

BENHALL AND STERNFIELD EX SERVICEMENS AND VILLAGE CLUB

Annual General Meeting (AGM) Minutes

3rd November 2023

Meeting opened at 8.10pm

Present: Chris Bayfield, Hilary Graham, Deborah Dann, Richard Evans, Jane Evans, Sharon Peters, Pauline Graham, Mark Smith, Daisy Warne, Matt Hammond, Rachael Breton, Mark Halligan, Tim Blowers, Andy Parmentier, Simon Wilks, John Walker, Roger Thorne, Lynne Taylor, Karl Wilkins

Apologies: Mark Taylor, Phil Lynch, John Lewis, Lucy Moran, Geoff Brown

Chairman: Did not attend

Treasurer: The accounts were circulated. They show a surplus of £16,392 for the year ended 30th June 2023 which includes the £15000 hall renovation grant.

Election of officers:

Chairman: Chris Bayfeild

Vice Chairs: Geoff Brown (not present), Simon Wilks

Treasurer: Lynne Taylor

Secretary: Lucy Moran (not present)

Trustees: Mark Taylor, Tim Blowers, John O'Connor, Rachel Wilkins

Mark and Helga Stebbings (not present) and Andy Parmentier also joined as committee members.

All positions were unanimously agreed by all present.

Anyone else who would like to join as a committee member can come and join at any of the committee meetings throughout the year.

- There was an update from SW on the hall renovation funding followed by a general discussion by all present. EDF and Sizewell would be approached again (new contact obtained) and it was suggested that the district councillor may be worth approaching. There is a possibility of a village hall loan from the government (up to £20k with generous terms) but it was agreed that we would work on the basis that we would not require a loan. KW was very optimistic that fundraising events he will be arranging will bring in more funds.
- It was agreed to keep the football club and pre-schools rent the same as last year.

- JE asked about opening up the hall during the day for the history society and other groups. KW didn't have a problem with this at all. He will liaise with JE regarding times and storage needs for the history society.
- The chess club would like a taller cupboard (at their expense). No problem with this – SW will discuss with KW later.
- It was agreed to raise the yearly membership subscription from £10 to £15 from 2024 – agreed unanimously. It was also suggested that we implement a lifelong membership for £500 with immediate effect. This was also agreed unanimously.
- KW is currently painting the lounge area and funds allowing, possibly the hall (to be discussed in the committee meeting later). Everyone agreed this was a good idea and would allow us to utilise all areas of the club.

Meeting ended at 9.20pm

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

CHARITY NUMBER 304708

STATEMENT OF ACCOUNTS

For the year ended 30 June 2023

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

ESTABLISHED BY DEED

CHARITY NUMBER 304708

Registered Address: School Lane
Benhall
Saxmundham
IP17 1HE

Chairman: John Skrypec

Secretary: Lucy Moran

Treasurer: Lynne Taylor

Steward: Steve Langford

Committee members: Geoff Brown
Mark Halligan
Chris Bayfield
Dan Brown
Paul Varela
Ross Pemberton

Trustees: Mark Taylor
John Lewis
John O'Connor
Tim Blowers

Bankers: Barclays
Main Street
Leiston

Independent Examiners: CRASL
Carlton Park House
Carlton Park Industrial Estate
Saxmundham
Suffolk
IP17 2NL

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB
CHARITY NUMBER 304708

STATEMENT OF ACCOUNTS

For the year ended 30 June 2023

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BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

ESTABLISHED BY DEED

CHARITY NUMBER 304708

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2023

Organisational Structure

The charity trustees are responsible for the overall management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

The Trustees together with the members committee meet monthly to ensure the smooth running and financial well being of the charity.

Recruitment and appointment of trustees

The existing trustees are responsible for the recruitment of new trustees from the local community.

Induction and training

Following appointment, new trustees are given copies of the trust deed and relevant publications from the charity commission.

Risk Management

The trustees assess the risks the charity faces and identifies the major risk by area of activity. These are reviewed regularly. The insurance cover is in place and finances are kept under review.

Objectives and activities

The charity's objectives are to promote social interest amongst the villages and to create a social centre for the public benefit.

Our club is an accessible and welcoming venue which provides facilities for local groups i.e. church functions, primary school and playgroup, elders club, women's fellowship, chess club, parish council meetings and private weddings etc. The club has two established adult football teams and four junior football teams. It also hosts the annual village flower show and sports.

Finances

T BLOWERS

T Blowers
Trustee



M Taylor
Trustee

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

CHARITY NUMBER 304708

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BENHALL AND STERNFIELD

EX SERVICEMEN'S AND VILLAGE CLUB

I report on the accounts of the charity for the year ended 30 June 2023, which are set out on pages 4 to 8

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to my attention.

Your attention is drawn to the fact that the charity has prepared accounts 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 for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE) is in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

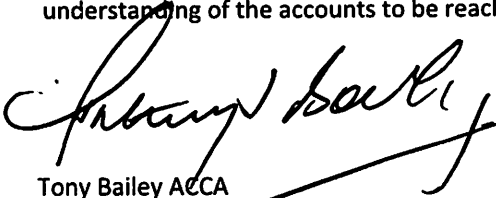
In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - * to keep accounting records in accordance with section 130 of the Act; and

* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act.

have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Tony Bailey ACCA
CRASL
Saxmundham

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 30 June 2023

			2023	2022
	<u>Note</u>	Unrestricted £	<u>Total</u> £	<u>Total</u> £
Income and endowments from				
<i>Voluntary Income:</i>				
Donations and legacies	2	23,909	23,909	7,667
<i>Activities for generating funds:</i>				
Charitable activities	3	108,844	108,844	112,042
Investments		0	0	0
Total income and endowments		<u>132,753</u>	<u>132,753</u>	<u>119,709</u>
 Expenditure				
Cost of generating voluntary income				
Charitable activities	4	116,361	116,361	115,002
Total expenditure		<u>116,361</u>	<u>116,361</u>	<u>115,002</u>
Net movement in funds		16,392	16,392	4,707
Revaluation Reserve			0	0
Balances brought forward		<u>153,653</u>	<u>153,653</u>	<u>140,680</u>
		<u>170,045</u>	<u>170,045</u>	<u>145,387</u>

All of the Charity's activities are classed as continuing.

The Charity has no recognised gains or losses other than those shown above.

The notes on pages 6 to 8 form part of these accounts.


BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB


BALANCE SHEET AS AT 30 June 2023

	Note	£	2023 £	£	2022 £
Fixed Assets					
Property Improvements at cost	5		119,423		119,423
Furniture, fixtures and fittings			19,338		22,280
			<u>138,761</u>		<u>141,703</u>
Current Assets					
Stock		3,811		4,065	
Debtors and prepayments	6	308		131	
Cash at bank-current		10,630		3,372	
Cash at bank-deposit		22,786		7,692	
Cash in hand		<u>3,295</u>		<u>1,295</u>	
		40,830		16,555	
Liabilities					
Amounts falling due in one year	7	<u>9,546</u>		<u>4,605</u>	
Net current assets			<u>31,284</u>		<u>11,950</u>
Net assets			<u>170,045</u>		<u>153,653</u>
Funds					
Genral Fund			170,045		153,653
			<u>170,045</u>		<u>153,653</u>

Approved by the Board of Trustees on

and signed on its behalf by:


M Taylor


T Blowers
Trustee

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

NOTES TO THE ACCOUNT

For the year ended 30 June 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 and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2015) and the Charities Act 2011. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note. The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by the Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRSSE) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Preparation of accounts on a going concern basis

The assessment of the trustees is that the charity is a going concern.

Income

All incoming resources are included on the Statement of Financial Activities when the charity has sufficient certainty that receipt of the income is probable and the amount can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party. It has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT. Grants offered subject to conditions which have not been met at the year end date are noted as commitment but not accrued as expenditure.

Voluntary Income

All donated income is included in income on receipt where the donor requires that the sum is to be treated as income in future accounting periods.

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

NOTES TO THE ACCOUNT

For the year ended 30 June 2023

Investment Income

Interest received is included when receivable.

Fixed Assets

Depreciation is provided on fixed assets at rates calculated to write off the costs, less estimated residual value, or each asset over its expected useful life as follows:-

Furniture, Fixtures and Fittings - 15% on reducing balance

Stock

Stock is valued at a lower of cost and net realisable value

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

NOTES TO THE ACCOUNTS

For the year ended 30 June 2023

	Unrestricted £	2023 Total £	2022 Total £
2 Donations and legacies			
Membership subscriptions	1,933	1,933	1,912
Hire of hall	792	792	480
Donations	6,184	6,184	2,008
Grants	15,000	15,000	3,267
	<u>23,909</u>	<u>23,909</u>	<u>7,667</u>
3 Charitable activities			
Bar takings	105,682	105,682	106,916
Snooker and pool takings	50	50	0
Miscellaneous	3,112	3,112	5,126
	<u>108,844</u>	<u>108,844</u>	<u>112,042</u>
4 Charitable activities			
Bar purchases	53,588	53,588	50,901
Wages & employee costs	36,381	36,381	36,722
Insurance	176	176	1,392
Rates and water	2,120	2,120	2,250
Heat and light	4,759	4,759	4,170
Entertainment	8,368	8,368	2,820
Licences & subscriptions	650	650	5,945
Repairs and renewals	1,059	1,059	2,095
Premises expenses	744	744	658
Cleaning	0	0	0
Depreciation	3,413	3,413	3,932
Lottery	1,223	1,223	1,700
Legal and professional	660	660	500
Telephone	1,329	1,329	364
Postage and stationary	32	32	70
Sundry	170	170	99
Bank Charges	1,321	1,321	1,234
Donations	368	368	150
	<u>116,361</u>	<u>116,361</u>	<u>115,002</u>

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

NOTES TO THE ACCOUNTS

For the year ended 30 June 2023

5 Fixed Assets

	Property Improvements £	Furniture Fixtures and Fittings £	Total
Cost			
At 1 July 2022	119,423	40,583	160,006
Additions	0	471	471
Less: Disposals	0	0	0
At 30 June 2023	<u>119,423</u>	<u>41,054</u>	<u>160,477</u>
Depreciation			
At 1 July 2022	0	18,303	18,303
Charge for the year	0	3,413	3,413
At 30 June 2023	<u>0</u>	<u>21,716</u>	<u>21,716</u>
Net book Value			
At 30 June 2022	<u>119,423</u>	<u>19,338</u>	<u>138,761</u>
At 30 June 2021	<u>119,423</u>	<u>22,280</u>	<u>141,703</u>

6 Debtors and prepayments

Debtors	308	131
Prepayments		
	<u>308</u>	<u>131</u>

7 Liabilities: Amounts falling due within one year

	2,023	2,022
Accruals and other creditors	<u>9,546</u>	<u>4,605</u>
	<u>9,546</u>	<u>4,605</u>

8 Grants received

Mains Grants	15,000
Suffolk Coastal DC	<u>0</u>
	<u>15,000</u>

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

CHARITY NUMBER 304708

STATEMENT OF ACCOUNTS

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BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB
CHARITY NUMBER 304708

STATEMENT OF ACCOUNTS

For the year ended 30 June 2023

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BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

ESTABLISHED BY DEED

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T Blowers
Trustee



M Taylor
Trustee

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

CHARITY NUMBER 304708

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INDEPENDENT EXAMINER'S STATEMENT

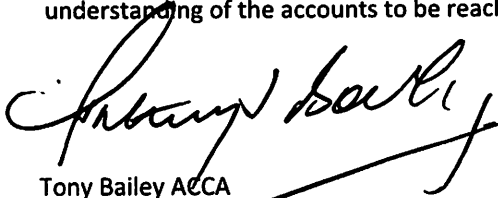
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Tony Bailey ACCA
CRASL
Saxmundham

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 30 June 2023

			2023	2022
	<u>Note</u>	Unrestricted £	<u>Total</u> £	<u>Total</u> £
Income and endowments from				
<i>Voluntary Income:</i>				
Donations and legacies	2	23,909	23,909	7,667
<i>Activities for generating funds:</i>				
Charitable activities	3	108,844	108,844	112,042
Investments		0	0	0
Total income and endowments		<u>132,753</u>	<u>132,753</u>	<u>119,709</u>
Expenditure				
Cost of generating voluntary income				
Charitable activities	4	116,361	116,361	115,002
Total expenditure		<u>116,361</u>	<u>116,361</u>	<u>115,002</u>
Net movement in funds		16,392	16,392	4,707
Revaluation Reserve			0	0
Balances brought forward		<u>153,653</u>	<u>153,653</u>	<u>140,680</u>
		<u>170,045</u>	<u>170,045</u>	<u>145,387</u>

All of the Charity's activities are classed as continuing.

The Charity has no recognised gains or losses other than those shown above.

The notes on pages 6 to 8 form part of these accounts.


BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB


BALANCE SHEET AS AT 30 June 2023

	Note	£	2023 £	£	2022 £
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			<u>138,761</u>		<u>141,703</u>
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Stock		3,811		4,065	
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Cash at bank-deposit		22,786		7,692	
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		40,830		16,555	
Liabilities					
Amounts falling due in one year	7	<u>9,546</u>		<u>4,605</u>	
Net current assets			<u>31,284</u>		<u>11,950</u>
Net assets			<u>170,045</u>		<u>153,653</u>
Funds					
Genral Fund			170,045		153,653
			<u>170,045</u>		<u>153,653</u>

Approved by the Board of Trustees on

and signed on its behalf by:


M Taylor


T Blowers
Trustee

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

NOTES TO THE ACCOUNT

For the year ended 30 June 2023

1 ACCOUNTING POLICIES

Basis of preparation

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Voluntary Income

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BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

NOTES TO THE ACCOUNT

For the year ended 30 June 2023

Investment Income

Interest received is included when receivable.

Fixed Assets

Depreciation is provided on fixed assets at rates calculated to write off the costs, less estimated residual value, or each asset over its expected useful life as follows:-

Furniture, Fixtures and Fittings - 15% on reducing balance

Stock

Stock is valued at a lower of cost and net realisable value

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

NOTES TO THE ACCOUNTS

For the year ended 30 June 2023

	Unrestricted £	2023 Total £	2022 Total £
2 Donations and legacies			
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Hire of hall	792	792	480
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Grants	15,000	15,000	3,267
	<u>23,909</u>	<u>23,909</u>	<u>7,667</u>
3 Charitable activities			
Bar takings	105,682	105,682	106,916
Snooker and pool takings	50	50	0
Miscellaneous	3,112	3,112	5,126
	<u>108,844</u>	<u>108,844</u>	<u>112,042</u>
4 Charitable activities			
Bar purchases	53,588	53,588	50,901
Wages & employee costs	36,381	36,381	36,722
Insurance	176	176	1,392
Rates and water	2,120	2,120	2,250
Heat and light	4,759	4,759	4,170
Entertainment	8,368	8,368	2,820
Licences & subscriptions	650	650	5,945
Repairs and renewals	1,059	1,059	2,095
Premises expenses	744	744	658
Cleaning	0	0	0
Depreciation	3,413	3,413	3,932
Lottery	1,223	1,223	1,700
Legal and professional	660	660	500
Telephone	1,329	1,329	364
Postage and stationary	32	32	70
Sundry	170	170	99
Bank Charges	1,321	1,321	1,234
Donations	368	368	150
	<u>116,361</u>	<u>116,361</u>	<u>115,002</u>

BENHALL AND STERNFIELD EX SERVICEMEN'S AND VILLAGE CLUB

NOTES TO THE ACCOUNTS

For the year ended 30 June 2023

5 Fixed Assets

	Property Improvements £	Furniture Fixtures and Fittings £	Total
Cost			
At 1 July 2022	119,423	40,583	160,006
Additions	0	471	471
Less: Disposals	0	0	0
At 30 June 2023	<u>119,423</u>	<u>41,054</u>	<u>160,477</u>
Depreciation			
At 1 July 2022	0	18,303	18,303
Charge for the year	0	3,413	3,413
At 30 June 2023	<u>0</u>	<u>21,716</u>	<u>21,716</u>
Net book Value			
At 30 June 2022	<u>119,423</u>	<u>19,338</u>	<u>138,761</u>
At 30 June 2021	<u>119,423</u>	<u>22,280</u>	<u>141,703</u>

6 Debtors and prepayments

Debtors	308	131
Prepayments		
	<u>308</u>	<u>131</u>

7 Liabilities: Amounts falling due within one year

	2,023	2,022
Accruals and other creditors	<u>9,546</u>	<u>4,605</u>
	<u>9,546</u>	<u>4,605</u>

8 Grants received

Mains Grants	15,000
Suffolk Coastal DC	<u>0</u>
	<u>15,000</u>