

## NEWBIGGIN VILLAGE HALL

Registered Charity 1180409 Trustees Annual Report 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2025 Newbiggin, Penrith, Cumbria, CA11 0HT.

[www.newbigginvh.co.uk](http://www.newbigginvh.co.uk)

### Trustees

Dr AJ Rich	Chairman
Mrs D Cameron	Treasurer
Mrs H May	Secretary
Mr G Dugmore	Bookings Secretary
Mr D Bell	
Mrs J Rich	
Mr J Cameron	
Mrs A Dugmore	
Mrs B Hope	
Mr S Veitch	

### BANKERS

Cumberland Building Society

## INTRODUCTION

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The original village hall was built in 1951 on land donated by Harrison's Limeworks. In 2010 the Hall was completely rebuilt with the assistance of national and local grants. At this time a quarter acre land behind the Hall was donated to the charity.

The charity is the registered owner of the building and the land which are both freehold. It is vested with the Official Custodian.

The Hall has its heating and domestic hot water supplied by a ground-source heat pump. Photo-electrical panels on the roof provide energy for the Hall and export surplus to the national grid.

## APPOINTMENT OF TRUSTEES

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The Constitution governs the appointment of trustees and the management of the charity.

## POLICIES AND PROCEDURES

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To assist the management committee in exercising its duty of care to users of the Hall the following policy statements have been adopted:

- Health and safety
- Safeguarding
- Equal Opportunities
- Environmental

Copies of the policies are provided in the Hall Information for Users folder.

## HIRING AGREEMENTS

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Use of the Hall is subject to a hiring agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions for hire and identifies the respective responsibilities of each party to the

agreement. Included in the hiring package are the standard conditions of use and information about the safe use of the Hall and its equipment and facilities.

These documents are available to download from the Village Hall website, so that users can determine in advance if the agreement meets their needs.

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## **LICENSES**

The Hall has a Premises License.

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## **RISK MANAGEMENT**

The Hall has a procedure for the assessment and management of risk. This is reviewed and updated annually.

The Hall is insured with Ansvar Insurance for buildings and contents, employers liability, public and products liability, and legal assistance and expenses. The policy also covers private users.

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## **ASSET MANAGEMENT**

- The ground-source heat pump and the photo-voltaic panels are serviced annually.
- The fixed electrical installation is inspected by a qualified electrical engineer at five-yearly intervals.
- Portable electrical appliances are subject to PAT testing every three years by a competent person.
- The LPG pipe-work and the gas cooker are serviced every ten years by a registered CORGI engineer.
- The fire alarm and fire-fighting equipment are inspected every six months by Beacon Fire.
- Volunteers from the Committee carry out day-to-day repairs, replacements and maintenance.
- A register of portable assets is maintained.

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## **OBJECTIVES OF THE CHARITY**

To manage a village hall for the use of the inhabitants of Newbiggin and the neighborhood for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving their conditions of life.

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## **PRINCIPLE ACTIVITIES IN PURSUIT OF OBJECTIVES**

Regular activities take place every day of the week. There is an activity or event most weekends. Bookings are being made for events in 2026 and 2027

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## **FUNDING STRATEGY**

It is intended that the revenue budget is managed on a self-financing basis. The contributions made by users of the Hall, fund-raising events and revenue from electricity generation are set to achieve this.

The trustees recognise that the Hall needs to be available for ad-hoc use by local residents for significant family events, and accordingly do not aim to achieve maximum occupancy of the facilities at the Hall.

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## **COST CONTAINMENT**

Management costs are kept to a minimum by the use of volunteers for day-to-day administration, for the support of the weekly community activities and for the maintenance of the Hall. Volunteers also give their time in organising and running the annual events, maintaining the website and organising marketing and publicity. Where this is not possible, commercial operators are used to ensure that the Hall is maintained as a safe, clean, pleasant environment.

To help contain energy costs, as it becomes redundant, lighting in the hall is being replaced with LED fittings.

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## **RESERVES**

The Hall trustees believe it is prudent to maintain a sum of approximately £10,000 as an unrestricted reserve against the possibility of urgent building maintenance or equipment failure out-with the scope of the insurance policy.

## **2024– 2025 ACHIEVEMENTS**

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The annual accounts show a small profit on turnover this year. Income from hirings, activities and events was healthy. This reflects the trustees' intentions to invest income in the local community and maintenance of the facility.

We were able to carry out our planned improvements to the Fluskew Room with fitting of low-level security shutters to the bar. As a result it has already been used on several occasions for meetings, seminars, or as a break-out room for large functions. This provides additional income from hire fees.

We have also improved the decoration of the Fluskew Room to reflect its nature as a more informal gathering place.

We have worked with a local partner to install an EV charging point in the car park at no cost to the hall. At present this is not yet functional and is awaiting our partner's contractor to complete the power connection.

## **FUTURE PLANS**

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The trustees have been concerned at the lack of younger volunteers, and the difficulties this will pose for succession planning. Happily, younger people have been encouraged to come forward and the trustees are planning, as permitted by the constitution, a hall management committee. It is intended this will be formed mainly by our new volunteers in the expectation that they will become more experienced and involved and graduate to future trusteeship.

Our seating is showing its age and it is planned to replace the current mixture of seating with a single commercial brand. This will enable chairs to be stacked and used more flexibly between all the hall rooms.

It has been identified that the Fluskew Room extension to the building does not have its own temperature control system. As a result it is not always at an adequate temperature. Professional advice is being sought on realistic improvement options.

Our low-carbon features, PV cells and the ground-source heat pump, are now 15 years old. The cells and their inverters are near the end of their operational life. Further, the feed-in tariff that they generate is also nearing its termination, and any replacement tariff is likely to be considerably less generous. We will need to review whether replacing the PV panels when they come to the end of their life is value for money if the feed-in tariff they attract is significantly less.

**Newbiggin Village Hall**

**Charitable Incorporated Organisation**

**Charity Number: 1180409**

**Company Number: CE015438**

**Unaudited Accounts for the Year  
Ended 31 March 2025**

**Newbiggin Village Hall  
Business Details  
For The Year Ended 31 March 2025**

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**Proprietor**

Mrs Doreen Cameron

**Accountants**

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Accounts Approval Statement  
For The Year Ended 31 March 2025**

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I approve these unaudited accounts which comprise a Profit and Loss Account, Balance Sheet and related notes.  
I acknowledge my responsibility for the accounts including the provision of all the information and explanations necessary for the completion.

Signed



.....  
Mrs Doreen Cameron  
09/10/2025

**Newbiggin Village Hall  
Accountant's Report  
For The Year Ended 31 March 2025**

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In accordance with the engagement letter dated 16 April 2021, we have prepared the accounts, which comprise the Profit and Loss account, the Balance Sheet and the related notes, from the accounting records, information and explanations provided to us.

This report is made to you in accordance with the terms of our engagement. Our work has been undertaken to enable us to prepare the accounts on your behalf and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than to you, the client, for our work or for this report.

You have approved and acknowledged your responsibility for these accounts.

We have not been instructed to complete an audit of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records, information or explanations you have provided. Therefore we do not express any opinion on the accounts.

Signed

.....  
Suzanne Stirland

09/10/2025

ASAP Accountancy Services Ltd  
11 Devonshire Street  
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CA11 7SR

**Newbiggin Village Hall  
Profit and Loss Account  
For The Year Ended 31 March 2025**

	2025		2024	
	£	£	£	£
<b>Turnover</b>				
Grants received		500		81,300
<b>Other Operating Income</b>				
Electric - feed in tariff	4,432		3,967	
Donations - Cafe & Bar	6,023		6,045	
Donations - Hall Hire	20,937		15,644	
Insurance claim	-		5,841	
		31,392		31,497
		31,892		112,797
<b>Other Income</b>				
Bank interest receivable		194		-
		32,086		112,797
<b>Expenditure</b>				
Secretarial services	1,473		1,240	
Light and heat	4,922		2,793	
Water rates	395		278	
Cleaning	4,384		4,404	
Community excursions	746		679	
Repairs, renewals and maintenance	16,095		96,527	
Insurance	1,229		1,176	
Printing, postage and stationery	56		157	
Broadband	438		288	
Accountancy fees	264		240	
Exercise class fees	580		1,025	
Licence	180		180	
Charitable donations	95		25	
		30,857		109,012
		1,229		3,785
<b>Depreciation</b>				
Depreciation of fixtures and fittings	1,093		1,365	
		1,093		1,365
<b>NET PROFIT</b>		136		2,420



**Newbiggin Village Hall  
Balance Sheet  
As At 31 March 2025**

	Notes	2025	2024
		£	£
<b>FIXED ASSETS</b>			
Tangible Assets	2	568,964	570,057
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		34,219	32,966
<b>CURRENT LIABILITIES</b>			
Accruals and deferred income		264	240
<b>NET CURRENT ASSETS</b>		33,955	32,726
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		602,919	602,783
<b>NET ASSETS</b>		602,919	602,783
<b>CAPITAL ACCOUNT</b>			
Balance at 1 April 2024		602,783	600,363
Profit/(Loss) for the period/year		136	2,420
<b>Balance Carried Forward</b>		602,919	602,783

**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2025**

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**1. Accounting Policy**

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

**2. Tangible Assets**

	Land & Property Freehold	Fixtures & Fittings	Computer Equipment	Total
	£	£	£	£
<b>Cost</b>				
As at 1 April 2024	564,595	10,975	438	576,008
As at 31 March 2025	564,595	10,975	438	576,008
<b>Depreciation</b>				
As at 1 April 2024	-	5,513	438	5,951
Provided during the period	-	1,093	-	1,093
As at 31 March 2025	-	6,606	438	7,044
<b>Net Book Value</b>				
As at 31 March 2025	564,595	4,369	-	568,964
As at 1 April 2024	564,595	5,462	-	570,057

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