

TRUSTEES' REPORT for the year ended 31 March 2024 ("the Period")

Structure, Governance and Management

The Westcott Village Association ("the WVA") is a Charitable Incorporated Organisation, registered on 4 October 2019 (Charity Registration number 1185622). The WVA's governing document is its constitution. Trustees can be appointed either by the members or trustees of the WVA, but are elected by members at the annual general meeting to serve for the forthcoming year.

Charitable objects

According to the Constitution, *"the objects of the WVA are for the public benefit to further such purposes as are exclusively charitable according to the laws of England and Wales in the village of Westcott and the surrounding area."* In furtherance of these objects, the Constitution grants the trustees powers relating to, in summary, such areas as:

- a) preserving, protecting and/or improving the charm and rural character of Westcott and the surrounding area;
- b) facilitating best practice regarding road safety and highways management issues;
- c) encouraging high standards in conservation, planning and development; and
- d) providing facilities for recreation and leisure time occupation.

Full details can be found in the Constitution which is available on the WVA website: (www.westcottvillage.com).

Achievements

The WVA has achieved the charitable objects above through:

- hosting meetings open to all residents, organisations and businesses operating in Westcott; contact with residents has also been maintained via email, newsletters, the village notice board, the village magazine and through various social media channels;
- financially supporting Surrey Hills All Saints Primary School's open day, and a combined choir concert;
- supporting the Green Westcott initiative;
- organising and co-funding rosettes for the Coronation Games at the WESTfest village fair;
- making representations on behalf of Westcott in respect of the emerging Local Plan, Surrey Hills National Landscape (AONB) boundary review, Surrey Rights of Way Consultation, Polling station consultation and more;
- reviewing all planning applications in Westcott or of relevance to the local community and making representations in accordance with the Westcott Neighbourhood Development Plan and Mole Valley Local Plan where required;
- maintaining and helping to prioritise the pipeline of Neighbourhood Fund (Neighbourhood CIL) bids for the village and supporting the School and Westcott Village Hall with their bids.; the WVA has also secured funding for a new vehicle activated speed sign;
- arranging and erecting an illuminated Christmas tree on the village green;

and maintaining and financing the two village defibrillators.

Trustees during the Period

The Trustees as at 31 March 2024 were:

- Secretary – Paul Goddard
- Treasurer & Gift Aid Co-ordinator – Edwin Harland
- Membership – Sally Hewetson
- Highways – Nicholas Lund
- Planning – James Leaver
- Social Media & Communications – Jo Astor

The following trustees resigned during the Period:

- Jon Mears (resigned 5 September 2023)

Financial Review for the Period

The WVA prepares its annual accounts in the form of a Receipts and Payments Account with a Statement of Assets and Liabilities.

During the Period, the WVA had total receipts of £5,877 less total payments of £2,963, a net inflow of £2,914. Donations (£2,124) continued to decline, being 15% less than in the previous year, in which they were themselves 22% lower than those received in the year to March 2022 – this shows the impact of the lack of door-to-door collections, resulting from COVID and other factors. Nevertheless, the WESTfest bottle tombola and the WESTfestivity Christmas table were particularly successful. Receipts also benefited from a generous one-off donation from the Westcott Wives group of more than £1,200.

Expenses included supporting the local school's open day (£500), the D&G and local school choirs' combined concert (£250), maintaining and enhancing the defibrillators (£446) and the village Christmas tree (£350 offset by donations of £250).

The WVA continues to operate a policy whereby cash reserves are normally maintained at a level of between approximately one and four years of annual receipts, taking account of the future needs of the village. The WVA has been compliant with this reserves policy since the point at which funds were transferred to it in 2019 by the old WVA (the predecessor organisation).

Public benefit statement

The trustees are of the opinion that they have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

WESTCOTT VILLAGE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the financial report of the Westcott Village Association for the year ended 31 March 2024 which is set out on the attached pages.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The 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 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) of the 2011 Act), and
- To state whether particular matters have come to my attention.


Basis of the 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 with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation 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 the course of my examination, no matter has come to my attention

- 1) which gives me reasonable cause to believe that in any material aspect 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.



Hugh Parry
Mill Way House, Westcott, Surrey RH4 3LB

11/5/24 (Date)

WESTCOTT VILLAGE ASSOCIATION**RECEIPTS AND PAYMENTS ACCOUNT for the year ended 31 March 2024**

	year ended 31/3/24	year ended 31/3/24	year ended 31/3/23	year ended 31/3/23
	£	£	£	£
RECEIPTS				
Subscriptions and donations		2,124.00		2,504.00
WESTfest income		1,428.80		943.98
WESTfestivity income		413.37		236.23
Westcott Wives donation		1,227.92		-
Gift Aid		414.32		499.62
Xmas tree contributions		250.00		250.00
Sundry income		18.41		5.00
		<u>5,876.82</u>		<u>4,438.83</u>
PAYMENTS				
Charitable Activities				
Surrey Hills School and combined concert	750.00		774.00	
WESTfest costs	637.57		25.00	
WESTfestivity costs	102.90		76.97	
Defibrillator	445.80		1,398.00	
Xmas tree and lights etc	350.00		336.50	
Campaign for the Protection of Rural England (CPRE)	36.00		36.00	
Notice board	-		442.80	
PA System and stand			274.00	
Remembrance Day statue	-		201.00	
Community Fridge	-		100.00	
	<u>2,322.27</u>		<u>3,664.27</u>	
Support Activities				
Website maintenance etc	288.00		288.00	
Insurance	182.32		364.64	
Hire of meeting rooms/refreshments etc	160.22		332.86	
Sundry costs	9.80		12.05	
	<u>640.34</u>		<u>997.55</u>	
Total payments		2,962.61		4,661.82
Net receipts/(payments)		<u>2,914.21</u>		<u>(222.99)</u>
Opening balances				
	Virgin Money	8,870.65	9,388.59	
	Paypal	1,017.77	722.82	
		9,888.42		10,111.41
Closing cash balances				
	Virgin Money	11,562.66	8,870.65	
	Paypal	1,239.97	1,017.77	
		<u><u>12,802.63</u></u>		<u><u>9,888.42</u></u>

STATEMENT OF ASSETS AND LIABILITIES as at 31 March 2024

	31/03/2024	31/03/2024	31/03/2023	31/03/2023
	£	£	£	£
Cash Assets				
- Bank - Virgin Money	11,562.66		8,870.65	
- Bank - Paypal	1,239.97		1,017.77	
Total Current Assets		<u>12,802.63</u>		<u>9,888.42</u>
Other assets > £500 - date acquired and cost at that date	Date acquired	Cost (£)		Cost (£)
Notice board (delivered May 2022)	2022	2,318.11		2,318.11
Defibrillator (The Burrell)	2021	1,675.00		1,675.00
Defibrillator locked cabinet (The Burrell)	2023	1,398.00		1,398.00
Defibrillator (Nisa Store) - approx value of gift	2015	1,400.00		1,400.00
Christmas lighting	2020	1,331.99		1,331.99
Speed gun	2020	549.00		549.00
Phone box	2020	1.00		1.00
		<u>8,673.10</u>		<u>8,673.10</u>
Net Assets		<u>21,475.73</u>		<u>18,561.52</u>