

POTTON HALL FOR ALL

England & Wales · Charity number 1158751

Details

Status Registered

Legal form CIO

Registered 2014-10-02

Register [View on the Charity Commission register](#)

Contact

Address 8 Brook End
Potton
Sandy
SG19 2QS

Phone 01767260062

Email HALL4ALLPOTTON@gmail.com

Website www.pottonhallforall.org.uk

Activities

Objects: THE OBJECTS OF THE CIO ARE TO ESTABLISH AND RUN A VILLAGE HALL AND TO PROMOTE FOR THE BENEFIT OF INHABITANTS OF THE PARISH OF POTTON WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS THE PROVISION OF FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.

Activities: To design & build and then run a Community Hall for the people of Potton

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** The General Public/mankind

Geography

- Central Bedfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£103,979	£205,124	-	-
2024-03-31	£124,284	£4,106	-	-
2023-03-31	£33,724	£9,679	-	-
2022-03-31	£23,913	£3,868	-	-
2021-03-31	£1,335	£4,771	-	-

Trustees

Name	Role	Appointed
Elizabeth Smith	Chair	2015-06-18
Craig Gant		2018-03-26
Dick Knifton		2026-04-15
Jonathan Price Williams		2020-07-07
KIM GUTTERIDGE		2018-03-26

POTTON HALL FOR ALL

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Potton Hall for All - Registered Charity No: 1158751

Trustees Annual Report for the year ended 31st December 2025.

The Charity was registered on 2nd October 2014 as a CIO and this is our report for the 12 month period ended 31st December 2025. The Trustees confirm that this complies with the requirements of the Charities Act 2011 and our Constitution.

Our Aims

Our aim is to build and run a self financing multi-functional community Hall for the people of Potton and surrounding villages.

Our Objectives

To identify sources of funding which will enable us to build and then run the hall and to work with other local bodies, both statutory and voluntary to leverage this.

To ensure the building is suitable for the use by the local community.

To run the building for the benefit of the community.

Review of Activities and Achievements

2025 has seen the culmination of our work over many years and we were able to open Potton Hall for All. We were delighted to have the official opening on February 28th 2025, when HRH The Duke of Gloucester KG CCVO visited and declared the hall open. He unveiled a plaque and planted a tree.

We started taking bookings from then and we have been pleased with the take up of people wanting to use the hall. Currently we have regular bookings for fitness classes for all ages, mother and baby support groups, a dementia support group, a local choir, Alcoholics Anonymous and the Potton Dance Academy.

We have been the venue for a number of parties held by local people, to celebrate a Golden Wedding, a Graduation and a number of children's birthday parties, some with indoor play equipment. Potton Town Council held their annual Chairman's celebration in the hall.

We have been the venue for our local Special School's inset day, providing a venue to which they could bring their whole staff team.

The Diabetic Retinal Screening service used the hall as its Potton venue.

Our local amateur theatre group held their autumn production in the hall and one of our choirs held their summer concert in the hall.

We have run a number of successful events which enhance community engagement in the project to build and run the hall and raise funds towards it. These included a New Year's Eve party with live band, and a Murder Mystery Night run with Potton Playhouse and St Mary's Church. We also provided teas at the Community Orchard Apple Day and participated in Potton Show, and the Seasonal Markets and Christmas Lights Switch on organised by Potton Town Council.

The Friends of Potton Hall for All group has been active in these events.

Further funding applications are being prepared to pay for parts of the build and to enhance it after completion.

We are working closely with Pottton Town Council and Central Bedfordshire Council who are offering support for the project to build and run the hall.

Organisation

Pottton Hall for All continues in the ownership of Pottton Town Council and is leased to Pottton Hall for All charity to run for the benefit of the community.

The management of the hall is performed by a Management Committee which currently has 13 members and comprises the Trustees of Pottton hall for All Charity and other community representatives.

We have no paid employees, but are using an agency to provide cleaning services. This is under review as the use of the hall increases.

The Trustees

We have 7 Trustees who are very active in the local community, one of whom is nominated by Pottton Town Council. They are supported by a number of smaller support committees. The Trustees have taken the commission's public benefit guidance into account when making any decision to which it is relevant.

Income and Expenditure

	Sum of Income	Expenditure	Sum of Expenditure
Income			
Fundraising Income	3931.83 ✓	Advertising	20.00 ✓
Donation	42856.81 ✓	Fundraising Costs	469.65 ✓
Grant	29420 ✓	Insurance	241.16 ✓
VAT Reclaim	27770.06 ✓	Construction	190384 ✓
		Legal Fees	2100 ✓
		Fixtures and Fittings	11908.94 ✓
	103978.70		205123.75

01/04/2024 Opening Balance	176610.98 ✓	Current Account	74399.00 ✓
Income	103978.70 ✓	Petty Cash	1066.93 ✓
Expenditure	205123.75 ✓		

31/03/2025 Closing Balance	75465.93 ✓	31/03/2025 Closing Balance	75465.93
		Money owed to watson and cox (retention)	4262.47 ✓
		Available	71203.46

End of year Profit Loss 2024-25
1/4/25 watson and cox 38805.04

-101145.05

Reviewed - approved
19/12/25

Steve Elmhurst
I.G. HERBERT FCCA

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Steve Elmhurst
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Trustees Annual Report for the year ended 31st December 2024.

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Our Aims

Our aim is to build and run a self financing multi-functional community Hall for the people of Potton and surrounding villages.

Our Objectives

To identify sources of funding which will enable us to build the hall and to work with other local bodies, both statutory and voluntary to leverage this.

To ensure the building is suitable for the use by the local community.

Review of Activities and Achievements

During 2024 we have achieved major success. Construction of the hall began in April 2024. We hoped that the construction would be complete by the end of this year. Now in December, the construction is almost complete, although we ran into some unexpected delays, the major one being delays in connecting electricity to the site. We now expect completion to be early next year (2025) then to need a further few weeks to finish the fit out. This means that we will be able to take bookings at the end of the first quarter of 2025.

We are working closely with the builder, Watson and Cox Ltd, to ensure the building fulfils its purpose and to monitor the progress of the build.

We are determining what additional work will need to be done to make the hall a really great place to hire and finding funding for that.

We are also working on agreeing the Governance structures and running plans with our partner in this venture, Potton Town Council.

We have run a number of successful events which enhance community engagement in the project and raise funds towards it. These included a New Year's Eve party with live band, a Treasure Hunt, a Games evening and a Murder Mystery Night run with Potton Playhouse and Potton Scout Group. We also provided teas at the Community Orchard Apple Day and participated in Potton Show, the biennial Party on Potton weekend, and the Seasonal Markets and Christmas Lights Switch on organised by Potton Town Council.

The Friends of Potton Hall for All group has been active in these events.

Further funding applications are being prepared to pay for parts of the build and to enhance it after completion.

We are working closely with Potton Town Council and Central Bedfordshire Council who are offering support for the project.

The Trustees

We have 5 Trustees who are very active in the local community, one of whom is nominated by Potton Town Council. They are supported by a number of smaller support committees. The Trustees have taken the commission's public benefit guidance into account when making any decision to which it is relevant.

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Review of Activities and Achievements

During 2023 we have been working with Potton Town Council, our partner in providing the community building for the people of Potton, and our chosen building contractor, Watson and Cox, to design a hall which can be built for the funds available.

In August Watson and Cox submitted a design which meets our requirements and can be built for the £1.7Million which we have promised to the project. On this basis we were able to show Central Bedfordshire Council that we have an affordable design and they have agreed that the Section 106 money which has been allocated to the project can be released.

Potton Town Council have also received borrowing approval from the Department for Levelling Up, Housing and Communities to take a loan through the Public Works Loan Board.

Other funders have made good on their pledges.

The rest of the year has been spent going through the designs to ensure that the design is complete and satisfactory to reduce the risk of overspend once building commences. We expect to be in a position to sign the contract early in 2024 and starting building in the first quarter of the year.

We have run a number of successful events which enhance community engagement in the project and raise funds towards it. These included an Easter Bunny Trail, a Quiz night and a Murder Mystery Night run with Potton Playhouse and Potton Scout Group. We also provided teas at the Community Orchard Apple Day and participated in the Coronation Celebrations, Seasonal Markets and Christmas Lights Switch on organised by Potton Town Council.

The Friends of Potton Hall for All group has been active in these events.

Further funding applications are being prepared to pay for parts of the build and to enhance it after completion.

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Income and Expenditure

	Sum of Income	Expenditure	Sum of Expenditure
Income			
Donation	1019 ✓	Advertising	18.00
Fundraising Income	7705.37 ✓	Fundraising Costs	3806.22
Donation (conditional)	25000 ✓	Insurance	230.8
		Bank Charges	124.69
		Fees	5500 ✓

33724.37 9679.71 ✓

01/04/2022 Opening Balance	32388.14 ✓	Current Account (Not Conditional)	18801.21
Income	33724.37 ✓	Petty Cash	381.59 ✓
Expenditure	9679.71 ✓	current account (Conditional)	37250

31/03/2023 Closing Balance	56432.80	31/03/2023 Closing Balance	56432.80
		Conditional	37250
		Available	19182.80
		Difference	
		closing balances	Outstanding
		End of year Profit Loss 2021-22	0.00
			24044.66

Reviewed & approved *Dr. St. Michael* *23/10/23*

IAN HARRIS, FECA. INDEPENDENT REVIEWER

Conditional monies are for build costs

Income and Expenditure

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		Conditional	37250
		Available	19182.80
		Difference	
		closing balances	Outstanding
		End of year Profit Loss 2021-22	0.00
			24044.66

Reviewed & approved

Dr. S. K. Choudhary 23/10/23

IAA MEMBER, FECA. INDEPENDENT REVIEWER

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To identify sources of funding which will enable us to build the hall and to work with other local bodies, both statutory and voluntary to leverage this.

Review of Activities and Achievements

We have consulted with potential users in Potton and the surrounding area to design a building which will provide them with the facilities they need from the hall. We have employed an Architect and have obtained full planning permission for the design which they produced for us. It incorporates features which enhance its sustainability.

Central Bedfordshire Council have transferred the Land for the Hall and Car Parking to Potton Town Council and Potton Town Council have in turn have agreed to grant the Potton Hall for All Trustees a 199 year lease at a peppercorn rent of £1 per year. This land will come fully serviced and with a cash contribution of £683,132 Section 106 monies from the developer of one housing development in Potton. A further £339,912 of S106 money is promised from other housing developments in the town. This money has a time constraint and will be lost to the project if we are unable to show Central Bedfordshire Council that we have full funding for our building by August 2023.

Early in the year we received a revised costing to build the hall we had designed. As a result to factors over which we have no control the estimated cost to build had risen from £1.85 million to just over three million. Currently we have £1.75 M pledged to the project and decided that we needed to find a design which satisfies our potential users which can be built for that amount.

We have investigated a number of different ways in which this can be achieved and have commissioned a local company which has built other community halls in our area to design and build a community hall for us. We have shared our design brief with them and made clear our financial and time constraints. They have given us a project plan which delivers a new design by the end of the year and will put us in a position to satisfy the constraints on the Section 106 money and to complete construction by May 2024.

We are aware that our new design will need a new submission for planning permission. We are working closely with Central Bedfordshire Council (our local planning authority) to expedite this.

We have run a number of successful events which enhance community engagement in the project and raise funds towards it. These included an Easter Bunny Trail, a Quiz night run in association with Potton Show and a Murder Mystery Night run with Potton Playhouse and Potton Scout Group. We also provided teas at the Community Orchard Apple Day and participated in the Jubilee Celebrations, Seasonal Markets and Christmas Lights Switch on organised by Potton Town Council.

A Friends of Potton Hall for All group has been formed to support the Trustees, particularly in running the community engagement and fundraising events.

Further large scale funding applications are being prepared to pay for the build.

We are working closely with Potton Town Council and Central Bedfordshire Council who are offering support for the project.

The Trustees

We have 6 Trustees who are very active in the local community, one of whom is nominated by Potton Town Council. They are supported by a number of smaller support committees. The Trustees have taken the commission's public benefit guidance into account when making any decision to which it is relevant.

Income and Expenditure

Sum of Income

Sum of Expenditure

Income

Expenditure

Donation 16370.5
Fundraising Income 7543.3

Advertising 18.00
Fundraising Costs 3629.10
Insurance 221

23913.80

3868.10

01/04/2021 Opening Balance 8316.44
Income 23913.80
Expenditure 3868.10
bedford and Luton liability 4026.00

Current Account 19752.02
Petty Cash 386.12
Conditional monies 12250

31/03/2022 Closing Balance 32388.14

31/03/2022 Closing Balance 32388.14
Conditional Available 20138.14

Difference closing balances 0.00
End of year Profit Loss 2021-22 24071.70

£5706 Conditional Funding from bedford and Luton is subject to certain terms and conditions and should be returned if it is not spent, so far £1680 expenditure has been accounted for. Not considered a liability anymore

Conditional monies are for build costs

Reviewed *Ben Sheehy*

*I. HEINZGERT FCA
Independent Reviewer*

30/9/22

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During the past 12 months we have continued to seek the funding to complete the project. We have had major successes with promises of funding from charitable trusts and individual donors. Potton Town Council is a partner and supporter of the project and has been granted permission by MHCLG to take a Public Works Board Loan towards the project. A funding gap still exists and we continue to work to fill it.

We are working to validate the estimated build cost.

With the support of Central Bedfordshire Council and our MP, Richard Fuller, we submitted a bid for the Government's Levelling Up Fund. Unfortunately we were unsuccessful.

As restrictions due to the pandemic have lifted we have been able to run a number of successful events which enhance community engagement in the project and raise funds towards it. These included a Quiz night run in association with Potton Show, a Murder Mystery Night run with Potton Playhouse and St Mary's Church Potton. We also provided teas at the Community Orchard Apple Day and participated in the Seasonal Markets and Christmas Lights Switch on organised by Potton Town Council.

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