

Registered Charity Number 1077992



**East Dean and Friston Village Hall Trust**

**Trustees' Annual Report and Accounts**

**For the year ended 31 March 2024**

**East Dean and Friston Village Hall Trust**  
**Annual Report and Accounts for the year ended 31 March 2024**

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## East Dean and Friston Village Hall Trust

### Annual Report for the year ended 31 March 2024

#### Legal and administrative information

##### Legal Status

The Trust is a Registered Charity – number 1077992, established by a charitable trust deed on 1 July 1999.

##### Objects

The provision of a village hall for the use of the inhabitants of the Parish of East Dean and Friston.

##### Additional information

The Hall was built and equipped using funds provided by East Dean and Friston Parish Council, the East Dean and Friston Fundraising Trust and with National Lottery and other grants.

The Trust meets the cost of insuring the Hall and its contents and of providing Trustee Indemnity cover.

##### Management Committee and Trustees

The following Trustees held office during the year ended 31 March 2024:

William Hallett - *Chairman*

Vivienne Lester - *Honorary Secretary - Resigned 26 March 2024*

Martyn Fletcher \* - *Honorary Treasurer*

Stephanie Jane Carter

Paul Seeley

Tony Deadman

Jo Taylor

Lesley D'Urso

Michael Delaney - *Resigned 28 June 2023*

The members of the management committee are either appointed by the organisation nominating them or elected annually by the community. Elected members are indicated by an asterisk (\*).

##### Trustee for the Charity

Under the Trust Deed, the East Dean and Friston Parish Council holds the legal, leasehold title to the Hall as Custodian Trustee on behalf of the Charity.

##### Principal Address

Village Hall  
Village Green Lane  
East Dean  
Eastbourne, BN20 0DR

##### Independent Examiner

J R Caladine FCCA CTA FCIE  
Caladine Limited  
Chantry House,  
22 Upperton Road,  
Eastbourne, BN21 1BF

##### Registered charity number

1077992

##### Bankers

Barclays Bank plc  
Market Street,  
Hailsham, BN27 2AB

##### Fund managers

CCLA Investment Management Limited  
One Angel Lane,  
London, EC4R 3AB

## **East Dean and Friston Village Hall Trust**

### **Annual Review for the year ended 31 March 2024**

The Trustees present their Annual Report and Accounts for the year ended 31 March 2024.

#### **Chairman's Report**

The Village Hall continues to operate efficiently and to a high standard under the control of the Committee of Trustees, the Hall Manager and the Team Assistant. The Trustees met formally on four occasions during the year to direct the operation of the Hall, review the financial position and consider future plans.

Our Village Hall provides a wonderful space for whatever event you are planning. With two Halls of very different sizes, a modern kitchen and excellent parking facilities, we can accommodate most types of event.

We are especially proud of our Community Events. We have a small events team, headed up by two of our Trustees and supported by a large team of enthusiastic volunteers from the village.

Thanks to them, monthly coffee mornings, afternoon teas and village lunches are organised offering home-made treats, warmth and company, and all are amazing value for money!

The events team and volunteers also organise regular Film events, Quizzes and Bingo evenings in addition to special events. Most include meals and are often completely sold out, a testimony to their popularity!

Details of events are always available on our website or on the Village Website in addition to fliers on the village notice boards.

Additional volunteers are always appreciated and if you are interested in getting involved either regularly or occasionally, please contact one of the Trustees.

Local clubs and societies meet regularly in the Hall and, in addition, our Hall Manager, Tina, and her assistant John, are happy to discuss private events such as weddings, birthday celebrations and wakes to ensure that your special day is a great success. For further details, please contact Tina at her email address, [tina@edfvillagehall.org](mailto:tina@edfvillagehall.org).

As a registered charity, the Village Hall Trust has an obligation to the local community to make a positive contribution to the public good. The objective of the Village Hall Trust as written into its constitution, can be paraphrased as:

" .....to provide a Village Hall for the use of the inhabitants of the Parish of East Dean and Friston.....without distinction of political, religious or other opinions.....for forms of recreation and leisure time occupation, with the objective of improving the conditions of life for those inhabitants....."

Through the many Clubs and Societies who use and support the Hall regularly together with activities organised by our Community Events team the Trustees believe we achieve the Hall's objective and satisfy our obligations as a charity. In addition to its role as a community asset for marking landmark events, the Hall is also available for hire to host private parties and wedding receptions, with full information on our website at <http://www.edfvillagehall.org.uk>.

The Hall was opened around 25 years ago - an ageing facility that will require more and more significant maintenance as time goes by. The Trustees are conscious of their duty to maintain and develop the Hall to the high standard the community deserves and this requires prudent financial stewardship to sustain the Hall for the long term. The challenge continues. Thank you for your ongoing support in meeting that challenge.

# **East Dean and Friston Village Hall Trust**

## **Annual Review for the year ended 31 March 2024**

### **Financial Performance**

The Financial statements are included at pages 7 to 9.

Whilst income from hall hire was slightly lower at £49,474 compared to £54,280 the previous year, total gross cash receipts, including community fundraising events and interest remained stable at £65,765 (2023: £65,996). A number of projects to maintain the fabric of the hall and upgrade fixtures were completed in the year, which together with inflationary pressures on the cost of services and energy, increased overall expenditure to £67,426 from £55,553 in the previous year. Despite these increased cost pressures, the Trustees restricted hire charge increases to well below inflation. As a result, the Trust generated a small deficit for the year of £1,661 (2023: surplus of £10,443). The Community Events team are to be congratulated for staging a range of activities including bingo, quizzes and films that were well received and enthusiastically supported, which together with regular tea and coffee mornings made an excellent contribution of over £9,600 to the Trust's reserves.

Cash balances at the year-end amounted to £102,296 (2023: £103,957). It is the Trust's policy to hold funds not immediately required, in an interest bearing deposit fund.

The Trust operates a policy of holding cash reserves generally no greater than annual gross expenditure, and whilst the Trust currently operates with cash reserves comfortably above this level, current high levels of inflation generate cost pressures for the future that requires a prudent approach to reserve management. The Trust is well positioned to sustain its objectives over the long term. There is, however an increased likelihood of cash deficits over the coming years as the costs of maintaining and investing in the fabric of the Hall increase. A review is undertaken annually taking account of the need to maintain the Hall to a high standard. The repair and operation of the Hall is under constant review.

The need to sustain the fabric of the building will inevitably require regular, incremental increases in hire fees. Hire rates were frozen for the 2022/23 year, despite inflationary pressure on energy and overhead costs. Whilst a modest annual increase was required in 2023/24 the pricing structure continues to subsidise local organisations at below cost rates.

The Trustees have not identified any uninsured major risks to which the Charity is exposed.

### **Public Benefit**

As a Charitable Trust, the Trustees have an obligation to the local community to provide a public benefit, the sustainable delivery of which forms a key objective in their stewardship and management of the Hall. The Trustees maintain the Hall to an excellent standard, and aim to provide affordable hire rates to users of the Hall, whilst carefully monitoring and controlling operating and maintenance costs to ensure cash reserves remain adequate. The Trustees remain confident that they are compliant with their duty to provide public benefit in accordance with the guidance given by the Charity Commission. They continue to explore innovative ways of providing the required benefits.

### **Acknowledgements**

My thanks to Tina and John for the efficient operation of the Hall throughout the year.

Thank you to all the Trustees who served during the year for their energetic support and unstinting contribution to the delivery of another successful year. And finally, my thanks to Vivienne Lester, who stood down in March after 9 years and whose wise counsel will be sorely missed.

William Hallett



Chairman

Dated: 25 June 2024

**East Dean and Friston Village Hall Trust**  
**Independent Examiner's Report**  
**to the Trustees of East Dean and Friston Village Hall Trust**

I report to the Members of the Management Committee on my examination of the accounts of East Dean and Friston Village Hall Trust for the year ended 31 March 2024.

**Responsibilities and basis of report**

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act. In carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act.

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

**Independent examiner's statement**

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

- 1) accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2) the accounts do not accord with those records.

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.



**J R Caladine FCCA CTA FCIE**  
**Caladine Limited**  
Chantry House,  
22 Upperton Road,  
Eastbourne, BN21 1BF

Dated: 27/06/2024

## East Dean and Friston Village Hall Trust

### Receipts and Payments Account for the year ended 31 March 2024

	Notes	2024 £	2023 £
<b>Income</b>			
Hall hire	1	49,474	54,280
Donations received, including gift aid		663	775
Interest from funds on deposit		4,063	1,377
		<u>54,200</u>	<u>56,432</u>
Community fundraising events income		11,565	9,564
Government Grants - Covid Job Retention Scheme		-	-
Government Grants - Covid Support		-	-
<b>Total income</b>		<u><b>65,765</b></u>	<u><b>65,996</b></u>
<b>Expenditure</b>			
Staff costs		17,672	16,746
Pension contributions		432	394
		<u><b>18,104</b></u>	<u><b>17,140</b></u>
<b>Premises and facilities</b>			
Rent		-	375
Rates		758	717
Utilities		12,495	10,518
Cleaning		5,932	5,427
Garden and landscaping		731	848
Equipment Expensed		1,121	446
Repairs and maintenance		19,857	11,702
		<u><b>40,894</b></u>	<u><b>30,033</b></u>
<b>Administration</b>			
Printing, postage and stationery		525	97
Licences and subscriptions		1,438	478
Insurance		1,601	1,505
Independent examination & other professional fees		1,602	1,200
Website		908	926
Charitable donations made		-	-
Sundry		410	322
		<u><b>6,484</b></u>	<u><b>4,528</b></u>
<b>Total expenditure, excluding fundraising</b>		65,482	51,701
Community fundraising events expenditure		1,944	3,852
<b>Total expenditure</b>		<u><b>67,426</b></u>	<u><b>55,553</b></u>
<b>Cash (deficit)/surplus for the year</b>		<u><b>(1,661)</b></u>	<u><b>10,443</b></u>
<b>Opening Cash Balances 1 April</b>		<u><b>103,957</b></u>	<u><b>93,514</b></u>
<b>Closing Cash Balances 31 March</b>		<u><u><b>102,296</b></u></u>	<u><u><b>103,957</b></u></u>

# East Dean and Friston Village Hall Trust

## Statement of Assets and Liabilities at 31 March 2024

	Notes	2024 £	2023 £
<b>Cash Funds</b>			
CCLA interest bearing Money Market fund		87,197	83,154
Barclays		15,099	20,803
Cash in hand		-	-
<b>As per Receipts and Payments Account</b>		<b>102,296</b>	<b>103,957</b>
		<b>2024 £</b>	<b>2023 £</b>
<b>Other Current Assets and Liabilities</b>			
Debtors and prepayments		3,902	2,042
Stock		70	-
Creditors and accruals	3	(10,540)	(12,004)
Donation in 2015 held for future maintenance	4	(5,434)	(5,434)
<b>Net Current Liabilities</b>		<b>(12,002)</b>	<b>(15,396)</b>

The decrease in net current liabilities shown above of £3,394 (2023: increase of £3,330) is shown for information only and is not included in the receipts and payments account.

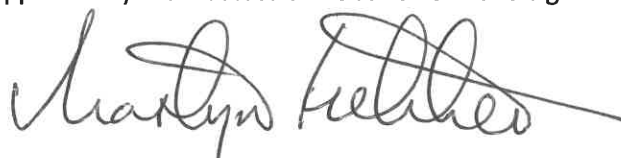
	2024 £	2023 £
<b>Assets retained for the Charity's own use</b>		
Leasehold land and buildings at cost	458,445	458,445
Net book value on depreciated cost basis	366,892	370,560
 Furniture, fixtures and fittings at cost	 63,138	 63,138
Net book value on depreciated cost basis	2,148	2,528

The net book values above are stated on the basis that the village hall and the land on which it stands are written off on a straight line basis over 125 years, being the period of the leasehold interest and that furniture, fixtures and fittings are written off over their anticipated useful life on the reducing balance basis, unless such assets have previously been expensed.

The financial statements on pages 7 - 9 were approved by the Trustees on 25 June 2024 and signed on their behalf by:



William Hallett - Trustee



Martyn Fletcher - Hon Treasurer



## East Dean and Friston Village Hall Trust

### Notes to the Accounts for the year ended 31 March 2024

#### 1. Basis of Accounting

a) In accordance with Charity Commission Regulations, the Trust is not required to prepare accounts on the Accruals Accounting basis as the Trust's gross income falls below the minimum level required. These accounts have therefore been prepared on the Receipts and Payments basis. This method of reporting takes account of the movement in cash balances only and does not include changes to other net current assets and liabilities which would otherwise have a material impact on the financial results. In viewing the accounts due attention should therefore be given to the working capital analysis shown on page 8.

b) Cash received in respect of hall hires, including advances and refundable deposits, is recognised as Hall Hire Receipts when the cash is received.

c) Receipts and payments in respect of community events are recognised in the accounts when the cash is received or paid.

d) Other payments are recognised in the accounts when payment is made.

e) Grants applied for, donations and legacies, and any Income Tax refunds on deeds of covenant and gift aid donations are recognised in the accounts when received.

#### 2. Investment policy and objectives

The Trust has no long term investments. Cash balances are held in money-market and deposit accounts.

#### 3. Creditors and accruals

	2024	2023
	£	£
Amounts received in advance for future events	4,609	6,720
Accruals	5,931	5,284
	<u>10,540</u>	<u>12,004</u>

#### 4. Donation in 2015 held for future maintenance

	2024	2023
	£	£
Original donation brought forward	5,434	5,434
Applied in year	-	-
	<u>5,434</u>	<u>5,434</u>

#### 5. Trustees

During the year ended 31 March 2024 there were no transactions with related parties (2023: none). None of the Trustees received any remuneration for their services to the Trust during the year. (2023: Nil).

Included within the Receipts and Payments account on page 7 are various payments totalling £2,099 made during the course of the year ended 31 March 2024 to 4 Trustees (2023: £2,287 to 6 Trustees) as reimbursement of expenditure wholly and necessarily incurred in the running of the hall or supporting fundraising events.

	2024	2023
	£	£
Premises and facilities	409	334
Administration	283	184
Community fundraising events expenditure	1,407	1,769
	<u>2,099</u>	<u>2,287</u>