

Charity Number: 515174

Sutton on Derwent Village Hall

**Financial Statements
for the
year ending 31 July 2023**

Charity Number: 515174

Sutton on Derwent Village Hall

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Trustees Annual Report

for the period

1st August 2022 – 31st July 2023

Charity Name: Sutton on Derwent Village Hall

Registered Charity Number: 515174

Principle Address: Sutton on Derwent Village Hall
Main Street Sutton on Derwent
York
YO41 4BN

Charity Commission Contact: Mr. David Bristow. Honorary Treasurer
39 Jervis Court, Sutton on Derwent
York YO41 4JX
Telephone: 01904607579
Email: db@sdvh.org.uk

| | | |
|--------------------------|------------------------|--------------------|
| Name of Trustees: | Mr John Newlove | Chairman |
| | Mrs Helen Hollingworth | Vice Chair. |
| | Mrs Pam Street | Trustee |
| | Mr Peter Kirby | Trustee |
| | Mr. David Bristow | Honorary Treasurer |

All five held post for the 12 months under review.

1. Objectives and Governance:

The following is an extract from the initial paragraph of the "Sutton upon Derwent Village Hall Constitution" as reportedly recorded in the books of the Charity Commissioners, Volume 36, Page 409, dated 25.7.1931

On 29th April 1931, in a conveyance between the sixth Viscount St. Vincent and the York Diocesan Board of Finance, the building now known as the Sutton upon Derwent Village Hall and the surrounding land, were conveyed to the board to hold in trust so that they could be used for the purpose of physical & mental recreation and social, moral & intellectual development through the medium of reading and recreation & entertainment or otherwise as may be found expedient for the benefit of the inhabitants of the Parish of Sutton upon Derwent & its vicinity, without distinction of sex or political or other opinions

.....The general management and control of the trust premises, and all the arrangements for their use shall be invested in a Council of Management, hereinafter called "The Council"....

2. Structure and Management

2.1 Council of Management.

Currently the "Council of Management" comprises *elected officials*, (chairman, Vice Chair, secretary, Treasurer,) *specific appointees* (Booking Secretary, Minute Secretary,) *co-opted representatives* from the Villagers and *regular user representatives* appointed by the various user groups (including Church, School, Parish Council, Community Café and the various sporting groups

The *elected officials, specific appointees and co-opted members* are all elected annually at each Annual General Meeting.

Representatives of the various user groups are appointed by their own members.

Charity Commission Trustees. The five nominated trustees are drawn from the elected members of the Council of Management. All have the knowledge and expertise necessary to fulfil the role and hold a copy of "CC3 The Essential Trustee."

2.2 Public Benefit:

The Trustees confirm that they have complied with the duty, contained in Section 4 of the Charity Act 2011, to have due regard to the guidance on public benefit issued by the Charity Commission. The Charitable purpose of the charity, within the meaning of the act is contains within its objectives stated above.

3 Financial Objectives and Funding Strategy:

The general aim is to manage the revenue budget on a self financing basis. As a "rule of thumb", when used to determine the published hire charges, is that hire income will cover operating costs. Within this broad remit, a measure of flexibility is applied where high value private functions help keep costs down for the more disadvantaged user groups.

Proceeds from fund raising events are specifically earmarked for hall improvements and long term development / sustainability. The Council of Management is aware that rental income will quickly evaporate if the hall fabric and appearance is not maintained to a high standard.

Currently a sum of £5,000 (typically 12 months inescapable running costs) is "ring fenced" in the development account as an "Operational Contingency".

4 Current Activities.

The regular programme of scheduled events, open to all, includes Indoor Bowls Club, Badminton Club, Pilates Classes, Childrens Dance Classes, Indoor Tennis Coaching, First Responder training and the Community "Pop up" café. The Hall is also regularly used on a weekly basis by the Sutton Primary School for Gym / PE lessons and at the end of term drama and school plays etc. Co located within the Village Hall is the Community Post Office, which also serves the neighbouring villages of Melbourne and Elvington.

In addition to the regular programme outlined above, the Hall is used for village meetings of the Council of Management, the Parish Council, the Parochial Church Council etc. It is also available for hire for vocational training and by visiting Clubs and Societies. Income from a steady stream of children's parties and private family functions also help to contain costs for the regular activity programme.

Finally, the Council of Management organises a varied programme both of its own fund raising events, and other events in collaboration with specific Village sub-committees. Together, such activities have the dual aim of developing the village community whilst helping fund the ongoing programmes of development initiatives.

5 Achievements and Performance in the year 2023 – 2023 ;

Objectives for the year somewhat crystallised into three strands:

1. **Sustain the Hall for future generations.** (With 100% cost recovery from regular users and to also raise sufficient development funds to sustain such a cherished village asset.)
2. **Provide an affordable service to the Village Community** of Sutton on Derwent.
(To support and encourage a broad range of viable and sustainable of user groups).
3. **Provide a welcoming venue to service other charitable groups** within the village who are working hard to raise funds for their respective charities.

Coming out of the Covid pandemic it became clear that the dynamics of the community had evolved. Typified by the need to support young families with affordable activities and events. Similarly, for the older residents, initiatives like "warm spaces" and companionship became so important. Illustrated by attendance at the Community Café supported by the ERYC Warm Spaces initiative. What once was "Popp in" for a coffee became "stay all day" to enjoy the comradeship. Then at the end of the session, peace was often shattered by the youngsters calling by after school for an impromptu Mum's and Toddlers afternoon.

Fund Raising activities from both Village Hall events and the joint Village Community activities for the Coronation and a best ever Village Fete bolstered event proceeds by a whopping 92%. The pleasing aspect was the way new initiatives were well supported and clearly "hitting the spot" with the Villagers.

Co-operative events included:

- Supporting the Parish Council running the Village Fire Works evening
- Hosting the Annual Beer Festival with Woodhouse Grange Cricket Club
- Supporting the Village Celebrations for the Coronation along with the Parish Council
- Leading on the Village Fete with the School and St Michaels Church

6. Development and Long Term sustainability.

At the end of the financial year we now have around £66,000 set aside as the "Roof Fund" and a further £5,000 is ring fenced as Operational Contingency for the essential long term sustainability of the Hall.

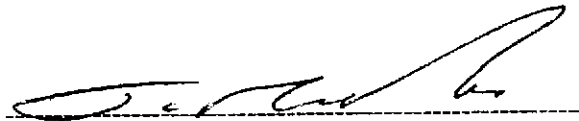
We also hold a prudent working balance in the current account to roll forward. The impact of "Cost of Living" pressures for all our communities has an impact upon our User Groups and as things like our main long term energy contracts come to an end in 2024 & 2025 it will impact upon our operating costs going forward. In the short term, maintaining internal and external decorations will always need attention. The Trustees are very mindful of the importance of keeping on top of regular routine maintenance for a cherished facility operating in such a competitive environment with casual hirers.

As members of the larger network of Village Halls in the East Riding of Yorkshire we do recognise the dependence placed upon our Halls and our important role supporting the community. Through time our constitutional mandate may need to evolve but we remain fully committed to being at the very heart of that evolution.

7. Approval

The Trustees declare that they have approved this Trustees Report.

Signed on behalf of the Charity's Trustees.



Date: 30 Jan 2024

Mr. John Newlove, Chairman

Treasurers Annual Report for 2022 - 2023.

Operational Income and Expenditure

Regular Hire Income of £9,506 compares favourably with £7,631 in 2022 and this reflects the general recovery towards pre covid levels. Family functions, Kids parties and Hayleys Dance classes all making significant contributions. Fund Raising activities, from both Village Hall events and the Joint Village Community events for the Coronation and the best ever Village Fete bolstered Fund Raising proceeds by a whopping 95% to £12,029. The pleasing aspect for me was the way the new initiatives were being supported and clearly hitting the spot with the Villagers. This coupled with the Community Café still being well supported, and the Beer Festival producing an impressive £2,400 shared with Woodhouse Grange Cricket. Thanks to everyone who contributed to the successes. Thanks also for the ongoing help from the Parish Council who covered the cost of our Insurance premium.

The overall Income numbers (£28,733) also acknowledges the grants from HWRCC to enhance the WiFi coverage, help from the Dogger Bank Wind Farm Funds to upgrade the PA sound system and the ERYC Warm Spaces initiative with the Café. All illustrating such a busy year for the Counsel of Management !

| | | | | |
|----------------------|------|--------|--------------------------|------------------|
| Paying user sessions | 332 | (314) | Average cost per session | £ 27.96 (£24.92) |
| Total sessions | 367 | (347) | | |
| Paying users | 5548 | (4958) | Average cost per user | £ 1.67 (£1.58) |
| Total users | 6809 | (6429) | | |
| Paid hours in use | 771 | (682) | Average cost per hour | £ 12.04 (£11.48) |
| Total hours in use | 888 | (821) | | |

Usage Statistics. (2022 figures in brackets)

“Regular Income” of £9,506 just adequately covered “Regular Operating Costs” (£9,286) and would suggest that our charging regime is in balance. The cost of Fund Raising and the various development projects reflected the big increase in activity levels
Overall the outgoings amounted to £22,031 giving a surplus for the year of £6,702

Looking forward to next year, with 5year Electrical Testing done and the Main Hall decorations going through the books in August hopefully Routine Maintenance will be under control. Energy costs also remain a bit of a moving feast, fortunately we have fixed term contracts for both Electricity and Gas covering the next fiscal year.

Long Term sustainability and other “Restricted” funds:

By the end of the year we now have around £ 66,000 nominally set aside as the “Roof Fund” for the essential long term sustainability of the hall building and a further £5,000 ring fenced as Operational Contingency. We also currently hold a prudent working balance in the current account to roll forward. .

Appearing as “Restricted Funds” is £382 left as contingency for the Floor refurbishment project along with the £961 belonging to the Village Celebration Fund. During the summer I did challenge the validity of holding such a balance on behalf of the Village. However, after debate the stake holders jointly agreed that circa £750 - £1000 would be prudent to cover a “wash out” or any losses at a future Village event.

David Bristow

Honorary Treasurer.

Independent Examiner's Report to Sutton on Derwent Village Hall

I report on the accounts of the charity for the year ending 31 July 2023, which are set out on pages 9 to 12.

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 report

My examination was carried out in accordance with the 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 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- ⊗ to keep accounting records in accordance with section 130 and 131 of the Charities Act; and
- ⊗ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Rebecca Triffitt, MAAT
Practice Accountant
Employee of Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY



Date:

28/2/24

Receipts and Payments Account for the year to 31st July 2023

| | 2023 | 2023 | 2023 | 2023 | 2022 | 2022 | 2022 | 2022 |
|---|--------------|--------------|---------------|---------------|--------------|------------|---------------|---------------|
| | Restricted | Designated | Unrestricted | Total | Restricted | Designated | Unrestricted | Total |
| Receipts: | | | | | | | | |
| Regular Hire Income | - | - | 9,506 | 9,506 | - | - | 7,631 | 7,631 |
| Parish Council Grant | - | - | 1,201 | 1,201 | - | - | 1,138 | 1,138 |
| Parish Council extra Grant from Jubilee Funds | - | 72 | - | 72 | - | - | - | - |
| ERYC - Omicron Hospitality & Leisure Grants | - | - | - | - | - | - | 3,036 | 3,036 |
| Community Café Donations | - | - | 833 | 833 | - | - | 895 | 895 |
| Other Donations | - | - | 34 | 34 | - | - | 80 | 80 |
| Village Hall Fund Raising | - | - | 5,313 | 5,313 | - | - | 4,707 | 4,707 |
| Joint Community Events | - | 400 | 6,318 | 6,718 | - | - | 1,458 | 1,458 |
| Bank Interest | - | - | 300 | 300 | - | - | 10 | 10 |
| Restricted Funds | | | | | | | | |
| HWRCC - Digital Hub Grant | 200 | - | - | 200 | - | - | - | - |
| Dogger Bank - Sound System Grant | 700 | - | - | 700 | - | - | - | - |
| ERYC Warm Spaces Grant | 3,098 | - | - | 3,098 | - | - | - | - |
| National Lottery - Local Connections Grant | - | - | - | - | 1,600 | - | - | 1,600 |
| Funds held for safekeeping | | | | | | | | |
| Café donation to Village Celebration Fund | - | 760 | - | 760 | - | - | - | - |
| Total Receipts | 3,998 | 1,232 | 23,503 | 28,733 | 1,600 | - | 18,966 | 20,456 |
| Payments: | | | | | | | | |
| Insurance | - | - | 1,201 | 1,201 | - | - | 1,138 | 1,138 |
| Cleaning Services | - | - | 2,746 | 2,746 | - | - | 2,773 | 2,773 |
| Utilities | 587 | - | 2,141 | 2,728 | - | - | 1,904 | 1,904 |
| Services & Appliance Testing | - | - | 239 | 239 | - | - | 130 | 130 |
| 5 Year & other Electrical Testing | - | - | 1,202 | 1,202 | - | - | 0 | 0 |
| Licences | - | - | 194 | 194 | - | - | 21 | 21 |
| Other Running Costs | - | - | 643 | 643 | - | - | 789 | 789 |
| ERVAS Account Examination Fee | - | - | 192 | 192 | - | - | 160 | 160 |
| Routine Maintenance | - | - | 141 | 141 | - | - | 911 | 911 |
| Sub Total - Hall Operating Costs | | | | 9,286 | | | | 7,826 |
| Village Hall Fundraising Costs | - | - | 3,148 | 3,148 | - | - | 3,226 | 3,226 |
| Village Hall Bar Stock | - | - | 440 | 440 | - | - | - | - |
| Joint Community Event Costs | - | 834 | 4,256 | 5,090 | - | - | - | - |
| Hall Improvement Projects | | | | | | | | |
| Extension Ladders | - | - | 180 | 180 | - | - | - | - |
| WiFi Digital Hub | 200 | - | - | 200 | - | - | - | - |
| Sound System Upgrade | 700 | - | 476 | 1,176 | - | - | - | - |
| Warm Spaces Initiative | 2,511 | - | - | 2,511 | - | - | - | - |
| Residual Floor Project | - | - | - | - | 282 | - | - | 282 |
| Community Café Project | - | - | - | - | 1,500 | - | 103 | 1,603 |
| Total Payments | 3,988 | 834 | 17,199 | 22,031 | 1,782 | 0 | 13,799 | 15,581 |
| Net Surplus / Deficit for the year | 0 | 398 | 6,304 | 6,702 | -282 | 0 | 5,156 | 4,874 |
| Cash & Bank Balances brought forward | 382 | 563 | 82,390 | 83,335 | 664 | 563 | 77,234 | 78,461 |
| Cash & Bank Balances carried forward | 382 | 961 | 88,694 | 90,037 | 382 | 563 | 82,390 | 83,335 |

Note: Restricted Funds at 31/7/23 = £1,343, comprising: Remaining residual on Floor Refurb Project = £382, + Village Celebration Fund (held for safe keeping) = £961.

Receipts and Payments for the financial year to 31st, July 2023.

| Receipts | 2023 | 2022 | Payments | 2023 | 2022 |
|--|---------------|---------------|--|---------------|---------------|
| Hire Income | | | Hall Running Costs | | |
| Casual Lettings | | | Insurance | 1,201 | 1,138 |
| Children's Parties | 650 | 553 | Cleaning Services | 2,606 | 2,636 |
| Private Functions | 1,681 | 1,255 | Water | 312 | 264 |
| Charity Fund Raising | 30 | 35 | Electricity | 880 | 507 |
| Visiting Clubs & Societies | 215 | 170 | Gas | 1,195 | 868 |
| Meetings | 165 | | Electrical Testing | 1,202 | 0 |
| Equipment Hire | 490 | 40 | Broadband WiFi | 315 | 245 |
| ERYC-School Rent | 1,680 | 1,260 | Fire Extinguisher Service | 143 | 44 |
| ERYC - Elections | 75 | 0 | Gas Appliance Servicing | 96 | 66 |
| Tennis Club | 238 | 105 | Janitorial | 140 | 137 |
| Tennis Coaching | | 293 | Licences | 194 | 21 |
| Bowls Club | 883 | 565 | Laundry | 432 | 280 |
| Parish Council | | 214 | Marketing & Parish News letter | 134 | 262 |
| Evolution Dance | 1,085 | 565 | Accountants Examination Fees | 192 | 160 |
| Badminton | 616 | 760 | ERA of RCB (Village Hall Network) | 60 | 60 |
| SuD Post Office | 1,275 | 1,300 | ERYC Waste Collections | 218 | 151 |
| Danceercise / Pilates | 418 | 486 | Misc Cost Items | 27 | 16 |
| Mum & Toddlers | 25 | | | | |
| | | | Sub Total - Running Costs | 9,144 | 6,915 |
| Sub Total - Hire Income | 9,506 | 7,631 | Routine Maintenance | | |
| | | | Electrical Equipment & Fittings | 48 | 258 |
| | | | Scraped Mat | 93 | |
| | | | Car Park White Lines | | 528 |
| | | | Kitchen Truggs | | 18 |
| | | | Miscellaneous Repairs | | 107 |
| | | | Sub Total - Routine Maintenance | 141 | 911 |
| Total - Regular Income | 9,506 | 7,631 | Total - Operating Costs | 9,286 | 7,826 |
| | | | Village Hall Events | | |
| Village Hall Events | | | Classic Cars | 804 | 459 |
| Classic Cars | 1,535 | 1,243 | Fire Works | 188 | 125 |
| Fire Works | 439 | 393 | Bad Apple - Eddie & Gold Tops | 196 | 122 |
| Bad Apple - Eddie & Gold Tops | 341 | 252 | ABBA Tonight | 1,188 | |
| ABBA Tonight | 1,951 | | Bingo | 794 | |
| Bingo x 3 | 1,047 | | Event Bar Stock | 440 | |
| | | | Sub total - Fund Raising Costs | 3,586 | 706 |
| Sub total - Fund Raising | 5,313 | 1,889 | Joint Collaborative Events | | |
| | | | Sutton Beer Festival | 872 | 1,418 |
| Joint Collaborative Events | | | Kings Coronation | 559 | |
| Sutton Beer Festival | 2,210 | 2,819 | Village Fete From Celebration Fund | 434 | |
| Kings Coronation | 444 | | Village Fete Activities | 7542 | |
| Village Fete Sponsorship | 400 | | Village Fete Share to Church & School | 7883 | |
| Village Fete Activities | 3,862 | 1,458 | Queens Jubilee | | 1,101 |
| Queens Jubilee | | | | | |
| | | | Sub Total - Joint Events | 5,090 | 2,519 |
| Sub Total - Joint Events | 6,716 | 4,277 | Hall Improvements | | |
| | | | WiFi Extender | 200 | |
| Grants and Support | | | Sound System Upgrade | 1,176 | |
| HWRCC - Digital Hub | 200 | | Warm Spaces Project | 2511 | |
| Dogger Bank Wind Farm | 700 | | Extension Ladders | 180 | |
| ERYC Warm Spaces | 3,098 | | Community Café Kitchen | | 4,178 |
| Parish Council Grant | 1,201 | 1,138 | Speaker Stands | | 70 |
| PC Extra Grant for Jubilee | 72 | | Residual Floor Project | | 282 |
| Community Café Donations | 833 | 895 | | | |
| Other Donations | 34 | 80 | | | |
| Lottery Local Connections | | 1,500 | | | |
| ERYC Covid Support | | 3,038 | | | |
| | | | Sub total - Development | 4,067 | 4,530 |
| Sub total - Grants & Support | 6,066 | 6,649 | | | |
| Funds Held for Safe Keeping | | | | | |
| Café Donation to Celebration fund | 780 | | | | |
| Bank Interest | | | | | |
| Barclays Bank | 300 | 10 | | | |
| Total Receipts | 26,733 | 20,455 | Total Payments | 22,031 | 15,581 |
| Bank Reconciliation: | | | Accounts Reconciliation: | | |
| Bank Balances brought forward at 1 /8/2022 | | 83,335 | Total Receipts | 26,733 | |
| Closing Bank Balances at 31 /7/2023 | | 90,037 | Total payments | -22,031 | |
| Movement on the year | | 6,702 | Surplus on the year | 6,702 | |

Statement of Assets and Liabilities as at 31st July 2023

| Monetary Assets | 2023 | 2022 |
|---|---|----------------------|
| TSB Bank Current Account | 17,208 | 14,412 |
| Barclays Bank Savings Account | <u>72,829</u> | <u>68,922</u> |
| | 90,037 | 83,335 |
| Total Monetary Assets by type: | | |
| Unrestricted Funds | 88,694 | 82,390 |
| Restricted Funds - Floor Project | 382 | 382 |
| Designated Funds - Money held for safe keeping | 961 | 563 |
| Total Funds | <u><u>90,037</u></u> | <u><u>83,335</u></u> |
| Non Monetary Assets and Liabilities | | |
| Fixed Assets for the Charity's use (at cost) | | |
| Village Hall | Held in Trust | Held in Trust |
| Internal Fixtures and Fittings | 26,580 | 24,741 |
| Internal Building Contents | 34,620 | 28,725 |
| | <u>61,200</u> | <u>53,466</u> |
| | <i>(Source: Village Hall Inventory)</i> | |
| Total Fixed Assets | | |
| Debtors | | |
| Hirings - Outstanding invoices at 31st, July | 25 | 100 |
| <i>Invoice 23/07/01 Wheldrake Messy Church Project</i> | | |
| Creditors | | |
| Unpresented Cheques | 0 | 0 |
| Village Celebration Fund | -961 | -563 |
| Miscellaneous Bar Stock, (bottled and soft drinks retained for future VH events) | 315 | |
| Net Non-Monetary Assets less Liabilities | <u><u>60,579</u></u> | <u><u>53,003</u></u> |

These Accounts were approved by the Trustees on

28/2/24

and signed on their behalf by:

