



BOSTON SPA VILLAGE HALL CIO (1194792)

199 High Street, Boston Spa, West Yorkshire LS23 6AA

Trustees' Annual Report 2025

Summary of the purposes of the charity as set out in its governing document

The objects of the CIO are to establish and run a Village Hall and to promote for the benefit of the inhabitants of the Parish of Boston Spa and surrounding parishes. This is without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Summary of the main activities

The Village Hall is in the heart of the village and is the focal point of many varied community-based activities. These activities cater for the very young to the elderly population and everyone in between.

The building consists of the Main Hall, Jubilee Room, Lantern Room, Wharfe Room, Cafe area and two kitchens. On average there are 50 sessions booked on a weekly basis. These are made up of exercise classes, educational classes, music groups which includes regular live Saturday evening entertainment, a variety of elderly social gatherings, numerous children's activities and birthday parties. A thriving Community Cafe is run by Wetherby in Support of the Elderly (WiSE) Tuesday – Friday each week. Several local groups and schools hold annual events such as Arts Festival, Beer Festival, Summer Festival, Craft Fairs and Christmas pantomime. The Hall is also used as the local polling station and as a meeting place for Parish Council meetings.

Summary of the main achievements

The trustees work hard to ensure the Hall is attractive to users and measure success by the range of users hiring the facility. During the last twelve months we have attracted new regular hirers for several private company training events and receive regular enquiries about new bookings.

Over the last financial year, a number of improvements and repairs have been completed, all of which have been funded from our reserves at a cost of £49,849.

The flat roof over the kitchen and café was replaced. The Main Hall and Café have had acoustic panels installed. The front of stage was replaced and funded by a generous donation from Enterprise Mobility. Both the Wharfe Room (formally the Meeting Room) and the Lantern Room were fully updated with new LED lighting, new carpet tiles, roller blinds and decorating for the benefit of all hirers. Replacement radiators were also installed in the Wharfe Room.



The Car Park and garden area have been tidied and overhanging trees cut back. Yellow lines have been painted on the edges of the front steps.

Regular maintenance has been carried out throughout the year as and when needed.

Plans for the future

The trustee's aim is to continue to maintain and upgrade the 100-year building.

There are several projects under consideration including:

- Refurbishing the kitchen between the Jubilee and Lantern rooms.
- Upgrade the Lantern Room Toilets
- Repair and improve the main left-hand entrance
- Replace front doors

Trustees are conducting a feasibility study regarding the installation of Solar panels and monitoring energy usage.

Trustees have applied to become "The Rest Centre" for the village and feedback has been very favourable.

This work is contingent on income derived from lettings and an active fund-raising programme and potentially a grant application.

Structure, Governance and Management

Boston Spa Village Hall Charitable Incorporated Organisation (the 'CIO') is governed by the current Constitution dated 20 May 2021. The constitution governs the appointment of trustees who can be elected or co-opted at the Annual General Meeting. In the event of a casual vacancy among elected or co-opted Charity trustees, the trustees may appoint a person who is willing to act to be a Charity trustee.

Newly appointed trustees are given the Charity Commission guidance on becoming a trustee and a copy of the Constitution, this ensures that the new trustees are aware of the scope of their responsibilities under the Charities Act. Each trustee signs the annual declaration of acceptance of office at the Annual General Meeting.

There are currently 11 trustees who aim to meet on a four to six weekly basis with attendance being good. The trustees are responsible for all decisions taken in relation to the running of the Hall; maintenance of the building and activities held within.

Each trustee has a nominated area of interest and reports back at meetings as necessary. There are times, such as when applying for grant funding or fundraising event planning, that sub-committees are formed.

The Hall employs two part-time caretakers who are responsible for cleaning and setting up rooms as required by hirers.



Our part time administrator deals with hirers, bookings and invoices. This appointment has been very successful with scope to develop further in the future

Risk Management

The Village Hall is insured with Ansvar Insurance Company, having buildings cover of £2,676,195 contents cover of £68,813 and business interruption cover of £159,244.

Our hirers are asked to provide a copy of their Public Liability Insurance. The trustees are conscious that a large, uninsured, event that damaged the building would be a risk to the Charity and we ensure that all such events are adequately insured before agreeing to the hire and copies of the relevant Insurance is received.

The Hall has a Premises Licence through the Local Authority which includes alcohol. The Hall also has a PPL/PRS Licence.

We undertake regular PAT testing of electrical appliances and annual testing of fire safety equipment.

Names of the Charity trustees who manage the charity

Richard Ormondroyd – Chair
Joanne Sabin – Treasurer
Carol Taylor – Secretary
Mark Openshaw
Jon Kendall
Phil Harrison
John Shirliff
Chris Rose
Anne Davies
David Taylor
Chris Broadbent

Volunteers

Management costs are kept to a minimum by using trustees and volunteers. Several tasks alongside the part time admin support such as bookings, invoicing, communication, maintenance of the building and fund raising are all completed by trustees and volunteers.

We would like to thank all the volunteers who have given their time to help at various fundraising events throughout the year.

Financial Review

At the start of the financial year September 2024 our cash balance was £54,017.83.

In April 2024, the trustees agreed to maintain a balance of £10,000 on the Bank Account. This is to enable us to ensure the building is maintained and serviced if we had an enforced period of closure (e.g. as happened during Covid-19).



We do not segregate reserves from cash balances however we opened a Virgin Money Business Deposit account to earn credit interest on some of our reserves. On 1 September 2025 we held £28,788.09 in cash so we carried forward sufficient reserves.

The principal source of income is fees from hirers accounting for 78% of the Hall's income, the remaining 22% comes from fundraising events such as the annual Arts Festival, Beer Festival, Donations and Fundraising. Total administrative costs amounted to £104,567, however £49,849 of the Repairs and Maintenance figure was for numerous projects reported above. This reduced actual running costs to £54,718 of which 43% was for staffing.

The financial risk for the Hall going forward remains the economic climate and regular hirers being unable to continue running their activities. However, at present demand is still very good and we do not have any debt from hirers.

We continue to monitor our expenditure carefully, particularly ensuring regular invoicing in respect of gas and electricity usage.

Accompanying this report is a copy of the Profit and Loss Account and Balance Sheet for the year ending 31 August 2025.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Signature

Full Name Richard Ormondroyd - Chair

Signature

Full Name Joanne Sabin - Treasurer

Profit and Loss

Boston Spa Village Hall

For the year ended 31 August 2025

	2025	2024
Turnover		
Art Festival	5,109.92	4,581.00
Beer Festival	2,400.00	2,300.00
Bookings	62,385.40	62,381.53
Donation	3,494.40	1,565.71
Fashion Show	-	2,184.08
Fundraising	1,386.87	4,948.06
Nostalgia	1,405.00	1,430.00
Parish Council	3,500.00	3,500.00
Xmas Fair	-	297.35
Total Turnover	79,681.59	83,187.73
Gross Profit	79,681.59	83,187.73
Administrative Costs		
Audit & Accountancy fees	-	54.00
Bank Fees	63.26	87.12
Cleaning	881.21	1,128.77
Electricity	6,933.53	5,821.35
Employers National Insurance	125.11	0.62
Fundraising expenses	479.99	2,500.66
Gas	5,021.06	4,511.33
General Expenses	912.22	1,042.61
Insurance	2,316.10	2,162.09
IT Software and Consumables	895.90	669.60
Jubilee Room Refurbishment	-	49,232.53
Licences	1,921.56	1,575.36
Misc Expenses	200.00	100.00
Rates	417.74	265.97
Repairs & Maintenance	57,607.80	19,237.62
Salaries	23,656.09	16,945.34
Waste	1,760.09	1,340.38
Water	1,375.56	848.96
Total Administrative Costs	104,567.22	107,524.31
Operating Profit	(24,885.63)	(24,336.58)
Other Income		
Grant income	-	24,295.97
Savings interest	687.68	312.21
Total Other Income	687.68	24,608.18

	2025	2024
Profit on Ordinary Activities Before Taxation	(24,197.95)	271.60
Profit after Taxation	(24,197.95)	271.60



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Boston Spa Village Hall

**On accounts for the year
ended**

31/08/2025

**Charity no
(if any)**

1194792

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2025.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

AS

Date:

03/11/2025

Name:

Adeel Sahi

**Relevant professional
qualification(s) or body
(if any):**

ACCA

Address:

Bowdon Accounting Services Ltd

Bartle House, Oxford Court,

Manchester M2 3WQ

Only complete if the examiner needs to highlight 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