

THE MEPPERSHALL VILLAGE HALL
Year to 31st March 2016
Financial accounts

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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
David Birch
Graham Walker
Graham Jones
Jeff Hurst
Dave Foskett

Specific responsibilities

(Chairman)
(Treasurer)
(Maintenance and Social Club Licensee)
(Legal matters)
(Property and Players user group)
(Parish Council)

Secretary

Melanie Fergus

Booking Secretary

Louise Hutson

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 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 are 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.

New Limited Company

At the January 2014 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 the 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. The transfer is expected to be dealt with by 31st March 2017 but has not yet been completed.

Report of the Trustees - continued

New Village Hall

In September 2015 negotiations came to a successful conclusion to sell the land on which the current Village Hall stands and operates to provide access to nearby farm land for the purposes of constructing residential property.

Subject to the granting of a satisfactory planning consent the sale will fund the construction of a new Village Hall at a cost of approx. £1.72m on the playing field land owned by the Meppershall Parish Council. The specification and design have been carefully considered and are intended to meet the requirements of a modern world where technology, healthy living, sport, recreation and as many of the user's requirements as possible are met, but of course ultimately within the cash resources available.

Chartered Surveyors have advised the trustees during the course of the negotiations and similarly will be engaged to monitor construction of the new Village Hall to the agreed specification and advise the trustees on meeting the very clear objectives summarised above. The proposed arrangements have been approved by the Charity Commissioners who ultimately regulate the Meppershall Village Hall trustees.

The trustees are working closely with the Meppershall Parish Council who are to construct new sports pitches and a cemetery on land adjacent to the new village hall, and for which they too have a land disposal, land acquisition and construction contract.

The Trustees hold a contingency sum from monies received on signing contracts of £7,360. This sum is available to the trustees and Parish Council to meet unexpected costs that may arise. On completion of the sale contracts further money is to be received which will meet the balance of the professional costs and provide a contingency sum of around £150k. This sum is intended to ensure the trustees and Parish Council can meet any expenditure they may incur during the construction of the new facilities for example, practical changes to the design specifications. Any balance of these sums will then be made available to meet expenditure on the running costs of the new village hall and sports pitches should this be required in the early years whilst hirings build up.

The trustees are mindful of the specific concerns raised by village residents as regards road safety, parking and disruption during the construction phases, and installation of a temporary Village Hall. The trustees are working with the developer and constructor to reduce the impact and risks as much as possible, thus seeking practical solutions to address the concerns raised.

This is an exciting project in a time of change for the village and the trustees are committed to working with the Parish Council to ensure the new Village Hall, social and sports facilities, serve residents well for a very long time.

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. Gross income was £19,146 (2015 £22,494), showing a reduction as no money was received from the summer fair or fireworks (2015 received £2,567). An excess of expenditure over income before exceptional items of £1,709 (2015 surplus £1,906) is therefore reported for the year. Cash available at the year end amounted to £14,680 (2015 £14,115).

The Meppershall Parish Council paid for and donated crockery at a cost of £1,162 excluding vat.

The trustees continue to defer expenditure wherever possible due to the expectation of a new Village Hall being constructed during 2017/18 (subject to satisfactory planning consents being granted).

**The Meppershall Village Hall
Cash Income and Expenditure**

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INCOME	Year to 31st March 2016		Year to 31st March 2015	
	£'s	£'s	£'s	£'s
Parish Council Grant - Current year		0		0
Parish Council Grant - 2013-14		0		546
Summer Fair - 2014		0		936
Lettings and hirings of the hall		10,104		10,921
Social club rent paid		9,036		9,000
Fireworks: Tickets and stalls		0		1,085
Bank interest received		6		6
TOTAL INCOME		19,146		22,494
TOTAL EXPENDITURE - per schedule		(20,855)		(20,588)
NET (EXPENDITURE) or INCOME FOR THE YEAR		(1,709)		1,906
Exceptional items				
New Constitution and development project:				
Professional fees reimbursed		2,320		0
Valuers & Surveyors - Charity Commission reports		0		(1,320)
Solicitors - New Company + Charity Commission		(43)		(2,100)
		2,277		(3,420)
NET INCOME or (EXPENDITURE) FOR THE YEAR AFTER EXCEPTIONAL ITEMS		568		(1,514)

The financial accounts on pages 4 to 6 were authorised and approved by the Trustees on 13th November 2016 and signed on their behalf by:

D C Birch
Treasurer and Trustee

	Year to 31st March 2016	Year to 31st March 2015
EXPENDITURE		
Cleaning:		
Wages & contractors	5,916	5,544
Materials	961	789
Waste removal	3,046	3,046
	<u>9,923</u>	<u>9,379</u>
Maintenance - general:		
Contract	840	831
Electric + gas testing + certificates	336	0
Fire extinguishers	160	114
PHS hygiene	910	828
Contractors and materials	540	142
Radiators, plumbing, repairs, replacements	17	70
Cooker cleaning	120	0
Cleaning equipment - Hoover	0	204
Flowers and planters	0	75
	<u>2,923</u>	<u>2,264</u>
Operational costs:		
Insurance	2,027	2,318
Water	868	1,396
Gas	1,792	1,555
Electric - current year (net of negotiated credits)	2,714	3,396
Electric - compensation ex gratia credits	(398)	0
Telephone & Broadband	338	184
Letting secretary, post, audit & sundry expenses	161	86
Website	0	10
Performing rights society	507	0
	<u>8,009</u>	<u>8,945</u>
Totals for the year	<u><u>20,855</u></u>	<u><u>20,588</u></u>

	Year to 31st March 2016		Year to 31st March 2015	
	£'s	£'s	£'s	£'s
Money in the bank				
Current account - Santander		1,937		3,567
Deposit account - Santander		12		12
Current account - HSBC		4,309		3,881
Deposit account - HSBC		8,305		6,000
Held by lawyers		117		160
Held by Scottish Power - tarif incorrect		-		496
Cash in hand		-		-
Total cash in bank and available		14,680		14,115
Amounts receivable				
Hirings and lettings		2,722		2,076
Expenses due at period end				
General payments		(1,421)		(1,022)
Net resources available		15,981		15,169
Net change in the year		811		304

**The Meppershall Village Hall
Independent examiner's report to the trustees of The Meppershall
Village Hall
Year to 31st March 2016**

I report on the financial statements of the charity for the year ended 31st March 2016, 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

13th November 2016