

BOXGROVE VILLAGE HALL AND COMMUNITY CENTRE

England & Wales · Charity number 1167340

Details

Status Registered

Legal form CIO

Registered 2016-05-25

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

Contact

Address Boxgrove Village Hall
The Street
Boxgrove
Chichester
PO18 0EE

Phone 01243788332

Email manager@boxgrovevillagehall.co.uk

Website www.boxgrovevillagehall.co.uk

Activities

Objects: TO ESTABLISH AND RUN A VILLAGE HALL AND TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF BOXGROVE AND THE NEIGHBOURHOOD ("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: 1. To ensure the continued availability of the village hall for members of the Boxgrove and the wider Community.2. Letting of the village hall to users for community and multiple general activities.3. Supporting groups who exhibit public benefit within the community.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£64,860	£60,883	-	-
2024-06-30	£46,170	£47,640	-	-
2023-06-30	£52,071	£59,840	-	-
2022-06-30	£40,006	£30,559	-	-
2021-06-30	£12,807	£27,153	-	-

Trustees

Name	Role	Appointed
DOREEN JOHNSTONE		2016-03-10
Henry Potter		2022-01-01
IAN WILSON		2022-09-21
Jane Charlotte Barnes		2022-01-01
MICHAEL EDWARD TUDOR		2016-06-10
Sylvia St Aubyn Hubbard		2018-11-03

BOXGROVE VILLAGE HALL AND COMMUNITY CENTRE

England & Wales - Charity number 1167340

Accounts

Annual Report and Unaudited Financial Statements of

Boxgrove Village Hall & Community Centre CIO

for the Year Ended 30th June 2025

Boxgrove Village Hall & Community Centre CIO

Contents of the Financial Statements
for the Year Ended 30th June 2025

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Boxgrove Village Hall & Community Centre CIO

Legal Information
for the Year Ended 30th June 2025

TRUSTEES:

Doreen Johnstone
Sylvia St Aubyn Hubbard
Michael Tudor
Jane Barnes
Henry Potter
Ian Wilson

REGISTERED ADDRESS:

THE STREET
BOXGROVE
CHICHESTER
WEST SUSSEX
PO18 0EE

REGISTERED CHARITY NUMBER:

1167340

INDEPENDENT EXAMINER:

B4Bookkeeping Ltd
1 Lincoln House
City Fields Business Park
Chichester Fields Way
Tangmere
Chichester
West Sussex
PO20 2FS

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees

for the Year Ended 30th June 2025

The trustees present their report with the financial statements for the year ended 30th June 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its constitution document, a deed of trust, which constitutes a Charitable Incorporated Organisation (CIO).

The charity is operated by a management and fundraising committee.

CONSTITUTION, OBJECTS AND PRINCIPAL ACTIVITIES

The Charitable Trust is constituted by a Trust Deed conveyance dated 11th April 1932, as amended by an order of the Minister of education dated 24th June 1960, and a scheme of the Charity Commissioners dated 10th September 2003. The Charity was registered on 29th October 1963 as Boxgrove Village Hall and Community Centre, Registered Charity No. 305348. On 25th May 2016 a Charitable Incorporated Organisation (the CIO), Registered No. 1167340, with the same charitable purposes as the previous charity, was formed to assume the assets and liabilities of Boxgrove Village Hall and Community Centre with effect from 1st July 2016. The previous charity, No. 305348 has been removed from the Charity Commission Register.

The charity 's objects and principal activities, having due regard to the Trustees duty in Section 17(5) of the 2011 Charities Act concerning public benefit, during the year were as follows:

1. To ensure the continued availability of the village hall for members of the Boxgrove Community.
2. Letting the Village Hall to local users for community activities.

The objectives of the Boxgrove Village Hall & Community Centre CIO are to establish and maintain or assist in establishing and maintaining a multi-function vibrant village hall in Boxgrove Civil Parish for the benefit of the neighbourhood and other members of the public who desire to have use of the facilities.

Boxgrove Village Hall & Community Centre CIO has the additional purpose of providing or helping to provide facilities for the advancement of education and in the interest of social welfare, for recreation and leisure time occupation so as to improve the conditions of life for the inhabitants of Boxgrove Civil Parish and neighbouring communities.

The policies adopted in furtherance of these objects are to encourage the use of the hall by provision and maintenance of the facilities for use both by individual members of the community and by clubs and societies.

In following these objectives, the trustees have had regard to the guidance issued by the Charity Commission.

Public benefit

The trustees of Boxgrove Village Hall and Community Centre CIO have complied with their duty as stated in their public benefit statement for year ended 30th June 2025.

The trustees have achieved their purpose through education; the advancement of health; community development; amateur sport and other charitable purposes. Children, young people, older people and the general public have benefited from the open spaces, the human resources the equipment, and the hall and its facilities.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2025**

ACHIEVEMENT AND PERFORMANCE

Review of Activities

Boxgrove Village Hall & Community Centre continues to be a popular hall for all round use, from health and well-being functions to children's parties and weddings.

At monthly meetings issues that the trustees are responsible for have been addressed where possible and achieved with due diligence to the time available. More time needs to be spent discussing planning for forthcoming events and to recruit teams of volunteers and potential new trustees to achieve these aims.

The Boxgrove Village Hall website, continues to receive an increasing number of booking enquiries and the hall management continues to explore more opportunities to work in partnership with other charities and parishes for benefit of the community.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the risks. The hall reserves remain secure with no need to use the monies to cover operational overheads.

TRUSTEES

The following Trustees held office during the whole of the period from 1st July 2024 to the date of this report:- Jane Barnes, Sylvia St Aubyn Hubbard, Doreen Johnstone, Henry Potter, Michael Tudor and Ian Wilson.

FINANCIAL REVIEW

Financial statement and review

At the year end 30 June 2025, the village hall is in a healthy financial state with reserves in excess of £15,000. The income from hall hire has been stable in this period and currently bookings are on target.

The key objectives of the charity are to allow use of the village hall for the local community with as minimal a hire charge as possible. Each case is reviewed on an individual basis so that no resident is denied use of the hall because of financial hardship. Post funeral receptions are organised free of charge to the residents of Boxgrove and its surrounding area. Hall hire is the hall's primary source of income and the mix of bookings not only financially supports Boxgrove Village Hall & Community Centre CIO but allows many other events to be made available to the community free of charge.

During the period the hall has continued to work in partnership and collaborate positively with the wider community. The hall provides a comprehensive course of sessions that supports education, craft, culture, dance, theatre, health and well-being. Children's parties remain a firm favourite.

The accounts are run on a receipts and payments (cash accounting) basis as the village hall is not a charitable company, and has less than £250,000 of gross income and total expenditure. The trustees' management committee felt that utilising cash accounting is more easily understood by all trustees and is an important factor for the transparency of the village hall.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2025

The Treasurer is principally responsible for the financial management of the hall, working closely with the Hall Manager. Financial reports are presented at each Management meeting so that everyone is aware of the financial stability of the hall. All committee members are encouraged to contribute to the financial management of the hall.

Although the hall remains financially active the trustees recognise the need to manage both income and expenditure in the light of ongoing financial challenges as demonstrated by the current economic situation. The management committee take seriously the need to work to budget and also to implement a maintenance budget forecast and reserves policy to ensure the hall remains structurally sound and in good decorative order.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:



Name : IAN WILSON - TRUSTEE BVH

Date : 23/10/25

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2025


TRUSTEES RESPONSIBILITY STATEMENT

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:



Name : 23/10/25 - Ian Wilson Trustee

Date : 23/10/25

Boxgrove Village Hall & Community Centre CIO

Receipts and Payments Account

for the Year Ended 30th June 2025

	Notes	Total 2025	Total 2024
Receipts			
Grants		£0	£0
Incoming resources from generated funds			
Voluntary income		£4,700	£0
Activities for generating funds		£3,262	£1,130
Investment income		£155	£160
Incoming resources from charitable activities			
Charitable		£56,743	£44,880
Total incoming resources		£64,860	£46,170
Payments			
Costs of generating funds			
Costs of generating voluntary income		£0	£0
Charitable activities			
Charitable		£55,560	£43,620
Governance costs		£4,417	£2,749
Other resources expended		£906	£1,271
Asset purchases		£0	£0
Total resources expended		£60,883	£47,640
Net receipts/(payments)		£3,977	£(1,470)
Reconciliation of Bank and Cash Balances			
Total cash funds brought forward		£10,588	£15,112
Purchase of fixed assets/Non-cash adjustments		£1,724	£(3,054)
Total funds carried forward		£16,289	£10,588

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the receipts and payments basis, under the historical cost convention, and include the results of the charity's operations.

The financial statements have been prepared in accordance with applicable accounting standards, the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008, Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 10 2).

Receipts

Voluntary income and donations are accounted for as they are received. The related tax credit on gift aid donations is accounted for when received.

Grants are included when the charity has received them and has unconditional entitlement to the resources.

Investment income is included in the accounts when received.

All other income is recognised when it is received. All incoming resources are accounted for gross, with associated costs included in direct charitable expenditure.

No permanent endowments or material legacies were received in the year.

Payments

All expenditure is generally recognised when it is incurred. All expenditure is accounted for gross.

Other resources expended include expenditure on management and administration of the charity, not directly related to charitable activities or fundraising ventures.

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy services.

Taxation

The charity is exempt from tax on its charitable activities.

Funds

Unrestricted funds are general funds which can be used for the charitable objectives at the discretion of the trustees. Restricted funds are money reserved for designated restricted purposes within the objects of the charity.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Receipts and Payments Account in the period to which they relate.

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2025

2. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial year. No material transaction took place between the organisation and a trustee or any person connected with them.

3. STAFF COSTS

	2025	2024
Wages and salaries	£29,147	£18,799
Other pension costs	£421	£296
	£29,568	£19,095

4. TANGIBLE FIXED ASSETS

	Freehold property	Plant and machinery	Fixtures and fittings	Computer equipment	Totals
COST					
At 1 July 2024	£803,659	£8,172	£51,421	£1,698	£864,950
Additions	£0	£0	£0	£0	£0
Disposals	£0	£0	£0	£0	£0
At 30 June 2025	£803,659	£8,172	£51,421	£1,698	£864,950
NET BOOK VALUE					
At 30 June 2025	£803,659	£8,172	£51,421	£1,698	£864,950
At 30 June 2024	£803,659	£8,172	£51,421	£1,698	£864,950

Freehold land and buildings comprise the cost of the construction of the Village Hall and the car park.

5. PUBLIC BENEFIT

The trustees acknowledge their requirement to demonstrate clearly that the charity must have charitable purposes, or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

**Independent Examiner's Report to the Trustees of Boxgrove Village Hall & Community
Centre CIO
for the Year Ended 30th June 2025**

I report on the accounts of the charity for the Year Ended 30 June 2025, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - 1.1 to keep accounting records in accordance with section 130 of the 2011 Act; and
 - 1.2 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daniel Akerman CIMA Cert BA

B4Bookkeeping Limited

1 Lincoln House, City Fields Business Park, City Fields Way, Tangmere, Chichester, England, PO20 2FS

Annual Report and Unaudited Financial Statements of

Boxgrove Village Hall & Community Centre CIO

for the Year Ended 30th June 2025

Boxgrove Village Hall & Community Centre CIO

Contents of the Financial Statements

for the Year Ended 30th June 2025

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Boxgrove Village Hall & Community Centre CIO

Legal Information

for the Year Ended 30th June 2025

TRUSTEES:

Doreen Johnstone
Sylvia St Aubyn Hubbard
Michael Tudor
Jane Barnes
Henry Potter
Ian Wilson

REGISTERED ADDRESS:

THE STREET
BOXGROVE
CHICHESTER
WEST SUSSEX
PO18 0EE

REGISTERED CHARITY NUMBER:

1167340

INDEPENDENT EXAMINER:

B4Bookkeeping Ltd
1 Lincoln House
City Fields Business Park
Chichester Fields Way
Tangmere
Chichester
West Sussex
PO20 2FS

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2025**

The trustees present their report with the financial statements for the year ended 30th June 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its constitution document, a deed of trust, which constitutes a Charitable Incorporated Organisation (CIO).

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The charity 's objects and principal activities, having due regard to the Trustees duty in Section 17(5) of the 2011 Charities Act concerning public benefit, during the year were as follows:

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2. Letting the Village Hall to local users for community activities.

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Boxgrove Village Hall & Community Centre CIO has the additional purpose of providing or helping to provide facilities for the advancement of education and in the interest of social welfare, for recreation and leisure time occupation so as to improve the conditions of life for the inhabitants of Boxgrove Civil Parish and neighbouring communities.

The policies adopted in furtherance of these objects are to encourage the use of the hall by provision and maintenance of the facilities for use both by individual members of the community and by clubs and societies.

In following these objectives, the trustees have had regard to the guidance issued by the Charity Commission.

Public benefit

The trustees of Boxgrove Village Hall and Community Centre CIO have complied with their duty as stated in their public benefit statement for year ended 30th June 2025.

The trustees have achieved their purpose through education; the advancement of health; community development; amateur sport and other charitable purposes. Children, young people, older people and the general public have benefited from the open spaces, the human resources the equipment, and the hall and its facilities.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2025**

ACHIEVEMENT AND PERFORMANCE

Review of Activities

Boxgrove Village Hall & Community Centre continues to be a popular hall for all round use, from health and well-being functions to children's parties and weddings.

At monthly meetings issues that the trustees are responsible for have been addressed where possible and achieved with due diligence to the time available. More time needs to be spent discussing planning for forthcoming events and to recruit teams of volunteers and potential new trustees to achieve these aims.

The Boxgrove Village Hall website, continues to receive an increasing number of booking enquiries and the hall management continues to explore more opportunities to work in partnership with other charities and parishes for benefit of the community.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the risks. The hall reserves remain secure with no need to use the monies to cover operational overheads.

TRUSTEES

The following Trustees held office during the whole of the period from 1st July 2024 to the date of this report:- Jane Barnes, Sylvia St Aubyn Hubbard, Doreen Johnstone, Henry Potter, Michael Tudor and Ian Wilson.

FINANCIAL REVIEW

Financial statement and review

At the year end 30 June 2025, the village hall is in a healthy financial state with reserves in excess of £15,000. The income from hall hire has been stable in this period and currently bookings are on target.

The key objectives of the charity are to allow use of the village hall for the local community with as minimal a hire charge as possible. Each case is reviewed on an individual basis so that no resident is denied use of the hall because of financial hardship. Post funeral receptions are organised free of charge to the residents of Boxgrove and its surrounding area. Hall hire is the hall's primary source of income and the mix of bookings not only financially supports Boxgrove Village Hall & Community Centre CIO but allows many other events to be made available to the community free of charge.

During the period the hall has continued to work in partnership and collaborate positively with the wider community. The hall provides a comprehensive course of sessions that supports education, craft, culture, dance, theatre, health and well-being. Children's parties remain a firm favourite.

The accounts are run on a receipts and payments (cash accounting) basis as the village hall is not a charitable company, and has less than £250,000 of gross income and total expenditure. The trustees' management committee felt that utilising cash accounting is more easily understood by all trustees and is an important factor for the transparency of the village hall.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2025

The Treasurer is principally responsible for the financial management of the hall, working closely with the Hall Manager. Financial reports are presented at each Management meeting so that everyone is aware of the financial stability of the hall. All committee members are encouraged to contribute to the financial management of the hall.

Although the hall remains financially active the trustees recognise the need to manage both income and expenditure in the light of ongoing financial challenges as demonstrated by the current economic situation. The management committee take seriously the need to work to budget and also to implement a maintenance budget forecast and reserves policy to ensure the hall remains structurally sound and in good decorative order.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:

Name : _____

Date : _____

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2025

TRUSTEES RESPONSIBILITY STATEMENT

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:

Name : _____

Date : _____

Boxgrove Village Hall & Community Centre CIO

Receipts and Payments Account
for the Year Ended 30th June 2025

	Notes	Total 2025	Total 2024
Receipts			
Grants		£0	£0
Incoming resources from generated funds			
Voluntary income		£4,700	£0
Activities for generating funds		£3,262	£1,130
Investment income		£155	£160
Incoming resources from charitable activities			
Charitable		£56,743	£44,880
Total incoming resources		£64,860	£46,170
Payments			
Costs of generating funds			
Costs of generating voluntary income		£0	£0
Charitable activities			
Charitable		£55,560	£43,620
Governance costs		£4,417	£2,749
Other resources expended		£906	£1,271
Asset purchases		£0	£0
Total resources expended		£60,883	£47,640
Net receipts/(payments)		£3,977	£(1,470)
Reconciliation of Bank and Cash Balances			
Total cash funds brought forward		£10,588	£15,112
Purchase of fixed assets/Non-cash adjustments		£1,724	£(3,054)
Total funds carried forward		£16,289	£10,588

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Statement of Assets and Liabilities

for the Year Ended 30th June 2025

	Notes	30th June 2025	30th June 2024
Monetary Assets			
Tangible assets	5	£864,950	£864,950
Cash Funds			
Cash at bank and in hand		£16,289	£10,588
Current Assets			
Stocks		£0	£0
Other Debtors		£1,003	£3,888
		£882,242	£879,426
Liabilities			
Other creditors		£297	£1,459
Total Liabilities		£297	£1,459
		£891,945	£877,967

The financial statements were approved by the Trustees on _____ and were signed on their behalf by:

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the receipts and payments basis, under the historical cost convention, and include the results of the charity's operations.

The financial statements have been prepared in accordance with applicable accounting standards, the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008, Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 10 2).

Receipts

Voluntary income and donations are accounted for as they are received. The related tax credit on gift aid donations is accounted for when received.

Grants are included when the charity has received them and has unconditional entitlement to the resources.

Investment income is included in the accounts when received.

All other income is recognised when it is received. All incoming resources are accounted for gross, with associated costs included in direct charitable expenditure.

No permanent endowments or material legacies were received in the year.

Payments

All expenditure is generally recognised when it is incurred. All expenditure is accounted for gross.

Other resources expended include expenditure on management and administration of the charity, not directly related to charitable activities or fundraising ventures.

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy services.

Taxation

The charity is exempt from tax on its charitable activities.

Funds

Unrestricted funds are general funds which can be used for the charitable objectives at the discretion of the trustees. Restricted funds are money reserved for designated restricted purposes within the objects of the charity.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Receipts and Payments Account in the period to which they relate.

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2025

2. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial year. No material transaction took place between the organisation and a trustee or any person connected with them.

3. STAFF COSTS

	2025	2024
Wages and salaries	£29,147	£18,799
Other pension costs	£421	£296
	<u>£29,568</u>	<u>£19,095</u>

4. TANGIBLE FIXED ASSETS

	Freehold property	Plant and machinery	Fixtures and fittings	Computer equipment	Totals
COST					
At 1 July 2024	£803,659	£8,172	£51,421	£1,698	£864,950
Additions	£0	£0	£0	£0	£0
Disposals	£0	£0	£0	£0	£0
At 30 June 2025	<u>£803,659</u>	<u>£8,172</u>	<u>£51,421</u>	<u>£1,698</u>	<u>£864,950</u>
NET BOOK VALUE					
At 30 June 2025	£803,659	£8,172	£51,421	£1,698	£864,950
At 30 June 2024	£803,659	£8,172	£51,421	£1,698	£864,950

Freehold land and buildings comprise the cost of the construction of the Village Hall and the car park.

5. PUBLIC BENEFIT

The trustees acknowledge their requirement to demonstrate clearly that the charity must have charitable purposes, or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

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Boxgrove Village Hall & Community Centre CIO

Detailed Statement of Receipts and Payments

for the Year Ended 30th June 2025

		Total 2025		Total 2024
Receipts				
Grants		£0		£0
Voluntary income				
	Donations	£4,700		£0
Activities for generating funds				
	Fund raising activities - Community Fund	£3,262		£1,130
Investment income				
	Bank interest	£155		£160
Incoming resources from charitable activities				
	Hall Hire	£39,814	£31,694	
	Kitchen Hire	£42	£225	
	Regular Hire	£7,045	£7,077	
	Weddings	£9,843	£5,884	
		£56,744		£44,880
Total incoming resources		£64,861		£46,170
Payments				
Costs of generating voluntary income				
	Fundraising costs	£0		£0
Charitable Activities				
	Wages & Social Security	£29,147		£18,799
	Staff Entertainment	£0		£0
	Council Tax & water			
	Council Tax	£597	£404	
	Water	£2,006	£1,505	£1,909
	Insurance	£1,271		£1,249
	Light and heat	£7,058		£5,812
	Kitchen/hall supplies			
	Equipment	£2,055	£672	
	Printing, postage & stationary	£91	£148	£820
	Cleaning	£3,626		£7,639
	Hall activities			
	Events	£1,754	£1,182	
	Subsistence	£0	£0	£1,182
	Subscriptions	£265		£239
	Licences	£180		£180
	Legal fees	£35		£35
	Advertising & Marketing	£200		£127
	Repairs & maintenance	£6,224		£4,615
	Waste disposal	£1,052		£970
	Carried forward	£55,561		£43,576

This page does not form part of the statutory financial statements

Boxgrove Village Hall & Community Centre CIO

Detailed Statement of Receipts and Payments

for the Year Ended 30th June 202

		Total 2024	Total 2023
	Brought forward	£55,561	£43,576
Governance costs			
Pension contributions		£421	£296
Accountancy and bookkeeping		£3,396	£1,853
Independent Examiner		£600	£600
Trustees' Expenses		£0	£0
Other resources expended			
Other resources expended	Telephone	£906	£1,271
	Banking Fee's	£0	£44
		£906	£1,315
Asset purchases			
Asset purchases		£0	£0
Total payments		£60,882	£47,640
Net receipts/(payments)		£3,979	£(7,937)

This page does not form part of the statutory financial statements

Independent Examiner's Report to the Trustees of
Boxgrove Village Hall & Community Centre CIO
for the Year Ended 30th June 2025

I report on the accounts of the charity for the Year Ended 30 June 2025, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - 1.1 to keep accounting records in accordance with section 130 of the 2011 Act; and
 - 1.2 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daniel Akerman CIMA cert BA

B4Bookkeeping Limited

1 Lincoln House, City Fields Business Park, City Fields Way, Tangmere, Chichester, England, PO20 2FS

Annual Report and Unaudited Financial Statements of

Boxgrove Village Hall & Community Centre CIO

for the Year Ended 30th June 2025

Boxgrove Village Hall & Community Centre CIO

Contents of the Financial Statements
for the Year Ended 30th June 2025

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Boxgrove Village Hall & Community Centre CIO

Legal Information
for the Year Ended 30th June 2025

TRUSTEES:

Doreen Johnstone
Sylvia St Aubyn Hubbard
Michael Tudor
Jane Barnes
Henry Potter
Ian Wilson

REGISTERED ADDRESS:

THE STREET
BOXGROVE
CHICHESTER
WEST SUSSEX
PO18 0EE

REGISTERED CHARITY NUMBER:

1167340

INDEPENDENT EXAMINER:

B4Bookkeeping Ltd
1 Lincoln House
City Fields Business Park
Chichester Fields Way
Tangmere
Chichester
West Sussex
PO20 2FS

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees

for the Year Ended 30th June 2025

The trustees present their report with the financial statements for the year ended 30th June 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its constitution document, a deed of trust, which constitutes a Charitable Incorporated Organisation (CIO).

The charity is operated by a management and fundraising committee.

CONSTITUTION, OBJECTS AND PRINCIPAL ACTIVITIES

The Charitable Trust is constituted by a Trust Deed conveyance dated 11th April 1932, as amended by an order of the Minister of education dated 24th June 1960, and a scheme of the Charity Commissioners dated 10th September 2003. The Charity was registered on 29th October 1963 as Boxgrove Village Hall and Community Centre, Registered Charity No. 305348. On 25th May 2016 a Charitable Incorporated Organisation (the CIO), Registered No. 1167340, with the same charitable purposes as the previous charity, was formed to assume the assets and liabilities of Boxgrove Village Hall and Community Centre with effect from 1st July 2016. The previous charity, No. 305348 has been removed from the Charity Commission Register.

The charity 's objects and principal activities, having due regard to the Trustees duty in Section 17(5) of the 2011 Charities Act concerning public benefit, during the year were as follows:

1. To ensure the continued availability of the village hall for members of the Boxgrove Community.
2. Letting the Village Hall to local users for community activities.

The objectives of the Boxgrove Village Hall & Community Centre CIO are to establish and maintain or assist in establishing and maintaining a multi-function vibrant village hall in Boxgrove Civil Parish for the benefit of the neighbourhood and other members of the public who desire to have use of the facilities.

Boxgrove Village Hall & Community Centre CIO has the additional purpose of providing or helping to provide facilities for the advancement of education and in the interest of social welfare, for recreation and leisure time occupation so as to improve the conditions of life for the inhabitants of Boxgrove Civil Parish and neighbouring communities.

The policies adopted in furtherance of these objects are to encourage the use of the hall by provision and maintenance of the facilities for use both by individual members of the community and by clubs and societies.

In following these objectives, the trustees have had regard to the guidance issued by the Charity Commission.

Public benefit

The trustees of Boxgrove Village Hall and Community Centre CIO have complied with their duty as stated in their public benefit statement for year ended 30th June 2025.

The trustees have achieved their purpose through education; the advancement of health; community development; amateur sport and other charitable purposes. Children, young people, older people and the general public have benefited from the open spaces, the human resources the equipment, and the hall and its facilities.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2025**

ACHIEVEMENT AND PERFORMANCE

Review of Activities

Boxgrove Village Hall & Community Centre continues to be a popular hall for all round use, from health and well-being functions to children's parties and weddings.

At monthly meetings issues that the trustees are responsible for have been addressed where possible and achieved with due diligence to the time available. More time needs to be spent discussing planning for forthcoming events and to recruit teams of volunteers and potential new trustees to achieve these aims.

The Boxgrove Village Hall website, continues to receive an increasing number of booking enquiries and the hall management continues to explore more opportunities to work in partnership with other charities and parishes for benefit of the community.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the risks. The hall reserves remain secure with no need to use the monies to cover operational overheads.

TRUSTEES

The following Trustees held office during the whole of the period from 1st July 2024 to the date of this report:- Jane Barnes, Sylvia St Aubyn Hubbard, Doreen Johnstone, Henry Potter, Michael Tudor and Ian Wilson.

FINANCIAL REVIEW

Financial statement and review

At the year end 30 June 2025, the village hall is in a healthy financial state with reserves in excess of £15,000. The income from hall hire has been stable in this period and currently bookings are on target.

The key objectives of the charity are to allow use of the village hall for the local community with as minimal a hire charge as possible. Each case is reviewed on an individual basis so that no resident is denied use of the hall because of financial hardship. Post funeral receptions are organised free of charge to the residents of Boxgrove and its surrounding area. Hall hire is the hall's primary source of income and the mix of bookings not only financially supports Boxgrove Village Hall & Community Centre CIO but allows many other events to be made available to the community free of charge.

During the period the hall has continued to work in partnership and collaborate positively with the wider community. The hall provides a comprehensive course of sessions that supports education, craft, culture, dance, theatre, health and well-being. Children's parties remain a firm favourite.

The accounts are run on a receipts and payments (cash accounting) basis as the village hall is not a charitable company, and has less than £250,000 of gross income and total expenditure. The trustees' management committee felt that utilising cash accounting is more easily understood by all trustees and is an important factor for the transparency of the village hall.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2025

The Treasurer is principally responsible for the financial management of the hall, working closely with the Hall Manager. Financial reports are presented at each Management meeting so that everyone is aware of the financial stability of the hall. All committee members are encouraged to contribute to the financial management of the hall.

Although the hall remains financially active the trustees recognise the need to manage both income and expenditure in the light of ongoing financial challenges as demonstrated by the current economic situation. The management committee take seriously the need to work to budget and also to implement a maintenance budget forecast and reserves policy to ensure the hall remains structurally sound and in good decorative order.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:



Name : IAN WILSON - TRUSTEE BVH

Date : 23/10/25

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2025


TRUSTEES RESPONSIBILITY STATEMENT

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:



Name : 23/10/25 - Ian Wilson Trustee

Date : 23/10/25

Boxgrove Village Hall & Community Centre CIO

Receipts and Payments Account
for the Year Ended 30th June 2025

	Notes	Total 2025	Total 2024
Receipts			
Grants		£0	£0
Incoming resources from generated funds			
Voluntary income		£4,700	£0
Activities for generating funds		£3,262	£1,130
Investment income		£155	£160
Incoming resources from charitable activities			
Charitable		£56,743	£44,880
Total incoming resources		£64,860	£46,170
Payments			
Costs of generating funds			
Costs of generating voluntary income		£0	£0
Charitable activities			
Charitable		£55,560	£43,620
Governance costs		£4,417	£2,749
Other resources expended		£906	£1,271
Asset purchases		£0	£0
Total resources expended		£60,883	£47,640
Net receipts/(payments)		£3,977	£(1,470)
Reconciliation of Bank and Cash Balances			
Total cash funds brought forward		£10,588	£15,112
Purchase of fixed assets/Non-cash adjustments		£1,724	£(3,054)
Total funds carried forward		£16,289	£10,588

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the receipts and payments basis, under the historical cost convention, and include the results of the charity's operations.

The financial statements have been prepared in accordance with applicable accounting standards, the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008, Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 10 2).

Receipts

Voluntary income and donations are accounted for as they are received. The related tax credit on gift aid donations is accounted for when received.

Grants are included when the charity has received them and has unconditional entitlement to the resources.

Investment income is included in the accounts when received.

All other income is recognised when it is received. All incoming resources are accounted for gross, with associated costs included in direct charitable expenditure.

No permanent endowments or material legacies were received in the year.

Payments

All expenditure is generally recognised when it is incurred. All expenditure is accounted for gross.

Other resources expended include expenditure on management and administration of the charity, not directly related to charitable activities or fundraising ventures.

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy services.

Taxation

The charity is exempt from tax on its charitable activities.

Funds

Unrestricted funds are general funds which can be used for the charitable objectives at the discretion of the trustees. Restricted funds are money reserved for designated restricted purposes within the objects of the charity.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Receipts and Payments Account in the period to which they relate.

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2025

2. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial year. No material transaction took place between the organisation and a trustee or any person connected with them.

3. STAFF COSTS

	2025	2024
Wages and salaries	£29,147	£18,799
Other pension costs	£421	£296
	£29,568	£19,095

4. TANGIBLE FIXED ASSETS

	Freehold property	Plant and machinery	Fixtures and fittings	Computer equipment	Totals
COST					
At 1 July 2024	£803,659	£8,172	£51,421	£1,698	£864,950
Additions	£0	£0	£0	£0	£0
Disposals	£0	£0	£0	£0	£0
At 30 June 2025	£803,659	£8,172	£51,421	£1,698	£864,950
NET BOOK VALUE					
At 30 June 2025	£803,659	£8,172	£51,421	£1,698	£864,950
At 30 June 2024	£803,659	£8,172	£51,421	£1,698	£864,950

Freehold land and buildings comprise the cost of the construction of the Village Hall and the car park.

5. PUBLIC BENEFIT

The trustees acknowledge their requirement to demonstrate clearly that the charity must have charitable purposes, or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

**Independent Examiner's Report to the Trustees of Boxgrove Village Hall & Community
Centre CIO
for the Year Ended 30th June 2025**

I report on the accounts of the charity for the Year Ended 30 June 2025, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - 1.1 to keep accounting records in accordance with section 130 of the 2011 Act; and
 - 1.2 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daniel Akerman CIMA Cert BA

B4Bookkeeping Limited

1 Lincoln House, City Fields Business Park, City Fields Way, Tangmere, Chichester, England, PO20 2FS

BOXGROVE VILLAGE HALL AND COMMUNITY CENTRE

England & Wales - Charity number 1167340

Accounts

Annual Report and Unaudited Financial Statements of

Boxgrove Village Hall & Community Centre CIO

for the Year Ended 30th June 2024

Boxgrove Village Hall & Community Centre CIO

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for the Year Ended 30th June 2024

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Boxgrove Village Hall & Community Centre CIO

Legal Information

for the Year Ended 30th June 2024

TRUSTEES:

Doreen Johnstone
Sylvia St Aubyn Hubbard
Michael Tudor
Jane Barnes
Henry Potter
Ian Wilson

REGISTERED ADDRESS:

THE STREET
BOXGROVE
CHICHESTER
WEST SUSSEX
PO18 0EE

REGISTERED CHARITY NUMBER:

1167340

INDEPENDENT EXAMINER:

B4Bookkeeping Ltd
1 Lincoln House
City Fields Business Park
Chichester Fields Way
Tangmere
Chichester
West Sussex
PO20 2FS

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2024**

The trustees present their report with the financial statements for the year ended 30th June 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its constitution document, a deed of trust, which constitutes a Charitable Incorporated Organisation (CIO).

The charity is operated by a management and fundraising committee.

CONSTITUTION, OBJECTS AND PRINCIPAL ACTIVITIES

The Charitable Trust is constituted by a Trust Deed conveyance dated 11th April 1932, as amended by an order of the Minister of education dated 24th June 1960, and a scheme of the Charity Commissioners dated 10th September 2003. The Charity was registered on 29th October 1963 as Boxgrove Village Hall and Community Centre, Registered Charity No. 305348. On 25th May 2016 a Charitable Incorporated Organisation (the CIO), Registered No. 1167340, with the same charitable purposes as the previous charity, was formed to assume the assets and liabilities of Boxgrove Village Hall and Community Centre with effect from 1st July 2016. The previous charity, No. 305348 has been removed from the Charity Commission Register.

The charity 's objects and principal activities, having due regard to the Trustees duty in Section 17(5) of the 2011 Charities Act concerning public benefit, during the year were as follows:

1. To ensure the continued availability of the village hall for members of the Boxgrove Community.
2. Letting the Village Hall to local users for community activities.

The objectives of the Boxgrove Village Hall & Community Centre CIO are to establish and maintain or assist in establishing and maintaining a multi-function vibrant village hall in Boxgrove Civil Parish for the benefit of the neighbourhood and other members of the public who desire to have use of the facilities.

Boxgrove Village Hall & Community Centre CIO has the additional purpose of providing or helping to provide facilities for the advancement of education and in the interest of social welfare, for recreation and leisure time occupation so as to improve the conditions of life for the inhabitants of Boxgrove Civil Parish and neighbouring communities.

The policies adopted in furtherance of these objects are to encourage the use of the hall by provision and maintenance of the facilities for use both by individual members of the community and by clubs and societies.

In following these objectives, the trustees have had regard to the guidance issued by the Charity Commission.

Public benefit

The trustees of Boxgrove Village Hall and Community Centre CIO have complied with their duty as stated in their public benefit statement for year ended 30th June 2024.

The trustees have achieved their purpose through education; the advancement of health; community development; amateur sport and other charitable purposes. Children, young people, older people and the general public have benefited from the open spaces, the human resources the equipment, and the hall and its facilities.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2024**

ACHIEVEMENT AND PERFORMANCE

Review of Activities

Boxgrove Village Hall & Community Centre continues to be a popular hall for all round use, from health and well-being functions to children's parties and weddings.

At monthly meetings issues that the trustees are responsible for have been addressed where possible and achieved with due diligence to the time available. More time needs to be spent discussing planning for forthcoming events and to recruit teams of volunteers and potential new trustees to achieve these aims.

The Boxgrove Village Hall website, continues to receive an increasing number of booking enquiries and the hall management continues to explore more opportunities to work in partnership with other charities and parishes for benefit of the community.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the risks. The hall reserves remain secure with no need to use the monies to cover operational overheads.

TRUSTEES

The following Trustees held office during the whole of the period from 1st July 2023 to the date of this report:- Jane Barnes, Sylvia St Aubyn Hubbard, Doreen Johnstone, Henry Potter, Michael Tudor and Ian Wilson.

FINANCIAL REVIEW

Financial statement and review

At the year end 30 June 2024, the village hall is in a healthy financial state with reserves in excess of £10,000. The income from hall hire has been stable in this period and currently bookings are on target.

The key objectives of the charity are to allow use of the village hall for the local community with as minimal a hire charge as possible. Each case is reviewed on an individual basis so that no resident is denied use of the hall because of financial hardship. Post funeral receptions are organised free of charge to the residents of Boxgrove and its surrounding area. Hall hire is the hall's primary source of income and the mix of bookings not only financially supports Boxgrove Village Hall & Community Centre CIO but allows many other events to be made available to the community free of charge.

During the period the hall has continued to work in partnership and collaborate positively with the wider community. The hall provides a comprehensive course of sessions that supports education, craft, culture, dance, theatre, health and well-being. Children's parties remain a firm favourite.

The accounts are run on a receipts and payments (cash accounting) basis as the village hall is not a charitable company, and has less than £250,000 of gross income and total expenditure. The trustees' management committee felt that utilising cash accounting is more easily understood by all trustees and is an important factor for the transparency of the village hall.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees

for the Year Ended 30th June 2024

The Treasurer is principally responsible for the financial management of the hall, working closely with the Hall Manager. Financial reports are presented at each Management meeting so that everyone is aware of the financial stability of the hall. All committee members are encouraged to contribute to the financial management of the hall.

Although the hall remains financially active the trustees recognise the need to manage both income and expenditure in the light of ongoing financial challenges as demonstrated by the current economic situation. The management committee take seriously the need to work to budget and also to implement a maintenance budget forecast and reserves policy to ensure the hall remains structurally sound and in good decorative order.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:



Name : IAN WILSON

Date : 6/3/25

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2024

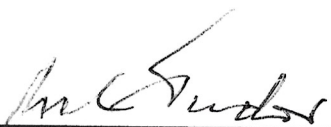
TRUSTEES RESPONSIBILITY STATEMENT

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:



Name: MICHAEL TUDOR

Date: 6th MARCH 2025

Boxgrove Village Hall & Community Centre CIO

Receipts and Payments Account
for the Year Ended 30th June 2024

	Notes	Total 2024	Total 2023
Receipts			
Grants		£0	£0
Incoming resources from generated funds			
Voluntary income		£0	£0
Activities for generating funds		£1,130	£4,430
Investment income		£160	£57
Incoming resources from charitable activities			
Charitable		£44,880	£47,584
Total incoming resources		£46,170	£52,071
Payments			
Costs of generating funds			
Costs of generating voluntary income		£0	£170
Charitable activities			
Charitable		£43,620	£54,682
Governance costs		£2,749	£3,741
Other resources expended		£1,271	£1,417
Asset purchases		£0	£0
Total resources expended		£47,640	£59,840
Net receipts/(payments)		£(1,470)	£(7,939)
Reconciliation of Bank and Cash Balances			
Total cash funds brought forward		£15,112	£24,419
Purchase of fixed assets/Non-cash adjustments		£(2,503)	£(1,368)
Total funds carried forward		£10,588	£15,112

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Statement of Assets and Liabilities
for the Year Ended 30th June 2024

	Notes	30th June 2024	30th June 2023
Monetary Assets			
Tangible assets	5	£864,950	£864,950
Cash Funds			
Cash at bank and in hand		£10,588	£15,112
Current Assets			
Stocks		£0	£0
Other debtors		£3,888	£0
		<u>£879,426</u>	<u>£880,062</u>
Liabilities			
Other creditors		£1,459	£625
		<u>£1,459</u>	<u>£625</u>
Total Liabilities		<u><u>£877,967</u></u>	<u><u>£879,437</u></u>

The financial statements were approved by the Trustees on 6/3/25 and were signed on their behalf by:

lan Wilson



The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements **for the Year Ended 30th June 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the receipts and payments basis, under the historical cost convention, and include the results of the charity's operations.

The financial statements have been prepared in accordance with applicable accounting standards, the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008, Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 10 2).

Receipts

Voluntary income and donations are accounted for as they are received. The related tax credit on gift aid donations is accounted for when received.

Grants are included when the charity has received them and has unconditional entitlement to the resources.

Investment income is included in the accounts when received.

All other income is recognised when it is received. All incoming resources are accounted for gross, with associated costs included in direct charitable expenditure.

No permanent endowments or material legacies were received in the year.

Payments

All expenditure is generally recognised when it is incurred. All expenditure is accounted for gross.

Other resources expended include expenditure on management and administration of the charity, not directly related to charitable activities or fundraising ventures.

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy services.

Taxation

The charity is exempt from tax on its charitable activities.

Funds

Unrestricted funds are general funds which can be used for the charitable objectives at the discretion of the trustees. Restricted funds are money reserved for designated restricted purposes within the objects of the charity.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Receipts and Payments Account in the period to which they relate.

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2024

2. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial year. No material transaction took place between the organisation and a trustee or any person connected with them.

3. STAFF COSTS

	2024	2023
Wages and salaries	£18,799	£23,391
Other pension costs	£296	£263
	<u>£19,095</u>	<u>£23,654</u>

4. TANGIBLE FIXED ASSETS

	Freehold property	Plant and machinery	Fixtures and fittings	Computer equipment	Totals
COST					
At 1 July 2023	£803,659	£8,172	£51,421	£1,698	£864,950
Additions	£0	£0	£0	£0	£0
Disposals	£0	£0	£0	£0	£0
At 30 June 2024	<u>£803,659</u>	<u>£8,172</u>	<u>£51,421</u>	<u>£1,698</u>	<u>£864,950</u>
NET BOOK VALUE					
At 30 June 2024	£803,659	£8,172	£51,421	£1,698	£864,950
At 30 June 2023	£803,659	£8,172	£51,421	£1,698	£864,950

Freehold land and buildings comprise the cost of the construction of the Village Hall and the car park.

5. PUBLIC BENEFIT

The trustees acknowledge their requirement to demonstrate clearly that the charity must have charitable purposes, or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

**Independent Examiner's Report to the Trustees of Boxgrove Village Hall & Community
Centre CIO
for the Year Ended 30th June 2024**

I report on the accounts of the charity for the Year Ended 30 June 2024, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - 1.1 to keep accounting records in accordance with section 130 of the 2011 Act; and
 - 1.2 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daniel Akerman CIMA Cert BA

B4Bookkeeping Limited

1 Lincoln House, City Fields Business Park, City Fields Way, Tangmere, Chichester, England, PO20 2FS

BOXGROVE VILLAGE HALL AND COMMUNITY CENTRE

England & Wales - Charity number 1167340

Accounts

Annual Report and Unaudited Financial Statements of

Boxgrove Village Hall & Community Centre CIO

for the Year Ended 30th June 2023

Boxgrove Village Hall & Community Centre CIO

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for the Year Ended 30th June 2023

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Boxgrove Village Hall & Community Centre CIO

Legal Information

for the Year Ended 30th June 2023

TRUSTEES:

Doreen Johnstone
Sylvia St Aubyn Hubbard
Michael Tudor
Jane Barnes
Henry Potter
Ian Wilson (Appointed October 2022)
Sally Cook (Resigned August 2022)
Marcus Woodard (Resigned August 2022)

REGISTERED ADDRESS:

THE STREET
BOXGROVE
CHICHESTER
WEST SUSSEX
PO18 0EE

REGISTERED CHARITY NUMBER:

1167340

INDEPENDENT EXAMINER:

B4Bookkeeping Ltd
1 Lincoln House
City Fields Business Park
Chichester Fields Way
Tangmere
Chichester
West Sussex
PO20 2FS

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2023**

The trustees present their report with the financial statements for the year ended 30th June 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its constitution document, a deed of trust, which constitutes a Charitable Incorporated Organisation (CIO).

The charity is operated by a management and fundraising committee.

CONSTITUTION, OBJECTS AND PRINCIPAL ACTIVITIES

The Charitable Trust is constituted by a Trust Deed conveyance dated 11th April 1932, as amended by an order of the Minister of education dated 24th June 1960, and a scheme of the Charity Commissioners dated 10th September 2003. The Charity was registered on 29th October 1963 as Boxgrove Village Hall and Community Centre, Registered Charity No. 305348. On 25th May 2016 a Charitable Incorporated Organisation (the CIO), Registered No. 1167340, with the same charitable purposes as the previous charity, was formed to assume the assets and liabilities of Boxgrove Village Hall and Community Centre with effect from 1st July 2016. The previous charity, No. 305348 has been removed from the Charity Commission Register.

The charity 's objects and principal activities, having due regard to the Trustees duty in Section 17(5) of the 2011 Charities Act concerning public benefit, during the year were as follows:

1. To ensure the continued availability of the village hall for members of the Boxgrove Community.
2. Letting the Village Hall to local users for community activities.

The objectives of the Boxgrove Village Hall & Community Centre CIO are to establish and maintain or assist in establishing and maintaining a multi-function vibrant village hall in Boxgrove Civil Parish for the benefit of the neighbourhood and other members of the public who desire to have use of the facilities.

Boxgrove Village Hall & Community Centre CIO has the additional purpose of providing or helping to provide facilities for the advancement of education and in the interest of social welfare, for recreation and leisure time occupation so as to improve the conditions of life for the inhabitants of Boxgrove Civil Parish and neighbouring communities.

The policies adopted in furtherance of these objects are to encourage the use of the hall by provision and maintenance of the facilities for use both by individual members of the community and by clubs and societies.

In following these objectives, the trustees have had regard to the guidance issued by the Charity Commission.

Public benefit

The trustees of Boxgrove Village Hall and Community Centre CIO have complied with their duty as stated in their public benefit statement for year ended 30th June 2023.

The trustees have achieved their purpose through education; the advancement of health; community development; amateur sport and other charitable purposes. Children, young people, older people and the general public have benefited from the open spaces, the human resources the equipment, and the hall and its facilities.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2023**

ACHIEVEMENT AND PERFORMANCE

Review of Activities

Boxgrove Village Hall & Community Centre continues to be a popular hall for all round use, from health and well-being functions to children's parties and weddings.

At monthly meetings issues that the trustees are responsible for have been addressed where possible and achieved with due diligence to the time available. More time needs to be spent discussing planning for forthcoming events and to recruit teams of volunteers and potential new trustees to achieve these aims.

The Boxgrove Village Hall website, continues to receive an increasing number of booking enquiries and the hall management continues to explore more opportunities to work in partnership with other charities and parishes for benefit of the community.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the risks. The hall reserves remain secure with no need to use the monies to cover operational overheads.

TRUSTEES

The following Trustees held office during the whole of the period from 1st July 2022 to the date of this report:- Jane Barnes, Sylvia St Aubyn Hubbard, Doreen Johnstone, Henry Potter, Michael Tudor and Ian Wilson (Appointed October 2022).

FINANCIAL REVIEW

Financial statement and review

At the year end 30 June 2023, the village hall is in a healthy financial state with reserves in excess of £15,000. The income from hall hire has been stable in this period and currently bookings are on target.

The key objectives of the charity are to allow use of the village hall for the local community with as minimal a hire charge as possible. Each case is reviewed on an individual basis so that no resident is denied use of the hall because of financial hardship. Post funeral receptions are organised free of charge to the residents of Boxgrove and its surrounding area. Hall hire is the hall's primary source of income and the mix of bookings not only financially supports Boxgrove Village Hall & Community Centre CIO but allows many other events to be made available to the community free of charge.

During the period the hall has continued to work in partnership and collaborate positively with the wider community. The hall provides a comprehensive course of sessions that supports education, craft, culture, dance, theatre, health and well-being. Children's parties remain a firm favourite.

The accounts are run on a receipts and payments (cash accounting) basis as the village hall is not a charitable company, and has less than £250,000 of gross income and total expenditure. The trustees' management committee felt that utilising cash accounting is more easily understood by all trustees and is an important factor for the transparency of the village hall.

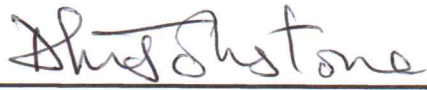
Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2023

The Treasurer is principally responsible for the financial management of the hall, working closely with the Hall Manager. Financial reports are presented at each Management meeting so that everyone is aware of the financial stability of the hall. All committee members are encouraged to contribute to the financial management of the hall.

Although the hall remains financially active the trustees recognise the need to manage both income and expenditure in the light of ongoing financial challenges as demonstrated by the current economic situation. The management committee take seriously the need to work to budget and also to implement a maintenance budget forecast and reserves policy to ensure the hall remains structurally sound and in good decorative order.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:



Name : DOREEN JOHNSTONE

Date : 16th APRIL 2024

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2023

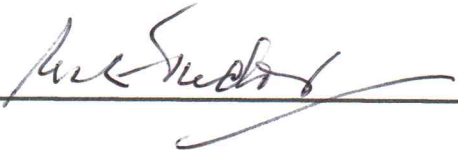
TRUSTEES RESPONSIBILITY STATEMENT

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:



Name : MICHAEL TUDOR

Date : 16th APRIL 2024

Boxgrove Village Hall & Community Centre CIO

Receipts and Payments Account
for the Year Ended 30th June 2023

	Notes	Total 2023	Total 2022
Receipts			
Grants		£0	£8,000
Incoming resources from generated funds			
Voluntary income		£0	£0
Activities for generating funds		£4,430	£666
Investment income		£57	£2
Incoming resources from charitable activities			
Charitable		£47,584	£31,338
Total incoming resources		£52,071	£40,006
Payments			
Costs of generating funds			
Costs of generating voluntary income		£170	£1,240
Charitable activities			
Charitable		£54,682	£25,713
Governance costs		£3,741	£3,309
Other resources expended		£1,417	£1,537
Asset purchases		£0	£0
Total resources expended		£59,840	£30,559
Net receipts/(payments)		£(7,939)	£9,447
Reconciliation of Bank and Cash Balances			
Total cash funds brought forward		£24,419	£15,947
Purchase of fixed assets/Non-cash adjustments		£(1,368)	£(975)
Total funds carried forward		£15,112	£24,419

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Statement of Assets and Liabilities
for the Year Ended 30th June 2023

	Notes	30th June 2023	30th June 2022
Monetary Assets			
Tangible assets	5	£864,950	£864,950
Cash Funds			
Cash at bank and in hand		£15,112	£24,419
Current Assets			
Stocks		£0	£0
		<u>£880,062</u>	<u>£889,369</u>
Liabilities			
Other creditors		£625	£744
		<u>£625</u>	<u>£744</u>
Total Liabilities		<u><u>£879,437</u></u>	<u><u>£888,625</u></u>

The financial statements were approved by the Trustees on _____ and were signed on their behalf by:

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the receipts and payments basis, under the historical cost convention, and include the results of the charity's operations.

The financial statements have been prepared in accordance with applicable accounting standards, the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008, Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 10 2).

Receipts

Voluntary income and donations are accounted for as they are received. The related tax credit on gift aid donations is accounted for when received.

Grants are included when the charity has received them and has unconditional entitlement to the resources.

Investment income is included in the accounts when received.

All other income is recognised when it is received. All incoming resources are accounted for gross, with associated costs included in direct charitable expenditure.

No permanent endowments or material legacies were received in the year.

Payments

All expenditure is generally recognised when it is incurred. All expenditure is accounted for gross.

Other resources expended include expenditure on management and administration of the charity, not directly related to charitable activities or fundraising ventures.

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy services.

Taxation

The charity is exempt from tax on its charitable activities.

Funds

Unrestricted funds are general funds which can be used for the charitable objectives at the discretion of the trustees. Restricted funds are money reserved for designated restricted purposes within the objects of the charity.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Receipts and Payments Account in the period to which they relate.

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2023

2. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial year. No material transaction took place between the organisation and a trustee or any person connected with them.

3. STAFF COSTS

	2023	2022
Wages and salaries	£23,391	£11,298
Other pension costs	£263	£134
	<u>£23,654</u>	<u>£11,432</u>

4. TANGIBLE FIXED ASSETS

	Freehold property	Plant and machinery	Fixtures and fittings	Computer equipment	Totals
COST					
At 1 July 2022	£803,659	£8,172	£51,421	£1,698	£864,950
Additions	£0	£0	£0	£0	£0
Disposals	£0	£0	£0	£0	£0
At 30 June 2023	<u>£803,659</u>	<u>£8,172</u>	<u>£51,421</u>	<u>£1,698</u>	<u>£864,950</u>
NET BOOK VALUE					
At 30 June 2023	£803,659	£8,172	£51,421	£1,698	£864,950
At 30 June 2022	£803,659	£8,172	£51,421	£1,698	£864,950

Freehold land and buildings comprise the cost of the construction of the Village Hall and the car park.

5. PUBLIC BENEFIT

The trustees acknowledge their requirement to demonstrate clearly that the charity must have charitable purposes, or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

**Independent Examiner's Report to the Trustees of Boxgrove Village Hall & Community
Centre CIO
for the Year Ended 30th June 2023**

I report on the accounts of the charity for the Year Ended 30 June 2023, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - 1.1 to keep accounting records in accordance with section 130 of the 2011 Act; and
 - 1.2 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nicola Lowes FCCA

B4Bookkeeping Limited

1 Lincoln House, City Fields Business Park, City Fields Way, Tangmere, Chichester, England, PO20 2FS

BOXGROVE VILLAGE HALL AND COMMUNITY CENTRE

England & Wales - Charity number 1167340

Accounts

Annual Report and Unaudited Financial Statements of

Boxgrove Village Hall & Community Centre CIO

for the Year Ended 30th June 2022

Boxgrove Village Hall & Community Centre CIO

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for the Year Ended 30th June 2022

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Boxgrove Village Hall & Community Centre CIO

Legal Information

for the Year Ended 30th June 2022

TRUSTEES: Sally Cook
Doreen Johnstone
Sylvia St Aubyn Hubbard
Michael Tudor
Jane Barnes
Henry Potter
Marcus Woodard

REGISTERED ADDRESS: THE STREET
BOXGROVE
CHICHESTER
WEST SUSSEX
PO18 0EE

REGISTERED CHARITY NUMBER: 1167340

INDEPENDENT EXAMINER: B4Bookkeeping Ltd
1 Lincoln House
City Fields Business Park
Chichester Fields Way
Tangmere
Chichester
West Sussex
PO20 2FS

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2022**

The trustees present their report with the financial statements for the year ended 30th June 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its constitution document, a deed of trust, which constitutes a Charitable Incorporated Organisation (CIO).

The charity is operated by a management and fundraising committee.

CONSTITUTION, OBJECTS AND PRINCIPAL ACTIVITIES

The Charitable Trust is constituted by a Trust Deed conveyance dated 11th April 1932, as amended by an order of the Minister of education dated 24th June 1960, and a scheme of the Charity Commissioners dated 10th September 2003. The Charity was registered on 29th October 1963 as Boxgrove Village Hall and Community Centre, Registered Charity No. 305348. On 25th May 2016 a Charitable Incorporated Organisation (the CIO), Registered No. 1167340, with the same charitable purposes as the previous charity, was formed to assume the assets and liabilities of Boxgrove Village Hall and Community Centre with effect from 1st July 2016. The previous charity, No. 305348 has been removed from the Charity Commission Register.

The charity 's objects and principal activities, having due regard to the Trustees duty in Section 17(5) of the 2011 Charities Act concerning public benefit, during the year were as follows:

1. To ensure the continued availability of the village hall for members of the Boxgrove Community.
2. Letting the Village Hall to local users for community activities.

The objectives of the Boxgrove Village Hall & Community Centre CIO are to establish and maintain or assist in establishing and maintaining a multi-function vibrant village hall in Boxgrove Civil Parish for the benefit of the neighbourhood and other members of the public who desire to have use of the facilities.

Boxgrove Village Hall & Community Centre CIO has the additional purpose of providing or helping to provide facilities for the advancement of education and in the interest of social welfare, for recreation and leisure time occupation so as to improve the conditions of life for the inhabitants of Boxgrove Civil Parish and neighbouring communities.

The policies adopted in furtherance of these objects are to encourage the use of the hall by provision and maintenance of the facilities for use both by individual members of the community and by clubs and societies.

In following these objectives, the trustees have had regard to the guidance issued by the Charity Commission.

Public benefit

The trustees of Boxgrove Village Hall and Community Centre CIO have complied with their duty as stated in their public benefit statement for year ended 30th June 2022.

The trustees have achieved their purpose through education; the advancement of health; community development; amateur sport and other charitable purposes. Children, young people, older people and the general public have benefited from the open spaces, the human resources the equipment, and the hall and its facilities.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2022**

ACHIEVEMENT AND PERFORMANCE

Review of Activities

Boxgrove Village Hall & Community Centre continues to be a popular hall for all round use, from health and well-being functions to children's parties and weddings.

At monthly meetings issues that the trustees are responsible for have been addressed where possible and achieved with due diligence to the time available. More time needs to be spent discussing planning for forthcoming events and to recruit teams of volunteers and potential new trustees to achieve these aims.

The Boxgrove Village Hall website, continues to receive an increasing number of booking enquiries and the hall management continues to explore more opportunities to work in partnership with other charities and parishes for benefit of the community.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the risks. The hall reserves remain secure with no need to use the monies to cover operational overheads.

TRUSTEES

The following Trustees held office during the whole of the period from 1st July 2021 to the date of this report:- Jane Barnes, Sally Cook, Sylvia St Aubyn Hubbard, Doreen Johnstone, Henry Potter, Michael Tudor and Marcus Woodard.

FINANCIAL REVIEW

Financial statement and review

At the year end 30 June 2022, the village hall is in a healthy financial state with reserves in excess of £24,000. The income from hall hire has been stable in this period and currently bookings are on target.

The key objectives of the charity are to allow use of the village hall for the local community with as minimal a hire charge as possible. Each case is reviewed on an individual basis so that no resident is denied use of the hall because of financial hardship. Post funeral receptions are organised free of charge to the residents of Boxgrove and its surrounding area. Hall hire is the hall's primary source of income and the mix of bookings not only financially supports Boxgrove Village Hall & Community Centre CIO but allows many other events to be made available to the community free of charge.

During the period the hall has continued to work in partnership and collaborate positively with the wider community. The hall provides a comprehensive course of sessions that supports education, craft, culture, dance, theatre, health and well-being. Children's parties remain a firm favourite.

The accounts are run on a receipts and payments (cash accounting) basis as the village hall is not a charitable company, and has less than £250,000 of gross income and total expenditure. The trustees' management committee felt that utilising cash accounting is more easily understood by all trustees and is an important factor for the transparency of the village hall.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2022

The Treasurer is principally responsible for the financial management of the hall, working closely with the Hall Manager. Financial reports are presented at each Management meeting so that everyone is aware of the financial stability of the hall. All committee members are encouraged to contribute to the financial management of the hall.

Although the hall remains financially active the trustees recognise the need to manage both income and expenditure in the light of ongoing financial challenges as demonstrated by the current economic situation. The management committee take seriously the need to work to budget and also to implement a maintenance budget forecast and reserves policy to ensure the hall remains structurally sound and in good decorative order.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:

Name : Doreen Johnstone

Date : 21/11/2022

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2022

TRUSTEES RESPONSIBILITY STATEMENT

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:

Name : Michael Tudor

Date : 21/11/2022

Boxgrove Village Hall & Community Centre CIO

Receipts and Payments Account
for the Year Ended 30th June 2022

	Notes	Total 2022	Total 2021
Receipts			
Grants		£8,000	£6,021
Incoming resources from generated funds			
Voluntary income		£0	£0
Activities for generating funds		£666	£0
Investment income		£2	£29
Incoming resources from charitable activities			
Charitable		£31,338	£6,757
Total incoming resources		£40,006	£12,807
Payments			
Costs of generating funds			
Costs of generating voluntary income		£1,240	£0
Charitable activities			
Charitable		£25,713	£22,672
Governance costs		£3,309	£2,736
Other resources expended		£1,537	£1,745
Asset purchases		£0	£0
Total resources expended		£30,559	£27,153
Net receipts/(payments)		£9,447	£(14,346)
Reconciliation of Bank and Cash Balances			
Total cash funds brought forward		£15,947	£34,004
Purchase of fixed assets/Non-cash adjustments		£(975)	£(3,711)
Total funds carried forward		£24,419	£15,947

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Statement of Assets and Liabilities

for the Year Ended 30th June 2022

	Notes	30th June 2022	30th June 2021
Monetary Assets			
Tangible assets	5	£864,950	£864,200
Cash Funds			
Cash at bank and in hand		£24,419	£15,947
Current Assets			
Stocks		£0	£275
		£889,369	£880,422
Liabilities			
Other creditors		£744	£744
Total Liabilities		£744	£744
		£888,625	£879,678

The financial statements were approved by the Trustees on 21/11/2022 and were signed on their behalf by:

Doreen Johnstone

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the receipts and payments basis, under the historical cost convention, and include the results of the charity's operations.

The financial statements have been prepared in accordance with applicable accounting standards, the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008, Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 10 2).

Receipts

Voluntary income and donations are accounted for as they are received. The related tax credit on gift aid donations is accounted for when received.

Grants are included when the charity has received them and has unconditional entitlement to the resources.

Investment income is included in the accounts when received.

All other income is recognised when it is received. All incoming resources are accounted for gross, with associated costs included in direct charitable expenditure.

No permanent endowments or material legacies were received in the year.

Payments

All expenditure is generally recognised when it is incurred. All expenditure is accounted for gross.

Other resources expended include expenditure on management and administration of the charity, not directly related to charitable activities or fundraising ventures.

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy services.

Taxation

The charity is exempt from tax on its charitable activities.

Funds

Unrestricted funds are general funds which can be used for the charitable objectives at the discretion of the trustees. Restricted funds are money reserved for designated restricted purposes within the objects of the charity.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Receipts and Payments Account in the period to which they relate. During the year ended 30th June 2022 no contributions were paid as the staff member had reached retirement age.

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2022

2. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial year. No material transaction took place between the organisation and a trustee or any person connected with them.

3. GRANTS

During the year the charity received an Omicron Hospitality and Leisure Grant due to the Covid-19 pandemic.

4. STAFF COSTS

	2022	2021
Wages and salaries	£11,298	£8,919
Other pension costs	£134	£0
	£11,432	£8,919

5. TANGIBLE FIXED ASSETS

	Freehold property	Plant and machinery	Fixtures and fittings	Computer equipment	Totals
COST					
At 1 July 2021	£803,659	£7,621	£51,421	£1,499	£864,200
Additions	£0	£551	£0	£699	£1,250
Disposals	£0	£0	£0	£(500)	£(500)
At 30 June 2022	£803,659	£8,172	£51,421	£1,698	£864,950
NET BOOK VALUE					
At 30 June 2022	£803,659	£8,172	£51,421	£1,698	£864,950
At 30 June 2021	£803,659	£7,621	£51,421	£1,499	£864,200

Freehold land and buildings comprise the cost of the construction of the Village Hall and the car park.

6. PUBLIC BENEFIT

The trustees acknowledge their requirement to demonstrate clearly that the charity must have charitable purposes, or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

**Independent Examiner's Report to the Trustees of Boxgrove Village Hall & Community
Centre CIO
for the Year Ended 30th June 2022**

I report on the accounts of the charity for the Year Ended 30 June 2022, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - 1.1 to keep accounting records in accordance with section 130 of the 2011 Act; and
 - 1.2 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nicola Lowes

Nicola Lowes FCCA

B4Bookkeeping Limited

1 Lincoln House, City Fields Business Park, City Fields Way, Tangmere, Chichester, England, PO20 2FS

BOXGROVE VILLAGE HALL AND COMMUNITY CENTRE

England & Wales - Charity number 1167340

Accounts

Annual Report and Unaudited Financial Statements of

Boxgrove Village Hall & Community Centre CIO

for the Year Ended 30th June 2021

Boxgrove Village Hall & Community Centre CIO

Contents of the Financial Statements

for the Year Ended 30th June 2021

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Boxgrove Village Hall & Community Centre CIO

Legal Information

for the Year Ended 30th June 2021

TRUSTEES: Sally Cook
Doreen Johnstone
Sylvia St Aubyn Hubbard
Michael Tudor
Jane Barnes
Paul Arthur (Appointed August 2020 and resigned April 2021)
Henry Potter (Appointed August 2020)
Marcus Woodard (Appointed August 2020)

REGISTERED ADDRESS: THE STREET
BOXGROVE
CHICHESTER
WEST SUSSEX
PO18 0EE

REGISTERED CHARITY NUMBER: 1167340

INDEPENDENT EXAMINER: B4Bookkeeping Ltd
1 Lincoln House
City Fields Business Park
Chichester Fields Way
Tangmere
Chichester
West Sussex
PO20 2FS

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2021**

The trustees present their report with the financial statements for the year ended 30th June 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its constitution document, a deed of trust, which constitutes a Charitable Incorporated Organisation (CIO).

The charity is operated by a management and fundraising committee.

CONSTITUTION, OBJECTS AND PRINCIPAL ACTIVITIES

The Charitable Trust is constituted by a Trust Deed conveyance dated 11th April 1932, as amended by an order of the Minister of education dated 24th June 1960, and a scheme of the Charity Commissioners dated 10th September 2003. The Charity was registered on 29th October 1963 as Boxgrove Village Hall and Community Centre, Registered Charity No. 305348. On 25th May 2016 a Charitable Incorporated Organisation (the CIO), Registered No. 1167340, with the same charitable purposes as the previous charity, was formed to assume the assets and liabilities of Boxgrove Village Hall and Community Centre with effect from 1st July 2016. The previous charity, No. 305348 has been removed from the Charity Commission Register.

The charity 's objects and principal activities, having due regard to the Trustees duty in Section 17(5) of the 2011 Charities Act concerning public benefit, during the year were as follows:

1. To ensure the continued availability of the village hall for members of the Boxgrove Community.
2. Letting the Village Hall to local users for community activities.

The objectives of the Boxgrove Village Hall & Community Centre CIO are to establish and maintain or assist in establishing and maintaining a multi-function vibrant village hall in Boxgrove Civil Parish for the benefit of the neighbourhood and other members of the public who desire to have use of the facilities.

Boxgrove Village Hall & Community Centre CIO has the additional purpose of providing or helping to provide facilities for the advancement of education and in the interest of social welfare, for recreation and leisure time occupation so as to improve the conditions of life for the inhabitants of Boxgrove Civil Parish and neighbouring communities.

The policies adopted in furtherance of these objects are to encourage the use of the hall by provision and maintenance of the facilities for use both by individual members of the community and by clubs and societies.

In following these objectives, the trustees have had regard to the guidance issued by the Charity Commission.

Public benefit

The trustees of Boxgrove Village Hall and Community Centre CIO have complied with their duty as stated in their public benefit statement for year ended 30th June 2021.

The trustees have achieved their purpose through education; the advancement of health; community development; amateur sport and other charitable purposes. Children, young people, older people and the general public have benefited from the open spaces, the human resources the equipment, and the hall and its facilities.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees **for the Year Ended 30th June 2021**

ACHIEVEMENT AND PERFORMANCE

Review of Activities

Boxgrove Village Hall and Community Centre continues to be a popular hall for all round use, from health and well-being functions to children's parties and weddings.

At monthly meetings issues that the trustees are responsible for have been addressed where possible and achieved with due diligence to the time available. More time needs to be spent discussing planning for forthcoming events and to recruit teams of volunteers and potential new trustees to achieve these aims.

The Boxgrove Village Hall website continues to receive an increasing number of booking enquiries and the hall management continues to explore more opportunities to work in partnership with other charities and parishes for benefit of the community.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the risks. The hall reserves remain secure with no need to use the monies to cover operational overheads.

TRUSTEES

The following Trustees held office during the whole of the period from 1st July 2020 to the date of this report: Sally Cook, Doreen Johnstone, Sylvia St Aubyn Hubbard, Michael Tudor and Jane Barnes. Paul Arthur, Henry Potter and Marcus Woodard were appointed in August 2020. Paul Arthur resigned in April 2021.

FINANCIAL REVIEW

Financial statement and review

At the year end 30th June 2021, the village hall is in a healthy financial state with reserves in excess of £15,000. With the imminent ending of Covid-19 pandemic restrictions these reserves are expected to increase.

The key objectives of the charity are to allow use of the village hall for the local community with as minimal a hire charge as possible. Each case is reviewed on an individual basis so that no resident is denied use of the hall because of financial hardship. Post funeral receptions are organised free of charge to the residents of Boxgrove and its surrounding area. Hall hire is the hall's primary source of income and the mix of bookings not only financially supports Boxgrove Village Hall and Community Centre CIO but allows many other events to be made available to the community free of charge.

During the period the hall has continued to work in partnership and collaborate positively with the wider community. The hall provides a comprehensive programme of sessions that supports education, craft, culture, dance, theatre, health and well-being. Children's parties remain a firm favourite.

The accounts are run on a receipts and payments (cash accounting) basis as the village hall is not a charitable company, and has less than £250,000 of gross income and expenditure. The management committee felt that utilising cash accounting is more easily understood by all trustees and is an important factor for the transparency of the village hall.

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2021

The Treasurer is principally responsible for the financial management of the hall, working closely with the Hall Manager. Financial reports are presented at each Management meeting so that everyone is aware of the financial stability of the hall. All committee members are encouraged to contribute to the financial management of the hall.

Although the hall remains financially active the trustees recognise the need to manage both income and expenditure in the light of ongoing financial challenges as demonstrated by the current economic situation. The management committee take seriously the need to work to budget and also to implement a maintenance budget forecast and reserves policy to ensure the hall remains structurally sound and in good decorative order.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:

Name : Doreen Johnstone

Date : 28th April 2022

Boxgrove Village Hall & Community Centre CIO

Report of the Trustees
for the Year Ended 30th June 2021

TRUSTEES RESPONSIBILITY STATEMENT

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

APPROVED BY ORDER OF THE BOARD OF TRUSTEES AND SIGNED ON ITS BEHALF BY:

Name : Michael Tudor

Date : 28th April 2022

Boxgrove Village Hall & Community Centre CIO

Receipts and Payments Account
for the Year Ended 30th June 2021

	Notes	Total 2021	Total 2020
Receipts			
Grants		£6,021	£10,000
Incoming resources from generated funds			
Voluntary income		£0	£1,501
Activities for generating funds		£0	£4,216
Investment income		£29	£103
Incoming resources from charitable activities			
Charitable		£6,757	£34,024
Total incoming resources		£12,807	£49,844
Payments			
Costs of generating funds			
Costs of generating voluntary income		£0	£2,072
Charitable activities			
Charitable		£22,672	£63,356
Governance costs		£2,736	£5,976
Other resources expended		£1,745	£1,580
Asset purchases		£0	£0
Total resources expended		£27,153	£72,984
Net receipts/(payments)		£(14,346)	£(23,140)
Reconciliation of Bank and Cash Balances			
Total cash funds brought forward		£34,004	£56,954
Non-cash adjustments		£(3,711)	£0
Total funds carried forward		£15,947	£34,004

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Statement of Assets and Liabilities

for the Year Ended 30th June 2021

	Notes	30th June 2021	30th June 2020
Monetary Assets			
Tangible assets	5	£864,200	£864,200
Cash Funds			
Cash at bank and in hand		£15,947	£34,004
Current Assets			
Stocks		<u>£275</u>	<u>£385</u>
		£880,422	£898,589
Liabilities			
Other creditors		£744	£0
Deposits		<u>£0</u>	<u>£4,565</u>
Total Liabilities		<u>£744</u>	<u>£4,565</u>
		£879,678	£894,024

The financial statements were approved by the Trustees on 28th April 2022 and were signed on their behalf by:

Doreen Johnstone

The notes form part of these financial statements

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the receipts and payments basis, under the historical cost convention, and include the results of the charity's operations.

The financial statements have been prepared in accordance with applicable accounting standards, the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008, Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 10 2).

Receipts

Voluntary income and donations are accounted for as they are received. The related tax credit on gift aid donations is accounted for when received.

Grants are included when the charity has received them and has unconditional entitlement to the resources.

Investment income is included in the accounts when received.

All other income is recognised when it is received. All incoming resources are accounted for gross, with associated costs included in direct charitable expenditure.

No permanent endowments or material legacies were received in the year.

Payments

All expenditure is generally recognised when it is incurred. All expenditure is accounted for gross.

Other resources expended include expenditure on management and administration of the charity, not directly related to charitable activities or fundraising ventures.

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy services.

Taxation

The charity is exempt from tax on its charitable activities.

Funds

Unrestricted funds are general funds which can be used for the charitable objectives at the discretion of the trustees. Restricted funds are money reserved for designated restricted purposes within the objects of the charity.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Receipts and Payments Account in the period to which they relate. During the year ended 30th June 2021 no contributions were paid as the staff member had reached retirement age.

Boxgrove Village Hall & Community Centre CIO

Notes to the Financial Statements

for the Year Ended 30th June 2021

2. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial year. No material transaction took place between the organisation and a trustee or any person connected with them.

3. GRANTS

During the year the charity received Small Business Grants due to the Covid-19 pandemic.

4. STAFF COSTS

	2021	2020
Wages and salaries	£8,919	£36,659
Other pension costs	£0	£0
	<u>£8,919</u>	<u>£36,659</u>

5. TANGIBLE FIXED ASSETS

	Freehold property	Plant and machinery	Fixtures and fittings	Computer equipment	Totals
COST					
At 1 July 2020	£803,659	£7,621	£51,421	£1,499	£864,200
Additions	£0	£0	£0	£0	£0
At 30 June 2021	<u>£803,659</u>	<u>£7,621</u>	<u>£51,421</u>	<u>£1,499</u>	<u>£864,200</u>
NET BOOK VALUE					
At 30 June 2021	£803,659	£7,621	£51,421	£1,499	£864,200
At 30 June 2020	£803,659	£7,621	£51,421	£1,499	£864,200

Freehold land and buildings comprise the cost of the construction of the Village Hall and the car park.

6. PUBLIC BENEFIT

The trustees acknowledge their requirement to demonstrate clearly that the charity must have charitable purposes, or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.