

## Annual report of Harkstead Village Hall CIO - 2025

Over the past year, the number of Village Hall trustees has slightly increased to 7, with the recruitment of two new trustees – Tony Cotton and Joy Stodart.

We did lose Sally Wilden, however, due to health issues, but thank her for all her loyal support and help over many years, particularly in her role as our point of contact with the theatre companies that continue to come to Harkstead.

At present we do not have a Chairperson but, as permitted by our constitution, we always have someone who offers to chair the meeting.

Our finances are still expertly managed by our Treasurer, Mike Fry, while I (despite my best efforts) am still Secretary. Sarah Donnison manages the website and the Village Hall bookings with great efficiency. A whole host of other tasks are also undertaken by all the trustees in order to keep the Hall and its grounds in a well-maintained state.

We have just appointed a new cleaner (Mark) to replace Kim, who is now too busy with her other jobs; he has already got off to a flying start, and given the entire Hall a really thorough clean.

Our Finances are in good shape, (though Mike Fry will give you much fuller details) despite some major expenditure over the last year, in particular the replacement of the three aging Velux roof-lights and the installation of a new, more efficient and reliable heating system.

The total redecoration of the Hall is also about to commence, and the purchase of a new storage shed is imminent.

Bookings continue to be steady, both from regular hirers of the Hall, and for one-off events.

The now well-established Pop-up-Pub run jointly by representatives from the Parish Council, Harkstead Church Heritage and the Village Hall have, so far, been a very great success.

We feel that this really shows what an important asset our Village Hall is for everyone in the village, particularly in one so short of alternatives, and now that the pub is shut, possibly for good.

This makes the Hall's continued improvements a necessity, not a luxury, if we are to successfully compete for bookings.

The Monthly Market has, sadly, ceased to operate, at least on a regular basis. Without any food stalls (other than Kim's delicious cakes) it was no longer a draw for our previously loyal customers who came from all over the peninsula.

Over the past year, we have continued to suffer from some low-level, but none-the-less highly irritating, unauthorised activities both within the Hall, and in the grounds, ~~some of which probably amounts to criminal damage~~. As a response to this, Tony Cotton researched, and then installed, a CCTV camera system to monitor the situation. We are at present assessing its effectiveness, and whether a second camera may be necessary.

Finally, I can report that the Village Hall's Constitution was successfully updated in October last year, in accordance with the Charity Commissions latest model version. We feel that it is now easier to read, and has removed a few previous inconsistencies; in substance it remains largely the same as earlier versions.

Also, and importantly, Joy Stodart, with the help of Mark Sanderson from Community Action Suffolk, has redone our occupancy calculations for the Hall. The booking form will shortly be amended in accordance with any (minor) changes that now apply so that all hirers will be aware of these.



Charity Name Harkstead Village Hall (CIO)	No (if any) 1157106
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## Receipts and payments accounts

For the period from	Period start date 01-Apr-24	To	Period end date 31-Mar-25
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### 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 £
<b>A1 Receipts</b>					
Hire of Hall and Equipment	7,428	-	-	7,428	6,405
Farmers' Market + Farmers' Market Raffle	-	-	-	-	990
Auction	-	-	-	-	-
Events	618	-	-	618	-
Income from Solar Pannels	171	-	-	171	2,476
Refreshments	34	-	-	34	324
COIF Charities Deposit Fund	387	-	-	387	362
Donations & Gifts	550	-	-	550	-
Government Grant In	250	-	-	250	-
<b>Sub total (Gross income for AR)</b>	<b>9,437</b>	<b>-</b>	<b>-</b>	<b>9,437</b>	<b>10,557</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>9,437</b>	<b>-</b>	<b>-</b>	<b>9,437</b>	<b>10,557</b>
<b>A3 Payments</b>					
Light and Heating	3,058	-	-	3,058	3,533
Repairs and Maintenance (inc. cleaning & gardening)	12,208	-	-	12,208	1,072
Cleaning	964	-	-	964	422
Insurance	881	-	-	881	856
Water and Sewage	528	-	-	528	598
Rates	46	-	-	46	44
Licences	91	-	-	91	100
Events	-	-	-	-	-
Broadband	382	-	-	382	128
Sundry Expenses	21	-	-	21	10
Government Grant out	250	-	-	250	-
Donations & Gifts	-	-	-	-	-
Capital Expenditure	-	-	-	-	97
<b>Sub total</b>	<b>18,429</b>	<b>-</b>	<b>-</b>	<b>18,429</b>	<b>6,858</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Tables	-	-	-	-	-
COIF Charities Ethical Investment Fund	-	-	-	-	-
Solar Pannels	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>18,429</b>	<b>-</b>	<b>-</b>	<b>18,429</b>	<b>6,858</b>
<b>Net of receipts/(payments)</b>	<b>- 8,992</b>	<b>-</b>	<b>-</b>	<b>- 8,992</b>	<b>3,699</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>19,757</b>	<b>-</b>	<b>-</b>	<b>19,757</b>	<b>16,058</b>
<b>Cash funds this year end</b>	<b>10,764.76</b>	<b>-</b>	<b>-</b>	<b>10,765</b>	<b>19,757</b>

# 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 £
<b>B1 Cash funds</b>	Cash	226	-	-
	Barclays Current Account	2,346	-	-
	COIF	8,193	-	-
	<b>Total cash funds</b>	<b>10,764.76</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

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	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	COIF Charities Ethical Investment Fund	Unrestricted	24,000	52,687
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

	Signature	Print Name	Date of approval
Hon. Treasurer	M. J. Fry	MICHAEL FRY	25/5/25
Chairman	SD	SARAH DONNISON	01/07/25
Independent Examiner	Y. N. L.	JEREMY BUITENHUIS	20/5/2025