



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 January 2024 To 31 December 2024

Charity name: Lyng and District Community Hall

Charity registration number: 1156339

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the charity is to provide a village hall facility for use by all the people of Lyng, Sparham and the surrounding district on a non-discriminatory basis.
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	The hall is used near to capacity with a variety of activities provided by hirers and volunteers on behalf of the hall including various sports, bingo, community coffee mornings, pre-school children's activities, art classes and theatre. It is also used for private hire for events such as private parties and wedding receptions.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm they have had regard to the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not Applicable
Contribution made by volunteers	Para 1.38	The Charity is totally dependent on the work of volunteers in the community to manage the business of the charity, some grounds maintenance, and fund raising, and running some activities in the hall.
Other		

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	<p>The local community has benefited from involvement in and access to a wide range of sport and fitness activities, community social functions, theatre, art classes and messy church. Private hirers have utilised the hall for weddings, wakes and private celebrations.</p> <p>A 2022 survey of users has demonstrated widespread use and opportunities for social contact for many groups within the community which did not previously exist, along with opportunities for developing facilities.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	A recent review shows the hall has successfully delivered against it's objectives of providing Community, social and fitness activities for the community, providing older residents with a meeting place and activities to reduce isolation and improve wellbeing, and providing preschool activities and services. Providing educational and social support for the 12 – 19 yrs age group is proving more challenging and is still being worked on.
Performance of fundraising activities against objectives set	Para 1.41	Not Applicable
Investment performance against objectives	Para 1.41	Not Applicable
Other		Not Applicable

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity is now, mainly due to fund raising, slowly increasing its reserves and unrestricted reserves following an unexpected increase in spending from the previous year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Upon opening of the hall the trustees established a reserves policy as follows. - an unrestricted reserve of £5,000 for short term operating costs in the event of a loss of income. - an unrestricted reserve for future asset replacement and major property maintenance at a target level of £20,000 to be achieved by 2026.
Amount of reserves held	Para 1.22	At the end of 2024 total funds of the charity amounted to £709,557. Unrestricted General Reserve fund amounted to £23,667. Restricted funds amounted to £685,890. Of these £685,340 was represented by the net book value of the building and other capital equipment.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal sources of funds during the year were: <ul style="list-style-type: none"> Charitable Activities £42,213
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The principal risks facing the charity have been increasing costs, particularly energy costs, and generating sufficient revenue to cover increased running costs as well as continuing to build the general reserve.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Charitable Incorporated Organisation Constitution
How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	CIO
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	The constitution calls for a minimum of three trustees. Retiring trustees may offer themselves for re-election at an AGM. New trustees can be nominated for appointment at an AGM. User bodies also have the right to appoint a trustee. The Trustees may also at any time co-opt persons to be trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	On appointment new trustees are given a copy of the constitution to familiarise themselves with, along with the latest Trustees Annual Report and Accounts. They are also provided with a copy of the Charity Commission publication "The essential Trustee" to explain the role and responsibilities.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity is managed by the Trustees and a Management Committee with a wider membership of 27 volunteers. Since opening a number of volunteers have also assisted running activities on behalf of the charity.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Lyng and District Community Hall
Other name the charity uses	
Registered charity number	1156339
Charity's principal address	Lyng and District Community Hall Richmond Place Lyng, Norwich NR9 5RF

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	Stephen Davies	Chair	Appointed 2/7/2024	
2	Simone Paine		Re Appointed 6/2/24	
3	Scott Forster		Resigned 6/5/2024	
4	Nick Asbery		Resigned 17/03/2025	
5	Alan Sarbutt-King		Resigned May 24	
6	Sally Wright		Resigned 4/6/2024	
7	Helena Riches		Appointed 25/05/2024	
9	Rachel Payne		Appointed 25/05/2023	
10	Hannah Goodwin		Appointed 6/2/24 Resigned 21/10/24	
11	Mike Kibart		Resigned 6/8/24	
12	Deborah Asbery		Appointed 28/4/2025	
13	Emma Forster		Resigned 6/8/24	
14	Paul Young		Appointed 25/05/2024	
15	Tom Gittins		Appointed 25/05/2022 Resigned 1/3/25	

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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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)	S W Davies	Chair
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Full name(s)	Stephen Wyn Davies	
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Position (eg Secretary, Chair, etc)	Chair	
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Date	04/08/2025
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Receipts and payments accounts

CC16a

For the period
from

01/01/2024

To

31/12/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hall Hire Revenue	14,231	-	-	14,231	10,647
Hall Activities and Events Revenue	16,901	-	-	16,901	12,437
Bar and Catering Revenue	9,339	-	-	9,339	9,662
Donations and Gifts Received	1,592	150	-	1,742	1,218
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	42,063	150	-	42,213	33,964
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	42,063	150	-	42,213	33,964
A3 Payments					
Audit & Accountancy fees	1,029	-	-	1,029	625
Cleaning Supplies & Kitchen Consumables	986	-	-	986	1,210
Direct Expenses for Hall Activities	2,860	-	-	2,860	430
Electricity	3,098	-	-	3,098	3,599
Equipment Purchases for hall activities	-	-	-	-	288
Food & Drink Purchases	6,667	-	-	6,667	5,335
General Expenses	331	-	-	331	1,444
Insurance	1,237	-	-	1,237	1,201
IT Software and Consumables	73	-	-	73	67
Licenses	975	-	-	975	867
Maintenance Contracts	-	-	-	-	427
Marketing, Publicity & Website	114	-	-	114	65
Printing & Stationery	167	-	-	167	26
Site Repairs & Maintenance - General	3,598	-	-	3,598	6,295
Subscriptions	56	-	-	56	150
Telephone & Internet	967	-	-	967	797
Wages	11,041	-	-	11,041	8,517
Waste Disposal - Bin Collection	1,026	-	-	1,026	1,090
Water Charges	402	-	-	402	326
Window Cleaning	-	-	-	-	140
	-	-	-	-	-
Sub total	34,627	-	-	34,627	32,899
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	34,627	-	-	34,627	32,899
Net of receipts/(payments)	7,436	150	-	7,586	1,065
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	15,576	400	-	15,976	-
Cash funds this year end	23,012	550	-	23,562	1,065

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank and in hand	23,012	550	-
		-	-	-
		-	-	-
	Total cash funds	23,012	550	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Hall Hire debtors	80	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	N/A		-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Land, Buildings and Equipment	New Hall & Equipment	793,599	-
	Bar Stock	General Fund	767	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	HMRC PAYE	General Fund	30	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name: Lyng and District Community Hall

On accounts for the year
ended

31st December 2024

Charity no
(if any)

1156339

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

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

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:

- 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.

Signed:

John Mason

Date:

04/08/2025

Name:

John Mason

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

ACMA, CGMA.

Address:

1 Hammond Place, Lyng, Norwich, NR9 5RQ