

**REGISTERED CHARITY NUMBER: 1044667**

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 5 April 2018  
for  
Garway Village Hall**

**Acre Accountancy Limited  
Unit 2 Foley Works  
Foley Industrial Estate  
Hereford  
Herefordshire  
HR1 2SF**

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Garway Village Hall

Report of the Trustees  
for the year ended 5 April 2018

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The trustees present their report with the financial statements of the charity for the year ended 5 April 2018. The trustees have adopted the provisions of the Statement of Recommended Practice 'Accounting and Reporting by Charities' also known as the Charities SORP (FRS102).

**Reference and administrative details**

**Registered Charity number**

1044667

**Principal address**

Garway Community Centre  
Garway  
Hereford  
HR2 8RQ

**Trustees**

Mrs J Pullen

Mrs M Pullen

M Howard

C Robinson

C Strange

- resigned 14.6.17

C Russell

A Adamson

- resigned 14.6.17

D Atkinson

- appointed 14.6.17

M Brewer

- appointed 14.6.17

- resigned 6.11.17

**Independent examiner**

Acre Accountancy Limited

Unit 2 Foley Works

Foley Industrial Estate

Hereford

Herefordshire

HR1 2SF

**Structure, governance and management**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

The unincorporated charity is controlled by its governing document, a conveyance and trust deed (dated 25 November 1994).

**Recruitment and appointment of new trustees**

Trustees may be recruited by the existing trustees within the year but are confirmed at the next Annual General Meeting.

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

**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.

The Trustees regularly review their policies on complaints handling, risk management, volunteer management and safeguarding.

### **Objectives and activities**

#### **Objectives and aims**

The village hall is for the use of the inhabitants of the Parish of Garway in the County of Herefordshire, 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.

#### **Significant activities**

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

The village hall was open for hire to the general public (e.g. Garway Heritage Group, Tai Chi, Flick in the Sticks, Library etc.).

One morning per week, the village hall is used as a Post Office which is open to the general public.

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

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

### **Achievement and performance**

#### **Charitable activities**

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

- available on a daily hire
- a sub Post Office on a weekly basis
- live music on a monthly basis
- to manage the construction of the New Community Centre

### **Financial review**

#### **Reserves policy**

The Trustees seek to hold sufficient unrestricted funds to ensure the charity can operate the New Community Centre in the long-term.

Restricted funds represent grants and donations received that have been applied against the costs of building and opening the New Community Centre.

Any liquid funds are held on deposit to earn interest.

The charity has traditionally had income below £25,000 but the reported income in recent years has been much higher due to the receipt of funding received to finance the building of the New Community Centre.

The majority of the funding has been received from the Big Lottery Fund although the Trustees are grateful for all of the donations received, in particular those from:

- Big Lottery Fund
- Awards for All
- Trust House Foundation
- Postcode Trust

The costs (including professional fees) of the New Community Centre have been capitalised in the Financial Statements. No depreciation has been charged during the building phase.

The Trustees were pleased to formally open the New Community Centre on 7 April 2018.

**Future developments**

The New Community Centre has been built on a new site. The project was funded by grants as described above.

Now that the New Community Centre has been built, the Trustees now seek to sell the site of the old Village Hall so as to generate funds to further enhance the new facility and secure and enhance the public benefit that the charity can provide.

Approved by order of the board of trustees on 23rd July 2018 and signed on its behalf by:

J. Pullen - 23.07.18  
Mrs J. Pullen - Trustee

I report on the accounts for the year ended 5 April 2018, which are set out on pages five to eleven.

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

**Independent examiner's statement**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Mark Bevan  
FCCA  
Acre Accountancy Limited  
Unit 2 Foley Works  
Foley Industrial Estate  
Hereford  
Herefordshire  
HR1 2SF

Date: 24/7/18.....

Garway Village Hall

Statement of Financial Activities  
for the year ended 5 April 2018

	Notes	Unrestricted funds £	Restricted fund £	2018 Total funds £	2017 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	4,870	695,992	700,862	138,231
Investment income	3	9	-	9	3
<b>Total incoming resources</b>		<b>4,879</b>	<b>695,992</b>	<b>700,871</b>	<b>138,234</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Fundraising trading: cost of goods sold and other costs		2,804	-	2,804	2,478
<b>Charitable activities</b>	4				
Provision of the village hall		5,520	-	5,520	5,640
<b>Total resources expended</b>		<b>8,324</b>	<b>-</b>	<b>8,324</b>	<b>8,118</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>(3,445)</b>	<b>695,992</b>	<b>692,547</b>	<b>130,116</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>11,453</b>	<b>173,785</b>	<b>185,238</b>	<b>55,122</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>8,008</b>	<b>869,777</b>	<b>877,785</b>	<b>185,238</b>

**CONTINUING OPERATIONS**

All incoming resources and resources expended arise from continuing activities.

Garway Village Hall

Balance Sheet  
At 5 April 2018

	Notes	Unrestricted funds £	Restricted fund £	2018 Total funds £	2017 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	6	56,422	864,899	921,321	163,675
<b>CURRENT ASSETS</b>					
Stocks	7	180	-	180	300
Debtors	8	36,227	-	36,227	551
Cash at bank and in hand		8,213	4,878	13,091	21,628
		<u>44,620</u>	<u>4,878</u>	<u>49,498</u>	<u>22,479</u>
<b>CREDITORS</b>					
Amounts falling due within one year	9	(93,034)	-	(93,034)	(916)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>(48,414)</u>	<u>4,878</u>	<u>(43,536)</u>	<u>21,563</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>8,008</u>	<u>869,777</u>	<u>877,785</u>	<u>185,238</u>
<b>NET ASSETS</b>		<u>8,008</u>	<u>869,777</u>	<u>877,785</u>	<u>185,238</u>
<b>FUNDS</b>					
Unrestricted funds	10			8,008	11,453
Restricted funds				869,777	173,785
<b>TOTAL FUNDS</b>				<u>877,785</u>	<u>185,238</u>

The financial statements were approved by the Board of Trustees on 23rd July 2018 and were signed on its behalf by:

Jane Pullen - 23rd July 2018  
Mrs J Pullen -Trustee

## 1. ACCOUNTING POLICIES

### **Accounting convention**

The financial statements have been prepared under the historical cost convention, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

### **Resources expended**

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.

Freehold property	- 2% on cost
Fixtures and fittings	- 10% on cost and at varying rates on cost

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **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.

**2. VOLUNTARY INCOME**

	2018	2017
	£	£
Donations	550	155
Grants	695,992	131,958
Hire of hall and facilities	877	1,244
Garway live	3,025	3,419
Fun day	-	1,032
Electricity meter takings	418	423
	<u>700,862</u>	<u>138,231</u>

Grants received, included in the above, are as follows:

	2018	2017
	£	£
Big lottery funding	683,918	106,958
Awards for All	10,000	-
Co-op	1,384	-
M&S Energy crowd funding	690	-
Trust House Foundation	-	10,000
Postcode trust	-	15,000
	<u>695,992</u>	<u>131,958</u>

**3. INVESTMENT INCOME**

	2018	2017
	£	£
Deposit account interest	<u>9</u>	<u>3</u>

**4. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs	Totals
	£	£	£
Provision of the village hall	<u>5,485</u>	<u>35</u>	<u>5,520</u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 5 April 2018 nor for the year ended 5 April 2017.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 5 April 2018 nor for the year ended 5 April 2017.

**6. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>Cost</b>			
At 6 April 2017	160,909	4,094	165,003
Additions	724,634	34,356	758,990
At 5 April 2018	<u>885,543</u>	<u>38,450</u>	<u>923,993</u>
<b>Depreciation</b>			
At 6 April 2017	-	1,328	1,328
Charge for year	-	1,344	1,344
At 5 April 2018	<u>-</u>	<u>2,672</u>	<u>2,672</u>
<b>Net book value</b>			
At 5 April 2018	<u>885,543</u>	<u>35,778</u>	<u>921,321</u>
At 5 April 2017	<u>160,909</u>	<u>2,766</u>	<u>163,675</u>

**7. STOCKS**

	2018 £	2017 £
Stocks	<u>180</u>	<u>300</u>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018 £	2017 £
Other debtors	<u>36,227</u>	<u>551</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018 £	2017 £
Creditors	38,034	916
Land creditor	55,000	-
	<u>93,034</u>	<u>916</u>

The charity purchased the land on which the New Community Centre was built. The purchase price due to Mr and Mrs Oke is shown above as "Land Creditor".

**10. MOVEMENT IN FUNDS**

	At 6.4.17 £	Net movement in funds £	At 5.4.18 £
<b>Unrestricted funds</b>			
General fund	11,453	(3,445)	8,008
<b>Restricted funds</b>			
New Community Centre	173,785	695,992	869,777
<b>TOTAL FUNDS</b>	<u>185,238</u>	<u>692,547</u>	<u>877,785</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	4,879	(8,324)	(3,445)
<b>Restricted funds</b>			
New Community Centre	695,992	-	695,992
<b>TOTAL FUNDS</b>	<u>700,871</u>	<u>(8,324)</u>	<u>692,547</u>

**Comparatives for movement in funds**

	At 6.4.16 £	Net movement in funds £	At 5.4.17 £
<b>Unrestricted Funds</b>			
General fund	13,294	(1,841)	11,453
<b>Restricted Funds</b>			
New Community Centre	41,828	131,957	173,785
<b>TOTAL FUNDS</b>	<u>55,122</u>	<u>130,116</u>	<u>185,238</u>

**10. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	6,277	(8,118)	(1,841)
<b>Restricted funds</b>			
New Community Centre	131,957	-	131,957
<b>TOTAL FUNDS</b>	<u>138,234</u>	<u>(8,118)</u>	<u>130,116</u>

Garway Village Hall

Detailed Statement of Financial Activities  
for the year ended 5 April 2018

	2018 £	2017 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	550	155
Grants	695,992	131,958
Hire of hall and facilities	877	1,244
Garway live	3,025	3,419
Fun day	-	1,032
Electricity meter takings	418	423
	<u>700,862</u>	<u>138,231</u>
<b>Investment income</b>		
Deposit account interest	9	3
	<u>9</u>	<u>3</u>
<b>Total incoming resources</b>	<b>700,871</b>	<b>138,234</b>
<b>RESOURCES EXPENDED</b>		
<b>Fundraising trading: cost of goods sold and other costs</b>		
Opening stock	300	300
Purchases - Garway Live	2,684	2,478
Closing stock	(180)	(300)
	<u>2,804</u>	<u>2,478</u>
<b>Charitable activities</b>		
Rates and water	42	99
Insurance	827	797
Light and heat	1,648	1,069
Postage and stationery	44	-
Advertising	266	-
Sundries	-	54
Maintenance	-	918
Safety inspections	104	71
Training	127	-
Licenses and subscriptions	100	70
Donations	-	250
Bad debt	-	196
New centre opening expenses	240	-
Cleaning wages	705	749
Cleaning materials	38	39
Depreciation of fixtures and fittings	1,344	1,328
	<u>5,485</u>	<u>5,640</u>
<b>Support costs</b>		

Detailed Statement of Financial Activities  
for the year ended 5 April 2018

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	2018 £	2017 £
<b>Finance</b>		
Bank charges	35	-
<b>Total resources expended</b>	<u>8,324</u>	<u>8,118</u>
<b>Net income</b>	<u><u>692,547</u></u>	<u><u>130,116</u></u>

