

**HANSLOPE VILLAGE HALL CIO  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020**

**CHARITY NUMBER 1165557**

**Hanslope Village Hall  
Newport Road  
Hanslope  
Milton Keynes  
MK19 7NZ**

**HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**  
**CHARITY NUMBER 1165557**  
**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 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 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 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

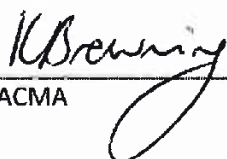
In connection with my examination, no matter has come to my attention:

(a) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:

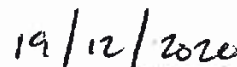
- proper accounting records are kept in accordance with section 130 of the Act; and
- Financial Statements are prepared which agree with the accounting records and comply with the accounting requirements of the Act;

or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Financial Statements to be reached.



K Browning ACMA



Date

**HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**  
**CHARITY NUMBER 1165557**  
**ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

Governing Document

Hanslope Village Hall was built in the middle of the nineteenth century. Originally a village school it became the Property of St James the Great Church Sunday School Charity and was used as a Parish Hall. The conveyance document being dated 3rd December 1935. The Diocesan Trustees (Oxford) became Custodians of the property on 14th November 1977. The property was held on a forty year lease under a trust deed dated 12 June 1979 (and amended in 1983 and 1996) as a public charitable trust named Hanslope Village Hall Charity Registration Number 281981. The Hanslope Village Hall CIO Charity Registration Number 1165557 took over full responsibility for the lease and all assets, creditors and Debtors of the 1979 Hanslope Village Hall Charity on 1st April 2016. A new 40 year Lease was successfully negotiated between the Diocesan Trustees (Oxford) and the Hanslope Village Hall CIO Charity Registration Number 1165557 and signed on 3rd April 2020.

Objects of the Charity

Hanslope Village Hall shall be held on trust as a Village Hall for the use of the inhabitants of the Parish of Hanslope without distinction of sex or of political, religious or other opinions including use for meetings, lectures and 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 in relation to these Objects

Hanslope Village Hall is available for hire by village organisations and individuals at preferential rates over those offered to non-residents of the Parish and other organisations. Regular activities include a pre-school, various sports group activities, Women's Institute meetings, a craft club, drama group who stage shows in the Hall, a theatre dance group, a model club, Yoga and Pilates Classes. The Hall is regularly hired for children's parties and adult celebrations of one sort or another. Regular events are held to raise funds for the Village Hall activities.

Trustees

<i>Name of Trustee</i>	<i>Office Held</i>	<i>Date Appointed</i>	<i>Duration of appointment</i>
Mr Andrew Philip Grout	Chair	1st April 2016	Renewed April 2019 - 3 years
Mr Robert George Hayward	Secretary	1st April 2016	4 years
Dr John Eric Sorrell	Treasurer	1st April 2016	Renewed April 2019 - 3 years
Mr Andrew Leonard Archer		1st April 2016	4 years
Mr Gavin Graham Ruse		1st April 2016	1 year -renewed 01/01/19 for 3 years
Mr Matthew N. Irvine		1st April 2016	Renewed April 2018 - 3 years
Mr Andreas Elia		1st January 2018	3 years
Jenni Allis		20th March 2019	3 years
Sarah Anne Pollitt		20th March 2019	3 years

Board of Trustees selection

Apart from the first charity trustees, every appointed trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. Each user group may nominate a Representative User and the Representative Users together will appoint one nominated trustee to serve for three years.

**HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**  
**CHARITY NUMBER 1165557**  
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**FOR THE YEAR ENDED 31 MARCH 2020**

Reserves Policy

A reserve of £4,000 is held within the General Fund to cover fluctuations in income receipts and expenses payments and emergency expenses such as urgent repairs.

A reserve is held to satisfy the condition of the lease to return the hall to the Parochial Church Council in "good and substantial repair" at the end of the term. This reserve currently stands at £6381, which is held in COIF Chaity Funds.

Chairman's Report

*(see next page)*

**HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**  
**CHARITY NUMBER 1165557**  
**CHAIRMAN'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

This has been another successful year in terms of managing an important community facility. We have been able; thanks to some committed members of our community to maintain our income streams.

Hanslope Village Hall (HVH) is a vital part of the community. Apart from being situated in the heart of the village, the Hall is the centre for activities which serve a number of communities of interest from art and craft to circuit training. But more importantly it serves the whole age span of our residents from the pre-school to the older residents. The Hall, as I have said, is an important community facility and our lease with the Diocese of Oxford and the Hanslope Sunday School Trust fell due for renewal in June 2019. Negotiations with the Diocese of Oxford and the Parochial Church Council of St James the Great Hanslope have been underway for several years and we finally reached a mutual conclusion with our landlords. Two large new housing developments are well on the way to being built which offers opportunities for the Hall. These could provide new hiring opportunities from the new residents. It could also provide an opportunity to bid for Section 106 funding for further improvements to the Hall. We are still well aware a challenge could come from the decision to build a new community facility again utilising Section 106 funds. We are keen to engage in dialogue with the local Parish Council and the local authority to ensure should this be the case the future of the Village Hall is part of any plans.

Again this year we have been supported by events organised by Mat Irvine, a local resident and a member of the Board of Trustees and Paul Fitzmaurice who are model enthusiasts. The most successful of these being smallspace, which drew an audience from far beyond the village. Paul also organised a couple of Vegan Fairs which again drew a wide audience from both the village and the surrounding area. I would like to take the opportunity of thanking them both for their support. These private bookings and events are the backbone of our fundraising, as we do not have the capacity within the Board of Trustees now to fundraise as we have in the past.

I led a team to organise the Horticultural and Produce Show, which built on the success of last year's show. The entries were numerous and varied and the Hall was full of exhibits, especially given it was not the best of growing seasons.

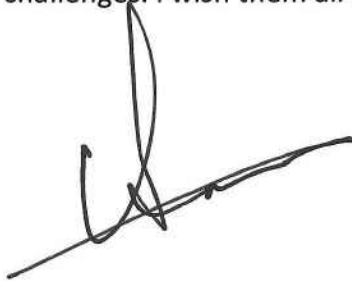
I would like to thank the members of the Village Hall 100 Club. Their on-going support of £1 a month really is important. Unfortunately, the numbers subscribing to the 100 club were on the decline, but the Board of Trustees have implemented a revised prize structure, which appears to be reversing this trend.

These events are vital to the sustainability of the Hall and they take a lot of organising. I reported last financial year that we required someone who can find the time to coordinate the volunteers. So we were very pleased when Jenni Alliss, one of our more recent trustees, stepped up and took over the volunteer management role. I would like to thank her and congratulate her on the successful running of the events this year, which not only included Matt and Paul's shows, but a very successful Fashion Show.

Our constitution allows us to have a committee of up to 15 members. The Hall needs a team of committed people to ensure the Hall is sustained for the community it serves. I said it last year and I'll repeat it again, as it remains important. Whatever the future holds for the Village Hall one thing is certain, it will be a challenge and one that needs support from the local community to meet. We need all the help, without that help the village could lose its most important community asset.

Some years ago, when the Hall faced financial difficulty and possible closure, the Parish Council asked the village residents if they would accept a precept of £10 per household to safeguard the Village Hall. The parish accepted and every year a sum of £4,000 has been received from the PC for which we are very grateful. This has proven vital to close the financial gap and we hope the Parish Council will continue to support what is a vital community asset.

Regretably I have to report that this will be my last Chairman's Report as I am standing down from the Board. I have enjoyed immensely working alongside a committed body of Trustees, all of whom share the vision of making the Hall the very best community facility for the residents of Hanslope and the surrounding area. I would like to thank them all for giving up their valuable. In particular would like to extend my heartfelt thanks to John Sorrell and Robert Hayward for their unstinting support as my fellow officers. The Trustees are under no illusions that they have some challenges ahead of them. But I am confident they and the community who support them will rise to those challenges. I wish them all the very best for the future.



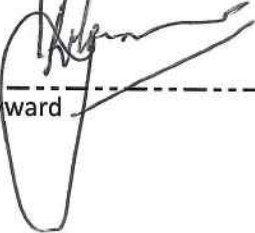


Andrew Grout  
Chairman - Hanslope Village Hall Trust C.I.O.

Date: 30th October 2020

**HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**  
**CHARITY NUMBER 1165557**  
**DECLARATION**  
**FOR THE YEAR ENDED 31 MARCH 2020**

We declare that the Trustees have approved the annual report by email on 29th October 2020 and have authorised us to sign the document (to be minutes at next Board Meeting) :

 ----- Andy Grout	Chairperson (retired 31st May 2020)	Date: <u>30th October 2020</u>
 ----- John Sorrell	Treasurer	Date: <u>30th Oct 2020</u>
 ----- Robert Hayward	Secretary	Date: <u>30th October 2020</u>

**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**STATEMENT OF FINANCIAL ACTIVITIES**

<b>FOR THE YEAR ENDED 31 MARCH</b>	<b>2020</b>	<b>2019</b>
	Note	
<b>INCOME</b>		
Hall Hiring Income	25,193	18,493
Donations	2	12
Parish Precept + baskets	4,381	4,000
Donation for Acoustic Panels	0	20,000
Investment Income	2 <u>48</u>	<u>54</u>
	29,624	42,559
<b>EXPENDITURE</b>		
Hall Running Costs	3     25,235	32,860
Governance Costs	3 <u>3,699</u>	<u>2,930</u>
	(28,934)	(35,791)
	<u>690</u>	<u>6,769</u>
Investment Gains / (Losses)	0	0
<b>NET OPERATING INCOME FOR THE YEAR</b>	<u><b>690</b></u>	<u><b>6,769</b></u>
<b>FUNDRAISING ACTIVITY</b>		
Fundraising Income	5,714	5,320
Fundraising Expenses	3 <u>(1,895)</u>	<u>(1,649)</u>
	3,819	3,671
<b>CAPITAL MOVEMENTS</b>		
Capital Grants Received	0	20,000
Capital Grants Spent	0	(20,000)
Depreciation	6 <u>(16,531)</u>	<u>(10,796)</u>
	(16,531)	(10,796)
<b>NET MOVEMENT IN FUNDS</b>	(12,021)	(355)

**Charity Commission figures**

	£	£
Income	29,624	
Fundraising	<u>5,714</u>	
		35,338
Expenses	28,934	
Fundraising	1,895	
Depreciation	<u>16,531</u>	
		(47,360)
Profit		<u><u>(12,022)</u></u>





**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**NOTES - 2019-2020**  
**(Forming part of the Financial Statements)**

**1 Accounting Policies**

The principle accounting policies of the Trust are set out below:

Basis of Preparation

These Financial Statements have been prepared in accordance with accounting standards, Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), and the Charities Act 2011, under the accruals and going concern basis.

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value).

There has been no change to the accounting policies since last year, and no changes have been made to Financial Statements for previous years.

Incoming Resources

Incoming Resources are included in the Financial Statements when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources, and the monetary value can be measured with sufficient reliability.

Where incoming resources have related expenditure (as with fundraising income) the incoming resources and related expenditure are reported gross in the Financial Statements.

Grants and donations are only included in the Financial Statements when the charity has unconditional entitlement to them. Tax reclaims are included at the same time as the gift to which they relate.

The value of voluntary help received is not included but is described in the annual report.

Investment income is included in the accounts when receivable.

Investment Gains / (Losses) includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Grants and Donations

Building improvements funded directly by grants paid to contractors are included as income and expenditure within the Financial Statements.

Other grants and donations are included within the Financial Statements as income once they have been received and there are no conditions to be met relating to them which remain in the control of the charity.

Fixed Assets and Depreciation

Assets are capitalised if they can be used for more than one year, and cost at least £500.

Investments quoted on a recognised stock exchange are valued at market value at the year end.

Depreciation is provided to write off the cost less estimated residual value (and grants where appropriate) of tangible fixed assets by instalments over their estimated useful economic lives as follows:

Building and Improvements	10% per annum	on original known cost
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**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
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**(Forming part of the Financial Statements)**

Plant and Machinery 25% per annum on original known cost

**2 Investment Income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Investment Interest	0	0
COIF Interest	48	54
	<u><b>48</b></u>	<u><b>54</b></u>

**3 Expenditure**

Fees for Examining the Financial Statements

No fees were paid for the independent examination of these Financial Statements.

Analyses of Expenditure

The resources expended have been analysed on the functional basis provided by Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005).

*Fundraising Expenses*

	<b>2019</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Event and Administration Expenses	975	812
100 Club Prizes	920	837
	<u><b>1,895</b></u>	<u><b>1,649</b></u>

*Hall Running Costs*

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Rent and Rates	355	283
Heat, Light and Power	2,228	2,361
Travelling Expenses (manager)	0	0
Printing, Stationery & Software	393	399
Equipment Hire, purchase and Maintenance	1,725	3,397
Maintenance/Cleaning	11,649	17,478
General Expenses/insurance	1,941	1,863
Staff expenses	0	0
Hall Management Costs	25	25
Professional Fees	349	538
Licences	761	754
	<u><b>19,425</b></u>	<u><b>27,099</b></u>

*Governance Costs*

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Telephone and internet	799	830
Legal Fees	2,900	2,100
	<u><b>3,699</b></u>	<u><b>2,930</b></u>

**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**NOTES - 2019-2020**  
**(Forming part of the Financial Statements)**

**4 Employees**

The Trust employed a manger part way through the year and terminated management company contract.

Management & Cleaning were contracted out	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Gross Wages and Salaries	5,810	5,762
Employer's National Insurance Contributions	0	0
	<u><b>5,810</b></u>	<u><b>5,762</b></u>

**5 Trustees and Other Related Parties**

Trustee Expenses

No payment or reimbursement of out-of-pocket expenses have been made to any trustee or to a third party for any expenses incurred by a trustee during the year.

Related Party Transactions

No related party transactions have been undertaken by the charity during the year.

**6 Tangible Fixed Assets**

A unanimous minuted resolution of the Trustees on 12th July 2016 agreed to change the method of depreciation for these accounts to the straight line method:

Building and Improvements	10% per annum	on original known cost
Plant and Machinery	25% per annum	on original known cost

	<b>Building Improvements</b>	<b>Furniture &amp; Fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 April 2019	155,777	2,220	157,997
1) Acoustic Tiles	2,786		2,786
2) Fire Alarm System	2,874	0	2,874
At 31 March 2020	<u>161,437</u>	<u>2,220</u>	<u>163,657</u>
<b>Depreciation</b>			
At 1 April 2019	138,229	454	138,683
Charge on balance brought forward	15,577	555	16,132
Charge on 1) Acoustic tiles 12 mths	279		279
Charge on 2) Fire Alarm System 5mths	120	0	120
Charge for the year	15,976	555	16,531
At 31 March 2020	<u>154,205</u>	<u>1,009</u>	<u>155,214</u>
<b>Net Book Value</b>			
At 1 April 2019	17,548	793	18,341
At 31 March 2020	<u><u>7,232</u></u>	<u><u>1,211</u></u>	<u><u>8,443</u></u>

**7 Investment Assets**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
NONE	<u><u>0</u></u>	<u><u>0</u></u>

**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**NOTES - 2019-2020**  
**(Forming part of the Financial Statements)**

**8 Debtors and Prepayments**

Amounts falling due within one year	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Hiring Debtors	918	1,334
Gift Aid	0	0
Prepayments	2,088	1,949
	<u>3,006</u>	<u>3,283</u>

**9 Creditors and Accruals**

Amounts falling due within one year	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Creditors	1185	1993
100 Club Prize income in advance	1002	1220
Accruals & Deferred Income (PAYE)	360	0
	<u>2,547</u>	<u>3,213</u>

**10 Accumulated Funds**

Analysis

	<b>General Fund</b>	<b>Fixed Asset Fund</b>	<b>Fundraising Fund</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible Assets	0	8,443	0	8,443
Investments	0	0	0	0
Cash	(16,351)	0	23,177	6,826
Investment account	0	0	9,854	9,854
Debtors and Prepayments	3,006	0	0	3,006
Creditors and Accruals	(2,547)	0	0	(2,547)
	<u>(15,892)</u>	<u>8,443</u>	<u>33,031</u>	<u>25,582</u>

General Fund

The General Fund is the main fund of the Trust into which all of the income for the use of the Village Hall is placed and from which all the operating expenditure is borne. In addition, donations, bequests and grants which are not restricted in use are included here.

	<b>Total</b>
	<b>£</b>
Fund brought forward from 2019	38,632
Add: Net operating Income for the year	<u>          </u>
At 31 March 2020	<u>38,632</u>

**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**NOTES - 2019-2020**  
**(Forming part of the Financial Statements)**

Fixed Asset Fund

This fund is made up of the tangible fixed assets of the Trust. It includes building improvements which are being depreciated and will belong to the Parochial Church Council at the end of the lease. It also includes items such as tables and chairs (described as Plant & Machinery) which belong to the Trust and are being depreciated.

	<b>Other Building Improvements</b>	<b>Plant &amp; Machinery</b>	<b>Furniture &amp; Fixtures</b>	<b>Total</b>
	<b>£</b>	<b>£</b>		<b>£</b>
Fund brought forward	17,548	0	793	18,341
plus additions 2018-2019	17,998	0	1,314	19,312
TOTAL	35,546	0	2,107	37,653
Less: Asset Depreciation	(10,455)	0	(341)	(10,796)
At 31 March 2019	25,091	0	1,766	26,857

Fundraising Fund

This fund is made up of income raised from the fundraising activities of the Trust. It is set aside to pay for capital items and major projects and not to be used against general running expenses of the hall, however, it may be used in this way if considered necessary by the Trustees.

	<b>Total</b>
	<b>£</b>
Fund brought forward	29,212
Add: Net Income from Fundraising Activity	3,819
At 31 March 2019	33,031