

Charity Number: 1180273

SWANLAND VILLAGE HALL CIO

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

Period ended 31 December 2023

Phoenix Accountancy and Business Consultancy Limited

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For the period ended 31 December 2023**

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TRUSTEES' REPORT

The Trustees present their annual report together with the financial statements for the year to 31 December 2023.

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	
Christine Page	
Leah Moore	
Christine Walker	
David Walker	
Elaine Holmes	
Michelle Johns	
David Evans	
Dr Mie Mie Kyaing	
Rebecca Feetam	

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

Dr Mie Mie Kyaing	appointed 9 th February 2023
Amanda Obrien	appointed 9 th February 2023 – Resigned May 23
Margaret Dunn	appointment 27 th February 23 – Resigned December 23
Rebecca Feetam	appointed 11th October 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**

In 2023 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 have been with us for over 18 years since the redevelopment) or short term one-off events. Room hire rates were not increased in 2023 to support our hirers despite ongoing cost pressures. The Trustees endeavoured to increase room usage as well as increase sources of revenue with a clothing bank in the car park as well as a bar run by the Trustees at Village association music events.

There was 4 new trustee appointed and 2 resignations in the year. As trustees we are discussing how to ensure succession planning is in place and as such we are looking to simplify roles where possible. The primary focus currently is the introduction of an online booking system to simplify the Bookings secretary role. We eventually recruited a relief caretaker in 2023 but this only lasted 6 weeks. We have now concluded this role is extremely difficult to fill and retain as we currently operate. Hence we have decided not to recruit a replacement but use our current job share caretakers and trustees covering to holidays or absence.

There was several investments in the year, namely new partition doors between the halls, which was funded by a National Lottery grant and also a glasswasher to support the bar at events. All necessary work for equipment compliance and maintenance was completed to plan as well as a significant amount of interior painting during the quieter summer months.

During the year the Trustees decided to place some of the financial reserves in an interest paying account. The reserves are kept under review to ensure available to meet unexpected events particularly around building repairs.

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 £66,575, Mostly from hiring the hall £43,717, Grant £10,000, Drinks and snack Income £3,053 and Library Rent of £4,173. Total expenditure was £56,000. The surplus for the period was £10,575.

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 £93,717 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 14.5.24 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 2023 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.

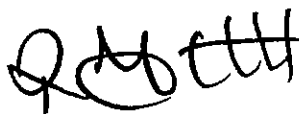
Independent examiner's statement

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



15/5/24
Date:

STATEMENT OF FINANCIAL ACTIVITIES
for the period ended 31 December 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total funds 2022 £
Income							
Donations & Grants	4	-	10,000	10,000	79	-	79
Charitable activities	2	43,717	-	43,717	34,651	-	34,651
Other trading activities	3	9,118	3,313	12,431	6,229	2,496	8,725
Investment income	4	427	-	427	111	-	111
Total income		53,262	13,313	66,575	41,070	2,496	43,566
Expenditure							
Charitable activities	5	43,512	10,679	54,191	36,140	1,076	37,216
Raising funds	6	-	1,809	1,809	-	1,388	1,388
Total expenditure		43,512	12,488	56,000	36,140	2,464	38,604
Net movement in funds before transfers		9,750	825	10,575	4,930	32	4,962
Transfers between funds		-	-	-	-	-	-
Net movement in funds	11	9,750	825	10,575	4,930	32	4,962
Total funds brought forward	11	74,177	18,276	92,453	69,247	18,244	87,491
Total funds carried forward	11	83,927	19,101	103,028	74,177	18,276	92,453

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

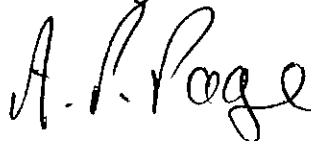
**BALANCE SHEET
at 31 December 2023**

	Note	2023		2022	
	s	£	£	£	£
FIXED ASSETS					
Tangible assets	8		8,982		10,021
CURRENT ASSETS					
Debtors and prepayments	9	5,207		1,909	
Stock		439		-	
Bank balances:					
Barclays - Current		14,624		47,561	
Barclays - 100 Club		4,943		7,430	
Barclays - 100 Club		-		372	
Beverley Building Society		24,150		33,745	
United Trust x2		50,000		-	
		<u>99,363</u>		<u>91,017</u>	
CREDITORS: amounts falling due within one year	10	<u>(5,317)</u>		<u>(8,585)</u>	
NET CURRENT ASSETS			<u>94,046</u>		<u>82,432</u>
			<u>103,028</u>		<u>92,453</u>
FUNDS					
General funds	11		83,143		74,177
Restricted funds	11		<u>19,885</u>		<u>18,276</u>
	11		<u>103,028</u>		<u>92,453</u>

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

Approved by the trustees on date 14.5.24.....and signed on their behalf by:

Andrew Page Chair



NOTES TO THE FINANCIAL STATEMENTS
For the period ending 31 December 2023

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 2023

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 2023

2 INCOME FROM CHARITABLE ACTIVITIES

	<i>General Funds 2023 £</i>	<i>Restricted Funds 2023 £</i>	<i>Total Funds 2023 £</i>	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>
Room hire	43,717	-	43,717	34,651	-	34,651

3 INCOME FROM OTHER TRADING ACTIVITIES

	<i>General Funds 2023 £</i>	<i>Restricted Funds 2023 £</i>	<i>Total Funds 2023 £</i>	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>
The "100" Club	-	3,313	3,313	-	2,496	2,496
Feed in Tariff	1,701	-	1,701	1,166	-	1,166
Rents	4,173	-	4,173	5,063	-	5,063
Refreshment	3,068	-	3,068	-	-	-
Misc	176	-	176	-	-	-
	9,118	3,313	12,431	6,229	2,496	8,725

4 INVESTMENT INCOME

	<i>General Funds 2023 £</i>	<i>Restricted Funds 2023 £</i>	<i>Total Funds 2023 £</i>	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>
Interest received	427	-	427	111	-	111

DONATIONS AND GRANT INCOME

	<i>General Funds 2023 £</i>	<i>Restricted Funds 2023 £</i>	<i>Total Funds 2023 £</i>	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>
General Donation	-	-	-	79	-	79
Grant	-	10,000	10,000	-	-	-
Total	-	10,000	10,000	79	-	79

NOTES TO THE FINANCIAL STATEMENTS
For the period ending 31 December 2023

5 EXPENDITURE ON CHARITABLE ACTIVITIES

	<i>General Funds 2023 £</i>	<i>Restricted Funds 2023 £</i>	<i>Total Funds 2023 £</i>	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>
Staff costs	13,893	-	13,893	12,888	-	12,888
Insurance and water	3,363	-	3,363	2,893	-	2,893
Heating and lighting	8,063	-	8,063	4,736	-	4,736
Repairs and renewals	8,415	10,000	18,415	10,318	-	10,318
Cleaning	1,357	-	1,357	686	-	686
Independent Examiner	521	-	521	381	-	381
Other Accountancy	-	-	-	724	-	724
Legal and professional fees and licences	1,317	-	1,317	988	-	988
Other overhead costs	2,168	-	2,168	2,078	-	2,078
Depreciation	2,622	679	3,301	448	1,076	1,524
Trustees Expenses	-	-	-	-	-	-
Bar Expenses	1,793	-	1,793			
	43,512	10,679	54,191	36,140	1,076	37,216

6 COSTS OF FUNDRAISING

	<i>General Funds 2023 £</i>	<i>Restricted Funds 2023 £</i>	<i>Total Funds 2023 £</i>	<i>General Funds 2022 £</i>	<i>Restricted Funds 2022 £</i>	<i>Total Funds 2022 £</i>
The "100" Club prize money & costs	-	1,809	1,809	-	1,388	1,388

NOTES ON THE FINANCIAL STATEMENTS
For the period ending 31 December 2023

7. STAFF COSTS AND TRUSTEES' REMUNERATION

	2023	2022
	£	£
Salaries	13,622	12,651
Employers' national insurance	-	-
Payroll fees	271	237
	13,893	12,888

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 £2,469 (2022:£1,002).

8. FIXED ASSETS

	Furniture and equipment	Total
	£	£
Cost		
At 1 January 2023	80,338	80,338
Additions	2,262	2,262
Disposals	-	-
	82,600	82,600
At 31 December 2023		
Depreciation		
At 1 January 2023	70,317	70,317
Charged for the period	3,301	3,301
	73,618	73,618
At 31 December 2023		
Net book value		
At 31 December 2023	8,982	8,982
At 31 December 2022	10,021	10,021

9. DEBTORS

	2023	2022
	£	£
Debtors and prepayments	5,207	1,909
Less: provision for doubtful debts	-	-
	5,207	1,909

NOTES ON THE FINANCIAL STATEMENTS
For the period ending 31 December 2023

10. CREDITORS		2023	2022
		£	£
	Creditors and accruals	5,317	8,585
		5,317	8,585

11. FUNDS

	<i>January 2023</i>	<i>Incoming resources</i>	<i>Outgoing resources</i>	<i>Transfer Between funds</i>	<i>December 2023</i>
	£	£	£	£	£
General Fund	74,177	53,247	(43,497)	-	83,927
Total unrestricted funds	74,177	53,247	(43,497)	-	83,927
Restricted Funds - capital expenditure					
PV Cells	2,930	-	-	-	2,930
	2,930	-	-	-	2,930
The "100" Club – capital	15,346	3,313	(2,488)	-	16,171
Partition doors	-	10,000	(10,000)	-	-
Total restricted funds	18,276	13,313	(12,488)	-	19,101
Total funds	92,453	66,560	(55,985)	-	103,028

NOTES ON THE FINANCIAL STATEMENTS
For the period ending 31 December 2023

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.

Partition Doors & Decorating

Restricted grant was received from National Lottery to be spent on new partition doors and repair decoration which was caused by old partition doors.

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.