

BOTTESFORD VICTORY COMMEMORATION HALL

STATEMENT OF ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2003

CHARITY NUMBER 521396

OFFICERS:

<u>Chairman</u>	K Greasley
<u>Vice Chairman</u>	M Robinson
<u>Secretary</u>	S Howitt (deceased 22 February 2004)
<u>Treasurer</u>	N Robinson

TRUSTEES

Holding Trustees: Bottesford Parish Council
Administrative Trustees: The Trustees who served during the year were:

Elected Trustees:

- W Claricoats
- B Cooper
- E Cooper
- G Crabtree (resigned September 2003)
- V Crabtree (resigned September 2003)
- E Greasley
- J Jackson
- T Jackson
- D Martin (elected September 2003)
- M Martin (elected September 2003)
- S Neale (elected September 2003)

Representative Members:

- M Faircloth (WI)
- J Goode (Parish Council) – (elected September 2003)
- A Norris (Forget-Me-Not)
- B Stott (BATS)
- F Stott (U3A)
- D Wright (Parish Council – resigned May 2003)

BANKERS:

NatWest Bank, Grantham

SOLICITORS:

Nortons

4 St Peter's Hill, Grantham

AUDITORS:

Gray & White, 20 St Catherine's Road, Grantham

BOTTESFORD VICTORY COMMEMORATION HALL
CHAIRMAN'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2003

The year 2003 was probably the most momentous ever for the Victory Commemoration Hall Charity.

As a committee, we were finally successful in our long-held objective of building a new hall, and thanks must go to all the people and organisations who supported us by providing funds, the major one, of course, being the Lottery, without which we would never have got off the ground. We should feel proud that we have provided Bottesford with a "state of the Art" village hall that many communities around us will envy.

Particular thanks must go firstly to Marilyn for raising the bulk of the funds from various organisations, and secondly to our Treasurer, Norman, for ensuring financial control of the project. Without these two, we would not have succeeded.

I would also like to thank all members of the Committee for their constant support throughout the year, and in particular, Ray, our Caretaker and Bookings Officer, for the way he has met the challenges of the new hall.

On a more sombre note, I would like to recognise the efforts and contribution put in by Suzanne Howitt, our Secretary, for the last 18 years, who sadly passed away in February this year.

Since opening in August 2003, I am pleased to be able to say that the usage and bookings of the hall have well exceeded our expectations, and we have brought the people of Bottesford a wide variety of events from Tea Dances to Jazz Concerts. The village hall is now becoming truly the centre of our community.

In the year ahead, I would hope that the usage of the hall will continue to grow, along with the range of activities provided. We still have some challenges ahead; the environment around the building still needs improvement. We all know that the car park needs re-tarmacing, and the round in front of the building needs considerable attention. I'm sure other things will crop up during the year. However, the Charity is in a very sound financial condition, and I hope the new Committee will build on this and make further improvements to this wonderful facility for Bottesford.

2004

Ken Greasley

(1)

BOTTESFORD VICTORY COMMEMORATION HALL

BALANCE SHEET AS AT 31 DECEMBER 2003

<u>2002</u>		<u>NOTES</u>			
-	<u>FIXED ASSETS</u>	3		359464.13	
	<u>CURRENT ASSETS</u>				
313	Debtors & Prepayments	6	11589.93		
<u>53275</u>	Cash at Bank	4	<u>25367.84</u>		
<u>53588</u>			<u>36957.77</u>		
	<u>CURRENT LIABILITIES</u>				
<u>235</u>	Creditors & Accruals	5	<u>13712.84</u>		
<u>235</u>			<u>13712.84</u>		
<u>53353</u>	<u>NET CURRENT ASSETS</u>			<u>23244.93</u>	
<u>£53353</u>				<u>£382709.06</u>	
	<u>REPRESENTED BY</u>	8	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
6034	General Fund		-	7362.91	7362.91
7657	Community Building Fund		365305.31	-	365305.31
<u>39662</u>	General Building Fund		<u>-</u>	<u>10040.84</u>	<u>10040.84</u>
<u>£53353</u>			<u>365305.31</u>	<u>17403.75</u>	<u>£382709.06</u>

(2)

BOTTESFORD VICTORY COMMEMORATION HALL

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2003

GENERAL FUND

<u>RECEIPTS</u>	<u>2003</u>	<u>2003</u>	<u>2002</u>	<u>2002</u>
Cellnet Rent Received		3000.00		-
Lettings		2631.00		4825
Bingo		380.00		353
100 Club		676.00		676
Christmas Fair		571.35		-
Fund Raising		3072.53		-
Gala Day		-		1734
Play: Receipts		-	426	
Expenses		<u>-</u>	<u>208</u>	<u>218</u>
		10330.88		7806
 <u>PAYMENTS</u>				
Caretaker	1920.00		1920	
Heating & Lighting	262.63		529	
Rates	211.22		157	
Water	20.97		235	
Insurance	676.07		1021	
Accountancy	587.50		353	
Repairs, Cleaning Materials & Sundries	1098.26		404	
Printing, Bingo Tickets & Office Expenses	1017.64		287	
Performing Rights	52.88		259	
Licences & Affiliation Fees	62.50		30	
VH Publicity	68.00		207	
Bank Charges	14.06		-	
Transfer to General Building Fund	<u>3010.00</u>	<u>9001.73</u>	<u>3106</u>	<u>8508</u>
<u>EXCESS OF INCOME OVER EXPENDITURE</u>		1329.15		-
<u>EXCESS OF EXPENDITURE OVER INCOME</u>		-		702
<u>BALANCE OF FUND BROUGHT FORWARD</u>		<u>6033.76</u>		<u>6736</u>
<u>BALANCE AT 31 DECEMBER 2003</u>		<u>£ 7362.91</u>		<u>£6034</u>

(3)

BOTTESFORD VICTORY COMMEMORATION HALL

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2003

GENERAL BUILDING FUND

	<u>Restricted</u>	<u>Unrestricted</u>	<u>2003 Total</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>2002 Total</u>
<u>RECEIPTS</u>						
Donations				1292		1292
Garfield Weston Trusts				5000		5000
Rank Foundation				2000		2000
Helen Jean Cope Trust				1000		1000
Maud Elkington Trust				1000		1000
Tax Refund				323		323
Interest		369.04	369.04		402	402
Cellnet Rent in General Fund					3000	3000
Table Top Sale					266	266
General Fund Raising					3709	3709
Christmas Fair					601	601
Casino Night					209	209
Transfer from General Fund		<u>10.00</u>	<u>10.00</u>		<u>3106</u>	<u>3106</u>
	-	379.04	379.04	10615	11293	21908
<u>PAYMENTS</u>						
Transfers to Construction Fund Account	10614.56	19385.44	30000.00	-	-	-
Cellnet: Legal Fees					<u>352</u>	<u>352</u>
	(10614.56)	(19006.40)	(29620.96)	10615	10941	21556
Balance at 1.1.03	<u>10614.56</u>	<u>29047.24</u>	<u>39661.80</u>	-	<u>18106</u>	<u>18106</u>
<u>BALANCE AT 31 DECEMBER 2003</u>	<u>£ -</u>	<u>£ 10040.84</u>	<u>£ 10040.84</u>	<u>£ 10615</u>	<u>£ 29047</u>	<u>£ 39662</u>

(4)

BOTTESFORD VICTORY COMMEMORATION HALL

INCOME & EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2003

COMMUNITY FUND BUILDING FUND

	<u>2003</u>	<u>2003</u>	<u>2002</u>	<u>2002</u>
<u>GRANT RECEIVED</u>				
Community Fund Grants		203434.00		10000
Other Grants		<u>76509.00</u>		<u>-</u>
		279943.00		10000
Donations Received		57907.00		-
Transfer from General Funds		33000.00		-
Tax Refunds		<u>490.76</u>		<u>-</u>
		371340.76		10000
<u>EXPENDITURE</u>				
Sundry Expenses	120.26		-	
Depreciation	13571.92		-	
Building Regulation Fee	-		409	
Drain Inspection Fee	-		258	
Planning Permission Fee	-		1100	
Asbestos Survey	<u>-</u>	<u>13692.18</u>	<u>576</u>	<u>2343</u>
		357648.58		7657
<u>BALANCE OF FUND BROUGHT FORWARD</u>		<u>7656.73</u>		<u>-</u>
<u>BALANCE OF FUND CARRIED FORWARD</u>		<u>£365305.31</u>		<u>£ 7657</u>

BOTTESFORD VICTORY COMMEMORATION HALLSTATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2003

	<u>2003</u>	<u>2002</u>
	<u>Total</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>
<u>Income & Expenditure</u>		
<u>Incoming Resources</u>		
Grants	279943	10000
Donations & Gifts	57907	10291
Investment Income	369	402
Other Income	<u>10331</u>	<u>323</u>
Total Incoming Resources	<u>£ 338341</u>	<u>£20614</u>
<u>Resources Expended</u>		
Management & Administration		
of the Charity	<u>5992</u>	<u>8097</u>
Total Resources Expended	<u>£ 5992</u>	<u>£ 8097</u>
Net Incoming/(Outgoing)	4708	28912
Resources before Transfers	(22385)	-
Transfers Between Funds	<u>22385</u>	<u>-</u>
Net Incoming/Outgoing	<u>(17677)</u>	<u>-</u>
Resources for the Year	329357	28912
Balances Brought Forward	<u>35081</u>	<u>24440</u>
at 1 January 2003	<u>18271</u>	<u>-</u>
Balances Carried Forward	<u>£ 17404</u>	<u>£18271</u>
at 31 December 2003	<u>£ 365305</u>	<u>£382709</u>
	<u>£ 5754</u>	<u>£ 2343</u>
	<u>10641</u>	<u>18271</u>
	<u>-</u>	<u>-</u>
	<u>10641</u>	<u>18271</u>
	<u>24440</u>	<u>-</u>
	<u>£35081</u>	<u>£18271</u>
	<u>19684</u>	<u>8097</u>
	<u>£ 19684</u>	<u>£ 8097</u>
	329357	28912
	<u>-</u>	<u>-</u>
	<u>329357</u>	<u>-</u>
	<u>347034</u>	<u>28912</u>
	<u>18271</u>	<u>24440</u>
	<u>£ 365305</u>	<u>£382709</u>
	<u>13692</u>	<u>2343</u>
	<u>£ 13692</u>	<u>£ 2343</u>
	324649	18271
	<u>22385</u>	<u>-</u>
	<u>347034</u>	<u>-</u>
	<u>18271</u>	<u>-</u>
	<u>£ 365305</u>	<u>£18271</u>
	<u>5754</u>	<u>2343</u>
	<u>£ 5754</u>	<u>£ 2343</u>
	10641	18271
	<u>-</u>	<u>-</u>
	<u>10641</u>	<u>-</u>
	<u>24440</u>	<u>-</u>
	<u>£35081</u>	<u>£18271</u>
	<u>19684</u>	<u>8097</u>
	<u>£ 19684</u>	<u>£ 8097</u>
	329357	28912
	<u>-</u>	<u>-</u>
	<u>329357</u>	<u>-</u>
	<u>347034</u>	<u>28912</u>
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	<u>£ 365305</u>	<u>£382709</u>
	<u>13692</u>	<u>2343</u>
	<u>£ 13692</u>	<u>£ 2343</u>

BOTTESFORD VICTORY COMMEMORATION HALLNOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 20031. ACCOUNTING POLICIESACCOUNTING CONVENTIONS

The accounts have been prepared under the historical cost convention.

TURNOVER

Represents grants, donations and gifts, investment income and other unrestricted income.

DEPRECIATION

Depreciation of tangible fixed assets is provided at the following annual rates in order to write off each asset over its estimated useful life:

Building	2% Straight Line
Fixtures & Fittings	25% Reducing Balance

2. NET INCOMING RESOURCES

Net Incoming Resources is stated after charging:

	<u>2003</u>	<u>2002</u>
Depreciation Tangible Fixed Assets	13572	-
Auditor's Remuneration	587	-

3. FIXED ASSETS

	<u>Building</u>	<u>Fixtures & Fittings</u>	<u>Total</u>
<u>Cost</u>			
Additions During Year	<u>346466.11</u>	<u>26569.94</u>	<u>373036.05</u>
Cost at 31 December 2003	<u>£346466.11</u>	<u>£26569.94</u>	<u>£373036.05</u>
<u>Depreciation</u>			
Charge for Year	<u>6929.32</u>	<u>6642.60</u>	<u>13571.92</u>
Depreciation at 31 December 2003	<u>£ 6929.32</u>	<u>£ 6642.60</u>	<u>£ 13571.92</u>
Net Written Down Value at 31.12.03	<u>£339536.79</u>	<u>£19927.34</u>	<u>£359464.13</u>

(6.1)

BOTTESFORD VICTORY COMMEMORATION HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2003 (cont)

4.	<u>CASH AT BANK</u>	<u>2003</u>	<u>2002</u>
	Current Account	7798.91	5956
	Capital Reserve – Building Fund Account	10040.84	39662
	Community Fund Account	<u>7528.09</u>	<u>7657</u>
		<u>£25367.84</u>	<u>£ 53275</u>
5.	<u>CREDITORS & ACCRUALS</u>		
	Audit & Accountancy	587.50	235
	Building Cost – Retention	7500.00	-
	Balance – Stage Project	<u>5625.34</u>	<u>-</u>
		<u>£13712.84</u>	<u>£ 235</u>
6.	<u>DEBTORS & PREPAYMENTS</u>		
	Lettings	151.50	313
	Grants Receivable – Community Fund	5336.00	-
	- Leicestershire County Council	1800.00	-
	- Arts Council re Stage	500.00	-
	Building Costs – Transco Refund	<u>3802.43</u>	<u>-</u>
		<u>£11589.93</u>	<u>£ 313</u>
7.	The accounts for the year ended 31 December 2006 will revert to Receipts and Payments Accounts.		
8.	<u>CAPITAL FUNDS</u>		
	see next page.		

(6.2)

BOTTESFORD VICTORY COMMEMORATION HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2003

8. CAPITAL FUNDS

	<u>General Fund</u>		<u>General Building Fund</u>		<u>Community Building Fund</u>	
	<u>Total</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Unrestricted</u>
Balances B/f January 2003	53352.29	-	6033.76	10614.56	29047.24	7656.73
Net Incoming Resources						
Before Fund Transfers	<u>329356.77</u>	-	<u>4339.15</u>	-	<u>369.04</u>	<u>324648.58</u>
	382709.06	-	10372.91	10614.56	29416.28	332305.31
Transfers Between Funds	-	-	(3010.00)	(10614.56)	(19375.44)	33000.00
Balance C/f						
at 31 December 2003	<u>£382709.06</u>	<u>£ -</u>	<u>£ 7362.91</u>	<u>£ -</u>	<u>£ 10040.84</u>	<u>£ 365305.31</u>

(7)

BOTTESFORD VICTORY COMMEMORATION HALL
INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES
OF BOTTESFORD VICTORY COMMEMORATION HALL

We have audited the financial statements of Bottesford Victory Commemoration Hall for the year ended 31 December 2003, which comprise of the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES & AUDITORS

The trustees' responsibilities for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees' Responsibilities.

We have been appointed as auditors under sections 43 and 44 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Charities Act 1993. We also report to you if, in our opinion, the trustees' report is not consistent with the financial statements, if the charity has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

We are not required to consider whether the statement in the Trustees' Report concerning the major risks to which the charity is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the charity's risk management and control procedures.

We read other information contained in the Trustees' Report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

BASIS OF OPINION

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

(7.1)

BOTTESFORD VICTORY COMMEMORATION HALL
INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES
OF BOTTESFORD VICTORY COMMEMORATION HALL (cont)

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming an opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the charity's affairs as at 31 December 2003 and of its incoming resources and application of resources in the year then ended and have been properly prepared in accordance with the Charities Act 1993.



Gray & White
Accountants & Registered Auditors
20 St Catherine's Road
GRANTHAM
Lincs
NG31 6TT

27. April 2004