

**THE MEPPERSHALL VILLAGE HALL**  
**Year to 31st March 2015**  
**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 (retired)

Louise Hutson (appointed in the year)

**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.

The surplus of income over expenditure for the year was £1,906 (2014 £1,320) before exceptional costs of £2,100 relating to the constitution changes for the new Limited Company which is to succeed to the existing charity and £1,320 for advice regarding the proposed new village hall development. The surplus continues to reflect the trustees deferring expenditure wherever possible due to the potential for a new village hall to be constructed within the next two years (subject to planning consents being granted), and thus minimising expenditure.

At the end of the year invoices payable were £1,022 (2014 £1,621).

The cash position shows balances net of amounts receivable and payable of £15,205 (2014 £16,994) 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 continues to be a very important source of income. The Social Club, being one of the main users, pay rent and services charges of £9,000 for the two years and other users contributed £10,993 (2014 £10,661).

### **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 has not yet been completed.

### **New Village Hall**

Negotiations faltered with the proposed developer of new housing in the latter part of 2014 and terminated in February 2015 but have progressed well since March 2015 with a local development company to acquire nearby land for residential development. The Trustees plan continues to be to acquire land to the rear of the current village hall owned by the Meppershall Parish Council and sell the existing site to provide an access for the residential development. This will provide finance for construction of a modern eco-friendly Community Centre and Village Hall suited to the needs of the users. Sports and leisure facilities as well as a cemetery are to be constructed adjacent to the new hall by the Meppershall Parish Council. The proposed arrangements have been approved by the Charity Commissioners.

There have been several meetings to review and alter the specification and layout of the proposed new Community Centre and Village Hall, sports and leisure facilities. Changes have been needed to ensure the construction costs can be covered leaving cash available for a contingency and reserve fund. The design is subject to the views and requirements of the local planning authorities when a formal planning application is submitted. The final specification and design are intended to meet as many of the users requirements as possible but within the limited cash resources available.

The trustees anticipate that this project will progress following the signing of legal contracts in their agreed form and submission of the formal planning application during the latter part of 2015 or early 2016.

**S Ansell**  
Chairman and Trustee  
20<sup>th</sup> September 2015



	Year to date 31st March 2015		Year to 31st March 2014	
	£'s	£'s	£'s	£'s
<b>INCOME</b>				
Parish Council Grant - Current year		0		0
Parish Council Grant - Prior year		546		0
Summer Fair - 2013	0		3,011	
Less: Expenses paid	0		(1,052)	
		0		1,959
Summer Fair - 2014	936		0	
Summer Fair - 2014 deposits	0		0	
Less: Expenses paid	0		0	
		936		0
Lettings and hirings of the hall		10,993		10,661
Social club rent paid - current year		8,964		9,000
Social Club rent paid - re prior year		0		1,500
Fireworks: Tickets and stalls	2,834		0	
Donated by the Parish Council	600		0	
Cost of fireworks to the Parish Council	(600)		0	
Purchase of fireworks	(1,361)		0	
Event expenses	(236)		0	
Event Insurance	(74)		0	
St. John Ambulance	(78)		0	
			0	
Surplus on event		1,085		0
Bank interest received		6		11
<b>TOTAL INCOME</b>		<b>22,530</b>		<b>23,131</b>
<b>TOTAL EXPENDITURE - per schedule</b>		<b>(20,624)</b>		<b>(21,811)</b>
<b>NET INCOME FOR THE YEAR</b>		<b>1,906</b>		<b>1,320</b>
<b>Exceptional costs</b>				
New Constitution and development project:				
Valuers & Surveyors - Charity Commission reports	(1,320)		(46)	
Solicitors - New Company + Charity Commission	(2,100)		(300)	
		(3,420)		(346)
<b>NET INCOME or (EXPENDITURE) FOR THE YEAR AFTER EXCEPTIONAL COSTS</b>		<b>(1,514)</b>		<b>974</b>

The financial accounts on pages 4 to 6 were authorised and approved by the Trustees on 20th September 2015 and signed on their behalf by

D C Birch  
Treasurer and Trustee

EXPENDITURE	Year to date 31st March 2015	Year to 31st March 2014
Cleaning:		
Wages	5,544	5,245
Materials	967	1,060
Waste removal	3,046	2,943
	9,557	9,248
Maintenance - general:		
Wages	831	784
Electric + gas testing + certificates	0	178
Roof repair	0	0
Fire extinguishers	114	111
PHS hygiene	828	699
Contractors and materials	0	218
CCTV and Emergency lighting	0	190
Radiators, plumbing and repairs	70	48
Cleaning equipment - hoover	204	0
Flowers and planters	75	0
	2,122	2,228
Maintenance - specific projects:		
CCTV + internal repairs	0	284
Heating boiler and thermostats replacement	0	216
	0	500
Operational costs:		
Insurance - paid monthly	2,318	2,153
Water	1,396	926
Gas	1,555	2,218
Electric - current year	3,396	3,353
Electric - prior year		509
Telephone & Broadband	184	235
Letting secretary, post, audit & and sundry expenses	86	0
Website	10	0
Performing rights society	0	441
	8,945	9,835
<b>Totals for the year</b>	<b>20,624</b>	<b>21,811</b>

	Year to date 31st March 2015		Year to 31st March 2014	
	£'s	£'s	£'s	£'s
<b>Money in the bank</b>				
Current account - Santander		3,567		1,046
Deposit account - Santander		11		9,010
Held by Scottish Power - tarif incorrect		496		0
Current account - HSBC		3,881		5,413
Deposit account - HSBC		6,000		0
Held by lawyers		160		160
<b>Cash in hand</b>				0
<b>Total cash in bank and available</b>		<b>14,115</b>		<b>15,629</b>
<b>Add:</b>				
Social Club rent due received after period end		36		0
Meppershall Parish Council - received after period end		0		546
Lettings and hirings		2,076		2,440
		<u>2,112</u>		<u>2,986</u>
<b>Less:</b>				
<b>Expenses due at period end</b>				
Lawyers - New company+Constitution+Charity Commissioners		0		(1,200)
General payments		(1,022)		(421)
		<u>(1,022)</u>		<u>(1,621)</u>
<b>Net cash resources available</b>		<b>15,205</b>		<b>16,994</b>
<b>Net change in the year</b>		<b>(1,789)</b>		<b>2,129</b>

**The Meppershall Village Hall**  
**Independent examiner's report to the trustees of The Meppershall**  
**Village Hall**  
**Year to 31st March 2015**

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I report on the financial statements of the charity for the year ended 31st March 2015, 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

20<sup>th</sup> September 2015

