

The Dorothea Mitchell Hall and Recreation Ground

Trustees' Annual Report for the year ending 28 February 2025

The Dorothea Mitchell Hall and Recreation Ground Charity was established in 1918. In 2021, the Hall and its assets and liabilities were updated to a Charitable Incorporated Organisation (CIO), to better manage its day-to-day activities and legal requirements.

The main focus of the charity is with regard to the Village Hall which was built in 1913 and plays an important part in the life of Claverdon village. A variety of events and classes take place in the hall, throughout the week and it continues to provide health and social benefits for local residents.

The entrance to the car park was resurfaced during the year and the trustees commissioned a full building survey. Whilst the Hall was found to be in good condition overall, a detailed maintenance schedule has been drawn up to prioritise recommended tasks going forward. This will ensure the Hall remains a top-quality functional space.

The Charity has maintained positive cash reserves to support the running of the Hall and to ensure capital investment continues.

With regard to Sustainability, the Trustees actively consider environmental impact when making decisions and Hirers of the Hall are encouraged to conserve energy resources when using the facilities. Completion of the maintenance work identified in the aforementioned survey will enable future investment in renewable energy to make the Hall more sustainable. Trustees endeavour to use local contractors and suppliers to support the local economy and further limit the carbon footprint.

Most recently, the Hall has welcomed back theatre performances. These activities utilise the excellent staging and there are plans to offer regular performances going forward. We welcome suggestions on other events the Village would like to see at the Hall.

The attractive grounds have been very well maintained, including flower beds and boundary hedges. The additional voluntary efforts of some local residents in this respect are much appreciated.

In order to comply with Charity Commission regulations, the Trustees have used professional advisors in regard to their tenants, namely: Claverdon Surgery, Claverdon Nursery, Claverdon Community Shop and Claverdon Lawn Tennis Club. We have also maintained relevant insurance throughout the period and performed required safety inspections in a timely manner.

The Trustees meet ten times a year and have been fortunate to receive valued assistance from their Secretary/Treasurer.

Village residents are openly invited to join the present trustees to help administer this important community asset.

Dorothea Mitchell Hall Trustees

15 August 2025

Phillips and Becker Ltd.

Chartered Management Accountants

Management & Financial Accounts
Small Business Specialists
Payrolls, VAT & Taxation
Personal Taxation

ACCOUNTANCY HOUSE
4 PRIORY ROAD
KENILWORTH
WARWICKSHIRE
CV8 1LL

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Independent Examiner's Report on the Accounts of The Dorothea Mitchell Hall Trust for the Financial Year to 28/02/25.

I met with Margo Key on 16/05/25 who gave me all the paperwork for the latest year end accounts at 28/02/25 she has produced. The accounts are a mirror image of the bank statements with all receipts and payments analysed over the headings shown on the Receipts and Payments Statement attached.

Unlike traditional company accounts where provisions are made for receipts and payments that have not gone through the bank, the DMH accounts are based on money received and paid so the Surplus or Deficit for the year is the difference between the closing bank balances at 28/02/24 and at 28/02/25 after adjusting for Income that belongs to the next year and received in advance. See figures on the Receipts and Payments accounts attached.

1. **Receipts.** These are made up from the sums banked and are itemised over the usual headings and all seemed in order. This year they were £64,494 and last year £50,451 so see accounts attached under Receipts. See Notes in the Receipts section.
2. **Bank Balance.** The last bank statement in the file is dated 28/02/25 and the accounts are dated 28/02/25. The 4 bank balances in the accounts agree with the bank statements at 28/02/25 of £113,229 so all is good here and last year in 2024 the bank balance was £89,651.
3. **Cost Analysis Sheets.** All extremely accurate and very well detailed over the cost headings in the accounts.
4. **Deposits Held.** There is a Lloyds Deposit Account at 28/02/25 which earns interest which is shown in the Receipts in the accounts at £1,782 compares to £741 last year so a very good income.
5. **Accounts - Receipts.** Similar details to the last year's receipts and there are very good records and detailed summary sheets that agree with the bank statements. No problems here.
6. **Accounts-Payments.** The file was extremely good containing the invoices and associated cost paperwork and in the same sequence as the payments on the bank statements, so the checking was made easy. Also the cost analysis sheets that detailed all expenditure with the same headings as in the accounts were very well produced and accurate. It meant that payments headings in the accounts were easy to check and were in very good order with no real problems. All seemed OK with the invoices and bank statements. This year the payments were £40,481 compared with 2024 which were £54,270. See accounts under Payments for the difference and the reduction in 2025 was mainly Legal and Professional and this year it was £16,732 less that last year.
7. **Self Employed People.** This has now been sorted and the backlog is all in order and correct and going forward all will be in accordance with HMRC's rules and regulations.
8. **Accounts Payments.** See details in accounts and they all seem in order with the invoices and payments made.

9. **Receipts and Payments Final Accounts.** These seem financially correct and represent the receipts and expenditure in the year so there are no more comments to add. There was a Profit/Surplus this year of £24,012 compared with the Deficit/Loss last year of £3,818 so all is in good shape.
10. **Summary.** Everything has been very well kept by Margo and the accounting file is very comprehensive so all is in good shape and accurate. The computer records are very good and extremely well kept and show full details of every item in the accounts so well done again Margo. Call me on any queries.

Kind regards,



David M. Phillips.

19/05/2025.

THE DOROTHEA MITCHELL HALL & RECREATION GROUND CIO

MANAGEMENT STATEMENT OF RECEIPTS AND PAYMENTS

YEAR ENDING 28 FEBRUARY 2025

(REGISTERED CHARITY No. 1195282)

Trustee Signature K. Raveney
Trustee Name K. RAVENEY
Date 10 - June - 2025

Trustee Signature S. Reading
Trustee Name S. READING
Date 10 June - 2025

Independent Examiner Signature David Michael Pearce
Independent Examiner Name DAVID MICHAEL PEARCE
Date 19/05 2025

THE DOROTHEA MITCHELL HALL & RECREATION GROUND

STATEMENT OF RECEIPTS & PAYMENTS

YEAR ENDING 28TH FEBRUARY 2025

Year to			YR ending		Year on Year Variance
29 February 2024		Notes	28 FEBRUARY 2025		
£			£	£	£ %
RECEIPTS					
0.00	Unallocated		0.00	0.00	#DIV/0!
20,316.72	Claverdon Nursery	Up to date	21,580.00	1,263.28	6.2%
6,500.00	Trinity Court Surgery	£6636.99 is arrears of rent after review	14,836.99	8,336.99	128.3%
0.00	Claverdon Lawn Tennis Club	Arrears of 1 year & current year paid.	2,121.34	2,121.34	#DIV/0!
1,725.00	Claverdon Community Shop	22,23&24 rent paid pre Feb24	575.00	-1,150.00	-66.7%
28,541.72	Total Rental Income		39,113.33	10,571.61	37.0%
2,168.37	Recharges of costs to Tenants	Includes re- tarmacing	6,358.60	4,190.23	193.2%
8,508.75	Hall Event Hire	Fewer Weddings	5,775.00	8,731.20	102.6%
10,111.50	Regular weekly/monthly hall/equipment hire		11,464.95	1,353.45	13.4%
25.00	Grants & Donations		0.00	-25.00	-100.0%
20.00	Equipment Hire		0.00	-20.00	-100.0%
345.56	Coffe Box/Kingstanding Events		0.00	-345.56	-100.0%
0.00	Unreclaimed deposits		0.00	0.00	#DIV/0!
-50.00	Opening deposit adjustments		0.00	50.00	-100.0%
40.00	Bank Compensation		0.00	-40.00	-100.0%
741.07	Bank Interest	Money placed on deposit part way through	1,782.68	1,041.61	140.6%
50,451.97	Total Receipts			64,494.56	14,042.59 27.8%
PAYMENTS					
2,997.50	Ground Upkeep	Wharton payment for tree survey	3,541.35	-543.85	-18.1%
3,860.08	Insurance	Negotiated a reduction	3,513.25	346.83	9.0%
1,256.10	Water Rates	Monthly meter reading	888.74	367.36	29.2%
150.13	Rates		158.49	-8.36	-5.6%
1,833.17	Electric		1,758.58	74.59	4.1%
144.00	Broadband		144.00	0.00	0.0%
2,435.94	Oil		3,221.88	-785.94	-32.3%
271.46	Sundry Expenses		263.95	7.51	2.8%
90.00	Refuse		46.00	44.00	48.9%
236.98	Printing, Advertising & Stationery	printing costs	464.09	-227.11	-95.8%
19,792.20	Legal and Professional	Surgery lease rent review & changes &	3,060.00	16,732.20	84.5%
11,377.87	Repairs & Renewals	Includes Tarmacing drive	13,500.78	-2,122.91	-18.7%
60.63	Hall Improvements	2 Rubber kerb stops	94.61	-33.98	-56.0%
963.22	Cleaning, Laundry		635.32	327.90	34.0%
453.82	Licences	Hallmaster sub £265- Yr1	635.98	-182.16	-40.1%
4,217.96	Caretaker Costs		4,368.75	-150.79	-3.6%
3,610.25	Treasury Costs		3,469.75	140.50	3.9%
0.00	Payments to Trustee for authorised services		181.50	-181.50	#DIV/0!
518.78	Mobile phone		534.76	-15.98	-3.1%
54,270.09	Total Payments		40,481.78	13,788.31	25.4%
-3,818.12	Surplus/(Deficit) of receipts over payments		24,012.78	27,830.90	-728.9%
GENERAL FUND					
86,269.86	Opening Balance B/fwd		87,451.74		
0.00	Transferred from Trust		0.00		
-3,818.12	Surplus for the year		24,012.78		
82,451.74	Closing balance C/fwd		111,464.52		
82,451.74	Represented by closing cash book balances with:				
5,000.00	Lloyds Bank **		111,464.52		
87,451.74	Transferred Funds From DM Hall Trust Charity		0.00		
	Total		111,464.52		
2,200.00	** Excludes deposit balance held		2 1,765.00		
89,651.74	Agrees to Bank Statements		113,229.52		
BANK BALANCES PER LLOYDS BANK			113,004.47		
CASH BALANCE			225.05		
			113,229.52		
			DIFFERENCE	0.00	
BANK BALANCE ANALYSIS					
	Lloyds Current Account		2,918.55		
	Lloyds Instant Access Account		58,500.00		
	Lloyds 32 Day Account		10,017.51		
	Transfer from 32 Day account		41,568.41		
	TOTAL		3 113,004.47		

Cash

225.05

113,229.52