



## Trustees' Annual Report for the period

From **1<sup>st</sup> April 2020** Period start date To **31<sup>st</sup> March 2021**  
Period end date

**Charity name: Ludham Village Hall and Playing Fields**

**Charity registration number: 304005**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The provision and maintenance of a village hall and playing fields for the use of the inhabitants of Ludham and the neighbourhood.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Activities include: bowls, football, snooker, arts & crafts, exercise classes, amateur dramatics & musical groups.  In addition, the Charity provides accommodation space for public & private meetings, lectures & training sessions, parties, dances and fundraising events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	It is confirmed that Trustees have had regard to the guidance issued by the Charity Commission.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Covid-19 pandemic during 2020/21 severely restricted activities at the Hall, with users all but disappearing due to Covid restrictions. We were able, however, to organise refurbishment of the Hall's kitchen facilities in preparation for the return of our hirers.</p> <p>In addition, an externally positioned defibrillator was installed at the Hall to benefit both users and the local community.</p> <p>Amongst all the Covid gloom, we were delighted to welcome Santa to the Hall, much to the delight of Ludham's children (and their parents!)</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	It has been a difficult year for all during 2020/21 and the Hall has seen its income streams from regular users all but disappear because of Covid restrictions. However, we were very grateful to receive supporting Covid-19 Business Grants from our local authority. The Hall has trimmed its costs as much as possible and the Charity is in a good financial position.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Accounts for the year show reserves of £49,186. However, the vast bulk of this (£45k) consists of various grants to the Hall which will be used for roof renewal (£30k) and toilet refurbishment (£15K). Both these works will be undertaken in 2021/22.
Amount of reserves held	Para 1.22	£45,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Scheme dated 20th February 1963 as varied by Scheme of 29th February 1988.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Committee of Management in accordance with the above Scheme.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>The Charity is managed by a Committee of Management made up of (a) Elected and (b) Representative Trustees.</p> <p>Nominations for Elected Trustees are requested annually. Elections are held and appointments confirmed at the Charity's AGM.</p> <p>The Representative Trustees are nominated by organisations that regularly use the buildings and grounds and are noted at the AGM.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Village Hall and Playing Fields
Other name the charity uses	Ludham Village Hall & Playing Fields
Registered charity number	304005
Charity's principal address	Nestledown Cottage, 2 Johnson Street, Ludham, NR29 5NY.

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Pinning	Chair		Ludham Parish Council
2	Mark Sutton	Vice Chair		Ludham Players
3	Paul Smith	Secretary		Committee of Management
4	Maggie Smith	Treasurer		Committee of Management
5	Jacqui Doran	Bookings Secretary		Committee of Management
6	Bruce Moffat			Committee of Management
7	Carol Willoughby			Committee of Management
8	Winnie Baker			Committee of Management
9	Jim Usher		April 2020 - January 2021	Committee of Management
10	Gail Usher		April 2020 - January 2021	Committee of Management
11	Jim Keeble,			Bowls Club
12	Derek Oakes			Bowls Club
13	Kim Brett			Ludham Players
14	Iain Turner			Football Club
15	Richard Floate			Snooker Club
16	Peter Wall			Parochial Church Council
17	Anne Moffat			Women's Institute
18	Lindsay Grist		November 2020 - March 2021	Ludham Parish Council
19				
20				

### Corporate trustees - names of the directors at the date the report was approved

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A
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### Other optional information

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### Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
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Full name(s)	Richard Pinning	Paul Smith
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<b>Position (eg Secretary, Chair, etc)</b>	Chair	Secretary
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<b>Date</b>	27 December 2021
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<b>LUDHAM VILLAGE HALL ACCOUNTS 1 APRIL 2020 - 31 MARCH 2021</b>					
INCOME (£)			EXPENDITURE (£)		
	2020/2021	2019/2020		2020/2021	2019/2020
Zumba	<b>72.00</b>	664.00			
Bowls Club rent	-	420.00	Cleaner	<b>131.36</b>	1706.16
Norfolk Countryside Guild	-	427.00	Business Rates	-	637.56
Car Boots & Bingo & Table Top	-	505.00	Water	<b>362.29</b>	386.66
Snooker Club rent	-	1000.00	Electricity	<b>1,495.15</b>	1011.55
Football Club	<b>30.00</b>	609.00	Pavilion Electricity	<b>93.31</b>	119.00
Keep Fit	<b>96.00</b>	560.00	Insurance	<b>1,358.16</b>	1429.53
Ludham Players Donation	-	2000.00	Building & Premises Maint	<b>9,012.91</b>	16667.75
Martial Arts	-	544.00	Grounds Maintenance	<b>1,609.20</b>	904.36
Horning Chapter	<b>66.00</b>	178.00	Subs & Licences	-	150.28
Pilates	-	106.00	Cleaning Materials	<b>76.01</b>	159.94
Misc Hire	<b>96.00</b>	661.50	Sundry Payments	<b>1,860.30</b>	49.16
Julian Pilates	<b>64.00</b>	240.00			
Bell Target	<b>30.00</b>	582.00			
BoogieBounce	-	536.00			
Meter Tokens (Snooker and Bowls)	<b>185.00</b>	270.00			
Richard's refreshments	-	64.50			
Parish Council	<b>1,800.00</b>	1800.00			
Donations and Grants (see note)	<b>47,782.13</b>	8896.70			
Bank Interest	<b>9.42</b>	10.73			
<b>Total</b>	<b>50,230.55</b>	20074.43	<b>Total</b>	<b>15,998.69</b>	23221.95
<b>Operating Profit 2020/2021</b>	<b>34,231.86</b>				
<b>Bank Deposits at 1 April 2020</b>			<b>Bank Deposits at 31 March 2021</b>		
Current A/C	9,138.85		Current A/C	8,361.29	
Deposit A/C	5,816.17		Deposit A/C	40,825.59	
<b>Total</b>	<b>14,955.02</b>				
Plus operating profit	34,231.86				
<b>Balance c/f</b>	<b>49,186.88</b>		<b>Total</b>	<b>49,186.88</b>	
<b>Notes</b>					
<i>Donations towards kitchen replacement, roof renewal and toilet refurbishments.</i>					



Section A

Independent Examiner's Report

Report to the trustees/ members of

LUDHAM VILLAGE HALL AND PLAYING FIELDS

On accounts for the year ended

31 MARCH 2021

Charity no (if any)

304005

Set out on pages

(inserted to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and basis of report

As the charity's trustees, 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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

15 NOVEMBER 2021

Name:

MICHAEL JOHN LYONS FLETT

Relevant professional qualification(s) or body

NOT APPLICABLE

(if any):

Address:

33 BROAD REACHES

LUDHAM

NORFOLK NR29 5AD

## Section B

## Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.