Cash Funds

Deposit Account	£ 209	Balance Brought Forward	£ 5,201
Current Account	£3,067	Receipts	£13,085
Cash	£1,820	Payments	-£13,190
	£5,096	Balance at 31.03.2017	£ 5,096

ASSETS RETAINED FOR CHARITY'S OWN USE

The Old School Hall retains tables, chairs, kitchen equipment and cleaning equipment, which are all for unrestricted use.

NOTES

There are no Restricted Funds or Endowment Funds.

The Village Hall has no investment assets.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Income and Expenditure for the year ended 31 March 2019													YTD		2017/18	
2																	
3		APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR				
4																	
5	Income																
6	Preschool rent	3255.01	0.00	0.00	3532.75	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	13454.40			
7	Pilates - Sophie	58.00	0.00	75.00	0.00	30.00	67.50	0.00	45.00	0.00	60.00	0.00	75.00	410.50			
8	Misc Booking	0.00	5465.05	0.00	0.00	0.00	0.00	610.00	265.00	150.00	265.00	195.00	205.00	7155.05			
9	Allan Leroy	0.00	0.00	105.00	0.00	195.00	0.00	0.00	0.00	0.00	165.00	0.00	0.00	465.00			
10	Nicky Hall - Yoga	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	142.50	0.00	45.00	247.50			
11	Preschool	0.00	0.00	0.00	291.24	0.00	0.00	0.00	0.00	221.13	0.00	0.00	141.96	654.33			
12	WI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	290.25	0.00	290.25			
13	Council Precept	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2250.00	0.00	0.00	0.00	2250.00			
14	BB									100.00	0.00	0.00	0.00	100.00			
15	Gardeners										75.00	0.00	0.00	75.00			
16	Church										140.00	0.00	0.00	140.00			
17	Techy Tots												57.50	57.50			
18	Total Income	3313.01	5465.05	240.00	3823.99	1058.33	900.83	1443.33	1143.33	3554.46	1680.83	1318.58	1357.79		25299.53		0.00
19																	
20	Expenditure																
21	Admin wages	309.37	0.00	153.45	0.00	0.00	178.20	180.00	137.70	137.90	137.90	137.70	137.70	1509.92	1509.92		
22	Cleaning wages	370.66	370.66	370.66	370.66	370.66	370.66	555.69	567.96	410.83	411.95	369.83	486.35	5026.57			
23	HMRC	41.20	41.00	0.00	0.00	99.20	41.20	41.00	178.60	34.60	75.60	75.60	75.60	703.60			
24	Gas/Electric	218.00	313.13	265.49	264.11	348.01	249.80	164.96	166.61	168.98	172.94	182.12	175.92	2690.07			
25	TalkTalk	49.14	49.14	49.14	49.14	49.14	49.14	49.14	49.14	49.14	49.14	49.14	49.14	589.68			
26	Maintenance	0.00	163.00	30.00	0.00	118.49	564.00	263.49	4113.48	260.82	0.00	2090.00	2397.09	10000.37			
27	Water	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	27.00	27.00	27.00	441.00			
28	Subscriptions	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00			
29	Kerstar	211.19	0.00	75.60	101.73	0.00	0.00	52.80	0.00	0.00	0.00	0.00	0.00	441.32			
30	Misc	410.89	0.00	1061.99	0.00	0.00	0.00	39.00	29.92	16.99	0.00	0.00	0.00	1558.79			
31	Stationary	0.00	15.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.76			
32	SNC	0.00	108.45	212.00	0.00	0.00	0.00	0.00	0.00	316.00	0.00	0.00	117.00	753.45			
33	Beesafe	0.00	202.20	510.00	0.00	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	802.20			
34	Bin Cleaning	0.00	16.00	8.00	8.00	0.00	0.00	16.00	0.00	0.00	16.00	0.00	0.00	64.00			
35	Insurance	0.00	0.00	1292.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1292.25			
36	Printing	0.00	0.00	4.49	0.00	0.00	0.00	10.47	0.00	0.00	0.00	0.00	0.00	14.96			
37	Personal Hygiene	0.00	0.00	0.00	0.00	189.12	90.30	0.00	0.00	0.00	0.00	0.00	0.00	279.42			
38														0.00			
39		1690.45	1319.34	4073.07	833.64	1214.62	1583.30	1412.55	5283.41	1525.26	890.53	2931.39	3465.80				
40	Total Expenditure														26223.36		0.00
41																	
42	Cash surplus/deficit	1622.56	4145.71	-3833.07	2990.35	-156.29	-682.47	30.78	-4140.08	2029.20	790.30	-1612.81	-2108.01		-923.83		0.00
43																	
44	Cash Balances	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00		0.00
45	Bank Balances	17529.19	21674.90	17841.83	20832.18	20675.89	19993.42	20024.20	15884.12	17913.32	18703.62	17090.81	14982.80		14982.80		
46	Cash and Bank Balances	17529.19	21674.90	17841.83	20832.18	20675.89	19993.42	20024.20	15884.12	17913.32	18703.62	17090.81	14982.80		14982.80		0.00
47																	
48	Retained Surplus Brought Forward	15906.63	17529.19	21674.90	17841.83	20832.18	20675.89	19993.42	20024.20	15884.12	17913.32	18703.62	17090.81		15906.63		15906.63
49	Retained Surplus/(deficit) for the year	1622.56	4145.71	-3833.07	2990.35	-156.29	-682.47	30.78	-4140.08	2029.20	790.30	-1612.81	-2108.01		-923.83		0.00
50																	
51	Retained Surplus carried forward	17529.19	21674.90	17841.83	20832.18	20675.89	19993.42	20024.20	15884.12	17913.32	18703.62	17090.81	14982.80		14982.80		15906.63

33 Camelot Way
Duston
Northampton NN5 4BG

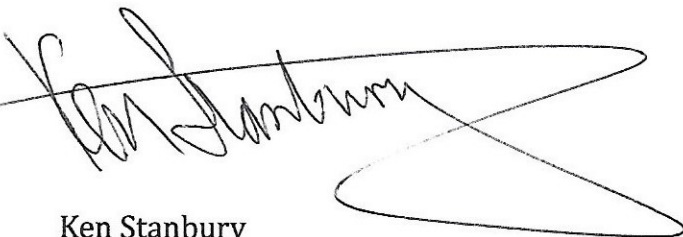
To Whom It May Concern

4th October 2019

**Reference: Harpole Old School Management Committee
Annual Accounts for Financial Year Ending 31st March 2019**

I have inspected the accounts and undertaken an audit. It is my view that the accounts reflect a true and accurate record of the financial dealings for the period. I have viewed the bank account statements and confirm the opening and closing balances correspond with the annual accounts.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Ken Stanbury', is written over a large, stylized, loopy flourish that extends to the right.

Ken Stanbury