

SUNNINGDALE VILLAGE HALL

Unaudited Accounts

for the year ended 31 December 2023

SUNNINGDALE VILLAGE HALL

Information

Trustees

Sunningdale Parish Council - Managing Trustee (resigned 31 December 2023)
Shazia Khawaja – Chair (appointed 1 January 2024)
Julia Chester – Secretary (appointed 1 January 2024)
Margaret Morgan – (appointed 1 January 2024)
Rosemarie Nash (appointed 1 January 2024)
Eric Nicoli (appointed 1 January 2024)
Chris O’Sullivan (appointed 1 January 2024, resigned 30 January 2024)

Operations Team

Ruth Davies (Charity Manager)
Gemma Smith (Operations and Bookings Manager, resigned September 2023)
Carol Elsasser (Marketing Manager, resigned September 2023)
Suzie Parker (Admin and Events Officer)
Alex Orchard (Operations and Marketing Manager, from October 2023)

Charity Registered Office

Church Road
Sunningdale
Berkshire
SL5 0NJ

Office Address

The Pavilion
Broomhall Lane
Sunningdale
Berkshire
SL5 0QS

Examiner

Auditing Solutions
46 The Common
Bromham
Chippenham
SN15 2JJ

Bankers

Barclays Bank PLC

SUNNINGDALE VILLAGE HALL

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SUNNINGDALE VILLAGE HALL

Trustees' Report for the year ended 31 December 2023

Registered Charity Number: 299966

Registered Office: Church Road, Sunningdale, Ascot, Berkshire SL5 0NJ

Trustees:

The Trustee for the full period of this report was Sunningdale Parish Council, the Managing Trustee. During 2023 the Managing Trustee made the decision to recruit new Trustees and hand over responsibility for the management of the charity. At the date of this Report the Trustees were Julia Chester (appointed on 1 January 2024), Shazia Sabrina Khawaja (appointed on 1 January 2024), Margaret Morgan (appointed on 1 January 2024), Rosemarie Ann Nash (appointed on 1 January 2024) and Eric Luciano Nicoli (appointed on 1 January 2024). Chris O'Sullivan was appointed as Trustee on 1 January 2024 and resigned on 30 January 2024. The Sunningdale Parish Council resigned on 31 December 2023. The Trustee Board extends grateful thanks to Sunningdale Parish Council for all that has been delivered in fulfilment of the charitable mission and objectives since becoming the Managing Trustee.

Structure, Governance and Management:

The Charity is an unincorporated association governed by a registered Charity Commission Scheme dated 12 February 1988 as amended on 23 November 2009, 31 March 2017 and 20 September 2019. Governance is the responsibility of a Trustee Board. The day-to-day management of the Charity is carried out by an Operations Team appointed by the Trustees.

Financial review:

The Trustees report that in 2023, the year covered by this report, the charity made a surplus of £2,906 (2022: surplus £7,826). Income levels have increased to £53,778 (2022: £47,442).

Expenditure at £50,872 (2022: £39,616) has increased due to many suppliers increasing their prices.

At 31 December 2023 reserves, all of which were unrestricted, were £45,577 (2022: £42,671). The Trustees have reviewed their reserves policy which is to maintain reserves at a minimum of six months running expenditure, currently equating to approximately £25,000, in addition to those designated for specific purposes. As the general reserve balance of £19,303 was below the reserve policy, the Trustees intend to rebuild this fund in the coming year. The designated reserve stands at £26,274, there has been no movement during this year and the balance remains the same as the brought forward balance at 1st January 2023 of £26,274.

Any other reserves are available for investment in the further development of the facilities and activities of the charity, as and when deemed appropriate by the Trustees,

Objectives and Activities:

The object of the Charity is the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Sunningdale and the neighbourhood thereof (the "area of benefit") without distinction of political, religious or other opinions, for meetings, lectures and classes, and other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.

SUNNINGDALE VILLAGE HALL

Sunningdale Village Hall sits at the heart of Sunningdale's community life and is the home of a wide range of social, leisure and recreational activities. It is used throughout the day and evening for many classes and activities. The main hall has a raised wooden stage area ideal for theatrical performances or musical events. A serving hatch direct from the kitchen makes it an ideal venue for many functions where eating and dancing can be combined. A smaller hall at the rear of the building is the home (during the day in term time) of Sunningdale Pre-School. It too has its own kitchen and can be hired for events at evenings and weekends. There are also gardens to the rear of the building.

The Trustees monitor hire rates to ensure that the facilities are affordable to a wide cross section of the community, whilst remaining competitive with alternative venues and sufficient to ensure the Hall's ongoing viability. Concessionary rates are offered to registered charities.

Achievements:

The income in 2023 continued to rise for a second year in a row after the pandemic to £53,778 from £47,442. It continues to remain essential that the hall generates a healthy surplus to ensure funds are available for its long-term maintenance. Hire rates were increased only in line with inflation. The Trustee and the Operations Team continued to promote community activities through their Website, Facebook and the Village Venues leaflet, which is published and distributed three times a year to over 3,000 households.

The Operations Team which is based at the Pavilion at Broomhall Lane Recreation Ground continued to function well. It comprised of Ruth Davies (Charity Manager), Gemma Smith (Chair of Operations and Bookings Manager), Carol Elsasser (Marketing Manager), Suzie Parker (Administrator and Events Manager), and Alex Orchard (Operations and Marketing Manager, from 1 October 2023).

Public benefit:

The Charity Trustees believe that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charity Commission.

Shazia Khawaja
Trustee

dd mmm 2024

SUNNINGDALE VILLAGE HALL

Independent Examiner's Report to the Trustees of SUNNINGDALE VILLAGE HALL

We report on the accounts of the trust for the year ended 31 December 2023, which are set out on pages 4 to 6.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charities Commissioners under section 43(7)(b) of the Act, 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, seeking 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 on 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 section 41 of the Act, and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

For and on Behalf of Auditing Solutions

dd mmm 2024

SUNNINGDALE VILLAGE HALL

Income & Expenditure Account
for the year ended 31 December 2023

<u>Notes</u>	<u>2023</u>	<u>2022</u>
	£	£
<u>Incoming resources</u>		
Hire income	50,678	45,567
Advertising income	3,100	2,055
	<hr/>	<hr/>
	53,778	47,442
 <u>Resources expended</u>		
Advertising	1,050	1,341
Repairs & maintenance	10,286	3,011
Bookkeeping and Examiners Fee	990	952
Rent, rates and refuse	3,314	2,348
Cleaning	7,972	6,552
Insurance	1,214	1,137
Light and heat	3,897	4,747
Management charges/wages	21,318	18,057
Printing, Postage & Stationery	23	0
Sundry expenses	808	1,470
	<hr/>	<hr/>
	50,872	(39,616)
	<hr/>	<hr/>
<u>Net incoming resources for year</u>	2,906	7,826
	<hr/> <hr/>	<hr/> <hr/>

SUNNINGDALE VILLAGE HALL

Balance Sheet
as at 31 December 2023

	<u>Notes</u>	<u>2023</u>		<u>2022</u>	
		£	£	£	£
<u>Current assets</u>					
Debtors	3	149		443	
Cash at bank		51,298		51,125	
		<u>51,447</u>		<u>51,568</u>	
<u>Current liabilities</u>					
Accruals and trade creditors	4	5,870		<u>8,897</u>	
<u>Net current assets</u>					
			<u> </u>		<u>42,671</u>
<u>Total assets less current liabilities</u>					
			<u>45,577</u>		<u>42,671</u>
<u>Capital account</u>					
Unrestricted Funds at 1/1/2023 brought forward			42,671		34,845
Deficit for the year			2,906		7,826
<u>Total reserves</u> (all unrestricted)					
	5		<u>45,577</u>		<u>42,671</u>

These Financial Statements were approved by the Board of Trustees, who confirm that they have made available all relevant records and information for their preparation, and were signed on its behalf on dd mmm 2024 by:

Shazia Khawaja –Trustee

SUNNINGDALE VILLAGE HALL

Notes to the accounts for the year ended 31 December 2023

1. Accounting policies

1.1. Accounting convention

The accounts are prepared under the historical cost convention on the accruals basis.

1.2. Income

Income represents the total income value from all sales and other sources during the year.

3. Debtors

	<u>2023</u>	<u>2022</u>
	£	£
Prepayments	60	60
Trade debtors	89	383
	<u>149</u>	<u>443</u>

4. Accruals and Trade Creditors

	<u>2023</u>	<u>2022</u>
	£	£
Trade creditors	367	5,258
Sundry Creditors	2,629	1,355
Deposits held	1,000	1,100
Accruals	1,874	1,184
	<u>5,870</u>	<u>8,897</u>

5. Reserves (all unrestricted)

	<u>Brought forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Carried forward</u>
	£	£	£	£	£
Designated Hall Redecoration and Repainting Fund	26,274	-	-	-	26,274
General Funds	<u>16,397</u>	<u>53,778</u>	<u>(50,872)</u>	-	<u>19,303</u>
Total Reserves	<u>42,671</u>	<u>53,778</u>	<u>(50,872)</u>	-	<u>45,577</u>