



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2023 **Period start date**

To 31st March 2024 **Period end date**

Charity name: Aspley Guise Village Hall Management Committee

Charity registration number: 1187321

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Village Hall Management Committee oversees the running of the hall for the benefit of local residents and community support organisations.
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	These include the WI, Cubs, Helping Hands Memory Club and the Friends Community Group. Also exercise classes and leisure activities including children's theatre group, amateur dramatic productions and choir rehearsals and various arts and local interest society meetings. The hall is also used for commercial bookings, private parties and business meetings and for public meetings and local elections.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The hall management committee is not a grant making organisation.
Policy on social investment including program related investment	Para 1.38	The hall management committee does not make any substantive investments.
Contribution made by volunteers	Para 1.38	Volunteers are encouraged to assist with a wide range of fundraising activities

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	The village hall management committee has met its primary objectives during the last year and has ensured that the hall is occupied as fully as possible, thereby enabling the local residents to benefit from the property and the facilities it provides.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The committee was able to repaint the exterior woodwork of the Hall and carry out some important internal repairs. Other maintenance work was carried out in line with the schedule that the Committee has drawn up.
Performance of fundraising activities against objectives set	Para 1.41	The fund raising activities were successful in the year with the single Open Gardens day contributing the most towards the achievement of our objectives. There were a number of other fundraising events which all contributed to the increased income from this avenue – the second highest total in the last fifteen years.
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Village Hall concluded the year with £23,410 in assets held at the bank.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to represent a minimum of 6 months operating costs in case of any emergency occurring.
Amount of reserves held	Para 1.22	Reserves are held in cash, in unrestricted funds, amounting to £9,000.
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	The hall receives an annual grant from Aspley Guise Parish Council which helps to cover the costs of maintaining the building and raises the rest of its income from fundraising and the hire of its facilities. This supplements the income the Committee receives from hiring the Hall to local user groups, commercial users and local residents for a variety of purposes.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	A reduction in hirers which would decrease the income and an increase in costs relating to energy, cleaning and maintenance which would affect the expenses.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	CIO Foundation Constitution
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	According to the Constitution

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	New Trustees are issued with a booklet from ACRE detailing their roles and their responsibilities.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Village Hall Management Committee manages the Village Hall for the benefit of residents.
Relationship with any related parties	Para 1.51	The Village Hall Management Committee receives a grant from Aspley Guise Parish Council.
Other		

Reference and Administrative details

Charity name	Aspley Guise Village Hall Management Committee
Other name the charity uses	
Registered charity number	1187321
Charity's principal address	9 Woburn Lane Aspley Guise Bedfordshire MK17 8JH

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	John Barber	Chair		
2	Alastair Scott	Vice-Chair		
3	Gill Cockle	Secretary		
4	James Macmillan	Treasurer		
5	Fraser Pearson			
6	Joan Neale			
7	Vanessa Skelton			
8	Jim Hutton			
9	Anne Papworth			
10	Molly Fitzgerald			
11	Robert Lindsay			
12	Stewart Bailey	Resigned	01 Apr – 11 Oct 2023	
13	Diane Broadbent	Appointed	04 Dec 2023 – 31 Mar 2024	
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	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls 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

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Other optional information

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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)	James Macmillan	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	28 th January 2025	

ASPLEY GUISE VILLAGE HALL MANAGEMENT COMMITTEE
(Registered Charity No. 1187321)

Accounts for the year ended 31 March 2024

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ASPLEY GUISE VILLAGE HALL MANAGEMENT COMMITTEE
(Registered Charity No. 1187321)

Accounts for the year ended 31 March 2024

INDEPENDENT EXAMINER'S REPORT

Respective responsibilities of trustee and examiner

The charity's 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

examine the accounts under section 43 of the 1993 Act,

to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and

to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion on the view given by the accounts.

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:

to keep accounting records in accordance with section 41 of the Act, and

to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met, or

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

A D Williams ACA
28 Conger Lane
Toddington
Beds
LU5 6BT

ASPLEY GUISE VILLAGE HALL MANAGEMENT COMMITTEE
(Registered Charity No. 1187321)

Accounts for the year ended 31 March 2024

STATEMENT OF FINANCIAL ACTIVITIES
UNRESTRICTED FUNDS

2023 £			2024 £
	Income	Note	
3,425.00	Grants and Donations	1	3,282.00
19,277.21	Hall Hire		17,309.33
<u>3,625.44</u>	Fundraising	2	<u>5,314.12</u>
<u>26,327.65</u>			<u>25,905.45</u>
	Expenditure		
(7,901.76)	Cleaning Contract		(7,075.65)
(6,067.84)	Heat, Light, Water & Telecoms	3	(6,473.42)
(19,467.18)	Repairs & Improvements	4	(7,022.66)
<u>(4,089.52)</u>	General Expenditure	5	<u>(4,436.53)</u>
<u>(37,526.30)</u>			<u>(25,008.26)</u>
<u>(11,198.65)</u>	Surplus/(Deficit) for the year		<u>897.19</u>
	Balance of Accumulated Fund:		
<u>35,076.60</u>	1 April 2023		<u>23,877.95</u>
<u>23,877.95</u>	31 March 2024		<u>24,775.14</u>

ASPLEY GUISE VILLAGE HALL MANAGEMENT COMMITTEE
(Registered Charity No. 1187321)

Accounts for the year ended 31 March 2024

BALANCE SHEET

2023		2024	
£		£	
<u>23,099.60</u>	Cash at Bank	<u>23,410.20</u>	
	Debtors and Prepayments		
<u>1,003.35</u>	Insurance	<u>1,494.94</u>	491.59
<u>1,003.35</u>		<u>1,494.94</u>	
	Creditors and Accruals		
<u>(225.00)</u>	Audit Fee	<u>(130.00)</u>	95.00
<u>(225.00)</u>		<u>(130.00)</u>	586.59
<u>23,877.95</u>	Net Assets	<u>24,775.14</u>	(0.00)
	Represented by Accumulated Fund		
	as at 31 March 2024		

Chairman

Treasurer

Date

Date

ASPLEY GUISE VILLAGE HALL MANAGEMENT COMMITTEE
(Registered Charity No. 1187321)

Accounts for the year ended 31 March 2024

NOTES TO THE ACCOUNTS

2023		2024
£		£
	1. Grants and Donations	
<u>3,425.00</u>	Grant - Aspley Guise Parish Council	<u>3,282.00</u>
	2. Fundraising	
<u>3,625.44</u>	Open Gardens	<u>5,314.12</u>
	3. Heat, Light, Water & Telecoms	
(1,329.55)	Electricity	(1,234.89)
(4,340.83)	Gas	(4,775.92)
-	Water	-
<u>(397.46)</u>	Telecoms	<u>(462.61)</u>
<u>(6,067.84)</u>		<u>(6,473.42)</u>
	4. Repairs & Improvements	
(12,252.80)	Internal Decoration	(3,282.00)
(1,500.00)	Roller Blinds	-
<u>(5,714.38)</u>	General Maintenance	<u>(3,740.66)</u>
<u>(19,467.18)</u>		<u>(7,022.66)</u>
	5. General Expenditure	
(1,366.50)	Insurance	(1,003.35)
(1,469.47)	Refuse Collection	(1,705.13)
(132.90)	Music and Play Licence	(210.80)
<u>(1,120.13)</u>	General Expenses	<u>(1,517.25)</u>
<u>(4,089.52)</u>		<u>(4,436.53)</u>