

Report of the Trustees and
Unaudited Financial Statements for the Period 1 November 2022 to 31 March 2024
for
Felpham Memorial Village Hall

Robert Sadler & Company Ltd
Chartered Accountants
30B Southgate
Chichester
West Sussex
PO19 1DP

Felpham Memorial Village Hall

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for the Period 1 November 2022 to 31 March 2024

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Felpham Memorial Village Hall

Chairman of the Committee's Report
for the Period 1 November 2022 to 31 March 2024

Firstly may I thank everyone for attending our AGM.

I have been Chairman since the summer of 2022. This past 18 months has seen a change in committee members with new members joining us and some leaving. We have been extremely fortunate in welcoming our new treasurer who has helped us update our services including online banking, paperless invoicing and improving financial responsibility.

The hall has continued to be a focal point of village life offering local residents a wide range of activities through our marvellous hirers and the incredible variety of activities they offer. Because of hard work by the committee, increased bookings, and financial control we have been the only facility in the area not to have increased hire charges from the previous year. This has benefitted clubs and users and has in turned seen an increase in not only the number of bookings we now receive but also the number of residents that attended these events and lessons. Nearly all our clubs have reported a membership increase.

This year the committee has invested in improving facilities for our hirers. A new WIFI system will shortly be added to the hall benefitting hirers and users. A state of the art defibrillator has been fitted to the front of the building and clubs have been given training and a demonstration on it. Already this has been a life saving addition with the South Ambulance reporting that the unit has been opened 4 times since its installation. Thankfully it was not needed on each occasion however the fact it was there could have meant the difference between life and death. There is still more to do and the committee will continue to ensure the hall and its facilities are continually improved, kept up to date, and leave us as one of the best equipped and value for money facilities in the area.

As we go in to a new Financial year we once again face new and difficult challenges with rising costs but the committee is dedicated to minimising any of these through hard work and prudence. The committee is here to support everyone. As a voluntary group of people we have, and will continue, to put the hall and its users first, doing our best to make sure the core values and original purpose of the hall is upheld.

This past year has seen the hall host two large community events. Freaky Felpham saw over 300 residents over a period of time attend a ghost hunt through the village ending with a free party at the hall. The committee also arranged its first Christmas Fete event. This was an enormous success enabling us to raise funds towards the halls upcoming expenditure on additional facilities. The Jubilee Room was converted in to the most fabulous Santa Grotto with a visiting fee set at such a low price that families on a restricted income in our area were able to afford a Christmas visit with their children. It is the committee's intention to repeat these events again this year.

A 'HIRER'S MEETING' has been held twice a year in addition to the AGM. This has been a great success and has been a meeting for all club and groups to send representatives to discuss any issues they have or any ideas/improvements that we could make. It has also given us the chance to offer any support clubs may need. Some of the ideas and improvements have already been implemented.

Finally, the Officers and committee members this year have spent an enormous amount of time updating and creating new policies and procedures to bring us in-line with new government and charity commission requirements. These policies will be available to all hirers with immediate affect.

May I take this opportunity to thank every member of our committee. Each one of them gives up their time voluntarily to ensure the hall, its users and village have the best facility in the area. I would also like to thank residents who have also given up time for our large events. Without these people we would not be in such a position.

Once again I thank you for attending this evening and helping Felpham Village Memorial Hall be a keystone of the community.

Russell Marsden-Sear
Chairman of the Committee

Felpham Memorial Village Hall

Report of the Trustees for the Period 1 November 2022 to 31 March 2024

The trustees present their report with the financial statements of the charity for the period 1 November 2022 to 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Summary of the purposes of the charity as set out in its governing document

Para 1.17

To provide a non-sectarian and non-political place of recreation and social intercourse for the purpose for the advantage or benefit of the inhabitants of Felpham and of the surrounding area.

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

The hall serves as a focal point of the village offering local residents a wide range of activities through our marvellous hirers and the incredible variety of activities offered at the hall.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

Para 1.18

The Trustees have had guidance from the Charity Commission on public benefit.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

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

Felpham Memorial Village Hall operates as a charity and is run and managed by a committee and trustees. It is let to all applicants who wish to use its facilities and is available to rent throughout the year and from 9am - 11:00pm. Many of the local Felpham and Bognor community use the facilities and rent the hall and it is a focal point for many village-based activities such as the craft, art, bridge, dance and keep fit/classes. The Trustees and Committee provide a safe, comfortable and well managed environment for individuals/hirers and organisations to meet for any safe and legal activity. Regular clubs include the WI, bridge, line dancing, keep fit, flower, jazz and craft. We also support a disabled sportsperson for his training purposes and the hall is used for various local group meetings. The Jubilee Room is also for hire, this is a smaller room within the hall.

FINANCIAL REVIEW

Financial position

Review of the charity's financial position at the end of the period

Para 1.21

The overall financial position of the charity at 31st March 2024 was healthy, with total reserves of £28,677 at the year end. There was an excess of receipts over payments in the period of £4,094.

Statement explaining the policy for holding reserves stating why they are held

Para 1.22

We have a Money Manager Savings Account which has a balance of £15,199 as a reserve for any large projects

Amount of reserves held

Para 1.22

Total reserves of £28,677 were present at the year end.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Felpham Memorial Village Hall

Report of the Trustees
for the Period 1 November 2022 to 31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

Trustee selection methods

Para 1.25

Trustees are voluntary and have historically been involved with the hall in different capacities such as hirers.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

305367

Principal address

Felpham Village Hall
17-19 Vicarage Lane
Felpham
Bognor Regis
West Sussex
PO22 7DZ

Trustees

A Marner
E Green
G Madeley
H Sykes (appointed 2.10.23)

Independent Examiner

Robert Sadler & Company Ltd
Chartered Accountants
30B Southgate
Chichester
West Sussex
PO19 1DP

Approved by order of the board of trustees on2/6/2024..... and signed on its behalf by:

.....
G Madeley - Trustee

Independent Examiner's Report to the Trustees of
Felpham Memorial Village Hall

Independent examiner's report to the trustees of Felpham Memorial Village Hall

I report to the charity trustees on my examination of the accounts of Felpham Memorial Village Hall (the Trust) for the period 1 November 2022 to 31 March 2024.

Responsibilities and basis of report

As the charity trustees of the Trust 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 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 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 Trust 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.

Mr Robert Alistair Sadler FCA
The Institute of Chartered Accountants in England and Wales

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West Sussex
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Date:7/6/2024.....

Felpham Memorial Village Hall

Statement of Financial Activities
for the Period 1 November 2022 to 31 March 2024

	Notes	Period 1.11.22 to 31.3.24 Unrestricted funds £	Year Ended 31.10.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Revenue/costs re activities in furtherance of the charity's objectives		44,576	23,703
Investment income	2	1,271	1,099
Other income		<u>-</u>	<u>400</u>
Total		<u>45,847</u>	<u>25,202</u>
 EXPENDITURE ON			
Charitable activities			
Revenue/costs re activities in furtherance of the charity's objectives		<u>41,753</u>	<u>33,789</u>
NET INCOME/(EXPENDITURE)		4,094	(8,587)
 RECONCILIATION OF FUNDS			
Total funds brought forward		<u>29,583</u>	<u>38,170</u>
TOTAL FUNDS CARRIED FORWARD		<u>33,677</u>	<u>29,583</u>

The notes form part of these financial statements

Felpham Memorial Village Hall

Balance Sheet
31 March 2024

	Notes	31.3.24 Unrestricted funds £	31.10.22 Total funds £
FIXED ASSETS			
Tangible assets	5	5,000	5,000
CURRENT ASSETS			
Cash at bank		28,677	24,583
NET CURRENT ASSETS		<u>28,677</u>	<u>24,583</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>33,677</u>	<u>29,583</u>
NET ASSETS		<u>33,677</u>	<u>29,583</u>
FUNDS	6		
Unrestricted funds:			
General fund		28,677	24,583
Capital fund		<u>5,000</u>	<u>5,000</u>
		<u>33,677</u>	<u>29,583</u>
TOTAL FUNDS		<u>33,677</u>	<u>29,583</u>

The financial statements were approved by the Board of Trustees and authorised for issue on6/2/2024..... and were signed on its behalf by:

.....
G Madeley - Trustee

Felpham Memorial Village Hall

Notes to the Financial Statements
for the Period 1 November 2022 to 31 March 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Receipts and payments basis

The financial statements are prepared on a 'receipts and payments' basis, meaning that the accounts summarise the movements of cash/bank funds into and out of the charity during the financial year.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2. INVESTMENT INCOME

	Period 1.11.22 to 31.3.24 £	Year Ended 31.10.22 £
Rents received	913	957
Deposit account interest	<u>358</u>	<u>142</u>
	<u>1,271</u>	<u>1,099</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

Payments to Trustees and Committee members are stated in the financial statements as paid. These payments represent expenditure on specific services provided by Trustees/Committee members over and above the normal duties expected by their role. Such services include managing the maintenance of the property and attending to the invoicing of hall hirers.

Trustees' expenses

Trustees are reimbursed for expenses necessarily incurred for the benefit of the charity.

Felpham Memorial Village Hall

Notes to the Financial Statements - continued
for the Period 1 November 2022 to 31 March 2024

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Revenue/costs re activities in furtherance of the charity's objectives	23,703
Investment income	1,099
Other income	<u>400</u>
Total	<u>25,202</u>
EXPENDITURE ON	
Charitable activities	
Revenue/costs re activities in furtherance of the charity's objectives	<u>33,789</u>
NET INCOME/(EXPENDITURE)	(8,587)
RECONCILIATION OF FUNDS	
Total funds brought forward	38,170
TOTAL FUNDS CARRIED FORWARD	<u>29,583</u>

5. TANGIBLE FIXED ASSETS

	Freehold property £
COST	
At 1 November 2022 and 31 March 2024	<u>5,000</u>
NET BOOK VALUE	
At 31 March 2024	<u>5,000</u>
At 31 October 2022	<u>5,000</u>

Included in cost or valuation of land and buildings is freehold land of £5,000 which is not depreciated.

The property at 17-19 Vicarage Lane was conveyed to the Trustees in July 1950 at an unknown value. It is included in the accounts at an estimated cost value of £5,000.

Felpham Memorial Village Hall

Notes to the Financial Statements - continued
for the Period 1 November 2022 to 31 March 2024

6. MOVEMENT IN FUNDS

	At 1.11.22	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	24,583	4,094	28,677
Capital fund	<u>5,000</u>	<u>-</u>	<u>5,000</u>
	<u>29,583</u>	<u>4,094</u>	<u>33,677</u>
TOTAL FUNDS	<u><u>29,583</u></u>	<u><u>4,094</u></u>	<u><u>33,677</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	45,847	(41,753)	4,094
	<u>45,847</u>	<u>(41,753)</u>	<u>4,094</u>
TOTAL FUNDS	<u><u>45,847</u></u>	<u><u>(41,753)</u></u>	<u><u>4,094</u></u>

Comparatives for movement in funds

	At 1.11.21	Net movement in funds	At 31.10.22
	£	£	£
Unrestricted funds			
General fund	33,170	(8,587)	24,583
Capital fund	<u>5,000</u>	<u>-</u>	<u>5,000</u>
	<u>38,170</u>	<u>(8,587)</u>	<u>29,583</u>
TOTAL FUNDS	<u><u>38,170</u></u>	<u><u>(8,587)</u></u>	<u><u>29,583</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	25,202	(33,789)	(8,587)
	<u>25,202</u>	<u>(33,789)</u>	<u>(8,587)</u>
TOTAL FUNDS	<u><u>25,202</u></u>	<u><u>(33,789)</u></u>	<u><u>(8,587)</u></u>

Felpham Memorial Village Hall

Notes to the Financial Statements - continued
for the Period 1 November 2022 to 31 March 2024

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 31 March 2024.

Felpham Memorial Village Hall

Detailed Statement of Financial Activities
for the Period 1 November 2022 to 31 March 2024

	Period 1.11.22 to 31.3.24 £	Year Ended 31.10.22 £
INCOME AND ENDOWMENTS		
Investment income		
Rents received	913	957
Deposit account interest	<u>358</u>	<u>142</u>
	1,271	1,099
Charitable activities		
Hire fees	43,302	23,703
Christmas fair	<u>1,274</u>	<u>-</u>
	44,576	23,703
Other income		
Grants	<u>-</u>	<u>400</u>
Total incoming resources	45,847	25,202
EXPENDITURE		
Support costs		
Management		
Payments to committee members and trustees	7,600	4,000
Rates and water	275	163
Insurance	3,079	887
Light and heat	10,893	2,400
Telephone	150	-
Postage and stationery	79	299
Advertising	-	434
Sundries	358	-
Cleaning	12,588	7,282
Refuse collection	849	566
Repairs - Jubilee room	1,434	15,604
Repairs - Ongoing upkeep	763	1,740
Website	442	156
Licence fees	266	152
Bank charges	137	106
Christmas fair expenditure	<u>800</u>	<u>-</u>
	39,713	33,789
Governance costs		
Accountancy and legal fees	<u>2,040</u>	<u>-</u>
Total resources expended	<u>41,753</u>	<u>33,789</u>
Net income/(expenditure)	<u><u>4,094</u></u>	<u><u>(8,587)</u></u>

This page does not form part of the statutory financial statements