



ASHTEAD VILLAGE CLUB

Report of the Management Committee Statement of Accounts and Annual General Meeting

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ASHTEAD VILLAGE CLUB

**THE ANNUAL GENERAL MEETING of the Ashtead Village Club
will be held at the Club premises on
Wednesday, 20 April 2022, commencing at 8:15pm.**

AGENDA

1. To confirm the Minutes of the Annual General Meeting held on 21 July 2021.
2. To consider the Statement of Accounts for the year ended 31 December 2021
3. To receive the report of the Chair (to be elected on night).
4. Rule 3 - Subscriptions for the year 2023 - Full Member £25 (incl. VAT), O.A.P. £12 (incl. VAT).
5. Rule 2 - Entrance fee for new members - £15 (incl. VAT).
6. Rule 14 - Payments to committee members.
7. To appoint three scrutineers to carry out the ballot for the election of a President, a Vice-President, a Chairman, a Honorary Treasurer, and Committee.
8. To appoint an auditor.
9. Any other motions with due notice.

Bill Adams

Hon. Secretary

Minutes of the Annual General Meeting of the Ashtead Village Club held on Wednesday 21 July 2021

Due to the lack of a quorum, the meeting was adjourned to the following Wednesday 28 July.

As the positions of President and Vice President were vacant, Mr Clive Scott proposed that Mr Robert Gibb chair the meeting. Unanimously approved at the meeting.

1. To confirm the minutes of the Annual General Meeting held on 18 April 2019

Proposed by Mrs Pam Ventham-Smith and seconded by Mr Wyndham Ventham-Smith that the minutes are a true record was unanimously approved.

2. To consider the statement of accounts for the year ended 31 December 2019 and 2020

After considering the accounts for 2019, it was proposed by Mr Clive Scott and seconded Mr Mark Parris that these be accepted and a proposal by Mr Barry Channel, seconded by Mr Wyndham Ventham-Smith that the 2020 accounts be approved

Both sets were unanimously approved by the meeting..

3. To receive a report of the President

As the club president's position is vacant, there was no report.

4. To receive the report of the Chair

As the previously elected Chairman resigned to take up the position of Bar Manager, there is no report. The chair of the meeting asked for 2 minutes silence for the members who passed away in 2019 and 2020; Derek Pickford, Kenneth Stephenson, Joe Styles, Jack Temple, Robert Siddle, Les Benjamin, Peter Whiting, Janet Whiting, Alick Johnson, Mark Amos, Martin Slattery, Brian Draisey, Tom O'Roidan, Eric Vassiere and Michael Huckle.

Life member certificates were presented to Malcolm Cue, Michael Trout, Alyn Scott, Paul Mathews and Brendan Walsh

5. Rule 3 - subscriptions for the year 2022

It was proposed by Mrs Pamela Ventham-Smith and seconded by Mr Mark Parris that the subscriptions for 2022 remain the same was unanimously approved.

6. Rule 2 - entrance fee for new and lapsed members.

Proposed by Mr Jimmy Bryden and seconded Mr Derrick Pensen that the entrance fee be waived for 2022. Unanimously approved.

7. Rule 14 - Payments to committee members

Proposed by Mr Wyndham Ventham-Smith and seconded by Mr Tim Morgan-Russell, that rule 14 be suspended for the coming year was unanimously approved.

8. To appoint three scrutineers for the ballot for the election of a president, vice president, chairman, honorary treasurer and 9 committee members.

As it seems unlikely due to the lack of nominations that an election would take place, the Secretary would appoint scrutineers, if it should be necessary.

9. To appoint an auditor

Proposed Mr Clive Scott, seconded Mr Wyndham Ventham-Smith that we retain Brown and Co.

Unanimously approved.

10. Election of Trustee

Proposed by Mr Clive Scott, seconded Mr Mark Parris that Mr Wyndham Ventham-Smith be elected as a trustee.

Proposed by Mr John Curran, seconded by Mr Jimmy Bryden that Derrick Pensen be elected as a trustee.

Both unanimously approved.

11. Any other motions with due notice

None received.

The meeting closed at 8:45pm.

President's Report

Dear members,

As no president, nor indeed any of the other senior committee positions was filled last year, I have written the following to supply the usual information.

Although 2021 was a difficult year for everyone with the continuing Covid epidemic, there are signs that public confidence is improving and members are starting to use the club again. We are also doing well attracting new members and encouragingly younger members. This is without doubt due to the fact that we are one of the few clubs that is still fully functioning in the area and one of the few venues that shows regular sporting events on our large screen televisions. Our fully equipped sports room is also popular with members.

Entertainment is slowly returning to the club but with such a small committee it is very difficult to arrange a full entertainments programme. I would urge members to volunteer to serve on the committee when the nomination sheet goes on the board, I am sure that you will find it a rewarding experience.

By now, you will know that we have had to put bar prices up which is caused by higher prices from our suppliers. We always seek to obtain the best deal but inevitably we have to pass on increases to our members to remain profitable. Our prices are still far the cheapest in the area apart from Wetherspoons.

The members who passed away in 2021 were Viv Ballenger, Bernie Capel, William Cooper, Gerry Newman, Eric Vassiere and Gordon Winder. We give our condolences to their families and ask all those present to stand for 2 minutes silence. We will be commemorating their deaths and those in 2019 and 2020 on May 5th.

The following members were given in life membership in 2021; Barry Channell, Paul Munday, Trevor Patey, Clive Phillips and Michael Webber.

Lastly I would like to thank the small band that served on the committee last year and to our Bar Manager, Paul Scoble for running the club, ably assisted by Carol Amos and his competent and friendly bar staff.

Many thanks,

Clive Scott

Treasurer

The ballot for the election of the officers and committee will be held on the club premises on Friday, 29th April, noon to 2pm and 7pm to 10pm and on Saturday, 30th April, noon to 2pm and 6pm to 10pm.



Annual review

The club was closed until April 19th and we were totally reliant on government grants and subscription income to pay the bills. We finally opened on April 19th but only for service outside on our patio and the temporary staging that we built. Finally on May 17th, we able to open the doors and let members inside and use the full facilities of the club.

As a result Bar income was well below a normal year but better than 2020. In a normal year we would expect to take about £250,000 - £260,000. Gaming machines and Games income were similarly hit. Luckily we finally got our VAT refund of £18,127 on the gaming machines which we have been waiting for some years. We also successfully claimed for disruption of business from our insurers at the time, AVIVA and received £10,000. Without those last 2 payouts, we would have had a loss of £10,000. However trade is building up as public confidence grows and we are even starting to put entertainment on again but on a smaller scale than before. Member's parties have been slow to restart but there has been a couple of member's wakes in the club.

We have tried to keep expenditure as low as possible but we took the opportunity to do some essential updates to our electrics to meet current legislation. Capital expenditure has also been low but we did replace an ageing laptop which is still being used by Paul.

We therefore made a good profit of £18,405 which has helped our bank balances recover from their low point last year but are not up to the peak in 2019. Debtors, stock and creditors are back up to the levels that we had when we are trading normally. Our financial position is very healthy with no major commitments.

It has been a testing time for all of us but as long as we don't have any more lockdowns, the signs are looking promising for the coming year and we hope to see those members again that haven't used the club since Covid hit us.

Clive Scott

Treasurer

ASHTEAD VILLAGE CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 DECEMBER 2021

The Management Committee submits their report and the audited financial statements for the year ended 31 December 2021.

Principal Activities

The objects of the Club are to afford to its members the means of social intercourse, mutual helpfulness, mental and moral improvement and rational recreation.

Review of Results

Another difficult year caused by the Covid epidemic. We traded with restrictions or were closed totally for about half of the year and whilst our regulars returned even we were only allowed to trade outside, consumer confidence has been slow to return and there are still members that we haven't seen since the epidemic started. Although the bar did better than 2020, it was still way down on the last full year 2019. Gaming machine income was boosted by a long awaited VAT refund of £18,127 from the Inland Revenue. If it wasn't for that and the £10,000 we got for disruption of trade claim from our insurance company, we would have made a loss of about £10,000. The government grants of £17,955 and the furloughed workers grant of £26,197 which is netted off in wages and salaries would not have been enough to make us solvent. However the profit we did make almost doubled the money in the bank from £25,875 to £50,890.

Responsibilities of the Members of the Management Committee

Friendly Society law requires the Committee to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Club and of the income and expenditure of the Club for that period. In preparing those accounts, the Committee is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the Club will continue in business.

The Club must keep proper accounting records and maintain systems of control of its business records and of inspection and report. The accounting records must show and explain the transactions of the Club and disclose with reasonable accuracy and promptness the financial position of the Club at any time. The accounting records and the systems of control and of inspection and report must:

- Enable the members of the Committee properly to discharge the duties imposed on them by or under the Friendly Societies Act 1974 in relation (for the main Society) and in accordance with the Society's Memorandum Rules and Procedures and their function of direction of the affairs of the District and
- Enable the District properly to discharge the duties imposed on it by or under the Friendly Societies Act 1974 and the Society's Memorandum Rules and Procedures,

Hence, the District is responsible for safeguarding the assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

Brown & Co Audit Limited have expressed their willingness to continue in office as auditors.

The report was approved by the committee of management on.

Secretary

William Adams

Date:

12th April 2022

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ASHTEAD VILLAGE CLUB

We have audited the financial statements of Ashtead Village Club for the year ended 31 December 2021 which comprise the Profit and Loss Account, Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

We are also required to report on the Report of the Management Committee for the year ended 31 December 2021.

This report is made solely to the members, as a body, in accordance with the Friendly Societies Act 1974. Our audit work has been undertaken so that we might state to the members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Club and the Club's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF COMMITTEE OF MANAGEMENT AND AUDITORS

As explained more fully in the statement of the Committee of Management's responsibilities set out on page 2 the Committee of Management is responsible for preparation of the accounts and for being satisfied that they give a true and fair view. Our responsibility is to audit the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE ACCOUNTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the district's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the accounts to identify material inconsistencies with the audited financial statements and to identify any information that is apparently incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON ACCOUNTS

In our opinion the accounts:

- give a true and fair view of the state of the Clubs affairs as at 31 December 2021 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Friendly Societies Act 1974 and the regulations made under it.

OPINION ON OTHER MATTERS

In our opinion the information given in the Report of the Committee of Management for the financial year for which the accounts are prepared is consistent with the accounts.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Friendly Societies Act 1974 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of Committee of Management's remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Riverside Business Centre, Riverside House
River Lawn Road, Tonbridge
Kent TN9 1EP

Christopher Cook, BA FCA (Senior Statutory Auditor)
For and on behalf of
Brown & Co Audit Ltd
Chartered Accountants & Statutory Auditors

Date: 14th April 2022

ASHTEAD VILLAGE CLUB

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

		2021		2020	
BAR SALES	1	162,190		130,997	
PURCHASES (adjusted for stock)		81,603		69,968	
<i>GROSS PROFIT ON BAR SALES</i>		49.69% 80,586		46.59%	61,029
<i>OTHER INCOME</i>					
Subscriptions		7,353		7,781	
Gaming machines	2	41,300		26,495	
Snooker and pool	3	2,863		3,200	
Bank interest		8		161	
Nett Miscellaneous income	4	30,042	81,566	12,055	49,692
		162,152		110,721	
<i>EXPENSES</i>					
Wages and employers costs	5	76,497		75,282	
Honorariums	6	7,000		4,667	
Rates and insurance	7	4,601		4,565	
Light and heat	8	7,780		7,170	
Repairs and maintenance of premises	9	6,340		8,511	
Equipment maintenance and rental	10	2,224		3,263	
Entertainments	11	9,015		8,786	
Games	3	519		944	
Gaming machines	2	12,420		13,419	
Printing and stationery	12	246		428	
Postage and telephone	13	1,525		1,143	
Stocktaking charges		773		837	
Sundry expenses	14	3,198		3,204	
Bank charges		1,915		1,741	
Bank interest		0		0	
Accountancy and consultancy		1,905		1,770	
Depreciation - Furniture and fittings	15	5,141		5,673	
Depreciation - Freehold property	16	2,093		2,093	
Loss on disposal of assets	17	555	143,747	327	143,823
Surplus income over expenditure		£ 18,405		-33,102	

All the amounts above are in respect of continuing operation.

ASHTEAD VILLAGE CLUB**BALANCE SHEET AS AT 31 DECEMBER 2021**

		2021		2020
<i>FIXED ASSETS</i>				
Freehold land and buildings	16	209,273		209,273
less Accumulated depreciation		59,925		57,832
		<u>149,348</u>		<u>151,441</u>
Furniture and fittings	15	203,437		203,994
less Accumulated depreciation		157,170	46,267	152,936
		<u>195,615</u>		<u>202,499</u>
<i>CURRENT ASSETS</i>				
Stock at cost	18	12,755		8,010
Debtors and prepayments	19	10,165		6,228
Bank and cash balances	20	50,890		25,875
		<u>73,810</u>		<u>40,113</u>
<i>CURRENT LIABILITIES</i>				
Creditors and accruals	21	18,083	55,727	9,675
		<u>£ 251,342</u>		<u>30,438</u>
<i>SURPLUS ACCOUNT</i>				
As at 31 December 2020		222,327		255,429
Excess income over expenditure		18,405		-33,102
		<u>240,732</u>		<u>222,327</u>
Total on surplus account		240,732		222,327
Reserve for surplus on revaluation of buildings		10,610		10,610
		<u>£ 251,342</u>		<u>232,937</u>

The Financial statements on pages 4 to 12 were approved by the Committee of Management on 12 April 2022.

Bill Adams

Secretary

Mark Parris

Committee member

Yvonne Pickford

Committee member

ASHTEAD VILLAGE CLUB

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

General information and basis of preparation

Ashtead Village Club is a Registered Society under the Friendly Societies Act 1974 incorporated in the UK. The address of the Branch Registered Office is given in the Directory schedule at the front of these Financial Statements.

The Financial Statements are presented in sterling which is the functional currency of the Club and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these Financial Statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated (see above).

Basis of Accounting

The Financial Statements are prepared under the historic cost convention except for investment properties and other investments which are stated at fair value and in accordance with Section 1A of FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland.

The effect of events relating to the year ended 31 December 2021 which occurred before the date of approval of the Financial Statements by the Committee of Management, have been included in the statements to the extent required to show a true and fair view of the state of affairs at 31 December 2021 and of the results for the year ended on that date.

Investment Properties

Investment Properties for which fair value can be measured reliably without undue cost or effort are measured at fair value at each reporting date with changes in fair value recognised in the Income & Expenditure Account.

The methods and significant assumptions used to ascertain the fair value of £209,273 and fair value movement of £NIL included in the Income & Expenditure Account for the year.

Debtors & Creditors receivable/payable within one year

Debtors & Creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the Income & Expenditure Account.

Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each Balance Sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in Income & Expenditure Account.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

Continued - 2

1.1 Depreciation

Depreciation is charged on the following bases to reduce the cost of the Club's tangible fixed assets to their net realisable values over their estimated useful lives at the following rates:-

Freehold Property	-	1% on revaluation
Furniture and fittings	-	10% on net book value

1.2 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.3 Turnover

Turnover is the total amount receivable by the Club for goods supplied and services provided.

2. FIXED ASSETS

<u>VALUATION/COST</u>	<u>Freehold Property</u>	<u>Furniture & fittings</u>	<u>Total</u>
At 1st January 2021	209,273	203,994	413,372
Additions	0	905	905
Disposals	0	-1,463	-1,463
At 31st December 2021	<u>209,273</u>	<u>203,436</u>	<u>412,814</u>

<u>DEPRECIATION</u>	<u>Freehold Property</u>	<u>Furniture & fittings</u>	<u>Total</u>
At 1st January 2021	57,832	152,936	211,524
Charge for the year	2,093	5,140	7,233
Released	0	(907)	(907)
At 31st December 2021	<u>59,925</u>	<u>157,169</u>	<u>217,094</u>

<u>NET BOOK VALUE</u>			
At 31st December 2020	<u>151,441</u>	<u>51,058</u>	<u>202,499</u>
At 31st December 2021	<u>149,348</u>	<u>46,267</u>	<u>195,615</u>

The amount of £39,273 shown under Freehold Property represents additions at cost from 1st January 1988.

If the freehold property had not been revalued then the property would have been included in the accounts at 31st December as follows:-

	<u>2021</u>	<u>2020</u>
Historical cost	<u>£198,663</u>	<u>£198,663</u>
Accumulated depreciation	<u>£56,529</u>	<u>£54,542</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

Continued - 3

The freehold property was revalued on 31st December 1987 at £170,000 by Messrs. Osenton Lamden & Co of The Crescent, Leatherhead, Surrey. It was revalued again on 29th July 1998 by Edward Symmons Hotel & Leisure, 11/14 Grafton Street, Mayfair, London for the Cooperative bank plc at £185,000.

3. STOCK	<u>2021</u>	<u>2020</u>
<i>The Club's stock comprised:-</i>		
Bar stock	11,417	7,192
Membership cards and key fobs	1,338	818
	<u>12,755</u>	<u>8,010</u>
 4. DEBTORS	 <u>2021</u>	 <u>2020</u>
Sundry debtors	5,705	2,387
Prepayments	4,460	3,841
	<u>10,165</u>	<u>6,228</u>

All amounts included above are considered receivable within one year of the balance sheet date.

5. CREDITORS	<u>2021</u>	<u>2020</u>
<i>Amounts falling due within one year</i>		
Trade creditors	9,035	3,420
Social Security and other taxes	5,847	3,020
Accruals	2,878	2,500
Heart of Gold Fund	323	735
	<u>18,083</u>	<u>9,675</u>

6. CONTINGENT LIABILITIES

There are no contingent liabilities.

7. CAPITAL COMMITMENTS

There had no capital commitments as at the end of the year.

8. RELATED PARTY TRANSACTIONS

In the year under review, the following committee members carried out services for the club:-

Hallmark Systems (David Spence)	£1,618.00 Ex VAT
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