

SUTTON ON DERWENT VILLAGE HALL

FINANCIAL STATEMENTS

For the year ended

31 July 2024

Sutton on Derwent Village Hall

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Trustees Annual Report

for the period

1st August 2023 – 31st July 2024

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: dbristow@brizza.co.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, Adult Keep fit Sessions, Children's Dance Classes, Pre-school Rhythm Time Music, 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 – 2024 ;

Objectives for the year followed three main strands:

1. **Sustain the Hall for future generations.** (Aiming for 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.

Recovering from the Covid pandemic and then faced with a tight squeeze on family incomes there became a clear need to support young families with affordable activities and events. Similarly, for the older residents, support and companionship remains so important, clearly illustrated by the regular and appreciative attendees at the Community Café. A new Saturday Family Club has been established thanks to extra support from the Village Hall Network. In the same vein, Prize Bingo evenings provided low cost family entertainment for all ages.

Overall, the fund raising on Village Hall events and the joint Village Community activities all ensured another busy year for the Council of Management. Thanks to some generous sponsorship, a bumper Village Fete was again very well attended and raised much needed funds for the School, the Church and the Village Hall. The pleasing aspect was the way new initiatives were well supported and clearly "hitting the spot" with the Villagers.

Popular co-operative events included:

- Supporting the Parish Council running the Village Fire Works evening
- Hosting the Annual Beer Festival with Woodhouse Grange Cricket Club
- 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 £65,900 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 of over £17,000 in the current account to roll forward.

However, after being in balance over recent years, this year "regular hire Income" of £9,977 failed to cover "regular operating costs" of £15,106. The main reason being a £6,374 catch up on routine maintenance held over from the pandemic. Thankfully around half of these costs were non recurring and attributable to replacing an external fire door for the Pimm Room and an upgrade of an electric consumer unit to the latest standards. Nevertheless, with a general increase forecast in many items of expenditure and energy costs remaining problematic as long term deals come to an end the time has come to revise our hire charges, (last updated in 2019).

Since the Covid lock down we have worked hard to hold down costs and support the hard pressed families but time for review is now inescapable. The proposal is to consult with the user groups and implement the new regime w.e.f. 1st January 2025.

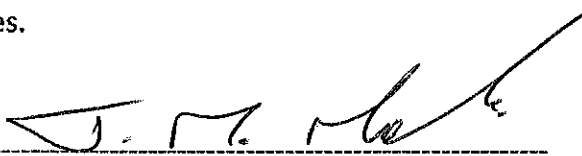
In the short term, a careful supervision of the budget will be required whilst accepting internal and external decorations will always need attention. The Trustees are very mindful of the importance of keeping on top of this regular routine maintenance for a cherished facility operating in such a competitive 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: 3.9.24

Mr. John Newlove, Chairman

Treasurers Annual Report for 2023 - 2024.

Operational Income and Expenditure

Regular Hire Income of £9,977 compares favourably with £9,506 in 2023 and reflects the buoyant demand for bookings. Family functions, Kids parties and Hayleys Dance classes all making their significant contributions. Fund Raising activities, from both extra Village Hall events and the Joint Village Fete delivered Fund Raising proceeds of £13,084. The pleasing aspect is the way the new initiatives are bringing in new attendees and clearly hitting the spot with the Villagers. The Beer Festival producing an impressive £2,668 shared with Woodhouse Grange Cricket. The Community Café goes from strength to strength, and thanks for their support with the cost of extra sockets in the kitchen.

A "thank you" to everyone who contributed to such a successful years programme.

The overall Income numbers (£26,855) also acknowledges the ongoing help from the Parish Council who covered the cost of our Insurance premium. Also grants from the Village Hall Network helped encourage new initiatives like the pre school Rhythm Time and the new Saturday morning Family club. Illustrating another busy year for the Counsel of Management !

Paying user sessions	358	(332)	Average cost per session	£ 42.20 / £33.80 (£27.96)
Total sessions	395	(367)		
Paying users	6015	(5548)	Average cost per user	£ 2.51 / £2.01 (£1.67)
Total users	7958	(6809)		
Paid hours in use	971	(771)	Average cost per hour	£ 15.55 / £12.47 (£12.04)
Total hours in use	1083	(888)		

Usage Statistics. (2023 figures are in brackets)

The "Average Costs" show two numbers for 2024, the first (e.g. £42.20) is the cost set against the full 2024 Operating Costs. The next figure is a comparable number against recurring costs.

After being in balance over recent years, "Regular Income" of £9,977 failed to cover a busy year of "Regular Operating Costs" (£15,106) that included major one off items of Routine Maintenance. Overall, when the cost of Events and Development work were added the total outgoings amounted to £26,908 resulting in a bottom line deficit of £53.

The picture can be rather distorted by "one off" routine maintenance like the replacement external door in the Pimm room. However, with a general increase forecast in many items of expenditure and Energy Costs remaining a bit of a moving feast it is clearly time to suggest a review of our charging regime (last updated in 2019). Since the Covid lock down we have worked hard to hold down costs and support hard pressed families but sadly the time has come. It is important we keep on top of the fabric of the building and maintain the cherished facility so important for our Village Community.

Long Term sustainability and other "Restricted" funds:

By the end of the year we maintain around £ 65,900 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 an Operational Contingency. We also currently hold a prudent working balance in the current account to adequately cover any unexpected short term pressures.

Finally, appearing as "Restricted Funds" is £382 left as contingency for the ongoing Floor refurbishment project along with the £961 belonging to the Village Celebration Fund.

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 2024, which are set out on pages 9 to 11.

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:

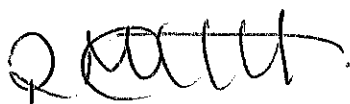
(1) which gives me reasonable cause to believe that in any material respect the requirements

-  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
Employee of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY



Date: 11/11/24

Receipts and Payments for the financial year to 31st, July 2024.

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Receipts	2024	2023	Payments	2024	2023
Hire Income			Hall Running Costs		
Casual Lettings		650	Insurance	1,420	1,201
Children's Parties	675	1,691	Cleaning Services	2,780	2,806
Private Functions	1,394	30	Water	345	312
Charity Fund Raising		215	Electricity	565	690
Visiting Clubs & Societies	598	165	Gas	1,043	1,195
Meetings	210	480	Electrical Testing	70	1,202
Equipment Hire	140	1,680	Broadband WiFi	433	315
ERYC-School Rent	1,680	75	Fire Extinguisher Service	58	143
ERYC - Elections	150	238	Gas Appliance Servicing	166	96
Tennis Club	275		Janitorial	519	140
Tennis Coaching		863	Licences	416	194
Bowls Club	798		Laundry	240	432
Parish Council	373	1,085	Marketing & Parish News letter	144	134
Evolution Dance	1,270	616	Accountants Examination Fees	192	192
Badminton	528	1,275	ERA of RCB (Village Hall Network	50	50
SuD Post Office	1,300	418	ERYC Waste Collections	214	216
Pilates	405	25	Misc Cost Items	77	27
Rhythmtime	80				
Sub Total - Hire Income	9,977	9,506	Sub Total - Running Costs	8,732	9,144
			Routine Maintenance		
			Internal Decorations	3,180	
			Electrical Equipment & Fittings	731	48
			Pinrm Room Door & Hall Windows	2,253	
			Scrapar Mat		93
			Car Park White Lines		
			Kitchen Truggs		
			Miscellaneous Repairs	210	
			Sub Total - Routine Maintenance	6,374	141
Total - Regular Income	9,977	9,506	Total - Operating Costs	15,106	9,286

Sutton upon Derwent Village Hall

Receipts	2024	2023	Payments	2024	2023
Regular Income - off from page 1	977	956	Operating Costs - off from page 1	15106	9286
Village Hall Events	1,354	1,535	Village Hall Events	561	804
Classic Cars	707	439	Classic Cars	207	166
Fire Works	611	341	Fire Works	489	188
Bad Apple - The Regalietes	1,531	1,551	Bad Apple - The Regalietes	1,060	1188
80's 2 Nite	1,142	1,047	80's 2 Nite	484	794
Bingo x 4	1,038		Bingo	441	
Race Night			Race Night	279	440
Sub total - Fund Raising	6,863	5,313	Event Bar Stock	3,401	3,688
Joint Collaborative Events	2,048	2,210	Sub total - Fund Raising Costs		
Sutton Beer Festival	1,050	400	Joint Collaborative Events	712	872
Village Fete Sponsorship	3,803	3,662	Sutton Beer Festival		434
Village Fete Activities		444	Village Fete From Celebration Fund	2,086	1542
Kings Coronation			Village Fete Activities	1,854	1583
Sub Total - Joint Events	6,701	6,716	Village Fete Share to Church & School		559
Grants and Support	150		Kings Coronation		
Hails for All		200	Sub Total - Joint Events	4,652	5,080
HWRCC - Digital Hub		700	Hall Improvements		
Dogger Bank Wind Farm		3,088	Scaffold Tower	413	
ERYC Warm Spaces			Kitchen Sockets	300	
Parish Council Grant	1,345	1,201	O.H. Projector Upgrade	1,727	
PC Extra Grant for Jubilee		72	External Notice Board	735	
Community Cafe Donations	811	833	WIFI Extender		200
Community Cafe - Power Sockets	300		Sound System Upgrade	580	1176
Other Donations	178	34	Warm Spaces Project		2511
Sub total - Grants & Support	2,784	5,066	Extension Ladders		180
Funds Held for Safe Keeping		760	Sub total - Development	3,749	4,057
Cafe Donation to Celebration fund			Total Payments	26,908	22,031
Bank Interest	1,010	300	Accounts Reconciliation:		
Berdleys Bank			Total Receipts	26,855	26,733
Total Receipts	25,955	28,733	Total payments	26,908	-22,031
Bank Reconciliation:			Deficit on the year	53	5,702
Bank Balances brought forward at 1/08/2023					
Closing Bank Balances at 31/07/2024					
Movement on the year					

Sutton upon Derwent Village Hall.

Statement of Assets and Liabilities as at 31st July 2024

Monetary Assets	2024	2023
TSB Bank Current Account	17,580	17,206
Barclays Bank Savings Account	72,404	72,829
	<u>89,984</u>	<u>90,037</u>
Total Monetary Assets by type:		
Unrestricted Funds	88,641	88,685
Restricted Funds - Floor Project	382	382
Designated Funds - Money held for safe keeping	961	961
Total Funds	<u><u>89,984</u></u>	<u><u>90,038</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 (Day 1 Declared)	28,285	26,560
Internal Building Contents (Day 1 Declared)	36,000	34,620
	<u>64,285</u>	<u>61,200</u>
Total Fixed Assets		
	(Source: Village Hall Inventory)	
Debtors		
Hirings - Outstanding Invoices at 31st, July	125	25
Invoices 24/06/15 Wheeltrike Messy Church Project	120	
Invoices 24/06/14 Tori Ranner - Rhythm Time - July	188	
EDF Electricity - Planned D/D payments in credit at 31/7/24		
Creditors		
Unpresented Cheques		0
Village Celebration Fund (Held for safe keeping)	-961	-961
Business Stream Water - Planned D/D payments in arrears at 31/7/24	-596	
Miscellaneous Bar Stock, (bottled and soft drinks retained for future VH events)	300	315
Net Non-Monetary Assets less Liabilities	<u><u>63,471</u></u>	<u><u>60,579</u></u>

D. Bristow

These Accounts were approved by the Trustees on 3rd September 2024 and signed on their behalf by: