

**Sidbury Village Hall CIO**  
(Registered Charity No.: 1184446)

**Trustees' Annual Report and Accounts**

**31 March 2025**

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### **Reference and administration details**

Sidbury Village Hall  
Fore Street  
Sidbury  
Sidmouth  
Devon  
EX10 0SD

### ***Management Committee (Trustees):***

The members of the Management Committee who served during the financial year are as follows:

#### *Trustees*

Simon Belither  
Adam Chinery  
Chelsea Cross  
Roger Davey – Chairman  
Sue Gooding – Secretary  
Hazel Hallett  
Monica Hennessy – Bookings Secretary

Bradley Jenkins – Vice Chairman  
John Rush  
Graham Shepherd  
Nicholas Webb – appointed 31 July 2024  
Malcolm Williams  
Bill Wilkinson – Treasurer

#### *Friends of the Village Hall*

Mary Dowell  
Rosemary Sowden  
Lynden Webb

## **Trustees' Annual Report**

### **Objectives and activities**

Sidbury Village Hall CIO (the "Hall") is a charity, registered with the Charity Commission, the purpose of which is to improve the conditions of life of the inhabitants of Sidbury through the maintenance and administration of the Hall. The Hall, which is leased from The Sidbury Manor Estate until 2029, is vested in the name of the Official Custodian of Charities.

The Hall provides facilities to be used by a diverse range of individuals, organisations, clubs and societies for a variety of recreational, sporting and cultural activities.

### **Structure, governance, management and public benefit**

The affairs of the Hall are managed on a voluntary basis by the Management Committee (the "Committee"), the members of which are also, under Charities Regulations, the Trustees of the Charity ("Trustees"). The Committee is assisted by a number of individuals, known as the Friends of the Village Hall who are co-opted or appointed by clubs and other organisations in the Village of Sidbury.

Details of the members of the Committee who served during the year to 31 March 2025 are given on page 1. Regular management is provided by the Chairman, Secretary, Bookings Secretary and Treasurer.

As providers of a Community Building used by members of the public, the Committee faces increasing regulation and associated compliance costs. The Committee keeps itself up to date on such matters through information provided by the Community Council for Devon and the Charity Commission. The Hall is a member of the Community Council for Devon.

The Committee continually ensures that the facilities provided in the Hall are of an appropriate standard and quality and that the fabric and building is maintained in good repair. The Committee confirm that they have paid due regard to the guidance published by the Charity Commission on public benefit in deciding which activities the Hall should undertake.

Regular users of the Hall include the drama club, indoor bowls, badminton, table tennis, the Women's Institute and art group.

To minimise financial risk the Hall's insurance cover includes public liability, buildings and contents, loss of revenue and trustee indemnity. Reserves are maintained to cover anticipated and future costs in the event of a reduction in income, to fund expenditure of a capital nature, to maintain the fabric and building of the Hall and to meet the cost of future projects that will improve or extend the available facilities. The level of reserves is based on a multiple of average annual expenditure and an allowance for capital expenditure. The Committee have taken into account guidance published by the Charity Commission on Charities and Reserves and have approved a formal policy on reserves which is proportionate to the needs of the Hall.

### **Financial review**

All the Hall's finances relate to its charitable activity which is the maintenance and administration of the Hall.

The total net deficit for the year, after depreciation, was £876 (2024: *surplus* - £5,321). A detailed analysis of income is provided in note 3 of the accounts on pages 7 and a detailed analysis of expenditure is provided in note 4 on page 8.

At 31 March the Hall's General Fund was £72,047 (2024: £72,923). Bank and cash balances were £70,462 (2024: £66,770).

## Trustees' Annual Report (continued)

### Financial review *continued*

The highlights to note are:

- Income from the bar is considerably less than in previous years;
- The affiliated clubs have suffered a general loss in members which has reduced their usage of the Hall. 2024 benefited from an additional £2,000 from the Drama Club as a consequence of them having more productions in 2023 to make up for those lost during COVID;
- Private hires were more in number (15 compared to 12) although income was less by £74. 2024 benefited from income from the Honiton Drama Group;
- The decrease in the amount received from the WI, £500, reflects the reduction in number of hires whilst the increase of £69 from the art group and classes reflects a small increase in the number of hires. It is pleasing to note a number of different hires, and it is hoped that this can be sustained and developed;
- As in 2023/24, we have experienced significant problems dealing with our energy providers Scottish Power and, previously, EDF. The gas smart meter is anything but! It cannot provide readings of usage and the Chair and myself have spent hours dealing with totally ineffective support centres. The gas costs included in these accounts include a substantial catch up of nearly £2,000 from EDF covering May 2023 to May 2024. The cost of usage since then is based on estimates and could be substantially understated. Accordingly, I have provided for a contingency of £2,000. The electricity cost, whilst considerably less than 2024 is based on actual readings on 25 March 2025.
- Repair costs are less as 2024 includes the cost of the Fire Risk and Emergency Assessment and the subsequent follow up work on fire doors, safety signs and smoke and carbon monoxide alarms.

The Committee's responsibilities for accounting, reporting and filing are set out below. Whilst the financial systems and processes do not fully meet all those suggested by the Charity Commission, they are considered appropriate considering the nature, scope and sources of the Hall's financial transactions.

### Statement of Committee members' responsibilities

As a charity it is important that the Committee can demonstrate that money received is used properly in meeting its charitable objectives. All Committee members have a responsibility to protect the Hall's funds and property.

Under charity law the Committee is responsible for ensuring that the Hall meets its accounting, reporting and filing requirements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and with the Charities Act 2011.

The Committee declare that they have approved this Annual Report.

Signed on behalf of the Trustees

William Wilkinson  
*Treasurer*  
21 May 2025

**Statement of Financial Activities**  
*For the year ended 31 March 2025*

	Notes	Year ended 31 March 2024	Year ended 31 March 2025
		£	£
<b>Incoming resources</b>	3		
Charitable activities		9,337	7,710
Other trading activities		6,040	3,636
		<hr/>	<hr/>
		15,377	11,346
		<hr/>	<hr/>
<b>Resources expended</b>	4		
Charitable activities		9,415	11,581
Other trading activities		641	641
		<hr/>	<hr/>
		10,056	12,222
		<hr/>	<hr/>
<b>Net income</b>		5,321	(876)
<b>Reconciliation of funds</b>	9		
Funds brought forward		67,602	72,923
		<hr/>	<hr/>
<b>Funds carried forward</b>		72,923	72,047
		<hr/> <hr/>	<hr/> <hr/>

The notes on pages 6 to 10 form part of these accounts.

**Balance sheet**  
*At 31 March 2024*

	Notes	£	2024 £	£	2025 £
<b>Fixed assets</b>	5		5,731		<b>4,714</b>
<b>Current assets</b>					
Cash at bank and in hand	6	66,770		<b>70,462</b>	
Debtors and prepayments	7	2,105		<b>540</b>	
Stock		252		<b>240</b>	
		69,127		<b>71,242</b>	
<b>Creditors:</b> amounts falling due within one year	8	1,935		<b>3,909</b>	
<b>Net current assets</b>			67,192		<b>67,333</b>
<b>Total assets less current liabilities</b>			72,923		<b>72,047</b>
<b>Represented by:</b>					
General Fund (unrestricted)	9		72,923		<b>72,047</b>
			72,923		<b>74,047</b>

These accounts were approved by the Trustees on 21 May 2025 and were signed on their behalf by R Davey and W Wilkinson.

The notes on pages 6 to 10 form part of these accounts.

## **Notes**

*(Forming part of the accounts)*

### **1 Basis of preparation**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

These accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

The Hall constitutes a public benefit entity as defined by FRS 102.

### **2. Accounting policies**

Hire income, donations and income from affiliated clubs is generally included in the statement of financial activities when the Hall is legally entitled to it and the amount can be measured with reasonable certainty.

Income from fund raising events and the provision of bar facilities is recognised when received and is stated net after the deduction of expenses.

Interest arising on bank deposits and income from the electrical feed in tariff scheme is included in the statement of financial activities when receipt is probable and the amount receivable can be measured with reasonable certainty.

Expenditure is included on an accruals basis.

Assets which cost more than £2,000 are capitalised and the cost written off over their estimated useful economic life. Expenditure which is less than this is written off in the year in which it is incurred.

PV solar panels	20 years
Equipment	5 years
Curtains	10 years

Financial instruments, cash and bank balances, receivables, and payables, are recognised in the balance sheet when the Hall becomes a party to a financial contract. They are recorded at cost and subsequently carried at amortised cost using the effective interest method. Due allowance is made for impaired receivables (doubtful debts).

Stocks are stated at the lower of their cost or net realisable value after making due allowance for obsolete and slow-moving items.

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the Hall to pay out resources and the amount of the obligation can be measured with reasonable certainty.

The Hall has charitable status and is exempt from taxation. The Hall is not registered for value added tax (VAT) and accordingly expenditure includes VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

## Notes

(Forming part of the accounts)

### 3 Analysis of income

	2024 £	2024 £
<i>Charitable activities – hire income</i>		
Private hires	1,064	990
Art classes	1,098	1,167
Sidbury WI	1,015	515
Fireworks	-	180
Martial Arts	-	158
Band practice	-	50
Pickleball	-	120
Hire of equipment	20	160
	<hr/> 3,197	<hr/> 3,340
<i>Charitable activities – affiliated clubs</i>		
Short Mat Bowls	1,250	950
Sidbury into Drama	3,500	2,000
Table Tennis	800	980
Badminton	590	440
	<hr/> 6,140	<hr/> 4,370
Total	<hr/> 9,337	<hr/> 7,710

Clubs affiliated to the Hall are responsible for their own financial affairs.

	£	£
<i>Other trading activities</i>		
Sidbury Fair: refreshments	513	377
Sidbury Fair: bric-a-bac	150	-
Bar at Hall functions	2,941	799
Feed in tariff: PV Solar Cells	2,436	2,460
	<hr/> 6,040	<hr/> 3,636



## Notes

(Forming part of the accounts)

### 4 Analysis of expenses

	2024	2025
	£	£
<i><b>Charitable activities</b></i>		
<i>Repairs and renewals</i>		
Toilet tiling	209	320
Guttering	-	246
Gas certificate and boiler service/catering safety	174	240
Kitchen equipment	-	158
Defibrillator support	125	105
WiFi installation	-	98
Electrical and lights	-	57
Fire equipment service	150	55
Fire regulation review and follow up work	1,482	-
Refrigeration – chiller repair/new fridge	394	-
Solar panels – cleaning	160	-
EFTPOS terminal	95	-
Plumbing	89	-
	<hr/> 2,878	<hr/> 1,280
<i>Other</i>		
Water	150	272
Heat and light:		
Gas	372	3,101
Electricity	2,045	2,821
Caretaking and cleaning	1,725	1,620
Insurance	1,346	1,553
Licence fees	329	327
Community Council for Devon	50	50
Bank charges and credit card fees	122	111
Administration expenses	22	70
Depreciation - equipment (note 5)	376	376
	<hr/> 6,537	<hr/> 10,301
	<hr/> 9,415	<hr/> 11,581
<i><b>Other trading activities</b></i>		
Depreciation – PV solar cells (note 5)	641	641
	<hr/>	<hr/>

## Notes

(Forming part of the accounts)

### 5 Fixed assets

	PV Solar Cells	Chairs	Curtains	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2023 and 31 March 2024	12,830	2,664	3,760	19,254
<b>Depreciation</b>				
At 1 April 2024	7,851	2,664	3,008	13,523
Charge for the year	641	-	376	1,017
At 31 March 2025	8,492	2,664	3,384	14,540
<b>Net book value</b>				
At 31 March 202	4,979	-	752	5,731
<b>At 31 March 2025</b>	<b>4,338</b>	<b>-</b>	<b>376</b>	<b>4,714</b>

### 6 Cash at bank and in hand

	2024	2025
	£	£
Cash	340	150
Current	66,430	70,312
	66,770	70,462

### 7 Debtors and prepayments

	2024	2025
	£	£
<b>Debtors</b>		
Amounts receivable – Affiliated Club	2,000	-
<b>Prepayments</b>		
Defibrillator Support	105	540
	2,105	540

## **Notes**

*(Forming part of the accounts)*

### **8 Creditors: amounts falling due within one year**

	2024	2025
	£	£
<i>Creditors</i>		
Trade creditors	-	-
Hire in advance	72	
<i>Accruals</i>		
Scottish Power/EDF – gas and electricity	1,846	3,846
Administration expenses	17	63
	<hr/>	<hr/>
	1,935	3,909
	<hr/>	<hr/>

### **9 Funds**

	Total £
At 1 April 2023	67,602
Net income	5,321
	<hr/>
At 31 March 2024	72,923
Net deficit for the year	(876)
	<hr/>
At 31 March 2025	74,047
	<hr/>

### **10 Related party transactions**

Expenses incurred by members of the Management Committee on behalf of the Hall are reimbursed.