

SBAR Trustees' Annual Report

for the period:

From
01 January 2024

To
31 December 2024

Section A Reference and administration details

Charity name The St Briavels Assembly Rooms Ltd

Company Registration number 06558465

Registered charity number (if any) 1124367

Charity's principal address St. Briavels Recreation and Assembly Rooms

East Street

St. Briavels

Lydney

Gloucestershire

Postcode GL15 6TG

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	Norma Helliard	Chair		
2	Katherine Brown			
3	Jane Duggan			
4	Carolyn Hinton			
5	John Hurley		Resigned 12 December	
6	Alison Macklin		Resigned 12 December	
7	Keith Norman	Treasurer		
8	Richard Sharp	Company Secretary	Appointed 25 April	
9				
10				

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document: Memorandum and Articles of Association

How the charity is constituted: Company Limited by Guarantee

Trustee selection methods: Appointed by Existing Trustees

Section C

Objectives and activities

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

1. The Objects of the Charity are the provision and maintenance of a village hall for the use of the inhabitants of St Briavels, Hewelsfield and Brockweir, who are its beneficiaries, without distinction of political, religious or other opinions, including use for: -

- a) meetings, lectures and classes, and
- b) other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the inhabitants.

2. The land identified in the schedules to the Charity Commission scheme must be retained by the trustees for use for the objects of the charity.

The Trustees have had due regard for the Charity Commission's guidance on public benefit.

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

The Assembly Rooms are run as a charitable limited company, entirely by unpaid local volunteers, on behalf of the beneficiaries, the parishioners of St. Briavels, Hewelsfield and Brockweir.

After a challenging 2023, when revenue dropped by 9% as the 2022 rebound from Covid slowed, revenue was stable. There was a welcome rebound in Lettings (up 19%), offset by a reduction in cafe income because of a policy change to correct losses. Costs, however, dropped by 20%, largely due to the policy change in firstly reducing and then closing the Cafe operation. The combined effect was a recovery in the final surplus, from just £567 to £3,762, and a rebuilding of cash balances, from £2,845 to £5,091.

One of the two difficulties of the previous year, hiring of the hall, began therefore to be turned around. However, the other, - the difficulty in attracting new volunteers (and trustees) to replace those who have retired - continued. This had a direct impact on the number of events which could be organised with, of course, a knock-on effect on revenue. Running a programme of Events, which is very important in achieving adequate revenue, was possible only through exceptional efforts on the part of the trustees and the few regular volunteers. As stated last year, this level of effort is not sustainable. Several appeals were made to try to engage the community, but with limited success.

There are no further serious issues to report.

Section D	Achievements and performance
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Summary of the main achievements of the charity during the year

Given that the main achievement of 2023 had been to survive, and that the significant burden on trustees and the few regular volunteers, discussed above, had continued, the main achievement of 2024 was the fact that the organisation was able to start to rebuild its business.

This rebuilding has involved some new initiatives in Events, which have been well supported, and it is particularly encouraging that this trend has continued into 2025. Nevertheless, the difficulty of recruiting both trustees and volunteers still threatens the ability of the Charity to continue its work and a lot of effort continues to be put into engaging with potential new supporters.

Section E	Financial review
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Brief statement of the charity's policy on reserves

The Charity's policy is to retain a reserve to cover the working capital required by the Charity over a minimum 3-month period. After the strains of 2023, when it was not possible to maintain this level, the very hard work in 2024 restored it. As noted last year, one result of recent experience is that the Board no longer considers the renovation of the Reading Room to be a viable proposition.

Details of any funds materially in deficit None

Section F	Other optional information
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None

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

Signed on behalf of the charity's trustees:

Signature(s)

Full name(s)	Norma Frances Helliard
Position	Chair
Date	20th October 2025

Company Registration Number: 06558465
Charity Registration Number: 1124367

The St. Briavels Assembly Rooms Ltd
Company Limited by Guarantee

Unaudited Financial Statements
Year Ended 31st December 2024

The St. Briavels Assembly Rooms Ltd
Company Limited by Guarantee

Statement of Financial Activities
(including income and expenditure account)

31 December 2024

	Note:	Unrestricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Income and Endowments				
Donations and Legacies	5	380	380	1,564
Charitable activities	6	28,999	28,999	28,765
Investment income	7	-	-	-
Total income		<u>29,379</u>	<u>29,379</u>	<u>30,329</u>
Expenditure				
Expenditure on Charitable activities	8	25,617	25,617	29,762
Other expenditure		-	-	-
Total Expenditure		<u>25,617</u>	<u>25,617</u>	<u>29,762</u>
Net Income and net movement of funds		3,762	3,762	567
Reconciliation of funds				
Total funds brought forward		146,627	146,627	146,060
Total funds carried forward		<u>150,389</u>	<u>150,389</u>	<u>146,627</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities

The St. Briavels Assembly Rooms Ltd
Company Limited by Guarantee

Statement of Financial Position
(including income and expenditure account)

31 December 2024

	Note:	2024 £	2023 £
Fixed assets			
Tangible fixed assets	12	202,536	204,560
Current assets			
Stocks	13	429	425
Debtors	14	414	114
Cash at bank and in hand		5,091	2,845
Total current assets		<u>5,934</u>	<u>3,384</u>
Creditors: amounts falling due within one year	15	5,212	3,896
Net current liabilities		<u>722</u>	<u>(512)</u>
Creditors: amounts falling due after one year	16	52,869	57,421
Net assets		<u>150,389</u>	<u>146,627</u>
Funds of the Charity			
Revaluation reserve		50,000	50,000
Other unrestricted funds		100,389	96,627
Restricted income funds		-	-
Total unrestricted funds		<u>150,389</u>	<u>146,627</u>
Total charity funds	17	<u>150,389</u>	<u>146,627</u>

For the year ending 31 December 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue at the Board Meeting held on 1 September 2025 and signed on behalf of the board by:

N F Helliard
Chair

The St. Briavels Assembly Rooms Ltd
Company Limited by Guarantee
Notes to the Financial Statements
Year Ended 31st December 2024

1. General Information

The Charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is East Street, St Briavels, Lydney, Gloucestershire, GL15 6TG

2. Statement of Compliance

These financial statements have been prepared in compliance with FRS 102, The Financial Reporting Standard applicable in the UK and the Republic of Ireland, the statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (Charities SORP (FRS102)) and the Charities Act 2011.

3. Basis of Preparation

The Financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities measured at fair value through income or expenditure.

The Financial statements are prepared in sterling which is the functional currency of the entity

Going Concern

There are no material uncertainties about the charity's ability to continue

Disclosure Exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

- (a) no cash flow statement has been presented by the company
- (b) disclosures in respect of financial instruments have not been presented

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affects the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the directors for particular future projects or commitments.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

The St. Briavels Assembly Rooms Ltd
Company Limited by Guarantee
Notes to the Financial Statements
Year Ended 31st December 2024

Incoming Resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reasonably measured. The following specific policies are applied to particular categories of income:

income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

legacy income is recognised when receipt is probable and entitlement is established.

donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.

income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

expenditure on raising funds includes the costs of all fundraising activities, events, noncharitable trading activities, and the sale of donated goods.

expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible Assets

Tangible assets are recorded at cost, and are capitalised if they can be used for more than one year, and cost at least £500. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation.

Depreciation

Buildings are depreciated at £10 per annum; fixtures and fittings are depreciated at 10% of original cost per annum.

Stocks

Stocks are measured at the lower of cost or market value.

Financial Instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

The St. Briavels Assembly Rooms Ltd
Company Limited by Guarantee
Notes to the Financial Statements
Year Ended 31st December 2024

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

4 Limited by guarantee

The St. Briavels Assembly Rooms Limited is a company limited by guarantee and accordingly does not have a share capital. Every member promises, if the company is dissolved while he or she remains a member or within one year afterwards, to pay up to £1 towards the cost of dissolution and the liabilities incurred by the charity while he or she was a member.

5. Donations and Legacies

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Donations	380	380	457	457
Development Fund	-	-	210	210
Grants Received	-	-	897	897
	380	380	1,564	1,564

6. Charitable Activities

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Local events and activities	28,999	28,999	28,765	28,765

7. Investment Income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Bank Interest Receivable	-	-	-	-

8. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Total Funds 2024 £	Activities undertaken directly £	Total Funds 2023 £
Resources expended	25,617	25,617	29,762	29,762

9. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	-	-

10. Staff Costs

There were no employees during this or the previous year

11. Trustee remuneration and expenses

None of the trustees received any remuneration or other benefits from employment with the charity (2023: Nil)

The number of trustees who were paid expenses during the year was 5 (2023: 7). The nature of the expenses were for costs reimbursed and amounted to £3,671 (2023: £6,325)

The St. Briavels Assembly Rooms Ltd
Company Limited by Guarantee
Notes to the Financial Statements
Year Ended 31st December 2024

12. Tangible Fixed Assets

	Land and Buildings £	Fixtures and fittings £	Total £
Cost			
At 1 January 2024	200,000	19,125	219,125
Additions	-	-	-
Revaluations	-	-	-
Disposals	-	-	-
At 31 December 2024	200,000	19,125	219,125
Depreciation			
At 1 January 2024	80	14,485	14,565
Charge for the year	10	2,014	2,024
Released on disposal	-	-	-
At 31 December 2024	90	16,499	16,589
Carrying amount			
At 31 December 2024	199,910	2,626	202,536
At 31 December 2023	199,920	4,640	204,560

Tangible fixed assets held at valuation

The Freehold Land and Buildings were professionally revalued on 18th May 2015 at £200,000. The original cost was £150,000

13. Stocks

	2024 £	2023 £
Raw materials and consumables	429	425

14. Debtors

	2024 £	2023 £
Trade debtors	414	114
Prepayments and accrued income	-	-
	414	114

15. Creditors: amounts falling due within one year

	2024 £	2023 £
Bank loans and overdrafts	4,534	3,386
Other creditors	678	510
	5,212	3,896

16. Creditors: amounts falling due after one year

	2024 £	2023 £
Bank loans and overdrafts	52,869	57,421

17. Analysis of charitable funds.

	At 1 January 2024 £	Income £	Expenditure £	At 31 December 2024 £
Unrestricted funds.				
General funds	96,627	29,379	(25,617)	100,389
Revaluation reserve	50,000	-	-	50,000
	146,627	29,379	(25,617)	150,389

The St. Briavels Assembly Rooms Ltd
Company Limited by Guarantee
Notes to the Financial Statements
Year Ended 31st December 2024

18. Analysis of net assets between funds

	Unrestricted funds	Total Funds 2024
	£	£
Tangible fixed assets	202,536	206,584
Current assets	5,934	8,310
Creditors less than 1 year	(5,212)	(9,791)
Creditors greater than 1 year	(52,869)	(59,043)
	<u>150,389</u>	<u>146,060</u>

19. Additional Disclosures

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts.

19.1 Incorporation

The St Briavels Assembly Rooms Ltd was incorporated on 8 April 2008.

On 14 April 2008, The Charity Commission for England and Wales approved the scheme whereby The St. Briavels Assembly Rooms Ltd became the Trustee of the charity The St. Briavels Assembly Rooms Trust (no. 301610) which was formerly known as The St. Briavels Recreation and Assembly Rooms.

On 18 August 2008, The Charity Commission for England and Wales directed that the charity called The St. Briavels Assembly Rooms Trust should be treated as forming part of the charity called The St. Briavels Assembly Rooms Limited (No. 1124367) for the purpose of Part II (registration) and Part VI (accounting) of the Charities Act 1993.

19.2 Directors and Officers during the Year

The Directors and Officers of the Company who served during the period were:

Norma Helliard	Director; Chair
John Hurley	Director, resigned 12 December 2024
Keith Norman	Director and Company Secretary until 6 April 2024
Kathryn Brown	Director
Jane Duggan	Director
Carolyn Hinton	Director
Richard Sharp	Director; appointed 25 April 2024 and Company Secretary from 6 April 2024

Directors are Members of the Charitable Company and are also Trustees of the Charity. In addition, under the provisions of the revised Memorandum and Articles adopted at an EGM held on 1st September 2021, a new category of Member, Non-Executive Trustee, was created. There were two Non-Executive Trustees as at 31 December 2024.

(if any):

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Address:

26 KELLS ROAD

COLEFORD

GL16 7AB

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.

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name

THE ST BRIAVELS ASSEMBLY ROOMS LTD

On accounts for the year ended

31ST December 2024

Charity no
(if any)

1124367

Set out on pages

1-8

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31ST December 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

[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:

Date:

19/10/2025

Name:

Paul Howard Bennett

Relevant professional
qualification(s) or body

CERTIFIED PUBLIC ACCOUNTANTS ASSOCIATION