

Carnon Downs Village Hall Trustees: Annual Report for 2024

Summary:

The hall has been in great demand throughout the year with approximately 2000 bookings in 2024 which takes a huge amount of work to manage. Hirings continue to vary between community group bookings, local organisations and one-off events. We continue to try and give bookings from the community priority, particularly at weekends.

A decision was taken at the last AGM to increase hire fees by 10% in both 2024 and 2025, to maintain the hall in a good state of repair and to help over increasing running costs. The increase in fees and higher demand for the hall has resulted in a surplus for the year of just over £1500.

Objectives

The objectives of the Village Hall remain unchanged: In brief they are to run the village hall for the inhabitants of the Parish of Feock.

The Trustees

Anne Barrow Chair
Hannah Lloyd King
Shirley Tyack
Andy Anderson

Anne Bolton
Bob Richards
Gaele Penhallow

Team Members

Several changes took place to our administrative team after the last AGM with Katya Kent taking over all the administration including bookings, invoicing and finances. Katya is employed by the hall for several hours a week on a self-employed basis.

Anne Bolton manages the daily working of the hall supported by Jackie Kingsman, Margaret Barry and Mary Rudd.

Bob Richards supported by various volunteers manages the fabric of the building and the utility contracts. Shirley Tyack and Hannah Lloyd King have been organising Meet & Greet, looking also at how the process could be improved.

Peter Jefferson has continued his involvement with the hall by volunteering with IT related issues.

Other volunteers provide their time on an ad hoc basis to keep the hall running well.

Policies

The generic policies used by the Village Hall are those developed by the hall when it was registered as a non-incorporated charity. These will be reviewed over the years and kept both up to date and relevant.

Main Activities

The key project for the year was the implementation of the online 'Hallmaster Booking System'. The decision was taken to implement this prior to opening bookings for the hall for 2025. It was a huge task as it involved the manual transfer of more than 1500 bookings onto the new system. We recognise that not all hall users were happy with the introduction of Hallmaster, but it was necessary to make the hall more efficient, eliminate errors and make bookings more visible and we have achieved this. We tried however, to provide as much support as possible to those hirers who needed it during the changeover, with drop-in help sessions etc.

We were faced with a small number of hirers of the hall from 2023 not paying for it's use. Despite a concerted effort by our administrator, some of this income from 2023 has had to be written off. As a result of this and in conjunction with the introduction of Hallmaster we changed our payment terms and conditions. We can confirm that there was no outstanding income due to the hall on 31st December 2024.

Future Development

As it is now over 10 years since the hall refurbishment, some unbudgeted expenditure was incurred in 2024 due to the breakdown of equipment etc, and we are grateful to users of the hall who have donated toward some of these costs. Further failure of the equipment/facilities is expected moving forward through natural wear and tear this needs to be planned for.

The identification of potential new trustees and volunteers continues.

Financials 2024

The village hall's financial position remains strong with income and expenditure well balanced and a sound level of reserves. This balance needs to be maintained moving forward.

General.

My thanks to all those volunteers, donors and trustees who give up their time and effort to keep this fabulous facility operating.

Anne Barrow

Chair of Trustees 31/12/24



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

CARNON DOWNS VILLAGE HALL

On accounts for the year ended

31 DEC 2024

Charity no
(if any)

143669

Set out on pages

(Remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 12 2024.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

30 JAN 2025

Name:

RAYMOND PETER GODDARD

Relevant professional
qualification(s) or body

N/A

(if any):

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Address:

46 WHEAL SPERRIGS WAY
TRURO, CORNWALL
TR1 3FE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

Camon Downs Village Hall

Income and Expenditure for the period 1st January 2024 to 31st December 2024

Income	2024	2023
Hall Hire	£30,590.85	£28,268.00 **
Donations	£598.65	£72.00
PV's	£777.20	£894.57
Fund Raising	£200.00	£1,200.00
Total	£32,166.70	£30,434.57
Expenditure		
Honorarium	£1,026.33	£2,750.00
Adm in/ Salary	£5,594.74	£3,394.40
Cleaning/Caretaking	£6,431.67	£6,457.74
IT Software/ Supprt	£522.00	£296.00 ***
Window Cleaning	£220.85	£140.00
Consumables	£652.33	£716.83
Electricity	£1,592.10	£1,876.95
Gas	£1,435.26	£2,766.32
Telephone/ Broadband	£624.59	£498.29
Water	£727.94	£661.29
Container	£586.72	£585.12
Maintenance / Repairs	£2,689.98	£4,817.55
Bolier Maintenance	£459.30	£282.00
Stationery / Admin	£82.40	£527.67
Gardening	£1,354.50	£740.00
Performing Rights	£668.66	£276.34
Insurance	£1,494.47	£1,923.12
Projects	£3,130.50	£225.00
VAT	£1,357.72	£3,106.32
Accounts Checking	£0.00	£19.98
Write Off of Unpaid Hire Fees	£244.00	£0.00
	£30,652.06	£32,060.92
Income less Expenditure	£1,514.64	-£1,626.35

** 2023 Hall Hire figure adjusted fpr cancellations and double counts of income

*** 2023 IT Support adjusted for late payment of bill

Building Insurance Valuations

Village Hall £1,355.801

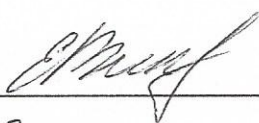
Contents £53,445

£1,409,246

Monetary Assets

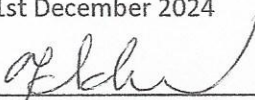
Lloyds Current Account	£55,042
less Cheques Outstanding	£0
plus Income due	£0

Total	£55,042
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Signed :- 

Date :- 30/1/2025

These accounts have been prepared from the management books and records and, in my opinion, they give a true and accurate financial view of the financial position and results of Carnon Downs Village Hall as at 31st December 2024

Signed :- 

Independent Examiner

Date :- 30/1/2025