



**Burton Green Village Hall CIO
Trustees' Annual Report
For the year ended 30 September 2024**

1. Objectives and Activities

Burton Green Village Hall CIO (Registered Charity No. 1166381) exists to benefit the residents of Burton Green Parish and surrounding areas by providing a facility that fosters education, recreation, and social engagement.

In line with our constitution, our charitable purpose is to improve quality of life without discrimination. During 2023–24, we:

- Provided a well-maintained hall for hire by local residents, clubs, and organisations
- Delivered fundraising and social events that brought the community together
- Supported local partnerships and facilitated inclusive use of the space

These activities support our charitable objectives by encouraging connection, education, and wellbeing.

2. Achievements and Performance

Over the reporting period, we:

- Welcomed increased community usage, maintaining strong demand for bookings
- Delivered events that enhanced local engagement and generated modest funds
- Invested in ongoing maintenance to ensure the hall remains safe and accessible
- Recorded a surplus of £20,066, reflecting prudent financial management

We thank all trustees, volunteers, and hirers for their continued support.

3. Financial Review

Total receipts for the year were £61,757 (2022–23: £45,101), of which £56,110 came from hire fees. Key expenditures totalled £41,691, including maintenance, utilities, and insurance.

We closed the year with unrestricted reserves of £102,639, held across three accounts. The CIO has no outstanding liabilities and retains adequate funds to support future commitments and unforeseen costs.



4. Structure, Governance and Management

Burton Green Village Hall is governed as a Charitable Incorporated Organisation using the Foundation Model. Our principal office is at Red Lane, Burton Green, Kenilworth, Warwickshire CV8 1PF.

The CIO is managed by a board of trustees (minimum 7, maximum 12), which includes ex-officio officers (Chair, Treasurer, Secretary) and nominated members. Trustees are appointed for three-year terms in accordance with our constitution.

A Finance Sub-group, composed of trustees, oversees budgeting, expenditure approval, and compliance with Charity Commission regulations. All decisions are recorded in meeting minutes, and new trustees receive an induction including the current constitution and recent reports.

5. Public Benefit Statement

The trustees confirm they have complied with their duty under section 17 of the Charities Act 2011 to have due regard to the Commission's guidance on public benefit. The hall provides inclusive access and a neutral space for activities that meet the needs of our diverse local community.

Signed on behalf of the trustees

Name: Russell Smith

Position: Treasurer


A handwritten signature in dark ink, appearing to read "R Smith", is written over a light blue horizontal line.

Date: 29 July 2025

Burton Green Village Hall CIO
Year Ending 30/09/2024
Income and Expenditure

	2024		2023	
	£	£	£	£
Income				
Income		51,149.74		34,916.63
Grants and Donations		9,588.52		9,433.00
Interest Received		974.31		750.71
		61,712.57		45,100.34
Expenditure				
Rates	2,793.08		559.85	
Direct Costs	5,121.01		2,867.15	
Light and Heat	7,510.25		9,380.23	
Computer	435.60		552.84	
Cleaning	8,551.18		7,851.45	
Repairs and Maintenance	7,496.01		14,364.87	
Subscriptions	1,586.81		742.25	
Insurance	3,905.26		3,851.38	
Telephone	692.53		360.50	
Accountancy	1,236.00		552.00	
Bank Charges			17.94	
Depreciation	<u>2,363.00</u>		<u>5,893.24</u>	
		41,690.73		46,993.70
Profit for the Year		<u><u>20,021.84</u></u>		<u><u>-1,893.36</u></u>
Fixed Assets				
Leasehold improvement	34,275.00		34,275.00	
Office Equipment	4,709.90		6,682.90	
Fixtures and Fitting	1,266.78		1,656.78	
		40,251.68		<u>42,614.68</u>
Bank and Cash				
Natwest Account	15,956.93		13,812.58	
Co-op Account	19,324.38		0.00	
Deposit Account	67,357.40		66,383.01	
Petty Cash	0.00		2,495.46	
		<u>102,638.71</u>		<u>82,691.05</u>
Debtors		0.00		457.00
Creditors		0.00		-269.30
		<u><u>142,890.39</u></u>		<u><u>125,493.43</u></u>
Funds				
General	45,874.24			28,477.28
Development	96,281.85			96,281.85
Restricted				
IT funds	176.61			176.61
MiBG	514.45			514.45
Mother and Toddler	<u>43.24</u>			<u>43.24</u>
	<u>734.30</u>			<u>734.30</u>
		<u><u>142,890.39</u></u>		<u><u>125,493.43</u></u>

I approve the above income and expenditure account and confirm that I have made available all information


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Date.....29th July 2025.....

I have prepared the income and expenditure account above, without carrying out an audit, from the information and explanations provided.



Receipts and payments accounts

For the period from	Period start date 01/10/2023	To	Period end date 30/09/2024
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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					
Hire Fees	51,150	-	-	51,150	7,816
Fundraising and Social Events	9,589	-	-	9,589	21,387
Interest	974	-	-	974	751
	-	-	-	-	9,433
	-	-	-	-	5,714
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	61,712	-	-	61,712	45,101
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	61,712	-	-	61,712	45,101
A3 Payments					
Repairs and Maintenance	7,496	-	-	7,496	12,418
Utility Costs including council rates	10,303	-	-	10,303	9,940
Cleaning	8,551	-	-	8,551	7,851
Insurance	3,905	-	-	3,905	3,851
Fundraising Costs	5,121	-	-	5,121	2,867
Licences and other office costs	2,716	-	-	2,716	1,644
Accountant Fees	1,236	-	-	1,236	552
Depreciation	2,363	-	-	2,363	5,893
Consumable items and stationery	-	-	-	-	1,905
Miscellaneous Costs	-	-	-	-	73
Sub total	41,691	-	-	41,691	46,994
A4 Asset and investment purchases, (see table)					
	-	-	-	-	42,251
	-	-	-	-	-
Sub total	-	-	-	-	42,251
Total payments	41,691	-	-	41,691	89,245
Net of receipts/(payments)	20,021	-	-	20,021	- 44,144
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	82,573	-	-	82,573	126,835
Cash funds this year end	102,594	-	-	102,594	82,691

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				
	Natwest Savings Account	67,357	-	-
	Natwest Current Account	15,957	-	-
	Co-Op Current Account	19,324	-	-
	Total cash funds	102,639	-	-

(agree balances with receipts and payments account(s))

Agreement Error

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B2 Other monetary assets

Details	Unrestricted funds	Restricted funds	Endowment funds
	to nearest £	to nearest £	to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Leasehold Improvement	Unrestricted	-	34,275
Office equipment	Unrestricted	-	4,710
Fixtures and fittings	Unrestricted	-	1,267
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities


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

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

Signature

Print Name

Date of approval



Russell Smith

29/07/2025