

Lady Emily Hall

Chairman's Annual Report 2024 - 2025

Introduction

This past year has presented both challenges and opportunities for our village hall. Early in the year, we conducted a survey of parish residents to gather their views on the village hall and its activities. Unfortunately, the response rate was rather disappointing, with only around twenty replies received. Nevertheless, those few responses did provide us with some food for thought and highlighted areas where we might improve or adapt our offerings to better meet the needs of the community.

I am pleased to provide an overview of our activities, improvements, and the ongoing efforts to ensure the hall remains a valuable asset to our community.

Committee and Volunteers

The hall is supported and managed by a team of volunteers some of whom are also Trustees of the Lady Emily Hall. The current trustees and committee are:

Ian Roper - Chairman
Graham Jones - Treasurer
Hugh MacDonald - Secretary
John Tallis
John Hopkins
Jan Pierce
Liz Robinson
Celia Winters
Robert Hodges

Trustees are appointed at the AGM. Volunteers assist during the year, and may be co-opted to the Hall committee by the Trustees.

Hall Activities

We have observed a decline in the number of our regular users over recent years. Income generated from the hire of hall facilities has decreased by approximately £1700 compared to the previous year. Between January and December, we recorded a total of 408 bookings, down from 441 in the same period last year.

Investment in the Future

Despite these challenges, significant investments have been made to improve our facilities:

- Repair and refurbishment of the rear windows and doors in the main hall.
- Repair and refurbishment of the roof above the entrance hall.
- Rebuilding of the western boundary wall, all made possible through a grant from the National Lottery "Awards for All" scheme.
- Replacement of the burglar alarm system.
- Upgrade to the broadband and Wi-Fi system.
- Tidying and reorganising existing spaces within the buildings to enable better use of storage facilities, as a precursor to more formal redecoration of the Committee Room and Entrance Hall.

- Tidying and stock assessment of kitchen equipment.

Finances

With reference to the Accounts Summary for 2024 – 2025, some explanation as follows:

- 1) The regular Hall hire income for the 2024-25 year has fallen by nearly £750 compared to the previous year.
- 2) Fund raising events income (such as quizzes etc) has fallen by nearly 50% to £1,230.
- 3) The Parish Council grants for insurance and ground maintenance, nearly £2,300, did not occur in 2024-25 unlike the previous year.
- 4) A Lottery Grant of nearly £20,000 was received for remedial work to the boundary wall, windows and roof.
- 5) Expenditure related to the grant was £23,365.
- 6) Excluding the Lottery Grant, the excess of expenditure over income was nearly £8,000, which is a similar amount to the loss of the Parish Council Grant (£2,300), the new grass cutting machine (£3,000) and the installation of the new security system (£2,990).
- 7) The difference between the total account balances at the start and end of the 2024-25 financial year (£11,460 deficit) is also very similar to the total costs of the items in point 7) above and the extra expenditure related to the Lottery Grant (£3,393).

In conclusion, it would seem that the Hall income and routine running costs are approximately equal. Any costs for significant repairs and other major items of expenditure would probably have to be met from the savings accounts or grants.

Challenges

Looking ahead, several key challenges must be addressed if we are to remain in good financial balance, and improve the use of the Hall facilities amongst our regular and casual “customer-base” in the face of increased competition with by venues in the area:

- Increasing the number of regular hall users, which has fallen in recent years.
- Expanding our fund-raising events and diversifying our offerings to appeal to a broader audience.
- Identifying additional funding opportunities, such as grants and sponsorships, to bridge the gap in income required for further renovations.
- Responding to increased competition in the local venues market.
- Undertaking further renovation, particularly of the children’s play area and wild area in the adjoining field.
- Considering upgrades to the kitchen and improvements to the main hall.
- Enhancing our booking system to make the process more user-friendly.
- Encouraging more volunteers to support these initiatives.

Acknowledgements

This has been my first year in the role of Chairman and I am immensely grateful to my predecessor, John Tallis and all committee members for their support and commitment throughout the year.

Thanks are extended to the Parish Council for their recent financial contribution and to the National Lottery “Awards for All” scheme for their funding, which has enabled us to carry out essential renovations.

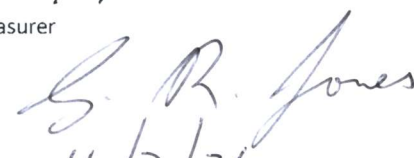
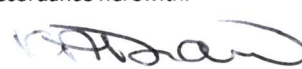
Ian Roper
Chairman of Trustees

16/11/2025

Lady Emily Community Hall
Accounts Summary for 2024-25

Receipts			Payments		
	2024-25	2023-24		2024-25	2023-24
Hall Hire : Regular	£4,911.99	£5,666.29	Utilities	£4,358.44	£3,069.47
Hall Hire : Ad-hoc	£2,710.75	£2,732.50	Insurance	£1,510.55	£1,451.32
Flicks/Film Club Net	£930.72	£645.32	Safety inspections	£1,420.02	£1,068.84
Fund-Raising Events Net	£1,228.82	£2,512.37	Cleaning	£3,093.38	£3,159.95
Other Income	£39.22	£137.76	Ground maintenance	£349.36	£1,272.00
			Licenses	£533.43	£355.23
PC Grant ref. insurance	£0.00	£852.04			
			Essential hall maintenance	£360.73	£15.00
PC Grant ref. maintenance	£0.00	£1,554.00	Equipment Repair	£464.40	£20.18
Bank Interest	£415.09	£370.77	Building Maintenance	£294.00	£3,018.96
Donations	£1,028.78	£2,027.03	Equipment Replacement	£5,687.36	£1,514.96
Grants Received	£19,972.00	£0.00	External Facility Upkeep	£1,098.59	£62.50
			Unclassified Spend	£161.94	£20.00
			Grant Related Costs	£23,365.42	
Total Income	£31,237.37	£16,498.08	Total Expenditure	£42,697.62	£15,028.41
Excess of Inc. over Exp.	-£11,460.25	£1,469.67			
Excluding Grants Income and Expenditure					
Total Income	£11,265.37	£16,498.08	Total Expenditure	£19,332.20	£15,028.41
Excess of Inc. over Exp.	-£8,066.83	£1,469.67			

Bank Balances	01/10/2024	Bank Balances	30/09/2025
Barclays Current	£4,679.66	Barclays Current	£719.37
Barclays Savings	£20,296.68	Barclays Savings	£12,850.26
Barclays Reserve	£5,074.09	Barclays Reserve	£5,016.85
Cash Balance	£91.50	Cash Balance	£95.21
Total Balances	£30,141.93	Total Balances	£18,681.69
Increase in balances	-£11,460.24		

Approved Chairman		Reviewed	I have reviewed the books of the above charity, for the year to 30th September 2025, and made all enquiries required under the Charities Act 1993 and confirm that the accounts for the year ending on that date are in accordance herewith.
Date	11/2/26		
Treasurer		K Diamond	
	GR Jones		
Date	11/2/26	Date	25 May 2026

Tarrington Village Hall

Audit Comments 2024-25

- There were no unreconciled cheques or receipts at the end of the accounting period or any unidentified or unreconciled item

- Tests were completed on a sample of income and expenditure entries. All items were properly accounted for and appropriate back up available and all items selected for audit were easily traced from source to analysis and vice versa with no identified omissions or errors

- There was an decrease of underlying in Income of 31% (excluding Grant) and 29% increase of Expenditure (excluding major spend of £23,365) which resulted in a net loss of income over expenditure of £11,460

- The funds carried forward are £18,681 which represent approx 12 months general running cost which is in line with Charity Commission guidelines It is recommended that a 5-year strategic plan is considered to ensure larger projects are identified and budgeted as well as providing time to secure external funding if required

- There was no Asset Register or list of Assets available to audit - it is recommended that a register of assets is prepared and included to ensure completeness with an annual check conducted to confirm assets are still in use

- In line with recommended Charity Commission best practice and Standard Accounting practise it is recommended that all income relating to activities is reported Gross on the Income section and any related expenditures are reported in the expenditure side of the P&L