

CHARITY NUMBER : 504824

**SCOTTON NEW VILLAGE HALL
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2022**

SCOTTON VILLAGE HALL

ADMINISTRATION DETAILS

Other name known as Scotton Village Hall

Trustees		Post
	Frederick Michael Harris	Secretary
	Richard James Wendon	Chairperson
	Jane Anne Peate	Treasurer
	Ronald Jervis Lowe	
	David Whan	
	Rachael MacKenzie	
	Victoria Manton	
	Patricia Ann Jones	
	Samuel Peter Frankland	

Principal address Village Hall
New Road
Scotton
Knaresborough
N Yorks
HG5 9HR

Accountants Howard Matthews Partnership
Chartered Accountants
Queensgate House
23 North Park Road
Harrogate
HG1 5PD

SCOTTON VILLAGE HALL

YEAR ENDED 31ST MARCH 2022

TRUSTEES REPORT

Governance

The Charity operates under the rules laid down in its *Trust Deed*. Work to modernise the Trust Deed commenced in 2018 based on guidance from ACRE (Action with Rural Communities in England) but is incomplete but is still working towards. Furthermore, the current Charity is unincorporated which leaves Trustees exposed to unlimited liability. Work is underway to complete the formal legal process for changing to a Charitable Incorporated Trust which would also provide a modern Constitution for the conduct of business and ensure compliance with the Charities Act 2011.

Trustees and Management

The Committee of Management consists of 5 members elected at the AGM and 4 nominated Trustees but may not include more than 2 co-opted members.

The current Management Committee is:

Richard Wendon – Chair
Mike Harris – Secretary
Jane Peate – Treasurer
Samuel Frankland – Trustee
Vicky Manton – Trustee (nominated by the Primary School PTA)
Rachael Mackenzie – Trustee (nominated by parish Council)
Ron Lowe – Trustee (nominated by User Groups)
Pat Jones – Trustee (nominated by User Groups)
David Whan – Trustee (nominated by User Groups)

Two Trustees joined the Committee during the year, one leaving within the same year leaving vacancies for an elected member, and two co-opted members.

The Hall has the services of a self-employed Manager, and self-employed weekday and weekend cleaner and are fortunate to have the services of numbers of volunteers who have saved the village hall a considerable amount in routine maintenance and gardening costs.

Objects

The objects of the Charity are: *"to hold in trust the village hall for the use of the inhabitants of the Parish of Scotton, North Yorkshire without distinction of political, religious or other opinions, including use for meetings, lectures, classes and other forms of recreation and leisure time occupation, with the object of improving the conditions of the life of the said inhabitants". Trust Deed, 15th May 1975*

Activities

The Trustees have met regularly to ensure the good governance of the Charity. There have been five (5) full Trustee meetings and eight (8) management meetings since the last AGM. The activities of the Charity have been very limited due to the Covid Pandemic. We were able to let the Hall for short periods to groups: the art group; badminton clubs; bowling club; dancing club; guitar club; music group; Parish Council and Pilates. There was one new regular booking for dog obedience classes. So with the loss of many of the classes, booking took a nose dive giving minimum occupancy.

The rules applying to the Covid restrictions have been removed by the government and this has allowed us to open on a regular basis to those who wish to use the facility. We have tried to maintain good practice in relation to Covid in asking those using the Hall to maintain as far as possible the requests made by government since restrictions have been lifted in relation to the pandemic.

It was agreed at the beginning of the pandemic not to have any ad hoc hiring of the Hall as the risk to users and volunteers would have been too great. With the total lifting of the restrictions we have recently started to have more ad hoc bookings but still not as many as pre pandemic. There has been more interest in using the facility on an ad-hoc basis and we are beginning to see booking improve.

Our regular hirer's have indicated to us that they are having difficulties themselves with the number of attendees at their meetings that they may reduce the number of times they need the hall. This is something we need to be attentive of for future financing.

Public Benefit

The Trustees have regard to the Charity Commission guidance on *public benefit* and the income from regular bookings and those from further afield enables discounts to be given to event bookings from within the Parish of Scotton and Lingerfield (we were able to enable some community events to be free of charge) and for charity fundraising events. During the year there were no bookings from the village, from the Parish Council or the primary school that we have not been able to accommodate. It has been indicated to us that there may be an increase in the demand from these bodies to start using the Hall in the future.

Achievements

During the year the various opening and closing due to the pandemic has necessitated a lot of work in controlling expenditure and applying for grant support from our local authority. This has been approached actively and we are in a secure position, currently, with monies still in the bank. We have taken every opportunity to obtain funding from government sources when these have become available throughout the year and have been successful in every application we have made. We are aware of our responsibilities to spend the grant monies as they have been issued and intended for.

During the year work has been ongoing in relation to the change of status to a Charitable Incorporated Organisation. Meetings have been held with Solicitors, Greenwoods, to agree the suitability of a new Constitution for a CIO. This was approved by the Trustees, and we are in the process of getting approval from the area of benefit before submitting to the Charity Commission. This work has continued with the support of the Community First Yorkshire organisation, and it is hoped to complete the transition to Charitable Incorporated Organisation in 2022.

Future Improvements

Due to the closures works we highlighted last year have been put on hold until our finances are on a more even keel. These include but are not exhaustive, the erection of lighting bollards (for which ducts have already been laid) around the car park perimeter to improve safety and security. Replacement of the poor-quality hedge to the right of the car park entrance with a beech hedge to compliment that along the southern boundary; and the laying of permeable membrane and covering with slate or aggregate along the sides of the car park which will be a low maintenance solution to the suppression of grass and weed growth. We are trying to create a sustainability plan for the Hall ongoing.

The Committee continue to look at ways to promote greater use of the hall by the village. In the light of the success of previous events for the village, we hope to organise more that will enhance the availability of the Hall for use by those in the area of benefit.

Finances

As an unincorporated charity the only fixed asset, the hall and surrounding land, is currently held by the Charity Commission as Custodian Trustees.

Annual accounts show that total expenditure for 2021/22 was £18,522 (£7,634 in 2020/21) supported by COVID grants paid by Harrogate Borough Council totalling £12,267.

At 31st March 2022 assets (other than land and buildings) totalled £39,532 (£30,081 in 2020/21). The Charity's total income for 2021/22 including grants was £27,973 (£23,429 in 2020/21) and its annual running and maintenance costs were £18,522 (£7,634 in 2020/21) leaving a surplus of £9,451 taken to reserves (2020/21 surplus £15,795). Reserves will need to be sufficient to enable the final phase planned exterior works and the proposed constitutional change to be undertaken. The hall was re-valued in 2021/22 to ensure it is insured sufficient to cover any liabilities and will be reviewed in five years.

Approved by the Trustees and signed on their behalf:

Richard Wendon, Chair

Jane Peate, Treasurer

Mike Harris, Secretary

Date: 29 April 2022

Independent Examiner's Report to the Trustees of Scotton Village Hall

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the 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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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

Howard Matthews
ICAEW
Queensgate House
23 North Park Road
Harrogate
HG1 5PD

Date 29 April 2022

**SCOTTON VILLAGE HALL
STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2022**

	2022	2021
	£	£
ASSETS		
Cash at bank and in hand	39,532	30,081
TOTAL ASSETS	<u>39,532</u>	<u>30,081</u>
LIABILITIES		
Creditors	<u>885</u>	<u>326</u>

We approve these accounts and confirm that we have made available all the relevant information for their preparation

Signed on behalf of the Scotton Village Hall Trustees

.....
J A Peate, Treasurer

.....
F M Harris, Secretary

Date: 29 April 2022

Notes to the accounts

Preparation

The accounts have been prepared on the receipts and payments basis.

Property

The property owned by the Trust, being the Village Hall, is vested in the Official Custodian for charities. No value has been placed on this asset in these accounts.

Fund accounting

General funds are freely available to the Trustees to apply to the charitable activities of the charity.

Restricted funds are subject to specific trusts which arise either from a specific instruction of the donor or because of the nature of an appeal.

No restricted funds were held during the year.

Trustees

The Trustees received no remuneration during the year ended 31 March 2022.

**SCOTTON VILLAGE HALL
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022**

	2022	2021
	£	£
RECEIPTS		
Income from charitable activities	15,684	3,998
COVID Grants	12,267	19,431
Interest received	22	0
Total receipts	<u>27,973</u>	<u>23,429</u>
 PAYMENTS		
Cleaners & cleaning materials	6,807	4,535
Heat and light	2,921	1,064
Rates and water	668	316
Insurance	825	264
Repairs and maintenance	1,982	907
New tables and trolleys	4,902	-
Accountancy	270	264
Sundries	147	284
Total payments	<u>18,522</u>	<u>7,634</u>
Net increase/(decrease) in cash for the year	<u>9,451</u>	<u>15,795</u>
Balances brought forward	30,081	14,286
Balances carried forward	<u>39,532</u>	<u>30,081</u>