

Iver village hall AGM report July 2024 – Jun 2025

Committee

The committee met for the first meeting after the AGM on 2nd December 2024 but were unfortunately unable to elect a chairman for the forthcoming year. Treasurer, Pat Leech, and Secretary Linda Lucas again agreed to cover the duties until a chairman could be elected.

President Sally Roberts had resigned at the AGM so committee were looking for a new President.

The County Councillors elected were Wendy Matthews and Paul Griffin.

In June, we were advised that Councillor Adam Burke was stepping down and Tom Macmillan would be our new Parish Councillor.

Infant Village Infant Academy – part of the Park Federation Academy Trust

Shared Use Agreement: The SUA was discussed at a meeting with the Academy, Bucks, Family Centre and ourselves and various issues agreed. However, once the new draft came through it was ascertained that the Church were still involved as they shared the water and car park. The SUA was again amended. Bucks Council then needed another amendment. We have not had a revised draft since so we still work to the original agreement at the time of handover.

Hall roof leaks: The school had contractors in to install a new roof in the school and repair leaks in the hall roof – around the windows - for which the village hall was liable for 50% of the cost. It was agreed that we could pay this over 2 years. After the contractors left more leaks occurred but the Academy had these repaired as well and were monitoring the situation.

Boiler and Heating; the Academy completed works to the boiler room (removal of old tanks, boilers and asbestos) and installed the new system of new boiler and separate pumps for the village hall and Academy. A new water boiler was also installed.

A new outside sensor would turn off the heating once the temperature reaching 15 deg C. The school do not turn on their heating until November.

There were issues over the year with the water boiler alarm going off and no hot water being available. This seemed to happen mostly over the weekends. Peter was taught how to reset the hot water but the village hall was not allowed access to the rest of the system so we rely on the Academy to sort out any issues.

The village hall engaged the same contractor as the school (Concept) to maintain the village hall radiators. They came out in December and repaired where required but new filters were needed on the next scheduled maintenance.

Fire Alarm

The fire alarm in the school had been updated and linked to our system. However, as advised by Teresa Stoker at the AGM, the alarm was not sounding in the Church when the school tested the system. As Kings Church and the Village Hall as well as the family Centre are all part of the same complex, the fire alarm system has to be linked to all parts.

It was also noted that Peter was unable to test our alarm independently without it triggering the security and fire brigade. The school now has to notify the security company when testing is being done.

As we were advised by the Academy that we should ideally use the same contractor as them due to the main control panel being in the school, we signed up with Bridge to maintain our system. Following a meeting with Bridge at King's Church, it was found that the Church had been disconnected from the main system probably when the school upgraded their system. As such, the Church agreed to have a new system installed (by Bridge). However, this could still not be linked to the School system. This school would have to install a new main board (at their cost) to enable all parties to be connected. It was then found that our system could not connect to a new system as the wiring would be different. As such, Amanda Clark worked with Bridge to get a quote for a new system. The cost was around £5000k. As our finances were in precarious condition, it was decided to look for a grant. Again Amanda worked hard to find possible funders but nothing was available with the time constraints. The Church were currently not compliant so a new system was the only solution. Eventually, thanks to Pat Leech, the Parish Council agreed to fund the system. This was installed during the summer holidays.

Along with the fire alarm system, the school upgraded the emergency lights and the main lighting in the hall which is now sealed unit LED fittings – at no cost to us. The original fittings and bulbs were mostly now unavailable. The sealed units will need to be replaced as they go and the village hall will be liable for half the cost of this.

Fire doors

The school also notified us that the fire doors in the hall were not compliant and that they were going to replace their end. We agreed to have ours done at the same time by the same contractor.

Bolts on fire exit doors.

The school have also put bolts on the rear fire exit doors to stop children from getting out. This was agreed with the fire officer as there is more danger to children from getting out than there is from a fire. The school is responsible for locking and unlocking these doors at the end of their use of the hall. We ask our caretakers to check that they are unlocked when we take over.

Car Park

Part of the school plan was to upgrade the car park. We were asked if we would like our end done at the same time but we advised that we had no money in the budget for this. As such, only the school end has been done.

We are still waiting for the lighting to be sorted out.

Lettings

Lilliput Nursery continued to use all the committee rooms during daytime. Occasionally they were asked to clear Garibaldi room for a hire. It was agreed that Coppins room should not be advertised for hire and Huntsmoor only hired on a case by case basis as it was a lot of work for the Nursery to clear these rooms.

HAF club. The hall was booked by the HAF during the summer holidays.

Regular hirers included Richings Players, Triple Threat Drama group, badminton, yoga, vikings, indoor bowls, netball, ballet, martial arts and King's Church.

There is also a church group that book for one Friday every month.

Other hires: we still have lots of childrens and other party requests but not so many large wedding type bookings.

Lemon Booking System: In June, we decided to change from the Hallmaster system that had never really got up and running to Lemon booking. This system was being used by Iver Heath and Colnbrook village halls and following a demonstration at Iver Heath, Amanda Clark agreed to take this on. Whilst still in its early stages, the system is proving a positive benefit as hirers can see what dates are already booked. The system does not allow confirmed bookings – it is just a booking request system. Confirmation is still sent by the booking secretary along with any other information required. However, we are gradually encouraging all hirers to use this system.

The Terms and Conditions of Hire were updated and added to the Lemon Booking System.

Pat Leech sent the T & C to all the regular hirers but has so far only had one back.

The Fire Safety Guidance was also updated and sent to all regular hirers as well as added to the Lemon Booking System. Peter was asked to send this to all new hirers that did not book through Lemon.

Rates review:

Maintenance/projects

Kitchen and Huntsmoor room were both redecorated. We also sought quotes for Garibaldi room to renew the flooring and look at other improvements. However due to our financial position, this is put on hold currently.

Peter continued to manage general repairs and maintenance and contractors were only called out where necessary.

Utilities / Meter readings: (Pat to report)

All the utilities come into the school and are apportioned out according to the various parties

Water meter – the school were unable to read the water meter which we needed done regularly to check there were no more leaks. Peter was called to help with this but the school have now managed to get a water meter fitted.

Peter also reads the electric meter in our facility regularly to send to the school. The utility charges should be calculated on meter readings, where available, or by a percentage worked out on hours of use and area. This percentage was checked and reworked by Pat, Helen and Linda and submitted to the Academy.

There is a question over our gas supply to the cooker in the kitchen. We are checking if this is a separate supply – which we had always been advised was the case - or if this comes of the main supply to the school.

Funding

We continue to look at what funding is available but many sources have ceased or will only finance large projects. Committee needs a dedicated funding person.

Martyns Law – anti terror legislation.

This passed through Parliament with repercussions for facilities holding 200 persons plus. Pat keeps a check on this with ClB (Community Impact Bucks) who are working on guidance for village halls. Once that is available, we will have to act accordingly to ensure the facility is safe.

Mary Clarke's memorial . committee continued to discuss with Peter and family a memorial for Mary. It was decided a plaque to go over the hall internal entrance doors but await preferred wording from Peter.

General

Food bins. We are now required to use food waste bins. We ordered a small one as we do not have much food waste but the school have a bigger one which had to be fitted into the bin area.

There was a mix up with the rubbish bins in that someone at the academy ordered 2 more recycling bins and took away one of the general bins. Each party has one general bin and we share the 2 recycling bins. As such, Pat managed to get the general bin reinstated and the academy eventually got rid of one of the recycling bins. We are currently accommodating the third recycling in the bin area but it is difficult to manouver and the Family Centre have complained about lack of access to the bin area from their rear exit.

Office clear out. At the beginning of the summer holidays committee members did a grand clear out of the office and store rooms. Helen Baker and partner Wayne kindly took all the rubbish to the tip which saved the cost of a skip. The infant school had a skip in to start the playground and car park renovations and kindly emptied the rubbish from the bin store.

Policies: Linda Lucas was updating our policies and adding the required new polices per the Charity Commission.

Events

The village hall participated in the Ivers Illuminated and decorated windows in Huntsmoor room. We also entered a tree in the Church Christmas tree festival. Thanks to Chloe for her designs for these.

A successful Quiz night was held on 10th May and raised £342. Thanks to Amanda for organising that. It was agreed to run another. Amanda was also looking at other events – possibly an indoor boot sale.

PAT LEECH -TREASURER REPORT 2024-2025

As you can see the Association made a loss of £11042 over the financial year. This is a true picture of the year but I would like to make the following comments.

1. As discussed at last year's AGM this year's figures were always going to be bad. This was mainly due to the lack of invoicing from The Park Federation for Utilities. We did receive an invoice for £14238 in September which covered a period from March 2023 – August 2024. We then received further invoices which took us up January 2025. The latest invoice received from them was July 2025 which covered the period up to May 2025. I have requested that we are invoiced monthly and awaiting a response.
2. Extra expenditure on Repairs and Maintenance – we had the kitchen and Huntsmoor Rooms decorated over the Summer (£3k). We also had to replace the Fire Doors in the Main Hall. (£2.8k). Due to the crazy weather and issues with heating over the winter we had to purchase heaters for the rooms and main hall. Also, due to multiple heatwaves we had to purchase Fans to cool the rooms down! Plus, general increase in Maintenance costs.
3. Telephone costs have risen as we now have 2 mobile phones for Caretakers.
4. We have purchased a Digital Booking System to enable Hirers (regular and one-off) to manage their own bookings. It's early days yet but Amanda is doing an amazing job in getting it set up and hopefully over the next few months we will see the benefits.

Going forward the picture is slightly more positive but with the absence of Utility Invoices it is very difficult to project results.

The good news is that our Income is up

1. Iver Parish Council awarded us a grant of £500
2. Amanda Clarke/Chloe Kraus/Peter Clarke organized a Quiz Night which was very successful and raised £342
3. We picked up a few new regular hirers including HAF club which used the venue over the Easter vacation. (Also, in the Summer but that's for next year's accounts!)
4. Our One-off bookings increased

We are still negotiating the Shared Use Agreement which has taken a back burner at the moment due to other issues. We do have a signed agreement on file and have agreed 41.9% for Utilities although this will change as they are planning to invoice Electricity by actual readings.

Finally on Income we had to make the decision to increase our hire charges and notified all hirers in June that they would take effect September 2025.

I have one major funder to thank and that is Iver Parish Council. Back in June I approached Wendy Matthews and Shaun Fishenden to ask for help as we had to have a new fire alarm fitted. (Nothing wrong with the old one but the school replaced theirs which meant that neither ourselves, Kings Church or the Family Centre were connected to the main board!) Both were very helpful and whilst it is for next year's accounts they granted us the full amount to cover the new alarm (£5.3k).

As always, a big thank-you to Linda for her on-going support and taking the numerous phone calls that I make. Also thank you to both Caretakers and all committee members – we couldn't keep this going without you.

To all our Regular Hirers: (in no particular order!) thanks you for your continued support of Iver Village Hall

- Lilliput Pre-school
- Triple Threat Performing Arts
- Richings Players
- Pati at Yoga
- Short Mat Bowls
- Elliott Fitness Martial Arts
- Iver Badminton Club
- BAPS Church
- Libra Popstars
- New Force Wrestling
- King's Church, Iver
- Vikings

I'm happy to continue as your Treasurer for the next year but will be discussing a succession plan (I think I might have said this before!)

Thanks for your time tonight – if anyone wants to join the committee, please ask one of us about what it involves. We do need new blood especially if you know how to fundraise!

Pat
Treasurer

IVER COMMUNITY ASSOCIATION
REGISTERED CHARITY NO 1033924
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2025

STILES & COMPANY
2 LAKE END COURT
TAPLOW ROAD
MAIDENHEAD
BERKSHIRE
SL6 0JQ

IVER COMMUNITY ASSOCIATION
REGISTERED CHARITY NO 1033924

Report of the Independent Examiner to the Trustees of the Iver Community Association

I report to the Trustees on my examination of the accounts of the Trust for the year ended 30th June 2025 which are set out on pages two to three.

RECEIPTS AND PAYMENTS ACCOUNTS

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the act;
2. the accounts do not accord with these records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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Daniel Robins FCCA, on behalf of
Stiles & Company
2 Lake End Court
Taplow Road
Taplow
Maidenhead
Berkshire
SL6 0JQ

Dated:.....

IVER COMMUNITY ASSOCIATION

REGISTERED CHARITY NO 1033924

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 30TH JUNE 2025

	2025		2024	
	£	£	£	£
INCOME RECEIPTS				
Hire of Hall	32,566		29,103	
Iver Community Childcare	17,085		17,461	
Vikings	432		594	
	<hr/>		<hr/>	
		50,083		47,158
		<hr/>		<hr/>
TOTAL RECEIPTS		50,083		47,158
 PAYMENTS				
Letting secretary	3,819		3,920	
Insurance	3,820		3,734	
Light, heat and water	16,878		3,420	
Repairs and maintenance	12,007		2,681	
Postage and stationery	528		343	
Accountancy fees	750		714	
Cleaning and caretaking	19,157		19,149	
Licences	280		664	
Capital expenditure	994		786	
Telephone	1,526		1,222	
Bank charges	60		62	
Advertising	1,305		1,150	
	<hr/>		<hr/>	
		61,125		37,845
 Net (Payments) for the year		<hr/> <hr/>		<hr/> <hr/>
		(11,042)		9,313

IVER COMMUNITY ASSOCIATION

REGISTERED CHARITY NO 1033924

STATEMENT OF ASSETS & LIABILITIES AS AT 30TH JUNE 2025

	2025		2024	
	£	£	£	£
MONETARY ASSETS				
Bank and cash balances				
Current account	31,422		43,254	
Petty cash	27		238	
Other Debtor	<u>1,000</u>		<u></u>	
		32,450		43,492
		<u>32,450</u>		<u>43,492</u>

NON MONETARY ASSETS

Net retained funds brought forward		43,492		34,179
Net (payments)/receipts for year		(11,042)		9,313
Net retained funds carried forward		<u>32,450</u>		<u>43,492</u>

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Chairman
For and on behalf of the
Management Committee

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Date