

SHERIFF HUTTON VILLAGE HALL TRUST

Report and Accounts For The Year Ended 31 December 2010

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SHERIFF HUTTON VILLAGE HALL TRUST

Annual Report for the year ending 31st December 2010

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 ten 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 sixteen '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 2010 are

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

New Trustees are appointed by the existing trustees

Principal Advisors

Independent Examiner	Gardiners, Chartered Accountants, Hutton House, Dale 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 Skipton Building Society, Wheelgate, 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 2010 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.

It is the Trustees' declared policy to cover the Hall's running costs solely from hiring income, and this continues to be achieved.

Public benefit

The trustees consider that the organisation fully complies with the Charity Commission's requirement to demonstrate the provision of benefit to the public.

That this requirement, and the Trust's objective as stated above, are met is amply demonstrated by the Operations and Fund-raising Receipts and Payments Account (page 5) and by the variety of regular hirers, (17 in 2010) from within the Parish and other individual bookings which are embraced in the Lettings Receipts.

Major improvements to the hall in 2010 were the installation of a loop system for the hard of hearing and the upgrading of electrical circuits.

Financial Review	2010	2009
Movement in funds	£	£
Total receipts in the year	29,097	30,342
Total payments in the year	<u>26,199</u>	<u>21,013</u>
Increase in funds	<u>2,899</u>	<u>9,330</u>
Total funds at end of year	<u>47,441</u>	<u>44,542</u>

Other lettings income was down by £500 on the previous year, reflecting end of year cancellations due to adverse weather.

Fundraising receipts were down by over £2,000, due partly to lower activity, plus there was no share of the annual auction this year. As noted above, there was an increase of £3,800 in expenditure on repairs and improvements, partly funded by grants and a donation. Nevertheless, it is pleasing to note the increase in funds shown above.

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	44,960
Short term requirements	
200 Club prizes payable out of funds in hand	2,260
Working balance to fund month to month commitments	4,500
Medium and longer term needs	
Replacement of 26 year old boiler - at an uncertain date.	5,500
Amount to cover periodical peaks in planned replacement and repairs	7,700
Long term - replacement of the main hall floor - now assessed to be by 2022. This is estimated to cost at current prices around £25,000 The trustees' view is that the amount built up for this, at the end of the year under review, should be not less than	2,500
Installation of solar photo voltaic panels by no later than 31st March 2012 which is expected to reduce costs and generate income sufficient to achieve payback within no more than 10 years.	22,500

The above assessment shows that the trustees' wish to benefit from the level of feed in tariff available to the date shown above and does not reflect the anticipated addition to funds in 2011, based on performance at the date of this report. The trustees therefore consider that there is an adequate level of funds at the end of 2010.

The trustees declare that they have approved the trustees' report as above.
Signed on behalf of the charity's trustees

Dick Johnson
Chairman

1 September 2011

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 2010, which are set out on pages 5 to 8.

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 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 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 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 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 Acthave 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
Dale Road
Sheriff Hutton
York
YO60 6RZ

7 September 2011

SHERIFF HUTTON VILLAGE HALL TRUST

Accounts for the Year to 31st December

Receipts and Payments Account:-Day to day operations and fund raising	2010	2009
Income Receipts	£	£
Trading Activities		
Hiring Charges for the use of the hall		
Regular lettings	15179	15240
Other lettings	5352	5809
	<u>20531</u>	<u>21049</u>
Fundraising	1912	4098
Investment Income		
Bank Interest	30	32
Other Receipts		
Grants & Donations	100	15
Other Receipts	0	0
Total Receipts	<u>22573</u>	<u>25194</u>
Direct Charitable Expenditure		
Repairs and maintenance of the hall and play area	6950	3114
Caretakers wages	4516	4778
Lighting and heating	4208	4117
Water charges	295	314
Cleaning & Refuse collection	3761	3754
Insurances	1755	1742
	<u>21485</u>	<u>17819</u>
Other expenditure		
Secretarial and sundry expenses	200	706
Performing rights licence	245	247
	<u>445</u>	<u>953</u>
Total Payments	<u>21930</u>	<u>18772</u>
Net Receipts/ -Payments for the year	643	6422
Cash and Bank Balances as at beginning of year	25280	18858
Cash and Bank Balances as at 31st December	<u>25923</u>	<u>25280</u>

Notes: Included in the above are £901 reimbursements to a trustee for purchases of equipment, cleaning and other materials.
There were no restricted funds in either 2010 or 2009

SHERIFF HUTTON VILLAGE HALL TRUST

Accounts for the Year to 31st December

Receipts and Payments Account:-Capital Fund

	Unrestricted	2010 Restricted	Total	2009 Total
	£	£	£	£
Income Receipts				
Trading Activities				
Net income Friends of Sheriff Hutton New Village Hall / 200 Club(per page7)	2260	-	2260	2399
Investment Income				
Bank Interest	62	-	62	433
Grants and Donations	120	1808	1928	36
Other Receipts		-	0	100
Total Receipts	<u>2441</u>	<u>1808</u>	<u>4249</u>	<u>2968</u>
Direct Charitable Payments				
Trading Activities				
200 club expenses				
Lottery registration fee	20	-	20	20
Stationery	0	-	0	6
	<u>20</u>	<u>-</u>	<u>20</u>	<u>26</u>
Other Payments				
Loop Hearing System for Main Hall	-	1808	1808	0
Land Registry Fee	150	-	150	0
Honorarium to Independent Examiner	15	-	15	15
Bank Charge	0	-	0	20
Total Payments	<u>185</u>	<u>1808</u>	<u>1993</u>	<u>61</u>
Net Receipts for the year	<u>2256</u>	<u>0</u>	<u>2256</u>	<u>2907</u>
Cash and Bank Balances as at beginning of year			19262	16355
Cash and Bank Balances as at 31st December			<u>21518</u>	<u>19262</u>

Notes:

There were no restricted funds in 2009.

SHERIFF HUTTON VILLAGE HALL TRUST

Accounts for the Year to 31st December

Friends of Sheriff Hutton New Village Hall 200 Club

	2010	2009
	£	£
Income Receipts		
Subscriptions to the 200 Club draws	4530	4570
Membership of The Friends	<u>5</u>	<u>9</u>
	<u>4535</u>	<u>4579</u>
Payments		
Draw Prizes Subscription year ended 30th November in current calendar year	2275	2180
Subscription year ended 30th November in following calendar year	<u>0</u>	<u>0</u>
	2275	2180
Net Receipts for the year	<u>2260</u>	<u>2399</u>

Subscription Year ended 30th November 2010 Values

Subscriptions to the 200 Club draws received in 2010 as above	4530	4570
Less:-		
Amounts relating to the Subscription Year ended 30th November 2011	<u>4520</u>	<u>4540</u>
	10	30
Add:-		
Amounts received in 2009 for the Subscription Year ended 30th November 2010	4540	4320
Subscription income for year ended 30th November 2010	<u>4550</u>	<u>4350</u>
Prize payments		
48 @ £25	1200	1200
2 @ £150	300	300
2 @ £100	200	200
6 @ £50	300	300
5 @ £55 (2009-3 @ £60)	275	180
	<u>2275</u>	<u>2180</u>

The 57 Winning Members (in alphabetical sequence) were:-

Anderson P	Hunt M	Rhodes S A
Bevil, Master of Kinloss	Image Playgrounds	Sanderson P
Brunyee P	Ingleby A	Skelton F
Brunyee T	Jebb J	Smythe A I C
Cleather H	Jeffery N	Southfork Innovations
Cox B	Jesper D	Swartz C
Cresswell P	Johnson R C	Terry I
Crowley D	Johnson S	Towse J
Donaldson D	Johnson T	Unsworth G
Donnelly A	Johnson V	Unsworth T
Douglas R	Keen J	Walker D
Forsdyke D	Lawson B	Walker Mrs B
Fowler H	Leeson H E	Watson D
Glaisyer N	Marwood N	Watson E
Grout E	Murphy M	Wesley C
Haste R W	Nightingale N	Whitworth J
Hendry H	Oakley J	Widderson F
Hepton G	Pitman D	Willis D
Holdsworth I	Read I	Yoward Mrs J

6 members won twice.

SHERIFF HUTTON VILLAGE HALL TRUST

Statement of Assets and Liabilities as at 31st December

	2010	2009
	£	£
Monetary Assets		
Bank and Cash Balances		
Day to Day operations		
Term Bond to July 2012	5000	0
National Savings Investment Accounts	15037	15007
Bank current accounts	5461	9610
Bank deposit account	2	2
Cash in hand	422	661
	<u>25923</u>	<u>25280</u>
Capital Fund		
Skipton Building Society Term Deposit to 31 January 2011	13000	0
Skipton Building Society Instant Access Account	7856	0
National Savings Investment Account	0	18605
Bank current account	616	617
Cash in hand	45	40
	<u>21518</u>	<u>19262</u>
Debtors		
Hall rents	230	360
Recoverable income tax on savings interest	65	0
Total	<u>295</u>	<u>360</u>
Liabilities		
200 Club draw monies in advance	4520	4540
Creditors for goods and services	353	0
	<u>4873</u>	<u>4540</u>
Non-Monetary Assets		
Held for use		
The Village Hall(cost to date approx. £136,000,insured for £722,873)		
Furniture and equipment in hall and in the play area (costs unknown, insured for £103,000)		
Tables, chairs, stage and kitchen equipment etc.		

Richard Haste, Chairman of Operations Group and Trustee

Dick Johnson, Chair of Trustees

For and on behalf of the Trustees

1 September 2011

SHERIFF HUTTON VILLAGE HALL TRUST

Accounts for the Year to 31st December 2010

	2010	2009
RESERVE FUND		
	£	
Balance at 1 January (National Savings Investment Account)	6560.22	4547.67
Add Interest Received	<u>13.12</u>	<u>12.55</u>
	6573.34	4560.22
Add Transfer from Current funds	0.00	2000.00
Balance at 31 December (National Savings Investment Account)	<u><u>6573.34</u></u>	<u><u>6560.22</u></u>

AUDITOR'S REPORT

We have audited the account and statement for Sheriff Hutton Village Hall for the year ended 31 December 2010

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.

We have been appointed as auditors under section 43 Charities Act 1993 and report in accordance with regulations made under that Act. Our responsibility is to audit the account and statement in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

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 International Standards on Auditing (UK and Ireland) 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 2010, 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

7 September 2011

SHERIFF HUTTON VILLAGE HALL TRUST

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

	2010		2009	
	£	£	£	£
Receipts				
Fundraising net of expenses				
Halloween disco	259.25		413.68	
Cream Teas	175.00		0.00	
Share of Village Auction	<u>0.00</u>	434.25	<u>0.00</u>	413.68
Bank Interest		0.00		0.01
Total receipts		<u>434.25</u>		<u>413.69</u>
Payments				
Equipment and repairs (incl. Inspection)*		0.00		0.00
Surplus/(Deficit) for the period		<u>434.25</u>		<u>413.69</u>
Funds Brought forward		<u>3199.04</u>		<u>2785.35</u>
Funds carried forward		<u>3633.29</u>		<u>3199.04</u>
Represented by:				
Community Account		3631.58		3197.33
Business Premium Account		1.71		1.71
Cash in Hand		<u>0.00</u>		<u>0.00</u>
		<u>3633.29</u>		<u>3199.04</u>

* Equipment repairs in October 2010 were paid for in January 2011.

Summary of day to day operations funds 2009

	Operations group	Play Area	Trust Totals per pages 5 & 8
Deposit Account	0.00	1.71	2
Term Deposit (to July 2012)	5000.00	0.00	5000
Current Account	1829.26	3631.58	5461
Cash in Hand	422.49	0.00	422
National Savings Investment Accounts	<u>15037.48</u>	<u>0.00</u>	<u>15037</u>
Total group	<u>22289.23</u>	<u>3633.29</u>	<u>25923</u>