



Lloyd Hall Management Committee

Trustees Annual Report for the Year ended 31 December 2018

Charity Name and Number

The Lloyd Hall
Registered Charity 305088
www.lloydhall.org

Trustees

Mr Roger Messenger, Chairman
Mr William Morle
Mrs Patricia Hewett
Mr Paul Daniels
Mr Robin Kirkland

Professional Advisors

Bankers
Natwest Bank
Crawley The Boulevard
16 The Boulevard
Crawley
West Sussex
RH10 1UX

Independent Examiner

Mrs Helen Hiscocks

Correspondence address for treasurer

Peter Brackett
The Vikings
Farley Common
Westerham
Kent TN16 1UB

Independent Examiner's Report to the Trustees of the Lloyd Hall Management Committee

I report on the accounts of the Lloyd Hall Management Committee for the year ended 31 December 2018 which are set out in this document.

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 2011 Act)) and that an independent examination is needed.

It is my 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 Commission (under section 145(5)(b) of the 2011 Act); and,
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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 by 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 under an audit and consequently no opinion is given as to whether the accounts present a 'fair and true' 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:

- (1) Which gives me reasonable cause to believe that in any material respect the requirements
 - a. To keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. 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 my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Helen Hiscocks.....

HISTORY, OBJECTIVES AND ACTIVITIES OF THE LLOYD HALL

Mr and Mrs Theodore H Lloyd of Harewood House, Outwood presented the newly-built village hall to the villagers of Outwood to replace a parish room built by Mr Lloyd's parents forty years earlier. The hall had been built in association with the National Council of Social Service and institution founded in 1919 for the purpose of the betterment of village life by the building of village halls.

Members of the village of Outwood and the general public beyond use the hall for social, educational and sporting purposes.

MANAGEMENT AND GOVERNANCE ARRANGEMENTS

The current trust document suggests that Trustees are drawn from a list of village organisations, some of which no longer participate. Existing Trustees are volunteer residents of the village.

The Trustees sit in a management committee, together with other individuals representing other village organisations to deal with the day-to-day running issues. Meetings are open and held every six weeks or so, following advertisements in local periodicals. The committee officers are Chair, Treasurer, Secretary and Bookings Secretary.

ACHIEVEMENTS AND PERFORMANCE OF THE TRUST

The Lloyd Hall has provided a local venue for social, sporting and educational activities within the village of Outwood for nearly 80 years. It is the site for the annual Outwood Village Show, which incorporates the Horticultural Society competitions. It is used regularly by many village organisations, including the Women's Institute. The Lloyd Hall is used by individuals and groups outside the village who offer exercise and special needs classes as well as by the general public for social purposes, such as parties for birthdays, weddings and christenings.

In 2014 Lloyd Hall was demolished and a new hall opened on January 31 2015. Since the hall's opening there has been significant interest among previous and new hirers and we have seen a gradual growth in the monthly hiring revenue. The key role of the hall continues to be a place for the residents of Outwood to meet and we are delighted that in addition to the regular coffee mornings, the hall now hosts a regular film night as well as a broader range of activities such as tea dances, Pilates and meditation classes. Particular thanks go to the film club for making contributions to the hall in the form of the pull down screen & its installation this year, and the objective of adding wireless speakers as funding permits.

FINANCIAL REVIEW

The accounts for the year ended December 2018 show an operating surplus of £1,211.04, being the net of £26,591.42 receipts, bank interest of £6.80 and operating expenditure of £25,387.18. Private lettings proved the largest source of income at £14,162.45 for the year, followed by sports/dance/education groups which collectively provided income of £9,209.17. Coffee mornings contributed £2,668 to income and a special thanks to the ladies who contribute the cake and milk each week, as well as the villagers who patronise it.

Major items of expenditure included cleaning £4,205.60, fuel £4,724.32, insurance £2,515.30 and

general maintenance £6,741.16.

We received several donations over the course of the year. Shoestring Productions donated £1,850 and private individuals donated a combined total of £551.50. Included within the accounts for this year was a sum of £6,000 in respect of a Surrey Communities grant for work conducted in 2017. In total, non-operating income was £13,783.73 for the year.

Non-operating costs totaled £20,297; Included within this figure is the fourth payment of £5,000 in respect of the PSDS loan (£25,000 repayable over 5 years). The most significant items among non-operating expenses were payments listed under 'Rebuild' for the replacement moveable doors in the Chilvers suites (£4,200) and the cost of the acoustic paneling for the main hall (£8,370).

Although non-operational expenses were significant, it should be considered that these expenses were offset against the liability which was due to the builders – Buildwise. The liability due was £14,216 but given the unsatisfactory conclusion of a number of items, this figure was written off by Buildwise in lieu of the management committee of Lloyd Hall completing the outstanding work itself – namely the moveable wall replacement and the acoustic paneling.

Taking operating and non-operating items together, the hall made a loss for the year of £5,302.25. Off-setting this against the surplus for 2017 of £5,382.48* and provisioning for liabilities accrued over the year but payable in 2019 (50/50 payments and PSDS loan totaling £6,350), the net surplus shown in the 2018 accounts was £15,510.82.

Although the net assets have been reduced relative to last year, the provisions have substantially reduced with the removal of the retention figure for Buildwise and the balance held over for a final payment to Synergy, which is no longer required.

** This figure has been amended from 2017 accounts (of £10,382.48, reduced to £5,382.48) to include a provision for the PSDS loan.*

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity Law requires the Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Acts 1993 and 2011. They 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.

INDEPENDENT EXAMINER

The Trustees asked Mrs Helen Hiscocks to act as Independent Examiner, to which she very kindly agreed.

Signed on behalf of the Trustees.



Roger Messenger
January 2019

Accounts for year ending 31 December 2018

RECEIPTS	2018	2017	2016
	£	£	£
Private lettings	14,162.45	24,737.92	11,177.45
Women's Institute	550.00	500.00	469.00
Outwood Youth Club	-	-	120.00
Sport/Dance/Education	9,209.17	7,666.75	7,441.50
Hire of Equipment	-	100.00	-
Coffee morning	2,668.00	1,227.00	1,700.00
Net Gain/Loss in Outwood Village Show Net Assets (adjusted for transfers from OVS to LHMC)	1.80	(77.68)	39.62
Subtotal	<u>26,591.42</u>	<u>34,153.99</u>	<u>20,947.57</u>
Interest on Reserve Account	6.23	0.92	0.10
Interest on Nationwide Bond/Account	0.03	1.29	1.58
Interest on Halifax Bond/Account	0.13	0.13	0.22
Interest on Virgin Account	0.41	0.41	-
Subtotal	<u>6.80</u>	<u>2.75</u>	<u>1.90</u>
Total income	<u>26,598.22</u>	<u>34,156.74</u>	<u>20,949.47</u>
EXPENDITURE	2018	2017	2016
Electricity	1,703.63	2,110.62	1,102.00
Repairs/Maintenance	6,741.16	5,964.18	1,524.89
Insurance	2,515.30	2,491.00	2,296.20
Rates/Water	1,990.71	2,031.20	1,011.60
Cleaning	4,205.60	4,404.00	3,448.00
Fuel Oil	4,724.32	5,029.37	3,783.84
Booking Secretary	1,560.00	1,560.00	1,560.00
Gardening	501.00	262.50	-
Miscellaneous	115.00	343.11	580.03
Music Licence	823.70	502.73	477.48
Telecoms	506.76	503.16	503.16
Window cleaning	-	140.00	560.00
	<u>25,387.18</u>	<u>25,341.87</u>	<u>16,847.20</u>
NET ANNUAL PROFIT/(LOSS) BEFORE NON OPERATIONAL ACTIVITY	<u>1,211.04</u>	<u>8,814.87</u>	<u>4,102.27</u>
NON-OPERATIONAL ACTIVITY	2018	2017	2016
Non operational income			
Love Lloyd Hall 50/50	4,617.00	3,530.00	3,182.50
Fundraising	-	1,766.40	761.71
EasyFundraising	65.23	73.95	125.36
Film Club donations	-	-	3,060.00
Shoestring Productions Donations	1,850.00	1,600.00	500.00
Surrey CC Improvements Fund	6,000.00	-	-
Private Donations	551.50	587.00	1,000.00
Outwood Village Show donation	700.00	-	2,500.00
Subtotal Fundraising	<u>13,783.73</u>	<u>7,557.35</u>	<u>11,129.57</u>
Non operational expenses			
50/50 payments	2,850.00	2,048.48	1,894.50
Hall Purchases	-	-	7,197.67
Rebuild	12,570.00	11,001.15	964.80
JustGiving costs	-	90.00	216.00
Payment of PSDS loan	5,000.00	5,000.00	5,000.00
Adjustment to prior year provisions	(123)	-	-
Subtotal expenses	<u>20,297.02</u>	<u>18,139.63</u>	<u>15,272.97</u>
Net non operational activity	<u>(6,513.29)</u>	<u>(10,582.28)</u>	<u>(4,143.40)</u>
NET ANNUAL PROFIT/(LOSS)	<u>(5,302.25)</u>	<u>(1,767.41)</u>	<u>(41.13)</u>

ASSETS	2018	2017	2016
	£	£	£
Cash at Bank and petty cash	6,007.81	8,085.66	21,249.25
Reserve Account	5,163.67	10,157.44	156.52
Outwood Village Show Account	4,494.55	4,492.75	4,570.43
Love Lloyd Hall 50/50 Club Account	5,785.68	4,018.68	2,537.16
Nationwide	320.79	320.76	319.47
Halifax	88.32	88.19	88.06
Virgin	-	-	10.00
Subtotal	<u>21,860.82</u>	<u>27,163.48</u>	<u>28,930.89</u>
 LIABILITIES			
50/50 Club Prizes Payable and Prepaid subscriptions	1,350.00	1,350.00	1,350.00
Rebuild cost provision	-	14,125.00	14,125.00
Project cost provision	-	1,306.00	1,306.00
PSDS Loan	5,000.00	5,000.00	5,000.00
Subtotal	<u>6,350.00</u>	<u>21,781.00</u>	<u>21,781.00</u>
NET SURPLUS	<u>15,510.82</u>	<u>5,382.48</u>	<u>7,149.89</u>

Accounts examined by:
Mrs Helen Hiscocks

Accounts prepared by:
Peter Brackett (Hon. Treasurer)


