

INCE BLUNDELL VILLAGE HALL
TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

Registered Charity Number: 512155

INCE BLUNDELL VILLAGE HALL
ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023

Reference and administrative details

Ince Blundell Village Hall, 1 Victoria Road, Ince Blundell, Liverpool, L38 6JE is registered with the Charity Commissioners (No.512155) and is an unincorporated association, constituted by a Deed of Trust, dated 11 November 1988.

The officials who served during the year and were serving on the date of the approval of this report are: -

Chairman	Kevin Sharpe
Vice Chairman	Vacant
Secretary	Kate Williams
Treasurer	Andrea Hartley (to Sept 2022) Mark Morley (from Sept 2022)
Management Committee	Colette Birch (to Nov 2022), Margaret Jones, Pamela Bond (to Sept 2022), Gillian Booth, Sharon Booth, Paul Swash (from July 2023), Janette Wright (from Feb 2023), Brenda Hayes (Sep 2022 to Oct 2023)
Trustees	Charles White, Kevin Sharpe, Kate Williams, Paul Swash (from July 2023)

The Charity's bankers are Barclays Bank, Bootle Merseyside branch, Leicester LE87 2BB and the independent examiners are Smith & Goulding Limited of 2-4 Southport Road, Chorley, Lancs. PR7 1LD.

Structure, governance and management

The Charity is governed by its Trustees, who appoint a Management Committee of Chairman, Secretary, Treasurer and other individuals, subject to approval by the inhabitants of the village, to run the Charity's administrative affairs. The Trustees include a nominated Trustee appointed by the Parish Council for a period of four years and the remaining Trustees are co-opted Trustees appointed for a period of five years by the existing Trustees. All Trustees must be resident within the Parish of Ince Blundell and its immediate vicinity. Trustees are generally recruited by word of mouth but in the past a recruiting drive has also been undertaken by the distribution of a circular to all inhabitants of the village, which emphasised the need for more volunteers to help run the hall. After appointment, new Trustees are provided with copies of the Trust's formal documents and latest financial information, together with pertinent literature from the Charities Commission.

Objectives and activities

The object of the Charity is the provision and maintenance of a village hall for the use of the inhabitants of the parish of Ince Blundell and its immediate vicinity. Its aim is to provide first class hall facilities at an affordable cost to voluntary organisations serving the community. All general administrative work is undertaken by the Management Committee on a voluntary basis, for which they receive payment of out of pocket expenses where relevant. The charity's Trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers and duties.

A variety of local community groups make use of the Hall's facilities, on a regular basis, such as various church, social and special interest groups, as well as local inhabitants of the Parish for personal celebrations and other activities, including the use of the hall as a Polling Station. A lease was also agreed in 2019 for the use of the Hall on a regular basis by the Sunshine Centre, which is run by an organisation providing home help and companionship.

Financial review

After the impact on the income of the pandemic and lockdowns in the 2021 accounts, the easing of the restrictions in the following year meant a welcome return to a higher level of income with a rise in hire receipts to pre-Covid levels. While some longstanding regular users of the Hall had been lost, it was possible to attract new users to replace them and the Sunshine Café was running again on a full-time basis. It was also possible to run the bar on occasions during the year, although any fundraising activities remained on hold in the post-pandemic period. The level of income from the hire of the Hall has increased again in the latest year to March 2023 and there has also been a rise in the use of the bar, both by hirers and also for the running of some events during the year. There has been no further grant income from outside funders this year however and the last of the Lottery funding from the 2022 accounts was spent on improving the current play area including a new swing suitable for children with various disability issues. The total income for the year has fallen therefore from £44,459 in 2022 to £31,931 in the current year.

After the lower level of expenditure in the 2022 accounts, the payments rose again in 2023, as the increase in activities lead to higher costs as did the impact of inflationary increases on areas such as the heating charges. More general repair work was carried out on the Hall in the post-pandemic period but there were also exceptional costs such as the playground equipment and various higher repair projects. These included items such as a new Hall sign, landscaping and fencing work, and improvement work to the Hall's wheelchair access. However, the main costs were incurred after it was discovered early in 2023 that the foyer floor was severely rotten and would need to be replaced. This was complicated by the discovery of asbestos pipework under the floor which needed to be removed first by specialist contractors at a cost of £15,000, included in this year's accounts. As a result, the Hall's expenditure for 2023 has risen to £47,945, up from £15,441 in the 2022 accounts.

The cost of the floor replacement was incurred after the March 2023 year end and amounted to almost £9,000. Both this and the expenditure on the asbestos removal have been funded from the Hall's own reserves, which have been significantly depleted as a result, as well as donations from local residents. The Hall remained out of use while the work progressed and the Committee therefore saw this as an opportunity to carry out further work to improve the Hall. A successful funding bid was made to Grantscape for the cost of lowering the Hall's ceiling by installing an energy-efficient false ceiling. This was completed in late 2023 at a cost of around £26,000, of which £16,000 was met by the grant funding. A further bid for funding from Sefton Council of £13,000 to replace the Hall's heating with a more efficient system is also underway.

The latest project has again had an impact on the Hall's reserves which stood at just over £11,000 at the end of 2023. While the work has improved the Hall's position as a means of attracting more users and reducing costs, an influx of income is urgently required in view of the low level of the remaining funds and the Hall opened again in early 2024. Changes are being made to the Hall's pricing structure to help generate further funds and there was renewed interest again in the use of the Hall prior to its re-opening. There remains a constant need to monitor the Hall's finances and the lack of funds is still the greatest risk area for the Hall on an ongoing basis, as well as the potential level of further renovation costs required. Further work is needed to build up the funds for the future, particularly in the face of ongoing cost increases in regular expenditure items.

As far as the Trustees are aware, the Hall remains solvent at present and their ongoing monitoring of the going concern position has enabled them to conclude that the Hall is able to continue, despite the low level of reserves in hand, as activities re-commence again in 2024. For the time being the existing reserves continue to be held in an account that allows for immediate access so that all costs can be met as they fall due. This would need to be reconsidered in due course if funds increase but for the time being the reserves are earmarked for regular use, especially during the return to full activities after the closure.

A settled management would be needed however over the next few years to help the Hall in the generation of income and to keep the activities on a more profitable basis, to re-establish the reserves. This remains a concern after issues in the past when a lack of volunteers meant that additional much-needed funds were not being generated. The current group of Trustees and members of the Management Committee however have already signaled their intention to resign at the forthcoming Annual General Meeting although it is hoped that the necessary replacements can also be recruited at the Meeting to ensure that the ongoing governance requirements of the charity are met and that the charity can continue its activities into the future.

At the time of submitting this annual report a serious incident has occurred in relation to the building and grounds of The Village Hall. On 1 February 2024 an oil leak was discovered from the heating oil tank situated at the rear of the building. Inspections have taken place around the contaminated area recommending that mitigation work is required to reduce the effect of the spill. Mitigation work commences on 4 March 2024 and the initial costs are £7,000. Should further work be required then the costs are likely to exceed the funds available to The Village Hall placing it in financial difficulty and risk of closure of the charity. A further risk is the lack of governance for the charity. As noted above, previous Trustees and Committee members are leaving the committee and replacements will need to be identified at the forthcoming AGM on Thursday 21 March 2024. Should the vacancies not be filled then a lack of governance will exist placing the charity in further jeopardy. The Charity Commission have been fully appraised of these circumstances.

..... **Kevin Sharpe, Chairman**

For and on behalf of the Board of Trustees on

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS TO THE TRUSTEES OF
INCE BLUNDELL VILLAGE HALL**

I report to the trustees on my examination of the accounts of Ince Blundell Village Hall for the year ended 31 March 2023, which are set out on the following pages.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Act and that an independent examination is needed.

I report in respect of my examination of the Trustees' accounts carried out under s.145 of the 2011 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 2011 Act.

Independent examiners' statement

My examination was carried out in accordance with the applicable 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 you as 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

I have completed the 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 s.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.

**Stephen Gardiner ACA CTA
Chartered Accountant
SMITH & GOULDING LIMITED
2-4 Southport Road
CHORLEY
Lancashire PR7 1LD**

Dated:

INCE BLUNDELL VILLAGE HALL

**STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2023**

	General fund £	Restricted fund £	Total £	2022 £
Monetary assets				
Cash at bank	24,218	-	24,218	40,282
Cash in hand	300	-	300	250
	<u>24,518</u>	-	<u>24,518</u>	<u>40,532</u>
Non-monetary assets				
Permanent endowment				
Land & buildings used by the charity:				
The Village Hall				
(freehold title vested in the Official				
Custodian for Charities)				
Other assets (non-endowed)				
Miscellaneous fixtures, fittings and furniture				
purchased over many years (value negligible)				
do (defibrillator purchased in 2014 for £1,000)				
do (bar equipment purchased from Village Club in 2015)				
do (bar cooler purchased in 2019 for £636)				
do (laptop and dehumidifier purchased in 2021 for £961)				
do (playground equipment purchased in 2022 for £6,762)				
Bar stocks	812	-	812	450
Rents and charges owing	1,468	-	1,468	-
Electric overpaid	1,051	-	909	909
Liabilities				
Water rates	1,596	-	1,596	-
Accountancy	1,050	-	1,050	650

The accounts were approved by the Board of Trustees on

..... **Kevin Sharpe** **Chairman & Trustee**

..... **Kate Williams** **Trustee**

..... **Paul Swash** **Trustee**

INCE BLUNDELL VILLAGE HALL

**RECEIPTS & PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023**

	General fund	Restricted fund	Total	2022
	£	£	£	£
Receipts				
Hire of Hall	26,185	-	26,185	23,618
Bar sales	5,030	-	5,030	2,167
Ticket sales	631	-	631	-
Refund of payment in error	-	-	-	477
Council grant	-	-	-	4,202
Lottery Grant	-	-	-	9,965
Insurance claim	-	-	-	3,980
Sundry income	85	-	85	50
	<u>31,931</u>	-	<u>31,931</u>	<u>44,459</u>
Total receipts				
Direct charitable expenditure				
Bar purchases	2,650	-	2,650	1,081
Bar wages	290	-	290	-
Events costs	1,460	-	1,460	-
Fuel oil	1,454	-	1,454	1,658
Water rates	1,118	-	1,118	708
General rates	363	-	363	186
Electricity	2,159	-	2,159	1,500
Insurance	1,123	-	1,123	439
Garden maintenance	1,664	-	1,664	1,255
New equipment	9,059	-	9,059	962
General repairs & renewals	3,389	-	3,389	1,265
Major repairs	19,002	-	19,002	5,398
Cleaning wages & supplies	1,667	-	1,667	195
	<u>45,398</u>	-	<u>45,398</u>	<u>14,647</u>
Other expenditure				
Licenses	555	-	555	534
Postage, stationery & sundries	282	-	282	260
Telephone	210	-	210	-
Accountancy	1,500	-	1,500	-
	<u>2,547</u>	-	<u>2,547</u>	<u>794</u>
Total payments	<u>47,945</u>	-	<u>47,945</u>	<u>15,441</u>
Net surplus(deficit) for the year	(16,014)		(16,014)	29,018
Balances at 31 March 2022	<u>40,532</u>	-	<u>40,532</u>	<u>11,514</u>
Balances at 31 March 2023	<u>24,518</u>	-	<u>24,518</u>	<u>40,532</u>

NB. These accounts have been prepared on the receipts and payments basis and comply with the appropriate legal requirements for this basis to apply.