

Fairfield Village Hall

Registered Charity Number: 507422
(Registered as Fairfield Church Hall)

Trustees' Annual Report and Accounts
Year ended 31 December 2017

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Reference and Administrative Details

Trustees

Mr. Timothy Bradford (*resigned 27th January 2018*)
Mrs. Carol Brogan (*resigned 7th March 2018*)
Mrs. Wendy Jones
Mr. Alan Mabbett
Mr. Conrad Palmer
Mrs. Sharon Shorthouse (*appointed 3rd January 2018*)
Mrs. Brenda Thomas
Mr. Michael White

Principal address:

Stourbridge Road,
Fairfield
Bromsgrove B61 0LZ

Independent examiner:

Pinfields Limited
Meryll House,
57 Worcester Road, Bromsgrove B61 7DN

Trustees' Report

The Trustees present their annual report together with the financial statements and examiner's report of the charity for the year ended 31 December 2017.

The charity's principal activity is the provision of Village Hall facilities for the benefit of the entire community in or around Fairfield. Activities include specific groups for the young and the old, the Parish Church, Women's Institute and various local events.

Structure, Governance and Management

The charity was created by a Trust Deed dated 30 December 1922.

Details of the Trustees who served throughout the year except as noted are included in the Reference and Administrative Details on page 2.

Objectives and Activities

Objects and Aims

The principal objects and aims of the charity are the operation of a successful, thriving village hall, for the public benefit, for the local residents of Fairfield and surrounding areas.

Objectives and Activities

The Trustees oversee the management and activities held at the village hall and seek to ensure that the village hall provides a real benefit to the inhabitants of Fairfield and surrounding areas. The village hall is used by a broad cross section of local residents ranging from the very young attending Pre-School to older residents attending regular social events such as bingo, line dancing, sequence dancing or attending the local Women's Institute meetings.

Public Benefit

The Trustees have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in defining the operational activities of the village hall. The activities by the charity to achieve public benefit are set out above.

Achievements and Performance

This year has seen the village hall continue to be used throughout the year by a number of regular hirers including Fairfield Pre-School, Fairfield Women's Institute, dancing classes, as well as martial arts classes and we have continued to see a healthy demand for weekend ad hoc bookings for parties.

During the year the Trustees also arranged for four Live & Local events to be staged and it is hoped that these will become more popular in the future.

Financial Review

The charity has had a successful year financially with hall rents received totalling £20,448, increasing by almost £3,000 from £17,489 in the previous year. Other income received from the 200 Club also increased by £103 in the year to £2,137, although this was offset by a £98 reduction in income from Live & Local events.

The Trustees would like to express their thanks to Belbroughton & Fairfield Parish Council for their ongoing financial support with the annual maintenance grant of £730 along with their capital grant of £1,000 to support the installation of LED lighting and £500 towards the cost of installing a new projection screen.

Total income for the year was £25,940 compared with £24,083 in the previous year.

Total expenditure during the year was well controlled at £21,291 compared with the previous year's expenditure totalling £22,161.

The village hall made a surplus in the year of £4,649, an increase of just over £2,700 compared with the previous year's surplus of £1,922.

Financial Position

The charity held bank balances at 31 December 2017 of £28,510 compared with £23,861 the previous year.

Reserves Policy

The Trustees review the reserve levels of the charity annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves.

The Trustees have determined that the appropriate level of free reserves should be approximately £10,000. This is based on sufficient working capital to cover delays between spending and receipts.

Approved by order of the Trustees on 2 May 2018 and signed on its behalf by:

Mr. Conrad Palmer
Chair



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
FAIRFIELD CHURCH HALL

**On accounts for the year
ended**

31st DECEMBER 2017 Charity no (if any) **507422**

Set out on pages

(remember to include the page numbers of additional sheets)

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. ~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. Delete [-] if not applicable.~~

- It is my responsibility to:
- examine the accounts under section 145 of the Charities Act,
 - to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 the 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 material matters have come to my attention ~~(other than that disclosed below*)~~ which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: **30th April 2018**

Name: Mr PAUL TIVEY. FCA FCCA

Relevant professional qualification(s) or body (if any): INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND AND WALES
ACCA (the ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS)

Address: MERYLL HOUSE
ST WORCESTER ROAD
BROSSGROVE, BGI 7DN.

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Fairfield Village Hall
Year Ending 31st December 2017
Statement of Assets and Liabilities

	2017	2016
	£	£
Cash in Hand	25.43	27.43
Community Account - 20363995	1,121.74	526.87
High Interest Account	-	-
Base Rate Reward-40010154	10,146.95	10,121.64
Active Saver 70691550	17,116.46	13,084.82
Business Premium Account 60364010	100.11	100.09
Community Account - 63862275	-	-
	<u>28,510.69</u>	<u>23,860.85</u>
Other monetary assets		
Grant income accrued	-	1,000.00
LIABILITIES		
Accruals	880.52	757.26
Other creditors- rent deposits	-	300.00