

SHERIFF HUTTON VILLAGE HALL TRUST

Report and Accounts For The Year Ended 31 December 2008

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SHERIFF HUTTON VILLAGE HALL TRUST

Annual Report for the year ending 31st December 2008

Sheriff Hutton Village Hall Trust is registered with the Charity Commissioners (No.507406) and is constituted by deed of trust. From its inception it was known as "Sheriff Hutton New Village Hall Trust" in order to distinguish it from the trust which was responsible for the old hall, which was still standing when this trust was created.

Management structure

The administration of the Capital Fund is the responsibility of the trustees. Day to day management of the Village Hall is delegated from the Trustees to a number of groups each of which is able to focus on specific responsibilities. Trustees exercise their stewardship by each being a member of the one of the working groups.

The Operations Group.

This group of eight people is responsible for delivering the cost effective, daily management of the Hall. It does this by providing a venue which is kept in excellent condition and therefore attractive to users. The scale of hiring fees is calculated to ensure that routine operations are, at least, covered by lettings income. Routine operations include a five year cycle of redecoration and refurbishment.

The Friends of the Village Hall.

There are currently around twenty 'Friends' but membership is unlimited so this number can vary. The Friends are tasked with having a varied programme of fund-raising which will appeal to a wide range of tastes in the Village and surrounding communities. Because day-to-day operations are covered by lettings income all the monies raised by the Friends is available to be channelled into extraordinary enhancement projects and occasional purchases of long life equipment.

Play Area Committee.

The Children's' Play Area adjacent to the hall is in the Trust's ownership. It is very popular and well used. A separate committee is responsible for its day-to-day care, carrying out or commissioning routine safety inspections and fund raising when new equipment is required.

Health & Safety Group.

This is a semi-independent group responsible for undertaking the annual risk assessment and ensuring that there is compliance with existing and emerging health and safety issues. They maintain the Hall's Health & Safety file.

Correspondence addresses:

-c/o B Shepherd, Porch Cottage, York Road, Sheriff Hutton, York, YO60 6RG (Charity Commission matters)
-c/o R W Haste, 10 The Croft, Sheriff Hutton, York, YO60 6SQ (Other Trust matters)

Trustees who have served throughout 2008 are

Chair	James Day
Vice-Chair	Ian Read
Secretary	Richard Haste
Treasurer	Brian Shepherd
Others	Wendy Haste
	Dick Johnson
	Terry Johnson
	Nick Nightingale
	Martin Smith
	Martin Willan

Mike Langdale served through 2008 until his death on 13 December 2008

New Trustees are appointed by the existing trustees

Principal Advisors

Independent Examiner	Gardiners, Chartered Accountants, Hutton House, Sheriff Hutton Industrial Park, York Road, Sheriff Hutton, York, YO60 6RZ
Bankers	TSB Bank plc, St Helen's Square, York HSBC, 27 Market Place, Malton, North Yorkshire YO17 0LU Barclays Bank plc, 25 Yorkersgate, Malton

SHERIFF HUTTON VILLAGE HALL TRUST

Objects, Activities and Achievements of the Trust

The Trust's objective and ongoing activity since the Hall opened in 1984, and through 2008 has been to provide a facility for recreation, education and leisure for all the people of Sheriff Hutton civil parish.

The objectives for trustees, as written in the Trust Deed, are reviewed regularly to ensure compliance.

That the Trust's objective continues to be met is amply demonstrated by the Operations and Fund-raising Receipts and Payments Account (page 4) and by the variety of regular hirers from within the Parish and other individual bookings which are embraced in the Lettings Receipts.

It is pleasing to report that hirings remain buoyant and that, despite rapid escalation in fuel costs during 2008, income kept ahead of inflation. The annual programme of redecoration and renewals continues; 2008 saw the replacement of a number of 25 year old light fittings which were no longer suitable.

Financial Review

Movement in funds	£
Total receipts in the year	24,568
Total payments in the year	<u>17,052</u>
Increase in funds	<u>7,516</u>
Total funds at end of year	<u>35,214</u>

The main factors behind the increase in funds were containment of hall running expenses below rental income -£1,500, fund raising by the Friends of the Hall and Play Area £2,700, and income from the 200 Club - £2,400, with bank interest and donations making up the balance. Further details are shown on pages 5, 6 and 7 of the accounts.

Reserves

The trustees have a duty to maintain adequate levels of financial reserves, so as to continue to provide a well-kept and up to date hall and facilities. It is acceptance of this which informs their policy on reserves. We also are mindful of the difficulty in raising large sums of money at short notice, and the demands this would place on volunteers' and villagers' capacity to donate/ participate.

We have assessed the desirable level of reserves required as: made up of the following components	£ 39,160
Short term requirements	
200 Club prizes payable out of funds in hand	2,160
Working balance to fund month to month commitments	4,000
Medium and longer term needs	
Replacement of 25 year old boiler - at an uncertain date.	5,000
Amount to cover periodical peaks in planned replacement and repairs	7,000
Long term - replacement of the main hall floor by 2012, to include ground source heat pump under floor heating This is estimated to cost at current prices around £29,000 although we would seek to obtain the maximum grant aid available. The trustees' view is that the amount built up for this, at the end of the year under review, should be not less than	21000

Overall, we deem that the funds in hand at the end of the year are at an acceptable level, given that recent financial results imply that the gap between funds and desirable reserves can be filled in due time.

For the future, the trustees are starting to evaluate the generation of electricity through photovoltaic cells, on the 70 square metre south facing roof.

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

Signed on behalf of the charity's trustees

James George Day
Chairman

9 March 2009

SHERIFF HUTTON VILLAGE HALL TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SHERIFF HUTTON VILLAGE HALL TRUST

We report on the accounts of the Trust for the year ended 31 December 2008, which are set out on pages 4 to 7.

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 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to our attention

Basis of independent examiner's report

Our 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 presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking of 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 we do not express an audit opinion of the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

1 which gives us reasonable cause to believe that in, any material respect, the requirements

to keep accounting records in accordance with s41 of the 1993 Act; and
to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act

have not been met; or

2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gardiners
Chartered Accountants
Hutton House
Sheriff Hutton Industrial Park
York Road
Sheriff Hutton
York
YO60 6RZ

1 April 2009

SHERIFF HUTTON VILLAGE HALL TRUST

Accounts for the Year to 31st December 2008

Receipts and Payments Account:-Day to day operations and fund raising	2008			2007		
	Unrestricted	Restricted	Total £	Unrestricted	Restricted	Total £
Income Receipts						
Trading Activities						
Hiring Charges for the use of the hall						
Regular lettings	13697		13697	14588		14588
Other lettings	4840		4840	4230		4230
	18537		18537	18818		18818
Fundraising	2729		2729	3815		3815
Investment Income						
Bank Interest	245		245	259		259
Other Receipts						
Grants & Donations	250		250	75	3850	3925
Other Receipts	0		0	0		0
Total Receipts	21761	0	21761	22967	3850	26817
Direct Charitable Expenditure						
Repairs and maintenance of the hall and play area	2143		2143	8307	7250	15557
Caretakers wages	4539		4539	4404		4404
Lighting and heating	3319		3319	3282		3282
Water charges	339		339	314		314
Cleaning & Refuse collection	3994		3994	3884		3884
Insurances	2132		2132	2106		2106
	16467	0	16467	22297	7250	29547
Other expenditure						
Secretarial and sundry expenses	326		326	223		223
Performing rights licence	221		221	165		165
	547		547	388		388
Total Payments	17014	0	17014	22685	7250	29935
Net Receipts/ -Payments for the year	4747	0	4747	282	-3400	-3118
Cash and Bank Balances as at beginning of year	14111	0	14111	13828	3400	17228
Cash and Bank Balances as at 31st December	18858	0	18858	14111	0	14111

Note: included in the above are £569 reimbursements to trustees for purchases of equipment, cleaning and other materials.

SHERIFF HUTTON VILLAGE HALL TRUST

Accounts for the Year to 31st December 2008

Receipts and Payments Account:-Capital Fund

	2008		2007	
	Unrestricted £	Total £	Unrestricted £	Total £
Income Receipts				
Trading Activities				
Net income Friends of Sheriff Hutton New Village Hall / 200 Club(per page 6)	2386	2386	2959	2959
Investment Income				
Bank Interest	401	401	273	273
Donations	13	13	1018	1018
Other Receipts	8	8	-	-
Total Receipts	2807	2807	4250	4250
Direct Charitable Payments				
Trading Activities				
200 club expenses				
Lottery registration fee	20	20	20	20
Stationery	6	6	40	40
	26	26	60	60
Hall improvements etc.				
New chairs and plaques	-	-	1091	1091
Other Payments				
Honorarium to Independent Examiner	13	13	11	11
Total Payments	39	39	1162	1162
Net Receipts for the year	2768	2768	3087	3087
Cash and Bank Balances as at beginning of year		13587		10500
Cash and Bank Balances as at 31st December		16355		13587

Notes:

Included in the above is a £2 reimbursement to a trustee in respect of stationery purchased.
There were no restricted funds in either 2008 or 2007.

SHERIFF HUTTON VILLAGE HALL TRUST

Accounts for the Year to 31st December 2008

Friends of Sheriff Hutton New Village Hall 200 Club

	2008	2007
	£	£
Income Receipts		
Subscriptions to the 200 Club draws	4495	4311
Membership of The Friends	11	8
	4506	4319
Payments		
Draw Prizes Subscription year ended 30th November in current calendar year	2120	1260
Subscription year ended 30th November in following calendar year	0	100
	2120	1360
Net Receipts for the year	2386	2959

Subscription Year ended 30th November 2008 Values

Subscriptions to the 200 Club draws received in 2008 as above	4495	4311
Less:-		
Amounts relating to the Subscription Year ended 30th November 2009	4320	4240
	175	71
Add:-		
Amounts received in 2007 for the Subscription Year ended 30th November 2007	4240	2444
Subscription income for year ended 30th November 2008	4415	2515
Prize payments (including £100 paid in December 2007 in respect of the 2008 draw year)		
48 @ £25 (2007 24 @ £25)	1200	600
2 @ £150	300	300
2 @ £100	200	200
6 @ £50 (2007 2 @ £50)	300	100
4 @ £55 (2007:1 @ £60)	220	60
Total(2008- 62, 2007-31 prizes) as above	2220	1260

The 54 Winning Members (in alphabetical sequence) were:-

Anderson A.W.	Dixon S.	Langdale A.	Smith M.
Anderson P.	Douglas R.	Lawson M.	Smythe A.I.C.
Atlay I.	Downing S.	Lockwood C.	Torlesse H.
Binnersley M.	Drury I.P.	McMillan J.	Unsworth D.
Blampey J.	Duo Design Ltd	Meads P.	Unsworth G.
Burnett J.	Edginton J.P.	Merry J.	Walker B.
Chalk M.	Farnaby J.	Mullins M.	Walters J.
Charlton Weedy M.	Fisher T.	Mundell W.R.	Wardell A.E.
Chouler P.N.	Fountain J.	Newman I.	Warrington A.
Clarkson N.	Glover E.	Oakley J.	Watson N.L.
Cooper C.	Haigh B.	Pitman D.	Westaby R.
Cordukes W.	Holdsworth I.	Shaw K.	Williamson J.A.
Crowley D.	Humbleby J.	Shepherd B.	Wright A.
Dixon D.M.	Johnson C.		

8 members won twice!

SHERIFF HUTTON VILLAGE HALL TRUST

Statement of Assets and Liabilities as at 31st December 2008

	2008	2007
	£	£
Monetary Assets		
Bank and Cash Balances		
Day to Day operations		
National Savings Investment Account	4548	2435
Bank current account	7289	7035
Bank deposit accounts	6430	4297
Cash in hand	<u>592</u>	<u>343</u>
	<u>18858</u>	<u>14111</u>
Capital Fund		
National Savings Investment Account	15572	12971
Bank current account	783	616
Cash in hand	<u>0</u>	<u>0</u>
	<u>16355</u>	<u>13587</u>
Debtors		
Hall rents	<u>417</u>	<u>374</u>
Liabilities		
200 Club draw monies in advance	4320	4040
Creditors for goods and services	<u>0</u>	<u>0</u>
	<u>4320</u>	<u>4040</u>
Non-Monetary Assets		
Held for use		
The Village Hall(cost to date approx. £136,000,insured for £676,942		
Furniture and equipment in hall as per inventory (costs unknown, insured for £44,932)		
Tables, chairs, stage and kitchen equipment etc.		
Play area equipment cost to date £16,682 (insured for £50,000)		

Richard Haste, Chairman of Operations Group and Trustee

Jim Day, Chair of Trustees

For and on behalf of the Trustees

9 March 2009

SHERIFF HUTTON VILLAGE HALL TRUST

Accounts for the Year to 31st December 2008

RESERVE FUND

	£
Balance at 1 January 2008	2434.87
Add Interest Received	<u>112.8</u>
	2547.67
Add Transfer from Current funds	2000.00
Balance at 31 December 2008	<u><u>4547.67</u></u>

AUDITOR'S REPORT

We have audited the account and statement for Sheriff Hutton Village Hall for the year ended 31 December 2008.

This report is made solely to the charity's Trustees as a body in accordance with Regulation 6 of the Charities (accounts and Reports) Regulations 1995. Our audit work is undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND AUDITORS

The Trustees are responsible for the preparation of the account and statement, which are required to be prepared in accordance with applicable United Kingdom law and accounting standards. It is our responsibility to form an independent opinion, based on our audit, on the receipts and payments account and statement of assets and liabilities and to report our opinion to you. We have been appointed as Auditors under s43 Charities Act 1993 and report in accordance with regulations made under S44 of that Act.

We report to you our opinion as to whether the account and statement are properly prepared in accordance with the Charities Act 1993

We read the trustees report and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the account and statement.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with United Kingdom auditing standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the account and statement. It also includes an assessment of the significant estimates and judgements made in the preparation of the account and statement and of whether the accounting policies are appropriate to the Charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the account and statement are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the account and statement.

OPINION

In our opinion the account and statement properly represents the receipts and payments of the charity for the year ended 31 December 2008, together with its statement of assets and liabilities as at that date and have been properly prepared in accordance with the Charities Act 1993

GARDINERS
CHARTERED ACCOUNTANTS
REGISTERED AUDITOR

1 April 2009

SHERIFF HUTTON VILLAGE HALL TRUST

Village Play Area

**Receipts and Payments Account for the year ended
31st December**

	2008		2007	
Receipts				
Fundraising net of expenses				
Halloween disco	£324.64		£177.82	
Summer Fair	£86.20		£0.00	
Share of Village Auction	<u>£0.00</u>	£410.84	<u>£948.80</u>	£1,126.62
Bank Interest		£0.02		£0.03
Total receipts		<u>£410.86</u>		<u>£1,126.65</u>
Payments				
Equipment and repairs (incl. Inspection)		£162.54		£321.45
Surplus/(Deficit) for the period		<u>£248.32</u>		<u>£805.20</u>
Funds Brought forward		<u>£2,537.03</u>		<u>£1,731.83</u>
Funds carried forward		<u>£2,785.35</u>		<u>£2,537.03</u>
Represented by:				
Community Account		£2,377.86		£2,280.10
Business Premium Account		£1.70		£1.68
Cash in Hand		<u>£405.79</u>		<u>£255.25</u>
		<u>£2,785.35</u>		<u>£2,537.03</u>

Summary of day to day operations funds 2008

	Operations group	Play Area	Trust Totals per pages 5 & 8
Investment Account	6428.00	1.70	6430
Current Account	4910.91	2377.86	7289
Cash in Hand	186.10	405.79	592
Reserve Fund	4547.67		4548
Total group	<u>16072.68</u>	<u>2785.35</u>	<u>18858</u>