

**HANSLOPE VILLAGE HALL CIO  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**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 2021**

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

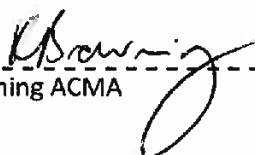
In connection with my examination, no matter has come to my attention:

(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

24/10/2021  
Date

## **HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**

**CHARITY NUMBER 1165557**

**ANNUAL REPORT**

**FOR THE YEAR ENDED 31 MARCH 2021**

### 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	Retired 1st May 2020
Mr Robert George Hayward	Secretary	1st April 2016	Retired 31st March 2021
Dr John Eric Sorrell	Treasurer & Chair-elect	1st April 2016	Renewed April 2019 - 3 years
Mr Andrew Leonard Archer		1st April 2016	4 years
Mr Gavin Graham Ruse		1st April 2016	Resigned 1st May 2020
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	Resigned July 2020
Gillian Glanville		29th July 2020	3 years
Duncan Carter		29th July 2020	3 years
Andrea Kingston		27th January 2021	3 years
Win Parry		27th January 2021	3 years
Mac Millington		27th January 2021	3 years

### Board of Trustees selection

**HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**  
**CHARITY NUMBER 1165557**  
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**FOR THE YEAR ENDED 31 MARCH 2021**

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.

**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 £6388, which is held in COIF Chaity Funds.

**Chairman's Report**

*(see next page)*

**HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**  
**CHARITY NUMBER 1165557**  
**ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The year 2020-2021 has been a unique year for us all because of the Coronavirus Pandemic and this has had a major impact on Hanslope Village Hall as indeed it has had on all of us. The year started with the Village Hall completely closed in the first lockdown. The Board of Trustees introduced significant Covid Security measures to the Hall which enabled preschool to return, using just the large hall with restricted numbers. In October a few more groups returned to a limited use of the large Hall. The Hall closed again in January 2021 with the second lockdown to all groups except for preschool who were able to continue in the large hall. This situation continued until the end of the financial year. We are grateful for the help we received in our planning for the pandemic from ACRE (Action with Communities in Rural England) and Community Impact Bucks.

The Pandemic has had a major impact on our income and put our very survival at risk. Our income from regular hirings dropped considerably and we lost most of our income from occasional hires such as children's parties, wedding receptions and other events. The Pantomime, Vegan Fayres, Horticultural Show and Fashion Show were all cancelled significantly reducing our income. Many of our overheads however continued to require payment. The Hall Manager was put on furlough for the periods of lockdown, and we reduced the hours of our cleaning contractor. We applied for and received several government pandemic business grants and the Parish Council gave us a £4000 grant. Because of these grants and a small cash reserve we had in the Bank we have been able to survive so far and are secure moving forwards. Many of our regular user groups have now not held meetings in the Village Hall for a year!

On a more positive note we have received a £48,500.00 Section 106 Grant from Milton Keynes Council to enable us to build a store extension at the back of the Hall. Section 106 money comes from the builders of the new developments in Hanslope. When the Hall is fully operational there is a desperate shortage of storage space for regular organisations' equipment. The new building will solve this problem. We are grateful to Robert Beesley for giving us a small piece of land for this development. Building work will commence in July 2021. Once the building is finished we plan a grand opening ceremony.

Andy Grout, our previous Chairman, resigned as a Trustee in May 2020 as he was moving out of the village. We are enormously grateful for Andy's leadership over many years. Gavin Ruse retired as a Trustee in May 2020 after a long stint both as Hall Manager and more recently as a Trustee. Sarah Pollitt resigned in July 2020 because she was leaving the village. A heartfelt "thank you" to all of them.

We welcomed Gillian Glanville and Duncan Carter in July 2020 and Andrea Kingston, Win Parry and Mac Millington in January 2021 as new Trustees. The success of the Village Hall is dependant on an active and vibrant Board of Trustees (all volunteers) and I am most grateful to the support of all of the Trustees as we move forwards out of the pandemic.

In a “normal year” our fundraising events depend heavily on our group of volunteers who help in many different ways. We would like to increase our pool of volunteers and would be grateful for anyone interested in giving some of their time to helping us at fundraising events, advertising, with a bit of gardening or in many other ways.

Contact:

[jenni@hanslopevillagehall.co.uk](mailto:jenni@hanslopevillagehall.co.uk)

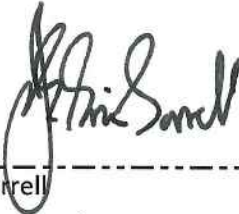


Hanslope Village Hall is there for the community of Hanslope. Its survival depends on it being regularly used and I urge every villager to support our endeavours as we struggle to come out of this dreadful pandemic. If you are thinking of a weekend celebration, a child’s birthday party or a family get together “think local” and see if our Hall fits the bill for your event. You can find full details of all of our activities on our website which is magnificently managed by Mat Irvine, a Trustee:  
[www.hanslopevillagehall.co.uk](http://www.hanslopevillagehall.co.uk) .

Thank you to one and all who support us.

Dr John Sorrell  
Chairman  
20th July 2021

**HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**  
**CHARITY NUMBER 1165557**  
**DECLARATION**  
**FOR THE YEAR ENDED 31 MARCH 2021**

We declare that the Trustees have approved the annual report by an on-line vote on 21st July 2021 and this will be recorded in the minutes of the next Board of Trustee Meeting.

 John Sorrell	Treasurer (Chairman elect)	Date: 21 <sup>st</sup> July 2021
 Duncan Carter	Treasurer elect	Date: 21/7/21
 Jenni Alliss	Secretary	Date: 21 July 2021

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

<b>FOR THE YEAR ENDED 31 MARCH</b>		<b>2021</b>	<b>2020</b>
	Note		
<b>INCOME</b>			
Hall Hiring Income		8,399	25,193
Donations		102	2
Section 106 monies		6,137	
Parish Precept		4,000	4,381
Covid Government Grants		18,001	0
Investment Income	2	8	48
		<u>36,646</u>	<u>29,624</u>
<b>EXPENDITURE</b>			
Hall Running Costs	3	21,266	25,235
Governance Costs	3	2,616	3,699
		<u>(23,882)</u>	<u>(28,934)</u>
		<u>12,764</u>	<u>690</u>
Investment Gains / (Losses)		0	0
<b>NET OPERATING INCOME FOR THE YEAR</b>		<u><b>12,764</b></u>	<u><b>690</b></u>
<b>FUNDRAISING ACTIVITY</b>			
Fundraising Income		1,712	5,714
Fundraising Expenses	3	(1,000)	(1,895)
		<u>712</u>	<u>3,819</u>
<b>CAPITAL MOVEMENTS</b>			
Capital Grants Received (106 Fund)		48,500	0
Capital Grants Spent (106 Fund)		(6,137)	0
Depreciation	6	(7,788)	(16,531)
		<u>34,575</u>	<u>(16,531)</u>
<b>NET MOVEMENT IN FUNDS</b>		<b>48,051</b>	<b>(12,021)</b>

**Charity Commission figures**

	£	£
Income (including grants)	36,646	
Fundraising	<u>1,712</u>	38,358
Expenses	23,882	
Fundraising	1,000	
Depreciation	<u>7,788</u>	
		<u>(32,671)</u>
Profit		<u><u>5,687</u></u>

**Summary 2020-2021**

Income less expenditure	12,764
Section 106 expenditure	(-6,137)
Depreciation	(-7,788)
Fundraising Profit	712
<b>TOTAL</b>	<b>(-449)</b>

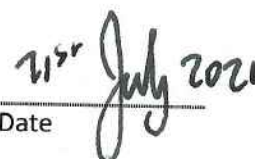



**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**BALANCE SHEET**  
**AT 31 MARCH**


		2021		2020	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	6	655		8,433	
Investments	7	<u>0</u>		<u>0</u>	
			655		8,443
<b>CURRENT ASSETS</b>					
Cash at Bank and in Hand	11	67,906		16,680	
Debtors and Prepayments	8	<u>1,472</u>		<u>3,006</u>	
			<u>69,378</u>		<u>19,686</u>
			<u>70,033</u>		<u>28,129</u>
<b>CURRENT LIABILITIES</b>					
Creditors and Accruals	9		(44,923)		(2,547)
<b>NET ASSETS</b>					
			<u>25,110</u>		<u>25,582</u>
<b>ACCUMULATED FUNDS</b>					
			£		£
Balance Brought Forward			25,582		37,603
Prior year adjustment			(24)		
Net Movement in Funds			48,051		(12,021)
<i>Less section 106 received</i>			<u>(48,500)</u>		
Balance Carried Forward	10		<u>25,110</u>		<u>25,582</u>

We declare that the Trustees have approved these Financial Statements and have authorised us to sign them on their behalf.

John Sorrell  \_\_\_\_\_  
 Chairman elect  
 Treasurer

 \_\_\_\_\_  
 Date

Duncan Carter  \_\_\_\_\_  
 Treasurer elect

 \_\_\_\_\_  
 Date

**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

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

Plant and Machinery      25% per annum      on original known cost

**2 Investment Income**

	<b>2021</b>	<b>2020</b>
	£	£
Investment Interest	0	0
COIF Interest	8	48
	<u>8</u>	<u>48</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>2021</b>	<b>2020</b>
	£	£
Event and Administration Expenses	0	975
100 Club Prizes	975	920
	<u>975</u>	<u>1,895</u>

*Hall Running Costs*

	<b>2021</b>	<b>2020</b>
	£	£
Rent and Rates	116	355
Heat, Light and Power	2,232	2,228
Travelling Expenses (manager)	0	0
Printing, Stationery & Software	642	393
Equipment Hire, purchase and Maintenance	1,942	1,725
Maintenance/Cleaning	10,275	11,649
General Expenses/insurance (includes payment in advance)	2,635	1,941
Staff expenses	0	0
Hall Management Costs (includes joining fee ACRE)	145	25
Professional Fees	438	349
Licences	793	761
	<u>19,218</u>	<u>19,425</u>

*Governance Costs*

	<b>2021</b>	<b>2020</b>
	£	£
Telephone and internet	770	799
Legal Fees	1,846	2,900
	<u>2,616</u>	<u>3,699</u>

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

**4 Employees**

The CIO employ a Hall Manager who for part of the year was furloughed under HM Government Covid 19 guidelines

	<b>2021</b>	<b>2020</b>
	£	£
Gross Wages and Salaries	5,894	5,810
less furlough income from HMRC	(3,846)	
Employer's National Insurance Contributions	0	0
	<u><u>2,048</u></u>	<u><u>5,810</u></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.

**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>Cost</b>			
At 1 April 2020	155,777	2,220	157,997
1) Acoustic Tiles	2,786		2,786
2) Fire Alarm System	2,874	0	2,874
correction historical balance B/Fwd	(4,696)		(4,696)
At 31 March 2021	<u>156,741</u>	<u>2,220</u>	<u>158,961</u>
<b>Depreciation</b>			
At 1 April 2020	154,205	1,009	155,214
Charge on balance brought forward	1,971	555	2,526
Charge on 1) Acoustic tiles 12 mths	279		279
Charge on 2) Fire Alarm System 5mths	287	0	287
Charge for the year	2,537	555	3,092
At 31 March 2021	<u>156,742</u>	<u>1,564</u>	<u>158,306</u>
<b>Net Book Value</b>			
At 1 April 2020	7,232	1,211	8,443
At 31 March 2021	<u><u>(1)</u></u>	<u><u>656</u></u>	<u><u>655</u></u>

**7 Investment Assets**

	<b>2021</b>	<b>2020</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	2021	2020
	£	£
Hiring Debtors	0	918
Gift Aid	0	0
Prepayments	1,472	2,088
	<u>1,472</u>	<u>3,006</u>

**9 Creditors and Accruals**

Amounts falling due within one year	2021	2020
	£	£
Creditors	1091	1185
100 Club Prize income in advance	1289	1002
Section 106 Income in advance	42363	
Accruals & Deferred Income (PAYE)	180	360
	<u>44,923</u>	<u>2,547</u>

**10 Accumulated Funds**

Analysis

	General Fund	Fixed Asset Fund	Fundraising Fund	Total
	£	£	£	£
Tangible Assets	0	655	0	655
Investments	0	0	0	0
Cash	34,163	0	23,890	58,052
Investment account	0	0	9,854	9,854
Debtors and Prepayments	1,472	0	0	1,472
Creditors and Accruals	(44,923)	0	0	(44,923)
	<u>(9,288)</u>	<u>655</u>	<u>33,743</u>	<u>25,110</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.

	Total
	£
Fund brought forward from 2020	25,582
Add: Net operating Income for the year	48,052
At 31 March 2021	<u>73,634</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>
	£	£		£
Fund brought forward	7,232	0	1,211	8,443
plus additions 2020-2021	0	0	0	0
TOTAL	7,232	0	1,211	8,443
Less: Asset Depreciation	(7,233)	0	(555)	(7,788)
At 31 March 2021	<u>(1)</u>	<u>0</u>	<u>656</u>	<u>655</u>

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>
	£
Fund brought forward	33,031
Add: Net Income from Fundraising Activity	712
At 31 March 2021	<u>33,743</u>

**11 Cash in Bank and in hand**

Reason for increase amount is Building Extension Section 106 monies not yet spent.