

Westerham Hall Management Committee (1996)

Registered Charity No: 1070491

Annual Report & Accounts

For the period ending 30th September 2025

The Committee (WHMC1996) elected at the Annual General Meeting held on Wednesday, 18th January 2025 comprised the following members.

Elected Members:

Mr. Mark Mountjoy	<i>Chairman</i>
Mrs. Cecily Stiles	<i>Hon. Secretary</i>
Mr. Malcolm Basing	<i>Hon. Treasurer</i>
Mrs. Susan Speirs	
Mr. Bob Holt	

Appointees:

	St. Mary's Church
	Inner Wheel
Mr. Tony Lincoln	Westerham Society
	Tuesday Club
	Stragglers
	Westerham WI
Mrs. Linda Rodgers	Westerham Town Council
Mr. Jeff Adams	WADS
	Catholic Church
	Westerham Conservatives
Mr. Stuart Barns	U3A

2024/25 saw bookings continue to grow as well as welcoming a couple of new regular weekly classes. It was particularly pleasing to see a continued increase in weekend private bookings for children's parties and birthday parties and other family celebrations from the community and beyond.

Tots Teachers pre-school continues to occupy the rear room and rear lobby area and is going from strength to strength, which gives the Trust much needed regular income.

Leyla Sakar continues to provide an excellent service as the Hall Manager and has all the various elements well under control. This covers the day-to-day management of the Hall, the operating of the online diary as well as undertaking all the day-to-day cleaning. She also manages the necessary repairs, liaising with contractors for access and reporting on completion of works.

We continue to keep prices under review on an annual basis and will need to introduce further increases in 2026 due to the ever increasing cost of energy and other key expenses. It is becoming apparent more regular increases will be needed to ensure the trust does not lose value in real terms.

Mr. Jeff Adams has made good headway exploring grant funding for green energy improvements to the Hall as well as the refurbishment of the kitchen. We are pleased to

report that, after taking the decision to partner with a company who specializes in writing funding applications for local community organizations, TJB Community, we have placed a successful bid to The National Lottery for part of the funding required for the kitchen and have a bid due to be decided in June 2026 for the major balance of funds required for the project. If these are successful, we will proceed to look at funding for the green energy project, the costs of which have come down in the last year.

Our thanks go to Mr. Malcolm Basing, our Hon. Treasurer, for the mammoth task of running the bookkeeping and accounting for the Hall. Especially renegotiating our energy costs when the previous favourable five year contracts came to an end. While our pices have increased we have locked them back in at a favourable rate .

The Big Quiz was held again on the last Friday of February and was a great success. We used an online ticketing system to sell tables and allow people to pay online which worked very well. Tables filled the main hall and everyone enjoyed a great evening of questions by Amanda Jones and Nick Randall and a hot supper prepared and served by Ashton Taylor Smith and a team of helpers. It raised a record total of £3,750.

In March we held the first fundraising concert by the London Welsh Rugby Club Male Voice Choir. It was well attended and greatly enjoyed by over 160 people, raising over £3,250. The full choir has agreed to do a fundraising event for the Hall again on 12th September 2026.

We had two major costs during the year. The Main Hall Floor was sanded and resurfaced with a tough ceramic lacquer as the previous non-ceramic treatment had begun to ware through, at a cost of £3,200. We also installed integrated room thermostats from Inspire Heating Automation at a cost of £750. Now the thermostats in each of our three rooms control the heat in line with our Hall Master diary bookings, bringing the rooms up to temperature when hirers are due in and setting it back to low temperatures when they are not. These have worked very well and have the benefit of being tamper proof.

It only remains for me to express my sincere thanks to all the Trustees for their work and dedication during the year, both appointees from the users of the Hall and those elected at the AGM.

Mark Mountjoy

Chairman

Statement of Activity
Westerham Hall Management Committee
1 October, 2024-30 September, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
4100 Income	
4101 Hire Fees	53,580.75
4102 Fundraising	£9,568.55
4103 Donations	360.05
4104 Interest	1,862.58
4106 Sundry	25.00
Total for 4100 Income	£65,396.93
Total for Income	£65,396.93
Gross Profit	£65,396.93
Expenses	
6001 Management Fees	7,520.00
6003 Telephone & Broadband Hire	627.80
6004 Alarm	1,207.46
6006 Sundry Kitchen & Bathroom	897.32
6007 Maintenance	£20,972.88
6008 Insurance	3,302.02
6009 Heat & Light	7,895.69
6010 Rates	896.32
6011 Water	1,749.13
6012 Stationery & Sundries	9.00
6013 License & Subscription Fees	1,389.46
6016 Book-keeping	400.00
6017 Fund Raising Expenses	£2,498.90
6020 Web Site	0.00
6800 Bad debts	185.00
Total for Expenses	£49,550.98
Net Operating Income	£15,845.95
Net Other Income	
Net Income	£15,845.95

Statement of Financial Position
Westerham Hall Management Committee
As of 30 September, 2025

DISTRIBUTION ACCOUNT	TOTAL
Fixed Asset	£91,077.92
Cash at bank and in hand	£71,285.15
Debtors	£4,101.25
Current Assets	£8,000.00
NET CURRENT ASSETS	£83,386.40
Creditors: amounts falling due within one year	£19,797.64
NET CURRENT ASSETS (LIABILITIES)	£63,588.76
TOTAL ASSETS LESS CURRENT LIABILITIES	£154,666.68
TOTAL NET ASSETS (LIABILITIES)	£154,666.68
Capital and Reserves	£154,666.68

Northleigh
Trotts Lane
Westerham
Kent TN16 1SD
7th November 2025

The Trustees
Westerham Hall Management Committee
Quebec Avenue
Westerham, Kent TN16 1BG

Dear Sirs,

I have undertaken an examination of the accounts for the year ending 30th September 2025. This was carried out in accordance with the "Recommended Checklist for Examiners" issued by the Charity Commission for England and Wales.

I found the presentation to be in good order and was able to follow audit trails easily. Costs of purchases of large or unusual items were checked in full and a random selection of payments were checked. With the exception of small cash payments, all payments were made by direct debit, cheque or bank transfer.

In my opinion, these accounts show a true and fair financial statement.

Reserves should be kept substantial enough to meet future maintenance requirements, such as re-upholstering or replacement of the stacking chairs.

Yours sincerely,



Pamela Tabor