

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021  
FOR  
ROLVENDEN VILLAGE HALL

Ashdown Hurrey  
Chartered Accountants & Business Advisers  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP

ROLVENDEN VILLAGE HALL

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FOR THE YEAR ENDED 31 MARCH 2021

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## ROLVENDEN VILLAGE HALL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

#### Report of the Management Committee for the year ended 31 March 2021

The Management Committee present their report along with the financial statements for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out on page 5 and comply with the trust deed and applicable law and the requirements of the Statement of Recommended Practice, 'Accounting and Reporting by Charities' (SORP) 2019.

#### OBJECTIVES AND ACTIVITIES

##### Objects

The objects of the management committee are to hold upon trust a property for the purposes of a village hall for the use of the inhabitants of the Parish of Rolvenden, Kent without distinction of political, religious or other opinions including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the life of the said inhabitants.

##### Significant activities

The main activity of the charity is that of providing the village hall for hire to various groups and for various activities.

##### Public benefit

In accordance with the Charities Act 2011 the Trustees can report that the charitable public benefits provided by the Village Hall during the year include the following:

- a) The advancement of education;
- b) The advancement of religion;
- c) The advancement of health or the saving of lives;
- d) The advancement of citizenship or community development;
- e) The advancement of the arts, culture, heritage or science;
- f) The advancement of amateur sport;
- g) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage;
- h) Other purposes currently recognised as charitable and any new charitable purposes which are similar to another charitable purpose.

The Committee confirms that opportunities for public benefit are not unreasonably restrictive either geographically or by means of ability to pay any fees charged.

The Management Committee have complied with the duty in Section 17(5) of the Charities Act 2011 to have regard to the public benefit guidance published by the Charity Commission.

##### Organisation

As at 31 March 2021, the Management Committee comprises 10 members from a cross section of organisations who use the hall and are set out on page 3. Of these, 4 are co-opted and 6 are appointed by representative bodies.

#### ACHIEVEMENT AND PERFORMANCE

##### Review of the year

The aim of Rolvenden Village Hall Management Committee is to maintain and operate this important village resource for the benefit of parish residents and the wider community. Representation from all user groups is welcomed and members are all volunteers.

Rolvenden Village Hall has been closed from mid-March 2020 with bookings stopping completely and income becoming nil. We briefly reopened for a few weeks late summer then was shut down again within the guidelines of the Government lockdown in October. We were then shut for the rest of the financial year.

We have taken advice from the Government, our insurance company and industry bodies to turn off heating, hot water and all but emergency and security electrical items, which will reduce our utility bills. The security lighting, cameras and other protection systems will continue to operate as normal. We have applied for all available grants and have claimed furlough for our staff

By taking these actions we should be able to operate for more than our required 6 months reserve, as required by the Charity Commission. The Treasurer and I are monitoring our financial situation and will continue to do so. With this husbandry of our finances we will be in a position to emerge from this outbreak in good shape.

## ROLVENDEN VILLAGE HALL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

#### FINANCIAL REVIEW

##### Reserves policy

It is the policy of the Management Committee to maintain unrestricted funds, which are the free reserves of the association, at a level which equates to approximately six months unrestricted expenditure. This provides sufficient funds to cover management and administration costs and to respond to emergency expenditure which arises from times to time. Unrestricted funds were maintained at this level throughout the year.

##### Going concern

The trustees have considered the company's ability to continue as a going concern during the following 12 months. The coronavirus pandemic has impacted the charity at the year end by forcing the temporary closure of the hall. However, the charity has healthy reserves and has implemented steps to save on costs (such as utility bills). The trustees believe that there is no significant threat present to the charity's going concern status over the following 12 months and as such have concluded that the financial statements should be prepared using the going concern basis.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

##### Constitution

Rolvenden Village Hall was originally constituted under a lease and trust deed dated 14 April 2000. The charity status was temporarily suspended until the legal status of the new lease had been resolved. There is now a new trust deed dated 22 March 2005 and the charity was registered as a charity again on 4 May 2005.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Charity number

1109314

##### Principal address

Rolvenden Village Hall  
Maytham Road  
Rolvenden  
Tenterden  
Kent  
TN17 4ND

##### Trustees

##### Management Committee and Trustees

The management committee during the year and their appointing body where appropriate where:

Mr F May	Village Rep	Resigned
Mrs J Serra	Hon Secretary	Resigned
Mr A Vening	Hon Treasurer	Resigned
Mrs D Parsons	Rolvenden Pre School	
Mrs J Gambier	Gardening Society	
Mrs V Hodge	100 Club	
Mr G Tiltman	Rolvenden Parish Council	Resigned
Mr D Newman	New Age Kurling	
Mrs J Hodgkins	Primary School	
Rev C Hodgkins	Rolvenden PCC	
Mrs J Simpson	Co-opted	
Mr J Davidson	Co-opted	
Mrs C Davidson	Co-opted	
Mrs S Sawyer	Co-opted	

##### Hall Manager:

Ms M Babbage (non-trustee)

ROLVENDEN VILLAGE HALL

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Ashdown Hurrey

Chartered Accountants & Business Advisers

20 Havelock Road

Hastings

East Sussex

TN34 1BP

Approved by order of the board of trustees on 17 December 2021 and signed on its behalf by:

J Davidson - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ROLVENDEN VILLAGE HALL

Independent examiner's report to the trustees of Rolvenden Village Hall

I report to the charity trustees on my examination of the accounts of Rolvenden Village Hall (the Trust) for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the 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.

Stephen Sampson  
BFP FCA FCIE DChA  
Ashdown Hurrey  
Chartered Accountants & Business Advisers  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP

17 December 2021

ROLVENDEN VILLAGE HALL

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted fund £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		-	-	-	26,801
Charitable activities		4,209	-	4,209	26,624
Other income	2	25,723	7	25,730	67
Total		29,932	7	29,939	53,492
EXPENDITURE ON					
Charitable activities		16,765	-	16,765	54,132
Other		4,439	-	4,439	-
Total		21,204	-	21,204	54,132
NET INCOME/(EXPENDITURE)		8,728	7	8,735	(640)
RECONCILIATION OF FUNDS					
Total funds brought forward		366,749	12,592	379,341	379,981
TOTAL FUNDS CARRIED FORWARD		375,477	12,599	388,076	379,341

The notes form part of these financial statements

ROLVENDEN VILLAGE HALL

BALANCE SHEET  
31 MARCH 2021

	Notes	Unrestricted funds £	Restricted fund £	31.3.21 Total funds £	31.3.20 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	350,325	-	350,325	354,764
<b>CURRENT ASSETS</b>					
Debtors	8	-	-	-	2,653
Cash at bank and in hand		26,038	12,599	38,637	22,875
		<u>26,038</u>	<u>12,599</u>	<u>38,637</u>	<u>25,528</u>
<b>CREDITORS</b>					
Amounts falling due within one year	9	(886)	-	(886)	(951)
		<u>25,152</u>	<u>12,599</u>	<u>37,751</u>	<u>24,577</u>
<b>NET CURRENT ASSETS</b>					
		<u>25,152</u>	<u>12,599</u>	<u>37,751</u>	<u>24,577</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>375,477</u>	<u>12,599</u>	<u>388,076</u>	<u>379,341</u>
<b>NET ASSETS</b>					
		<u><u>375,477</u></u>	<u><u>12,599</u></u>	<u><u>388,076</u></u>	<u><u>379,341</u></u>
<b>FUNDS</b>					
	10			375,477	366,749
Unrestricted funds				12,599	12,592
Restricted funds					
<b>TOTAL FUNDS</b>					
				<u><u>388,076</u></u>	<u><u>379,341</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 17 December 2021 and were signed on its behalf by:

J Davidson - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 2019), Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

In preparing the financial statements, the trustees are required to make an assessment of the ability of the charity to continue as a going concern. The trustees have considered future cash flows for the charity against the backdrop of the COVID-19 Pandemic, seeking to establish the level of liquidity headroom the charity is expected to have during the 12 month going concern period.

On the basis of these considerations and the fact that the charity has substantial net assets, the trustees are confident that the charity has adequate resources to continue in operational existence and to meet its liabilities as they fall due for the foreseeable future. As a result of the above, the trustees have concluded that it remains appropriate to adopt a going concern basis of preparation in these financial statements.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

The general fund is an unrestricted fund which is available for use at the discretion of the management committee in furtherance of the general objectives of the trust and which has not been designated for any other purposes.

A designated fund is a fund set aside by the management committee out of unrestricted general funds for a specific purpose or project. The Building Maintenance Fund is money set aside for the redecoration of the hall.

A restricted fund is a fund which is to be used in accordance with specific restrictions imposed by the donors or which has been raised by the charity for a specific purpose.

Donations, legacies and similar incoming resources

Donations, legacies and similar incoming resources are included in the year in which they are received.

Grants Receivable

Grants receivable are credited to the accounts in the year in which they are received.

Charges for Hall Hire

The charges for hall hire are included in the accounts in the year in which they are received.

Expenditure

The hall is not registered for VAT and accordingly expenditure is shown gross.

Village Hall and Equipment

The village hall has been built on land owned by Rolvenden Parochial Church Council. The cost of the lease and building costs of the hall is being depreciated on a straight line basis over 99 years.

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES - continued

Donations, legacies and similar incoming resources  
Lottery Grant

A grant of £298,800 was given by the National Lotteries Charities Board in 1999 for the construction and equipment of the hall, including the cost of the lease. The hall may not be disposed of without the written permission of the Board, nor used as a security for a loan or any other financial purpose. This restriction applies for eighty years from the date of acquisition.

2. OTHER INCOME

The entity has received the following from the UK government in respect of COVID 19 grants and reliefs:

Small Business Grant Fund	19,431
Coronavirus Job Retention Scheme	6,287

There are no unfulfilled conditions or other contingencies attaching to any of the above amounts.

3. AUDITORS' REMUNERATION

	31.3.21	31.3.20
	£	£
Fees payable to the charity's auditors for the audit of the charity's financial statements	<u>840</u>	<u>840</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Related party disclosures

The charity is controlled by its trustees and management committee, who contribute to and benefit from the charities facilities on the same basis as other users.

Given the nature of the charities activities, the trustees are not aware of any other related party transactions.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.21	31.3.20
Part time employees	<u>1</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,776	25,025	26,801
Charitable activities			
Charitable activities	26,624	-	26,624
Other income	44	23	67
Total	<u>28,444</u>	<u>25,048</u>	<u>53,492</u>
EXPENDITURE ON			
Charitable activities			
Charitable activities	29,704	24,428	54,132
NET INCOME/(EXPENDITURE)	<u>(1,260)</u>	<u>620</u>	<u>(640)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	368,009	11,972	379,981
TOTAL FUNDS CARRIED FORWARD	<u><u>366,749</u></u>	<u><u>12,592</u></u>	<u><u>379,341</u></u>

7. TANGIBLE FIXED ASSETS

	Freehold property £	Long leasehold £	Totals £
COST			
At 1 April 2020 and 31 March 2021	<u>409,727</u>	<u>29,675</u>	<u>439,402</u>
DEPRECIATION			
At 1 April 2020	78,338	6,300	84,638
Charge for year	4,139	300	4,439
At 31 March 2021	<u>82,477</u>	<u>6,600</u>	<u>89,077</u>
NET BOOK VALUE			
At 31 March 2021	<u><u>327,250</u></u>	<u><u>23,075</u></u>	<u><u>350,325</u></u>
At 31 March 2020	<u><u>331,389</u></u>	<u><u>23,375</u></u>	<u><u>354,764</u></u>

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

8.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		31.3.21	31.3.20
			£	£
	Trade debtors		-	2,653
			<u>          </u>	<u>          </u>
9.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		31.3.21	31.3.20
			£	£
	Trade creditors		-	(1)
	Other creditors		886	952
			<u>          </u>	<u>          </u>
			<u>886</u>	<u>951</u>
10.	MOVEMENT IN FUNDS			
			Net	At
		At 1.4.20	movement	31.3.21
		£	in funds	£
	Unrestricted funds		£	
	General fund	366,749	8,728	375,477
	Restricted funds			
	Designated Building Maintenance	12,592	7	12,599
		<u>          </u>	<u>          </u>	<u>          </u>
	TOTAL FUNDS	<u>379,341</u>	<u>8,735</u>	<u>388,076</u>
	Net movement in funds, included in the above are as follows:			
		Incoming	Resources	Movement
		resources	expended	in funds
		£	£	£
	Unrestricted funds			
	General fund	29,932	(21,204)	8,728
	Restricted funds			
	Designated Building Maintenance	7	-	7
		<u>          </u>	<u>          </u>	<u>          </u>
	TOTAL FUNDS	<u>29,939</u>	<u>(21,204)</u>	<u>8,735</u>

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	368,009	(1,260)	366,749
Restricted funds			
Designated Building Maintenance	11,972	620	12,592
<b>TOTAL FUNDS</b>	<u>379,981</u>	<u>(640)</u>	<u>379,341</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	28,444	(29,704)	(1,260)
Restricted funds			
Designated Building Maintenance	25,048	(24,428)	620
<b>TOTAL FUNDS</b>	<u>53,492</u>	<u>(54,132)</u>	<u>(640)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	368,009	7,468	375,477
Restricted funds			
Designated Building Maintenance	11,972	627	12,599
<b>TOTAL FUNDS</b>	<u>379,981</u>	<u>8,095</u>	<u>388,076</u>

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	58,376	(50,908)	7,468
Restricted funds			
Designated Building Maintenance	25,055	(24,428)	627
TOTAL FUNDS	<u>83,431</u>	<u>(75,336)</u>	<u>8,095</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

ROLVENDEN VILLAGE HALL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

	31.3.21 £	31.3.20 £
<b>INCOME AND ENDOWMENTS</b>		
Donations and legacies		
Gifts & donations	-	26,801
Charitable activities		
Hall & equipment hire	4,209	23,618
Fundraising & events	-	3,006
	<u>4,209</u>	<u>26,624</u>
Other income		
Government Covid support	25,718	-
Interest	12	67
	<u>25,730</u>	<u>67</u>
Total incoming resources	29,939	53,492
<b>EXPENDITURE</b>		
Charitable activities		
Wages	7,540	10,731
Rates and water	810	2,020
Licences & insurance	1,040	1,162
Electricity	745	1,301
Telephone	700	699
Postage & advertising	36	186
Sundries	340	591
Repairs & renewals	2,056	2,359
Performing Rights Society	-	1,158
Cleaning	233	832
Gas & servicing	1,916	2,877
Website & computer costs	45	45
Replacement of hall windows	-	24,428
	<u>15,461</u>	<u>48,389</u>
Support costs		
Finance		
Bank charges	32	32
Freehold property dep'n	4,139	4,139
Leasehold property dep'n	300	300
	<u>4,471</u>	<u>4,471</u>
Governance costs		
Auditors' remuneration	840	840
Payroll costs	432	432
	<u>1,272</u>	<u>1,272</u>

This page does not form part of the statutory financial statements

ROLVENDEN VILLAGE HALL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

	31.3.21 £	31.3.20 £
Total resources expended	<u>21,204</u>	<u>54,132</u>
Net income/(expenditure)	<u><u>8,735</u></u>	<u><u>(640)</u></u>

This page does not form part of the statutory financial statements