

SAMPFORD BRETT VILLAGE HALL

Annual Report and Accounts

With Independent Examiner's Report

Year to 30th September 2018

SAMPFORD BRETT VILLAGE HALL

Trustees' annual report for year to 30th September 2018

The Managing Trustees present their report for the year ended 30th September 2018 which should be read in conjunction with the attached financial statements for the same period.

Legal status

The Charity is established by Trust Deed dated 12th February 1981, amended with approval of the Charity Commission on 12th November 2004. The Parish Council of Sampford Brett is the Custodian Trustee, in whom the land is vested. The Charity Commission number is 268277.

Objects, policies and organisation.

The trust is established to provide and maintain the Village Hall for the use of the inhabitants of Sampford Brett without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.

The Hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to meet the ordinary expenditure incurred in providing the Hall.

The Management Committee, who are the managing Trustees, is elected or appointed on an annual basis, with the officers being elected from the membership of the committee. The Annual General Meeting is usually held in November.

Review of the year

Your committee met five times during the period of the report.

Following a Public Meeting at the end of September 2016 a subcommittee (named the Acorn Group) was appointed to advise on the desirability and feasibility of replacing the Village Hall at some future date. In the meantime, in respect of its cumulated reserves, the committee felt that its existing policy should continue i.e. all needed repairs, net of any donations received or major fundraising events, should continue to be undertaken., but the committee is also comfortable that, where surpluses arise from current and future operations, these surpluses can be allowed to accumulate to bequeath a fund to the next generation towards replacing the building at some future date. The Acorn Group is reporting its recommendations at a meeting of the committee on 13/11/18 and the committee will in turn report on the outline strategy at the AGM.

Finances

Receipts from lettings increased to £2,231 (last year £2,032) but conceal a significant number of changes. As mentioned in last year's report, we lost income from the ending of the Tai Chi classes This shortfall was increased by the closure of the Friday club and the absence of an election (there were two last year). However, we had the full benefit of the Pilates Group and from a further increase in the hiring fee which until last year had been unchanged for many years.

In respect of electricity supply, the policy has been that the Hall bears the cost of lighting and frost prevention, but it budgets to recover the cost of heating and cooking through the coin boxes.

Other Income included meaningful interest (£103) for the first time from the deposits at Shawbrook Bank. The General Expenses increased by £140, driven by the initial costs of the

alcohol licence offset by the non-billing of the PRS license and a late subscription of the CCS membership. The net result of the above is that the Surplus available for Repairs decreased by £130 to £1,242 compared with last year

Although the Acorn Group's report was pending, several items of repairs became necessary as listed in the accounts, the largest of which were the repairs to part of the roof of the village store (£910) and the new chairs (£754).

The Hall has been the beneficiary of a £2,000 legacy from the late Beryl Willes who, together with her husband, were very active in the affairs of the Village Hall from the eighties to 2010. The committee is very grateful. The Sampford Brett Activities Group donated £2600 to be divided equally between the Unrestricted Fund and the Refurbishment Fund (see below). These transactions resulted in a surplus on Unrestricted Funds, before a one-off transfer (see below), of £1,796.

As reported last year a Restricted Fund was created with the purpose of recording the initial funding and costs of the work commissioned by the VHMC for the work of the Acorn Group from a Big Lottery Grant of £6,226. The balance of this Fund brought forward was £5,161 which was used as intended for the structural, user and household surveys. To accommodate the SBAG Grant for the Rehabilitation Fund, the committee decided to extend the use of this Restricted Fund under this new name and add £5,000 from the Unrestricted Fund.

The outcome from this activity and transfer resulted in total Unrestricted Funds of £11,238, Restricted Funds were £6,300, making a total of £17,538.

Responsibility for the Financial Statements

The Managing Trustees (i.e. the Management Committee) are responsible for the preparation of the financial statements and for keeping proper accounting records which disclose the financial position of the Charity. They have elected to prepare financial statements on the receipts and payments basis with an accompanying statement of assets and liabilities.

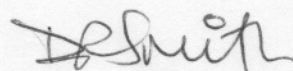
Management Committee membership

The officers and members of the committee and their appointing body, if appropriate, are:

Mr A D Busby	(Chairman)	Elected
Mrs L J Procter	(Vice-Chairman)	Elected
Mr D Smith	(Secretary)	Elected
Mr D R Drabble	(Treasurer)	Parish Council
Mr C Cadby	(Bookings Secretary)	Recreation Club
Mrs E M Blazey		PCC
Mr R Currie		Gardening Club
Mr R McKee		Local History Group
Mrs B Payne		Elected
Mrs S E Draper		Elected

The Independent Examiner is Mr Philip Swan; he has given his services free of charge.

Approved by the Trustees
Leabeck
Sampford Brett
TA4 4JX



Mr David Smith

November 2018

Secretary

SAMPFORD BRETT VILLAGE HALL

Independent Examiner's report to the trustees of Sampford Brett Village Hall

I report on the accounts of the Charity for the year ended 30th September 2018 which are set out on pages 4, 5 and 6.

Respective responsibility of trustees and independent examiner.

As the Charity's trustees you are responsible for the preparation of the accounts. You consider that the audit requirement of Section 43(2) of the Charities Act 1993 (The Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts 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 came 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 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

The Old Rectory
Sampford Brett
Taunton
TA4 4LA

P.C. Swain 22/11/2018

22nd November 2018

Mr P Swan

Sampford Brett Village Hall

Receipts and Payments Account for the year to 30 September 2018

2016/17

Activities	Gross income	Expenses	Net proceeds				
Hire of Hall	2,231	386	1,845	2,032	350	1,682	
Electricity	426	566	(140)	442	565	(123)	
Soup Club	864	529	336	926	539	388	
Coffee Mornings	204	33	171	203	19	183	
One-off events	0	0	0	247	76	171	
	3,725	1,513		2,212	3,850	1,549	2,301
Other income							
Deposit interest			103			0	
Sundry - mainly electricity wayleave			15			15	
				118			15
General expenses							
Insurance			(651)			(636)	
Bank Charges			(60)			(55)	
Performing Rights Society Levy			0			(118)	
Advertising			(51)			(50)	
Officers expenses			(23)			(2)	
Membership - Community							
Council for Somerset			0			(80)	
Sundries			(303)			(7)	
				(1,088)			(947)
Operating surplus / (deficit) before repairs				1,242			1,369
Repairs and maintenance							
Routine/ recurring			(475)			(405)	
Specific projects:							
Chairs		(754)					
Basin in gents		(162)					
Cistern in ladies		(170)					
Coin box		(150)					
Replacement Fire							
Extinguisher		(125)					
Garage roof repair		(910)					
Special cut for car park							
cypress hedge		(180)					
- previous year			(2,451)			0	
				(2,926)			(405)
Operating surplus / (deficit)				(1,683)			963

Sampford Brett Village Hall

Receipts and Payments Account for the year to 30 September 2018

2016/17

Donations and special items

Legacy from Beryl Willes	2,000	1,500
SB Activities Group for Unrestricted funds	1,300	1,400
Others	180	9
	<u>3,480</u>	<u>2,909</u>

Net surplus for period

	1,796	3,872
Transfer to Refurbishment Fund (see below)	-5,000	
Balance b/f	14,441	10,569
Balance of Unrestricted funds c/f	11,238	14,441

Restricted Funds for Acorn Project and Refurbishment

Balance b/f	5,161	0
Grant from Lottery Fund	0	6,226
SB Activities Group for Acorn Project	1,300	0
Transfer from Unrestricted Funds (see above)	5,000	
Structural survey	(1,950)	0
Parishioner and User survey	(3,211)	(1,065)
Balance of Restricted funds c/f	6,300	5,161

Statement of Total Funds carried forward

Unrestricted Funds	11,238	14,441
Restricted funds	6,300	5,161
Total Funds	17,538	19,602

Sampford Brett Village Hall

Statement of Assets and Liabilities as at 30th September 2018

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Fixed Assets

	30/09/2018	30/09/2017
	£	£
Land buidlings and fixed equipment	25,869	25,869
Stores, including extension	1,708	1,708
	<u>27,577</u>	<u>27,577</u>

Furniture

	Year of acquisition	Cost £
Clavinova)	
Screen)	
Carpet) Pre-1980	Pre-1980
Ladder)	
4 Oblong folding tables	1999	363
7 Oblong folding tables	2000	604
Henry vacuum cleaner	2004	94
10 small folding tables	2005	680
2 armchairs	2005	140
Laptop computer and printer	2005	1,048
Multi-media DLP projector	2007	525
Kitchen blind	2007	53
Blinds	2013	950
Microwave oven	2015	75
Chairs	2017	754

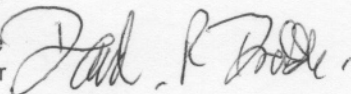
Monetary assets and liabilities

	30/09/2018	30/09/2017
	£	£
Cash (as per Receipts and Payments Account)		
Shawbrook Bank Fixed Term	6,000	6,000
Shawbrook Bank 60-day notice account	3,000	3,000
CAFBank	5,317	9,835
Lloyds TSB	2,902	357
Cash	319	411
	<u>17,538</u>	<u>19,602</u>
Debtors and prepayments:		
Letting income due, received since 30/9/16,	392	511
Accrued interest	35	43
Prepaid insurance, PRS/PPL levy and advertising	127	231
Less: Provision for water and electricity used	(84)	(141)
CCS membership	(50)	0
Cash in coin boxes not yet used	(1)	(6)
	<u>17,956</u>	<u>20,240</u>
Net Monetary Assets less Liabilities		
	<u>17,956</u>	<u>20,240</u>

The fixed assets and furniture are insured for £333,000, which includes a special surplus offered by the insurance company over the basic valuation of £269,000

Approved by committee

David Drabble
Hon Treasurer



Andrew Busby
Chairman

