

# WEST ROW VILLAGE HALL FOUNDATION

England & Wales · Charity number 1165959

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2016-03-09

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

## Contact

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**Address** Old Ale House  
79a Chapel Road  
West Row  
Bury St. Edmunds  
IP28 8PA

**Phone** 01638712811

**Email** [westrowvillagehall@gmail.com](mailto:westrowvillagehall@gmail.com)

**Website** [www.westrowvillagehall.co.uk](http://www.westrowvillagehall.co.uk)

## Activities

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**Objects:** THE OBJECT OF THE CIO IS:TO FURTHER OR BENEFIT THE RESIDENTS OF WEST ROW AND THE SURROUNDING AREAS, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TOPROVIDE FACILITIES, IN THE INTERESTS OF SOCIAL WELFARE, FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS.

**Activities:** Activities to further or benefit the residents of West Row and the surrounding areas, by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to provide facilities, in the interests of social welfare, for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation
- **Who:** The General Public/mankind

## Geography

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- Suffolk

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£21,394	£25,575	-	-
2023-12-31	£18,118	£21,543	-	-
2022-12-31	£20,705	£27,749	-	-
2021-12-31	£27,099	£21,699	-	-
2020-12-31	£17,503	£13,178	-	-

## Trustees

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Name	Role	Appointed
<b>Gary Morley</b>	Chair	2017-02-06
CAROL BEBEE		2017-02-06
Danielle Edwards		2022-02-28
Gaynor Fisher		2022-11-07
Gerald Copsey		2017-02-06
KAREN GALLAGHER		2017-02-06
MARK GARRARD		2017-02-06
Matthew Blay		2024-06-10
SARAH E M HARRISON		2016-04-01
VICKI BUTLER		2016-04-01

**WEST ROW VILLAGE HALL FOUNDATION**

England & Wales - Charity number 1165959

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# Accounts

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## **Trustees Annual Report 2024**

### **Receipts & Payments for 2024**

Total cash in the bank at 31<sup>st</sup> December 2024 was £34,125.25 of which £31,953.70 was held in the savings account and £2,171.55 in the current account. I have some queries with the accounts but it should largely remain as presented this evening.

### **Income**

Total income for 2024 was £21,394.16 up £3,275.86 on 2023 and total payments in the year were £22,840.70, an increase of £3,629.36 on the previous year.

### **Hall Hire**

Total income from hall hire in 2024 was £14,050.50, up slightly on 2023 (£13,896). Main income for the hall come from private bookings for family events such as birthday parties, weddings, blessings & anniversaries, baby showers and wakes. We also hire the hall for regular group bookings which include exercise classes, martial arts and dance groups, club AGMs, and hire for community events such as regular 'Warm Rooms' provided by our local Parish Council. We did see a yoga class start up with a few sessions, but this sadly didn't continue. The Trustees would like to express thanks to our regular hirers who by hiring our venue continue to support us: Kuk Sool Wan, Pilates, Step Aerobics, PWL Dance school & Swing Jive classes. We also host other annual celebratory and charity events on our site. It was great to see the return of Mildenhall Cycling Club's one day Cycling Mini-Fest on the Sunday 25<sup>th</sup> August.

### **Football Pitch & Pavilion hire**

The Gunners have re-commenced hosting home matches on site. Total hire for the year was £230.

### **Pitch Fees**

You may note from the receipts & payments that there was no income from pitch fees (food stall) for 2024. Sadly, the pop-up pizza van has not returned to West Row following a paternity break. This income stream had generated £550 in 2023.

### **Grant funding**

We received two small grants during 2024. £500 from West Suffolk District Council as a donation towards the Family Fun Day. We were also awarded an additional £250 from West Row Parish Councils towards the cost of movable junior size goal posts. We had received funding in the previous year from West Suffolk District Council and Suffolk County Council and were able to complete the purchase in 2024. Both goal posts are now up and being utilized regularly by local children. Our thanks to all the councils for their support. Total cost of the goals was £3,223.12 with £2,250 coming from grant funding.

### **Fundraising & Donations**

The Family Fun Day made a welcome reappearance in 2024 raising much needed funds towards the upkeep of our site. As always proceeds from the raffle are ring-fenced for costs associated with the children's play park. Total fundraising for the year was £3,887.83 of which £1,492 was raised from the prize draw. We had numerous stalls & games this year and the dog show proved extremely popular. Total fundraising from stalls including the tombola raised £2,272.83. Other donations received on the day included £100 from Sue Peachey, £73 from The Gunners and £165 from the bar. A huge thanks go to everyone involved – all their

hard work and the added benefit of a very warm day for the time of year made it a great success.

### EV Points

As reported last year we had expressed an interest in joining Suffolk County Council's new Concession scheme which was due to go live in July 2024. Unfortunately, this was delayed and the funding of the back-end system by SCC ceased at the end of June. We took the decision to continue to operate 2 of the 4 charging points on site; we had to find a new 'interim' solution, commit to a full year contract to continue with the existing provider, or switch off the facility completely until adoption could take place. Operating 2 sockets meant we could still provide a charging facility whilst awaiting the award of concession contract and legal process of adoption of the EV points) rather than switching off all 4 charge points thereby losing revenue and custom for an unknown period. The cost for this was £909.12 for a one-year contract running 01/07/24-30/06/2025. I managed to negotiate payment in instalments over 9 months through to Feb 2025. Once the EV points are adopted all responsibility for maintenance and costs will lie with Connected Kerb and the expectation is we would receive a modest revenue from the points.

### Advertising income

We introduced a new income stream during the year by offering advertising space on the football pitch. Currently we have 2 boards on site. Anyone interested in advertising can purchase their own board to an agreed size and will then be charged £100 per calendar year (or pro-rata'd for part of a year) renewed on 1<sup>st</sup> September each year. One of our advertisers has actually paid for 2 years upfront!

### **Expenditure**

Total expenditure for the year was up £3,629.36 on 2023 to £22,840.70.

### Village Hall

Our largest outgoing for the site is maintenance of the Hall and the total for 2024 came in at £7,013.99. The floor had a light sand and re-lacquer at a cost of £1,411.20. We had a water 'leak' which we only became aware of as reported by Anglian Water from meter readings but explained a particularly large bill for one period. Investigations located the fault with the water heater in the Ladies WC which was rectified. We also needed to replace taps in the toilets and kitchen along with full replacement of a toilet & cistern which cost £768.

Another unexpected and large bill was the replacement of the oil-fired boiler which failed in February. It was replaced like for like at a cost of £3,741.60 and meant existing controls etc. could be re-used.

### Play Area

Maintenance costs for the Children's Play area is another large outgoing costing £2,413.55 in the year. As no solution could be found to the tunnel and with it becoming both an eyesore and H&S concern it was decided to completely remove this piece of equipment and turf over the area. This work cost £700 but leaves the area more visually pleasing and safer. Longer term if further funding can be obtained perhaps a new piece of play equipment could be installed in its place. We also held an action morning in June where 20m<sup>3</sup> of play bark at a cost of £854.40 was distributed across the separate sections within the park. Our thanks go to Barry Shipp for collecting the bark at no charge and Mildenhall Building Supplies for providing Mini digger, dumper and a driver saving valuable time and effort. Thanks also to all the volunteers on the day.

Another piece of equipment (gyrosphere?) developed a fault and had to be cordoned off whilst replacement parts were sourced and fitted. The parts cost £465. Graham Morley and Mark Garrard for their efforts in sorting this out.

Energy costs have increased considerably and electricity charges are now our second largest outgoing. Electricity costs for the hall were £4,118.54 compared to £1,922.90 in 2023 which had doubled from 2022 when we came out of our long fixed-term contracts so had been shielded from the volatile markets during Covid and the Ukraine war. Standing charges are now also much higher and account for the bulk of the costs for the two other meters for pavilion and particularly the tennis court meter which only supplies the power to the phone box/defibrillator.

On 01/04/2024 West Row Parish Council assumed responsibility for the defibrillator including the electricity and insurance and other ongoing maintenance costs.

Licensing costs, waste collection and insurance costs were similar to the previous year. Despite the removal of the defibrillator and associate equipment insurance costs went up although we did also add the new sports equipment (moveable goals) to the insurance inventory. We have reduced our website costs by moving to google sites with help from Martin Bedford, so going forward will have minimal cost for a SSL certificate.

#### Banking

Most of the income payments from hall hire by individuals continues to be made by cash with a very few cheque payments, although all regular hirers (classes/clubs) are now making faster payment/bank credit. All supplier payments continue to be made by faster payment online or direct debit. Interest earned from the savings account in 2024 was £367.10 compared to £304.70 in 2023.

#### Summary

As usually reported the Village Hall continues to be a popular choice for family parties and other events as we have well maintained facilities and pleasant surroundings. As the building ages we can expect that maintenance costs will continue to increase. We have seen this in 2024 having to replace large and expensive fixtures such as the boiler. I always report that it would be pertinent to introduce a programme of maintenance including the building on site and equipment in the play park to ensure equipment reaches full lifespan and that replacement costs can be staggered across financial years. We can also expect to see increases in Local Authority charges such as rates and waste collections, along with utilities.

Total Net Expenditure over Income for 2024 after depreciation saw a loss of £4,181.24. Some of this can be accounted for mainly due to boiler replacement and the large increase in electricity costs. Also moving the EV points over to the Concession with Plug In Suffolk in 2025 will reduce outgoings. We have mitigated some of the impact of costs with the much needed fundraising boost from the Fun Day in 2024. If this became an annual event it would provide another regular income stream. Marketing of the advertising space could also generate further income.

Finally, I would like to thank Gerald Copsey, and Financial Management Services in Bury St Edmunds once again for assistance with the annual audit of the Village Hall accounts for 2024 which are attached for information.



**West Row Village Hall Foundation**

**Balance Sheet As At 31st December 2024**

<u>2023</u>		<u>2024</u>
	<b><u>Fixed Assets</u></b>	
366,412.40	Village Hall	366,412.40
7,246.99	Play Area	7,246.99
	Less Depreciation	724.99
-----		-----
7,246.99		6,522.00
5,385.00	Equipment WDV	3,065.00
11.89	Additions	6,974.71
-----		-----
5,396.89		10,039.71
2,331.89	Less Depreciation	2,009.71
-----		-----
3,065.00		8,030.00
-----		-----
376,724.39		380,964.40
	<b><u>Current Assets</u></b>	
525.00	Prepayments: Electricity & Rates	633.54
2,453.63	Debtors	2,163.67
7,707.32	Cash at Bank : Current Account	2,171.55
34,316.50	: Deposit Account	31,974.38
-----		-----
45,002.45	Total current assets	36,943.14
	<b><u>Current Liabilities</u></b>	
776.80	Creditors	566.20
150.00	Accruals	722.54
-----		-----
926.80		1,288.74
-----		-----
44,075.65	Net current assets	35,654.40
-----		-----
420,800.04		416,618.80
	<b><u>The Funds of the charity</u></b>	
	Unrestricted funds	
424,224.97	Balance at 01 January 2024	420,800.04
-3,424.93	Excess of Expenditure over Income in year	-4,181.24
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420,800.04	Balance at 31 December 2024	416,618.80
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**West Row Village Hall Foundation**

**Receipts and Payments for the year ended 31st December 2024**

<u>2023</u>		<u>Receipts</u>	<u>2024</u>	
£	£		£	£
	13,896.00	Hall Lettings		13,996.50
	715.00	Football Pavillion and Pitch		230.00
	2,000.00	Grants		750.00
		Donations		515.00
		Pitch Fees		54.00
		Advertising Income		291.67
	400.00	Bowls Clubs share of costs		400.00
	802.60	EV Income		792.02
		Fundraising		3,887.83
		Miscellaneous		110.04
	304.70	Interest Received		367.10
	<u>18,118.30</u>	Total Receipts		<u>21,394.16</u>
		<b><u>Direct Charitable Expenditure</u></b>		
5,474.06		Maintenance : Hall	7,013.99	
1,260.00		: Field	1,716.80	
84.00		: Football hut	147.34	
3,679.40		: Play Area	2,413.55	
		: Tennis courts		
345.60		EV Charging points	909.12	
941.84		Waste collection inc Septic tank	993.91	
376.75		Rates	529.47	
856.53		Water	423.70	
1,922.90		Electricity Hall	4,118.54	
6.46		Electricity Tennis Court	246.57	
52.09		Electricity Football Hut	216.00	
1,323.70		Fuel	664.02	
316.78		Web site costs		
1,702.22		Insurance	1,856.48	
457.28		Licences	484.80	
		Fund Raising expenses	934.41	
411.73		Sundry	172.00	
<u>19,211.34</u>			<u>22,840.70</u>	
		<b><u>Other costs</u></b>		
2,331.89		Depecciation	2,734.70	
	<u>21,543.23</u>	Total Expenditure		<u>25,575.40</u>
	<u>-3,424.93</u>	Total Net Expenditure over Income for the year		<u>-4,181.24</u>

**WEST ROW VILLAGE HALL FOUNDATION**

England & Wales - Charity number 1165959

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# Accounts

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# **WEST ROW VILLAGE HALL FOUNDATION**

REGISTERED CHARITY NUMBER 1165959

## **ANNUAL REPORT & ACCOUNTS 2023**

PERIOD: 1<sup>ST</sup> JANUARY 2023 TO 31<sup>ST</sup> DECEMBER 2023

### **Objectives & Activities**

West Row Village Hall Foundation is a Charitable Incorporated Organisation. The objectives of this charity are set out in the constitution as follows:

To further or benefit the residents of West Row and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to provide facilities, in the interests of social welfare, for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

### **Achievements and Performance**

The main work of the charity involves the general management & maintenance of our facilities: Village hall, playing fields, football pavilion, tennis court, children's play park, defibrillator & parking areas including 4 EV charge points. Our facilities are kept to a high standard and continue to be well used for community events & private functions.

Main income for the hall continues to come from private bookings for family celebrations such as birthday parties, anniversaries, and weddings as well as regular exercise, martial arts and dance classes. Hire from hall bookings were £13,896. There were no fundraising events in the year and no donations received.

Grant funding totalling £2,000 split equally between West Suffolk County Council & West Suffolk Council will be put towards the cost of moveable goal posts for local children and young adults to use.

Other improvements undertaken in the year included the completion of a project started in 2022 to replace the wooden gravel boards around each section of apparatus in the play park. We also refurbished the tub style chairs in the sun lounge replacing the faux leather with vibrant & patterned fabrics which have enhanced the look of the room greatly.

Total income for the year was £18,118.30 down on the previous year. This was to be expected as there were no fundraising opportunities. A total expenditure of £21,543.23 resulted in a net expenditure over income for the year of £3,424.93.

### **Structure, Governance and Management**

West Row Village Hall Foundation is a charitable incorporated organisation (CIO), registered on 9<sup>th</sup> March 2016. The foundation was established on 1<sup>st</sup> April 2016, under the Constitution of a CIO whose only voting members are its charity trustees.

Under the requirements of the constitution, trustees are appointed to serve for a period of three years by a resolution passed at a properly convened meeting of the trustees.

Trustees in post for whole of this reporting period: Gary Morley (Chairman), Karen Peachey-Gallagher (Secretary), Sarah Harrison (Treasurer), Vicki Butler, Mark Garrard, Carol Bebee, Gerald Copsey, Kate Wells, Danielle Edwards & Gaynor Fisher

No new Trustees were appointed during this reporting period.

Trustees stepping down during this reporting period: Alan Rolfe

West Row Village Hall Foundation

Receipts and Payments for the year ended 31st December 2023

	<u>2022</u>	<u>Receipts</u>		<u>2023</u>
£	£			£
	12,387.00	Hall Lettings		13,896.00
	380.00	Football Pavillion and Pitch		165.00
	2,667.00	Covid Support		
	1,000.00	Grants		2,000.00
	580.00	Donations & Miscellaneous		
	600.00	Pitch Fees		550.00
	400.00	Bowls Clubs share of costs		400.00
	141.70	EV Income		802.60
	2,537.50	Jubilee		
	11.80	Interest Received		304.70
	20,705.00	<b>Total Receipts</b>		18,118.30
		<b><u>Direct Charitable Expenditure</u></b>		
11,978.57		Maintenance : Hall (£7056 sanding/re-lacquer floor)		5,474.06
1,875.77		: Field		1,260.00
430.86		: Football hut		84.00
3,416.96		: Play Area		3,679.40
6.48		: Tennis courts		
403.20		EV Charging points		345.60
878.80		Waste collection inc Septic tank		941.84
0.00		Rates		376.75
778.11		Water		856.53
949.36		Electricity Hall		1,922.90
110.80		Electricity Tennis Court		6.46
278.28		Electricity Football Hut		52.09
671.48		Fuel		1,323.70
256.85		Web site costs		316.78
2,303.29		Insurance		1,702.22
313.07		Licences		457.28
151.30		Fund Raising expenses		
625.55		Sundry		411.73
25,428.73				19,211.34
		<b><u>Other costs</u></b>		
2,320.00		Depeciation		2,331.89
	27,748.73	<b>Total Expenditure</b>		21,543.23
	-7,043.73	<b>Total Net Expenditure over Income for the year</b>		-3,424.93

**West Row Village Hall Foundation**

**Balance Sheet As At 31st December 2023**

<u>2022</u>			<u>2023</u>
		<b><u>Fixed Assets</u></b>	
	366,412.40	Village Hall	366,412.40
	7,246.99	Play Area	7,246.99
	350.00	Fencing	350.00
	<u>350.00</u>	Less Depreciation	<u>350.00</u> 0.00
11,600.00		Equipment	11,600.00
		Additions	11.89
<u>6,215.00</u>	5,385.00	Less Depreciation	<u>8,546.89</u> 3,065.00
	<u>379,044.39</u>		<u>376,724.39</u>
		<b><u>Current Assets</u></b>	
347.09		Prepayments: Electricity & Rates	525.00
1,899.29		Debtors	2,453.63
5,560.61		Cash at Bank : Current Account	7,707.32
<u>39,011.80</u>		: Deposit Account	<u>34,316.50</u>
46,818.79		Total current assets	45,002.45
		<b><u>Current Liabilities</u></b>	
<u>1,638.21</u>		Accruals	<u>926.80</u>
	<u>45,180.58</u>	Net current assets	<u>44,075.65</u>
	<u>424,224.97</u>		<u>420,800.04</u>
		<b><u>The Funds of the charity</u></b>	
		Unrestricted funds	
431,268.70		Balance at 01 January 2023	424,224.97
<u>-7,043.73</u>		Excess of Expenditure over Income in year	<u>-3,424.93</u>
<u>424,224.97</u>		Balance at 31 December 2023	<u>420,800.04</u>

**WEST ROW VILLAGE HALL FOUNDATION**

England & Wales - Charity number 1165959

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# Accounts

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# **WEST ROW VILLAGE HALL FOUNDATION**

REGISTERED CHARITY NUMBER 1165959

## **ANNUAL REPORT & ACCOUNTS 2022**

PERIOD: 1<sup>ST</sup> JANUARY 2022 TO 31<sup>ST</sup> DECEMBER 2022

### **Objectives & Activities**

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### **Achievements and Performance**

The main work of the charity involves the general management & maintenance of our facilities: Village hall, playing fields, football pavilion, tennis court, children's play park, defibrillator & parking areas which now includes 4 EV charge points installed and commissioned in late 2021. Our facilities are kept to a high standard and continue to be well used for community events & private functions.

Main income for the hall continues to come from private bookings for family celebrations such as birthday parties, anniversaries, and weddings as well as regular group sport and dance classes. Total hire from hall bookings were back to pre-COVID levels at over £12k. Fundraising from the Platinum Jubilee celebrations hosted in conjunction with West Row Parish Council brought the community together and generated a total of £2,537.50.

We received government funding of £2,667 for the COVID Omicron variant under the Hospitality & Leisure grant fund. Other grant funding of £1,000 from West Suffolk Council enabled replacement of all 5 open waste bins across the site with new hooded bins.

Other improvements undertaken in the year included a programme of replacement of the wooden gravel boards around each section of apparatus in the play park, which will be completed in the new year. Two of the 4 wooden picnic table/bench sets were also replaced. The Trustees also took the decision to refurbish the floors of both the main hall and lounge floors. The cost of this was quite significant at £7,053 but will help to extend the longevity of the floor and has improved the whole look of each room.

Total income for the year was £20,705 and total expenditure of £27,748.73 resulting in a net expenditure over income for the year of £7,043.73.

## **Structure, Governance and Management**

West Row Village Hall Foundation is a charitable incorporated organisation (CIO), registered on 9<sup>th</sup> March 2016. The foundation was established on 1<sup>st</sup> April 2016, under the Constitution of a CIO whose only voting members are its charity trustees.

Under the requirements of the constitution, trustees are appointed to serve for a period of three years by a resolution passed at a properly convened meeting of the trustees.

Trustees in post for whole of this reporting period: Gary Morley (Chairman), Karen Peachey-Gallagher (Secretary), Sarah Harrison (Treasurer), Vicki Butler, Alan Rolfe, Mark Garrard, Carol Bebee, Gerald Copey, Kate Wells

New Trustees appointed during this reporting period: Danielle Edwards, Gaynor Fisher

Trustees stepping down during this reporting period: Sharon Phillips, Alan Goodenough, Katie Andrews

**West Row Village Hall Foundation**

**Balance Sheet As At 31st December 2022**

<u>2021</u>			<u>2022</u>
		<b><u>Fixed Assets</u></b>	
366,412.40		Village Hall	366,412.40
7,246.99		Play Area	7,246.99
350.00		Fencing	350.00
<u>350.00</u>	0.00	Less Depreciation	<u>350.00</u> 0.00
11,600.00		Equipment Additions	11,600.00
<u>3,895.00</u>	7,705.00	Less Depreciation	<u>6,215.00</u> 5,385.00
	<u>381,364.39</u>		<u>379,044.39</u>
		<b><u>Current Assets</u></b>	
414.31		Electricity & Water overcharged	347.09
1,103.00		Debtors & Prepayments	1,899.29
		Cash at Bank : Deposit Account	39,011.80
<u>49,469.40</u>		Cash at Bank : Current Account	<u>5,560.61</u>
50,986.71		Total current assets	46,818.79
<u>1,082.40</u>		Accruals	<u>1,638.21</u>
	<u>49,904.31</u>	Net current assets	<u>45,180.58</u>
	<u>431,268.70</u>		<u>424,224.97</u>
		<b><u>The Funds of the charity</u></b>	
		Unrestricted funds	
425,868.95		Balance at 01 January 2022	431,268.70
5,399.75		Excess of Expenditure over Income in year	<u>-7,043.73</u>
<u>431,268.70</u>		Balance at 31 December 2022	<u>424,224.97</u>

We have examined the books and records of the West Row Village Hall Foundation and confirm that the above Balance Sheet and attached Receipts and Expenditure account is in accordance therewith.

*Finance & Management Services*

**West Row Village Hall Foundation**

**Receipts and Payments for the year ended 31st December 2022**

<u>2021</u>		<u>Receipts</u>	<u>2022</u>	
£	£		£	£
	6,956.25	Hall Lettings		12,387.00
	545.00	Football Pavillion and Pitch		380.00
	16,574.00	Covid Support		2,667.00
	2,484.00	Grants		1,000.00
	90.00	Donations & Miscellaneous		580.00
	50.00	Pitch Fees		600.00
	400.00	Bowls Clubs share of costs		400.00
		EV Income		141.70
		Jubilee		2,537.50
		Interest Received		11.80
	<u>27,099.25</u>	<b>Total Receipts</b>		<u>20,705.00</u>
		<b><u>Direct Charitable Expenditure</u></b>		
4,609.19		Maintenance : Hall (£7056 sanding/re-lacquer floor)	11,978.57	
2,336.48		: Field	1,875.77	
269.40		: Football hut	430.86	
3,455.60		: Play Area	3,416.96	
12.49		: Tennis courts	6.48	
3,387.60		EV Charging points	403.20	
740.66		Waste collection inc Septic tank	878.80	
0.00		Rent and Rates	100.00	
57.10		Water	778.11	
846.22		Electricity Hall	949.36	
95.75		Electricity Tennis Court	110.80	
140.23		Electricity Football Hut	278.28	
739.94		Fuel	671.48	
265.18		Web site costs	256.85	
1,732.07		Insurance	2,303.29	
272.00		Licences	313.07	
0.00		Fund Raising expenses	51.30	
419.59		Sundry	625.55	
<u>19,379.50</u>			<u>25,428.73</u>	
		<b><u>Other costs</u></b>		
2,320.00		Depeciation	2,320.00	
	<u>21,699.50</u>	<b>Total Expenditure</b>		<u>27,748.73</u>
	<u>5,399.75</u>	<b>Total Net Expenditure over Income for the year</b>		<u>-7,043.73</u>



Section A

Independent Examiner's Report

Report to the trustees

WEST ROW VILLAGE HALL FOUNDATION

On accounts for the year  
ended

31 DECEMBER 2022

Charity no  
(if any)

Set out on pages

1 AND 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

Responsibilities and  
basis of report

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 Trust'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

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:

*N Lancaster*

Date:

*23rd October 2023*

Name:

*NEIL LANCASTER*

Relevant professional  
qualification(s) or body  
(if any):

Address:

FIRST FLOOR, 40 EASTGATE STREET  
BURY ST EDMUNDS  
SUFFOLK IP33 IYW

**WEST ROW VILLAGE HALL FOUNDATION**

England & Wales - Charity number 1165959

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# Accounts

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# **WEST ROW VILLAGE HALL FOUNDATION**

REGISTERED CHARITY NUMBER 1165959

## **ANNUAL REPORT & ACCOUNTS 2021**

PERIOD: 1<sup>ST</sup> JANUARY 2021 TO 31<sup>ST</sup> DECEMBER 2021

### **Objectives & Activities**

West Row Village Hall Foundation is a Charitable Incorporated Organisation. The objectives of this charity are set out in the constitution as follows:

To further or benefit the residents of West Row and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to provide facilities, in the interests of social welfare, for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

### **Achievements and Performance**

The main work of the charity involves the general management & maintenance of our facilities: Village hall, playing fields, football pavilion, tennis court, children's play park, defibrillator & parking areas.

We have made improvements this year including the installation of electric vehicle (EV) charging points on the site as part of the Plug-In Suffolk initiative and generous grant funding from Suffolk County Council. This went live at the very end of the year and we hope to see usage increase in 2022. New play equipment was also installed in the play park, through grant funding from West Suffolk District Council.

2021 has seen a slow but gradual return to normal in respect of hiring of the facilities for private and public functions following the COVID pandemic the previous year. The foundation received further state aid for further restrictions at the end of 2020 and into 2021 which assisted in mitigating fixed costs and loss of income through hall hire, fundraising and donations. The foundation had a small surplus income on the accounts again in the year, mainly due to the receipt of COVID-19 grant support as hall lettings are still lower than pre-COVID levels.

### **Structure, Governance and Management**

West Row Village Hall Foundation is a charitable incorporated organisation (CIO), registered on 9<sup>th</sup> March 2016. The foundation was established on 1<sup>st</sup> April 2016, under the Constitution of a CIO whose only voting members are its charity trustees.

Under the requirements of the constitution, trustees are appointed to serve for a period of three years by a resolution passed at a properly convened meeting of the trustees.

Trustees during this reporting period: Gary Morley (Chairman), Karen Gallagher (Secretary), Sarah Harrison (Treasurer), Vicki Butler, Sharon Phillips, Alan Rolfe, Alan Goodenough, Mark Garrard, Carol Bebee, Gerald Copey, Kate Wells, Katie Andrews

**West Row Village Hall Foundation**

**Balance Sheet As At 31st December 2021**

<u>2020</u>			<u>2021</u>
	366,412.40	Village Hall	366,412.40
	7,246.99	Play Area	7,246.99
	350.00	Fencing	350.00
	<u>350.00</u>	Less Depreciation	<u>350.00</u> 0.00
11,600.00		Equipment	11,600.00
		Additions	
	<u>1,575.00</u>	Less Depreciation	<u>3,895.00</u> 7,705.00
	<u>383,684.39</u>		<u>381,364.39</u>
		Overpayments	
	505.77	Electricity & Water overcharged	414.31
	1,890.00	Debtors & Prepayments	1,103.00
	<u>41,248.79</u>	Cash at Bank : Current Account	<u>49,469.40</u>
43,644.56		Total current assets	50,986.71
		Accruals	<u>1,082.40</u>
	<u>42,184.56</u>	Net current assets	<u>49,904.31</u>
	<u>425,868.95</u>		<u>431,268.70</u>
		<b>The Funds of the charity</b>	
		Unrestricted funds	
	421,544.04	Balance at 01 January 2021	425,868.95
	<u>4,324.91</u>	Excess of Expenditure over Income in year	<u>5,399.75</u>
	<u>425,868.95</u>	Balance at 31 December 2021	<u>431,268.70</u>

We have examined the books and records of the West Row Village Hall Foundation and confirm that the above Balance Sheet and attached Receipts and Expenditure account is in accordance therewith.

*Finance Management*

Finance & Management Services

**West Row Village Hall Foundation**

**Receipts and Payments for the year ended 31st December 2021**

<u>2020</u>		<u>Receipts</u>	<u>2021</u>	
<u>£</u>	£		<u>£</u>	£
	4,253.00	Hall Lettings		6,956.25
	665.00	Football Pavillion and Pitch		545.00
	12,135.00	Covid Support		16,574.00
		Grants		2,484.00
	50.00	Donations & Miscellaneous		90.00
		Pitch Fees		50.00
	400.00	Bowls Clubs share of costs		400.00
	<u>17,503.00</u>	<b>Total Receipts</b>		<u>27,099.25</u>
		<b><u>Direct Charitable Expenditure</u></b>		
3,585.63		Maintenance : Hall	4,609.19	
1,595.99		: Field	2,336.48	
97.97		: Football hut	269.40	
471.95		: Play Area	3,455.60	
		: Tennis courts	12.49	
		EV Charging points	3,387.60	
144.00		Waste collection inc Septic tank	740.66	
719.86		Rates	0.00	
278.63		Water	57.10	
838.07		Electricity Hall	846.22	
126.73		Electricity Tennis Court	95.75	
291.57		Electricity Football Hut	140.23	
366.98		Fuel	739.94	
240.00		Web site costs	265.18	
1,865.89		Insurance	1,732.07	
534.34		Licences	272.00	
		Fund Raising expenses	0.00	
95.48		Sundry	419.59	
<u>11,253.09</u>			<u>19,379.50</u>	
		<b><u>Other costs</u></b>		
1,925.00		Depeciation	2,320.00	
	<u>13,178.09</u>	<b>Total Expenditure</b>		<u>21,699.50</u>
	<u>4,324.91</u>	<b>Total Net Receipts over Expenditure for the year</b>		<u>5,399.75</u>



Section A

Independent Examiner's Report

Report to the trustees/  
members of

WEST ROW VILLAGE HALL FOUNDATION

On accounts for the year  
ended

31 DECEMBER 2021

Charity no  
(if any)

Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and  
basis of report

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 Trust'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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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

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:

*N Lancaster*

Date:

25th October 2022

Name:

NEIL LANCASTER

Relevant professional  
qualification(s) or body  
(if any):

Address:

FIRST FLOOR, 40 EASTGATE STREET

BURY ST EDMUNDS

SUFFOLK IP33 1YW

**WEST ROW VILLAGE HALL FOUNDATION**

England & Wales - Charity number 1165959

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# Accounts

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# **WEST ROW VILLAGE HALL FOUNDATION**

REGISTERED CHARITY NUMBER 1165959

## **ANNUAL REPORT & ACCOUNTS 2020**

PERIOD: 1<sup>ST</sup> JANUARY 2020 TO 31<sup>ST</sup> DECEMBER 2020

### **Objectives & Activities**

West Row Village Hall Foundation is a Charitable Incorporated Organisation. The objectives of this charity are set out in the constitution as follows:

To further or benefit the residents of West Row and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to provide facilities, in the interests of social welfare, for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

### **Achievements and Performance**

The main work of the charity involves the general management & maintenance of our facilities: Village hall, playing fields, football pavilion, tennis court, children's play park, defibrillator & parking areas.

2020 was an unusual year with the COVID-19 pandemic; country-wide lockdown and closure of all facilities from March 2020 for a prolonged period and gradual reopening of some facilities with protocols in place for safe use, and closure again during the latter part of the year.

This obviously had a major impact on income and ongoing maintenance for a considerable period due to government restrictions. Estimates of £5k were calculated in losses for the initial April-July closure period. As well as loss of hire, other events which would normally help with fundraising were also curtailed. The foundation however was eligible for state aid which assisted in mitigating fixed costs and loss of income through hall hire, fundraising and donations.

Our facilities continue to be kept to a high standard and we envisage seeing a return to normal levels of use for community events & private functions as restrictions ease in 2021. The foundation had a small surplus income on the accounts, but this is due to less use of utilities such as electricity and oil whilst the building was closed, and the receipt of COVID-19 grant support.

### **Structure, Governance and Management**

West Row Village Hall Foundation is a charitable incorporated organisation (CIO), registered on 9<sup>th</sup> March 2016. The foundation was established on 1<sup>st</sup> April 2016, under the Constitution of a CIO whose only voting members are its charity trustees.

Under the requirements of the constitution, trustees are appointed to serve for a period of three years by a resolution passed at a properly convened meeting of the trustees.

Trustees: Gary Morley (Chairman), Karen Gallagher (Secretary), Sarah Harrison (Treasurer), Vicki Butler, Sharon Phillips, Alan Rolfe, Alan Goodenough, Mark Garrard, Carol Bebee, Gerald Copsey, Kate Wells, Katie Andrews

**West Row Village Hall Foundation**

**Balance Sheet As At 31st December 2020**

<u>2019</u>			<u>2020</u>	
	366,412.40	Village Hall		366,412.40
	7,246.99	Play Area		7,246.99
	700.00	Fencing	350.00	
	<u>350.00</u>	Less Depreciation	<u>350.00</u>	0.00
	9,600.00	Equipment	11,600.00	
	3,575.89	Additions		
	<u>1,575.89</u>	Less Depreciation	<u>1,575.00</u>	10,025.00
	11,600.00			
	<u>385,609.39</u>			<u>383,684.39</u>
	75.00	Overpayments		
	229.14	Electricity overcharged	505.77	
	2,381.00	Debtors & Prepayments	1,890.00	
	<u>33,356.93</u>	Cash at Bank : Current Account	<u>41,248.79</u>	
	36,042.07	Total current assets	43,644.56	
	<u>107.42</u>	Accruals	<u>1,460.00</u>	
	35,934.65	Net current assets		42,184.56
	<u>421,544.04</u>			<u>425,868.95</u>
		<b>The Funds of the charity</b>		
		Unrestricted funds		
	418,423.95	Balance at 01 January 2020		421,544.04
	3,120.09	Excess of Expenditure over Income in year		4,324.91
	<u>421,544.04</u>	Balance at 31 December 2020		<u>425,868.95</u>

We have examined the books and records of the West Row Village Hall Foundation and confirm that the above Balance Sheet and attached Receipts and Expenditure account is in accordance therewith.

Finance & Management Services

**West Row Village Hall Foundation**

**Receipts and Payments for the year ended 31st December 2020**

<u>2019</u>		<u>Receipts</u>	<u>2020</u>	
<u>£</u>	£		<u>£</u>	£
	14,799.00	Hall Lettings		4,253.00
	1,440.00	Football Pavillion and Pitch debtors		665.00
		Covid Support		12,135.00
	2,019.50	Fund Raising		
	395.00	Donations & Miscellaneous		50.00
	400.00	Bowls Clubs share of costs		400.00
	<u>19,053.50</u>	Total Receipts		<u>17,503.00</u>
<b><u>Direct Charitable Expenditure</u></b>				
5,282.93		Maintenance : Hall	3,585.63	
1,048.40		: Field	1,595.99	
951.34		: Football hut	97.97	
462.42		: Play Area	471.95	
144.00		Waste collection inc Septic tank	144.00	
619.06		Rates	719.86	
355.60		Water	278.63	
1,145.31		Electricity Hall	838.07	
76.40		Electricity Tennis Court	126.73	
175.01		Electricity Football Hut	291.57	
839.54		Fuel	366.98	
281.34		Web site costs	240.00	
1,840.16		Insurance	1,865.89	
552.28		Licences	534.34	
110.53		Fund Raising expenses		
123.20		Sundry	95.48	
<u>14,007.52</u>			<u>11,253.09</u>	
		<b><u>Other costs</u></b>		
1,925.89		Depeiciation	1,925.00	
	<u>15,933.41</u>	Total Expenditure		<u>13,178.09</u>
	<u>3,120.09</u>	Total Net Receipts over Expenditure for the year		<u>4,324.91</u>