

WESTLETON VILLAGE HALL

England & Wales · Charity number 1164038

Details

Other names WESTLETON VILLAGE HALL 1026353

Status Registered

Legal form CIO

Registered 2015-10-20

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

Contact

Address Village Hall
The Street
Westleton
Saxmundham
IP17 3AD

Phone 01728648354

Email centremanager@westletonvillagehall.co.uk

Website <https://westletonvillagehall.co.uk/>

Activities

Objects: THE OBJECTS OF THE CIO ARE TO RUN A VILLAGE HALL AND TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF WESTLETON IN THE COUNTY OF SUFFOLK ("AREA OF BENEFIT") 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: Renting Village Hall for local community and wider community use.

Classification

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

Geography

- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-30	£62,247	£60,844	-	-
2024-04-30	£58,327	£58,998	-	-
2023-04-30	£41,924	£37,561	-	-
2022-04-30	£36,216	£36,247	-	-
2021-04-30	£35,965	£50,435	-	-

Trustees

Name	Role	Appointed
Professor John Graham Shepherd	Chair	2019-09-17
Andrew Douglas Gilmour		2023-01-01
Barry Banks		2022-06-09
Carole Homersham		2023-12-04
Dr Barbara Elizabeth Buckley		2024-09-01
Elizabeth Mary Barton		2019-09-17
Frances May Berry		2024-09-01
Francesca Mary Elizabeth Bartlett		2021-06-22
MARK ANTONY SOLOMONS		2025-01-01
Nicola Louise Feltham		2021-05-27
Susan Angela Evans		2025-05-27
Susan Jane Brett		2021-08-10

WESTLETON VILLAGE HALL

England & Wales - Charity number 1164038

Accounts

Westleton Village Hall CIO

Trustees' Annual Report for the year ended 5 April 2025

Charity information

Registered Address: Westleton Village Hall CIO
The Street
Westleton
Saxmundham
Suffolk
IP17 3AD

Registered Charity Number: 1164038

Trustees: John Shepherd (Chair)
Barry Banks
Liz Barton
Francesca Bartlett
Frances Berry
Sue Brett (Treasurer)
Barbara Buckley
Nicola Feltham
Andy Gilmour
Carole Homersham
Mark Solomons

Independent Auditor: Brian Boulanger

Structure, Governance and Management

Westleton Village Hall (the Charity) was registered as a charitable incorporated organisation (CIO) on 25 October 2015. Management of the Charity is by a Board of Trustees which meets about six times a year. Trustees, who are normally appointed for a term of three years, may be either elected by members of the public at the annual general meeting (AGM), nominated by User Groups or appointed by sitting Trustees in accordance with section 10 of the Constitution of the CIO. The Trustees are supported by a part-time Centre Manager and a number of volunteers who run events at the hall and/or support specific activities or projects.

Objectives

The objectives of the CIO set out in Section 3 of the Constitution,

- To own and manage the building known as Westleton Village Hall for the use of the inhabitants of the Parish of Westleton in the County of Suffolk (the area of benefit) without distinction of sex,

sexual orientation, age, disability, nationality, race, ethnic origin, or political, religious or other opinions for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

- To make the Hall available for use for the above purposes by all people who have need for such facilities by reason of their youth, age, infirmity, 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 their conditions of life.
- To make the Hall available for private hire by individuals or organisations, both within and beyond the area of benefit, for the above purposes and for private or social purposes at the discretion of the trustees.

Activities and Achievements: Chair's report to the AGM

The Trustees have a risk register and this year the top risk on the register came to pass: Annie, the very valued previous centre manager, resigned! The Trustees recruited Lesley Taylor w.e.f. December and Lesley has been warmly welcomed. Brian Boulanger stepped down as bar manager after many years of valued service and now Andy Gilmour heads the new bar team but more support would be welcomed.

The Trustees have welcomed Mark Solomons (Soup & Pud nominee), Frances Berry (ex Officio Archivist), and Sue Evans (Secretary). John explained that he was stepping down as Chair in September after 5 years, and was delighted that the Trustees have elected Barbara Buckley to succeed him. The Trustees would always welcome more user group representatives and need specific help in keeping the website up to date.

Financially we had once again budgeted for a small deficit but have done better than expected. John then drew attention to some of the points made in more detail in the Treasurer's report. He also mentioned a number of activities noted in the Treasurer's report, and drew attention to the recently opened men's breakfast, the Tech table, the soon to begin Death Cafe and possibility of a Good Neighbours' scheme. He appealed for a new person to be responsible for carpet bowls and reminded the meeting of the open garden event coming up at Scotts Hall.

Whilst thanking everyone for their ongoing support, including users, volunteers, user groups and visitors, John offered particular thanks to the following people:-

-
- Annie and Lesley for their efficiency, enthusiasm and commitment to keeping the Hall a really vibrant centre of activities for community
- all Trustees & volunteers for their commitment and contributions over the last year,
- Dilys & Catherine (et al) for running Soup and Pud
- Frances Berry who has transformed the archives
- Barry Banks with Chris Simpson and Mike Brett: for overseeing maintenance
- Paul Shore & Dave Collins our resident Tech experts
- Brian Boulanger for planters (still doing gardening etc) and for doing the bins
- Georgina Rust for her cleaning and approachable disposition

Accounting, accounts, annual reports and returns

Treasurer's report to the AGM

Sue Brett (Treasurer), thanked Brian Boulanger for auditing the accounts. The accounts show a total income of £62,246.57, an increase of approximately £4000 from last year and expenditure of £60,843.78, an increase of approximately £2000. We finished the year in a satisfactory position, with a modest profit of £1402.84.

Hall lettings accounted for over a third of total income. This income is made up of a variety of regular hirers, providing a range of activities including art, table tennis, French, yoga, WI, gardeners club, reflexology, hairdressing, music, physiotherapy, footcare, sculpture club, bereavement support, Parish Council meetings, pilates, soup and pud and the model railways group. We also welcome Lapwing – a provider of alternative education, as regular hall users. The Hall is also a popular venue for private events eg: birthday parties. Our pricing structure gives reduced rates to residents of Westleton and there is a discount for Sunday lettings.

The important and valued 'Hall for All' events raised an income of over £18,000 this year with expenses at just over £6000 – a profit of £12,000. These events are varied and the most popular in date order were a BBQ, the Wildflower Festival and Craft fair (run in partnership with the church),

various talks, a French Day, a quiz night, 2 flea markets, a book sale, a Christmas Fair, Sea Shanty and fish and chips evening, and a nearly new and vintage clothes sale. There are more! In addition the Hall runs a monthly film night and community market.

The ever popular Foyer brings in about 10% of our income – Sue thanked the foyer volunteers for their help. Interest on capital continues to provide a welcome addition to income. Finally, we are grateful for donations and gift aid amounting to nearly £2000.

Looking ahead, Sue mentioned the Friends of Westleton Village Hall scheme launched in May this year. The initial response has been strong.

Grateful thanks and appreciation were given to those who help with events, help in the Foyer or contribute as a Friend of the Hall, together with those who run and attend events. Our income is hard earned!

Most expenses are non negotiable the largest being the centre manager's salary. We said a fond farewell to Annie earlier in the year and welcomed Lesley whose work is much appreciated.

The cost of electricity has increased considerably as a low fixed rate came to an end. The cost this year was £12,000. Most other expenses are not significantly more than in previous years, though the high usage of the hall means there are, and will be, inevitable charges for replacements and breakdowns. Earlier in the year the courtyard area was completed in memory of Tony Ingram and further improvements to the Hall are planned.

Finally, much of our capital is reserved for planned future projects, new windows, resurfacing of the car park, repointing the flint walls and in the longer term extending the Hall to provide extra facilities and improved storage.

Sue then asked if there were questions.

Tom Ash asked about 'miscellaneous income', and Sue explained that the majority of that in both income and expenditure is the use of the SumUp card machine. She gave the example of the art group taking payments by card during their exhibition using the machine, and the Hall then reimbursing them, hence the money in and out of miscellaneous.

Declaration

The Trustees have complied with the provisions set out in Section 25 of the Constitution and the requirements of the Charities Act 2011 with regard to the keeping of accounting records, the preparation and scrutiny of statements of account, and the preparation of annual reports and returns.

A handwritten signature in black ink that reads "John Shepherd". The signature is written in a cursive style and is underlined.

Professor John Shepherd CBE FRS (Chair)
On behalf of the Board of Trustees
Westleton Village Hall
18 August 2025

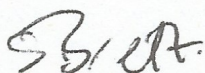
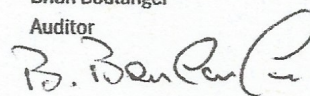
See next page for financial report.

Westleton Village Hall

Charity No: 1164038

Statement of Accounts for the year ended 30th April 2025

		2024-25	2023-24
Income			
	Hall Lettings	£ 22,212.96	£ 20,600.56
	Donations & Gift Aid	£ 1,968.53	£ 2,368.24
	Foyer Refreshments	£ 6,889.03	£ 6,420.02
	Art	£ 1,420.31	£ 3,178.50
	Hall For All Events (& WFF)	£ 18,265.98	£ 15,946.96
	Interest	£ 5,971.82	£ 5,041.42
	Miscellaneous	£ 4,717.94	£ -
	100 Club	£ 800.00	£ 950.00
	Project income	£ -	£ 3,820.88
	Total Income	£ 62,246.57	£ 58,326.58
Expenditure			
	Utilities	£ 14,486.33	£ 8,436.64
	Licences	£ 1,125.90	£ 956.40
	Centre Manager & Training	£ 15,959.37	£ 15,816.63
	Routine Maintenance & Servicing	£ 1,042.85	£ 1,443.92
	Repairs & Breakdowns	£ 3,775.65	£ 3,089.43
	Cleaning	£ 4,081.00	£ 4,087.10
	Insurance, Rates & Bank Charges	£ 3,664.04	£ 2,548.17
	Foyer Refreshments	£ 2,698.15	£ 2,795.86
	Hall for All Events	£ 6,174.08	£ 6,247.35
	Sundry Supplies	£ 1,256.35	£ 2,385.61
	Promotion	£ 263.87	£ 314.60
	Art	£ 649.80	£ 2,695.87
	Miscellaneous	£ 3,615.68	£ -
	Projects & Archive	£ 2,050.66	£ 8,180.17
	Total Expenditure	£ 60,843.73	£ 58,997.75
Surplus for the year		£ 1,402.84	£ 671.17
Add balance at start of year		£ 174,821.32	£ 175,492.49
Balance end of year		£ 176,224.16	£ 174,821.32
The balance is made up of:			
	COIF 1	£ 125,264.94	14733.66
	COIF 2	£ 0.02	50920.67
	HSBC Current Account	£ 3,694.57	3263.55
	HSBC Savings Account	£ 47,264.63	105903.44
		£ 176,224.16	£ 174,821.32

Sue Brett
TreasurerBrian Boulanger
Auditor

WESTLETON VILLAGE HALL

England & Wales - Charity number 1164038

Accounts

Westleton Village Hall CIO

Trustees' Annual Report for the year ended 5 April 2024

Charity information

Registered Address: Westleton Village Hall CIO
The Street
Westleton
Saxmundham
Suffolk
IP17 3AD

Registered Charity Number: 1164038

Trustees: John Shepherd (Chair)
Barry Banks
Liz Barton
Francesca Bartlett
Sue Brett (Treasurer)
Nicola Feltham
Dilys Hall (Archivist)
Andy Gilmour (from 5 June 2023)
Carole Homersham (from 4 December 2023)

Independent Auditor: Brian Boulanger

Structure, Governance and Management

Westleton Village Hall (the Charity) was registered as a charitable incorporated organisation (CIO) on 25 October 2015. Management of the Charity is by a Board of Trustees which meets about six times a year. Trustees, who are normally appointed for a term of three years, may be either elected by members of the public at the annual general meeting (AGM), nominated by User Groups or appointed by sitting Trustees in accordance with section 10 of the Constitution of the CIO. The Trustees are supported by a part-time Centre Manager and a number of volunteers who run events at the hall and/or support specific activities or projects.

Objectives

The objectives of the CIO set out in Section 3 of the Constitution,

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- To make the Hall available for use for the above purposes by all people who have need for such facilities by reason of their youth, age, infirmity, 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 their conditions of life.

- To make the Hall available for private hire by individuals or organisations, both within and beyond the area of benefit, for the above purposes and for private or social purposes at the discretion of the trustees.

Activities and Achievements: Chair's report to the AGM

It had been (at last) the first completely normal year since the end of Covid restrictions, so that we have been able to have a full programme of events for the first time since before the renovations in 2019 ! Attendances at events have been mostly back to near normal, especially for anything involving food & drink, and various events involving sales. Our finances are in a sound position, and although we had budgeted for a small deficit we have done a bit better than expected. Fundraising via Hall for All events is now part of our normal programme: we aim to run events for fun, or for profit, or (preferably) both ! We have also spent more money on maintenance (e.g. the flint wall restoration) and minor improvements (Foyer furniture, a better printer, and the courtyard development).

Among activities the most successful have been flea markets, craft fairs, quizzes, the book fair, French day, and our (first !) jumble sale. Some (bingo, race night) have not gone so well, and we are sorry that the carpet bowls club has folded, but very grateful for their support over the years and the donation of their equipment to the Hall. We plan to resume a regular programme of talks, and welcome new ventures such as the very popular Tech Table, and upcoming Wimbledon Cream Teas. New ideas are of course always welcome...

The Trustees have been pleased to welcome Carole Homersham (as Camera Club nominee) to their number following the decision last year, but *we still need a Secretary*, and some help in keeping the website up-to-date would be welcome, as would more user group representatives... [NB the Hall is a CIO, and Trustees' liability is extremely limited]. Brian Boulanger is stepping down from managing the bar for us, with a presentation to him taking place tomorrow to thank him for his hard work for many years. Dilys Hall has also decided to retire as Archivist (and Trustee), and we are grateful to her too for her work in that role. We shall be looking for a successor in due course. Please note that the official inauguration of the Ingram Memorial Courtyard, will take place on Saturday 29 June

Finally thanks to all those who have helped to make this a successful year, including all our users, user groups and visitors, our Volunteers - especially the foyer hosts (the Foyer has become our USP !), to Brian for taking care of the planters and other gardening tasks, to Annie for her efficiency, enthusiasm and commitment to keeping everyone happy, and getting new activities up and running, and to the Trustees for their commitment and contributions over the last year. Special thanks also to Chris Simpson & Mike Brett for overseeing maintenance as volunteers, and to Paul Shore & Dave Collins, as our resident Tech Table experts.

Accounting, accounts, annual reports and returns

Treasurer's report to the AGM

Sue Brett (treasurer) thanked Liz Barton for preparing the formal accounts, which were circulated, and Brian Boulanger for auditing them. Total income for the year £58,326.58, an increase of approximately £16,000 from the previous year, and our expenditure was £58,997.75, an increase of about £21,000 from 21/22. We finished the year in a satisfactory position with a very small deficit of £585.

Hall lettings (mostly regular weekly/monthly activities) accounted for over a third of our income (largely thanks to Annie's promotional efforts). Activities include, music, art, soup and pud, various sports, French conversation, health and well being activities, WI, gardeners, Camera Club, and the model railway group. The Hall is also now a popular venue for private events, birthday parties etc. The pricing structure gives reduced rates for Westleton residents.

Regular "Hall for All" events (organised by trustees and volunteers) accounted for nearly another 20%, with thanks to all of the volunteers who help to put these events together, and to everyone who supports them. The main events during the year were: French Day, Book Fair, Jumble sale, Irish night, Christmas Fair, Music with fish and chips

evening, as well as the perennial Wild Flower festival and craft fair, run in collaboration with the church, and numerous other (smaller) events such as quiz nights, barrow markets, talks and food!

Other significant areas of income have been the foyer, bringing in about 11% of the annual income, with thanks to all our volunteer foyer hosts. Also we have benefitted this year from interest on our reserves following the bank interest rate rises. Lastly, we have received over £2000 in donations, and have claimed nearly £300 in gift aid, and received a final payment of £3820 from the Heritage Lottery Fund.

Our biggest expenditure is the Centre Manager's salary, but since Annie is also our most valuable asset this is not problematic ! Our other large outgoings are for electricity, accounting for nearly £7000 during the year. Our previous (lowish) contract rate finished in December, so unfortunately that figure will be even higher this year.

Cleaning is also a significant expense (about £4000 a year). However, as the Hall is used more, so the cleaning inevitably needs to increase. Also in line with increased use of the Hall, our repairs, maintenance etc costs have increased, but it is important to keep the Hall both safe for our users, and an attractive environment. The enhancement in the foyer with the new wall cupboards has been well received. Other significant expenses are the non negotiables – insurances, licences, rates, utilities etc. Moving outside, we have made repairs to the flint wall, and we have also nearly finished a project to create a lovely courtyard area in memory of Tony Ingram, with a new bench to appear very shortly, and a formal inauguration scheduled for the end of June.

Declaration

The Trustees have complied with the provisions set out in Section 25 of the Constitution and the requirements of the Charities Act 2011 with regard to the keeping of accounting records, the preparation and scrutiny of statements of account, and the preparation of annual reports and returns.



Professor John Shepherd CBE FRS (Chair)
On behalf of the Board of Trustees
Westleton Village Hall
20 December 2024

See next page for financial report.

Westleton Village Hall

Charity No.1164038

		Statement of Accounts for the year ended 30th April 2024	
		2023-24	2022-23
Income	Hall lettings	£20,600.56	£19,925.65
	Foyer Café	£6,420.02	£5,483.75
	Foyer exhibitions income	£3,178.50	£2,143.75
	Film Club	£1,704.00	£1,335.00
	Hall for All Events	£10,610.96	£7,687.02
	Donations	£2,071.18	£513.07
	Gift Aid	£297.06	£0.00
	Bar & ice cream sales	£1,142.00	£1,229.85
	Wild Flower Festival & Exhibition	£2,490.00	£694.98
	100 Club	£950.00	£1,100.00
	Interest Rec'd	£5,041.42	£1,811.15
	Project Income (National Heritage)	£3,820.88	
Total Income		£58,326.58	£41,924.22
Expenditure	Caretaking/Cleaning	£4,087.10	£4,698.57
	Building Maintenance & Servicing	£1,443.92	£1,038.25
	Equipment repairs & replacements	£3,089.43	£1,130.53
	Centre Manager	£14,423.83	£12,815.96
	Foyer Café Consumables	£2,795.86	£2,865.02
	Foyer Exhibition Costs	£2,695.87	£1,687.95
	Utilities	£8,436.64	£5,279.17
	Insurance & Bank Charges	£2,548.17	£2,379.83
	Hall Consumables & Sundries	£2,385.61	£1,033.71
	Licences	£956.40	£641.06
	Health & safety	£1,392.80	£590.86
	Training	£0.00	£24.00
	Film Club	£1,234.85	£1,198.45
	Bar & Ice Cream Costs	£319.46	£286.14
	Hall for All Events	£4,693.04	£872.67
	Promotion	£314.60	£135.00
	Project Total	£8,180.17	£884.00
Total Expenditure		£58,997.75	£37,561.17
Surplus for the year		-£671.17	£4,363.05
Add balance at start of year		£175,492.49	£171,129.44
Balance at end of year		£174,821.32	£175,492.49
The balance is made up of	COIF deposit account	£14,733.66	£14,035.38
	COIF BDC a/c	£50,920.67	£48,507.37
	HSBC current account	£3,263.55	£8,976.14
	HSBC savings account	£105,903.44	£103,973.60
		£174,821.32	£175,492.49
Liz Barton Asst Treasurer		Brian Boulanger Auditor	

WESTLETON VILLAGE HALL

England & Wales - Charity number 1164038

Accounts

Westleton Village Hall CIO

Trustees' Annual Report for the year ended 5 April 2023

Charity information

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Registered Charity Number: 1164038

Trustees: Barry Banks
Francesca Bartlett
Sue Brett
Liz Barton
Nicola Feltham
Dilys Hall
Andy Gilmour (from 5 June 2023)
John Shepherd (Chair)

Independent Auditor: Brian Boulanger

Structure, Governance and Management

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Objectives and Activities

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- To make the Hall available for private hire by individuals or organisations, both within and beyond the area of benefit, for the above purposes and for private or social purposes at the discretion of the trustees.

Activities and Achievements

This was (at last) a fairly “normal” year, without significant Covid restrictions. Attendances at events & activities were still lower than before the pandemic, but they had been picking up gradually. We had been expecting to make a small deficit this year, but have in fact managed a small but useful surplus, due to the increase in hire charges introduced to help balance the budget, and a major effort on increased fundraising. This is expected to become part of the “new normal” to help to cover the costs of maintaining the higher level of activity at the Hall. We have also begun and will continue to run more social events. For the Coronation we co-ordinated our activities with the Parish Council and the White Horse, and our “cake & fizz” event with the proceedings streamed live to the big screen was well attended and enjoyed by those present.

Routine maintenance work has been resumed, including filling of pot-holes, and vegetation had been cleared by a working party. Repairs to the flint walls are scheduled to begin, and work on longstanding rainwater leaks is in hand. The plans for a Memorial to Tony Ingram have been enhanced to include paving the Foyer courtyard (as well as the bench and tree). This has (as always) proved to be a bit more complicated than expected but detailed planning is in progress.

The Trustees had planned for some time to make some purely technical amendments to the constitution, which involved removing redundant material (notably the names of the original trustees), and up-date and move the list of organisations able to nominate Trustees to a separate Schedule (not part of the Constitution as such) so that it can be amended and kept up-to-date without excessive formality. These changes have now been formally approved and notified to the Charity Commission. The (now defunct) Quilters and Barrel Fair have been removed from the Schedule, and the Soup & Pud team, Table Tennis Club, Yoxford Model Railway Group and the Camera Club have been added to the list.

Accounting, accounts, annual reports and returns

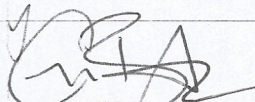
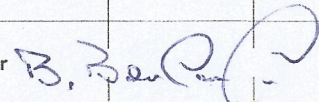
The Trustees have complied with the provisions set out in Section 25 of the Constitution and the requirements of the Charities Act 2011 with regard to the keeping of accounting records, the preparation and scrutiny of statements of account, and the preparation of annual reports and returns.



Professor John Shepherd CBE FRS (Chair)
On behalf of the Board of Trustees
Westleton Village Hall
18 September 2023

Westleton Village Hall

Charity No.1164038

Statement of Accounts for the year ended 30th April 2023				
		2022-23	2021-22	
Income				
	Hall lettings	£19,925.65	£10,633.50	
	Foyer Café	£5,483.75	£7,292.04	
	Foyer exhibitions	£2,143.75		
	Film Club	£1,335.00	£639.00	
	Hall for All Events	£7,687.02	£2,364.90	
	Donations	£513.07	£2,631.82	
	Gift Aid	£0.00	£0.00	
	Bar Takings	£1,229.85	£720.90	
	Wild Flower Festival & Exhibition	£694.98	£0.00	
	Sundries	£0.00	£52.03	
	100 Club	£1,100.00	£1,150.00	
	Interest Rec'd	£1,811.15	£64.89	
	Grant received from Council for COVID	£0.00	£11,822.79	
		0		
Total Income			£41,924.22	£37,371.87
Expenditure				
	Caretaking/Cleaning	£4,698.57	£3,158.14	
	Building Maintenance & Servicing	£1,038.25	£1,397.15	
	Equipment	£1,130.53	£681.97	
	Centre Manager	£12,815.96	£12,995.55	
	Foyer Café Consumables	£2,865.02	£3,021.58	
	Foyer Exhibition Expenses	£1,687.95		
	Water and Sewage	£175.00	£200.00	
	Electricity	£4,105.00	£6,418.12	
	Telephone & Website	£916.36	£736.34	
	Insurance	£2,240.93	£2,109.96	
	Hall Consumables	£1,033.71	£1,178.69	
	Rates	£82.81	£51.68	
	Bank Charges	£138.90	£44.27	
	Licences	£641.06	£388.36	
	Health & safety	£590.86	£2,075.35	
	Training	£24.00	£65.00	
	Film Club	£1,198.45	£611.15	
	Bar Costs	£286.14	£268.84	
	Hall for All Events	£872.67	£630.00	
	Marketing, leaflets etc	£135.00	£215.00	
	Project Total	£884.00	£6,648.08	
Total Expenditure			£37,561.17	£42,895.23
Surplus for the year			£4,363.05	-£5,523.36
Add balance at start of year			£171,129.44	£176,652.80
Balance at end of year			£175,492.49	£171,129.44
The balance is made up of				
	COIF deposit account		£14,035.38	£13,751.16
	COIF building development a/c		£48,507.37	£47,525.14
	HSBC current account		£8,976.14	£1,424.24
	HSBC savings account		£103,973.60	£108,428.90
			£175,492.49	£171,129.44
Liz Barton		Brian Boulanger		
Asst Treasurer		Auditor		



Westleton Village Hall CIO

Registered Charity Number: 1164038

Financial Examiner's Report for the year ended 30 April 2023

I have examined the financial accounts of the Westleton Village Hall CIO for the year ended 30 April 2023 and certify that in my opinion

- they give a true and fair view of the income and expenditure and financial position of the charity as at 30 April 2023 and of its profit/loss for the year then ended;
- they have been properly prepared in accordance with the provisions set out in Section 25 of the Constitution of the CIO and the requirements of the Charities Act 2011.

Signed

Brian Boulanger

Date

18/09/23

WESTLETON VILLAGE HALL

England & Wales - Charity number 1164038

Accounts

Westleton Village Hall CIO

Trustees' Annual Report for the year ended 5 April 2021

Charity information

Registered Address: Westleton Village Hall CIO
The Street
Westleton
Saxmundham
Suffolk
IP17 3AD

Registered Charity Number: 1164038

Trustees: Irene Bews
Liz Barton
Dilys Hall
Anne Ingram
Fiona Ireland
Ken MacGladrie
Nick Santon
John Shepherd
Chris Wood

Independent Auditor: Brian Boulanger

Structure, Governance and Management

Westleton Village Hall (the Charity) was registered as a charitable incorporated organisation (CIO) on 25 October 2015. Management of the Charity is by a Board of Trustees which traditionally has met six times a year but more recently has met monthly. Trustees, who are normally appointed for a term of three years, may be either elected by members of the public at the annual general meeting (AGM), nominated by User Groups or appointed by sitting Trustees in accordance with section 10 of the Constitution of the CIO. The Trustees are supported by a part-time Centre Manager and a number of volunteers who run events at the hall and/or support specific activities or projects.

Objectives and Activities

The objectives of the CIO set out in Section 3 of the Constitution,

- To own and manage the building known as Westleton Village Hall for the use of the inhabitants of the Parish of Westleton in the County of Suffolk (the area of benefit) without distinction of sex, sexual orientation, age, disability, nationality, race, ethnic origin, or political, religious or other opinions for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

- To make the Hall available for use for the above purposes by all people who have need for such facilities by reason of their youth, age, infirmity, 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 their conditions of life.
- To make the Hall available for private hire by individuals or organisations, both within and beyond the area of benefit, for the above purposes and for private or social purposes at the discretion of the trustees.

Activities and Achievements

The Village Hall was closed for a major part of the year, opening only for a short period in the summer under COVID-19 secure arrangements. A limited number of public events, including lectures and a theatrical production were held in the main hall and the foyer café provided a much-valued open-air service when the weather permitted.

During the Covid lockdowns the Trustees and Centre Manager led a much valued “Westleton Community Care Network (WCCN)” with the local Parish Council and St Peter’s Church providing regular information, advice and virtual social events to support the local community and particularly those living in isolation. In recognition the Parish Council, on behalf of the WCCN , received a Lord Lieutenant of Suffolk Award *“In Recognition of the Outstanding Service to the Community in Suffolk during the Covid19 Pandemic”*.

The hall was able to remain operational thanks to business and other grant support from the Big Lottery, Suffolk Coronavirus Community Fund and East Suffolk Council. The trustees also secured “bounce back grant funding” from Community Action Suffolk to recruit additional temporary support for the eventual reopening of the hall and introduction of new activities and events.

In January the renovated hall received a prestigious “Quality of Place – Community Award” from East Suffolk Council for the sensitive design and facilities provided by the renovation.

Accounting, accounts, annual reports and returns

The Trustees have complied with the provisions set out in Section 25 of the Constitution and the requirements of the Charities Act 2011 with regard to the keeping of accounting records, the preparation and scrutiny of statements of account, and the preparation of annual reports and returns.

On behalf of the Board of Trustees
Westleton Village Hall



CHARITY COMMISSION
FOR ENGLAND AND WALES

Westleton Village Hall

No (if any)
1164038

CC16a

Receipts and payments accounts

For the period from	Period start date May-20	To	Period end date 30-Apr-21
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hall lettings'	1,134	-	-	1,134	3,976
WildFlower Festival , Carol Supper, 100 club	1,175	-	-	1,175	1,355
Film Club	-	-	-	-	338
Sundries	89	-	-	89	266
Donations & Gift Aid	1,372	-	-	1,372	1,725
Bank Interest	95	-	-	95	814
Grant & WCCN	27,388	3,000	-	30,388	2,804
Foyer café sales	1,490	-	-	1,490	104
New Extension & Grants	-	222	-	222	610,357
	-	-	-	-	-
Sub total (Gross income for AR)	32,743	3,222	-	35,965	621,739
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,743	3,222	-	35,965	621,739
A3 Payments					
Caretaking	2,025	-	-	2,025	2,261
Building Maintenance	1,192	-	-	1,192	-
Equipment	623	-	-	623	-
water & sewerage & rates	372	-	-	372	994
Electricity	2,981	-	-	2,981	1,494
Insurance	1,978	-	-	1,978	2,390
Sundries & Licences, Tel, IT	1,901	-	-	1,901	1,943
Festivals & Events	-	-	-	-	-
Health & Safety	879	-	-	879	-
Film Club	-	-	-	-	328
Centre Manager	11,405	-	-	11,405	3,619
Foyer consumables	2,105	-	-	2,105	654
WCCN & Bounce back	686	600	-	1,286	-
New Extension	-	23,688	-	23,688	631,119
	-	-	-	-	-
Sub total	26,147	24,288	-	50,435	644,802
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	26,147	24,288	-	50,435	644,802
Net of receipts/(payments)	6,596	- 21,066	-	- 14,470	- 23,063
A5 Transfers between funds	6,000	- 6,000	-	-	-
A6 Cash funds last year end	23,822	167,301	-	191,123	214,186
Cash funds this year end	36,418	140,235	-	176,653	191,123

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash including deposit accounts	36,418	140,235	-
		-	-	-
		-	-	-
	Total cash funds	36,418	140,235	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Irene Bews	
	Ken MacGladrie	

Westleton Village Hall

Statement of Accounts for the year ended 30th April 2021

	2020/21	2019/2020
Income		
Hall lettings	£1,134.00	£3,795.50
Foyer Cafe	£1,490.47	£103.70
Film Club	£0.00	£337.80
Hall for All Events	£279.60	£1,725.97
Donations	£440.00	£0.00
Gift Aid	£652.22	£0.00
Carol Supper	£0.00	£0.00
Wild Flower Festival & Exhibition	£0.00	£354.88
Sundries	£89.00	£167.98
100 Club	£1,175.00	£1,000.50
WCCN	£110.00	£2,304.00
Interest Rec'd	£95.01	£813.43
Grant received from Council for COVID + Bounce back	£30,278.00	£0.00
Project TOTAL		£610,357.81
Total Income	£35,743.30	£620,961.57
Expenditure		
Caretaking/Cleaning	£2,024.70	£2,260.74
Building Maintenance & Servicing	£1,191.73	0
Equipment	£622.96	£1,494.43
Centre Manager	£11,405.18	£3,619.12
Foyer Cafe Consumables	£2,104.92	£654.16
Water and Sewage	£361.00	£905.41
Electricity	£2,980.60	£1,494.43
Telephone & Website	£665.09	£0.00
Insurance	£1,977.94	£2,390.45
Sundries	£474.81	£1,132.56
Rates	£11.09	£90.00
Licences	£386.40	£810.06
Health & safety	£878.88	£0.00
Training	£25.00	£0.00
Film Club	£0.00	£327.74
Hall for All Events	£24.73	£0.00
Marketing, leaflets etc	£325.80	£0.00
Bounce Back salaries	£600.00	£0.00
WCCN	£686.38	£0.00
Project TOTAL (net)	£23,466.12	£631,118.34
Total Expenditure	£50,213.33	£646,297.44
Surplus for the year	-£14,470.03	-£23,062.94
Add balance at start of year	£191,122.83	£214,185.77
Balance at end of year	£176,652.80	£191,122.83
The balance is made up of		
COF deposit account	£13,740.59	£13,729.21
COF building development a/c	£47,488.61	£47,449.28
HSBC current account	£7,012.49	£21,577.53
HSBC savings account	£108,411.11	£108,366.81
	£176,652.80	£191,122.83
Note: uncashed cheque	40.05	

Irene Bews
Treasurer

Brian Boulanger
Auditor