



## **Reydon Village Hall AGM Report 2025**

### **Charity name & address**

Reydon Village Hall, Lowestoft Road, Reydon, Suffolk, IP18 6RF

### **Registration number**

1013938

### **Trustees (as at 30 September 2025)**

Sally Bird, Charlotte Clark, Edwina Palmer, Dorcas Rogers, Ray Rogers

### **Structure**

The hall is administered by a volunteer management committee, comprising elected members - chair, treasurer, secretary, bookings secretary (who are trustees) plus other ex officio trustees. Non-elected representatives of Reydon Parish Council and the Community Pantry initiative are also members of the committee on a non-voting basis. Hall users are invited, on an annual basis, to nominate a representative to the committee; for year end September 2025 there were no nominations.

Reydon Parish Council is the custodian trustee of the hall. It does not hold any funds pertaining to the hall.

### **Objectives and activities**

Reydon Village Hall exists for the use of the inhabitants of Reydon and the neighbourhood without distinction of sex or political, religious or other opinions and in particular for use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

Regular users include dance and exercise classes, art groups, Rainbows, women's social groups, children's theatre group, and the Christmas Panto group. These local community users are charged £12 an hour, which includes heating and cleaning. Corporate users are charged £14, with heating charged as extra.

We continue to embrace the opportunities for us to take bookings for parties, dances, and music and entertainment events. These bookings are often at the weekend and provide a good revenue source for the hall. The local community is starting to use the hall for more of these types of events, and it is wonderful to see people from the village coming together to socialise. Perhaps our most exciting bookings are the use of the hall for a local family wedding reception, an increase in children's party bookings, 30th and

60th birthday parties and most recently the use of our stage for a “Wiggle and Giggle” festive extravaganza, and a concert by the Southwold and Reydon Community choir.

The change of the bar area into a sperate room for small hire events has proven positive for some of our smaller groups like the WI and local resident group AGMs. This new Loftus Room design also allows for the doors to be fully opened and with the new dimmable lights this small room can be used for bar or refreshment services. Hall bookings are now reasonably stable; although some regular summer bookings have been lost, there has been a steady interest in people wanting to hire the hall for one off events. The issue of taking on new regular bookings when once a month or part yearly bookings block the system, as mentioned last year, remains an issue. However, it is good to be able to report that with flexibility from one of our current part time customers, from January 2026 we have a new regular Monday evening booking.

A bespoke web page for the hall is under development and it was hoped to have this would be live in spring 2025. Unfortunately, the project is still to be completed as there is no-one on the management committee with the time and expertise to progress it.

In the last 12 months the Management Committee has continued its programme of fundraising events, including quiz nights, ceilidhs, bingo nights and beetle drives.

We also continued to provide our free community coffee mornings each month in collaboration with the Community Pantry. These see a wide range of people come to partake in hot drinks, pastries or toast plus free hot homemade soup to eat in or take away.

### **Financial report for year ended September 2025**

Finally, changes started in 2023/24 are now complete, and the management committee now has a full picture of the financial operation of the village hall. The changes included moving our banking from Barclay's to the Co-Operative bank, rationalizing the bank accounts to only one current and one interest paying account, having access to a financial management system for the electric vehicle chargers, and the installation of an energy meter in the Community Pantry.

General receipts for this financial year were £21,821.72

- **Hall hire fees** : £11,011.29 (£11,319.58 in 23/24)
- **EV charging points** : £4,644.15 (£3,682.33 in 23/24)
- **Electricity used by Community Pantry** : £1,148.64 (reimbursement from Reydon Parish Council) (£1,161.46 in 23/24).
- **Reydon Parish Council grant** : £5,000

Operating costs were £17,643.94 compared to £15,606.12 in 23/24. Major costs were:

- **Electricity** : £7,194.68
- **Cleaning** : £3,117.25
- **Fire and security** : £853.18
- **Management of EV charging points** (Workplace Charging) : £909.19.

Apart from the grants and refurbishment work, the hall operated at a loss of £822.22 compared to a surplus of £557.25 in 23/24. This deficit is mainly due to the additional expense of replacing the Leylandii hedge trees (£1,938.00).

The Golden Anniversary Appeal fund raised £4,702.73 with £1,565.00 coming from donations, including a single very generous donation of £1,000.00. Total from fund-raising was £3,031.87, and expenses for raising the funds were £1,458.73.

At the end of the financial year there was £7,900.39 in the 'general account' (compared with £7,457.25 in 23/24) and £14,091.93 in the interest paying account (compared with £9,452.42 in 23/24).

Looking forward to 2025/26, the management committee has decided to increase the hourly hire fee by £2.00 to ensure that the hall will continue to be self-sufficient financially and able to continue to improve the hall's fabric and facilities, which will benefit all users in the years to come.

### **Repairs and improvements**

This AGM marks two years since we launched the Golden Anniversary Appeal, the idea being to fundraise between now and 2027 to carry out much needed improvements at the hall.

With the money from a range of fund-raising activities, and a generous contribution from Reydon Parish Council, we were able to:

- Completely overhaul the disabled toilet into a suitable modern facility (including a baby change facility)
- Replace the main hall and Loftus Room lighting and upgrade the emergency lighting
- Completely redecorate the main hall
- Fit new blinds and curtains in the main hall
- Fit a CCTV system at the hall
- Overhaul the fire alarm system
- Commission a conditions survey of the hall

Disabled parking bays and no parking areas were repainted by the Community Payback Team, who also provided grounds maintenance. And Stephen Westlake filled in the potholes in the driveway

### **Thanks to:**

- The Chair, Charlotte Clark, who has not only ensured that committee meetings finish on time but deals with every issue and challenge raised with commitment and good humour. Add to that her willingness to play a very active role in organising and helping at fund raising events and it all makes her invaluable to the ongoing viability of the village hall.
- Treasurer, Ray Rogers, for finally getting our former broadband supplier off our backs, for sorting out our Council Tax, as well as steering us through changes in

regard to the EV charging points. And not forgetting his sterling work on maintaining both the accounts and the fabric of the Hall in very good order.

- Bookings secretary and secretary to the management committee, Dorcas Rogers, who has continued to ensure that booking fees are invoiced and more importantly paid. On top of this she has been prepared to continue as the secretary, taking minutes and dealing with correspondence. Her achievements for the year are too numerous to detail, but her work on the premises license has to be highlighted!
- Irene Robertson, who passed away this year. She was a former committee member and a real force of nature who will be very much missed. Heartfelt thanks to her for all she contributed.
- Joan Goldsmith, external examiner for the accounts, again.
- Reydon Parish Council for their generous funding of the major refurbishments and their annual grant of £5,000, which enabled us to keep the hire charges to £10 per hour.
- The Lowestoft Community Payback team and their supervisors who have maintained the hall grounds to an exceptionally high standard as well as carrying out numerous other jobs.
- Dorcas Rogers, Edwina Palmer, Charlotte Clark, other committee members and volunteers for continuing to raise money for the Golden Anniversary Appeal fund

# REYDON VILLAGE HALL ACCOUNTS for 2024 / 2025

*Receipts & Payments Accounts for the Financial Year 1st October 2024 to 30th September 2025*

## RECEIPTS

### General

	2024 / 25	2023 / 24
	£	£
Income from Hall Hire	£11,011.29	£11,319.58
Income from EV charging Points (Fuuse)	£4,644.15	£3,682.33
Payment from RPC for Community Pantry Electricity	£1,148.64	£1,161.46
General Grant Reydon Parish Council	£5,000.00	£5,000.00
Warm Space' Electricity Costs	£17.64	£0.00
Grant from Reydon Trust for New Main Hall Heating	£0.00	£12,000.00
Sub-total:	<b>£21,821.72</b>	<b>£33,163.37</b>

### Golden Anniversary Appeal Fund

	2024 / 25	2023 / 24
	£	£
Grant from Reydon Trust for Golden Anniversary Appeal	£0.00	£2,500.00
Grant from Reydon Parish Council (for Hall Refurbishment) <sup>1</sup>	£4,756.25	£0.00
Donations	£1,565.00	£1,320.00
Gift Aid Claim	£0.00	£297.50
Fund Raising	£3,031.87	£5,377.54
Interest	£105.86	£25.81
Total:	<b>£9,458.98</b>	<b>£9,520.85</b>

### Total Receipts

**£31,280.70**

**£42,684.22**

## EXPENDITURE

### Operating Costs

	2024 / 25	2023 / 24
	£	£
Electricity (E-On next)	£7,188.56	£7,194.68
Water & Sewerage (WAVE)	£470.18	£394.51
Rubbish Collection (Sole Bay Waste)	£505.55	£409.80
Hall Cleaning	£3,117.25	£2,793.21
Hygiene (Cleaning Equipment / Supplies)	£189.17	£271.03
Window Cleaning	£140.00	£125.00
Gardening <sup>3</sup>	£2,006.00	£610.00
Public Liability Insurance (Anvar Insurance)	£528.23	£1,141.29
Music Licence (PPRPPS)	£135.84	£295.48
Non Business Council Tax <sup>2</sup>	£0.00	£73.48
Fire Protection (Abacus)	£853.18	£86.40
Broadband (Trooli)	£321.90	£443.44
Google Calendar	£23.97	£62.92
Administration	£73.80	£170.29
Workplace Charging	£909.12	£227.28
Building Maintenance	£322.19	£687.31
Mileage Expenses	£50.40	£37.60
Miscellaneous <sup>4</sup>	£658.60	£582.40
Web Page Design (Tia Grace)	£150.00	£0.00
Sub Total:	<b>£17,643.94</b>	<b>£15,606.12</b>



**Major Works**

	2024 / 25	2023 / 24
	£	£
Front Hall & Passage Re-Furbishment	£0.00	£1,567.90
Loftus Room Conversion	£0.00	£4,420.75
Main Hall Heating Replacement	£0.00	£15,570.42
Main Hall Refurbishment	£0.00	£333.56
Sub Total:	<b>£0.00</b>	<b>£21,892.63</b>

**Golden Annerversary Appeal Fund**

	2024/25	2023 / 24
	£	£
Fund Raising	£1,307.31	£1,666.84
New curtains main hall	£3,103.25	£0.00
New roller blinds main hall	£1,653.00	£0.00
Additions to main hall lighting upgrade	£350.00	£0.00
Upgrade to Hall emergency lighting	£865.35	£0.00
Disabled toilet fittings (baby changing, etc)	£214.14	£0.00
New CCTV installation <sup>5</sup>	£1,247.25	£0.00
Miscellaneous	£151.42	£336.07
Sub Total:	<b>£8,891.72</b>	<b>£2,002.91</b>

**Total Expenditure****£26,535.66****£39,501.66****Surplus (Deficit) for the Financial Year****General Account****£4,745.24****£3,182.56****FUNDS HELD in BANK.**

General Account  
Interest Paying Account

**30/09/2025****30/09/2024**

£7,900.39

£7,457.25

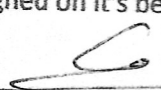
£14,091.93

£9,452.42

**Totals: £21,992.32****£16,909.67****NOTES**

- 1) All the major improvements for 2024/25 were paid for by Reydon Parish Council, including the new roller blinds & curtains in Main Hall.
- 2) After an appeal this was reduced to zero from £220.40
- 3) Includes replacement of trees in boundary hedge (£1,938.00)
- 4) Includes a new chair trolley (£216.00) & update of Premises Licence from ESC (£190.00)
- 5) The installation of CCTV was a requirement of the new premises licence

Approved by Reydon Village Hall Management Committee on 4/12/25 and  
signed on it's behalf by Charlotte Clark (Chair) and Raymond Rogers (Treasurer).

  
Charlotte Clark

Ray Rogers (4<sup>th</sup> Dec '25)  
Raymond Rogers

**INDEPENDENT EXAMINER**

From the accounts and invoices presented to me, I am satisfied that the accounts present a true and proper record of the financial accounts of Reydon Village Hall.

Signature: J. Goldsmith

Name: JOAN GOLDSMITH

Date: 25-11-25.



# REYDON VILLAGE HALL ACCOUNTS for 2024 / 2025

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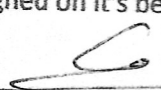
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