

# BOURNE END VILLAGE HALL

England & Wales · Charity number 1049597

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1995-10-03

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Bourne End Hall  
London Road  
Hemel Hempstead  
Hertfordshire  
HP1 2RJ

**Phone** 01442866292

**Email** [iancreasey@hotmail.co.uk](mailto:iancreasey@hotmail.co.uk)

**Website** <https://bourneendvillagehall.co.uk>

## Activities

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**Objects:** FOR THE USE OR BENEFIT OF THE INHABITANTS OF THE PARISH OF BOURNE END HEMEL HEMPSTEAD HERTFORDSHIRE AND THE ENVIRONS WITHOUT DISTINCTION OF POLITICAL RELIGIOUS OR OTHER OPINIONS INCLUDING 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

**Activities:** Runs the village hall.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** BOURNE END AND ENVIRONS
- Hertfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£23,141	£29,823	-	-
2024-08-31	£29,599	£40,661	-	-
2023-08-31	£31,917	£16,747	-	-
2022-08-31	£25,972	£21,232	-	-
2021-08-31	£15,149	£13,230	-	-
2020-08-31	£10,030	£17,723	-	-

## Trustees

Name	Role	Appointed
Catherine Jane Partridge MANSON		2018-10-18
IAN MICHAEL CREASEY		2013-10-09
Karen Jayne Evans		2023-02-27
Mark Jonathon Tillotson		2019-10-21

**BOURNE END VILLAGE HALL**

England & Wales - Charity number 1049597

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# Accounts

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## **Minutes**

### **Bourne End Village Hall Annual General Meeting**

**Friday 18<sup>th</sup> October 7:30pm (location: Village Hall)**

Present: Charlie Mc Murdie, Karen Evans, David Manson, Jacky Chapman, Dave Chapman, Veronica, Julie Clarke, Ian Robertson, Jenny Barker, Ian Creasy, Maggie, Vivien, Sarah and Mark Lovejoy, Mark Tillotson, Lizzie Robinson.

Charlie approved the minutes from last time and Karen seconded.

#### **Chairman's report- Mark Tillotson**

The hall belongs to the diocese of St Albans. Projects completed this year- Infra- red heating system. This will replace the gas heating system when it finally stops working.

We have installed a new Smart lock to improve security and comply with insurance.

We are in the process of renewing the lease with the Diocese. Once this is in place, we can apply for grants e.g. energy saving grant. We need a long lease in order to get approved for grants.

Mark thanked the committee, Ashley for his work with admin and bookings and Christine for her hard work with the day-to-day cleaning and running of the hall.

#### **Treasurer report – Jane Manson**

As we are now turning over more than £25,00 we must have our accounts approved by the charity commission.

We have needed to improve things such as the lighting and switches.

We have become COSCH compliant.

We have had the heating system installed and the floor has been sanded and varnished.

Income was just over £30,000 – a little less than last year due to hall closures for work.

We spent money on upgrades due to a surplus of funds for several successful years.

Ian C asked about odd deposit amounts.

Charlie asked about electricity spiking. This was due to people bringing in fan heaters in which won't happen moving forward.

Lizzie asked how much the lease will cost- Jane answered around £1000 which will be split between the church and the village hall. Martell has been selected as a surveyor.

Accounts were approved- Charlie approved and Lizzie seconded.

#### **Re-election**

Ian Creasy – Jane and David nominated and seconded

Karen Evens- Dave and Jane

Jane Manson – Charlie and Vivien

Charlie – Dave and Ian C

Mark- Karen and Ian

**Any Other Business - None.**


The meeting was closed.


**Bourne End Village Hall Accounts**  
**Year-ended 31 August 2024**

**Accounts summary for the year**


	<u>2024</u>	<u>2023</u>
		<b>As restated</b>
<b>INCOME</b>		
Bookings	29,531.25	31,038.25
Grant	-	400.00
Interest	<u>68.36</u>	61.44
	29,599.61	31,499.69
<b>EXPENDITURE</b>		
Cleaning/Caretaker	2,310.99	2,670.00
Administrator	2,932.50	2,985.00
Accountant	420.00	420.00
Misc*	2,145.86	2,486.31
Gas	979.41	1,058.32
Electricity	3,392.41	945.83
Water	340.14	208.11
Insurance	2,073.70	1,802.24
Wifi	607.44	566.44
Garden	-	990.00
Maintenance	178.70	1,421.52
Major projects	24,264.96	-
Rubbish	955.12	869.98
Bank charges	60.00	60.00
Rent to Church	<u>-</u>	<u>263.03</u>
	(40,661.23)	(16,746.78)
	<u>(11,061.62)</u>	<u>14,752.91</u>
<b>Bank Reconciliation</b>		
Opening Balance CAF Bank	43,448.26	26,382.79
Outstanding deposits B/Fwd	-	-
Funds as at 1 September 2023	<u>43,448.26</u>	<u>26,382.79</u>
Deposits Received	(7,578.57)	(6,148.83)
Deposits Refunded	7,151.13	3,836.27
(Decrease)/Increase in funds	(11,061.62)	14,752.91
Closing Balance CAF Bank	<u>Link</u> 32,814.08	<u>43,448.26</u>
Outstanding Deposits	<u>(2,740.00)</u>	<u>(2,312.56)</u>

\* See annex

Treasurer:   
Jane Manson

Chairman:   
Mark Tillotson

We have examined the accounting records, together with information and explanations given to us, and to the best of our knowledge the above Profit and loss account and Bank Reconciliation for the year ended 31 August 2024 are correct.

  
Ward Williams

Date: 17/10/2024

## Miscellaneous items

### General

PRS	304.12
Gas safety certificates	180.00
Fire inspection - safety/lights check/Extinguishers	426.00
Membership Fee Herts CDA	36.00
Hallmaster Subscription	265.00
Cleaning products	284.20
TV License	169.50
CO Alarms	63.32
Fire inspection - safety/lights check	0.00
Water jugs/cupboard locks/Chair covers/Boxes/table	382.73
Ring camera	34.99
	<b>2,145.86</b>

V Vouched and agreed



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Bourne End Village Hall

**On accounts for the  
year ended**

31 August 2024      **Charity no  
(if any)**      1049597

**Set out on pages**

2-3  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 August 2024**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

**Signed:**

**Date:**

**Name:**

**Relevant professional  
qualification(s) or body  
(if any):**

Association of Chartered Certified Accountants (ACCA)

**Address:**

18 Manor Courtyard, First Floor  
Hughenden Avenue, High Wycombe  
HP13 5RE

**Bourne End Village Hall Accounts**  
**Year-ended 31 August 2024**

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 Jane Manson

Chairman:   
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Ward Williams  
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Date: 17/10/2024

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**BOURNE END VILLAGE HALL**

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# Accounts

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**BOURNE END VILLAGE HALL**

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# Accounts

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**BOURNE END VILLAGE HALL**  
**Annual General Meeting**  
**October 14<sup>th</sup> 2022 at 8:30 pm in the Village Hall**

**Chairman's Report**

The Village Hall is leased from the Church of England and run by a Committee of Trustees as a registered charity. The committee members are all volunteers.

I would like to thank the Committee for all their hard work in keeping the hall running and improving the facilities that the hall offers. More details of the improvements we have made this year will be included in Jane's Treasurers Report.

Thank you for everything: Charlie, Jane, Laura, Tracy and Ian.

I would like to thank Ashley, our booking administrator who does a tremendous job looking after our regular hirers, enquires from new hirers, bookings and the day-to-day administration of the hall.

I would like to thank Matt, our caretaker for looking after the day-to-day maintenance of the hall including the cleaning.

Mark Tillotson

14 October 2022

**BOURNE END VILLAGE HALL**  
**Annual General Meeting**  
**October 14<sup>th</sup> 2022 at 7:30 pm in the Village Hall**

**Treasurer's Report**

2022 has been a good year for the Hall from a financial perspective. Bookings have been strong with plenty of one-off bookings for children's parties and other low key private events.

A poor performance in 2019 - 20 was a result of the COVID pandemic and lockdown, during which we saw a £6419.86 deficit. As a result of keeping the hall open as far as possible for permitted activities (e.g. AGE UK and some Mother and Toddler groups) we clawed back a 1919.04 surplus in 2020 - 2021 leaving a comfortable cushion of over £21,000 at the year end.

This financial year we have been able to build on our good reputation and further bookings to achieve another surplus of £4739.09.

During the year there were also considerable outgoings on upgrading the kitchen facilities and other minor improvements - amounting to a total cost of £6818.25.

We anticipate a sharp increase in costs as energy prices increase after our fixed contract for electricity ends in May 2023. As a result of this and the need to replace our antiquated gas fired heating system, we shall be raising prices from January 1<sup>st</sup> 2023.

It should be noted that all BEVA events at the hall are now free of charge and the committee is happy to consider requests from local residents for discounts for charitable or community activities. This is, after all, a community resource.

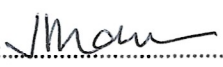
Jane Manson  
13 October 2022


**Bourne End Village Hall Accounts**  
**Year-ended 31 August 2022**

**Accounts summary for the year**

	<u>2022</u>	<u>2021</u>
<b>INCOME</b>		
Bookings	25,939.50	17,087.75
Refunds	(597.00)	(1,938.50)
Interest	2.44	-
Fundraising	<u>626.61</u>	<u>-</u>
	25,971.55	15,149.25
<b>EXPENDITURE</b>		
Cleaning/Caretaker	3,457.50	1,987.82
Administrator	2,812.50	1,977.44
Misc*	6,818.25	412.20
Gas	1,053.10	1,320.57
Electricity	627.58	454.76
Water	279.46	55.02
Insurance	1,594.87	1,488.16
Wifi	518.40	518.40
Garden	120.00	377.50
Maintenance	1,678.92	3,577.35
Rubbish	804.90	976.49
Bank charges	93.00	84.50
Rent to Church	<u>1,373.98</u>	<u>-</u>
	(21,232.46)	(13,230.21)
	<u>4,739.09</u>	<u>1,919.04</u>
<b>Bank Reconciliation</b>		
Opening Balance CAF Bank	21,643.70	19,574.66
Outstanding deposits B/Fwd	(450.00)	(300.00)
Funds as at 1 September 2021	<u>21,193.70</u>	<u>19,274.66</u>
Deposits Received	(150.00)	600.00
Deposits Refunded	600.00	(150.00)
Outstanding Deposits	-	(450.00)
Increase in funds (surplus in year per above)	4,739.09	1,919.04
Increase/Decrease in Funds	<u>26,382.79</u>	<u>21,193.70</u>

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 Ward Williams


Date:.....


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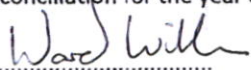
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Date: 11/10/22