

## **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
<u>          </u>		<u>          </u>
7,246.99		6,522.00
5,385.00	Equipment WDV	3,065.00
11.89	Additions	6,974.71
<u>5,396.89</u>		<u>10,039.71</u>
2,331.89	Less Depreciation	2,009.71
<u>          </u>		<u>          </u>
3,065.00		8,030.00
<u>          </u>		<u>          </u>
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
<u>          </u>		<u>          </u>
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
<u>          </u>		<u>          </u>
926.80		1,288.74
<u>          </u>		<u>          </u>
44,075.65	Net current assets	35,654.40
<u>          </u>		<u>          </u>
420,800.04		416,618.80
<u>          </u>		<u>          </u>
<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
<u>          </u>		<u>          </u>
420,800.04	Balance at 31 December 2024	416,618.80
<u>          </u>		<u>          </u>

**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		Depeciation	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>