

THE MEPPERSHALL VILLAGE HALL
Year to 31st March 2014
Financial accounts

Page 1

CHARITY NUMBER

300052

TRUST ASSETS

Land and facilities including the Village Hall at Meppershall in Bedfordshire together with cash and other assets available to the trustees

TRUSTEES

Steve Ansell	(Chairman)
David Birch	(Treasurer)
Graham Walker	(Maintenance and Social Club Licensee)
Graham Jones	(Legal matters)
Jeff Hurst	(Property and user group)
Dave Foskett	(Parish Council)

Secretary

Melanie Fergus

Booking Secretary

Sue Rafferty

INDEPENDENT EXAMINER

R T Bodily ACA
Chartered Accountant
Machins Building
Victoria Street
Luton
LU1 2BS

BANKERS

Santander Commercial Bank
P O Box 1
Bridle Road
Bootle
Merseyside
L30 4UA

HSBC
19 Midsummer Place
Milton Keynes
PO Box 1888
Coventry
CV3 9WN

ACCOUNTING POLICIES

The accounts are prepared on the basis of cash receipts and payments relating to the year and a statement as to the cash and bank balances, and amounts receivable less liabilities outstanding at the end of the year.

Report of the Trustees

Constitution and Object of the Trust

The Trust was established by a conveyance dated 26th January 1960 of land on which the Meppershall Village Hall was constructed and recreational facilities provided. The assets of the trust are to be used for the purpose of improving the conditions of life for the residents of Meppershall in Bedfordshire and the neighbouring areas.

Trustees and Committee of Management

The trustees and committee of management is to comprise five members elected at the Annual General Meeting each year and others appointed by and representing local organisations. No remuneration or expense allowances are paid to trustees.

Public Benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities for the year.

Statement of trustees' responsibilities

The trustees are aware of their responsibilities to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing the accounts the trustees have accepted the requirement to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with the Charities Statement of Recommended Practice and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They accept responsibility for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves

The trustees will hold the majority of funds as reserves until such time as suitable projects can be identified to fulfil the charitable objectives.

Risk assessment

The trustees actively review the major risks the trust faces on a regular basis.

As well as considering internal controls, the trustees have also examined the other operational and business risks faced and confirm that systems and initiatives are reviewed in order to mitigate those risks.

Report of the Trustees - continued

Review of the year – fulfilling our objectives and public benefit

Full details of the income and expenditure are set out in the summary on pages 4 to 6.

A gift of 120 chairs, 6 tables and a trolley with a cost excluding vat of £2,454 was received from the Meppershall Parish Council.

The 2013 summer fair was a good event for the village and also raised net income of £1,959 which taken together with deposits of £520 received in the previous accounting year, made a total of £2,479 to help meet expenditure.

In view of the likelihood of costs exceeding income by around £1,000 there was no bonfire and firework night event in 2013.

The surplus of income over expenditure for the year was £974 (2013 £2,274). The surplus reflects the trustees deferring expenditure wherever possible due to the potential for a new village hall to be constructed within the foreseeable future, and thus minimising non-transferable expenditure. At the end of the year invoices payable were £1,621 (2013 £1,288 including unbilled electric costs of £509 paid in April 2013).

The cash position shows balances net of amounts receivable and payable of £14,554 (2013 £14,865) which provide a buffer for emergency or unexpected expenditure as well as to meet monthly bills pending receipt of quarterly income from users of the village hall. Income from hiring and use of the hall facilities is a very important source of income and will be a focus of attention for the ensuing year. The Social Club paid rent and services charges of £9,000 again for this year.

New Limited Company

At the last AGM the transfer of the Charity's activities and land to a new company where the liability of the members is limited by guarantee and the trustees are appointed directors was approved. The trustees have received agreement in principle from the Charity Commissioners and formal registration and documentation is being dealt with by lawyers.

New Village Hall

Negotiations progressed well to acquire land to the rear of the village hall owned by the Meppershall Parish Council and relinquish the existing site to provide an access for residential development. This will provide finance for construction of a modern eco-friendly Community Centre suited to the needs of the users. Sports and leisure facilities as well as a cemetery are envisaged through working jointly with the Meppershall Parish Council. The proposed arrangements have been approved by the Charity Commissioners.

Following receipt of indicative tender prices there have been several meetings to review and alter the specification and layout of the proposed new Community Centre, sports and leisure facilities. Changes have been made so that the construction costs can be covered with cash remaining for a contingency fund. The design is subject to the views and requirements of the local planning authorities. A formal tender process for the construction will then be undertaken with the final specification and design meeting as many of the users requirements as possible but within the limited cash resources available.

The trustees anticipate this project will continue to progress forwards during the 2014 and 2015 years.

S Ansell

Chairman and Trustee
8th June 2014



INCOME	Year to date 31st March 2014		Year to 31st March 2013	
	£'s	£'s	£'s	£'s
Parish Council Grant - Current year (see note below)		0		3,000
Donations		0		2
Summer Fair - 2012	0		2,238	
Summer Fair - 2012 - Barclays Bank matched fundraising	0		502	
Less: Expenses paid	0		(143)	
		0		2,597
Summer Fair - 2013 deposits				520
Summer Fair - 2013	3,011			
Less: Expenses paid	(1,052)			
		1,959		
Lettings and hirings of the hall		10,661		9,363
Social club rent paid - current year		9,000		7,500
Social Club rent paid - re prior year		1,500		1,500
Fundraising website donation		0		16
Fireworks	Money received	0	1,625	
Add: Reimbursement	Parish Council	0	500	
Less: Expenses	Fireworks	0	(1,813)	
Less: Expenses	Soup/hot chocolate	0	0	
Less: Expenses	Event Insurance	0	(74)	
Less: Expenses	Bonfire stacking/debris clearance	0	(60)	
Less: Expenses	Skip for bonfire clearance	0	(194)	
		0		(16)
Bank interest received		11		12
TOTAL INCOME		23,131		24,494
TOTAL EXPENDITURE - per schedule		(22,157)		(22,220)
NET INCOME FOR THE YEAR		974		2,274

Note 1: The Parish Council donated 6 tables, 130 new chairs and a trolley in the year at a cost excluding vat of £2,454.

The financial accounts on pages 4 to 6 were authorised and approved by the Trustees on 8th June 2014 and signed on their behalf by

S Ansell
Chairman and Trustee



Year to date
31st March 2014

Year to
31st March 2013

EXPENDITURE

Cleaning:

Wages	5,245	5,347
Materials	1,060	804
Waste removal	2,943	2,805

9,248

8,956

Maintenance - general:

Wages	784	784
Electric + gas testing + certificates	178	60
Roof repair	0	598
Fire extinguishers	111	148
PHS hygiene	699	912
Contractors and materials	218	121
CCTV and Emergency lighting	190	0
Radiators, plumbing and repairs	48	21
Flowers and planters	0	20

2,228

2,664

Maintenance - specific projects:

CCTV + internal repairs	284	0
Heating boiler and thermostats replacement	216	0

500

0

Operational costs:

Insurance - paid monthly	2,153	1,980
Water	926	873
Gas	2,218	2,756
Electric - current year	3,353	2,232
Electric - prior year catch up paid or (repayment)	509	(208)
Telephone & Broadband	235	267
Letting secretary, post, audit & and sundry expenses	0	108
Performing rights society	441	440

9,835

8,448

New Hall Project

Valuers & Surveyors fees + statutory records searches	46	952
Solicitors re new company and constitution + AGM	300	1,200

346

2,152

Totals for the year

22,157

22,220

	Year to date 31st March 2014		Year to 31st March 2013	
	£'s	£'s	£'s	£'s
Money in the bank				
Current account - Santander		1,046		2,453
Deposit account - Santander		9,010		12,200
Current account - HSBC		5,413		0
Held by lawyers		160		0
Cash in hand		0		0
Total cash in bank and available		15,629		14,653
Add:				
Social Club rent due received after period end		0		1,500
Meppershall Parish Council - received after period end		546		0
		<u>546</u>		<u>1,500</u>
Less:				
Expenses due at period end				
Lawyers - New company + Constitution + Charity Commissioners		(1,200)		0
General operational expenses		(421)		(1,288)
		<u>(1,621)</u>		<u>(1,288)</u>
Net cash resources available		14,554		14,865

The Meppershall Village Hall

Independent examiner's report to the trustees of The Meppershall Village Hall

I report on the financial statements of the charity for the year ended 31st March 2014, which are set out on pages 4 to 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 43 of the 1993 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

This report, including my statement, has been prepared for and only for the charity's trustees as a body. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body for my examination work, for this report, or for the statements I have made.

Basis of independent examiner's report

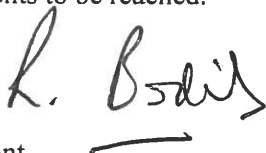
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

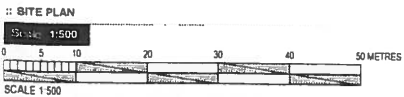
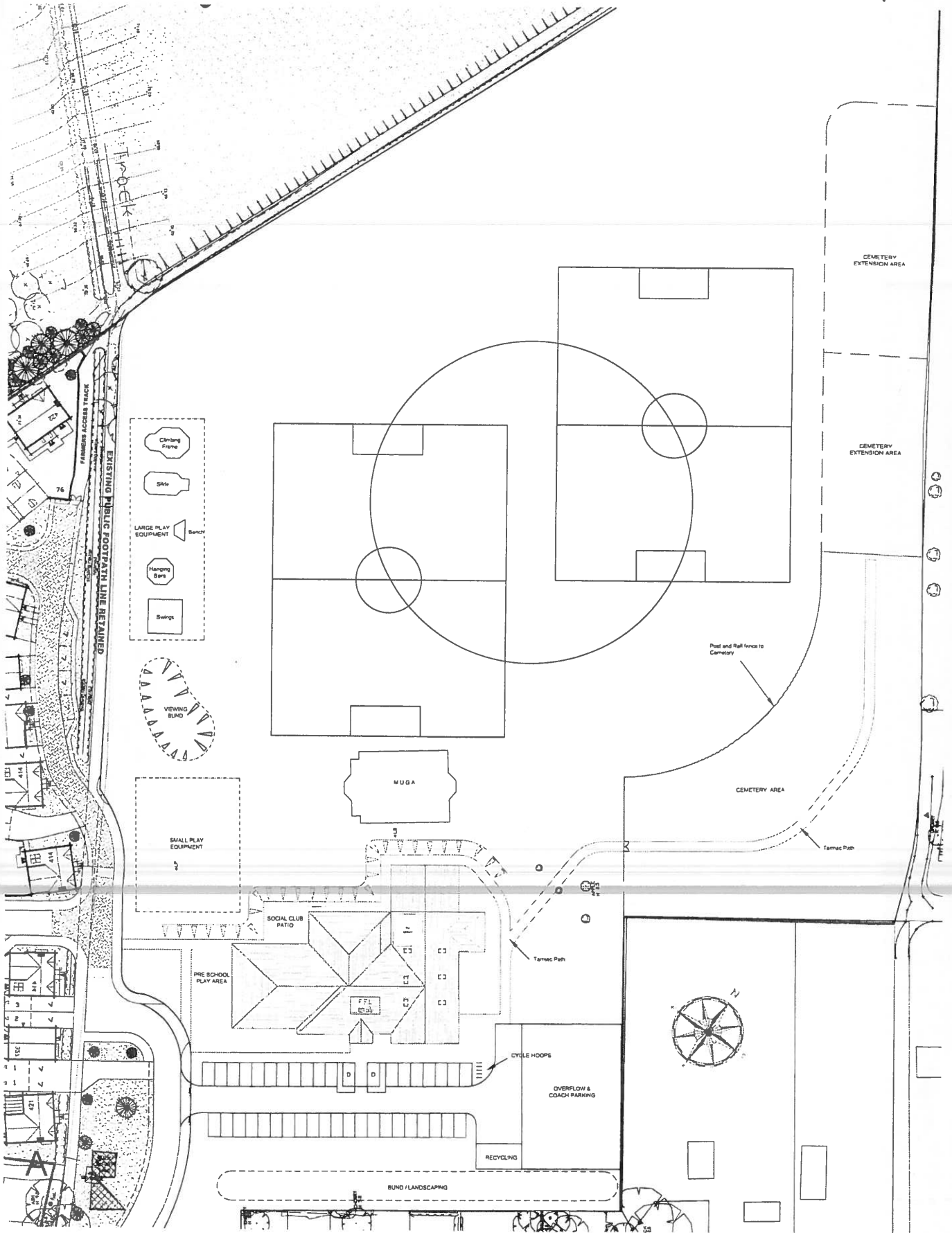
- which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 1993 Act
 have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

R T Bodily
Chartered Accountant
Machins Building
Victoria Street
Luton
LU1 2BS



8th June 2014

DRAFT 8/6/2014



A2 SITE LAYOUT SCALE 1:500 x1 A2

Revisions
 A - Site Layout Updated - MPJ - 02/04/2014
 B - Site Layout Updated - MPJ - 23/04/2014
 C - Site Layout Updated - MPJ - 13/05/2014

Drawn - MPJ
 Checked - DJS
 Date - MAY 2014

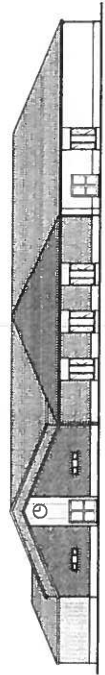
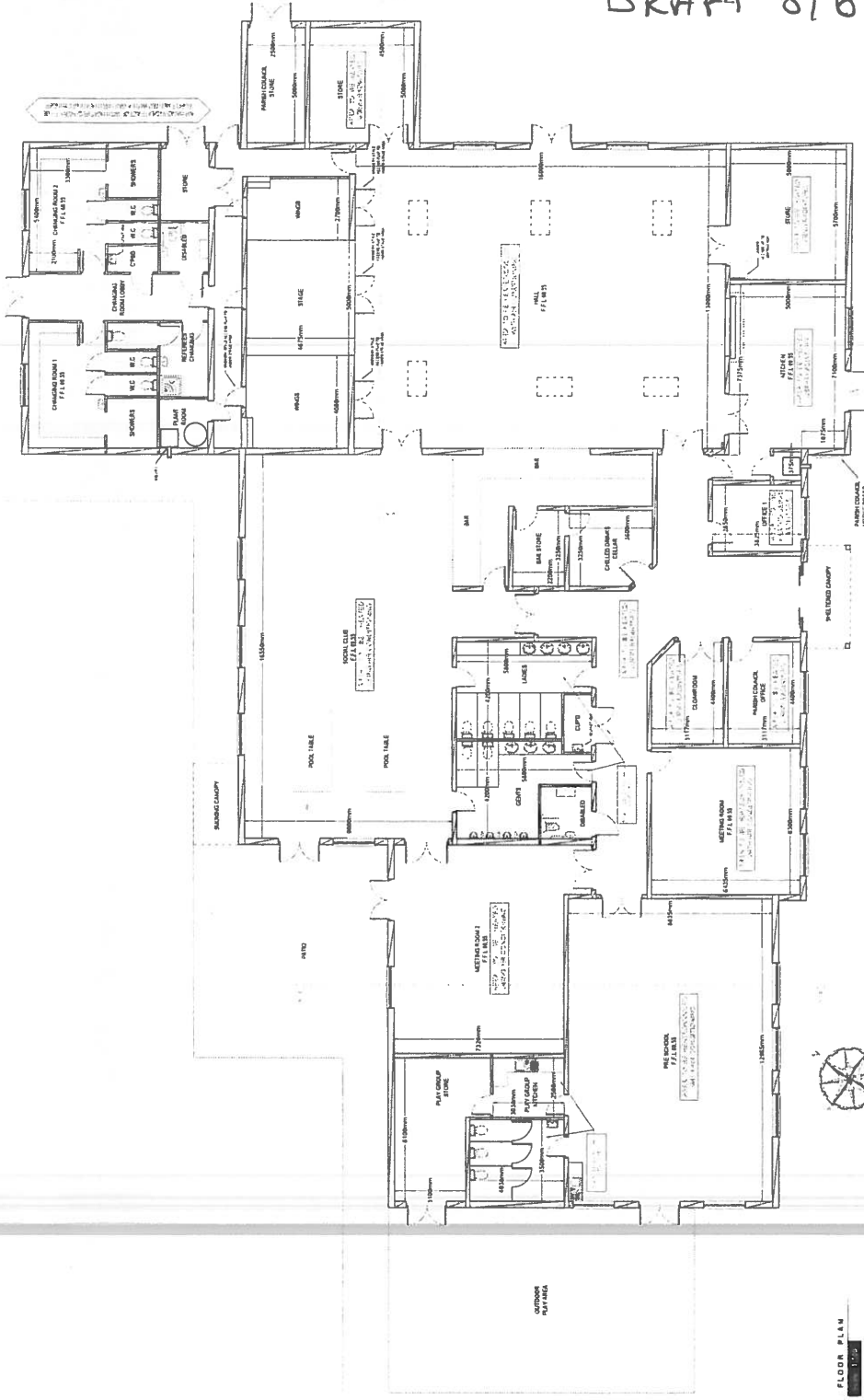
Project - Land off Shefford Road
 Meppershall
 Bedfordshire

DRAWING | A | 40373 | 11C

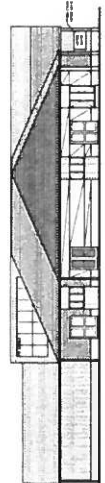
Land & Property
 Consultants
 Bedford Buckingham
 Ipswich Colchester
 robinsonandhall.co.uk



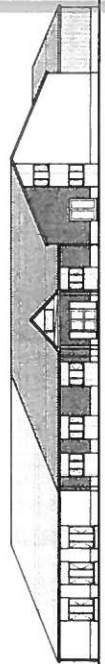
DRAFT 8/6/2014



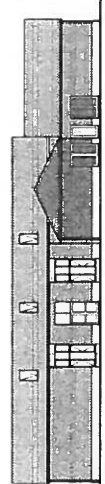
NORTH WEST ELEVATION



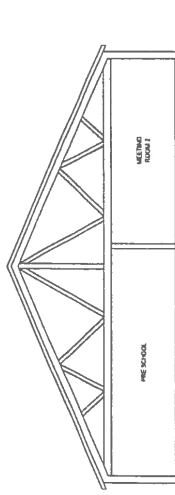
WEST ELEVATION



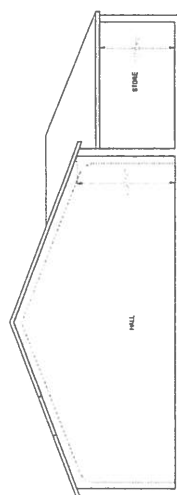
SOUTH EAST ELEVATION



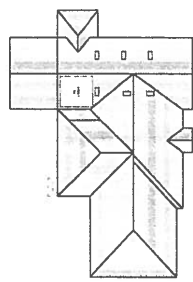
EAST ELEVATION



SECTION A-A



SECTION B-B



ROOF PLAN



FLOOR PLAN

A1: FLOOR PLAN

Drawn: MPJ
 Checked: DUB
 Date: MAY 2014

Project: Magsenhall Village Hall
 Magsenhall
 Bedfordshire

A 40378 14

Land & Property Consultants
 robinson hall
 Bedford Backingham
 Ipswich Colchester
 robinsonhall.co.uk