

Glenfarg Village Hall
Unaudited Financial Statements
for the year ended 31 March 2014

Charity Number SC027474 (Scotland)

Glenfarg Village Hall

Charity Number SC027474

Financial Statements

For the year ended 31 March 2014

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Glenfarg Village Hall

Charity Number SC027474

Charity Information

For the year ended 31 March 2014

Reference and Administration Details

Registered Charity Name	Glenfarg Village Hall	
Charity Registration Number	SC027474	
Principal Office	Rathlaw Main Street Glenfarg Perth & Kinross PH2 9NT	
Trustees	Capita Trust Company 40 Dukes Place London EC3 7NH	
Management Committee	C Wilkins K Davidson J Young T Corcoran Mac Stewart R Morton J Horseman C Morton	Chair Secretary Treasurer Property Convenor Committee member Committee member Committee member Committee member
Bankers	Bank of Scotland 10 - 16 King Edward Street Perth Perth & Kinross PH1 5UT	
Independent Examiner	David Johnston ACMA The Comptons New Fargie Glenfarg Perth & Kinross PH2 9QT	

Glenfarg Village Hall

Charity Number SC027474

Trustees' annual report for the year ended 31 March 2014

The Trustees have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2014.

Structural Governance and Management

Glenfarg Village Hall is held in trust for the people of Glenfarg village and the surrounding area. The Trustees during the past year were Capita Trust Company. The previous trustees, Aviva, sold their trust business to Capita at the end of April of this financial year and transferred that business to Capita Trust Company. The hall is managed by a Management Committee made up of volunteers and representatives from user organisations. The committee has a constitution, and Glenfarg Village Hall is a Scottish registered charity.

The main task of the committee is the day to day running of the hall, to ensure that a safe environment is provided for users and that the building is maintained and improvements carried out as appropriate. The Office Bearers are the Chair, Secretary, Treasurer and Property Convenor. The committee employs a part-time cleaner.

Objectives and Letting Policy

The hall is managed for the benefit of the community and is the only facility of its kind in the village. The objectives, as contained in the constitution, are to advance education and to provide facilities in the interests of social welfare for recreation and other leisure with the objective of improving the conditions of life of the inhabitants of the Parish of Arngask.

The hall is open for use by anybody regardless of religion and age and is available at a reasonable hire charge set at a level which allows the Hall rental revenue to cover costs. It is the only building large enough to allow space for children and others to take part in physical activities or hold theatrical and musical productions. Alterations made to the property have made it more accessible to those with mobility problems and completely accessible for wheelchair users.

Hall Management

The committee endeavour to ensure that the Hall is genuinely a "Hall for All". The committee has been able to hold recurring costs down, and this has once again allowed charges to be held at the same level for the fifth year in succession. The simple hourly charging structure is both fair and affordable and compares well with similar facilities in other communities. The hall has once again benefitted from donations – notably from the Fete. These donations, together with rental income have ensured the continuing financial viability of the hall.

Over the past year some repair work has been carried out to the roof and rones and the hall has been redecorated. The lighting in the hall has been renewed with energy saving lamps.

Recent Developments

Following the acquisition of the site adjacent to the rear of the hall, the work, commenced in the previous year, has been completed. All grants offered in relation to funding of that project have been received and the "Garden at Glenfarg Hall" was formally opened with a garden party on Saturday September 7th 2013. A cake was cut by Mrs Jean Ross, neighbour of the hall. The committee wishes to thank all the funders of this project: Perth and Kinross Community Environment Challenge Fund and the Quality of Life Trust, Awards for All Lottery Fund, The Scottish Government and Rural LEADER Programme, RWE NPower Renewables Lochelbank Community Fund, and the Glenfarg Community Council.

Glenfarg Village Hall

Charity Number SC027474

Trustees' annual report (continued)
for the year ended 31 March 2014

Hall Activities and Use

The hall has seen some new activities including the Community Cinema and chair exercises. Arngask Primary School has continued to make good use of the hall for parties, as well as the annual prize giving. The scouts have also held a number of events including a Burns night and a pudding night. The Arngask Parish Church once again held the Remembrance Day service in the hall. The hall has been used for a wedding, Hogmanay party, fund raising events, "soup and a chat", commercial presentations, mother and baby club, accordion and fiddle club, badminton, yoga, tennis club, WRI, Scouts, Cubs, Brownies, Rainbows and Beavers, Folk Club, Arngask Church, and a variety of community meetings, elections and private functions. The hall diary is maintained on the Glenfarg Village website.

I would like to thank all our committee members without whom the hall could not function. Thanks also to Elaine Morton who looked after the hall bookings, and to the hall cleaner, Kareen MacGregor. From time to time the hall receives donations and I would like to thank all those who have generously supported this community facility.

Financial Review

The Statement of Financial Activities shows an operating surplus of £22,269 for the year to March 31 2014. The accounts include some income and expenditure relating specifically to the garden/car park project. This project was fully completed during the year.

The committee has continued to reduce running costs through more efficient management of the hall. Maintenance costs remain very low as the majority of repairs this year have been carried out at cost by volunteers.

Plans for Future Periods

With the completion of the Garden and car park the hall committee has plans to encourage the use of the garden for a range of outdoor activities. Although options are limited, signage to the hall from Main Street needs attention and funds are being sought to carry out this work.

Plans for Future Periods

The hall committee, on behalf of the Trustees, are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Glenfarg Village Hall, and enable them to ensure that the financial statements, which they are responsible for preparing, comply with the Charities and Trustee Investment (Scotland) Act and the Charities Accounts (Scotland) Regulations 2006. The applicable law also sets out the Trustees' responsibilities for the preparation and content of the Trustees Annual Report.

The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's Trustees

.....
Cedric Wilkins
Chairperson

Date:

Glenfarg Village Hall

Charity Number SC027474

Independent examiner's report to the Trustees of Glenfarg Village Hall for the year ended 31 March 2014

I report on the accounts of the charity for the year ended 31 March 2014 which are set out on pages 6 to 11.

Respective responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity Trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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 I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....

David Johnston ACMA
Independent Examiner
The Comptons
New Fargie
Glenfarg
Perth & Kinross
PH2 9QT

Date:

Glenfarg Village Hall
Charity Number SC027474

Statement of Financial Activities
for the year ended 31 March 2014

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Incoming Resources					
Incoming resources from generating funds:					
Voluntary income	1	1,647	24,027	25,674	18,986
Activities for generating funds	2	7,869	-	7,869	8,042
Investment Income	3	-	-	-	14
Total Incoming Resources		9,516	24,027	33,543	27,042
Resources Expended					
Charitable activities	4 & 5	(10,854)	-	(10,854)	(6,482)
Governance costs	6	-	(420)	(420)	(4,142)
Total resources expended		(10,854)	(420)	(11,274)	(10,624)
Net incoming / (expended) resources for the year		(1,338)	23,607	22,269	16,418
Reconciliation of funds					
Total funds brought forward		16,452	392,385	408,837	392,419
Total funds carried forward		15,114	415,992	431,106	408,837

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts related to continuing activities.

The accounting policies and notes on pages 8 to 11 form part of these financial statements.

Glenfarg Village Hall

Charity Number SC027474

Balance Sheet as at 31 March 2014

Notes	31-Mar 2014		31-Mar 2013	
	£	£	£	£
Fixed assets				
Tangible Assets		406,345		359,795
Current assets				
Cash at bank and in hand	24,537		48,345	
Debtors	224		697	
Prepayments	-		-	
	<u>24,761</u>		<u>49,042</u>	
Creditors: amounts falling due within one year		-		-
		<u>24,761</u>		<u>49,042</u>
Net current assets		24,761		49,042
Total assets less current liabilities		<u>£431,106</u>		<u>£408,837</u>
Funds				
Restricted income funds		415,992		392,385
Unrestricted income funds		15,114		16,452
Total Funds		<u>£431,106</u>		<u>£408,837</u>

All of the above amounts related to continuing activities.

These financial statements were approved by the members of the committee on 24 September 2014 and are signed on their behalf by:

.....
Cedric Wilkins
Chairperson

Date:

The accounting policies and notes on pages 8 to 11 form part of these financial statements.

Glenfarg Village Hall

Charity Number SC027474

Accounting Policies for the year ended 31 March 2014

Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities and Trustee Investment (Scotland) Act 2005.

Fixed Assets

All fixed assets are initially recorded at cost.

Glenfarg Village Hall

Charity Number SC027474

Notes to the financial statements
for the year ended 31 March 2014

1 Voluntary Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Donations				
Use of furniture	10	-	10	-
Other	150	-	150	40
Fundraiser event	227	-	227	-
Fete	1,260	-	1,260	1,220
Total Donations	<u>1,647</u>	<u>-</u>	<u>1,647</u>	<u>1,260</u>
Grants Receivable				
Project Grants	-	23,777	23,777	17,476
Perth & Kinross Council Grant	-	250	250	250
Total Grants Receivable	<u>-</u>	<u>24,027</u>	<u>24,027</u>	<u>17,726</u>
Other				
Gift Aid	-	-	-	-
Total Other	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Voluntary Income	<u>1,647</u>	<u>24,027</u>	<u>25,674</u>	<u>18,986</u>

2 Incoming Resources from Activities for Generating Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Hall Lets	7,869	-	7,869	8,042
Investment Income	-	-	-	14
	<u>7,869</u>	<u>-</u>	<u>7,869</u>	<u>8,056</u>

3 Investment Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Bank Interest	-	-	-	-
CGU / Capita Trustee Department	-	-	-	14
	<u>-</u>	<u>-</u>	<u>-</u>	<u>14</u>

4 Costs of Charitable Activities by Fund Type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Provision of Community Hall	10,157	-	10,157	6,482
Write off bad debts	697	-	697	-
	<u>10,854</u>	<u>-</u>	<u>10,854</u>	<u>6,482</u>

Glenfarg Village Hall

Charity Number SC027474

Notes to the financial statements (continued)
for the year ended 31 March 2014

5 Costs of Charitable Activities by Activity Type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Provision of Community Hall	10,157	-	10,157	6,482
Write off bad debts	697	-	697	-
	<u>10,854</u>	<u>-</u>	<u>10,854</u>	<u>6,482</u>

6 Governance Costs

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Professional Fees	-	-	-	2,712
Legal Costs	-	-	-	1,010
Accountancy Fees	-	420	420	420
	<u>-</u>	<u>420</u>	<u>420</u>	<u>4,142</u>

7 Staff Costs and Emoluments

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Wages and Salaries	2,846	-	2,846	2,218
Social Security Costs	-	-	-	-
	<u>2,846</u>	<u>-</u>	<u>2,846</u>	<u>2,218</u>

The average number of employees during the year, calculated on the basis of full-time equivalents was as follows:

	2014 No	2013 No
Number of staff - charitable activity	1	1

No employee received emoluments of more than £60,000 during the year (2013 - Nil)

8 Tangible Fixed Assets

	Extension £	Car Park £	Total £
Cost			
At 1 April 2013	359,795	-	359,795
Additions	-	46,550	46,550
At 31 March 2014	<u>359,795</u>	<u>46,550</u>	<u>406,345</u>
Depreciation			
At 1 April 2013 and 31 March 2014	<u>-</u>	<u>-</u>	<u>-</u>
Net Book Value			
At 1 April 2013	359,795	-	359,795
Additions	-	46,550	46,550
At 31 March 2014	<u>359,795</u>	<u>46,550</u>	<u>406,345</u>

Title to the extension is held in trust by Aviva as nominees for the Glenfarg Public Hall Association.

Glenfarg Village Hall

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Notes to the financial statements (continued)
for the year ended 31 March 2014

9 Debtors: Amounts falling due within one year

	2014 £	2013 £
Other debtors	<u>224</u>	<u>697</u>

10 Creditors: Amounts falling due within one year

	2014 £	2013 £
Other creditors	<u>-</u>	<u>-</u>

11 Restricted Income Funds

	Balance at 01-Apr-13 £	Incoming Resources £	Outgoing Resources £	Balance at 31-Mar-14 £
Hall extension fund	<u>392,385</u>	<u>24,027</u>	<u>(420)</u>	<u>415,992</u>

12 Unrestricted Income Funds

	Balance at 01-Apr-13 £	Incoming Resources £	Outgoing Resources £	Balance at 31-Mar-14 £
General funds	<u>16,452</u>	<u>9,516</u>	<u>(10,854)</u>	<u>15,114</u>

Glenfarg Village Hall

Charity Number SC027474

**Management Information
for the year ended 31 March 2014**

The following page does not form part of the statutory financial statements which are the subject of the Independent Examiner's report on page 5.

Glenfarg Village Hall

Charity Number SC027474

Management Information for the year ended 31 March 2014

	12 months to 31 Mar 2014		12 months to 31 Mar 2013	
	£	£	£	£
Incoming Resources				
Voluntary Income				
Donations				
Use of furniture	10		-	
Fundraiser Event	227		-	
Fete	1,260		1,220	
Other	150		40	
		1,647		1,260
Grants Receivable				
Perth & Kinross Council Grant	250		250	
Grants 1 Main Acc.	23,777		17,476	
Other	-		-	
		24,027		17,726
Activities for Generating Funds				
Hall Lets	7,869		8,042	
CGU / Capita Trustee Department	-		14	
		7,869		8,056
Investment Income				
Bank Interest Received	-		-	
		-		-
Total Incoming Resources		33,543		27,042
Resources Expended				
Charitable Activities				
Staff Costs - Wages & Salaries	2,846		2,218	
Legal Costs	-		10	
Write off bad debts	697		-	
Establishment - Light & Heat	2,351		2,262	
Establishment - Repairs & Maintenance	3,317		271	
Establishment - Insurance	1,145		1,524	
Establishment - Other	498		197	
		10,854		6,482
Governance Costs				
Professional Fees	-		2,712	
Legal Costs	-		1,010	
Accountancy Fees	420		420	
		420		4,142
Total Resources Expended		11,274		10,624
Net Incoming Resources for the Year		22,269		16,418