

**Annual Report and Accounts
Ending 31 December 2022**

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Report for the year ending 31 December 2022

Sheriff Hutton Village Hall CIO is registered with the Charity Commissioners (No.1169225) and is constituted as a Charitable Incorporated Organisation. When the present hall was built in 1984 the governing body was known as "Sheriff Hutton New Village Hall Trust" (n/c 507406) in order to distinguish it from a previous trust that had been responsible for the old hall, which was still standing at the time. In 2015 the constitution was rewritten as a CIO and during 2017 this was formally adopted.

Management structure

The administration of the Capital Fund is the responsibility of the trustees, which can number up to twelve. 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 are often part of these groups.

The Operations Group.

This group of up to nine 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 aimed at ensuring that routine operations are roughly covered by lettings income with due regard to remaining competitive with other village halls. Routine operations include a five year cycle of redecoration and refurbishment. In 2018 the Main Hall floor received a 5-yearly refurbishment. Careful maintenance over the years means that this floor, which had a 20 year 'book life' in 1984 has been extended until 2040.

The Friends of the Village Hall.

There are currently around 10 'Friends' but membership is unlimited so this number can vary. The Friends are tasked with having a varied programme of fund-raising to appeal to a wide range of tastes in the Village and surrounding communities. In addition the Friends administer the 200 Club for a regular annual income. Because day to day operations are intended to be covered by lettings income all the monies raised by the Friends are available to be channelled into extraordinary enhancement projects and occasional purchases of long-life equipment.

Play Area Committee.

The Childrens' Play Area adjacent to the hall is in the CIO's ownership. It is very popular and well-used. A separate committee is responsible for its day to day care, carrying out or commissioning annual safety inspections and fund raising when new equipment is required. Monthly safety inspections are carried out separately by the Trustees.

Health & Safety Group.

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

Correspondence addresses:

P J David, Rose Cottages, West Lilling, York, YO60 6RP (Charity Commission matters)
H Bainbridge, Castle Cottage, Finkle Street, Sheriff Hutton, York, YO60 6RA (Other Trust matters)

Trustees who have served throughout the year to the end of December 2022:

Chair	Gillian Fairbolham
Secretary	Hilary Bainbridge
Treasurer	Phillip David
Others	Claire Wesley Steve Page Peter Brown (appointed 18 August 2022)

Principal Advisors

Independent Examiner	Hunter Gee Holroyd, Club Chambers, Museum Street, York, YO1 7DN
Bankers	CIO Reserves
	Operations
	Play Area
	Friends
	Skipton Building Society, Wheelgate, Malton NatWest Bank, 3 Westborough, Scarborough NatWest Bank, 3 Westborough, Scarborough Barclays Bank, 25 Yorkersgate, Malton TSB Bank, St Helen's Square, York

Objects, Activities and Achievements of the CIO

The objective and ongoing activity since the Hall opened in 1964, and through to the present day 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 CIO constitution (and broadly copied from the previous Trust Deed) are reviewed regularly to ensure compliance. It has been the Trustees' declared policy to cover the Hall's running costs solely from hiring income. However, in recent years this has been difficult to achieve and the costs have been met by inclusion of the income from the solar (photo-voltaic) panels.

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 CIO's objective as stated above are met is amply demonstrated by the Operations Group and Play Area Receipts and Payments Account (page 5) and by the variety of regular hirers from within the Parish (21 in 2022) and other individual bookings which are embraced in the Lettings Receipts

In the spirit of public benefit, in 2020 the Operations Group bank account was made available to the Sheriff Hutton Village Volunteers. This is a group from the village that was set up rapidly and informally in response to the Covid-19 pandemic. As a result of the nature of the group's creation and the expectation that it would be temporary they did not wish to and were not in a position to open a bank account of their own, so the facilities of the village hall treasurer were made available to them.

Financial Review	2022	2021
	£	£
Movement in funds		
Total funds on 1st January 2022	68381	49476
Total receipts in 2022	40384	36673
Total payments in 2022	43380	17767
Increase/- Decrease in funds	-2996	18906
Total funds at end of December 2022	<u>65385</u>	<u>68381</u>

Reserves

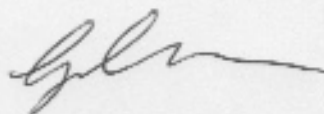
The trustees have a duty to maintain adequate levels of financial reserves, so as to continue to provide a well-kept and up to date hall and facilities. It is acceptance of this which informs their policy on reserves. We also are mindful of the difficulty in raising large sums of money at short notice,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

	£
We have assessed the desirable level of reserves required as:	52,127
made up of the following components:	
200 Club prizes for 2023	2,320
Unpaid accounts in 2022	1,807
Working balance to fund month to month commitments	4,000
Medium and longer term needs:	
Replacement of nearly 40 year old boiler	10,000
Amount to cover periodical peaks in planned replacement and repairs	10,000
Play area reserves for maintenance and new equipment	4,000
Long term - replacement of the main hall floor - now assessed to be by around 2040. This is estimated to cost (at most recent estimate in 2019) around £35,000. The trustees' view is that the amount built up for this, at the end of the year under review, should be not less than	20,000

The trustees therefore consider that there is an adequate level of funds at the end of December 2022.

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

Gillian Fairbrother
Chair of Trustees



Date 22/7/23

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

We report on the accounts of the Sheriff Hutton Village Hall CIO for the period ending 31 December 2022, 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 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 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 s130 of the 2011 Act; and
to prepare accounts which accord with the accounting records and comply with the
accounting requirements of the 2011 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.

Mark Grewer

Mark Grewer
Hunter Gee Holroyd Chartered Accountants
Club Chambers
Museum Street
York
YO1 7DN
01904 655202

Date 22 June 2023

SHERIFF HUTTON VILLAGE HALL CIO 1189225

Accounts for the year to 31st December 2022

Receipts and Payments Account: Operations Group and Play Area

	2022		2022	2021
	Unrestricted	Restricted	Total	Total
			£	£
Income Receipts				
Trading Activities				
Hiring Charges for the use of the hall				
			12621	4987
			4320	1303
	<u>16941</u>		<u>16941</u>	<u>6260</u>
Other Receipts				
Play Area Receipts from fundraising	466		466	0
Income from Solar PV	3132		3132	4739
Grants & Donations (see Note 2)	2182		2182	17584
Other Receipts (including bank interest & arrears)	890		890	0
Total Receipts	<u>23611</u>	<u>0</u>	<u>23611</u>	<u>28583</u>
Direct Charitable Expenditure				
Repairs and maintenance of the hall and play area (note 1)	18628		18628	5442
Caretaker costs	3129		3129	1389
Lighting and heating	3425		3425	1672
Telephone & Wifi	664		664	574
Water charges	240		240	120
Cleaning & Refuse collection	4007		4007	1396
Insurances	1490		1490	1391
	<u>31582</u>		<u>31582</u>	<u>11983</u>
Other expenditure				
Secretarial and sundry expenses	38		38	0
Arrears	585		585	0
Bank charges	49		49	0
Performing rights licence	145		145	441
	<u>816</u>		<u>816</u>	<u>441</u>
Total Payments	<u>32398</u>		<u>32398</u>	<u>12424</u>
Net Receipts less Payments for the period			-8787	16159
Cash and Bank Balances on 1 January 2022			29965	13669
Add overpayments and unpaid bills			1519	656
Less outstanding payments for hall hire				540
Less transferred to CIO NatWest 35 day account			10000	
Cash and Bank Balances as at 31 December 2022			<u>12697</u>	<u>28965</u>

Notes:

- 1 There was one major maintenance item expense of £10,462.80 for new windows and emergency doors in the main hall.
- 2 Trustees were reimbursed for expenses incurred
(Mrs. G. Fairbotham: £505.92)
(Mr. P.M. Brown: £1301.88)

SHERIFF HUTTON VILLAGE HALL CIO 1169225

Accounts for the year to 31st December 2022

Friends of Sheriff Hutton New Village Hall 200 Club

	2022	2021
	£	£
Income Receipts		
Subscriptions to the 200 Club draws for 2023 prize draws	4600	4755
Advance payments for future draw years	<u> </u>	60
	4600	4815
Payments		
Draw Prizes for 2022	2410	2450
Lottery Licence and expenses relating to the 200 Club	<u>20</u>	<u>20</u>
	2430	2470
Net 200 Club Receipts for 2022	<u><u>2170</u></u>	<u><u>2345</u></u>

Friends Fundraising

Income Receipts		
Net fundraising income	1964	227
Donations	<u>45</u>	<u>45</u>
	2029	272
Payments		
Fundraising expenses		
Net Fundraising Income for 2022	<u><u>2029</u></u>	<u><u>272</u></u>

Cash & Bank Balances as at 1 January 2022	7321	10754
Less outstanding draw prizes cashed from previous years	200	250
	150	200
Add outstanding draw prizes not cashed from this year	2500	6000
Less transferred to CIO Skipton Building Society account		

Cash and Bank Balances at year end	8970	7321
of which cash	<u>330</u>	<u>100</u>
TSB Balance at 31 December 2022	<u><u>8640</u></u>	<u><u>7221</u></u>

Prize payments 2022		
60 @ £25	1500	1500
7 @ £50	350	450
1 @ £60	60	
2 @ £100	200	200
2 @ £150	300	300
	<u>2410</u>	<u>2450</u>

There were 62 winning members, 10 of whom won twice and 1 won thrice!

SHERIFF HUTTON VILLAGE HALL CIO 1169225

Accounts for the year to 31st December 2022

Receipts and Payments Account: Capital Fund

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Income Receipts				
Investment Income				
Bank Interest (SBS & NatWest)	73	0	73	14
Transferred from Operations group	10,000	0	10,000	
Transferred from Friends & Fundraising account	2,500		2,500	6,000
Other Receipts	0	0	0	0
Total Receipts	12,573	0	12,573	6,014
Payments	0	0	0	0
Total Payments	0	0	0	0
Net Receipts/- Payments for the period			12,573	6,014
CIO Cash and Bank Balances as transferred from Trust on 1 January 2022			31,295	25,282
Overall Balances as at 31st December 2022			43,868	31,295
Skipton Building Society			33,841	
NatWest 35 day account			10,027	
Total CIO savings			43,868	31,295

Note: Skipton BS account rate of savings interest at 31 December 2022 is 1.75%
 NatWest 35 day account interest rate at 31 December is 1.1%

Accounts for the year to 31st December 2022

Statement of Assets and Liabilities

	2,022	2,021
	£	£
Total Funds at 1 January 2022	<u>68,381</u>	<u>49,475</u>
Monetary Assets at 31 December 2022		
Bank and Cash Balances		
Day to Day operations		
NatWest current Account (Operations)	9,294	26,156
Barclays Bank Account (Play Area)	3,606	4,009
Bank Deposit Account (Play Area)	2	2
Cash in hand	0	0
Less funds held on behalf of the Sheriff Hutton Village Volunteers	<u>205</u>	<u>205</u>
	12,697	29,965
Capital Fund & Friends Fundraising		
TSB Bank account (Friends)	8,640	7,221
Skipton Building Society Account	33,841	31,295
NatWest 35 day Account	10,027	
Cash in hand	330	100
Less 2022 prizes not yet cashed	<u>150</u>	<u>200</u>
	52,688	38,416
Total Bank and Cash Assets at 31 December 2022	<u>65,385</u>	<u>68,381</u>
Debtors		
Hall rents		540
Other accounts		540
	<u>0</u>	<u>540</u>
Liabilities		
200 Club 2023 prizes	2,320	2,410
Unpaid Operations bills	1,519	656
RYNAT inspections (2021 & 2018)	288	288
Adjusted Financial Assets as at 31 December 2022	<u>61,258</u>	<u>68,147</u>

Non-Monetary Assets

The Village Hall (cost to date approx. £157,000, insured for £1,407,628)
 Furniture and equipment in hall (costs unknown, insured for £67,470)
 (Tables, chairs, stage, electronics and kitchen equipment etc.)
 Play area equipment, including liability, insured for £78,603

Phillip David
 CIO Treasurer

Phillip David
 22-7-23

Date

SHERIFF HUTTON VILLAGE HALL CIO 1169225

OPERATIONS GROUP RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDING 31st DECEMBER 2022

	2022	2021		2022	2021
Balances as at beginning of year	£	£		£	£
Current Account	26,158	9,803	Normal Running Costs		
Less 2021 unpaid bills	585	0	Caretakers' Costs	3129	1389
Add 2021 unpaid lettings invoices	540	0	Contract Cleaning	2040	176
Less balance of Village Volunteers	205	325	Window Cleaning	180	180
Cash in Hand	0	0	Electricity	1032	719
	<u>25,908</u>	<u>9,478</u>	Oil	2393	952
Regular Lettings			Water	240	120
Badminton	653	410	Wifi & website	482	336
Jumble Sales	610	264	Booking's Secretary telephone	182	236
Keep Fit	1,898	771	Hygiene Services	718	431
Luncheon Club	1,041	299	Refuse Collection	808	307
Yoga with Sarah	682	393	Grass & Hedge cutting	1949	3740
Playgroup/Toddlers	862	471	Maintenance and repairs	11778	1118
Youth Group	582	132	Cleaning Materials	261	303
Flow for All Yoga	290		Subscriptions & Fees		
Bowls Club	282	116	Performing Rights	145	441
Spinning Group	398	67	Insurance	1480	1391
Parish Council	474	105	Secretarial	0	0
Ladies Group	319	111	Postage		
Gardening Club	458	292		<u>26827</u>	<u>11840</u>
Art Group	810	200	Other Expenditure		
History Group	853	372	Refunds	38	
Tennis Club	34	0	Transfer to Trust NatWest 35 day acc	10000	
Village Market	1,470	26	Bank charges	49	
Village Charities	14	0	Equipment	1893	384
Lillings Ambo Parish Council	53	0		<u>11979</u>	<u>384</u>
Japanese Drumming	391	535			
Morris Dancers	0	92	Total Expenditure	<u>36807</u>	<u>12223</u>
NHS meetings	470	300			
	<u>12,821</u>	<u>4,957</u>	Balances as at end of year		
Other Lettings	3,420	803	Current Account	9294	26158
Advance deposits	900	500	Less unpaid bills (note 2)	1519	585
Income from Solar PV	3,132	4,739	Less overpayments (school)		72
Bank compensation payments (note 1)	350	0	Add unpaid lettings invoices		540
Grants & donations	45	17,584	Less balance of Village Volunteers	205	205
	<u>20,468</u>	<u>28,583</u>	Cash in hand	0	0
Total Income				<u>7570</u>	<u>25837</u>
Start balance plus income:	<u>46,377</u>	<u>38,061</u>	Final balance plus expenditure:	<u>46377</u>	<u>38061</u>

Notes:

- 1 Bank compensation payments for delays when changing bank accounts.
- 2 Website hosting (£144) and caretaking (£1375)

PLAY AREA RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDING 31st DECEMBER 2022

	2022		2021	
	£	£	£	£
Receipts				
Fundraising net of expenses:				
Halloween Disco		466		
Village Charities grant		1500		
Parish Council grant		500		
Jumble sale donations		100		
Operations Group donation (note 1)		38		
Bank interest		0		0
Total receipts		2603		0
Payments				
RYNAT Inspections (note 2)				
Yorkshire Play Company (New equipment)		2325		
Repairs & maintenance		682		200
Total payments		3007		200
Surplus/(Deficit) for the period		<u>-404</u>		<u>-200</u>
Funds Brought forward		4011		4,211
Funds carried forward		<u>3607</u>		<u>4,011</u>
Represented by:				
Community Account		3606		4,009
Business Premium Account		2		2
Cash in hand		0		0
		<u>3607</u>		<u>4,011</u>

Notes:

- 1 Refund of half the hall hire charge for the disco, as proceeds split between between the Play Area and the school.
- 2 RyNat inspections paid for directly by Operations Group since 2022. 2021 Inspection Invoice awaited.

**VILLAGE HALL FRIENDS AND 200 CLUB RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDING 31st DECEMBER 2022**

	2022		2021	
	£	£	£	£
Receipts				
Subscriptions to the 200 Club		4600		4755
Advance subs for future years				60
Donations		45		45
Gross receipts from Friends fundraising events				
Christmas coffee morning	167		227	
Book sale	1108			
Open Gardens cafe	624			
Badapple Theatre refreshments	85			
		<u>1984</u>		<u>227</u>
Total receipts		6629		5087
Payments				
200 Club prizes paid		2410		2450
Other expenses relating to fundraising		20		20
		<u>2430</u>		<u>2470</u>
Total payments		2430		2470
Net Fundraising receipts for the year		4199		2617
Number of 200 club members		232		241