

Cullingworth Village Hall Management Committee Ltd

Charity number 1161987

A company limited by guarantee number 08775806

Annual Report and Financial Statements for the year ended 31 December 2024



Cullingworth Village Hall Management Committee Ltd

Annual Report and Financial Statements for the year ended 31 December 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

Cullingworth Village Hall Management Committee Ltd

Trustees' report for the year ended 31 December 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Janet Toner	Chair	
Janice Stephenson	Treasurer	
Sandra Millar		
Linda Copland		
Kathryn Toledano		
Dawn Dixon		
Andrew Allen		Resigned 11 March 2024
Charity number	1161987	Registered in England and Wales
Company number	08775806	Registered in England and Wales
Registered and principal address	Bankers	
Cullingworth Village Hall	Nat West Bank plc	United Trust Bank Limited
Lodge Street	63 North Street	One Ropemaker Street
Cullingworth	Keighley	London
Bradford BD13 5HB	BD21 3SB	EC2Y 9AW

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

Cullingworth Village Hall was first established as a charity on 25 May 1962. It currently stands on a site on Lodge Street, Cullingworth leased from Bradford Council for 125 years from 30 January 2018. The Hall was registered as a Company Limited by Guarantee on 14 November 2013 and is governed by a Memorandum & Articles of Association as amended by special resolution 27 March 2015. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

The building is managed by a committee who are directors of the company and trustees of the charity and are appointed by the members at the Annual General Meeting. The Memorandum and Articles of Association governs the appointment of trustees and the management of the charity. Positions on the Board shall be decided by election and the committee may appoint such sub-committees as it may consider necessary.

We actively seek to recruit committee members that reflect the make-up of the local community, drawing from a wide range of skills. We recruit via AGM notices, local adverts, social media, personal recommendation and direct approach.

Cullingworth Village Hall Management Committee Ltd

Trustees' report (continued) for the year ended 31 December 2024

Objectives and activities

The charity's objects

For the public benefit, the promotion of community development by the provision of the facilities of a village hall for the use by the inhabitants of the parish of Cullingworth without distinction of political, religious or other opinions, including use for meetings, lectures, classes and for other forms of recreation and leisure time activities for the purpose of advancement and promotion of community development.

The charity's main activities

The prime objective is to provide a Village Hall for hire by residents of Cullingworth and others from the local and wider community without distinction of gender, sexual orientation, age, disability, nationality, race or political or religious opinions.

Two halls are available for meetings, recreation and leisure time activities, classes, private functions, fundraising events and use by local organisations.

In addition to offering space for hire, the Village Hall building also provides two spaces available for rental which are occupied by Cullingworth Pre-School and Latalia Italian Café.

The Management Committee and the running of the building is accomplished entirely by volunteers who live in Cullingworth.

Public benefit statement

The Cullingworth Village Hall Management Committee have due regard for the Charity Commission's guidance on public benefit and take it into account when making decisions and when exercising their duties. We know that our purpose benefits the local and wider community by providing a venue with the opportunity for a wide range of activities and events, plus opportunities for individuals to volunteer. Together, these help to foster the well-being of our local community.

'We are so lucky to have such a beautiful venue in our village. The best thing for yoga is that the floors are heated. This is such a luxury! In the summer we can open the windows and hear the birds singing during relaxation. Sometimes, we have the air conditioning on for those really hot days! It is a lovely big open space and always clean and tidy.'

The village hall is run by an incredible group of volunteers who have always been supportive, helpful and responsive. They really contribute so much to the community and make it a lovely place to be! I've never had any problems with bookings, it's always been smooth and easy! I really appreciate it.'

Kellyann – Kellyann Yoga

Achievements and performance

A new website was created with the aim of generating more letting enquiries. The work was undertaken by Tintintin Marketing with support from Eagle Intermedia Publishing Ltd to improve the search engine optimization. This has proved very successful with a significant increase in letting income. Alongside this investment we have sought reviews from both regular and one-off hirers. These are very positive and are used in flyers and social media.

We remain very grateful to our regular hirers and appreciate the support we receive from the local community.

Additional noticeboards have been hung in the foyer for both regular users and the hall to promote clubs and events.

Unfortunately, the wild flower garden didn't flourish very well, despite best efforts.

Bradford Council agreed to put up a signpost to the Village Hall on the corner of Mill Street and Halifax Road. This should be installed in early 2025. A small grant to help cover some of the operational costs was generously donated by Bradford Metropolitan District Council, whose support is much appreciated.

Cullingworth Village Hall Management Committee Ltd

Trustees' report (continued) for the year ended 31 December 2024

Achievements and performance continued

Lettings

Lettings bookings for children's parties continue to flow in, mainly via the website and we are busy most weekends.

A new page has been added to the website, dedicated to information about the discounted children's party rate, which includes video walkthroughs of the main hall and kitchen. A link to this page is sent with every response to a booking enquiry.

A couple of our regular commercial hirers have increased their classes and tried new groups. All our regular users and local community groups continue to benefit from our excellent facilities and competitive rates.

Bookings can be made by email and the address is advertised on social media, Village Hall noticeboards and the Village Hall website, which also shows a calendar of events and availability.

There are a comprehensive set of policies and a review system to ensure that these are kept current and relevant. Risk management is regularly reviewed.

Future plans

The charity is again looking forward to offering a fantastic facility to the local community. Events booked in the hall benefit from the excellent sound system, sound-proofing and lighting, making this a perfect venue for private functions, performance events and small conferences.

Following a recommendation from another village hall, we have agreed to the installation of an InPost Locker in the car park. We hope this will provide a useful service to our local community for the collection and return of goods purchased online. This should be installed in early 2025.

Financial review

The net income for the year was £6,177, including net income of £6,101 on unrestricted funds and net income of £76 on restricted funds.

Income

The principal source of revenue for the running of the hall continues to be provided through letting fees and income from our tenants: Cullingworth Pre-School and Latalia Café.

The new website has led to an increase in bookings and, therefore, income. As appropriate, grants are sought to support the charity.

Expenditure

Running costs continue to be carefully monitored against the budget.

Detailed budgets are drawn up and monitored quarterly against actual financial performance to ensure sustainability and further development.

Annual service contracts continue to be in place. Repayments of the £50,000 loan from Bradford Council for the build have continued.

The 5-year electrical service was undertaken.

Cullingworth Village Hall Management Committee Ltd

Trustees' report (continued) for the year ended 31 December 2024

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £169,174.

Unrestricted reserves for cash flow and emergencies:

A reserve of £15k-£50k is maintained to cover any negative cash flow and emergencies (e.g. boiler/heating breakdown or damage to flooring/equipment). If accessed, efforts should be immediately put in place to restore the balance to a minimum £15,000.

Planned ongoing and annual maintenance expenditure is included in the Annual Budget and detailed in the Annual Maintenance Plan. This ensures the facility is maintained in good condition for the benefit of all hall users and to meet the conditions of the Insurance Policy and Premises Licence.

Restricted Reserves for assets and special projects:

Grants received for specific purposes will be evidenced in a restricted reserve "pot" within the accounting structure and used solely for the purpose designated. These range from the purchase of new/replacement assets to the hosting of events and garden projects.

Designated Reserves:

Funds in excess of restricted and unrestricted reserves detailed above are for :

- The Asset Replacement Fund to cover the long-term maintenance/replacement programme. The new build has cost approximately £1m and within 10-25 years may require extensive work (e.g. a new roof).

The actual amount designated towards these purposes is £87,000.

Cullingworth Village Hall Management Committee Ltd

Trustees' report (continued) for the year ended 31 December 2024

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 23/4/2025

Janet Toner (Trustee)

Cullingworth Village Hall Management Committee Ltd

Independent examiner's report to the trustees of Cullingworth Village Hall Management Committee Ltd

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 December 2024, which are set out on pages 8 to 13.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Rhys North ACA

24/4/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Cullingworth Village Hall Management Committee Ltd
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2024

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:					
Grants and donations	(2)	185	1,155	1,340	5,736
Lettings		30,175	-	30,175	24,799
Rental income		19,966	-	19,966	17,997
Service and utility recharges		13,052	-	13,052	16,778
Fundraising		-	-	-	157
Bank interest		4,475	-	4,475	2,725
Other income		2,400	-	2,400	65
Total income		70,253	1,155	71,408	68,257
Expenditure on:					
Administrative costs		1,325	-	1,325	1,749
Insurance		1,527	-	1,527	1,373
Repairs and maintenance		5,911	209	6,120	17,390
Ground rent		420	-	420	420
Rates and water		2,339	-	2,339	2,327
Heat and light		14,865	870	15,735	22,937
Cleaning		4,224	-	4,224	4,411
Independent examination		792	-	792	792
Advertising and promotion		968	-	968	939
Other legal and professional fees		1,269	-	1,269	13
Depreciation		29,764	-	29,764	26,293
Loan interest		748	-	748	748
Total expenditure		64,152	1,079	65,231	79,392
Net income / (expenditure)		6,101	76	6,177	(11,135)
Fund balances brought forward		1,015,478	1,988	1,017,466	1,028,601
Fund balances carried forward	(3)	1,021,579	2,064	1,023,643	1,017,466

All incoming resources and resources expended derive from continuing activities.

Cullingworth Village Hall Management Committee Ltd
Balance sheet
as at 31 December 2024

		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(4)	883,205	-	883,205	912,969
Total fixed assets		<u>883,205</u>	<u>-</u>	<u>883,205</u>	<u>912,969</u>
Current assets					
Debtors and prepayments	(5)	4,452	-	4,452	3,831
Cash at bank and in hand	(6)	171,961	2,064	174,025	143,386
Total current assets		<u>176,413</u>	<u>2,064</u>	<u>178,477</u>	<u>147,217</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(7)	7,239	-	7,239	8,187
Total current liabilities		<u>7,239</u>	<u>-</u>	<u>7,239</u>	<u>8,187</u>
Net current assets / (liabilities)		<u>169,174</u>	<u>2,064</u>	<u>171,238</u>	<u>139,030</u>
Total assets less current liabilities		<u>1,052,379</u>	<u>2,064</u>	<u>1,054,443</u>	<u>1,051,999</u>
Creditors: amounts falling due after one year	(8)	30,800	-	30,800	34,533
Net assets		<u>1,021,579</u>	<u>2,064</u>	<u>1,023,643</u>	<u>1,017,466</u>
Funds					
Unrestricted funds					
General unrestricted funds		934,579	-	934,579	955,478
Designated funds	(9)	87,000	-	87,000	60,000
Unrestricted funds		<u>1,021,579</u>	<u>-</u>	<u>1,021,579</u>	<u>1,015,478</u>
Restricted funds		<u>-</u>	<u>2,064</u>	<u>2,064</u>	<u>1,988</u>
Total funds		<u>1,021,579</u>	<u>2,064</u>	<u>1,023,643</u>	<u>1,017,466</u>

For the year ending 31 December 2024 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 23/4/2025

Janet Toner (Trustee)

Cullingworth Village Hall Management Committee Ltd

Notes to the accounts

for the year ended 31 December 2024

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Leasehold improvements: 2% straight line

Equipment: 10% reducing balance

Fixtures & Fittings : 10% straight line

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Cullingworth Village Hall Management Committee Ltd
Notes to the accounts continued
for the year ended 31 December 2024

2 Grants and donations	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Bradford Metropolitan District Council (BMDC)	-	1,155	1,155	1,038
Cullingworth Village Council	-	-	-	4,500
Other donations	185	-	185	198
	<u>185</u>	<u>1,155</u>	<u>1,340</u>	<u>5,736</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Co-op Grounds 2021	1,984	-	209	-	1,775
BMDC Events	4	-	4	-	-
BMDC Community Buildings	-	1,155	866	-	289
	<u>1,988</u>	<u>1,155</u>	<u>1,079</u>	<u>-</u>	<u>2,064</u>

Fund name

BMDC Cinema/Cafe Project

BMDC Events

BMDC Community Buildings

Purpose of restriction

To enable the development and maintenance of the village hall's grounds.

To help develop a community cinema facility.

To support the running costs of the village hall.

4 Tangible assets	Fixtures & Fittings £	Equipment £	Leasehold improvements £	Total £
Cost				
At 1 January 2024	43,481	39,164	959,912	1,042,557
Additions	-	-	-	-
At 31 December 2024	<u>43,481</u>	<u>39,164</u>	<u>959,912</u>	<u>1,042,557</u>
Depreciation				
At 1 January 2024	18,667	14,433	96,488	129,588
Charge for year	4,348	6,219	19,197	29,764
At 31 December 2024	<u>23,015</u>	<u>20,652</u>	<u>115,685</u>	<u>159,352</u>
Net book value				
At 31 December 2024	<u>20,466</u>	<u>18,512</u>	<u>844,227</u>	<u>883,205</u>
At 31 December 2023	<u>24,814</u>	<u>24,731</u>	<u>863,424</u>	<u>912,969</u>

5 Debtors and prepayments	2024 £	2023 £
Debtors	4,098	3,384
Prepayments	354	447
	<u>4,452</u>	<u>3,831</u>

6 Cash at bank and in hand	2024 £	2023 £
Cash at bank	173,959	143,262
Cash in hand	66	124
	<u>174,025</u>	<u>143,386</u>

Cullingworth Village Hall Management Committee Ltd
Notes to the accounts continued
for the year ended 31 December 2024

7 Creditors and accruals	2024	2023
	£	£
Bank loans and overdrafts	3,733	3,733
Creditors	1,549	2,401
Accruals	792	792
Other creditors	1,165	1,261
	<u>7,239</u>	<u>8,187</u>

8 Creditors: amounts falling due after one year	2024	2023
	£	£
City of Bradford Metropolitan District Council Loan	30,800	34,533
	<u>30,800</u>	<u>34,533</u>

The loan is repayable as follows:

	2024	2022
	£	£
Within one year	3,733	3,733
Between two and five years	14,933	14,933
More than five years	15,867	19,600
	<u>34,533</u>	<u>38,266</u>

Security over assets

The loan from the City of Bradford Metropolitan District Council is secured against the leasehold property on the land at Lodge Street, Cullingworth, Bradford BD13 5HB. The loan is repayable over a fifteen year period ending 2034.

9 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Asset replacement fund	60,000	-	-	27,000	87,000
	<u>60,000</u>	<u>-</u>	<u>-</u>	<u>27,000</u>	<u>87,000</u>

Fund name

Asset replacement fund

Reason for designation

To provide for an asset replacement fund for the Hall, its fixtures and fittings and equipment as well as any planned further improvements to the Hall and its grounds.

10 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Cullingworth Village Hall Management Committee Ltd
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 December 2024

	2024	2023	2024	2023	2024	2023
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
Income						
Grants and donations	185	198	1,155	5,538	1,340	5,736
Lettings	30,175	24,799	-	-	30,175	24,799
Rental income	19,966	17,997	-	-	19,966	17,997
Service and utility recharges	13,052	16,778	-	-	13,052	16,778
Fundraising	-	157	-	-	-	157
Bank interest	4,475	2,725	-	-	4,475	2,725
Other income	2,400	65	-	-	2,400	65
Total income	70,253	62,719	1,155	5,538	71,408	68,257
Expenditure						
Administrative costs	1,325	1,585	-	164	1,325	1,749
Insurance	1,527	958	-	415	1,527	1,373
Repairs and maintenance	5,911	16,665	209	725	6,120	17,390
Ground rent	420	420	-	-	420	420
Rates and water	2,339	1,951	-	376	2,339	2,327
Heat and light	14,865	8,977	870	13,960	15,735	22,937
Cleaning	4,224	4,411	-	-	4,224	4,411
Independent examination	792	792	-	-	792	792
Advertising and promotion	968	918	-	21	968	939
Other legal and professional fees	1,269	13	-	-	1,269	13
Depreciation	29,764	26,293	-	-	29,764	26,293
Loan interest	748	748	-	-	748	748
Total expenditure	64,152	63,731	1,079	15,661	65,231	79,392
Net income / (expenditure)	6,101	(1,012)	76	(10,123)	6,177	(11,135)
Fund balances brought forward	1,015,478	1,016,490	1,988	12,111	1,017,466	1,028,601
Fund balances carried forward	1,021,579	1,015,478	2,064	1,988	1,023,643	1,017,466