

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
METFIELD VILLAGE HALL

van Dijk Accountants Limited
Georgian House
34 Thoroughfare
Halesworth
Suffolk
IP19 8AP

METFIELD VILLAGE HALL

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for the Year Ended 31 March 2023

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METFIELD VILLAGE HALL

REPORT OF THE TRUSTEES for the Year Ended 31 March 2023

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

To operate and manage Metfield Village Hall as a place of recreation and social activities for the advantage or benefit of the inhabitants of Metfield either gratuitously or in consideration of any money payments or on such terms as the trustees may think fit.

ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT IN RELATION TO ITS OBJECTS

Operate and manage Metfield Village Hall including hiring of facilities, building maintenance organisation and support of fundraising events and activities.

ACHIEVEMENT AND PERFORMANCE

The Village Hall experienced an encouraging year with a successful summer fete and hall bookings increasing as the community aspect continued to recover post-COVID. No Retail Hospitality and Leisure grants were received this year compared to £2,800 last year.

Sadly, Eve Peck, Village Hall Trustee and Committee Member passed away on 17th June 2023. Serving as secretary, bookings officer and treasurer to the committee, Eve was an extraordinary individual. Her commitment and passion were evident to all who knew her and her contributions to the betterment of Metfield were immeasurable and shall never be forgotten.

FINANCIAL REVIEW

Financial position

Retained reserves at the year end amounted to £323,543. Expenditure exceeded income by £3,734. Detailed information can be found in the attached accounts.

Reserves policy

It is the charity's and trustees' policy to maintain reserves at a level it considers necessary to meet cash flow requirements.

FUTURE PLANS

The trustees intend to continue operation under the objectives stated above and shall maintain the village hall in good condition.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document a Trust Deed dated 21st February 1934, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Two trustees retire by rotation annually and may offer themselves for re-election by members of the Parish attending the Annual General Meeting. Casual vacancies arising prior to the Annual General Meeting may be filled by the committee to hold office until the next Annual General Meeting.

Organisational structure

The management and control of the charity is vested in the management committee but subject in every case to the general supervision of the trustees.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

METFIELD VILLAGE HALL

REPORT OF THE TRUSTEES
for the Year Ended 31 March 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
304796

Principal address
Skinners Lane
Metfield
Harleston
IP20 0LH

Trustees
Mr Robert Steven (Chairperson)
Mr Nicholas Rudge
Mr Steven Jordan
Mr Martin Fowler
Mrs Evelyn Peck (Deceased 17th June 2023)
Mrs Lorraine McEvoy

The Village Hall Management Committee
Mrs Lorraine McEvoy (Chairperson)
Mrs Evelyn Peck (Secretary/Treasurer) (Deceased 17th June 2023)
Mr Darren Honey (Secretary/Treasurer from 19th August 2023)
Mrs Carol Brown (Vice Chairperson)
Mrs Louise Eden
Mr Steven McEvoy
Mr Jeremy Boardman
Mrs Rachel Boardman
Mrs Mary Frendo
Mrs Keshar Whitelock

Bankers
Barclays Bank PLC

Independent Examiner
P N van Dijk FMAAT
van Dijk Accountants Limited
Georgian House
34 Thoroughfare
Halesworth
Suffolk
IP19 8AP

Approved by order of the board of trustees on 2 November 2023 and signed on its behalf by:

R Steven - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
METFIELD VILLAGE HALL

Independent examiner's report to the trustees of Metfield Village Hall

I report to the charity trustees on my examination of the accounts of Metfield Village Hall (the Trust) for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

P N van Dijk FMAAT

van Dijk Accountants Limited
Georgian House
34 Thoroughfare
Halesworth
Suffolk
IP19 8AP

2 November 2023

METFIELD VILLAGE HALL

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2023

	Notes	Unrestricted fund £	Restricted fund £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
External funding		3,782	-	3,782	4,236
Other trading activities	2	4,158	-	4,158	1,003
Investment income	3	28	-	28	1
		<hr/>	<hr/>	<hr/>	<hr/>
Total		7,968	-	7,968	5,240
		<hr/>	<hr/>	<hr/>	<hr/>
EXPENDITURE ON					
Costs incurred		11,055	647	11,702	13,495
		<hr/>	<hr/>	<hr/>	<hr/>
NET INCOME/(EXPENDITURE)		(3,087)	(647)	(3,734)	(8,255)
		<hr/>	<hr/>	<hr/>	<hr/>
RECONCILIATION OF FUNDS					
Total funds brought forward		18,427	308,850	327,277	335,532
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		15,340	308,203	323,543	327,277
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The notes form part of these financial statements

METFIELD VILLAGE HALL

STATEMENT OF FINANCIAL POSITION

31 March 2023

	Notes	Unrestricted fund £	Restricted fund £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	6	2,482	308,203	310,685	311,952
CURRENT ASSETS					
Debtors	7	1,609	-	1,609	3,827
Cash at bank	8	11,729	-	11,729	11,978
		<u>13,338</u>	<u>-</u>	<u>13,338</u>	<u>15,805</u>
CREDITORS					
Amounts falling due within one year	9	(480)	-	(480)	(480)
NET CURRENT ASSETS		<u>12,858</u>	<u>-</u>	<u>12,858</u>	<u>15,325</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		15,340	308,203	323,543	327,277
NET ASSETS		<u>15,340</u>	<u>308,203</u>	<u>323,543</u>	<u>327,277</u>
FUNDS	10				
Unrestricted funds				15,340	18,427
Restricted funds				308,203	308,850
TOTAL FUNDS				<u>323,543</u>	<u>327,277</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 2 November 2023 and were signed on its behalf by:

R Steven - Trustee

M Fowler - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and Machinery 20%

Improvements to freehold property less its estimated residual value is being depreciated on a straight line basis over fifty years.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

METFIELD VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023

2. OTHER TRADING ACTIVITIES

	Unrestricted funds	Restricted funds	31.3.23 Total funds	31.3.22 Total funds
	£	£	£	£
Hall hire and activities	1,896	-	1,896	763
Fete income and donations	2,143	-	2,143	-
Re-cycling	119	-	119	240
	<u>4,158</u>	<u>-</u>	<u>4,158</u>	<u>1,003</u>

3. INVESTMENT INCOME

	Unrestricted funds	Restricted funds	31.3.23 Total funds	31.3.22 Total funds
	£	£	£	£
Deposit account interest	<u>28</u>	<u>-</u>	<u>28</u>	<u>1</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund	Restricted fund	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
External funding	4,236	-	4,236
Other trading activities	1,003	-	1,003
Investment income	<u>1</u>	<u>-</u>	<u>1</u>
Total	<u>5,240</u>	<u>-</u>	<u>5,240</u>
EXPENDITURE ON			
Costs incurred	<u>12,848</u>	<u>647</u>	<u>13,495</u>
NET INCOME/(EXPENDITURE)	(7,608)	(647)	(8,255)
RECONCILIATION OF FUNDS			
Total funds brought forward	26,035	309,497	335,532

METFIELD VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023

5.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted fund £	Restricted fund £	Total funds £
	TOTAL FUNDS CARRIED FORWARD	<u>18,427</u>	<u>308,850</u>	<u>327,277</u>
6.	TANGIBLE FIXED ASSETS	Freehold property £	Plant and machinery £	Totals £
	COST			
	At 1 April 2022 and 31 March 2023	<u>312,338</u>	<u>9,638</u>	<u>321,976</u>
	DEPRECIATION			
	At 1 April 2022	3,488	6,536	10,024
	Charge for year	<u>647</u>	<u>620</u>	<u>1,267</u>
	At 31 March 2023	<u>4,135</u>	<u>7,156</u>	<u>11,291</u>
	NET BOOK VALUE			
	At 31 March 2023	<u>308,203</u>	<u>2,482</u>	<u>310,685</u>
	At 31 March 2022	<u>308,850</u>	<u>3,102</u>	<u>311,952</u>
7.	DEBTORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR		31.3.23 £	31.3.22 £
	Other debtors		<u>1,609</u>	<u>3,827</u>
8.	CASH AT BANK		31.3.23 Total funds £	31.3.22 Total funds £
	Barclays current account		4,154	4,430
	CCLA		1,580	1,553
	Barclays savings account		<u>5,995</u>	<u>5,995</u>
	Total		<u>11,729</u>	<u>11,978</u>

METFIELD VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Accruals and deferred income	480	480
	<u>480</u>	<u>480</u>

10. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	18,427	(3,087)	15,340
Restricted funds			
Fabric fund	308,850	(647)	308,203
	<u>327,277</u>	<u>(3,734)</u>	<u>323,543</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	7,968	(11,055)	(3,087)
Restricted funds			
Fabric fund	-	(647)	(647)
	<u>7,968</u>	<u>(11,702)</u>	<u>(3,734)</u>

Comparatives for movement in funds

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	26,035	(7,608)	18,427
Restricted funds			
Fabric fund	309,497	(647)	308,850
	<u>335,532</u>	<u>(8,255)</u>	<u>327,277</u>

METFIELD VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	5,240	(12,848)	(7,608)
Restricted funds			
Fabric fund	-	(647)	(647)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	5,240	(13,495)	(8,255)
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	26,035	(10,695)	15,340
Restricted funds			
Fabric fund	309,497	(1,294)	308,203
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	335,532	(11,989)	323,543
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	13,208	(23,903)	(10,695)
Restricted funds			
Fabric fund	-	(1,294)	(1,294)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	13,208	(25,197)	(11,989)
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

METFIELD VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023

11. RELATED PARTY DISCLOSURES

The one ordinary share in Metfield Village Hall Trading Ltd is held by Mr Robert Steven as Trustee of Metfield Village Hall.

METFIELD VILLAGE HALL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
External funding		
Covenant donation from Metfield Village Hall		
Trading Ltd	3,782	1,396
Grants and donations	-	2,840
	<hr/> 3,782	<hr/> 4,236
Other trading activities		
Hall hire and activities	1,896	763
Fete income and donations	2,143	-
Re-cycling	119	240
	<hr/> 4,158	<hr/> 1,003
Investment income		
Deposit account interest	28	1
	<hr/>	<hr/>
Total incoming resources	7,968	5,240
 EXPENDITURE		
Costs incurred		
Rates and water	298	149
Insurance	925	856
Light and heat	2,285	1,668
Postage, stationery and advertising	205	105
Licences and subscriptions	337	272
Cleaning	4,707	3,853
Repairs and maintenance	250	4,364
Accountancy	480	480
I T services and telephone	465	326
Hall activity costs	483	-
Depreciation of freehold property	647	647
Depreciation of plant and machinery	620	775
	<hr/> 11,702	<hr/> 13,495
Total resources expended	11,702	13,495
	<hr/>	<hr/>
Net expenditure	<u>(3,734)</u>	<u>(8,255)</u>

This page does not form part of the statutory financial statements