



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From Period start date 1st Jan 2024 To 31st December 2024

Period end date

Charity name: Pakenham Village Hall & Playing Field Association

Charity registration number: 1081815

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the charity is, in the interests of social welfare, to improve the conditions of life of the inhabitants of the area of benefit, without distinction of political, religious or other opinions by the provision and maintenance of: a) a village hall and pavilion for use by the inhabitants, including use for: i. Meetings, lectures and classes, and ii. Other forms of recreation and leisure-time occupation; and b) a recreation ground and children's play area for use by the inhabitants.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Managing Village Hall & Pavilion bookings . Maintaining the Village Hall, Pavilion, Children's Play area and Playing Field. Maintain & run our website at <a href="http://www.pakenhamvillage.co.uk">www.pakenhamvillage.co.uk</a> and use social media to promote events and village news. Having completed the Children's Play Area in October 2023 at a cost of £89,000 we are now planning to replace our 50 year old pavilion
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have regard to the guidance issued by the Charity Commission on public benefit



## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Our new Children's Play Area, has been well received with ever increasing footfall and with the new Picnic benches families can spend quality time whilst the children enjoy the benefits of a modern play area

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Our Management Accounts showed a surplus of £4500 which was due to increased usage of the Village Hall which showed a 20% increase in usage over 2023 - We believe this is mainly due to promotion of our facilities using our website and social media
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>We have a reserve of £40,000 for a New Pavilion - The projected cost being in the region of £300,000</p> <p>We have a reserve of £10,000 for a boiler upgrade for the Village Hall. We currently have 2 oil boilers which are over 20 years old and the longer term plan is to replace them with 52 Solar Panels. Air Source Heat Pumps and Storage Batteries . The projected cost of replacing the heating is estimated at £50,000.</p> <p>We have a fixed reserve policy for maintaining 6 months of operating costs which is currently £12,000 (reviewed every year) In 2024 our overheads were £24,000 Our Free Reserves at year end was £5,000</p>
Amount of reserves held	Para 1.22	£67,000
Reasons for holding zero reserves	Para 1.22	NA
Details of fund materially in deficit	Para 1.24	NA
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NA



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Scheme
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed by a majority vote of trustees

## Reference and Administrative details

Charity name	Pakenham Village Hall & Playing Field Association
Other name the charity uses	Pakenham Village Hall Charity
Registered charity number	1081815
Charity's principal address	The Post Office Pakenham Village Hall The Street Pakenham IP31 2JU

## 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	Paul Harris	Deputy Chairman		
2	Karl Scott	Chairman		
3	Barbara Whitford	Treasurer / Booking Secretary		
4	Karen Norton	Secretary		



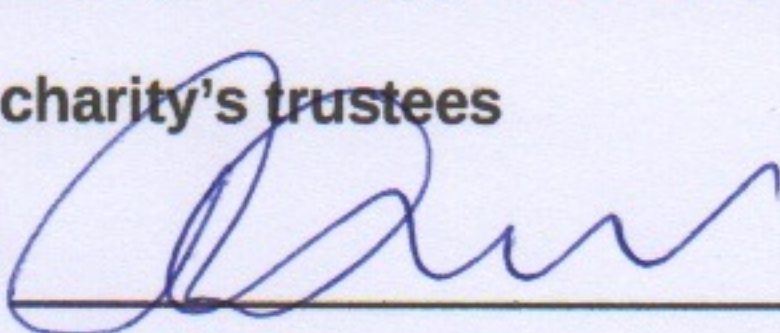
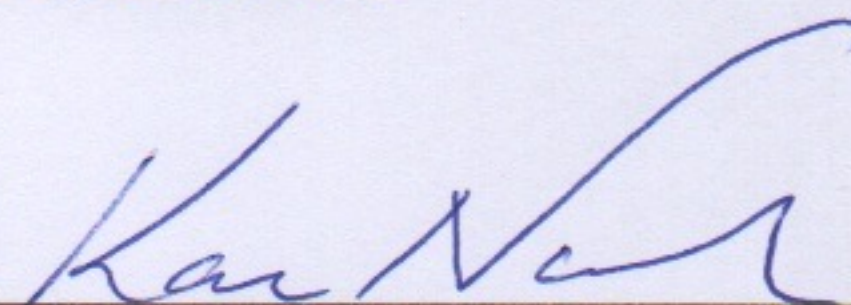
5	Trevor Clough		
6	Richard Mayhew	Social Organiser	
7	Phil Smith		
8	Diane Lloyd		
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Paul Harris

Karen Norton

Position (eg Secretary,  
Chair, etc)

Chairman - appointed April 2025

Secretary

Date

20th October 2025







PAGE 2.

JAN 24 - DEC 24

BALANCE SHEET

PAKENHAM VILLAGE HALL & PLAYING FIELD ASS

Bank Balances

COIF Deposit

01-Jan-24	O/Bal	49032.49
Interest		2756.49
Transfer from 100 Club		2400.00
Transfer from Current Acc		10000.00
Transfer to Current Acc		0.00
31-Dec-24	C/Bal	64188.98

100 Club Account

01-Jan-24	O/Bal	1850.00
Memberships	Deposits	1530.00
Prizes	Paid Out	790.00
Transfer to COIF Acc		2400.00
31-Dec-24	C/Bal	190.00 ck

Quilient Account

01-Jan-24	O/Bal	8691.06
Receipts		3188.45
Payments		28375.41
Transfer to COIF Acc		10000.00
31-Dec-24	new bal	2204.10

Petty Cash

01-Jan-24	O/Bal	373.86
Receipts		5493.10
Payments		4348.26
Transfer to Current Acc		1000.00
31-Dec-24	C/Bal	518.70

Opening Bal		
COIF		49032.49
100 Club		1850.00
Current		8691.06
Petty Cash		373.86
TOTAL Opening Bal		59947.41
Income		54068.04
Expeniture		46913.67
Close Bal Total		67101.78

Closing Bal		
COIF		64188.98
100 Club		190.00
Current		2204.10
Petty Cash		518.70
TOTAL Closing Bal		67101.78
VARIANCE		0.00

Post Office Rent

Period Oct 23 - Dec 23	paid	660.00
Period Jan 24 - Dec 24	paid	2640.00
Total		3300.00

Electric V.H.

PO Elec Oct 23 to Dec 23	paid	7712.37
PO Elec Jan 24 to Dec 24	paid	1250.00
Electricity Cost to PVH & PFA		2929.90
Total		3532.47

Handwritten signatures and initials, including a large signature and the date 1-4-25.

(Under Review)

180 April 2025



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

### Report to the trustees

Charity Name PAVENHAM VILLAGE Hall & PLAYING FIELD Association

### On accounts for the year ended

31-12-2024

### Charity no (if any)

1081815

### Set out on pages

PAGES 1 & 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

### 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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- \* the accounting records were not kept in accordance with section 130 of the Charities Act; or
- \* the accounts did not accord with the accounting records; or
- \* the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

1-4-2025



Name: CHRISTOPHER JAMES EVAN SPICER

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

Address: HOME FARM, BULL ROAD  
PARKHAM  
BURY ST. EDMUNDS IP31 2LW

## 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.







PAGE 2.

JAN 24 - DEC 24

BALANCE SHEET

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