

Garway Village Hall

Receipts & Payments Account

Balance Sheet

For the Year Ended 5 April 2016

Garway Village Hall

Profit & Loss Account

Year Ended 5 April 2016

Income	Note	2016	2015
Hire of hall & equipment	1	1,797.00	1,736.00
Garway Live	2	3,356.95	2,990.02
Grants & Donations	3	24,225.00	200.00
Fun day		1,495.00	1,314.22
Bank interest received		8.84	10.33
Electricity meter takings		487.00	525.40
		<u>31,369.79</u>	<u>6,775.97</u>
Stock movement		<u>0.00</u>	<u>0.00</u>
		31,369.79	6,775.97
Expenses			
Garway Live	2	2,209.47	1,963.93
New Community Building costs		38,446.92	0.00
Fun day		50.00	200.00
Depreciation		1,751.17	905.14
Hall insurance		755.86	734.79
Electricity		991.44	812.40
Water		32.27	77.82
Maintenance		129.97	800.88
Printing costs		0.00	173.00
Safety inspections		104.51	125.56
Sundry		65.98	31.20
Licences & subscriptions		191.27	0.00
Donations		500.00	0.00
Bad debts written off		20.00	0.00
Cleaning	4	858.13	875.24
		<u>46,106.99</u>	<u>6,699.96</u>
(Deficit) / Surplus of income over expenditure		<u>(14,737.20)</u>	<u>76.01</u>
Funds brought forward		<u>31,411.76</u>	<u>31,335.75</u>
Funds carried forward		<u>16,674.56</u>	<u>31,411.76</u>

Garway Village Hall

Balance Sheet

As at 5 April 2016

	Note		
Fixed Assets	5	4,094.39	5,845.56
Current Assets			
Current account		3,410.74	3,819.77
30 Day Notice account		3,390.43	3,388.75
Fixed Term Deposit account		2,778.98	17,083.89
New Community Building account		1,923.80	0.00
Stock		299.50	299.50
Cash in hand		159.58	159.58
Debtors		755.00	950.00
		<u>12,718.03</u>	<u>25,701.49</u>
Total Assets		<u>16,812.42</u>	<u>31,547.05</u>
Liabilities		(137.86)	(135.29)
		<u>16,674.56</u>	<u>31,411.76</u>
 Represented by			
Restricted Fund (New Hall)	6	3,381.02	18,132.94
Unrestricted Fund		13,293.54	13,278.82
		<u>16,674.56</u>	<u>31,411.76</u>

ACCOUNTANT'S CERTIFICATE

I certify that, from the information and explanations given to me that, the financial statements of Garway Village Hall for the year ended 5 April 2016 represent a true and fair view of the Village Hall's Income and Expenditure.



Mark Bevan FCCA
8th July 2016

Garway Village Hall

Notes to the Accounts

Year Ended 5 April 2016

	2016	2015
1 Hire of hall & equipment		
Garway Hill Commoners Association	0.00	48.00
Garway Heritage Group	162.00	144.00
Garway Church (inc. Garway market)	14.00	246.00
Flicks in the Sticks	130.00	100.00
Parish Council	0.00	100.00
Breakaways	90.00	90.00
Sugarcraft	0.00	216.00
Pontrilas Young Farmers	90.00	150.00
Yoga	346.00	0.00
Tai Chi	646.00	396.00
Other hire	77.00	246.00
Baby & Tots	98.00	0.00
Story Telling	144.00	0.00
	<u>1,797.00</u>	<u>1,736.00</u>
2 Garway Live		
Sales	3,356.95	2,990.02
Purchases	<u>2,209.47</u>	<u>1,963.93</u>
Surplus	<u>1,147.48</u>	<u>1,026.09</u>
3 Grants & Donations		
Big Lottery Funding	23,695.00	0.00
Other	60.00	0.00
Garway Av a Go Panto Donation	<u>470.00</u>	<u>200.00</u>
	<u>24,225.00</u>	<u>200.00</u>
4 Cleaning		
Wages	797.00	835.00
Materials	<u>61.13</u>	<u>40.24</u>
	<u>858.13</u>	<u>875.24</u>

Garway Village Hall

Notes to the Accounts

Year Ended 5 April 2016

5 Fixed Assets

	Furniture			
	Electrical	& fittings	Marquee	Total
Opening balance	2,407.51	3,130.72	307.33	5,845.56
Additions	0.00	0.00	0.00	0.00
Disposals	0.00	0.00	0.00	0.00
Depreciation	(725.25)	(945.33)	(80.59)	(1,751.17)
Closing balance	<u>1,682.26</u>	<u>2,185.39</u>	<u>226.74</u>	<u>4,094.39</u>

6 Restricted Fund (New Hall)

	2015
Brought forward	18,132.94
Big lottery funding	23,695.00
New community building costs	<u>(38,446.92)</u>
Carried forward	<u>3,381.02</u>



Trustees' Annual Report for the period

	Period start date			Period end date			
From	06	04	2015	To	05	04	2016

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Garway Village Hall	
Garway	
Herefordshire	
Postcode	HR2 8RQ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Janet Pullen	Chair		
2	Mikki Pullen	Treasurer		
3	Malcolm Howard	Vice Chair		
4	Colin Robinson	Secretary		
5	Chris Strange			
6	Charles Russell			
7	Adam Adamson			
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17				
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Conveyance and trust deed (dated 25 November 1994).

How the charity is constituted
(eg. trust, association, company)

Trust.

Trustee selection methods
(eg. appointed by, elected by)

Elected at the Annual General Meeting, other than casual vacancies.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

There are policies on complaints handling, risk management, volunteer management and safeguarding.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The village hall is for the use of the inhabitants of the Parish of Garway in the County of Hereford and Worcester without distinction of political religious or other opinions, including use for meetings lectures or classes and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at trustee meetings.

The village hall is open for hire to the general public.

On a monthly basis, the village hall hosts a live music event, which is for the benefit of the general public.

Furthermore, the village hall trustees hold an annual fun day event on Garway Common, for the benefit of the general public.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The volunteers give their time, energy and expertise endlessly and without that contribution the village hall would not be able to achieve so much.

Surplus funds are held on deposit to earn interest.

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Summary of the main achievements of the charity during the year

As referred to above, the village hall trustees main achievements during this year have been:

- hire on a daily basis
- live music on a monthly basis
- fun day in august

Section E

Financial review

Brief statement of the charity's policy on reserves

We hold cash at the bank of £11,503 at the end of the financial year, of which £3,381 is restricted funds ring-fenced for the new community building.

Details of any funds materially in deficit

Not applicable.

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

We would not normally exceed the £25,000 income threshold but, this year, we received a grant from Big Lottery Funding of £23,695 towards the costs of the new community building (see Section F below).

The deficit has arisen because the new community building project commenced in the year, incurring costs of £38,446 (see Section F below).

Section F

Other optional information

Future Plans

The next couple of years will see a new community building erected on a new site. The project will be funded by an award of a grant from Big Lottery Funding, as well as the proposed sale of the existing village hall site and the restricted funds ring-fenced for this very purpose.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

COLIN ROBINSON

Position (eg Secretary, Chair, etc)

SECRETARY

Date

14th Nov 2016



Independent Examiner's Report on the Accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

Charity Name

Garway Village Hall

On accounts for the year ended

050416

Charity no (if any)

1044667

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 accounts 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 (~~other than that disclosed below~~):

(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

* Please delete the words in the brackets if they do not apply.

Signed

Date

15/11/2016

Name

MARK ANTHONY BEVAN

Relevant professional qualification(s) or body (if any)

FCCA

Address

1 MOON WOOD CLOSE

GARWAY

HEREFORDSHIRE

HR2 8RN