

Claughton Memorial Village Hall

CLAUGHTON MEMORIAL VILLAGE HALL

STUBBINS LANE

CLAUGHTON-ON-BROCK

PRESTON PR3 0QH

CHARITY NUMBER: 514024

Report of the Trustees and

Unaudited Financial Statements

for the Year Ended 31st December 2024 for

Claughton Memorial Village Hall



Cloughton Memorial Village Hall

Contents of the Financial Statements for the Year Ended 31st December 2024

	Page
Reference and Administrative Details	1
Report of the Trustees	2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6-9
Detailed Statement of Financial Activities	10

Cloughton Memorial Village Hall

Reference and Administrative Details for the Year Ended 31st December 2024

TRUSTEES

Guy Campion
Rachel Gornall
Julie Gornall (Resigned 26/06/2024)
Susan Dewhurst (Resigned 26/06/2024)
Sarah Crowther (Resigned
28/02/2024)
Peter Halstead Chair (Resigned
25/01/2024)
Ruth Fitzherbert-Brockholes (Resigned
25/01/2024)
Geoff Gornall
Evelyn Milner
Roger Clark
Angela Spar
Pam Heatley (appointed 26/06/2024)
Ella Spar (appointed 27/07/2024)

PRINCIPAL ADDRESS

Stubbins Lane
Cloughton-on-Brock
Preston
Lancashire
PR3 0QH

REGISTERED CHARITY NUMBER

514024

INDEPENDENT EXAMINER

Amanda Heywood,
Whinney Cottage
Whinneyfield Lane
Woodplumpton
PR4 0LL

Cloughton Memorial Village Hall

Report of the Trustees for the Year Ended 31st December 2024

The Committee have provided their report for the year ended 31st December 2024.

OBJECTIVES AND ACTIVITIES

The object of the charity is to maintain the Memorial Hall for the use of the inhabitants of the Parish of Cloughton-on-Brock. The Management Committee aims to provide a good standard of hall facilities at an affordable cost to voluntary organisations serving the community, without distinction of political, religious and other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants of the parish.

The hall was hired out for functions throughout the year and several events were held for the benefit of the community and for other charitable purposes. The planned refurbishment and creation of a new multi-use upstairs room that can be hired out separately, a refurbished and extended bar, a refurbished entrance hall and improvements to fire safety arrangements were all successfully completed. In planning our activities for the year, we considered the Charity Commission's guidance on public benefit.

The charity uses a variety of contractors (e.g. for cleaning, painting, central heating boiler maintenance, etc.) and depends upon the continuing help of local volunteers. We have no employees. The charity achieved its objectives for the year.

FINANCIAL REVIEW

The net expenditure for the year was £1,153 (2023 - net expenditure £4,502) as shown by the receipts and payments account.

The charity venue is reasonably remote and relies on its income from fundraising events and lettings. This income cannot be guaranteed and therefore the charity retains a reserve of £18,000, equivalent to around 2 years of budgeted underlying annual expenditure. This covers any negative cash flow and emergencies (e.g. boiler/heating breakdown or damage to flooring/equipment). If accessed, efforts will be immediately put in place to restore the balance to the minimum amount.

The current reserves have been built up over recent years and after some exceptional income during the Covid pandemic. In 2023 we embarked on a programme of remediation work to ensure the facility is maintained in good condition for the benefit of all hall users and to meet the conditions of the Insurance Policy and Premises Licence. We also launched a refurbishment programme, supported by external grants, to improve the hall facilities in line with our charitable objectives and activities. The effect of this in 2024 was to reduce our Total reserves by £1,153. This was an improvement to the forecast at the start of 2024 when the Committee had approved a spend of c£15K to support the refurbishment, helped by additional grants and an improvement in bookings. In 2025 we are continuing to seek further grant funding to extend this programme of remediation and refurbishment and to continue to improve the facilities and the energy efficiency of the building.

Total reserves at 31st December 2024 were £46,015

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity. The Deed of Trust is dated 31 January 1983.

Management committee

The Management Committee shall consist of:

- Three elected members (to be elected at each Annual General Meeting)
- Three representative members
- Not more than four co-opted members

The representative members shall be appointed by each of the following organisations:

- The Cloughton Catholic Association
- The Cloughton-on-Brock Women's Institute
- The Cloughton-on-Brock Badminton Club

The Management Committee are the charity trustees within the meaning of the Charities Act. The Parish Council of Cloughton-on-Brock are the Custodian Trustees of the charity. All members of the Committee retire from office at the Annual General Meeting and are eligible for re-election. Members are appointed at the Annual General Meeting for a one-year term.

Training and induction are provided for new trustees by means of meetings with the current trustees and provision of documentation in relation to responsibilities and procedures.

Approved by order of the board of trustees on 05/02/2025 and signed on its behalf by:

Guy D D Champion – Trustee / Chair

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

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

I report to the charity trustees on my examination of the accounts of Claughton Memorial Village Hall (the Trust) for the year ended 31st December 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.

Amanda Heywood

Date:

Cloughton Memorial Village Hall

Statement of Financial Activities for the Year Ended 31st December 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME FROM					
Trading activities	2	87,513	-	87,512	18,211
Other trading activities	3	2,906	-	2,907	857
Investment income	4	398	-	398	114
Total		<u>90,818</u>	<u> </u>	<u>90,818</u>	<u>19,182</u>
EXPENDITURE ON					
Charitable expenditure	5	91,762	209	91,971	23,684
NET INCOME/(EXPENDITURE)		<u>(944)</u>	<u>(209)</u>	<u>(1,153)</u>	<u>(4502)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		46,725	443	47,168	51,670
TOTAL FUNDS CARRIED FORWARD		<u>45,781</u>	<u>234</u>	<u>46,015</u>	<u>47,168</u>

Claughton Memorial Village Hall

Balance Sheet 31st December 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
CURRENT ASSETS					
Cash at bank and in hand		45,781	234	46,015	62,120
CREDITORS					
Amounts falling due within one year	7	-	-	-	(14,952)
NET CURRENT ASSETS		45,781	234	46,015	47,168
TOTAL ASSETS LESS CURRENT LIABILITIES		45,781	234	46,015	47,168
NET ASSETS		45,781	234	46,015	47,168
FUNDS					
Unrestricted funds	8			45,781	46,725
Restricted funds	10			234	443
TOTAL FUNDS				46,015	47,168

The financial statements were approved by the Board of Trustees and authorised for issue on 05/02/2025 and were signed on its behalf by:

Guy D D Campion – Trustee / Chair

Cloughton Memorial Village Hall

Notes to the Financial Statements for the Year Ended 31st December 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.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

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 restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

2. TRADING ACTIVITIES

INCOME	2024	2023
Trading activities	£	£
Hire charges	13,479	9,367
Solar power FIT	3,046	3,267
Grants	70,987	5,577
	<u>87,513</u>	<u>18,211</u>

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Lancashire Environmental Fund	34,952	5,577
National Lottery	8,700	-
ACRE	4,885	-
Wyre Borough Council / UKSPF	22,450	-
	<u>70,987</u>	<u>5,577</u>

Grant income has been received to fund the hall refurbishment. An element of this grant income was deferred from 2023 (Note 7) and was recognised in the 2024 accounts once further approved expenditure was incurred.

Cloughton Memorial Village Hall

Notes to the Financial Statements - continued for the Year Ended 31st December 2024

3. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	2,898	596
Sale of items	8	261
	<u>2,906</u>	<u>857</u>

4. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	148	114
Goodwill payment from Santander	250	-
	<u>398</u>	<u>114</u>

5. CHARITABLE EXPENDITURE

Direct charitable expenditure

	2024	2023
	£	£
Accountancy	432	504
Insurance	1,687	1,562
Utilities	2,911	3,653
Internet and telephone	-	132
Website & software costs (See Sundries for 2023)	313	-
Sundries (See breakdown below)	270	838
Health, Safety & Regulatory (See Sundries for 2023)	7,588	-
Maintenance of the hall (See breakdown below)	77,194	16,263
Licensing	187	176
Restricted Fund: MFB Memorial Fund	209	-
	<u>90,791</u>	<u>23,128</u>
Other trading activities		
Costs of Fundraising	<u>1,180</u>	<u>556</u>

Sundries - breakdown

	2024	2023
	£	£
Christmas tree, lights and decorations	55	40
Sundry expenses	213	86
Postage	2	-
Health and safety (See Health Safety for 2024)	-	592
Hall booking system (see Website & Software for 2024)	-	120
	<u>270</u>	<u>838</u>

Cloughton Memorial Village Hall

Notes to the Financial Statements - continued for the Year Ended 31st December 2024

5. CHARITABLE EXPENDITURE continued

Maintenance of the hall - breakdown	2024	2023
	£	£
Cleaning	1,943	2,211
Hall refurbishment	74,583	6,915
Electrical repairs	84	708
Boiler servicing	90	-
Materials - Geoff Gornall	-	210
Painting	-	3,816
Mole catching	-	70
Baby Changing unit	117	-
Other repairs	377	2,333
	<u>77,194</u>	<u>16,263</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2024 nor for the year ended 31st December 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ending 31st December 2024 nor for the year ended 31st December 2023.

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Other Creditors	-	14,952
	<u>-</u>	<u>14,952</u>

8. MOVEMENT IN FUNDS

	At 01/01/24	Net Movement in funds	At 31/12/24
	£	£	£
Unrestricted funds			
General fund	46,725	(944)	45,781
Restricted funds			
MFB Memorial fund	443	(209)	234
TOTAL FUNDS	<u>47,168</u>	<u>(1,153)</u>	<u>46,015</u>
Net movement in funds, included in the above, are as follows:			
	Incoming resources	Resources expended	Movement in funds
Unrestricted funds			
General fund	90,818	(91,762)	(944)
Restricted funds			
MFB Memorial fund	-	(209)	(209)
TOTAL FUNDS	<u>90,818</u>	<u>91,971</u>	<u>(1,153)</u>

Claughton Memorial Village Hall

Notes to the Financial Statements - continued for the Year Ended 31st December 2024

8. MOVEMENT IN FUNDS continued

Comparatives for movement in funds (2023)

	At 01/01/23 £	Net Movement in funds £	At 31/12/23 £
Unrestricted funds			
General fund	51,227	(4,502)	46,725
Restricted funds			
MFB Memorial fund	443	-	443
TOTAL FUNDS	<u>51,670</u>	<u>(4,502)</u>	<u>47,168</u>
Net movement in funds, included in the above, are as follows:			
	Incoming resources	Resources expended	Movement in funds
Unrestricted funds			
General fund	19,182	(23,684)	(4,502)
TOTAL FUNDS	<u>19,182</u>	<u>(23,684)</u>	<u>(4,502)</u>

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2024.

10. RESTRICTED FUND

M Brockholes Memorial

In May 1998 money was raised from a bingo night, including donations for the Michael Brockholes Memorial Fund. The balance held on this fund in the bank account as at 31st December 2024 was £235. The memorial fund received no additional funds during the year (2023 - £443)

Cloughton Memorial Village Hall

Notes to the Financial Statements - continued for the Year Ended 31st December 2024

	2024 £	2023 £
INCOME		
Trading activities		
Hire charges	13,479	9,367
Solar power FIT	3,046	3,267
Grants	70,987	5,577
	<u>87,512</u>	<u>18,211</u>
Other trading activities		
Fundraising events	2,898	596
Sale of items	8	261
	<u>2,907</u>	<u>857</u>
Investment income		
Deposit account interest	148	114
Goodwill payment from Santander	250	-
	<u>398</u>	<u>114</u>
Total incoming resources	<u>90,818</u>	<u>19,182</u>
EXPENDITURE		
Direct charitable expenditure		
Accountancy	432	504
Insurance	1,687	1,562
Utilities	2,911	3,653
Internet and telephone	-	132
Website & software costs (See Sundries for 2023)	313	-
Sundries	270	838
Heath, Safety & Regulatory (See Sundries for 2023)	7,588	-
Maintenance of the hall	77,194	16,263
Licensing	187	176
Restricted Fund: MFB Memorial Fund	209	-
	<u>90,791</u>	<u>23,128</u>
Other trading activities		
Costs of Fundraising	1,180	556
	<u>1,180</u>	<u>556</u>
Total resources expended	<u>91,971</u>	<u>23,684</u>
Net (expenditure)/income	<u>(1,153)</u>	<u>(4,502)</u>