



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01/07/2023** Period start date To **30/6/2024** Period end date

Charity name: **Rumburgh & St. Michael Village Hall Management Committee**

Charity registration number: **1171160**

## Objectives and Activities

|                                                                                                                                                                      | SORP reference     |                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document                                                                                          | Para 1.17          | To run and maintain an effective village hall for the use of the residents of Rumburgh & St. Michael South Elmham.                 |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | Risk assessments are carried out on all outside events.<br>Insurance is maintained and advice taken from Community Action Suffolk. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | The trustees observe guidance given by the Charity Commission.                                                                     |

## Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                  | SORP reference |                                                                                                                                              |
|------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| Policy on grant making                                           | Para 1.38      |                                                                                                                                              |
| Policy on social investment including program related investment | Para 1.38      |                                                                                                                                              |
| Contribution made by volunteers                                  | Para 1.38      | Volunteers are vital to the operation of the hall's activities. In particular the coffee mornings, whist drives and the annual May Day Fete. |
| Other                                                            |                |                                                                                                                                              |

## Achievements and Performance

|                                                                                                                                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>Regular users were as follows:</p> <p>Belly Dancing/Indian Dance classes.</p> <p>Pilates – 2 separate classes.</p> <p>Yoga.</p> <p>Carpet bowls.</p> <p>Table tennis.</p> <p>Women's Institute.</p> <p>Rumburgh Parish Council meetings.</p> <p>Three Saints South Elmham Parish Council meetings.</p> <p>Coffee mornings.</p> <p>Winter whist sessions that ran from October to March.</p> <p>Old Glory Molly dancers used the hall for practice during the autumn.</p> <p>A harvest supper was held in October.</p> <p>A quiz night was held in February.</p> <p>A valentine's dance was held in February.</p> <p>The annual May Day fete.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                              |           |  |
|--------------------------------------------------------------|-----------|--|
| Achievements against objectives set                          | Para 1.41 |  |
| Performance of fundraising activities against objectives set | Para 1.41 |  |
| Investment performance against objectives                    | Para 1.41 |  |
| Other                                                        |           |  |

## Financial Review

|                                                                                  |           |                                                                                     |
|----------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period              | Para 1.21 | There was a closing balance of £50,417.36 at the end of the period.                 |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | The trustees ensure that a minimum of one year's running costs are held in reserve. |
| Amount of reserves held                                                          | Para 1.22 |                                                                                     |
| Reasons for holding zero reserves                                                | Para 1.22 |                                                                                     |
| Details of fund materially in deficit                                            | Para 1.24 |                                                                                     |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 |                                                                                     |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                 |           |                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <p>The principal sources of funds are derived from the hiring fees paid by the regular users of the hall and the proceeds of the May Day fete.</p> <p>A donation of £1,200 was received from the Rumburgh Feoffees a.k.a. Town Estate.</p> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |                                                                                                                                                                                                                                            |
| A description of the principal risks facing the charity                         | Para 1.46 |                                                                                                                                                                                                                                            |
| Other                                                                           |           | £1,359.75 was received from Rumburgh youth club, as the club has not been operating for several years. This is on the understanding that, should the club reform in the future, the funds will be returned.                                |

## Structure, Governance and Management

|                                                                                                                                                                           |           |                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                      |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | Constitution                         |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | Para 1.25 | Charitable Incorporated Organisation |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Election                             |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                           |           |  |
|-------------------------------------------------------------------------------------------|-----------|--|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties                                                     | Para 1.51 |  |
| Other                                                                                     |           |  |

## Reference and Administrative details

|                             |                                                                                                        |
|-----------------------------|--------------------------------------------------------------------------------------------------------|
| Charity name                | Rumburgh & St. Michael Village Hall Management Committee                                               |
| Other name the charity uses |                                                                                                        |
| Registered charity number   | 1171160                                                                                                |
| Charity's principal address | Rumburgh & St. Michael Village Hall<br>Malt Office Lane<br>Rumburgh, Halesworth<br>Suffolk<br>IP19 0JD |
|                             |                                                                                                        |

### Names of the charity trustees who manage the charity

|    | Trustee name       | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------|-----------------|-----------------------------------|---------------------------------------------------------------|
| 1  | David Borer        | Treasurer       |                                   |                                                               |
| 2  | Andrew Lindqvist   |                 |                                   |                                                               |
| 3  | Josie Dutton       |                 |                                   |                                                               |
| 4  | Stuart Wilson      |                 |                                   |                                                               |
| 5  | Paul Watkin        |                 |                                   |                                                               |
| 6  | Christine Campbell |                 |                                   |                                                               |
| 7  | Gillian Morshead   |                 |                                   |                                                               |
| 8  |                    |                 |                                   |                                                               |
| 9  |                    |                 |                                   |                                                               |
| 10 |                    |                 |                                   |                                                               |
| 11 |                    |                 |                                   |                                                               |
| 12 |                    |                 |                                   |                                                               |
| 13 |                    |                 |                                   |                                                               |
| 14 |                    |                 |                                   |                                                               |
| 15 |                    |                 |                                   |                                                               |
| 16 |                    |                 |                                   |                                                               |
| 17 |                    |                 |                                   |                                                               |
| 18 |                    |                 |                                   |                                                               |
| 19 |                    |                 |                                   |                                                               |
| 20 |                    |                 |                                   |                                                               |

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

|                                                                                                                               |  |
|-------------------------------------------------------------------------------------------------------------------------------|--|
| Description of the assets held in this capacity                                                                               |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         |  |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

#### Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

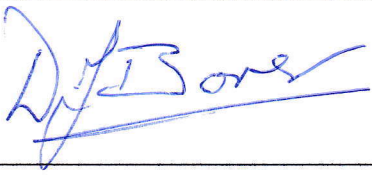
## Other optional information

|  |
|--|
|  |
|--|

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|                                     |                                                                                   |                                                                                    |
|-------------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| Signature(s)                        |  |  |
| Full name(s)                        | David John Borer                                                                  | Andrew Nils Gunner Lindqvist                                                       |
| Position (eg Secretary, Chair, etc) | Treasurer                                                                         | Trustee                                                                            |
| Date                                | 24 <sup>th</sup> December 2024                                                    |                                                                                    |

**Rumburgh & St Michael Village Hall - Registered Charity 1171160**  
**Summary of Account for the year 1/7/2023 to 30/6/2024**

**Payments**

|                             |            |
|-----------------------------|------------|
| Insurance                   | £ 1,007.08 |
| Electricity                 | £ 1,309.90 |
| Water & sewerage            | £ 246.00   |
| Cleaning                    | £ 913.00   |
| Licences                    | £ 174.80   |
| Architect's & planning fees | £ 2,307.00 |
| Hire deposit returns        | £ 280.00   |
| Website fee                 | £ 42.00    |
| Fete expenses               | £ 989.20   |
| Event expenses              | £ 453.92   |
| Misc. expenses              | £ 211.59   |
| Fire inspection             | £ 66.00    |

Total payments                      £ 8,000.49

**Receipts**

|                     |            |
|---------------------|------------|
| Hirings             | £ 4,377.00 |
| Textile bank        | £ 86.10    |
| Hire deposits       | £ 380.00   |
| Rumburgh youth club | £ 1,359.75 |

Fundraising:

|                  |                   |            |
|------------------|-------------------|------------|
| Valentines dance | £ 182.00          |            |
| Coffee mornings  | £ 697.10          |            |
| Fete             | <u>£ 4,605.54</u> |            |
|                  | <u>£ 5,484.64</u> | £ 5,484.64 |

Donations:

|                   |                   |            |
|-------------------|-------------------|------------|
| Feoffees          | £ 1,200.00        |            |
| Old Glory         | £ 206.74          |            |
| Church quiz       | £ 20.00           |            |
| Spectra Packaging | <u>£ 100.00</u>   |            |
|                   | <u>£ 1,526.74</u> | £ 1,526.74 |

Building Society Interest                      £ 1,165.76

Total receipts                                      £14,379.99

Plus opening balance                              £44,037.86

£58,417.85

Less payments                                      £ 8,000.49

Closing balance                                      £50,417.36

**Hall ownership**

Ownership of the hall was transferred to the CIO on 16th April 2019, under a scheme registered with the Charity Commission, reference number 69/1920.

The property is held as permanent endowment.