

Trustees Annual Report

Charity Name - Woodmansterne Village Hall **Charity Number** – 1159855.

Address/ Correspondence address

Woodmansterne Village Hall

Carshalton Road

Woodmansterne

Surrey SM7 3HR

Trustees (from date Charity Commission Updated following our AGM on 16 April 2025)

- Mrs Gillian Gillespie (chair)
- Mrs Debbie Martin
- Mrs Lisa Queenan
- Mr Craig Gillespie (treasurer)
- Mrs Dominique Vaughan
- Mrs Emma Rose

Governing Document – Constitution dated 11th September 2014 agreed on 6th November 2014. This constitution was an update of the constitution of 15th November 1965 to enable registration as a CIO. The Woodmansterne Village Hall was registered as a CIO with the above charity number on 8th January 2015. It was previously registered as a charity with reference 230625.

Financial Period - 1st January 2025 -31st December 2025

The present hall was opened on 2nd September 1978. The charity's purpose is to run the Village Hall for the benefit of the inhabitants of Woodmansterne and surrounding areas without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious, or other opinions. It provides a meeting place for a wide variety of local social and sports clubs and classes and was also available for hire for parties. The trustees usually meet as a management committee every 6 weeks to make decisions affecting the Hall. The trustees use a messaging app and email for regular communication and decisions between meetings.

Bookings are delegated to Mrs Martin, in her capacity as Booking Secretary, who reports regularly to the committee. Maintenance and refurbishment projects are discussed in committee and approved by them with a budget allocation. An AGM is held annually to which Local Residents and Members of Organisations which use the Hall are invited. New Trustees can be proposed by user-groups or local individuals and can be co-opted by the trustees. All Trustees are subject to re-election each year. At the April 2025 AGM, the above committee members were re-elected. Hazel Cluff, the previous chair, stood down from the committee and Gill Gillespie was elected to the post of chair. There were no other changes to posts.

Finances remained strong this year with a good level of hall bookings throughout the year and not too many unexpected expenditures. The loss of Kiwi's Nursery had a big impact but we had one new regular booker and continue to look for others.

Regular expenditure has been up as costs such as electricity, gas, insurance, rates etc have all increased.

We had limited big expenditure this year and concentrated instead on general maintenance including resolving various plumbing issues, which plagued us throughout the year, and making general repairs in the main hall such as the kitchen shutters and the patio door locks. We also have our regular gas, heating and electrics checks and remediations.

As reported last year we are continuing to build up our reserves for more major anticipated expenditures in the future, primarily the roof and hall floor. We expect to start some refreshing of the Lowther room shortly and we've been looking into the possibility of a grant for solar panels.

Reigate & Banstead council have been going through an asset transferral program so we applied for the car park to be fully transferred to the hall (it's currently on a rolling 5-year lease). We understand that they are likely to grant us a 30-year lease, which isn't quite as good as the freehold that we had hoped for but at least ensures we have the use of the carpark at a reduced cost (a nominal £1 a year) for the foreseeable future.

We discovered that the hall ownership has not been registered with land registry. This was not required when the hall grounds were originally transferred but it is something that should now be put in place. This is in the process of being resolved.

After the few hall hire increases last year for the Lowther room and weekend hall hire, we have managed to keep rates stable and don't currently have any further plans to change them. With rising costs this could change but we will continue to try to keep rates as low as possible.

Woodmansterne Village Hall Management Committee

Income and Expenditure account for the year 1/1/2025 to 31/12/2025

| | <u>2025</u> | | <u>2024</u> | |
|--|--------------|--------------|--------------|--------------|
| <u>INCOME:</u> | | | | |
| Hall Hire | 32653 | | 31128 | |
| LESS booking officer's fee | 2730 | | 2650 | |
| Total Income for hire of the hall | 29923 | 29923 | 28478 | 28478 |
| Interest and dividends received | | 283 | | 249 |
| Barn Dance Income less Expenses | | 0 | | 0 |
| Total Income | | 30206 | | 28726 |
| <u>Annual operating expenses:</u> | | | | |
| Account examiner's fee: bal. of previous year | 0 | | 24 | |
| Account examiner's fee: this year: estimated | 432 | | 432 | |
| Hall Secretary fee | 0 | | 1200 | |
| Cleaning..... | 5679 | | 6142 | |
| Electricity | 1912 | | 1447 | |
| Gas | 2052 | | 1919 | |
| Insurance | 3006 | | 2899 | |
| Land, lease of | 250 | | 250 | |
| Maintenance: general, usual | 2359 | | 1775 | |
| Miscellaneous..... | 435 | | 250 | |
| Music licence | 248 | | 548 | |
| Rates: Reigate and Banstead Council | 581 | | 274 | |
| Refuse..... | 961 | | 929 | |
| Telephone | 0 | | 254 | |
| Water | 466 | | 275 | |
| Total annual operating expenses: | 18381 | | 18618 | |
| <u>Non annual expenses</u> | | | | |
| Tree Pruning | 0 | | 4080 | |
| Plumbing | 781 | | 832 | |
| <u>total expenses</u> | 19162 | 19162 | 23530 | 23530 |
| Excess of income over operating expenses: | | 11043 | | 5196 |
| Excess of operating expenses over income: | | | | |
| Less Depreciation: see note. | | 3596 | | 4231 |
| INCREASE OF VALUE OF ASSETS (EXC BUILDINGS) | | 7447 | | 965 |
| DECREASE OF VALUE OF ASSETS (EXC BUILDINGS) | | | | |

WOODMANSTERNE VILLAGE HALL MANAGEMENT COMMITTEE

Balance sheet as at 31/12/25

| | | | | |
|--|----------------|----------------|--------------|----------------|
| <u>Fixed assets:</u> | | | | |
| Buildings, equipment and land owned | | 1034298 | | <u>1004554</u> |
| <u>Liquid assets:</u> | | | | |
| Balances at bank + cash in hand | 34109 | | 20216 | |
| Plus debtors | 3110 | | 3866 | |
| | 37219 | | 24082 | |
| Less creditors | 3912 | | 1819 | |
| <u>Nett liquid assets</u> | <u>33307</u> | <u>33307</u> | <u>22263</u> | <u>22263</u> |
| <u>TOTAL ASSETS AS AT 31/12/25</u> | | <u>1067605</u> | | <u>1026817</u> |
| <u>Represented by:</u> | | | | |
| Total assets at 31/12/24 | | 1026817 | | <u>1001001</u> |
| PLUS increase in the value of the assets per I + E account | | <u>7447</u> | | 965 |
| Plus increase in the value of the building (note 2) | | <u>33340</u> | | <u>24851</u> |
| | | <u>1067605</u> | | <u>1026817</u> |
| ***** | | | | |
| <u>Calculation of items in the balance sheet.</u> | | | | |
| <u>Fixed assets:</u> | | | | |
| Buildings and land owned at 31/12/24 | 980579 | | 955728 | |
| Inflationary increase as advised by insurers | 33340 | | 24851 | |
| <u>Buildings and land owned at 31/12/25</u> | <u>1013919</u> | <u>1013919</u> | 980579 | 980579 |
| Equipment and contents at 31/12/24 | 23975 | | 28206 | |
| Less depreciation at 15% (note 3) | 3596 | | 4231 | |
| | 20379 | | 23975 | |
| plus sundry purchases | - | | - | |
| <u>Equipment and contents at 31/12/25</u> | <u>20379</u> | <u>20379</u> | <u>23975</u> | <u>23975</u> |
| <u>Fixed assets as at 31/12/25</u> | | <u>1034298</u> | | <u>1004554</u> |
| <u>Debtors:</u> | | | | |
| Hall hire payments recd in arrears | 0 | | 860 | |
| Insurance premium for 2026 | 3110 | | 3006 | |
| <u>Total debtors</u> | <u>3110</u> | | <u>3866</u> | |
| <u>Creditors:</u> | | | | |
| Security deposits refundable after hire | 1600 | | 800 | |
| Hall hire payments recd in advance | 1880 | | 587 | |
| Late Invoice (fire safety inspection) | - | | - | |
| Account examiner's fee (estimated) | 432 | | 432 | |
| <u>Total creditors</u> | <u>3912</u> | | 1819 | |

Independent examiner's report to the trustees of the Woodmansterne Village Hall.

We report on the accounts of the Woodmansterne Village Hall management committee for the year ending **31st December 2025**, which are set out in the attached 2 pages.

Respective responsibilities of the trustees & examiner.

As the charity's trustees you are responsible for the preparation of accounts; you consider that audit requirement of section 43 (2) of the charities act 1993 does not apply. It is our responsibility to state, on the procedures specified in the general directions given by the charity commissioners under section 43(b) of the act whether particular matters have come to our attention.

Basis of the independent examiner's report.

Our examination was carried out in accordance with the general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented by those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you, the trustees, concerning such matters. The procedures undertaken do not provide all of the evidence that would be required by an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:-

- 1) Which gives us reasonable cause to believe that in any material respect the requirements.
 - To keep records in accordance with section 14 of the act; and
 - To prepare accounting records which accord with the accounting record & comply with the accounting records of the act.

Have not been met; or

- 2) To which, in our opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.

Signed by Ian White



For and on behalf of

South East Advisory Ltd t/a Bells Accountants
310, Stafford Road
Croydon, CR0 4NH

28/5/25

Woodmansterne Village Hall Management Committee

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| | 2025 | | 2024 | |
|--|--------------|--------------|--------------|--------------|
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| Water | 466 | | 275 | |
| Total annual operating expenses: | 18381 | | 18618 | |
| Non annual expenses | | | | |
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| Plumbing | 781 | | 832 | |
| total expenses | 19162 | 19162 | 23530 | 23530 |
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*A TOTAL INCOME 34,805
 ADJUSTED WOMB 32,653
 2153

BF ACCRUED INCOME <860>
 BF DEFERRED INCOME 579
 CF ACCRUED INCOME <1860>
 CF DEFERRED INCOME
 <2153>

0

23/12/25

WOODMANSTERNE VILLAGE HALL MANAGEMENT COMMITTEE

Balance sheet as at 31/12/25

Fixed assets:

Buildings, equipment and land owned

1034298

1004554

Liquid assets:

Balances at bank + cash in hand

34109

20216

Plus debtors

3110

3866

37219

24082

Less creditors

3912

1819

Nett liquid assets

33307

33307

22263

22263

TOTAL ASSETS AS AT 31/12/25

1067605

1026817

Represented by:

Total assets at 31/12/24

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1001001

PLUS increase in the value of the assets per I + E account

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Plus increase in the value of the building (note 2)

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24851

1067605

1026817

Calculation of items in the balance sheet.

Fixed assets:

Buildings and land owned at 31/12/24

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955728

Inflationary increase as advised by insurers

33340

24851

Buildings and land owned at 31/12/25

1013919

1013919

980579

980579

Equipment and contents at 31/12/24

23975

28206

Less depreciation at 15% (note 3)

3596

4231

20379

23975

plus sundry purchases

-

-

Equipment and contents at 31/12/25

20379

20379

23975

23975

Fixed assets as at 31/12/25

1034298

1004554

Debtors:

Hall hire payments recd in arrears

0

860

Insurance premium for 2026

3110

3006

Total debtors

3110

3866

Creditors:

Security deposits refundable after hire

1600

800

Hall hire payments recd in advance

1880

587

Late Invoice (fire safety inspection)

-

-

Account examiner's fee (estimated)

432

432

Total creditors

3912

1819

X⑤

NBV 2024

1,004,554

less Depn

(3,596)

plus insurance

33,340

1,034,298