

**Waltham Village Institute  
(Waltham on the Wolds Village Hall)**

**Receipts and Payments Accounts  
for the year ended 31 May 2021**

**Registered Charity Number: 521518**

Clayton & Brewill  
Chartered Accountants  
Cawley House  
149-155 Canal Street  
Nottingham  
NG1 7HR

**Waltham Village Institute  
(Waltham on the Wolds Village Hall)**

**Contents of the Financial Statements  
for the year ended 31 May 2021**

Page

- |        |                                     |
|--------|-------------------------------------|
| 1 - 3. | Report of the Trustees              |
| 4.     | Independent Examiner's Report       |
| 5.     | Receipts and Payments Account       |
| 6.     | Statement of Assets and Liabilities |

-1-  
**Waltham Village Institute  
(Waltham on the Wolds Village Hall)**

**Report of the Trustees  
For the year ended 31 May 2021**

**OBJECTIVES AND ACTIVITIES**

The object of the charity is the operation of a Village Hall, to provide education, training, sport and recreational facilities to the general public.

**PUBLIC BENEFIT**

In setting objectives, planning for activities and delivering those activities, the trustees have had regard for, and given due consideration to, the general guidance published by the Charity Commission relating to public benefit.

The activities taken to benefit the public have been to maintain the Waltham Village Hall in a sound state of repair, well heated, lit and clean for use by the Parishioners of Waltham in accordance with all appropriate rules, regulations and expected standards of compliance.

**ACTIVITIES**

The activities undertaken during the year were in general to maximise the number of wedding bookings and other venue hire to produce sufficient income to maintain the building and support the parishioners, school, scout group and other societies/groups of Waltham by providing the facilities of the Hall to the highest standards possible at the lowest cost possible.

Activities were adversely impacted during the financial year due to Covid-19, with core activities ceasing from March 2020 following the nationwide lockdown put in place by the government.

**FINANCIAL REVIEW**

Receipts totalling £25,088 (2020: £57,030) were received during the year. Included within this amount was a receipt of £18,069 of a government support grant to help manage the impact of the Covid-19 lockdown. Payments totalling £39,916 (2020: £76,697) were made during the year. Within this figure are flooring costs of £6,977 and curtains £3,513. This leaves a net deficit of £14,828 for the year, compared to a deficit of £19,667 in 2020.

**RESERVES POLICY**

It is the policy of the charity to maintain reserves at a level which equates to approximately twelve months expenditure. This provides sufficient funds to cover costs. Reserves were maintained at this level throughout the year.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

## **Governing Document**

The charity is constituted through a conveyance dated 04/12/1953 as amended on 05/12/2016.

-2-

## **Waltham Village Institute (Waltham on the Wolds Village Hall)**

### **Report of the Trustees (Cont'd) For the year ended 31 May 2021**

#### **RECRUITMENT AND APPOINTMENT OF NEW TRUSTEES**

Where there is a requirement for new trustees these are identified and appointed by the remaining trustees.

#### **INDUCTION AND TRAINING OF NEW TRUSTEES**

The Chairman of the trustees is responsible for the induction of any new trustee which involves awareness of a trustee's responsibilities, the governing document, administrative procedures, and the history and philosophical approach of the charity

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

521518

##### **Principal address**

19 Goadby Road  
Waltham on the Wolds  
Melton Mowbray  
Leicestershire  
LE14 4AG

##### **Trustees**

The trustees below have held office during the whole of the period from 1<sup>st</sup> June 2020 to the date of this report.

C Smith  
G A Cawthorn  
G Escreet  
M Wotton  
T Morris  
G Baxter  
C Baxter  
K M Stubbs

Other changes in trustees are as follows:

D Fairhead - resigned: 16<sup>th</sup> September 2020

A Fairhead - appointed 16<sup>th</sup> September 2020

D Donovan - resigned: 16<sup>th</sup> September 2020

**-3-**

**Waltham Village Institute  
(Waltham on the Wolds Village Hall)**

**Report of the Trustees (Cont'd)  
For the year ended 31 May 2021**

**Independent Examiners**

Clayton & Brewill  
Chartered Accountants  
Cawley House  
149-155 Canal Street  
Nottingham  
NG1 7HR

**Bankers**

Barclays bank plc  
Leicester  
LE87 2BB

Approved by Order of the Board of Trustees on ..... and signed on their behalf by:

.....

C Smith

-4-

**Waltham Village Institute  
(Waltham on the Wolds Village Hall)**

**Independent Examiner's Report to the Trustees of Waltham Village  
Institute**

I report on the accounts of the charity for the period ended 31 May 2021 which are set out on pages 5 to 6.

**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.

Yvonne Jackson BSC (Hons) FCA  
 Clayton & Brewill  
 Chartered Accountants  
 149-155 Canal Street  
 Nottingham  
 NG1 7HR

.....

-5-

**Waltham Village Institute  
 (Waltham on the Wolds Village Hall)  
 Receipts and Payments Account  
 For the year ended 31 May 2021**

	<b>Unrestric ted Funds 2021 £</b>	<b>Unrestric ted Funds 2020 £</b>
<b><u>Receipts</u></b>		
Bar	40	24,500
Hall hire	6,954	22,171
Donations received	6	250
Grants received	18,069	10,000
Bank interest	19	10
<b>Total receipts</b>	<b>25,088</b>	<b>57,030</b>
<b><u>Payments</u></b>		
Bar costs	-	11,516
Other event costs	-	386
Wages and salaries	17,816	15,267
Rates	-	405
Light and heat (net of feed in tariff)	949	1,999
Property insurance	1,223	1,217
Cleaning	601	1,735
Repairs and	16,301	35,04

maintenance		9
Telecommunications	1,113	1,459
Equipment purchases	14	2,382
Accountancy fees	834	870
		2,19
Legal and professional fees	840	0
Licences	157	1,117
Charitable donations	-	1,010
Other expenses	68	95
<b>Total payments</b>	<u>39,916</u>	<u>76,697</u>
<b>(Deficit)/ surplus for the year</b>	(14,828)	(19,667)
<b>Bank/cash balances b/fwd at 31/05/2020</b>	<u>56,898</u>	<u>76,565</u>
<b>Bank/cash balances c/fwd at 31/05/2021</b>	<u><u>42,070</u></u>	<u><u>56,898</u></u>

-6-

**Waltham Village Institute  
(Waltham on the Wolds Village Hall)**

**Statement of Assets and Liabilities  
As at 31 May 2021**

	<u>2021</u> £	<u>2020</u> £
<b>FIXED ASSETS</b>		
Village Hall	<u>950,000</u>	<u>950,000</u>
<b>CURRENT ASSETS</b>		
Bank accounts:		
Current account	10,022	6,050
Bar account	451	450
Deposit account	31,597	50,398
	<u>          </u>	<u>          </u>
<b>TOTAL CURRENT ASSETS</b>	<u>42,070</u>	<u>56,898</u>
	<u>          </u>	<u>          </u>
<b>NET CURRENT ASSETS</b>	<u>42,070</u>	<u>56,898</u>
	<u>          </u>	<u>          </u>

<b>TOTAL NET ASSETS</b>	<u>992,070</u>	<u>1,006,898</u>
<b>CHARITABLE FUNDS</b>		
Unrestricted funds	<u>992,070</u>	<u>1,006,898</u>

These accounts were approved by the Board of Trustees on ..... and signed on their behalf by;

.....

C Smith