



Trustees' Annual Report for the period: 01 October 2022 to 30 September 2023

Charity name: The Horam Village Hall and Recreation Ground Charity

Charity Registration no.: 305257

Objectives and Activities:

	SORP Para. ref.	
Summary of the purposes of the charity as set out in its governing document	1.17	The Object of the Charity is the provision and maintenance of a village hall and recreation ground for the use of the inhabitants of the Parish of Horam without distinction of political, religious or other options, including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.
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.	1.17 & 1.19	<p>The Charity exists to maintain the land and building entrusted to it, for the sole benefit of the people of Horam and its surrounding areas.</p> <p>It comprises a large airy hall, committee room, kitchen, toilet facilities and storage cupboards. It has an extensive range of use, from small committee meetings, a term-time weekday pre-school, through to large meetings and wedding receptions.</p> <p>The hall has open views over the adjacent land forming the recreation ground which also has an extensive children's playground, and a skate-park – these latter facilities are provided and owned by Horam Parish Council.</p> <p>The organisations associated to the Charity, through their presence on and use of the recreation ground and buildings, provide a comprehensive opportunity for youth and all ages to use the facilities for education, recreation, and pursuit of health.</p> <p>As a particular example, the Football Club (accredited by Football England) uses the majority of the available ground in season at weekends, providing football matches/training for under-sixes to under-eighteens, boys and girls, with some 300+ children on the books.</p> <p>The Village Hall and Recreation Ground is recognised by the whole village (of 2,500+ residents) as being of immense value and worth to the inhabitants.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Charity Commission's guidance on public benefit has been fully regarded in the day-to-day function and management of the facilities comprising The Horam Village Hall and Recreation Ground.

Additional information:

<p>Policy on grant making</p>	<p>Para 1.38</p>	<p>Whilst the Trustees would specifically discuss the merit of any grant-making need or proposal, the normal practice is that the Charity does not make grants of any kind to other Charitable bodies.</p>
<p>Policy on social investment including program related investment</p>	<p>Para 1.38</p>	<p>In principle, the Charity does not consider social investment opportunities as part of its normal remit. However, the Charity would be willing to consider making contributions of this nature, subject to strict criteria, but only where such arose due to stipulations of a grant-making body which may be giving direct financial support to the Charity for one of its project proposals.</p>
<p>Contribution made by volunteers</p>	<p>Para 1.38</p>	<p>All members of the Committee of Management (the Trustees) are volunteers, giving of their time tirelessly to support the work of the charity, and are not recompensed in any way for their efforts. Further tasks are undertaken by part-time staff, who are paid; these staff are not Trustees of the Charity. The staff include a Secretary/Fund-Raiser, a Bookings Secretary, a handyman/caretaker.</p> <p>There are also occasional 'events' which are run by both Trustees and Community Teams/volunteers, such as an Annual Horam Fun Day. Many of the regular (weekly) users of the facilities are 'community-oriented' groups, such as the Heathfield Choral Society.</p> <p>Historically, maintenance of the village hall facilities was funded from a proportion of the fees arising from the hiring of the hall, meaning there was, inevitably, constraint on this maintenance activity. Recent years, however, have seen a marked increase in fund-raising through grant applications to fund-distributing trusts.</p> <p>This has allowed the trustees to consider more robust improvements to the facilities over the past few years, with projects including:</p> <ul style="list-style-type: none"> - Completion of refurbishment and equipping of the Hall's kitchen - Purchase of a new modular staging facility - The GAP (Get Active Pathway) project - a 'figure-of-eight' one kilometre Agri-Flex (recycled rubber) pathway planned eventually for the two fields comprising the Recreation Ground. Work in this financial year included the letting of a contract and completion of construction of Phase 1 of the pathway - Provision of seating around the GAP project - Replacement of all external doors and windows - Completion of an extensive upgrade in the CCTV provisions at the site

Achievements and Performance

<p>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.</p>	<p>Para 1.20</p>	<p>The open air facility of the recreation ground continued to be used as a major place of exercise and pleasure for those seeking to maintain their own well-being. The recreation ground, with the Village Hall, children's playground, skate park, Scouts Hall, Bowls Club, Tennis Club, children's football club, is an extremely important 'gem' in the life and well-being of the village.</p> <p>The Gap Project Phase 1 was completed right at the end of the period covered by this report; it was officially 'opened' by our local MP Nus Ghani on 10/10/23, and has already made a huge impact on the use of the facilities, transforming the Recreation Ground's desirability and use, and turning it into a truly all-year available opportunity for recreation, fitness and well-being.</p> <p>The Charity's focus in this particular area will move onto the necessary Planning applications and fund-raising to be able to build a children's Pump Track, and to extend the pathway into the second field of the Recreation Ground.</p>
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Additional information

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>The Trustees remain more than satisfied with what has been achieved in the running, maintenance and improvement of the Village Hall and its surrounding Recreation Ground.</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>The Trustees have been, perhaps, a little reticent in the past about being responsible for running 'fund-raising activities' in support of the Charity, primarily due to the nature of the Charity and its function.</p> <p>Notably, however, since 2021-22 and during 2022-23, various outward-facing events have been held such as a 'Get-to-know- your-village Hall' was held.</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>Not applicable.</p>

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>The year beginning/year end positions are recorded in both the income/expenditure summary sheet and the examined accounts for the Charity.</p> <p>The opening balances, as at 01/10/2022, stood at £26,590 in the Charity's current account, and £8,100 in the reserve account.</p> <p>Hall hire income (including Representative Groups' fees) totalled £19,055; Grant Income totalled £90,460; other income totalled £5,015.</p> <p>'Normal' running costs totalled £26,030, with 'project' expenditure of £103,000.</p> <p>The end-of-year position was £14,845 in the Charity's current account, with the reserve account virtually unchanged at £6,150.</p> <p>Income was marginally down on the budget forecast, but not substantially so, and the operating expenditure was also slightly reduced from that budgeted; overall the picture is of a satisfactory stable year.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>The policy for holding reserves is the 'usual prudence' one of having sufficient funds secured so that the Charity can continue to run, covering its costs, for a sufficient length of time to enable income/expenditure streams to be adjusted or restored.</p> <p>We are currently holding reserves equivalent to some 4 months of operating costs, which the Trustees are content to continue, keeping a watchful eye for any pressure that might necessitate a smaller reserve.</p>
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<p>£6,150 – at year-end 30/09/2023.</p>
<p>Reasons for holding zero reserves</p>	<p>Para 1.22</p>	<p>Not applicable</p>
<p>Details of fund materially in deficit</p>	<p>Para 1.24</p>	<p>Not applicable</p>
<p>Explanation of any uncertainties about the charity continuing as a going concern</p>	<p>Para 1.23</p>	<p>There are none.</p>

Additional information

<p>The charity's principal sources of funds (including any fundraising)</p>	<p>Para 1.47</p>	<p>There are three main sources of funds, as follows:</p> <ul style="list-style-type: none"> • Hall hire income – this is the income primarily associated with the 'existence' of the Charity, its raison d'être – approximately £20,000, which includes the significant income from the Pre-School. • Representative Groups' Fees, comprising some £2,500p.a. (from Football Club, Tennis Club, Bowls Club, Scouts and Allotments). • Project grant income – some £90,460 in this year but has to be viewed as balancing entirely with project outgoings.
<p>Investment policy and objectives including any social investment policy adopted</p>	<p>Para 1.46</p>	<p>We have insufficient longer-term held funds to either warrant or enable any concept of an 'investment policy'. In principle, the Charity does not consider social investment opportunities as part of its normal remit.</p>
<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>Currently, as an unincorporated organisation, the level of risk, particularly to the Trustees, is considerable, albeit that extensive insurances are in place. However, should those insurances be called upon in any significant fashion, downstream increases in insurance premiums are considered a risk.</p> <p>Possible future changes of an inflationary nature need to be identified early enough to offset those effects on our stability by balanced but prudent hire-cost increases, and effective marketing of the facilities.</p> <p>The Trustees frequently rehearse possible risks to the Charity's well-being, in order to make sufficient remedial decisions.</p>

Structure, Governance and Management

Description of charity's trusts:		Original trusts established for Village Hall (1951), and for Recreation ground (1948).
Type of governing document	Para 1.25	Original Constitution dated 10 June 1993 – amended by a Resolution passed on 26 November 2019
How is the charity constituted?	Para 1.25	Unincorporated Trust
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	Elected by open public election, at the Annual Meeting held in November each year

Additional information

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Comprehensive manual of relevant documents and operating methods handed to new Trustees upon election. 'Loose' system of mentoring for those entirely new to Charity oversight and management.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Constitution limits the number of Trustees to seven, from whom the following 'officers' are appointed: Chairman, Deputy Chairman and Treasurer. The Charity is an entirely independent body.

Reference and Administrative details

Charity name	The Horam Village Hall & Recreation Ground Charity
Other name the charity uses	None
Registered charity number	305257
Charity's principal address	Horam Village Hall A267 Horam Road Horam Heathfield East Sussex TN21 0JE

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	Michael Woodhouse	Chairman		
2	Phil Williams	Treasurer		
3	Brian Arnott	Trustee	05/07/2023 - 30/09/2023	
4	Paul de Bruin		18/11/2022 – 30/09/2023	
5	Stephen Fisher			
6	Lisa Stevens			
7	Keith Benson		18/11/2022 – 30/09/2023	

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

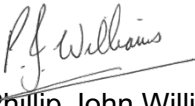
Other information

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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	
Full name	Phillip John Williams
Position	Treasurer
Date	30 th July 2024

YEAR-END SUMMARY 2022-23

Interim Summary

2022/23 - Horam Village Hall Accounts as at: End of Month 12 September 2023

Main Current Account :

Opening Balance :	£	26,589.43
Income (incl Business Premium trans):	£	125,154.49
Expenditure :	£	136,898.44
Closing Balance :	£	14,845.48

Other funds held - Business Premium Account :

Opening Balance :	£	8,100.14
Interest during year (retained in BP account) :	£	53.29
Transfers from Main to Bus Premium :	£	-
Transfers from Bus Premium to Main a/c :	£	2,000.00
Closing Balance :	£	6,153.43

INCOME	Actual to Date	2022/23 Budget	EXPENDITURE	Actual to Date	2022/23 Budget
Hall Hire - Fees:			Remuneration:		
Hall hire income (excluding damage deposits)	£ 11,694.25	£ 13,200.00	Secretarial		
Pre-School Payments	£ 7,360.35	£ 7,200.00	Bookings		
Representative Groups Fees	£ -	£ 5,300.00	Cleaner		
	£ 19,054.60	£ 25,700.00	Grounds Clearing		
Other Banked Income	£ 5,013.51	£ 1,800.00	Caretaker		
CCTV contribution from Rep Groups	£ -	£ 1,200.00		£ 6,256.65	£ 7,470.00
Interest (current a/c)	£ -	£ -	Running Costs:		
	£ 5,013.51	£ 3,000.00	Council Tax	£ 813.24	£ 822.00
			Electricity Supply	£ 980.00	£ 2,304.00
			Water/Sewage	£ 630.40	£ 600.00
			Telephone/Broadband	£ 823.10	£ 780.00
			Refuse/Recycling	£ 1,607.40	£ 1,560.00
			Insurances	£ 1,315.87	£ 1,500.00
			Licences	£ 686.63	£ 400.00
				£ 6,856.64	£ 7,966.00
			Maintenance Costs:		
			Cleaning Materials	£ 999.19	£ 840.00
			Grass Mowing	£ 840.00	£ 1,200.00
			Hedge Cutting	£ 818.60	£ 750.00
			Laundry	£ -	£ 240.00
			Window Cleaning	£ 100.00	£ 150.00
			Routine Maintenance (incl. sump/pipes/pump)	£ 6,727.03	£ 4,800.00
				£ 9,484.82	£ 7,980.00
			Sundry Costs:		
			Stationery & Postage	£ 2,538.88	£ 2,550.00
			Accounts Examination	£ 177.59	£ 240.00
				£ 714.00	£ 700.00
				£ 3,430.47	£ 3,490.00
Total Income - excluding Project/Youth Club	£ 24,068.11	£ 28,700.00	Total Expenditure - excluding Project/Youth Club	£ 26,028.58	£ 26,906.00
Hall Hire - Fees:			Hall Hire - Repaid:		
Damage Deposit received during year	£ 8,630.00	£ 7,500.00	Damage Deposits repaid during the year	£ 7,860.00	£ 7,500.00
Transfers from Business Premium a/c	£ 2,000.00	£ -	Transfers to Business Premium a/c	£ -	£ -
	£ 10,630.00	£ 7,500.00		£ 7,860.00	£ 7,500.00
TOTAL INCOME FOR 'NORMAL BUSINESS' =	£ 34,698.11	£ 36,200.00	TOTAL EXPENDITURE FOR NORMAL 'BUSINESS' =	£ 33,888.58	£ 34,406.00
Grant Income:			Project Costs:		
Horam Parish Council	£ -	£ -	Kitchen	£ 1,101.08	£ 1,100.00
Other Bodies - Total	£ 1,650.00	£ 1,200.00	Lower Car Park	£ 7,560.00	£ 7,600.00
Lottery - for Youth Club Equipment	£ 9,996.00	-	Electrical Certification	£ 3,600.00	£ 3,600.00
	£ 11,646.00	£ 1,200.00	Constitution Revision	£ -	£ 3,000.00
				£ 12,261.08	£ 15,300.00
CCTV Upgrade:			CCTV Upgrade:		
Grant income for this project taken into 2021-2022	£ -	£ -	Upgrade work - Airtight Security	£ 8,825.00	£ 10,000.00
GAP Project:			GAP Project:		
Horam Parish Council	£ -	£ 63,665.00	GAP Project - internal costs/fees	£ 1,585.30	£ 5,000.00
Biffa	£ 19,166.00	£ 47,916.00	GAP Project - Payments to Contractor (to 40% stage)	£ 67,994.48	£ 161,138.00
Veolia	£ 48,750.00	£ 75,000.00	GAP Project - Contingency provision	£ -	£ 16,962.00
	£ 67,916.00	£ 186,581.00		£ 69,579.78	£ 183,100.00
YIF Main Project (unsuccessful bid):			YIF Main Project (unsuccessful bid):		
Professional Fee/Planning Grant	£ 10,894.38	£ 10,894.38	Primary YIF Project - professional fees	£ 4,176.00	£ 4,000.00
	£ 10,894.38	£ 10,894.38	Repayment of Underspend on Profession Fee Grant	£ -	£ 3,500.00
			YIF Project - Consultants' Fees	£ 8,168.00	£ 8,168.00
				£ 12,344.00	£ 15,668.00
YIF Refurbishment Grant: Unsuccessful Bid	£ -	£ -	YIF Refurbishment Grant: Unsuccessful Bid	£ -	£ -
YIF Revenue Project Grant: Unsuccessful Bid	£ -	£ -	YIF Revenue Project Expenditure: Unsuccessful Bid	£ -	£ -
Total Project Income:	£ 90,456.38	£ 198,675.38	Total Project Expenditure:	£ 103,009.86	£ 224,068.00
TOTAL INCOME =	£ 125,154.49	£ 234,875.38	TOTAL EXPENDITURE =	£ 136,898.44	£ 258,474.00

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023
FOR
HORAM VILLAGE HALL AND RECREATION GROUND

HORAM VILLAGE HALL AND RECREATION GROUND

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HORAM VILLAGE HALL AND RECREATION GROUND

**GENERAL INFORMATION
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

PROPRIETOR: P Williams

ADDRESS: Eastbourne Road
Horam
East Sussex

ACCOUNTANTS: Watson Associates
30 - 34 North Street
Hailsham
East Sussex
BN27 1DW

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2023

HORAM VILLAGE HALL AND RECREATION GROUND

CLIENT APPROVAL CERTIFICATE

I approve the financial statements and confirm that I have made available all relevant records and information for their preparation.

A handwritten signature in black ink, appearing to read 'R Williams', written over a horizontal line.

R Williams

27 September 2024

HORAM VILLAGE HALL AND RECREATION GROUND

TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30 SEPTEMBER 2023

	2023		2022	
	£	£	£	£
Income				
Regular users	11,694		13,183	
Other users	7,360		5,346	
Event income	-		1,488	
Donations received	-		810	
	<u> </u>	19,054	<u> </u>	20,827
Cost of sales				
Event expenses		-		1,048
		<u> </u>		<u> </u>
GROSS PROFIT		19,054		19,779
Other income				
Sundry receipts	734		25	
Grant Income	-		30,004	
Solar Income	4,279		-	
Deposit account interest	53		4	
	<u> </u>	5,066	<u> </u>	30,033
		<u> </u>		<u> </u>
		24,120		49,812
Expenditure				
Rates and water	1,444		1,776	
Insurance	1,316		1,790	
Light and heat	980		2,304	
Wages	5,483		6,461	
Garden upkeep	2,918		1,554	
Telephone	823		729	
Post and stationery	490		740	
Licences	687		553	
Repairs and renewals	7,301		19,762	
Refuse & recycling	1,607		-	
Cleaning	1,136		535	
Sundry expenses	633		352	
Accountancy	1,884		510	
Consultancy fees	346		1,530	
Legal & professional fees	-		481	
Depreciation of tangible fixed assets				
Fixtures and fittings	2,663		3,334	
	<u> </u>	29,711	<u> </u>	42,411
		<u> </u>		<u> </u>
NET (LOSS)/PROFIT		(5,591)		7,401
		<u> </u>		<u> </u>

HORAM VILLAGE HALL AND RECREATION GROUND

BALANCE SHEET 30 SEPTEMBER 2023

	2023 £	2022 £
FIXED ASSETS		
Improvements to property	272	-
Fixtures and fittings	10,546	13,209
	<u>10,818</u>	<u>13,209</u>
CURRENT ASSETS		
Trade debtors	113,873	-
Shares in new pavilion	15,000	15,000
Prepayments	483	484
Barclays bank	14,845	26,589
Bank account no. 3	6,153	8,100
	<u>150,354</u>	<u>50,173</u>
CURRENT LIABILITIES		
Other creditors	(1,703)	(932)
Accrued expenses	(103,271)	(661)
	<u>(104,974)</u>	<u>(1,593)</u>
	<u>45,380</u>	<u>48,580</u>
NET ASSETS	<u>56,198</u>	<u>61,789</u>
FINANCED BY		
CAPITAL ACCOUNT	<u>-</u>	<u>31,321</u>
CURRENT ACCOUNT		
Brought forward	61,789	22,299
Add		
Net profit	-	7,401
Capital introduced	-	768
	<u>61,789</u>	<u>30,468</u>
Less		
Net loss	(5,591)	-
	<u>56,198</u>	<u>30,468</u>
	<u>56,198</u>	<u>61,789</u>

HORAM VILLAGE HALL AND RECREATION GROUND

**TANGIBLE FIXED ASSETS SCHEDULE
30 SEPTEMBER 2023**

	Improvements to property £	Fixtures and fittings £	Totals £
COST			
At 1 October 2022	-	54,724	54,724
Additions	272	-	272
	<hr/>	<hr/>	<hr/>
At 30 September 2023	272	54,724	54,996
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 October 2022	-	41,515	41,515
Charge for year	-	2,663	2,663
	<hr/>	<hr/>	<hr/>
At 30 September 2023	-	44,178	44,178
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 30 September 2023	272	10,546	10,818
	<hr/>	<hr/>	<hr/>
At 30 September 2022	-	13,209	13,209
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**HORAM VILLAGE HALL AND RECREATION GROUND
REGISTERED CHARITY NUMBER 305257**

Independent examiners's report to the trustees of Horam Village Hall and Recreation Ground

I report to the trustees on my examination of the accounts of Horam Village Hall and Recreation Ground for the year ended 30 September 2023.

Responsibilities and basis of report

As the charity trustees of the Association 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 Association's accounts carried out under section 145 of the 2011 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 can 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 Association 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

Signed by Mr Paul A Severn FCA (Independent Examiner)



30-34 North Street
Hailsham
East Sussex BN27 1DW

Date: 1/10/24.