

Charity Number: 1180273

SWANLAND VILLAGE HALL CIO

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

Period ended 31 December 2022

Phoenix Accountancy and Business Consultancy Limited

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For the period ended 31 December 2022**

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TRUSTEES' REPORT

The Trustees present their annual report together with the financial statements for the year to 30 December 2022.

The financial statements comply with the Charities Act 2011, the Constitution, and 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 2019).

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

Charity name: Swanland Village Hall

Registered charity number: 1180273

Structure: Charitable Incorporated Organisation (CIO)

Principal address: Main Street
Swanland
East Yorkshire
HU14 3QR

Trustees:

At the date of this report the trustees were:

Andrew Page	Chair from 1 st January 2023
Neil Bowerman	Chair upto 1 st January 2023
Allan Quarterman	
Chris Page	
Leah Moore	
Christine Walker	
David Walker	
Elaine Holmes	
Michelle Johns	
David Evans	
Dr Mie Mie Kyaing	
Margaret Dunn	

The following changes took place during the year and since the year end:

David Walker	appointed 1 st August 2022
Dr Mie Mie Kyaing	appointed 9 th February 2023
Amanda O'Brien	appointed 9 th February 2023
Christine Walker	appointed 1 st January 2022
Leah Moore	appointed 1 st January 2022
Margaret Dunn	appointment 27 th February 2023

TRUSTEES' REPORT (continued)

Bankers:

Barclays Bank plc
1-5 King Edward Street
Hull
HU1 3RL

Beverley Building Society
57 Market Place
Beverley
East Yorkshire
HU17 8AA

Independent examiner:

Rebecca Triffitt MAAT

Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage, Morley's Yard
Walkergate
Beverley
East Yorkshire
HU17 9BY

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity was established under a Constitution (foundation model) dated 11 October 2018 as amended on 17 February 2020 and is a registered Charitable Incorporated Organisation (CIO).

Governing body

The responsibility to ensure appropriate governance and management of the charity is vested in the Trustees.

Appointment of Trustees

The appointment of trustees is in accordance with the Constitution.

The Constitution states that there must be at least 4 charity trustees and the maximum number of charity trustees is 14.

There is also provision for an ex-officio trustee, the Chair of Swanland Village Association and a nominated trustee from Swanland Parish Council.

TRUSTEES' REPORT (continued)

OBJECTIVES AND ACTIVITIES

Objects

The object of the CIO is:

“to use the property, the trust funds and the income for the purposes of providing and maintaining a village hall for the use of the inhabitants of the Parish of Swanland, without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions, including use for meetings, lectures and classes or other forms of recreation and leisure time occupation in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants.

Public benefit

The Trustees confirm that they have complied with the duty, contained in Section 4 of the Charities Act 2011, to have due regard to the guidance on public benefit issued by the Charity Commission. The charitable purpose of the charity within the meaning of the act is contained within its objects stated above.

ACHIEVEMENTS AND PERFORMANCE

Review of the financial period

During 2022 the staff and trustees continued to work extremely hard to make the hall a great place for all our hirers, be they long term (some who have been with the hall since its redevelopment 17years ago) as well as the short-term one-off events. Several ideas to provide more events at the hall with the Village Association have been developed and will be introduced in 2023.

There was 3 new Trustees appointed as well as 3 planned resignations. Our two caretakers who job-share also resigned in the year and replacements were recruited and have performed exceptionally well.

Across the Trustees several small teams have been established around some of the larger roles to try and balance the workload more broadly. Our major challenge of the year was on viability as the full pressure of utility price hikes was felt. We increased room hire rates from April 2022 and the bookings team worked very hard to get more hirers which proved successful. Maintenance was focussed on being fully compliant with all our H&S requirements, a significant part of self-help and continuing a 'fix on fail' approach although the main hall floor was re-furbished by abrasive sanding and recoating at the end of the year.

TRUSTEES' REPORT (continued)**Financial regulations**

The financial statements have been prepared in accordance with the accounting policies set out on page 9 and 10 and comply with the constitution and applicable accounting standards.

Financial results

Total Income was £43,566, Mostly from hiring the hall £34,651 and Library Rent of £5,063. Total expenditure was £38,603. The surplus for the period was £4,962.

Policy on reserves

The Trustees' policy on reserves is that monetary reserves shall be maintained equivalent to 6 months' average routine revenue expenditure. At the financial year-end cash balances amounted to £89,108 which significantly exceeded the amount required by the policy.

FUTURE PLANS

The management committee will continue to maintain the hall to a very high standard, making it an attractive and well used asset to residents of the village and beyond. As a management committee we are planning to work closely with other village groups and organisations to collaborate on activities and projects which will be of a benefit to the residents of Swanland.

Trustees will continue to ensure the future of the hall by working in partnership with our long and short-term hirers as well as seeking new hirers to increase room use. Additionally, the Trustees will apply for grant funding to try and fund development of the major items in the hall.

TRUSTEES' REPORT (continued)

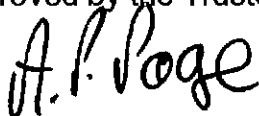
TRUSTEES' RESPONSIBILITY FOR THE ACCOUNTS

The law applicable to charities in England and Wales requires the Trustees to prepare statements of account 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 for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements in accordance with the methods and principles set out in the Statement of Recommended Practice, Accounting and Reporting by Charities, and to state whether or not the accounts have been prepared in accordance with that statement and applicable accounting standards;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which are sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008. 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 the Trustees on 17.10.23 and signed on their behalf by:



Andrew Page Chair

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF SWANLAND VILLAGE HALL**

I report on the accounts of the Charitable Incorporated Organisation for the period ended 31 December 2022 which are set out on pages 8 to 16.

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 report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statement below.

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Rebecca Triffitt MAAT
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY



Date: 18/10/23

STATEMENT OF FINANCIAL ACTIVITIES
for the period ended 31 December 2022

	Notes	Unrestricted Funds 2022	Restricted Funds 2022	Total funds 2022	Unrestricted Funds 2021	Restricted Funds 2021	Total funds 2021
		£	£	£	£	£	£
Income							
Donations & Grants	4	79	-	79	16,107	6,848	22,955
Charitable activities	2	34,651	-	34,651	20,096	-	20,096
Other trading activities	3	6,229	2,496	8,725	4,377	2,533	6,910
Investment income	4	111	-	111	203	-	203
Total income		41,070	2,496	43,566	40,783	9,381	50,164
Expenditure							
Charitable activities	5	36,140	1,076	37,216	30,169	7,950	38,119
Raising funds	6	-	1,388	1,388	-	1,656	1,656
Total expenditure		36,140	2,464	38,604	30,169	9,606	39,775
Net movement in funds before transfers		4,930	32	4,962	10,614	(225)	10,389
Transfers between funds		-	-	-	(389)	389	-
Net movement In funds	11	4,930	32	4,962	10,225	164	10,389
Total funds brought forward	11	69,247	18,244	87,491	59,022	18,080	77,102
Total funds carried forward	11	74,177	18,276	92,453	69,247	18,244	87,491

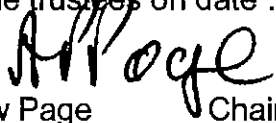
The notes on pages 9 to 16 form an integral part of these accounts

BALANCE SHEET
at 31 December 2022

	<i>Notes</i>	2022	2021
		£	£
FIXED ASSETS			
Tangible assets	8	10,021	10,404
CURRENT ASSETS			
Debtors and prepayments	9	1,909	3,016
Bank balances:			
Barclays - Current Community Account – (Closed)		-	2,793
Barclays - Current Community Account		47,561	38,562
Barclays - 100 Club Community Account		7,430	6,473
Barclays – 100 Club Community Account (New)		372	-
Beverley Building Society		<u>33,745</u>	<u>33,633</u>
		91,017	84,477
CREDITORS: amounts falling due within one year	10	<u>(8,585)</u>	<u>(7,390)</u>
NET CURRENT ASSETS		<u>82,432</u>	<u>77,087</u>
		<u>92,453</u>	<u>87,491</u>
FUNDS			
General funds	11	74,177	69,247
Restricted funds	11	<u>18,276</u>	<u>18,244</u>
	11	<u>92,453</u>	<u>87,491</u>

The notes on pages 10 to 16 form an integral part of these accounts

Approved by the trustees on date 17.10.23 and signed on their behalf by:


 Andrew Page Chair

NOTES TO THE FINANCIAL STATEMENTS
For the period ending 31 December 2022

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared 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 (FRS102) (effective 1st January 2019) – (Charities SORP (FRS102)), the financial reporting standard applicable in the UK and Republic of Ireland (FRS102) and the Charities Act 2011.

Swanland Village Hall meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Going concern

The trustees consider the charity to be a going concern and the accounts have been prepared on this basis.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably

Gifts in kind

The charity receives the benefit of work carried out by volunteers.

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 bank.

Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors. Restricted funds are accounted for separately to each other and to the core funding of the Charity.

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

NOTES TO THE FINANCIAL STATEMENTS
For the period ending 31 December 2022

Expenditure and Irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of trading.
- Expenditure on charitable activities

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

PV Cells	5% on the straight line basis
Furniture and Equipment	10% to 33.33% on the straight line basis

Debtors

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

Cash at bank and in hand

Cash at bank and cash 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.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

In accordance with Paragraph 1 of Schedule 6 Finance Act 2010, the Charity is a charity for tax purposes and is generally exempt from Income Tax and Capital Gains Tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

NOTES TO THE FINANCIAL STATEMENTS
For the period ending 31 December 2022

2 INCOME FROM CHARITABLE ACTIVITIES

	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>	<i>General Funds 2021 £</i>	<i>Restricted Funds 2021 £</i>	<i>Total Funds 2021 £</i>
Room hire	34,651	-	34,651	20,096	-	20,096

3 INCOME FROM OTHER TRADING ACTIVITIES

	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>	<i>General Funds 2021 £</i>	<i>Restricted Funds 2021 £</i>	<i>Total Funds 2021 £</i>
The "100" Club	-	2,496	2,496	-	2,533	2,533
Feed in Tariff	1,166	-	1,166	477	-	477
Rents	5,063	-	5,063	3,900	-	3,900
	<u>6,229</u>	<u>2,496</u>	<u>8,725</u>	<u>4,377</u>	<u>2,533</u>	<u>6,910</u>

4 INVESTMENT INCOME

	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>	<i>General Funds 2021 £</i>	<i>Restricted Funds 2021 £</i>	<i>Total Funds 2021 £</i>
Interest received	111	-	111	203	-	203

DONATIONS AND GRANT INCOME

	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>	<i>General Funds 2021 £</i>	<i>Restricted Funds 2021 £</i>	<i>Total Funds 2021 £</i>
Covid Grants	-	-	-	16,107	-	16,107
General Donation	79	-	79	-	-	-
Job Retention	-	-	-	-	6,848	6,848
Total	<u>79</u>	<u>-</u>	<u>79</u>	<u>16,107</u>	<u>6,848</u>	<u>22,955</u>

NOTES TO THE FINANCIAL STATEMENTS
For the period ending 31 December 2022

5 EXPENDITURE ON CHARITABLE ACTIVITIES

	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>	<i>General Funds 2021 £</i>	<i>Restricted Funds 2021 £</i>	<i>Total Funds 2021 £</i>
Staff costs	12,888	-	12,888	10,106	6,848	16,954
Insurance and water	2,893	-	2,893	2,425	-	2,425
Heating and lighting	4,736	-	4,736	3,462	-	3,462
Repairs and renewals	10,318	-	10,318	6,894	-	6,894
Cleaning	686	-	686	2,104	-	2,104
Independent Examiner	381	-	381	372	-	372
Other Accountancy	724	-	724	591	-	591
Legal and professional fees and licences	988	-	988	1,028	-	1,028
Other overhead costs	2,078	-	2,078	1,821	-	1,821
Depreciation	448	1,076	1,524	387	1,102	1,489
Trustees Expenses	-	-	-	979	-	979
	<u>36,140</u>	<u>1,076</u>	<u>37,216</u>	<u>30,169</u>	<u>7,950</u>	<u>38,119</u>

6 COSTS OF FUNDRAISING

	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>	<i>General Funds 2021 £</i>	<i>Restricted Funds 2021 £</i>	<i>Total Funds 2021 £</i>
The "100" Club prize money & costs	-	1,388	1,388	-	1,656	1,656

NOTES ON THE FINANCIAL STATEMENTS
For the period ending 31 December 2022

7. STAFF COSTS AND TRUSTEES' REMUNERATION

	2022	2021
	£	£
Salaries	12,651	16,739
Employers' national insurance	-	-
Payroll fees	237	215
	<hr/>	<hr/>
	12,888	16,954
	<hr/>	<hr/>

The average weekly number of full time equivalent employees was 1.

Trustees received no remuneration in the current accounting period. During the current accounting period trustees were reimbursed expenses of £1,002 (2021:£979).

8. FIXED ASSETS

	<i>Furniture and equipment</i>	<i>Total</i>
	£	£
Cost		
At 1 January 2022	79,200	79,200
Additions	1,138	1,138
Disposals	-	-
	<hr/>	<hr/>
At 31 December 2022	80,338	80,338
	<hr/>	<hr/>
Depreciation		
At 1 January 2022	68,796	66,796
Charged for the period	1,521	1,521
	<hr/>	<hr/>
At 31 December 2022	70,317	70,317
	<hr/>	<hr/>
Net book value		
At 31 December 2022	10,021	10,021
	<hr/>	<hr/>
At 31 December 2021	10,404	10,404
	<hr/>	<hr/>

9. DEBTORS

	2022	2021
	£	£
Debtors and prepayments	1,909	3,016
Less: provision for doubtful debts	-	-
	<hr/>	<hr/>
	1,909	3,016
	<hr/>	<hr/>

NOTES ON THE FINANCIAL STATEMENTS
For the period ending 31 December 2022

10. CREDITORS		2022	2021
		£	£
	Creditors and accruals	8,585	7,390
		<u>8,585</u>	<u>7,390</u>

11. FUNDS

	<i>January 2022</i>	<i>Incoming resources</i>	<i>Outgoing resources</i>	<i>Transfer Between funds</i>	<i>December 2022</i>
	£	£	£	£	£
General Fund	69,247	41,070	(36,140)	-	74,177
Total unrestricted funds	<u>69,247</u>	<u>41,070</u>	<u>(36,140)</u>	-	<u>74,177</u>
Restricted Funds - capital expenditure					
Blinds	-	-	-	-	-
PV Cells	3,265	-	(335)	-	2,930
	<u>3,265</u>	-	<u>(335)</u>	-	<u>2,930</u>
The "100" Club – capital	14,979	2,496	(2,129)	-	15,346
The "100" Club revenue	-	-	-	-	-
Total restricted funds	<u>18,244</u>	<u>2,496</u>	<u>(2,464)</u>	-	<u>18,276</u>
Total funds	<u>87,491</u>	<u>43,566</u>	<u>(38,603)</u>	-	<u>92,453</u>

NOTES ON THE FINANCIAL STATEMENTS
For the period ending 31 December 2022

11. Funds (Continued)

A brief description of the restricted funds are shown below:

The PV Cells fund represents a grant from the Community Sustainable Energy Programme for Photovoltaic Cells on the village hall roof. The fund balance is reduced by the annual depreciation charge.

The "100" Club was established to help raise funds to pay for equipping and improving the hall. The expenditure fund balance is reduced by the annual depreciation charge and the revenue cost fund balance by the payment of prizes and costs.

12. Related Party Transactions

During the financial period the Charity had no related party transactions with its Trustees.

13. Going Concern

This provides the benefit of the organisation having a distinct legal identity and provides Limited Liability for the Trustees.

The charity generates the majority of its income from renting out the facilities and therefore the trustees consider the charity to be a going concern.