

Trustees' Annual Report and Accounts
1 January to 31 December 2025

Section A: Reference and Administration Details

Charity Name	Milton Keynes and Broughton Village Hall
Registered Charity Number	1159174
Charity's principal address	Willen Road Milton Keynes Village Milton Keynes MK10 9AF

Section B: Structure, Governance and Management

Type of governing document	Milton Keynes and Broughton Village Hall is constituted as a charitable incorporated organisation registered with the Charity Commission for England and Wales in April 2014. It is governed by a Charity Constitution last updated on 10 April 2014.		
How the charity is constituted	The Charity is a charitable incorporated organisation (CIO).		
Trustees	Trustee's Name	Office (if any)	Dates Acted (if not for whole year)
	Malcolm Brighton		1 January 2025 – 26 July 2025
	Amanda Butler		
	Lorraine Conner	Secretary	
	Alison Corlett	Treasurer	
	Brenda Eastaff		1 January – 2 April 2025
	Lucy Forbes		3 March 2025
	Robert Peter Mathison		
	David William Monk	Chair	
	Kay Munro		1 January-2 April 2025
	Gerard William Powis		
	Clare May Rishi		
Trustee selection methods	The existing trustees are responsible for the recruitment of new trustees. In selecting new trustees, we seek to identify people who are willing to volunteer at our events and help in maintaining the building. Potential trustees are invited to attend trustees' meetings as observers and are given more details of the charity's aims and activities and, if all agree, they are then proposed as new trustees at the next subsequent trustees' meeting.		

	This process allows due consideration of the person's skills, any specialist knowledge and fit within the group.
Trustees' induction to the Charity and Training for Existing Trustees	Following appointment, new trustees are given copies of the Charity Constitution and the latest Annual Accounts, along with the policies and procedures adopted by our charity (including Health and Safety Policy and Risk Assessment, Hall Hire Rate Policy and Safeguarding Policy). Once new trustees are registered on the Charity Commission's website, they receive publications covering guidance on charities and public benefit. This ensures that new trustees are aware of the scope of their responsibilities under the Charities Act.
Relationship with any related parties	The Charity works with and receive support from Broughton and Milton Keynes Parish Council (Parish Council), All Saints Church, Milton Keynes and other community groups/charities.
Trustees' consideration of major risks and procedures for managing them	The Trustees have assessed the risks to users of the hall and have drawn up a risk assessment, which is reviewed annually (or whenever the need arises). A copy of the document is available for all hirers in the Hirers Manual, which is kept at the hall and on the Charity's website. In addition, specific assessments are carried out by external contractors such as fire safety, legionella, water testing, gas safety and fixed electrical installation.
Organisational structure	The Trustees are responsible for the general control and management of the charity. They give their time freely and receive no remuneration or other benefits. The Trustees meet together bimonthly and are responsible for all decisions taken in relation to running the Village Hall, its facilities and the activities provided by the Charity. There are eight Trustees (and five vacancies) who are drawn from Broughton Village, Milton Keynes Village and Middleton. To assist in the smooth running of the Charity, individual trustees take on specific responsibilities including but not limited to Estates Management and Health and Safety. In addition, a Hall Co-ordinator (who is not a trustee) provides services including co-ordinating hall bookings, responding to the large volume of inquiries, and organising annual/bi-annual health and safety inspections.

Section C: Objectives and Activities

Summary of the objects of the charity set out in its governing document	The object of the Charity is the provision, maintenance and improvement of a village hall for use by the inhabitants of the area of benefit (as defined below) 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 condition of life for the inhabitants. Retaining the village hall and its small parcel of land is also covered by the Charity's Constitution.
--	--

Summary of the main activities undertaken for the public benefit in relation to these objects.	Runs a Village Hall We wish to make our Village Hall an accessible and welcoming venue where members of the community can use the facilities through attending one of the regular activities (the weekday nursery, pilates, afternoon tea, karate, children's club, table tennis, etc), hiring the hall for a private event, attending a Trustee organised event or community event. In 2025 the following events were held in partnership with other community organisations and charities: Tuesday Afternoon Tea (sponsored by the Parish Council and supported by volunteers from the community) Quiz Night, Willen Hospice Music Night, organised by two local people raising funds for the Alzheimer's Society Fete and Sports Day, MK and Middleton Community Group Christmas Fayre, All Saints Church Lantern Workshop, MK and Middleton Community Group Lantern Parade, MK and Middleton Community Group
Contribution made by volunteers	Volunteers are an important resource in helping with hall activities. Volunteers are involved at all our Trustee organised events and we have over 10 who have regularly given their time. During 2025 we ran two Trustee organised events: Quiz Night and mini Wine Tasting (trial), plus a weekly Tuesday Afternoon Tea session with support from volunteers of All Saints Church, Milton Keynes. A couple of volunteers provided invaluable assistance with our website and social media. The second volunteer has kept the events section of the website up-to-date and has regularly communicated Hall and community events via Facebook and email to the community.
Policy on grant-making	The Charity does not have a specific policy on grant-making and it has not made any grants.

Section D: Achievements and Performance

Summary of the main achievements of the charity during the year	Regular Hirers The weekday nursery continued throughout 2025, and other regular groups fill our weekdays events: Pilates, Kid's Club and Karate. We were also delighted that our other regular hirers continued during the year, including Table Tennis and the MK Advanced Motorists. Private Hirers It was wonderful for us to host 63 private hires (12 more than last year). The Hall Coordinator remained busy with a constant stream of inquiries regarding hall hire. We would like to record our thanks to Jules Barnard for her work during 2025. Trustee Organised Events (Fundraising) As previously mentioned, we held two main events in 2025 – quiz night, and a mini wine tasting (trial).
---	--

	We wish to record our grateful thanks to the many volunteers who generously gave significant time to organising and executing our events and the community-wide activities held at the hall.
--	--

Section E: Financial Review

Account methodology	The Charity uses the simple accountancy methodology of Receipts and Payments and these are outlined in Section H.
Charity's policy on reserves	The Trustees have reviewed the reserves of the charity in November 2025. It is their policy to hold sufficient funds to meet six months' operating costs of the Village Hall, which has been revised to approximately £10,000. Any further surpluses made are retained to enable future maintenance and improvements to the fabric of the building to be adequately funded without seeking loans. Thus, ensuring the Village Hall (which was built around 1860) is appropriately maintained for on-going community usage.
Bank Arrangements	The Charity has two bank accounts with Metro Bank plc.
Restricted funds	There is £276 in restricted funds held against any repairs and or maintenance required to the Bell Tower. This amount is held in the Business Savings Account.
Unrestricted funds	Overview of 2025 The Trustees confirm that with prudent financial controls in 2025, the Charity recorded a deficit of £24,140, which appears a huge amount. However, the original budget elements (agreed at the beginning of the year) came in significantly under budget owing to a large uplift in income and reduced spending. The budget was revised part way through to enable the summer works (lobby/bar area refurbishment to a new open reception room) to be undertaken. We are carrying £2,857.10 in liabilities into 2026. We also have financial assets of £443.21 being carried forward.
Main sources of income	Hiring of Hall and Fundraising The charity's main source of income is the hiring out of the hall and fundraising events. It was pleasing to note private hires for 2025 raised £9,748.04 (an 18 per cent increase on 2024's figure of £8,243.15). And the accounts already include £1,896.50 of deposits and hire fees for 2026 private hires (shown in liabilities). This represents an increase from 10 advanced bookings taken in 2024 for 2025 versus 17 advanced bookings taken in 2025 for 2026. Grants and Donations We received a grant from National Grid via Community Matters Fund for £1,105. And a further two donations of £100.00 and £15.00 respectively for the redundant Numatic floor buffer and bar stools. Overview of Income Overall income increased slightly from £50,627.96 to £51,746.73.

Main sources of expenditure	Utilities (gas, water, electricity and waste collection) Our total utilities reduced by 5.75 per cent from £8,448.55 in 2024 to £8,000.42. And owing to direct debit/billing timings we have liabilities of £224.00 for gas and water from 2025 which will be paid in the first quarter of 2026, against credits of £256.00 for waste collection and electricity forward payments. We have three year fixed term contracts with British Gas Lite (April 2025 to April 2028) for gas and E.On Next for electricity (October 2024 to October 2027). General Running Costs, Upkeep and Maintenance Trustees were ever mindful of exercising prudence in the hall's maintenance programme and again were able to adjust what needed to be completed. However, our general upkeep costs were £8,230, which was significantly higher (£3,217 more) than last year. This included our legionella risk assessment (every two years), a new carpet in the meeting room following the removal of asbestos tiles, a bookcase in the entrance lobby (for the book swap), dishwasher servicing, a filing cabinet for the nursery (as part of the refurbishment), and replacing the freezer. The National Grid grant was used to replace old lighting with new LEDs, installing timer switches in three store rooms and two HIVE thermostats allowing changes to be made via the HIVE app. The latter gives us much more control over our heating. Major Estates Projects The internal asbestos floor tiles were removed from the two small store rooms and the meeting room in April 2025, which leaves no internal materials containing asbestos. Asbestos fibres form part of the roofing tiles on the extension (over the kitchen, toilets, stores and meeting room). The exterior woodwork (doors, window frames and soffits) was re-varnished/painted during August 2025. The lobby/bar area was gutted over the summer shutdown. The hall now has a lighter, open Reception room with new flooring and an additional radiator. Our outstanding quinquennial actions relate to panels in the main toilet areas, the ladies toilet flooring and replacing old light fittings for LEDs in the small hall. A total of £40,017.06 was spent on these major works. A sub group of Trustees meet regularly during the year to agree priorities for the next few years and to organise activities to be completed in the shutdown periods and plan for future works.
Investment policy	The charity has no long-term investments. Our cash reserves are held in either a business current account or business savings account. The interest earned by the business savings account in 2025 was £420.26 down from £659.79 in 2024. The reduction is partly due to interest rates coming down but also used £25,000 from the savings account for the summer works.

Section F: Other Optional Information

Plans for 2026	The Trustees are looking to organise one event in 2026: Wine Tasting 3 March In addition, the following partnership events are anticipated: Quiz Night, Willen Hospice Fete and Sports Day, MK and Middleton Community Group Christmas Fayre, All Saints Church Lantern Workshop, MK and Middleton Community Group Lantern Event, MK and Middleton Community Group The Hall continues to host a “Warm Space” each Tuesday afternoon called <i>Tuesday Afternoon Tea</i>, which started on 3 January 2023. This activity is a joint venture between the Parish Council, All Saints Church and the Trustees and provides free beverages, toast, crumpets and homemade cakes and a chance for people to chat, read the paper, play board games etc. Trustees are continuing to review what maintenance is required to keep the hall in good condition (both internally and externally) and will use the building survey report to prioritise its focus.
----------------	---

Section G: Declaration

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

Signed on behalf of the charity’s trustees

Signatures:

	
DAVID WILLIAM MONK Chair	ALISON CORLETT Treasurer
01 March 2026	01 March 2026

Date:

Section H: Receipts and Payments Accounts



Milton Keynes and Broughton Village Hall
Number 1159174

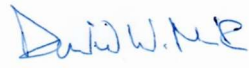
Receipts and Payments Accounts

For the Period: 1 January to 31 December 2025

Section 1 Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year - 2024 to the nearest £
1 Receipts				
Fundraising (Committee Events)	1,223	-	1,223	2,171
Hire of Hall and Equipment (Private Hirers)	11,196	-	11,196	8,695
Hire of Hall and Equipment (Regular Hirers)	36,685	-	36,685	38,537
Deposits for Future Private Bookings	1,003	-	1,003	165
Miscellaneous	-	-	-	-
Interest on Savings Account	420	-	420	660
Donations, Legacies and Grants	1,220	-	1,220	400
Sub total (Gross income for AR)	51,747	-	51,747	50,628
2 Asset and investment sales				
	-	-	-	-
Sub total	-	-	-	-
Total receipts	51,746.73	-	51,746.73	50,628
3 Payments				
Utilities	8,000	-	8,000	8,489
Cost of Fundraising Events (Committee Events)	635	-	635	1,362
General Running Costs	7,903	-	7,903	7,475
General Upkeep & Maintenance	8,230	-	8,230	5,013
Major Estates Projects	40,017	-	40,017	30,324
Administration	10,330	-	10,330	12,290
Insurance	1,174	-	1,174	1,142
Licences	404	-	404	974
Donations Paid	-	-	-	-
Sub total	75,886	-	75,886	67,067
4 Asset and investment purchases				
	-	-	-	-
Sub total	-	-	-	-
Total payments	75,886	-	75,886	67,067
Net of receipts/(payments)	- 24,140	-	- 24,140	- 16,439
5 Transfers between funds	-	-	-	-
6 Cash funds last year end	-	276	276	83,261
Cash funds this year end	- 24,140	276	- 23,864	66,822

Section 2 Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
1 Cash funds	Business Current Account	11,375	-
	Business Savings Account	31,031	276
	Total cash funds	42,406	276
2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
		-	-
3 Investment assets	Details	Fund to which asset belongs	Cost (optional)
		-	-
4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
	Land and buildings owed by the Charity - "Milton Keynes Village Hall"		-
	Furniture, fixtures and fittings		-
	Laptop computer		-
	Mobile telephone		-
	Parish Council payment		145
	Electricity (paid in advance)		158
	Regular Hirer Fees		306
	Waste collection (paid in advance)		98
	Stock items for AGM		42
5 Liabilities	Details	Fund to which liability relates	Amount due (optional)
	Utilities (gas, waste and water)		254
	Roof repairs		400
	Deposits for Future Hires Received		1,897
Signed by two trustees on behalf of all the trustees			
	Alison Corlett	David W Monk	
	Date 01 March 2026	Date 01 March 2026	

Section I: Independent Examiner's Report

Responsibilities and basis of report	I report to the trustees on my examination of the accounts of the above charity, Milton Keynes and Broughton Village Hall, for the year ended 31 December 2025. 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 Charity'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 did not exceed £250,000. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales. 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:	Christopher Davies Member of the Institute of Chartered Internal Auditors 2 Parrock Lane Milton Keynes Village MK10 9AZ
Date:	31 March 2026