

NEWICK VILLAGE HALL CHARITY

REGISTERED CHARITY NUMBER 305287

TRUSTEES REPORT AND FINANCIAL STATEMENTS

for the

YEAR ENDED 31 DECEMBER 2023

INDEX

	Page Nos
Legal and Administrative Information	2
Report of the Trustees	3-6
Independent Examiners' Report	7
Statement of Financial Affairs	8-9
Notes to Accounts	9-10

NEWICK VILLAGE HALL CHARITY

REGISTERED CHARITY NUMBER 305287

Legal and Administrative Affairs

**Trustees
(as at 31 Dec 2023)**

David Read – Chairman
Michael Berry – Treasurer
Hilary Bryan – Secretary – Newick Tennis Club
Barbara Bone – Newick Amateur Dramatic Society
Jennifer Walton – Newick Horticultural Society
David Tobbit – Newick Twinning Society
Sara Asprey – Newick Badminton Club
Bronja Whitlock – Newick Parish Council
Anthony Bailey – St. Mary's Church
Malcolm Smith

Registered Office

55 New Heritage Way
North Chailey
Lewes
East Sussex BN8 4GD

Independent Examiner Mr Paul Sentance

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 2023

The Trustees present their report along with the financial statements of the Newick Village Hall Charity ("Charity") for the year ended 31 December 2023.

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, residents 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. Currently 10 of the 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 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 2023 we completed the re-sanding and sealing of the main hall floor and refurbished the upper committee room to make both areas more attractive to hire.

- **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. In 2023 we changed this policy to ensure that we have a reserve at all times of £15,000 in the Operational Reserves Fund and £24,000 in the Maintenance and Renewals Fund. The balance of the hall funds is held in the Facilities Upgrade Fund which at 31 December 2023 is £16,516.

Achievements and Performance – Chair's comments

As expected the Management Committee faced a difficult year resulting from the increase in the price of utility costs, particularly gas for heating the premises. In view of the cost pressures on the clubs and societies that use the hall, we have been reluctant to pass these costs onto our hire charges. We encourage local groups to host new events which provide a social focus for the life of the village at an affordable price. As an example, we have set up a sub-committee to work with our local school

PTFA to stage a pantomime in the hall. This has created the opportunity for local residents to take their children to see a pantomime within the village at an affordable price. It also brings people into the hall who are unaware of the very high standard of facilities available. This has the knock on effect of encouraging other groups to use the hall for gatherings such as significant parties. The aim being to increase the hall income by growing the number of bookings.

As planned in 2023, we have undertaken routine maintenance of the main hall floor by having it sanded and resealed. Also, the upper committee room has been redecorated and made suitable for hire thus providing an additional source of hire income.

We are now left with two areas that need to be refurbished, the stage and the lower committee room. In 2024 the Management Committee will investigate how best to do this.

Financial Review - Summary

The Charity's income from lettings and storage was £21,249 in 2023 compared with £19,595 in 2022 and £11,949 in 2021.

At the start of 2023 there was a genuine concern that our income would not cover our costs for the year. For the first time in over a decade the hall embarked on fundraising holding 3 events primarily to cover our significant increase in utility costs. These events proved to be successful with net receipts of nearly £1,000.

After charging all costs there was an operating surplus of £2,340 (2022: Surplus £656).

There has been a significant change to our energy costs which impacted the Charity. Our tariffs increased by 288% for gas and 170% for electricity. This has resulted in a £1,800 extra charge to the 2023 accounts. The impact in 2024 will be less with a much reduced pricing schedule on a 24 month contract from April 2024.

With respect to the Renewals and Repair Fund. £530 was spent (see accounts for details) but we were able to make an equivalent transfer from the 2023 surplus. The fund remains at £24,000. The Trustees will continue to review of assets, planning for future commitments.

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

The Facilities Upgrade fund balance now totals £16,516 (2022: £17,752). As the accounts show £10,972 was spent on the refurbishment of the main hall floor and redecorating and carpeting of the upper committee room. The hall floor was part funded by Lewes District Council, the committee room 100% funded by the Newick Amateur Dramatic Society.

The Charity has no long-term investments but does hold £39,521 (2022: £38,273) in a fixed interest Charibond account with M&G holdings. The value has improved in the last 3 months of the year. The interest received for this account (£1,400) 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 £1,236 (2022 decrease £17,095) giving a total of £55,516.

The Trustees considered the financial state of the Charity to be satisfactory but are acutely aware of the financial pressures that exist in 2024 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: 25-3-2024

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 2023 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.

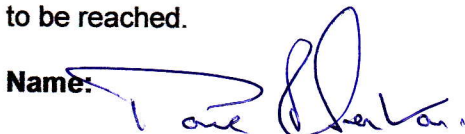
Independent Examiner's statement

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:

26th February 2024

NEWICK VILLAGE HALL CHARITY

Statement of Financial Activities for The Year Ended 31 December 2023

		2023	2023	2022	2022
		£	£	£	£
Hall Upgrade					
Income	Donations/ Grants	6,679	6,679	-	-
Expenditure					
	Refurbishment	2,512		7,361	
	Main Hall Floor	8,460		-	
	Heating Controls	-		580	
	Doors	-		1,150	
	Roofing	-		2,418	
	Consultancy fees	-		1,008	
			<u>10,972</u>		<u>12,517</u>
Cash (outflow)/inflow on projects			(4,293)		(12,517)
Hall Renewal and Repairs					
	Electrical work	-		358	
	Replacement Tables	360		-	
	Memorial Plaque	170			
			<u>530</u>		<u>358</u>
Cash (outflow) on renewals			(530)		(358)
Normal Operating Activities					
Income					
	Lettings	20,609		18,923	
	Storage	640		662	
	Donations /				
	Fundraising	3,080		1,305	
	Govt Grants	-		2,667	
	Newick Cinema	3,024		2,957	
	Investment Interest	1,446		800	
			<u>28,799</u>		<u>27,314</u>
Expenditure					
	Gas / Electricity	4,731		2,929	
	Water	798		552	
	Insurance	443		3,554	
	Repairs / Mtnce	1,702		3,060	
	Caretaking/Cleaning	7,650		8,138	
	Newick Cinema	2,612		2,232	
	Booking Secretary	5,045		4,755	
	Fees and Licenses	315		230	
	BBand / telephones	630		670	
	Fundraising	1,759		-	

**NEWICK
VILLAGE HALL**

serving the community since 1932
Charity No. 305287

	Sundries/Admin 774	538
	<u>26,459</u>	<u>26,658</u>
Cash Inflow on normal activities	2,340	656
Total inflow/(outflow) for the year	(2,483)	(12,219)
Funds Brought Forward	56,752	73,847
Adjustment on Investment Value	<u>1,247</u>	<u>(4,876)</u>
Funds Carried Forward	<u>55,516</u>	<u>56,752</u>
 Represented		
By:		
CAF Current Account	15,796	18,127
M & G Holdings	39,521	38,273
Petty Cash	<u>199</u>	<u>352</u>
Total	<u>55,516</u>	<u>56,752</u>
 Allocated to:		
Operational Reserve Fund	15,000	15,000
Maintenance and Renewals Fund	24,000	24,000
Facilities Upgrade Fund	<u>16,516</u>	<u>17,752</u>
	<u>55,516</u>	<u>56,752</u>

Assets

The principle assets held by the Charity are the village hall building, fixtures/fittings, funds on deposit/bank account, and a small amount of petty cash. The freehold of land is owned by the Custodian Trustee, Newick Parish Council.

Hall Refurbishments

The planned work to sand and reseal the main hall floor was completed successfully in August 2023. The upper committee room was redecorated and carpeted with all the work being 100% funded by a donation from the Newick Amateur Dramatic Society.

There are no plans for any upgrades in 2024 but further work is required on the stage wall in the medium term.

Hall Repairs and Renewals

£360 was spent on replacing the smaller square tables that are used in the main hall for events such as parties.

Normal Operating Income

Hire income was up compared to 2022. This was part due to more birthday parties, 2 weddings and a Newick Amateur Dramatic Society (NADS) show.

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

£265 was received in ad-hoc donations. There was some limited fundraising through 3 planned events which resulted in a net surplus of £1,100.

As at 31 December 2023 £1,520 was held in respect of deposits for 2024 bookings.

As at 31 December 2023 the sum of £2,000 was outstanding in hire charges. These amounts were only outstanding due to the holiday period and were all cleared in January 2024. This hire income will be included within the 2023 accounts.

We had 10 shows of Newick Cinema where a surplus of £412 was achieved (2022 - £725).

Normal Operating Expenditure

In 2023 there has been a decrease of £579 compared to 2022 in ongoing operational expenditure excluding Newick Cinema fees.

Utility bills are higher in 2023 (+£1,802) as a result of the full year effect of the increased charges for gas and electricity from April 2022.

Repairs and maintenance decreased by £1,358. This is a reflection of the proactive management of the fabric of the hall.

The hall's insurance payment also decreased by £3,111 principally as a result of returning to interest free monthly payments rather than paying a full year's premium in one go.

Caretaking, Cleaning and Booking Secretary costs decreased (-£288). The caretaker resigned towards the end of the year so the Trustees decided to only hire a cleaner with much of the caretaking duties to be carried out by Trustees. This will reduce these costs by in excess of £4,000 in 2024.

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 risk of hall closures during 2024.

Newick Cinema

In 2023 10 shows were held where a surplus of £412 was achieved (2022 - £725 surplus). Since the cinema has been running a cumulative surplus of about £4,000 has been achieved due to this initiative. Newick Amateur Dramatic Society continue to provide the refreshments and have and have donated the profits (cumulatively in excess of £6,000) back to the hall to fund upgrade work.

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