

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022  
FOR  
ROLVENDEN VILLAGE HALL

Ashdown Hurrey Auditors Limited  
Statutory Auditors  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP

ROLVENDEN VILLAGE HALL

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FOR THE YEAR ENDED 31 MARCH 2022

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## ROLVENDEN VILLAGE HALL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

#### Report of the Management Committee for the year ended 31 March 2022

The Management Committee present their report along with the financial statements for the year ended 31 March 2022. 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).

#### 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 2022, the Management Committee comprises 13 members from a cross section of organisations who use the hall and are set out on page 3. 10 of these committee members are trustees while 3 are not.

#### 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.

It has been a challenging year as we slowly return to normal following the Covid pandemic. The committee is considering ways to reduce the hall running costs moving forward which might involve applying for grant money and the spending of reserves to purchase more fuel-efficient boilers, transfer to LED lighting and negotiate fixed gas and electricity supply.

We will be looking to obtain further grant funding as well as looking for new hall hirer opportunities following a reduction in demand due to the ongoing Covid fall out.

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.

## ROLVENDEN VILLAGE HALL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

#### 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:

##### Trustees

Jack Davidson	Co-opted
Catherine Davidson	Hon-secretary
Mrs D Parsons	Rolvenden Pre School
Mrs J Gambier	Gardening Society
Mrs V Hodge	100 Club
Mr D Newman	New Age Kurling
Mrs I Newman	Rolvenden Parish Council
Mrs J Simpson	Co-opted
Mrs S Sawyer	Co-opted
Mr F May	Co-opted

##### Non-trustees

Ms E Sykes	Hon-treasurer
Mrs F May	Hon-secretary
Mrs M Babbage	Hall manager

ROLVENDEN VILLAGE HALL

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner  
Ashdown Hurrey Auditors Limited  
Statutory Auditors  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP

Approved by order of the board of trustees on 26 January 2023 and signed on its behalf by:

J Wren - Trustee

ROLVENDEN VILLAGE HALL

STATEMENT OF TRUSTEES' RESPONSIBILITIES  
FOR THE YEAR ENDED 31 MARCH 2022

Statement of management committees' responsibilities

The Charities Act 2011 requires the management committee acting as the Trustees to prepare financial statements for each financial year which give a true and fair view of the financial activities during the year and of the financial position at the end of the year. In preparing those financial statements, the management committee are required to:

Select suitable accounting policies and then apply them consistently;

Make judgements and estimates that are reasonable and prudent;

State whether applicable accounting standards and statements of recommended practice have been followed subject to any 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 Management Committee are responsible for the keeping of records which 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. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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 2022.

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 Auditors Limited  
Statutory Auditors  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP

26 January 2023

ROLVENDEN VILLAGE HALL

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		3,500	-	3,500	-
Charitable activities		12,684	-	12,684	4,209
Other trading activities	3	1,032	-	1,032	-
Other income	4	15,072	1	15,073	25,730
Total		<u>32,288</u>	<u>1</u>	<u>32,289</u>	<u>29,939</u>
EXPENDITURE ON					
Charitable activities		22,722	-	22,722	16,765
Other		4,439	-	4,439	4,439
Total		<u>27,161</u>	<u>-</u>	<u>27,161</u>	<u>21,204</u>
NET INCOME		5,127	1	5,128	8,735
RECONCILIATION OF FUNDS					
Total funds brought forward		375,477	12,599	388,076	379,341
TOTAL FUNDS CARRIED FORWARD		<u><u>380,604</u></u>	<u><u>12,600</u></u>	<u><u>393,204</u></u>	<u><u>388,076</u></u>

The notes form part of these financial statements

ROLVENDEN VILLAGE HALL

BALANCE SHEET  
31 MARCH 2022

	Notes	Unrestricted funds £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	9	345,886	-	345,886	350,325
CURRENT ASSETS					
Cash at bank and in hand		36,181	12,600	48,781	38,637
CREDITORS					
Amounts falling due within one year	10	(1,463)	-	(1,463)	(886)
NET CURRENT ASSETS		<u>34,718</u>	<u>12,600</u>	<u>47,318</u>	<u>37,751</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>380,604</u>	<u>12,600</u>	<u>393,204</u>	<u>388,076</u>
NET ASSETS		<u>380,604</u>	<u>12,600</u>	<u>393,204</u>	<u>388,076</u>
FUNDS	11				
Unrestricted funds				380,604	375,477
Restricted funds				<u>12,600</u>	<u>12,599</u>
TOTAL FUNDS				<u>393,204</u>	<u>388,076</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 26 January 2023 and were signed on its behalf by:

J Wren - Trustee

## ROLVENDEN VILLAGE HALL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

#### 1. STATUTORY INFORMATION

Rolvenden Village Hall is an unincorporated charity, registered in England & Wales. The charity's registered number and registered office address can be found in the Report of the Trustees.

#### 2. 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

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

2. ACCOUNTING POLICIES - continued

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.

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.

Government Grants

In accordance with s24 of FRS 102 these are treated using the accruals model and so are recognised in income on a systematic basis over the periods in which the charity recognises the related costs for which the grants are intended to compensate.

3. OTHER TRADING ACTIVITIES

	31.3.22	31.3.21
	£	£
Fundraising events	1,032	-
	<u>1,032</u>	<u>-</u>

4. OTHER INCOME

	31.3.22	31.3.21
	£	£
Government Covid support	15,069	25,718
Interest	4	12
	<u>15,073</u>	<u>25,730</u>

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

	31.3.22	31.3.21
	£	£
Small Business Grant Fund	12,891	19,431
Coronavirus Job Retention Scheme	2,178	6,287
	<u>15,069</u>	<u>25,718</u>

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

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

5. AUDITORS' REMUNERATION

	31.3.22	31.3.21
	£	£
Fees payable to the charity's auditors for the audit of the charity's financial statements	<u>840</u>	<u>840</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

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.

7. STAFF COSTS

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

	31.3.22	31.3.21
Part time employees	<u>1</u>	<u>1</u>

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

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Charitable activities			
Charitable activities	4,209	-	4,209
Other income	<u>25,723</u>	<u>7</u>	<u>25,730</u>
Total	<u>29,932</u>	<u>7</u>	<u>29,939</u>
<b>EXPENDITURE ON</b>			
Charitable activities			
Charitable activities	16,765	-	16,765
Other	<u>4,439</u>	<u>-</u>	<u>4,439</u>
Total	<u>21,204</u>	<u>-</u>	<u>21,204</u>
NET INCOME	8,728	7	8,735
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	366,749	12,592	379,341

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

8.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted funds £	Restricted fund £	Total funds £
	TOTAL FUNDS CARRIED FORWARD	<u>375,477</u>	<u>12,599</u>	<u>388,076</u>
9.	TANGIBLE FIXED ASSETS	Freehold property £	Long leasehold £	Totals £
	COST			
	At 1 April 2021 and 31 March 2022	<u>409,727</u>	<u>29,675</u>	<u>439,402</u>
	DEPRECIATION			
	At 1 April 2021	82,477	6,600	89,077
	Charge for year	<u>4,139</u>	<u>300</u>	<u>4,439</u>
	At 31 March 2022	<u>86,616</u>	<u>6,900</u>	<u>93,516</u>
	NET BOOK VALUE			
	At 31 March 2022	<u>323,111</u>	<u>22,775</u>	<u>345,886</u>
	At 31 March 2021	<u>327,250</u>	<u>23,075</u>	<u>350,325</u>
10.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		31.3.22 £	31.3.21 £
	Trade creditors		614	-
	Other creditors		<u>849</u>	<u>886</u>
			<u>1,463</u>	<u>886</u>
11.	MOVEMENT IN FUNDS	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
	Unrestricted funds			
	General fund	375,477	5,127	380,604
	Restricted funds			
	Designated Building Maintenance	12,599	1	12,600
	TOTAL FUNDS	<u>388,076</u>	<u>5,128</u>	<u>393,204</u>

ROLVENDEN VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	32,288	(27,161)	5,127
Restricted funds			
Designated Building Maintenance	1	-	1
<b>TOTAL FUNDS</b>	<u>32,289</u>	<u>(27,161)</u>	<u>5,128</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	366,749	8,728	375,477
Restricted funds			
Designated Building Maintenance	12,592	7	12,599
<b>TOTAL FUNDS</b>	<u>379,341</u>	<u>8,735</u>	<u>388,076</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	29,932	(21,204)	8,728
Restricted funds			
Designated Building Maintenance	7	-	7
<b>TOTAL FUNDS</b>	<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 2022

11. MOVEMENT IN FUNDS - continued

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

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	366,749	13,855	380,604
Restricted funds			
Designated Building Maintenance	12,592	8	12,600
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FUNDS	<u>379,341</u>	<u>13,863</u>	<u>393,204</u>

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	62,220	(48,365)	13,855
Restricted funds			
Designated Building Maintenance	8	-	8
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL FUNDS	<u>62,228</u>	<u>(48,365)</u>	<u>13,863</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

ROLVENDEN VILLAGE HALL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2022

	31.3.22 £	31.3.21 £
<b>INCOME AND ENDOWMENTS</b>		
Donations and legacies Gifts & donations	3,500	-
Other trading activities Fundraising events	1,032	-
Charitable activities Hall & equipment hire	12,684	4,209
Other income Government Covid support Interest	15,069 4	25,718 12
	<u>15,073</u>	<u>25,730</u>
Total incoming resources	32,289	29,939
<b>EXPENDITURE</b>		
Charitable activities Wages Rates and water Licences & insurance Electricity Telephone Postage & advertising Sundries Repairs & renewals Performing Rights Society Cleaning Gas & servicing Website & computer costs COVID-19 Costs	7,800 1,246 1,068 1,307 849 99 418 3,294 549 404 2,728 - 1,633	7,540 810 1,040 745 700 36 340 2,056 - 233 1,916 45 -
	<u>21,395</u>	<u>15,461</u>
Support costs		
Finance Bank charges Freehold property dep'n Leasehold property dep'n	55 4,139 300	32 4,139 300
	<u>4,494</u>	<u>4,471</u>
Governance costs Auditors' remuneration Payroll costs	840 432	840 432
	<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 2022

	31.3.22 £	31.3.21 £
Total resources expended	<u>27,161</u>	<u>21,204</u>
Net income	<u><u>5,128</u></u>	<u><u>8,735</u></u>

This page does not form part of the statutory financial statements