

# BAWBURGH VILLAGE HALL

England & Wales · Charity number 1049903

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 1995-10-16

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

## Contact

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**Address** Bawburgh Village Hall  
Stocks Hill  
Bawburgh  
Norwich  
NR9 3LL

**Phone** 01603527411

**Email** [admin@bawburghvillage.co.uk](mailto:admin@bawburghvillage.co.uk)

**Website** [www.bawburghvillage.co.uk](http://www.bawburghvillage.co.uk)

## Activities

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**Objects:** FOR THE MEDIUM OF READING AND RECREATION ROOMS, PHYSICAL AND MENTAL RECREATION AND SOCIAL, MORAL AND INTELLECTUAL DEVELOPMENT, LIBRARY, LECTURES, CLASSES, RECREATIONS AND ENTERTAINMENTS OR OTHERWISE AS MAY BE FOUND EXPEDIENT FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF BAWBURGH IN THE COUNTY OF NORFOLK AND ITS IMMEDIATE VICINITY WITHOUT DISTINCTION OF SEX OR OF POLITICAL OR OTHER OPINIONS

**Activities:** Provides a venue for village events

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF BAWBURGH AND ITS IMMEDIATE VICINITY
- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£39,534	£29,168	-	-
2024-03-31	£26,164	£35,697	-	-
2023-03-31	£22,517	£24,474	-	-
2022-03-31	£26,181	£24,785	-	-
2021-03-31	£25,650	£19,538	-	-

## Trustees

Name	Role	Appointed
<b>Samuel Palmer</b>	Chair	2023-05-04
Colin Clark		2016-05-05
HELEN LIDDLE		2014-05-01
Jo Carlick		2021-05-06
KATHY WATCHORN		2014-05-01
Kate Smallwood		2016-05-05
Peter George Markham		2023-05-04
Rachel Scott		2016-05-05
Stephen Brolly		2014-01-09
Susan Williams		2014-05-01

**BAWBURGH VILLAGE HALL**

England & Wales - Charity number 1049903

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# Accounts

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## **Bawburgh Village Hall Management Committee -Chairman's report 2024/25**

The 2024/25 period has been relatively quiet at the village hall, with regular hire groups continuing their activities. Notably, the Bridge Club has seen an increase in participation, particularly in the Monday beginner sessions and a new session on Thursday mornings.

The *Talks for Everyone* series has remained a cornerstone of community engagement, offering a diverse range of speakers and topics.

Attendance at the annual fete and duck race was lower than in previous years, possibly due to competing events in Norwich. Nevertheless, those in attendance enjoyed the variety of stalls, including contributions from our newly elected MP and the John Innes Centre. Raffle events also proved popular. Planning for the 2025 fete is already underway.

In December, the committee once again extended the coffee morning and social evening, providing food for attendees. The October *Harvest Supper* was well received, and social evenings have continued to grow in popularity, with increased family participation.

The annual fireworks display in November remained a highlight of the community calendar. The decision to employ professional display technicians was met with positive feedback, with attendees praising the event's quality. Ticketing has continued to be an effective measure in managing attendance, allowing the committee to maintain safe and controlled numbers following past overcrowding issues.

### **Financial Overview**

Financially, the hall experienced only a minimal surplus this year, primarily due to rising energy costs (oil and electricity) and ongoing minor repairs. However, thanks to a Parish Council grant, solar panels have been installed on the hall's roof, positioning the facility to generate a modest income through power returns to the national grid, pending necessary electrical upgrades.

Additionally, an EV charger (*plug-and-pay*) has been installed, which will be managed by the council. This initiative is expected to generate a small income stream.

### **Facilities & Maintenance**

A newly formed community gardening group—including committee members, spouses, and other volunteers—has contributed significantly to the upkeep of the hall's outdoor borders, improving its exterior aesthetics. Plans are in place to further enhance the hall's surroundings.

Discussions at committee meetings have highlighted the need for interior refurbishment, as the décor has become somewhat dated. Efforts are underway to refresh the hall's appearance over the course of the next year.

## **Looking Ahead**

The committee remains dedicated to ensuring a diverse range of events and activities for the local community. Their ongoing efforts, often undertaken without formal recognition, are deeply appreciated.

As we move into the 2025/26 period, our priority is to maintain the hall's position as the heart of the village—serving all members of the community and fostering continued engagement.

## **Steve Brolly**

Chairman.

# BAWBURGH VILLAGE HALL

Charity No. 1049903

## Balance Sheet at 31st March

	2024	2025
<b>Accumulated Fund</b>		
Balance Brought Forward	51067	41534
Surplus/-Deficit	-9533	10366
Balance Carried Forward	<b>41534</b>	<b>51900</b>
<b>Represented By:-</b>		
Stock Bar	1163	1440
Oil	405	405
Floats	200	0
Bank Current Account	3154	11285
Bank Deposit Account	38202	38770
Receipts to be banked	775	0
	<b>43899</b>	<b>51900</b>
Less Creditors		
Hire Charges Received in Advance	-1778	0
Caretaker/Booking Officer O/S	-587	0
	<b>41534</b>	<b>51900</b>
	=====	=====

I have examined the financial records of the Hall as presented to me by the Treasurer and I am pleased to confirm that in my opinion the Income and Expenditure Account shown above is a correct statement of the financial activities of the Hall during the year ended 31st March 2025 and that the Balance Sheet shown above is a true statement of the Financial position of the Hall at 31st March 2025.



Roger Canwell Independent Examiner  
28th June 2025

# BAWBURGH VILLAGE HALL

Charity No. 1049903

## Income and Expenditure Account

	2024	2025
Income	£	£
Bar Sales	5976	10810
Less Costs		
Purchases	-2112	-4050
Gas/Sundries	-267	-83
Wages	-1111	-1157
Bar Profit	2486	5520
Hall Hire/Bridge Club/50/50 Club	18812	27333
Coffee Mornings	986	1278
Quiz Nights	0	665
Village Fete/Duck Race	1685	2368
Bonfire Night/Barbecue	644	1576
Harvest Supper	126	208
Interest /Commission	511	567
Other Receipts and Donations	914	19
<b>Total</b>	<b>26164</b>	<b>39534</b>
<b>Expenditure</b>		
Building Maintenance	4799	3575
Grounds Maintenance	3868	0
Electricity/Oil	5880	3762
Rates/Water	1079	1257
Insurance	1610	1365
Caretaker	5274	5654
Paye	0	1767
Cleaning	410	880
Fire Extinguishers	228	579
Kitchen Equipment	824	831
Hall Equipment	1620	481
Alarm Service/Security	1414	1729
Boiler Service and repair	709	0
Bonfire Night/Quiz Costs	1689	1792
Fete Costs	1219	1262
Professional Fees	1518	966
Office Costs	1774	1474
Booking Officer	1000	1000
Bank Charges/Card Machine	271	338
Proprietor Income Tax	214	0
Donations	0	0
Sundries	297	456
	<b>35697</b>	<b>29168</b>
<b>Surplus/-Deficit</b>	<b>-9533</b>	<b>10366</b>

## **BAWBURGH VILLAGE HALL MANAGEMENT COMMITTEE**

### **TREASURERS REPORT**

#### **FINANCIAL PERIOD 1<sup>st</sup> APRIL 2024 to 31<sup>st</sup> MARCH 2025**

2024-25 has seen a return to 'normal' activity following the disruptions of COVID, the subsequent social restrictions and public confidence to re-attend events.

Bawburgh Bridge Club continued to be a significant user of the hall, adding more well attended sessions to their schedule in the year. A total of £12,820 was received from the club in the period and the committee extend sincere thanks to the organisers and members for their loyalty and support.

Other hirers and events contributed over £12,000 in the year taking hire income alone to over £27,000.

The licensed bar also had a good year with several parties, wedding receptions and village events seeing gross taking reach over £10,000. A big thank you to Kathy for her assistance and hard work this year helping make this happen.

Another successful Duck Race and Bonfire Night took place, made possible by the efforts of all the volunteers involved. Over £2000 was raised by the Duck Race and almost £1600 by the Bonfire Night, all before expenses.

Other regular users, the coffee morning, 50/50 club and the Harvest Supper all played a valuable part too.

There was nothing particularly unusual in 2024-25 with respect to expenditure. All costs continue to see an increase, including well publicised electricity rates, heating oil prices and costs of employment.

The committee has continued to take a prudent and considered approach to all expenditure still maintaining a good level of facility for users. Costs are also kept down by committee members sacrificing personal time to perform tasks for the hall rather than buy in externally.

Overall it is very pleasing to report that cash reserves have grown from £42,331 to £50,055 in the year.

The hall has also again benefitted from generous government/environmental support with the recent installation of solar panels and EV charger point. This was only possible with the assistance of a grant secured by the Bawburgh Parish Council. The committee wishes to thank Peter Markham and the other councillors for their persistence with this.

With the Village Hall celebrating 25 years of age it is evident that re-investment in items such as playground fencing, toilet facilities, roof repair and bar refurbishment are necessary so having the cash buffer is very important.

The Treasurer is confident that with the continued strategy of cautious expenditure and working closely with key contributors that the financial position will remain strong.

Finally the Treasurer would like to thank Sue Williams for her support as Assistant Treasurer and Steve Brolly as Chairman, as well as the rest of the committee for all of their help this year.

**BAWBURGH VILLAGE HALL**

England & Wales - Charity number 1049903

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# Accounts

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## Bawburgh Village Hall Management Committee -Chairman's report 2023/24

2023 has seen another busy year at the village hall. Regular hirees have continued to meet and the Bridge club seems to be swelling in numbers, especially the Monday 'beginner bridge' sessions. There has been a 'rebranding' of the history group and they now provide a variety of speakers on a range of topics.

The fete and duck race proved to be as successful as ever with large crowds enjoying the array of stalls and raffles, plans for 2024 are already taking place.

Once again the committee extended the December coffee morning and Social Evening providing food for those in attendance as well as a 'Harvest Supper' in October. There has been an increase in those attending the social evenings with more families attending.

The annual firework display took place in November as usual. The committee decided that it would be better if we employed professionals to carry out the display and all in attendance felt it was a superb display.

Chilli and Quiz evening took place in April to raise funds for the hall and also our nominated charity for 2024- Time k [TimeNorfolk | Hope After Pregnancy Loss | Norfolk and Waveney, England](#)

The members of the committee work tirelessly throughout the year, often thanklessly, to ensure that villagers have a varied array of activities, but without input from the community and new members joining the committee there is a degree of 'burn out' from those who regularly give up their free time to stage the events throughout the year.

Financially this year there has been loss of revenue again due the increasing costs of energy, both oil and electricity, and expenditure on the play area which required a major overhaul, which have seen our reserves diminish slightly. The potential to place solar panels on the roof of the hall has been informally discussed at committee meetings, but no solid investigations of this potential revenue source have occurred.

Sadly this year saw the loss of Averyl Richards, who was a longstanding member of the committee and also managed the Bawburgh website. She will be greatly missed by all on the committee.

It is hoped that 2024/25 will continue to see the hall being utilised by all members of the village, making it the hub for the whole community to enjoy.

Steve Brolly

Chairman

# BAWBURGH VILLAGE HALL

Charity No. 1049903

## Balance Sheet at 31st March

	2023	2024
<b>Accumulated Fund</b>		
Balance Brought Forward	53024	51067
Surplus/-Deficit	-1957	-9533
Balance Carried Forward	<u>51067</u>	<u>41534</u>

## Represented By:-

Stock		
Bar	1509	1163
Oil	405	405
Floats	200	200
Bank Current Account	5467	3154
Bank Deposit Account	44499	38202
Receipts to be banked	1208	775
	53288	43899
Less Creditors		
Hire Charges Received in Advance	-1854	-1778
Caretaker/Booking Officer O/S	-367	-587
	<u>51067</u>	<u>41534</u>
	=====	=====

I have examined the financial records of the Hall as presented to me by the Treasurer and I am pleased to confirm that in my opinion the Income and Expenditure Account shown above is a correct statement of the financial activities of the Hall during the year ended 31st March 2024 and that the Balance Sheet shown above is a true statement of the Financial Position of the Hall at 31st March 2024

Roger Canwell Independent Examiner  
3rd May 2024

# BAWBURGH VILLAGE HALL

Charity No. 1049903

## Income and Expenditure Account

	2023	2024
Income	£	£
Bar Sales	6512	5976
Less Costs		
Purchases	-2267	-2112
Gas/Sundries	-113	-267
Wages	-1265	-1111
Bar Profit	2867	2486
Hire of Hall/50/50 Club	16843	18812
Coffee Mornings	1063	986
Village Fete	1623	1685
Bonfire Night	0	644
Harvest Supper	0	126
Interest /Commission	121	511
Other Receipts and Donations	0	914
Total	<u>22517</u>	<u>26164</u>
<b>Expenditure</b>		
Building Maintenance	822	4799
Grounds Maintenance	3246	3868
Electricity/Oil	3851	5880
Rates/Water	918	1079
Insurance	1485	1610
Caretaker	5346	4540
Cleaning	149	410
Fire Extinguishers	129	228
Kitchen Equipment	1520	824
Hall Equipment	587	1620
Alarm Service	1327	1414
Boiler Service and repair	0	709
Bonfire Night/Christmas Celebrations	664	1689
Fete Costs	797	1219
Professional Fees	500	1518
Office Costs	1513	1774
Booking Officer	1250	1000
Bank Charges/Card Machine	330	271
Paye/NIC	0	734
Proprietor Income Tax	0	214
Donations	40	0
Sundries	0	297
	<u>24474</u>	<u>35697</u>
Surplus/-Deficit	-1957	-9533

## Bawburgh Village Hall 2024

### Bar Purchases

Expenditure on supplies	1748	
Expenditure on consumables	19	
Plus Opening Stock	1509	
Less Closing Stock	-1164	
Per Accounts		2112

### Bar Wages

Staff	1111	
Per Accounts		1111

### Hire Hire/50/50 Club

Receipts	19944	
Bookings Received 2023 for 2024	1854	
Bookings received for 2025	-1778	
Bookings received for 2023 banked 2024	-1208	
Per Accounts		18812

### Debtors

Bridge Club 50/50 banked 2025	775	
		775

### Creditors

Caretaker/HMRC/Booking Officer	587	
		587

# BAWBURGH VILLAGE HALL

Charity No. 1049903

## Balance Sheet at 31st March

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<b>Accumulated Fund</b>		
Balance Brought Forward	53024	51067
Surplus/-Deficit	-1957	-9533
Balance Carried Forward	<u>51067</u>	<u>41534</u>

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	51067	41534
	=====	=====

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Roger Canwell Independent Examiner  
3rd May 2024

# BAWBURGH VILLAGE HALL

Charity No. 1049903

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Income	£	£
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Less Costs		
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Grounds Maintenance	3246	3868
Electricity/Oil	3851	5880
Rates/Water	918	1079
Insurance	1485	1610
Caretaker	5346	4540
Cleaning	149	410
Fire Extinguishers	129	228
Kitchen Equipment	1520	824
Hall Equipment	587	1620
Alarm Service	1327	1414
Boiler Service and repair	0	709
Bonfire Night/Christmas Celebrations	664	1689
Fete Costs	797	1219
Professional Fees	500	1518
Office Costs	1513	1774
Booking Officer	1250	1000
Bank Charges/Card Machine	330	271
Paye/NIC	0	734
Proprietor Income Tax	0	214
Donations	40	0
Sundries	0	297
	<u>24474</u>	<u>35697</u>
Surplus/-Deficit	-1957	-9533

## Bawburgh Village Hall 2024

### Bar Purchases

Expenditure on supplies	1748	
Expenditure on consumables	19	
Plus Opening Stock	1509	
Less Closing Stock	-1164	
Per Accounts		2112

### Bar Wages

Staff	1111	
Per Accounts		1111

### Hire Hire/50/50 Club

Receipts	19944	
Bookings Received 2023 for 2024	1854	
Bookings received for 2025	-1778	
Bookings received for 2023 banked 2024	-1208	
Per Accounts		18812

### Debtors

Bridge Club 50/50 banked 2025	775	
		775

### Creditors

Caretaker/HMRC/Booking Officer	587	
		587

**BAWBURGH VILLAGE HALL**

England & Wales - Charity number 1049903

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# Accounts

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Trustees' Annual Report for the period

From 1 April 2021

To 31 March 2022

Charity name: Bawburgh Village Hall

Charity registration number: 1039903

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	A village hall for the use of the inhabitants of the Parish of Bawburgh 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 inhabitants
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The hall is used by local groups including Bawburgh Bridge Club, Bawburgh Youth Club, Mother and Toddler Group. Events run for the benefit of residents include, Monthly coffee mornings, social evenings and whist drives, two quiz nights with donations made to nominated charities, firework and bonfire night, village Fete and duck race. Venue for weddings, birthday, and anniversary celebrations
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm the trustees have had regard to the Charity Commission's guidance on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>The national lockdowns resulted in a suspension of all activities.  With the easing of restrictions, we were able once again to offer the community a place to gather and socialise at the coffee mornings and social evenings.  Bonfire night 2021 proved extremely popular and the committee were forced to turn people away from the door. The large numbers were not expected, but due to social media vast numbers from outside the locale arrived. As it was an un-ticketed event some villagers were unable to enter the hall. The committee have noted this and subsequent events may be ticketed to prevent a similar occurrence.  2022 will see the return of the fete and duck race in July following a 2-year absence.  Further plans include several craft fairs, in aid of local charities and Fiends of Bawburgh Church.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	
<p>Other</p>		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We made a surplus this year of £. This was mainly due to the very decreased expenditure together with the grants received during periods of lockdown as very few events were held.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity retains reserves to meet expected major expenses in the upkeep of the village hall.
Amount of reserves held	Para 1.22	£
Reasons for holding zero reserves	Para 1.22	-
Details of fund materially in deficit	Para 1.24	-
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	-

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		Trust
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Village Hall Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Members are appointed by community groups and remaining vacancies elected by local community at annual general meeting

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Bawburgh Village Hall
Other name the charity uses	-
Registered charity number	1049903
Charity's principal address	Stocks Hill Bawburgh Norwich NR9 3LL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr Stephen Brolly	Chair		
2	Mrs Susan Williams	Treasurer		
3	Mrs Averyl Richards	Secretary		Bawburgh News
4	Mr David Goodman	Assistant Treasurer		Bawburgh Parish Council
5	Mrs Kathy Watchorn	Bookings Secretary		
6	Mrs Helen Liddle			Parochial Church Council
7	Mrs Rachel Scott			
8	Mrs Kate Smallwood			
9	Mr Colin Clark			Youth Club
10	Ms Jo Carlick			Baby and Toddler Group
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Bawburgh Parish Council		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	-
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	-

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Steve Brody	Averyl Catherine Richards
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Position (eg Secretary, Chair, etc)

Chair	Secretary
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Date

26 January 2023	26 January 2023
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## BAWBURGH VILLAGE HALL

Charity No. 1049903

### Income and Expenditure Account

	2021	2022
Income	£	£
Bar Sales	154	6126
Less Costs		
Purchases	-76	-2643
Gas/Sundries	-432	178
Wages	-707	-1212
Bar Profit	-1061	2449
Hire of Hall incl 50/50 Club	1794	10313
Coffee Mornings	167	1113
Whist Drives	0	78
Bonfire Night	0	1582
Quiz Nights	0	2
Interest /Commission	29	27
Covid Grants	19907	8179
Furlough Payments	4814	1927
Other Receipts and Donations	0	511
Total	<b>25650</b>	<b>26181</b>
<b>Expenditure</b>		
Building Maintenance	1821	1964
Grounds Maintenance	2501	2206
Electricity/Oil	1900	2122
Rates/Water	789	144
Insurance	1757	1808
Caretaker	5441	5231
Cleaning	263	81
Fire Extinguishers	391	72
Kitchen Equipment	701	735
Hall Equipment	9	3287
Alarm Service	701	1140
Christmas/Easter Celebration Costs	32	247
Licences, Affiliations etc	913	227
First Aid Kit	0	44
Professional Fees	165	1122
Administration	1346	2001
Booking Officer	750	1000
Bank Charges/Card Machine	0	289
Donations	58	1065
	<b>19538</b>	<b>24785</b>
Surplus/-Deficit	<b>6112</b>	<b>1396</b>


## BAWBURGH VILLAGE HALL

Charity No. 1049903

### Balance Sheet at 31st March

	2021	2022
<b>Accumulated Fund</b>		
Balance Brought Forward	45516	51628
Surplus/-Deficit	6112	1396
Balance Carried Forward	<b>51628</b>	<b>53024</b>
<b>Represented By:-</b>		
Debtors Electricity/Water	0	345
Stock Bar	1060	839
Oil	405	405
Bar Float	0	200
Bank Current Account	8788	8596
Bank Deposit Account	41375	44189
	51628	54574
Less Creditors		
Hire Charges Received in Advance	0	-1550
Creditors Bills Outstanding	0	0
	<b>51628</b>	<b>53024</b>
	=====	=====

I have examined the financial records of the Hall as presented to me by the Treasurer and I am pleased to confirm that in my opinion the Income and Expenditure Account shown above is a correct statement of the financial activities of the Hall during the year ended 31st March 2022 and that the Balance Sheet shown above is a true statement of the financial position of the Hall at 31st March 2022.

  
Roger Canwell Independent Examiner  
6th May 2022

**BAWBURGH VILLAGE HALL**

England & Wales - Charity number 1049903

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# Accounts

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Trustees' Annual Report for the period

From 1 April 2020

To 31 March 2021

Charity name: Bawburgh Village Hall

Charity registration number: 1039903

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	A village hall for the use of the inhabitants of the Parish of Bawburgh 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 inhabitants
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The hall is used by local groups including Bawburgh Bridge Club, Bawburgh Youth Club, Mother and Toddler Group. Events run for the benefit of residents include, Monthly coffee mornings, social evenings and whist drives, two quiz nights with donations made to nominated charities, firework and bonfire night, village Fete and duck race. Venue for weddings, birthday, and anniversary celebrations
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm the trustees have had regard to the Charity Commission's guidance on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>The monthly coffee mornings, social evenings and whist drives, the Harvest Supper Christmas meal, Christmas social evening and a meal at the Easter coffee morning have all enabled residents to keep in contact with each other, particularly, the older residents.</p> <p>The quiz nights enabled the charity to donate to two charities which were chosen by residents of Bawburgh.</p> <p>The annual Village Fete and Duck Race was not held due to lockdown restrictions but the bonfire night event was very well attended and enabled the Committee to donate funds to the charities chosen by Bawburgh residents.</p> <p>We hosted a Harvest Supper again this year with proceeds donated to the Friends of Bawburgh Church.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	
<p>Other</p>		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We made a surplus this year of £25,650. This was mainly due to the very decreased expenditure together with the grants received during periods of lockdown as very few events were held.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity retains reserves to meet expected major expenses in the upkeep of the village hall.
Amount of reserves held	Para 1.22	£51,628
Reasons for holding zero reserves	Para 1.22	-
Details of fund materially in deficit	Para 1.24	-
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	-

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		Trust
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Village Hall Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Members are appointed by community groups and remaining vacancies elected by local community at annual general meeting

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Bawburgh Village Hall
Other name the charity uses	-
Registered charity number	1049903
Charity's principal address	Stocks Hill Bawburgh Norwich NR9 3LL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs June Tucker			Open Gardens Scheme
2	Mr Stephen Brolly	Chair		
3	Mrs Susan Williams	Treasurer		
4	Mrs Averyl Richards	Secretary		Bawburgh News
5	Mr David Goodman	Assistant Treasurer		Bawburgh Parish Council
6	Mrs Kathy Watchorn	Bookings Secretary		
7	Mrs Helen Liddle			Parochial Church Council
8	Mrs Rachel Scott			
9	Mrs Kate Smallwood			
10	Mrs Marie Firrell			
11	Mr Colin Clark			Youth Club
12	Mrs Kelly Trivedi			Baby and Toddler Group
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Bawburgh Parish Council		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	-
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	-

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

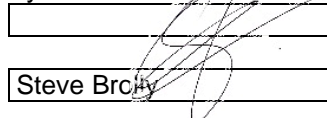
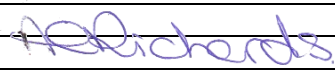
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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Steve Brody	Averyl Catherine Richards
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Position (eg Secretary, Chair, etc)

Chair	Secretary
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Date

23 January 2022	23 January 2022
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## BAWBURGH VILLAGE HALL

Charity No. 1049903

### Balance Sheet at 31st March

	2020	2021
<b>Accumulated Fund</b>		
Balance Brought Forward	46639	45516
Surplus/-Deficit	-1123	6112
Balance Carried Forward	<u>45516</u>	<u>51628</u>

### Represented By:-

Debtors Hire Charges	1713	0
Stock Bar	1242	1060
Oil	405	405
Bank Current Account	7081	8788
Bank Deposit Account	37678	41375
	48119	51628
Less Creditors		
Hire Charges Received in Advance	-1565	0
Creditors Bills Outstanding	-1038	0
	<u>45516</u>	<u>51628</u>
	=====	=====

I have examined the financial records of the Hall as presented to me by the Treasurer and I am pleased to confirm that in my opinion the Income and Expenditure Account shown above is a correct statement of the financial activities of the Hall during the year ended 31st March 2021 and that the Balance Sheet shown above is a true statement of the financial position of the Hall at 31st March 2021.



Roger Canwell Independent Examiner  
28th April 2021

## BAWBURGH VILLAGE HALL

Charity No. 1049903

### Income and Expenditure Account

	2020	2021
Income	£	
Bar Sales	8976	154
Less Costs		
Purchases	-4079	-76
Gas/Sundries	-916	-432
Wages	-6571	-707
Bar Profit	-2590	-1061
Hire of Hall incl 50/50 Club	20469	1794
Coffee Mornings	1593	167
Whist Drives	316	0
Village Fete	1377	0
Bonfire Night	385	0
Quiz Nights	489	0
Open Gardens	1759	0
Harvest Supper	86	0
Playground Fund	0	0
Interest /Commission	130	29
Other Receipts and Donations	792	0
Covid Grants	0	19907
Furlough Payments	0	4814
Total	<u>24806</u>	<u>25650</u>
<b>Expenditure</b>		
Building Maintenance	408	1821
Grounds Maintenance	2296	2501
Electricity/Oil	2984	1900
Rates/Water	1514	789
Insurance	1641	1757
Caretaker	4503	5441
Cleaning	294	263
Fire Extinguishers	566	391
Kitchen Equipment	839	701
Hall Equipment	3340	9
Alarm Service	670	701
Christmas/Easter Celebration Costs	287	32
Family Day Costs	95	0
Licences, Affiliations etc	897	913
Professional Fees	500	165
Administration	1994	1346
Booking Officer	1250	750
Donations/Misc	1851	58
	<u>25929</u>	<u>19538</u>
Surplus/-Deficit	-1123	6112

## Bawburgh Village Hall 2021

### Bar Purchases

Expenditure on supplies	76	
Expenditure on consumables	72	
Accrued Purchases	0	
Plus Opening Stock	1242	
Less Closing Stock	1060	
Per Accounts		2450

### Bar Wages

Staff	30	
Manager	648	
Paye	0	
Accrued Wages 2020	-577	
Accrued Wages 2021	606	
Per Accounts		707

### Hall Hire

Receipts	3117	
Less Bridge Club/50/50 accrued 2020	-1714	
Plus Bookings paid in adv 2020	1565	
Less rec'd in adv for 2021/22	0	
Less Returned Cheques	0	
Less Returned Deposits	-1174	
Per Accounts		1794

### Debtors

Bridge Club	0	
50/50	0	
Bar	0	0

### Creditors

Caretaker/Bar Manager	606	
Bookings Officer	250	
Mobile/Website	118	
Stocktaker	85	
Bank Charges	0	1059

Bank Reconciliation 31/03/2021

Balance per Current A/c Statement	9615.03	
Less Unpresented Cheques	<u>-827.00</u>	
	8788.03	
Business Savings A/c	41375.43	
Balance per Accounts		50163.46