

NEWICK VILLAGE HALL CHARITY

REGISTERED CHARITY NUMBER 305287

TRUSTEES REPORT AND FINANCIAL STATEMENTS

for the

YEAR ENDED 31 DECEMBER 2022

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NEWICK VILLAGE HALL CHARITY

REGISTERED CHARITY NUMBER 305287

Legal and Administrative Affairs

Trustees (as at 31 Dec 2022)	David Read – Chairman Michael Berry – Treasurer Hilary Bryan – Minute Secretary Barbara Bone – Newick Amateur Dramatic Society Jennifer Walton – Newick Horticultural Society David Tobbit – Newick Twining Society Sara Asprey – Newick Badminton Club Bronja Whitlock – Newick Parish Council Anthony Bailey – St. Mary's Church Malcolm Smith Rosemary Walters – Newick WI
Registered Office	55 New Heritage Way North Chailey Lewes East Sussex BN8 4GD
Independent Examiner	Mr Paul Sentence
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent, ME19 4JQ
Investments	M & G Charities PO Box 9038 Chelmsford Essex CM99 2XF

NEWICK VILLAGE HALL CHARITY

Report of Trustees for the year ended 31 December 2022

The Trustees present their report along with the financial statements of the Newick Village Hall Charity ("Charity") for the year ended 31 December 2022.

Public Benefit

The object of the Charity is to provide premises which should be held on trust for the purposes of physical and mental training and recreation and social, moral and intellectual development through the medium of reading and recreation rooms, library lectures classes, recreations, and entertainments or otherwise as may be found expedient for the benefit of the inhabitants of the Parish of Newick aforesaid and its immediate vicinity including in particular that part of the Parish of Chailey which lies to the east of the Southern Railway from Lewes to East Grinstead without distinction of sex or of political religious or other opinions but subject to the provisions of these presents.

The Charity maintains the Village Hall and makes it available for hire at reasonable rates to all local societies, clubs, groups and other suitable hirers who wish to use it.

The Charity has studied the Charity Commission's guidance on public benefit and confirms that it considers the services provided to be fully in line with that guidance.

Structure, Management and Governance

The Charity is an unincorporated Trust constituted under a trust deed dated 10 March 1947.

The Trustees meet regularly throughout the year and agree the broad strategy and areas of activity including maintenance, refurbishment, finance and risk management policies.

The general management and control of the Charity premises and the arrangements for their use is vested in the Management Committee consisting of no more than 18 members nominated by local clubs and societies along with a maximum of 3 co-opted members. All members are required to stand down at the AGM for a new committee to be constituted. All committee members are Trustees.

Newick Parish Council is the custodian Trustee and if the Management Committee ceases to function then the hall would transfer to the Parish Council for that body to manage the hall.

The Charity is a member of the Action in Rural Sussex Community Buildings Advice Service and receives regular advice and support on many aspects of running a village hall.

The Management Committee members are all volunteers. In addition to Committee

matters, some Committee members, free of charge, assist with hall maintenance, applying for grants and managing the Village Hall's refurbishment projects.

Risk Management

The Trustees consider that the major risks to continued viable operation of the Village Hall are those listed below. The procedures adopted to manage those risks are also given below:

- **Loss of income due to one or more of the major users ceasing to hire the hall.**

We have progressively refurbished and improved the Hall's facilities to make it more attractive to existing and new hires. It is anticipated that this will maintain our pre Covid – 19 level of rental and storage income at around £18-20,000 per annum and is an on-going process. We also actively promote the premises for parties for the under 10s as well as aged persons groups. We now hold 9 month's rental income in reserve to cover for any major user ceasing to hire the hall.

In 2022 we completed a redecoration of the main hall to make it more attractive to hire for major events such as weddings and "significant" birthday parties. Continued improvements are planned during 2023.

- **Unexpected problem with premises.**

We maintain a renewal and repairs reserve to allow any such problem to be remedied quickly. We would also be supported by the Parish Council, donations and charitable bodies through grant income (see reserve policy below).

Reserves Policy

The Charity has a policy agreed from 2012 following the last major refurbishment of the hall. Revenue reserves are necessary to cover the possibility of unexpected loss of income and/or development of an unexpected maintenance problem with the premises without reducing our long-term investment. The intention is that the revenue reserves will be increased at a minimum of £2,662 per annum. This rate has been developed based on a structured programme for the replacement and refurbishment of existing facilities. Since this policy was agreed the Charity has achieved this in the last 9 years. However, in 2022 this has not been possible. It was decided that funds should be transferred from the Facilities Upgrade fund to maintain the level of £24,000.

Achievements and Performance – Chair's comments

The Management Committee have continued the policy of redecorating the main hall with the intention of keeping the hall appearance attractive and welcoming. Our aim is to encourage as wide a range as possible of individuals and societies wishing to use the hall. We recognise the risk of relying on a small number of major users to provide the bulk of our income.

Despite the difficult financial climate, we have continued a policy of repair and renewal so as to maintain a 90 year old building in good physical condition. During 2023 we intend to have the main hall floor resealed and identify our options for refurbishing the hall stage.

We are pleased to see two societies choose to move their activities into the building as a direct result of the improvements already made.

The committee has spent a substantial amount of time looking into the cost of heating the property. Unfortunately, the hall roof is not suitable for solar panels. Previous committees have initiated improved loft insulation and cavity wall filling. The current committee has installed a more advanced method of heating control and we are trying to tailor the hall temperature to the needs of individual hirers. Having exhausted the obvious options, we are now in the process of organising some fund raising activities in order to cover the increased cost of electricity and gas. We feel that this is a better way of tapping into local support rather than increasing our charges.

With the relaxation of Covid restrictions, we have been able to resume a monthly showing of a contemporary film. The primary object of this initiative is to provide an activity that provides a social focus for the village. The ticket price covers the projection costs and is now showing a steady surplus that supports the village hall finances. Newick Amateur Dramatic Society organises a range of refreshments for sale during the evening, the profit is donated back to the village hall in support of specific improvements.

In conclusion, the committee are continuing to maintain the fabric of the building, are sensitive to the needs of the hall users, are mindful of the hall finances in the current economic climate, in particular heating costs, and continues to be a focus of the social life of the village.

Financial Review - Summary

The Charity received the final round of Covid-19 financial support totaling £2,667 from Central Government via Lewes District Council. (£16,573 in 2021)

The Charity's income from lettings and storage which was £19,595 in 2022 compared with £11,949 in 2021 and £13,300 in 2020.

After charging all costs there was a small operating surplus of £656 (2021: Surplus £13,775). The 2022 surplus is as a result of the Covid support income. Ignoring this support would result in a deficit of £2,011. One point to note is that in order to save in excess of £200, we paid our annual insurance premium in one payment (£1,997). Previously this was paid by 10 monthly instalments. This change in payment method has therefore incurred an additional £1,500 in the 2022 costs. The underlying deficit after ignoring these 2 items above is therefore approximately £500.

However, it must be noted there has been a significant change to our energy costs which only impacted the Charity for 3 months in 2022. Our tariffs have increased by 288% for gas and 170% for electricity. This has resulted in a £400 extra charge to the 2022 accounts but the impact in 2023 will be more significant with an estimated £4,000 additional cost.

With respect to the Renewals and Repair Fund. £358 was spent (see accounts for details) but we were able to make an equivalent transfer from the 2022 surplus. The fund remains at £24,000. The Trustees will continue to review of assets, planning for future commitments.

The balance of the surplus (£298) was transferred to the Facilities Upgrade fund. The operational balance reserve has been maintained at £15,000 which is approximately 9 month's hire and storage income.

The Facilities Upgrade fund balance now totals £17,752, (2021: £34,847). As the accounts show £12,517 was spent on further main hall refurbishment such as re-plastering and painting plus external work to the air vents on the roof. We also installed heating controls to manage our heating costs in a more efficient way.

The Charity has no long-term investments but does hold £38,273 (2021: £43,149) in a fixed interest Charibond account with M&G holdings. The value of this fund took a significant reduction in value in late summer as a result of financial crisis. Their value has increased in the last 3 months of the year but is still is £4,900 lower that 31 December 2021. The interest received for this account (£800) is being used to further the objectives of the Charity as it is recognised as part of our annual ongoing income. These funds are available on request but at present the Charity has no intention of using them.

Overall, net funds decreased by £17,095 (2021 increase £4,390) giving a total of £56,752

The Trustees considered the financial state of the Charity to be satisfactory but are acutely aware of the financial pressures that exist in 2023 primarily as a result of the energy costs.

The Trustees declare that they have approved the Trustees' report above

Signed on behalf of Trustees

D Read

D Read – Chairman

Date: 3-4-2023

Independent Examiners Report to The Trustees of Newick Village Hall

I report on the accounts of Newick Village Hall Charity for the year ending 31 December 2022 which are set out on pages 8 to 10.

Respective responsibilities of Trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

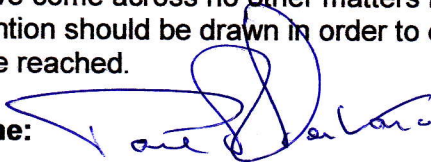
Independent Examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name:



Date:

14th March 2023

NEWICK VILLAGE HALL CHARITY

Statement of Financial Activities for The Year Ended 31 December 2022

		2022	2022	2021	2021
		£	£	£	£
Hall Upgrade					
Income	Donations/ Grants	-	-	61,681	61,681
Expenditure					
	Refurbishment	7,361		65,972	
	Heating Controls	580		-	
	Doors	1,150		-	
	Roofing	2,418		-	
	Consultancy fees	1,008		3,116	
			<u>12,517</u>		<u>69,088</u>
Cash (outflow)/inflow on projects			(12,517)		(7,407)
Hall Renewal and Repairs					
	Electrical work	358		787	
			<u>358</u>		<u>787</u>
Cash (outflow) on renewals			(358)		(787)
Normal Operating Activities					
Income					
	Lettings	18,923		11,276	
	Storage	662		673	
	Donations	1,305		203	
	Govt Grants	2,667		16,573	
	Newick Cinema	2,957		485	
	Investment Interest	800		883	
			<u>27,314</u>		<u>30,093</u>
Expenditure					
	Gas / Electricity	2,929		1,780	
	Water	552		403	
	Insurance	3,554		1,992	
	Repairs / Mtnce	3,060		1,953	
	Caretaking/Cleaning	8,138		5,054	
	Newick Cinema	2,232		336	
	Booking Secretary	4,755		3,355	
	Fees and Licenses	230		217	
	BBand / telephones	670		525	
	Sundries/Admin	538		703	
			<u>26,658</u>		<u>16,318</u>
Cash Inflow on normal activities			656		13,775

Total inflow/(outflow) for the year	(11,859)	5,581
Funds Brought Forward	73,847	69,457
Adjustment on Investment Value	(4,876)	(1,191)
Funds Carried Forward	<u>56,752</u>	<u>73,847</u>

**Represented
By:**

CAF Current Account	18,127	30,563
M & G Holdings	38,273	43,149
Petty Cash	<u>352</u>	<u>135</u>
Total	<u>56,752</u>	<u>73,847</u>

Allocated to:

Operational Surplus	15,000	15,000
Maintenance and Renewals Fund	24,000	24,000
Facilities Upgrade	<u>17,752</u>	<u>34,847</u>
	<u>56,752</u>	<u>73,847</u>

Assets

The principle assets held by the Charity are land where the hall is situated, the village hall building, fixtures/fittings, funds on deposit/bank account, and a small amount of petty cash.

Hall Refurbishments

The planned work to tidy up the electrical points, re-plaster and paint the side and back walls in the main hall was completed in August 2022. £1,686 was incurred on the payment of the retention sum for the 2021 refurbishment of the ceilings and lights. £580 was incurred installing the heating controls and £1,008 for a structural engineer report regarding the stage arch and canvass surround.

Further upgrade plans have been agreed for 2023 principally resealing of the main hall floor.

Hall Repairs and Renewals

£358 was spent on the upgrading of strip lights on the stage and in the lower committee room.

Normal Operating Income

Hire income was up from 2021 as the hall was available for hire for the full year. However, there was no Newick Amateur Dramatic Society (NADS) shows which reduced the potential income by approximately £2,000.

The Charity received one payments of financial support from Central Government via Lewes District Council. (£2,667)

The interest received from M&G Holdings Charibond continued to be at an acceptable level.

£1,305 was received as donations. The principle one was £590 from NADS to cover the cost of repairing the freezer. £300 was received from Evander, our insurance company as compensation for the poor service received relating to the replacement doors.

As at 31 December 2022 £800 was held in respect of 2023 bookings.

As at 31 December 2022 the sum of £500 was outstanding in hire charges. These amounts were only outstanding due to the holiday period and were all cleared in January 2023. This hire income will be included within the 2023 accounts.

We had 8 shows of Newick Cinema where we achieved a surplus of £725 (2021 - £149).

Normal Operating Expenditure

In 2022 there has been an increase of £8,550 compared to 2021 in ongoing operational expenditure excluding Newick Cinema fees. This is as a result of the hall operating for a full 12 months

Utility bills are higher in 2021 (+£1,149) as a result of the increased charges for gas and electricity from April 2022.

Repairs and maintenance increased by £1,107 as a result of urgent work required to the heating system and freezer repairs.

The hall's insurance payment also increased by £1,562 principally as a result of paying a full year's premium in one go to save £200 overall.

Caretaking and Booking Secretary costs increased (+£4,484) as we returned to the hall being used for the whole year

The Operational Surplus account has been retained at £15,000, which is the equivalent to about 9 month's income from hire and storage fees. This is to ensure there are sufficient funds to allow for any further hall closures during 2023.

Newick Cinema

In 2022 8 shows were possible as the Covid -19 pandemic restrictions eased. A surplus of £725 was achieved. Since the cinema has been running, A cumulative surplus of over £3,000 has been achieved due to this initiative. Newick Amateur Dramatic Society continue to provide the refreshments and have and have and will donate their profits (cumulatively in excess of £5,700, £3,700 already allocated and donated) back to the hall to fund future upgrade work.