



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1 <sup>ST</sup>	APRIL	2023		31 <sup>ST</sup>	MARCH	2024

### Section A Reference and administration details

Charity name	GRAVENEY & GOODNESTONE VILLAGE HALL
Other names charity is known by	NONE
Registered charity number (if any)	1073958
Charity's principal address	C/O 23 MURTON PLACE GRAVENEY KENT Postcode ME13 9DX

#### 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	E.COOPER	CHAIR		
2	C.RELF	TREASURER		
3	J.HOWARD	TRUSTEE		
4	J.SMITH	TRUSTEE		
5				
6				
7				
8				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Financial planning. Planning improvements. Planning and obtaining grant funding.	C.RELF	23 Murton Place Graveney Kent ME13 9DX

#### Name of chief executive or names of senior staff members (Optional information)

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### Section B Structure, governance and management

## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONVEYANCE DATED 16TH SEPTEMBER 1947
How the charity is constituted (eg. trust, association, company)	OTHER
Trustee selection methods (eg. appointed by, elected by)	Community members that show an interest in the charity either ask or are encouraged to apply.

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Policies and documentation from the charity commission are provided along with an explanation of what the charities objectives are and what is involved to any potential trustee.

Contact with other local Village Hall Charities is made from time to time to enquire about best practices from those with more experience.

Due to the nature of inviting people into the venue and grounds regular safety inspections are carried out and recorded as necessary. These include mandatory testing of services provided with in the hall and an annual safety test of play equipment to the latest standards carried out by a ROSPA approved inspector along with an IEE five yearly test & inspection of all electrical circuits.

These are then provided to the Charities insurers where upon an annual safety certificate is provided and displayed with-in the building.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

FOR THE PURPOSES OF PHYSICAL AND MENTAL TRAINING AND RECREATION AND SOCIAL MORAL AND INTELLECTUAL DEVELOPMENT THROUGH THE MEDIUM OF READING AND RECREATION ROOMS LIBRARY LECTURES CLASSES RECREATIONS AND ENTERTAINMENTS OR OTHERWISE AS MAY BE FOUND EXPEDIENT FOR THE BENEFIT OF THE INHABITANTS OF THE PARISHES OF GOODNESTONE AND GRAVENEY IN THE COUNTY OF KENT AND ITS IMMEDIATE VICINITY WITHOUT DISTINCTION OF SEX OR OF POLITICAL RELIGIOUS OR OTHER OPINIONS.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have**

The Charity provides a safe, clean, and inviting premises for clubs and social events to be held for the benefit of all those attending.

Further improvements to the facilities have been carried out with the installation of an inductive hearing loop, small outdoor exercise area along

had regard to the guidance issued by the Charity Commission on public benefit)

with two traditional park benches and much new fencing.

These improvements continue to maintain the village hall and playing field in good condition and a welcoming venue for all. In doing so the Village Hall and playing field continue to be an asset to both the communities of Goodnestone and Graveney and the local areas as laid down in the Charities Governing document.

Though many decades have past since the original idea for a village hall was conceived the principles of the Governing document are as current today as they were then.

#### Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The charity does not make any grants to individuals or other organisations.

The charity has no arrangements in place to make any financial investments.

The charity has one volunteer whom regularly contributes over 20 hours of their time each week. This work is both hands on and IT/Office based in researching/applying for grants for the benefit of the charity and ultimately everyone that uses the venue.

## Section D

## Achievements and performance.

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### Summary of the main achievements of the charity during the year

The charity planned several improvements for the 2023/24 financial year.

These were:

- Installation of three-piece adult outdoor gym.
- New hedging.
- New fencing
- On-going building fabric repairs.
- Solar energy project

All apart from the solar project have been carried out. The solar project is planned for the 2024/25 financial year but subject to funding.

These improvements have been achieved through sponsorship from KCC, Swale Borough Council, and a number of local trusts.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Trustees continue to financially plan ahead and to hold funds to cover the costs of two years utility bills and insurances to the value of approximately £7.5K.

### Details of any funds materially in deficit

NONE

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;

#### Income source:

The principal income for the 2023/24 financial year was from Grants.

It is only through these grants that the Graveney & Goodnestone Charity has been able to invest in such expensive improvements for the benefit of the local communities.

#### Financial Commitments:

- investment policy and objectives including any ethical investment policy adopted.

The Charity is very aware that funds are limited, and their first objective and responsibility is to comply with their financial commitments.

These are the annual insurance and energy charges. Hall income is primarily identified with these financial commitments before being used for any other purpose.

Investment's:

The Charity does not make any financial investments.

## Section F Other optional information

The increase in energy cost is the main concern for the charity. These costs cannot be passed onto current or new hirers who have the same financial commitments themselves. Therefore, for the hall to be a viable asset for the community then financial assistance from the local council is required.

The charity is currently exploring ways to lower the energy costs and plan to install a solar energy system but subject to sponsorship.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	ER Cooper	ER Cooper
Full name(s)	Elaine Rose Cooper	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	5 <sup>th</sup> June 2024	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

GRAVENEY AND GOODNESTONE VILLAGE HALL

On accounts for the year  
ended

31<sup>st</sup> MARCH 2024

Charity no  
(if any)

1073958

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2024**

Responsibilities and  
basis of report

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 2011 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 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.

Signed:

Date:

04/06/2024

Name:

MELANIE REGAN-BROWN

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

MICB PM.dip ICB 22401

Address:

8 BROOMFIELD RD, FAVERSHAM, KENT, ME13 7HD

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**





## Receipts and payments accounts

CC16a

For the period  
from

01/04/2023

To

31/03/2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
HALL HIRE	6,284	-	-	6,284	6,078
PRIVATE DONATIONS	90	-	-	90	1,800
NATIONAL LOTTERY	-	3,379	-	3,379	10,000
CG TRUST	11,852	16,000	-	27,852	
SBC	-	500	-	500	833
OTHER GRANTS	-	5,700	-	5,700	8,000
OTHER CLAIMS	-	-	-	-	781
KCC	-	1,000	-	1,000	6,750
<b>Sub total (Gross income for AR)</b>	<b>18,226</b>	<b>26,579</b>	<b>-</b>	<b>44,805</b>	<b>34,242</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>18,226</b>	<b>26,579</b>	<b>-</b>	<b>44,805</b>	<b>34,242</b>
<b>A3 Payments</b>					
HEATING & LIGHT	1,571	-	-	1,571	1,635
GROUNDWORKS, MAINTENANCE & BUILDING MAINTENANCE	1,107	-	-	1,107	27,230
CLEANING	1,349	-	-	1,349	1,070
INSURANCE	1,105	-	-	1,105	1,014
LEGAL & PROFESSIONAL	525	-	-	525	100
DEPOSIT REFUND	607	-	-	607	455
WATER RATES	356	-	-	356	128
SCS WASTE WATER RATES	-	-	-	-	-
EXERCISE EQUIPMENT	-	1,674	-	1,674	2,511
FENCE	-	1,566	-	1,566	5,524
DEFIBRILLATOR	750	-	-	750	
CAR PARK, MATERIALS & GATE	-	18,467	-	18,467	
HEARING LOOP	-	2,597	-	2,597	
MISC	155	-	-	155	157
STORAGE	-	-	-	-	408
BENCH	-	937	-	937	1,790
WC PROJEST	-	-	-	-	5,624
ELECTRICAL FITTINGS	-	-	-	-	660
OTHER EQUIPMENT	-	-	-	-	1,250
SAFETY	134	-	-	134	185
<b>Sub total</b>	<b>7,525</b>	<b>25,241</b>	<b>-</b>	<b>32,900</b>	<b>49,741</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>7,525</b>	<b>25,241</b>	<b>-</b>	<b>32,900</b>	<b>49,741</b>
<b>Net of receipts/(payments)</b>	<b>10,702</b>	<b>1,338</b>	<b>-</b>	<b>11,905</b>	<b>- 15,499</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>8,771</b>	<b>9,127</b>	<b>-</b>	<b>18,242</b>	<b>33,741</b>
<b>Cash funds this year end</b>	<b>19,473</b>	<b>10,465</b>	<b>-</b>	<b>30,147</b>	<b>18,242</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>19,473</b>	<b>10,465</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees

GRAVENEY AND GOODNESTONE VILLAGE HALL

On accounts for the year  
ended

31<sup>st</sup> MARCH 2024

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(if any)

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Signed:

Date:

04/06/2024

Name:

MELANIE REGAN-BROWN

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

MICB PM.dip ICB 22401

Address:

8 BROOMFIELD RD, FAVERSHAM, KENT, ME13 7HD

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