

**Sutton Poyntz Mission Hall Management Trust**  
**Registered as a Charity Number 1079729**  
**Report and Accounts**  
**for the Year ended 31<sup>st</sup> March 2025**

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Also attached:      Agenda for AGM, 9 June 2025  
Minutes of 2024 AGM

## **Independent Examiners Report**

Report to the Trustees/members of Sutton Poyntz Mission Hall Management Trust

On the Accounts for the Year Ended 31<sup>st</sup> March 2025 - Charity No 1079729

As set out on pages 2 - 6

I report to the Trustees on my examination of the accounts of the above charity (the Trust) for the year ended 31<sup>st</sup> March 2025

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 Trusts 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 Under section 145(5)(b) of the act.

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

2/4/25.

John A T Allen FCCA

Fellow of the Association of Chartered Certified Accountants

23 Chalbury Lodge, Preston, Weymouth, DT3 6SP

## **Sutton Poyntz Mission Hall Management Trust**

### **Report for the Year ended 31<sup>st</sup> March 2025**

Sutton Poyntz Mission Hall Management Trust, 106A Sutton Road, Sutton Poyntz, Weymouth, Dorset DT3 6LW is registered as a Charity with the Charity Commissioners Number 1079729.

The Charity is administered by a trustee management committee currently comprising:

Chair/Treasurer: Mr Bill Egerton  
Secretary: Mrs Sue Cottam  
Other members: Mrs Maureen Cribb, Mrs Shirley Davies, Ms Sue Davis,  
Mrs Anthea Heathershaw, Mrs Maureen Morris, Mrs Sue Wintle

### **Objects**

The object of the Charity is to hold the Leasehold of the Mission Hall together with such other property as may be acquired by the trustees, for the purpose of a Village Hall for the use of the inhabitants of the Parish of Preston cum Sutton Poyntz in the County of Dorset without distinction of political, religious or other opinions, including use for meetings, lectures, classes, and for other forms of recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants.

### **Activities**

This has been a very busy year for the Mission Hall Trustees, and I, as Chair, want to thank all the Committee for what they have achieved over the year, and also the team of volunteer helpers who do such excellent continuing work, very much in the background, keeping the Hall and its garden clean, tidy and looking good.

Fund raising: The main event during the year was a talk by Joanna Quinn, a best-selling author who has recently moved into the village and kindly donated the profits to the Mission Hall. This raised over £300. A History Evening raised about £100, and Coffee Mornings another £320. The Carol Service collection allowed us to donate £280 to the Salvation Army, who gave us the usual enjoyable Christmas event.

We received just over £500 in donations from villagers, much in memory of two recently departed villagers. Another donation, of about £1,100, came from Street Fayre funds; this plus the promise of a donation from the Sutton Poyntz Society (received after the end of the financial year) allowed us to go ahead with new lighting for the Hall. Grants totalling about £24,500 have gone towards the building works and new furniture.

Building work: We prepared a specification for a variety of building works, partly based on the Building Survey we had done in August 2023, and partly on a list of desired improvements. As a result of quotes against this specification, we appointed Mike Fuller to carry out the work, with a team consisting of JAIC (window replacement), Dorset Damp Course (woodworm treatment and thermal insulation), TWR Lighting & Electrical (replacement heating and lighting), and Dave Kerr (decorating). We originally hoped to fit UPVC double glazed window units but the Council Planning Department insisted on timber

- working through the Planning system was a significant nuisance. The work took up January and February, and we were delighted with the team of builders and tradesmen, especially Mike Fuller and Dave Kerr. We also want to express our great thanks to the team that cleared the hall soon after Christmas, and got the furniture back at the end of February, and also to Joy Hyde for storage space in the meantime. As a result of all this work, we hope the Hall is in a good and attractive state for the next few years.

Policies: Tedious but important work has been done getting all the necessary Policies in place and up to date. A general Risk Assessment was done before reopening the Hall, and along with a Fire Risk Assessment (to be done) we are confident the Hall is a safe place for its users.

Lease: We held discussions with the St Andrew's Church PCC about extending the Lease for the building, as a result of which we reached local agreement about a 40-year extension of the Lease. The PCC have appointed a Solicitor to do the paperwork, but so far, apart from one invoice, there has been no tangible output. The PCC are trying to expedite the work.

Hirers: Use of the Hall is down on what it used to be, and for several reasons we need to be energetic about fund-raising for the Hall. If there are any ideas for new village Groups, please get in touch with any Committee member.

## **Financial Report**

We attach a pack of Finance Reports which have very kindly been independently examined by John Allen: a Balance Sheet (page 5), and an Income and Expenditure Report (page 6).

During the year, the main event was obviously the building project, along with the purchase of new furniture and equipment. The total cost of this project was £65,046.07 (including £578 Planning fees for the windows). The project was funded from the accumulated funds brought in at the start of the year (£41,585.05) plus grants and donations received during the year of £26,473.91. In all, just over 40% of this money came from our own fund-raising over the years, with 60% from a variety of bequests, grants, and donations.

If the building project, along with associated grants and donations, had been the only activity during the year, we would have ended the year with a balance of £3012.89. During the year ALL the other income and costs put together almost exactly balanced, with a surplus of just £359.31, arriving at the actual year-end cash balance of £3,372.20.

## **Subfund analysis**

We attach a Subfund Analysis (page 7) showing the breakdown of income and expenditure between the three Subfunds - N.B. this analysis is NOT part of the Independently Examined accounts.

In the Accounts, the building work is all shown as "Repairs and Renewals", on the basis that no completely new structure or asset was added to the building. For the purposes of allocating expenditure against our three subfunds, our analysis was that the building work total (£65,046.07 as above) split as £36,508.23 spent on improvements, £23,967.38 on

repairs, and £4,570.46 on furniture and equipment.

You will see that during the year our Rental Fund has had a loss of nearly £800, ending the year with a balance of about £1200; this is rather worse than budgeted mainly because of lower than expected rental income. The Building Fund and Improvements Fund have, of course, gone down dramatically. The Building Fund (which funds normal maintenance work) now has a balance of about £2300; the Improvements Fund ended the year overdrawn by about £200, but is now in the black again thanks to the Society donation.

### **Budget**

Finally, we attach (page 8) a Budget for 2025/6 - this Budget is also NOT part of the Independently Examined accounts.

We start the year with a balance of £3,372.20, which is rather below what our Reserves Policy advises as a safe reserve. We hope to run several fund-raising events, and hope these will prove to be good fun as well as successful. We have assumed that this will be a cheap year for buildings maintenance, with the building in really good condition. On the other hand, I have included what I fear might be a slightly optimistic figure of £1,000 for legal fees to renew the Lease.

Overall, we hope for a surplus of a bit over £2000, without the need to increase the Hall rental rate from its current £10 per hour. This would bring our year-end balance to around £5,600 (roughly what we aim always to keep as a rainy-day reserve).

This, however, hides the fact that the Rental Fund, in particular, and also the Building Fund will be running at a deficit. This is not sustainable for much longer, so in a year's time we will need either to have increased the use of the Hall significantly, or to increase the Hall's rental.

Signed:

W Egerton (Chair)



Date

2/6/2025

For and on behalf of the Management Committee

**Sutton Poyntz Mission Hall Management Trust**


**Balance Sheet**  
**as at 31st March 2025**

	2025		2024	
	£	£	£	£
<b>Fixed assets</b>				
Leasehold Property at Cost	37386.98		37386.98	
Amortization	<u>-31485.98</u>		<u>-29519.98</u>	
<b>Net Book Value</b>		5901.00		7867.00
Fixtures, Fittings and Equipment	9649.40		9649.40	
Additions	0.00		0.00	
Depreciation	<u>-6556.40</u>		<u>-5525.40</u>	
<b>Net Book Value</b>		<u>3093.00</u>		<u>4124.00</u>
		8994.00		11991.00
 <b>Current Assets</b>				
Debtors	631.47		631.47	
Cash at Bank	<u>3372.20</u>		<u>41585.05</u>	
	4003.67		42216.52	
 <b>Current Liabilities</b>				
Paid in advance	0.00		0.00	
Loans	<u>0.00</u>		<u>0.00</u>	
	0.00		0.00	
 <b>Excess of Current Assets over</b>				
<b>Current Liabilities</b>		<u>4003.67</u>		<u>42216.52</u>
 <b>Net Assets</b>		<u>12997.67</u>		<u>54207.52</u>
 <b>Represented By:</b>				
<b>Trust Capital Account</b>				
Balance Brought Forward		54207.52		49399.19
Income and Expenditure Account	-38212.85		7806.07	
Less Depreciation/Amortization	-2997.00	-41209.85	-2997.74	4808.33
		<u>12997.67</u>		<u>54207.52</u>

William Egerton  
Treasurer/Chair  
Date

  
31/5/2025

Sue Cottam  
Secretary  
Date

  
31/5/2025

See attached Independent Examiners Report

**Sutton Poyntz Mission Hall Management Trust**  
**Income and Expenditure Account**  
**as at 31st March 2025**

	<b>2025</b>		<b>2024</b>	
	£	£	£	£
<b><u>Income</u></b>				
Hire of Hall		4299.50		6388.00
Grant		24573.60		5000.00
Events		838.95		3164.40
Donations		1900.31		0.00
Collection Salvation Army Carols		280.00		291.06
		<hr/>		<hr/>
		31892.36		14843.46
 <b><u>Expenditure</u></b>				
Rent	100.00		100.00	
Hall Insurance	838.65		1022.42	
Renters Insurance	196.00		196.00	
Electricity	1835.82		2317.90	
Water	260.68		244.64	
Cleaning/PPE	116.59		75.32	
General Expenses	16.80		108.26	
Subscriptions	0.00		30.00	
Repairs & Renewals	66140.64		321.92	
Garden costs	153.60		265.50	
Equipment Testing	112.58		42.00	
Building Survey	0.00		1140.00	
Event Costs	53.85		873.43	
Donation Salvation Army	280.00		300.00	
		<hr/>		<hr/>
		70105.21		7037.39
 <b>Excess of Income over Expenditure</b>		<hr/> <hr/>		<hr/> <hr/>
		-38212.85		7806.07

**Sutton Poyntz Mission Hall Management Trust**

**Subfund analysis**  
**for year 2024/2025**

	<b>Rental Fund</b>	<b>Building Fund</b>	<b>Improvements Fund</b>	<b>Total</b>
<b>Brought forward:</b>	<b>2031.71</b>	<b>16425.19</b>	<b>23128.15</b>	<b>41585.05</b>
Hire of Hall	2579.70	1719.80		4299.50
Donations			1900.31	1900.31
Grant		9315.00	15258.60	24573.60
Events			838.95	838.95
Collection Salvation Army			280.00	280.00
Rent	-100.00			-100.00
Hall Insurance	-838.65			-838.65
Renters Insurance	-196.00			-196.00
Electricity	-1835.82			-1835.82
Water	-260.68			-260.68
Cleaning/PPE	-116.59			-116.59
General Expenses	-16.80			-16.80
Repairs & Renewals		-24876.96	-41263.68	-66140.64
Garden costs		-153.60		-153.60
Equipment Testing		-112.58		-112.58
Event Costs			-53.85	-53.85
Donation Salvation Army			-280.00	-280.00
<b>TOTAL</b>	<b>-784.84</b>	<b>-14108.34</b>	<b>-23319.67</b>	<b>-38212.85</b>
<b>Balance at end of year</b>	<b><u>1246.87</u></b>	<b><u>2316.85</u></b>	<b><u>-191.52</u></b>	<b><u>3372.20</u></b>



**Sutton Poyntz Mission Hall Management Trust**

**Budget**

**for year 2025/2026**

**Draft - 1/4/2025**

	<b>Rental Fund</b>	<b>Building Fund</b>	<b>Improvements Fund</b>	<b>Total</b>
<b>Brought forward:</b>	<b>1246.87</b>	<b>2316.85</b>	<b>-191.52</b>	<b>3372.20</b>
Hire of Hall	2712.00	1808.00		4520.00
Donation			1500.00	1500.00
Events			2940.00	2940.00
Collection Salvation Army			200.00	200.00
Rent	-100.00			-100.00
Hall Insurance	-920.00			-920.00
Renters Insurance	-215.00			-215.00
Electricity	-1475.00			-1475.00
Water	-286.00			-286.00
Cleaning/PPE	-100.00			-100.00
General Expenses	-50.00			-50.00
Subscriptions	-30.00			-30.00
Repairs & Renewals		-1500.00		-1500.00
Garden costs		-200.00		-200.00
Equipment Testing		-240.00		-240.00
Legal			-1000.00	-1000.00
Event Costs			-600.00	-600.00
Donation Salvation Army			-200.00	-200.00
<b>TOTAL</b>	<b>-464.00</b>	<b>-132.00</b>	<b>2840.00</b>	<b>2244.00</b>
<b>Balance at end of year</b>	<b><u>782.87</u></b>	<b><u>2184.85</u></b>	<b><u>2648.48</u></b>	<b><u>5616.20</u></b>

**Assumptions:**

1. Hall hire - No change in Hall rental rate. Split 60:40 between Rental and Buildings Fund as last year
2. Donations - £1500 already received from Sutton Poyntz Society
3. Events - 6 coffee mornings @ £90, plus 3 events @ £800 income with £200 costs
4. Insurance, Water, Cleaning - Assume 10% increase
5. Electricity - Assume 2024 usage at current charges
6. Testing - Fire equipment and PAT testing
7. Legal - Anticipated costs for Lease renewal