

Rowlands Castle Parish Hall Charity (Registered Charity No 1163499)
(Sole Trustee Rowlands Castle Parish Council)

The Parish Hall
11 Links Lane
Rowlands Castle
Hants PO9 6AD
02392 413489

parishhall@rowlandscastlepc.org.uk

TRUSTEE'S ANNUAL REPORT AND ACCOUNTS 2024

History and Background

By a constitution dated 18th May 2015, Rowlands Castle Parish Hall Charity was converted to become a Charitable Incorporated Organisation Foundation (Reg. No. 1163499) with the Rowlands Castle Parish Council as sole trustee.

Objectives

The objectives of the Charity are:

The advancement of education and the provision of facilities in the interests of social welfare for recreation and leisure time occupation without distinction of sex, sexual orientation race or of political, religious or other opinions, for the benefit of the residents of the Parish of Rowlands Castle and the neighbourhood, with the object of improving the conditions of life for such persons.

Management Committee

The routine running of the hall is devolved to a Management Committee. The Committee will consist of no more than 9 and no fewer than 5 members of which at least 2 will normally be Parish Councillors.

In 2024, there were no changes to the membership of the Management Committee. The establishment of a full Management Committee with a majority of the members drawn from the user community and making a full contribution to its work has been of great help in ensuring that it has been able to continue to meet the needs of the wide user base.

The work of the Committee is underpinned by the indispensable contributions of the Facilities Officer and the Parish Hall Administrator. Claire Newman (FO) has most effectively led much of the project work and development at the Parish Hall, and Anita King (PHA) has provided excellent communication and support to users as well as continuing to develop and improve the systems which form the basis of the Parish Hall operations.

Chairman's 2024 Annual Report

This section sets out the main points relating to the operation of the Parish Hall in 2023.

1. Work has continued throughout the year to ensure that the systems installed to meet the security needs of the Montessori Nursery School are properly configured. This has resulted in further expenditure.

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2. Extensive flat roof to the rear of the Parish Hall was reroofed in 2024. The work was funded by monies held by East Hampshire District Council on behalf of the Parish.
3. Heavy periods of rainfall have continued to cause water ingress into the Hall because of a lack of maintenance by the highway authorities of the storm drainage systems in Links Lane. There was some damage to the flooring of the main hall there and remedial action was taken. The issues of ineffective maintenance were discussed at length with Hampshire County Council, but the issues were unresolved by the end of the year. Action by members of the Management Committee and the Administrator as well as other residents of the Parish have prevented further serious damage during 2024 but the risk remains.
4. The Parish Council has continued to provide most welcome support for the Parish Hall by funding the Parish Hall Administrator during 2024.
5. In 2024, hire income increased to £27,663, an increase of over £4,00 compared with the previous year. This satisfactory outcome reflects the increasing use of the Parish Hall with some welcome new users.
6. The cash balances over the year increased from £18,625 to £26,501. With the increasing activity at the Parish Hall, this leaves us in a good position for the future. It will be however, be necessary to maintain a good level of reserves as we continue to meet the challenge of maintaining a building which is now well over 100 years old.

This Trustee's Annual Report and Accounts was approved at a Meeting of the Rowlands Castle Parish Council on 6th October 2025 and signed by the Chairman of the Council.



Cllr C. Stanley, Chairman of Rowlands Castle Parish Council

ROWLANDS CASTLE PARISH HALL
MANAGEMENT COMMITTEE

Accounts

31 December 2024

**ROWLANDS CASTLE PARISH HALL
MANAGEMENT COMMITTEE
Balance Sheet
as at 31 December 2024**

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Parish Hall building		114,960		114,960	
Lighting upgrade		<u>4,582</u>	119,542	<u>4,582</u>	119,542
Fixtures and fittings			2,611		2,611
			<u>122,153</u>		<u>122,153</u>
Current assets					
Bank/building society balances		<u>26,501</u>		<u>18,626</u>	
Net current assets			26,501		18,626
Net assets			<u>148,654</u>		<u>140,779</u>
Financed by:					
Capital account					
Balance at start of period			140,779		143,118
Net profit/(loss)			7,875		(2,339)
			<u>148,654</u>		<u>140,779</u>

**ROWLANDS CASTLE PARISH HALL
MANAGEMENT COMMITTEE
Income and expenditure account
for the year ended 31 December 2024**

	Notes	2024 £	2023 £
Income			
Hire of halls		27,663	23,362
Lottery Transfers and subs		2,223	2,301
Security deposits		49	355
Miscellaneous income		34	-
Donations and grants		-	7,241
		<u>29,969</u>	<u>33,259</u>
 Contract cleaning		 4,648	 5,912
Repairs and maintenance		4,646	15,172
Licence fees and Council Tax		586	587
Lottery expenses, prizes etc		775	800
Utilities		6,913	5,694
Bank charges		15	35
Telephone and other office costs		565	1,064
Accountancy/insurance costs		2,499	2,364
 Capital expenditure			
Equipment and upgrade of locks		1,447	-
Door locks		-	3,970
		<u>22,094</u>	<u>35,598</u>
 Profit/loss for year		 <u><u>7,875</u></u>	 <u><u>(2,339)</u></u>

ROWLANDS CASTLE PARISH HALL MANAGEMENT COMMITTEE
Independent examiner's report on the accounts

Report to the trustees
of ROWLANDS CASTLE PARISH HALL MANAGEMENT COMMITTEE
On accounts for the year ended 31 December 2024

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) **and that an independent examination is needed.**

It is my responsibility to:

examine the accounts under section 145 of the Charities Act
to follow procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
to keep accounting records in accordance with section 130 of the Charities Act;
to prepare accounts which accord with the accounting records and comply
with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Martin Cornish FFA
Accountants

32 Castle Road
Rowlands Castle
Hampshire
PO9 6AS

4 September 2025