



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1<sup>st</sup> April 2023 Period start date to 31<sup>st</sup> March 2024 Period end date

Charity name: Bulphan Village Hall CIO

Charity registration number: 1173308

### Objectives and Activities

	SORP reference	
Summary of the purposes of the Charity as set out in its governing document	Para 1.17	<p>1. To hold and manage the property for the purposes of a village hall for the use of the inhabitants of the area to their benefit without distinction of sex, sexual orientation, age, disability, nationality, race, colour, or political, religious, or other opinions, including use of the property for meetings, lectures and classes or other forms of recreation and leisure-time occupation in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants. However, the Trustees will follow all stated Government guidelines on the mitigation of political extremism.</p> <p>2. To further or benefit the inhabitants in the community/ area by providing grants to voluntary organisations with the object of improving conditions of life for those inhabitants utilising the services of said organisations.</p>
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	<p>The main activities of the Charity continue to be the provision and maintenance of facilities for the community of Bulphan in the County of Thurrock. This specifically includes the internal care of the community's village hall building and the provision of services in that building, and leasing out the village shop attached to the hall.</p> <p>The Trustees are committed to enabling as many people as possible to access the facilities provided by the village hall.</p>

Statement confirming whether the Trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We have considered the Charity Commission's guidance (in general) on the importance and provision of public benefit to and within the Community and have reviewed the Charity's objects and activities for the year to ensure compliance with this guidance. The Charity carries out these objects by;
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		<ul style="list-style-type: none"> <li>• making a commitment to make the hall available every day of the week at affordable rates, with specific subsidised charges to smaller and local community groups</li> <li>• maintaining the building's facilities to a proper standard, ensuring compliance with relevant legislation</li> <li>• ensuring proper management of the organisation's finances, with budgeting and detailed analysis and review, thus ensuring long term stability for the hall's activities</li> <li>• supporting initiatives to provide new and existing activities in the hall.</li> </ul>
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#### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grant making will be done on an 'as and when basis' taking into account income and expenditure projections
Policy on social investment including program related investment	Para 1.38	Our policy on social investment has at its heart complete inclusion with all stated policies and guidance and we will strive to achieve this common objective.
Contribution made by volunteers	Para 1.38	The Trustees are very grateful to the volunteers who have helped them in the maintenance and management of the village hall during the year. These include members of Bulphan in Bloom, who help tend the gardens and local amenity spaces and, also, the volunteers who run the Community Café.
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>The Trustees are pleased with the hall's performance over the course of 2023/24. Demand for hiring the building continues to be maintained and running costs have been covered which has been a challenge with increased energy costs and inflation.</p> <p>There has been no need for major expenditure during the year which has allowed us to carry out a number of small improvements to things like outside lighting and CCTV.</p> <p>Special events and regular classes held in the hall have attracted large numbers of visitors to the Hall.</p> <p>The hall continued to host a Community Cafe twice a week, which included 6 hours a week attendance by an Outreach Post Office.</p> <p>The hall is a Licensed Premises.</p> <p>The shop continues to be a great asset to the residents.</p> <p>The Trustees have continued the distribution of the shop rent equally to Bulphan Church, Bulphan in Bloom, Bulphan Village Forum and Bulphan Village Hall CIO.</p>

## Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	During the year we have specifically addressed specific governance issues and have adopted changes and procedures commensurate with this objective.
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review



Review of the Charity's financial position at the end of the period	Para 1.21	The Trustees are happy with the outcome for this financial year and have managed to retain funds for one-off expensive future projects such as replacing the hall's wooden flooring.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Bulphan Village Hall CIO has agreed to set aside appropriate reserves for future planned improvements and emergency works: These reserves are invested prudently and attract a small amount of interest, but are readily accessible.
Amount of reserves held	Para 1.22	See Accounts
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the Charity continuing as a going concern	Para 1.23	None

#### **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	Income from the hire of the building has increased over 2023 reflecting good usage of the hall. Shop rental income was received for the whole year and this enabled the Trustees to distribute that income amongst the four local organisations that benefit from a 25% share each of the rent. The Hall is one of the organisations to receive a 25% distribution of the shop rental income which has enabled the Hall to absorb the higher energy costs without raising hire charges to local people and organisations.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Bulphan Village Hall CIO has agreed to set aside appropriate reserves for future planned improvements and emergency works: these reserves are invested prudently and whilst they attract a negligible amount of interest, they are readily accessible and are consistent with the agreed investment risk profile



A description of the principal risks facing the Charity	Para 1.46	The Trustees heed advice given by RCCE and Thurrock Council regarding major risks and procedures to manage them. The principal risk facing the Trustees was coping with inflation and ensuring the Hall was maintained to good standards to avoid health and safety risks to the public.
Other		N/a

## Structure, Governance and Management

Description of Charity's trusts:		Community based amenity provision
Type of governing document (trust deed, royal charter)	Para 1.25	Association (Incorporated)
How is the Charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
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	Up to 5 elected by residents attending Bulphan Village Hall CIO Annual Meeting, up to 5 appointed by voluntary community organisations using Bulphan Village Hall and operating in Bulphan, currently Bulphan Village Community Forum, Toddler Club, Short Mat Bowls Club, Bulphan in Bloom and Women's Institute.

## Additional information (optional)

You may choose to include further statements where relevant about:

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Policies and procedures adopted for the induction and training of Trustees	Para 1.51	Training for Trustees is offered via RCCE.
The Charity's organisational structure and any wider network with which the Charity works	Para 1.51	Bulphan Village Hall CIO works with the wider network of the Rural Community Council of Essex.

Relationship with any related parties	Para 1.51	The Charity has a close working relationship with Bulphan Village Community Forum. Thurrock Council owns the hall and site, which includes a recreation ground and car park. Division of responsibility between Thurrock Council and Bulphan Village Hall CIO Trustees is set out in the Lease made 12th June 2019.
Other		N/A

### Reference and Administrative details

Charity name	Bulphan Village Hall CIO
Other name the Charity uses	Bulphan Village Hall
Registered Charity number	1173308
Charity's principal address	Bulphan Village Hall, Church Road, Bulphan, Essex RM14 3RU

### 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)
Diane Perkins	Chair		Members of Bulphan Village Community Forum
Janet McCheyne	Secretary		Members of Bulphan WI
John Mumford	Treasurer		Members of Bulphan in Bloom
Patricia Rampling	Vice-chair		Members of Bulphan Short Mat Bowls Club
Iris Aedy			Residents attending the Annual General Meeting of Bulphan Village Hall CIO
Deepti Kasthuri			Residents attending the Annual General Meeting of Bulphan Village Hall CIO

Corinne White		01/04/23 to 26/07/23	Members of Bulphan Toddler Club
Karen Salmon		26/07/23 to 31/03/24	Residents attending the Annual General Meeting of Bulphan Village Hall CIO
Stephen Persaud		26/07/23 to 30/09/23	Residents attending the Annual General Meeting of Bulphan Village Hall CIO
Janet Murphy		26/07/23 to 31/03/24	Residents attending the Annual General Meeting of Bulphan Village Hall CIO

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

Director name		

Name of Trustees holding title to property belonging to the Charity

Trustee name	Dates acted if not for whole year	

### Funds held as custodian Trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the Charity on whose behalf the assets are held and how this fall within the custodian Charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the Charity's own assets	N/A



**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)**

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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

N/A

**Other optional information**

The Trustees hope that the Hall's financial position will remain strong and the programme of improving the hall's facilities to and for the benefit of the community will continue without interruption.

The continued support of the village community and the immediate neighbours of the hall is much appreciated.

**Declarations**

**The Trustees declare that they have approved the Trustees' report above.**

**Signed on behalf of the Charity's Trustees**

**Signed :**



**Name : Diane Perkins**

**Position : Chair**

# Profit and Loss

## Bulphan Village Hall CIO

### For the month ended 31 March 2024

	MAR 2024	FEB 2024	JAN 2024	DEC 2023	NOV 2023	OCT 2023	SEPT 2023	AUG 2023	JUL 2023	JUN 2023	MAY 2023	APR 2023	TOTAL
<b>Turnover</b>													
Interest Income	11.13	-	-	-	-	-	3.37	-	-	13.95	-	-	32.22
Sales	2,304.50	2,714.50	3,443.54	2,065.00	1,413.50	1,713.00	2,499.00	1,512.50	1,497.30	2,709.00	2,659.50	1,823.00	26,394.34
Shop Rental Income	650.00	650.00	633.33	633.33	633.33	633.33	633.33	633.33	633.33	966.65	600.00	600.00	7,899.96
<b>Total Turnover</b>	<b>2,965.43</b>	<b>3,364.50</b>	<b>4,076.87</b>	<b>2,701.90</b>	<b>2,046.83</b>	<b>2,346.33</b>	<b>3,135.70</b>	<b>2,145.83</b>	<b>2,130.63</b>	<b>3,689.60</b>	<b>3,299.50</b>	<b>2,423.00</b>	<b>34,326.52</b>
<b>Cost of Sales</b>													
Shop Income Distributions	650.00	633.32	633.32	633.32	633.32	633.32	633.32	633.32	633.32	966.64	600.00	600.00	7,883.20
<b>Total Cost of Sales</b>	<b>650.00</b>	<b>633.32</b>	<b>633.32</b>	<b>633.32</b>	<b>633.32</b>	<b>633.32</b>	<b>633.32</b>	<b>633.32</b>	<b>633.32</b>	<b>966.64</b>	<b>600.00</b>	<b>600.00</b>	<b>7,883.20</b>
<b>Gross Profit</b>	<b>2,315.43</b>	<b>2,731.18</b>	<b>3,443.55</b>	<b>2,068.58</b>	<b>1,413.51</b>	<b>1,713.01</b>	<b>2,502.38</b>	<b>1,512.51</b>	<b>1,497.31</b>	<b>2,722.96</b>	<b>2,699.50</b>	<b>1,823.00</b>	<b>26,443.32</b>
<b>Administrative Costs</b>													
Bank Fees	23.00	5.00	5.00	23.00	5.00	5.00	23.00	5.00	5.00	23.00	5.00	5.00	132.00
Booking Secretary Fees	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
Charitable Donations	-	-	-	-	-	-	-	-	-	-	-	-	-
Hall Cleaner	490.00	590.00	490.00	490.00	490.00	490.00	515.00	490.00	490.00	490.00	490.00	490.00	6,005.00
Hall Manager Payments	-	-	-	-	-	-	300.00	300.00	300.00	300.00	300.00	300.00	1,800.00
Insurance	-	-	-	-	-	-	-	-	1,300.01	-	-	-	1,300.01
IT Software and Consumables	36.00	36.00	36.00	36.00	36.00	36.00	36.00	33.60	33.60	33.60	33.60	33.60	420.00
Light, Power, Heating	1,184.25	455.86	98.49	168.42	-	(1,728.57)	142.08	139.08	125.33	428.77	374.72	718.62	2,107.05
Other Cleaning Costs	162.00	11.13	72.00	72.00	90.00	-	72.00	144.00	54.00	-	108.50	5.18	790.81
Rates	-	-	-	-	-	-	-	-	-	-	82.11	-	82.11
Rent	-	-	-	-	-	-	-	-	1.00	-	-	-	1.00
Repairs & Maintenance	361.71	390.00	87.74	48.00	-	395.89	180.00	-	29.38	93.38	44.10	39.03	1,669.24
Subscriptions	80.40	-	-	-	-	-	-	-	-	-	-	-	80.40
Telephone & Internet	61.74	61.74	61.74	66.54	66.54	66.54	105.08	91.02	87.26	83.96	83.96	79.24	915.36
Trustee/Helper Awards	-	-	32.43	-	-	-	-	35.99	-	-	-	-	68.42
Water Rates	-	-	160.41	-	-	160.41	-	-	152.86	-	-	-	619.04
Website Costs	-	-	-	-	-	375.00	138.32	-	450.00	-	-	145.36	1,313.32
Window Cleaning	-	-	30.00	-	30.00	30.00	-	30.00	30.00	40.00	20.00	30.00	240.00
<b>Total Administrative Costs</b>	<b>2,648.11</b>	<b>1,799.73</b>	<b>1,323.81</b>	<b>1,153.96</b>	<b>967.54</b>	<b>80.27</b>	<b>1,761.48</b>	<b>1,518.69</b>	<b>3,308.44</b>	<b>1,842.71</b>	<b>1,791.99</b>	<b>2,446.03</b>	<b>20,643.76</b>
<b>Operating Profit</b>	<b>(333.28)</b>	<b>931.45</b>	<b>2,119.74</b>	<b>914.62</b>	<b>445.97</b>	<b>1,632.74</b>	<b>740.90</b>	<b>(6.18)</b>	<b>(1,811.13)</b>	<b>880.25</b>	<b>907.51</b>	<b>(623.03)</b>	<b>5,799.56</b>
<b>Other Income</b>													
Shop Distribution Share	162.50	158.33	158.33	158.33	158.33	158.33	158.33	158.33	158.33	241.66	150.00	150.00	1,970.80
<b>Total Other Income</b>	<b>162.50</b>	<b>158.33</b>	<b>158.33</b>	<b>158.33</b>	<b>158.33</b>	<b>158.33</b>	<b>158.33</b>	<b>158.33</b>	<b>158.33</b>	<b>241.66</b>	<b>150.00</b>	<b>150.00</b>	<b>1,970.80</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>(170.78)</b>	<b>1,089.78</b>	<b>2,278.07</b>	<b>1,072.95</b>	<b>604.30</b>	<b>1,791.07</b>	<b>899.23</b>	<b>152.15</b>	<b>(1,652.80)</b>	<b>1,121.91</b>	<b>1,057.51</b>	<b>(473.03)</b>	<b>7,770.36</b>
<b>Profit after Taxation</b>	<b>(170.78)</b>	<b>1,089.78</b>	<b>2,278.07</b>	<b>1,072.95</b>	<b>604.30</b>	<b>1,791.07</b>	<b>899.23</b>	<b>152.15</b>	<b>(1,652.80)</b>	<b>1,121.91</b>	<b>1,057.51</b>	<b>(473.03)</b>	<b>7,770.36</b>

# Balance Sheet

Bulphan Village Hall CIO

As at 31 March 2024

	31 MAR 2024	31 MAR 2023
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
Barclays Community CIO Current	10,843.99	2,990.25
Barclays Savings	-	0.03
CAF Bank	6,602.63	3,532.45
Unity Trust current	2,305.89	4,828.86
Unity Trust Savings	5,114.45	2,092.45
<b>Total Cash at bank and in hand</b>	<b>24,866.96</b>	<b>13,444.04</b>
Accounts Receivable	1,365.00	545.00
Prepayments	-	374.72
Shop Distributions Due to VH	1,070.80	300.00
<b>Total Current Assets</b>	<b>27,302.76</b>	<b>14,663.76</b>
<b>Creditors: amounts falling due within one year</b>		
Barclays Savings	295.44	-
ECC Find Your Active Fund	604.00	604.00
Hall Deposits Held	3,380.00	1,680.00
Insurance Claim to pay	1,048.14	1,278.14
Shop Rental Distributions Owing	4,283.20	1,200.00
VAT	260.00	240.00
<b>Total Creditors: amounts falling due within one year</b>	<b>9,870.78</b>	<b>5,002.14</b>
<b>Net Current Assets (Liabilities)</b>	<b>17,431.98</b>	<b>9,661.62</b>
<b>Total Assets less Current Liabilities</b>	<b>17,431.98</b>	<b>9,661.62</b>
<b>Net Assets</b>	<b>17,431.98</b>	<b>9,661.62</b>
<b>Capital and Reserves</b>		
Current Year Earnings	7,770.36	(4,878.46)
Retained Earnings	9,661.62	14,540.08
<b>Total Capital and Reserves</b>	<b>17,431.98</b>	<b>9,661.62</b>



**Bulphan Village Hall CIO**  
**Charity Number : 1135063**

As an Independent Examiner I have examined the books and records of Bulphan Village Hall CIO and can confirm that the accounts for the year ended 31 March 2024 are in accordance with those records.

Name : KAY STEVENS

Address : BRAMBLES  
STANLEY ROAD  
BULPHAN  
ESSEX RM14 3RX

Signed : 

Date : 20/7/2024