

TRUSTEE'S ANNUAL REPORT FOR THE PERIOD**START: 01 APR 2023 END: 31 MAR 2024**

OBJECTIVES AND ACTIVITIES		
	SORP REFERENCE	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the CIO is to run Vine Hall as a community hall on behalf of Elmbridge Borough Council.
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	The hall is run to benefit the residents of the Molesey community and the surrounding areas in the interests of social welfare for recreation and leisure time occupation, with the objective of improving the conditions of life for the residents. Sports clubs, social clubs and activity groups are available.
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 issued by the Charity Commission on public benefit.
ACHIEVEMENT AND PERFORMANCE		
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 CIO runs Vine Hall on behalf of the council. Throughout the period we have enabled the hall to be used by the local community, for example for exercise classes, musical theatre societies, parent and toddler social groups etc, as well as reach out to new prospective hirers. The successful running of the hall has also enabled us to offer charitable hires at a discounted or free rate to other charities and local/national good causes. We have also worked to improve the facilities in the hall, notably this year we successfully applied for funding to replace the sound system in the hall.
FINANCIAL REVIEW		
Review of the charity's financial position at the end of the period	Para 1.21	The CIO is in a comfortable position with unrestricted reserves of £27,681.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to cover unforeseen day-to-day operational costs/emergency repairs. They may also cover general day-to-day operational costs in the event of delayed payments by hirers.
Amount of reserves held	Para 1.22	We aim to hold reserves to cover at least one month of overheads, plus £15,000 in the event of a significant repair (e.g. roof repair or replacement boiler) being needed. Anything over this amount will most likely go towards our plans to improve our EPC rating in line with the council's aim to be carbon neutral by 2030 and general improvements to the hall.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
ADDITIONAL INFORMATION		
The charity's principal sources of funds (including any fundraising)	Para 1.47	Income from hall hire, donations from local residents and grants from local councillors
Investment policy and objectives including any social investment policy adopted	Para 1.46	The CIO does not make investments.
A description of the principal risks facing the charity	Para 1.46	The principal risks facing the charity are primarily the current nationwide cost of living crisis (as many classes that take place in the hall would be considered a luxury in those terms), as well as infrastructure issues (for example, the boiler, which is old and not widely supported, and would be an expensive replacement if it were to

		fail and would mean the hall could not be hired whilst it was repaired/replaced). It would also be a concern if local grants/funding were to become unavailable.	
STRUCTURE, GOVERNANCE AND MANAGEMENT			
Type of governing document	Para 1.25	Constitution	
How is the charity constituted?	Para 1.25	The charity is a 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 trustee	Para 1.25	Charity Trustees can be co-opted through the year by existing Trustees. Trustees are formally elected at the AGM. All trustees have agreed to continue.	
REFERENCE AND ADMINISTRATIVE DETAILS			
Charity name	Vine Hall Community Group		
Other names the charity uses	N/A		
Charity number	1195408		
Charity's principal address	Vine Hall, Vine Road, East Molesey, KT8 9LF		
NAMES OF THE CHARITY TRUSTEES WHO MANAGE THE CHARITY			
Name	Office	Dates Acted (if not for the whole year)	Names of person (or body) entitled to appoint the trustee (if any)
Patrick Gormley	Chair	-	-
Sarah Quick	Treasurer	-	-
Elinor Quick	Secretary	-	-
Ryan Levitt	Trustee	-	-
CORPORATE TRUSTEES – NAMES OF THE DIRECTORS AT THE DATE THE REPORT WAS APPROVED			
N/A			
NAMES OF TRUSTEES HOLDING TITLE TO PROPERTY BELONGING TO THE CHARITY			
N/A			
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 with 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		
EXEMPTIONS FROM DISCLOSURE			
N/A			
DECLARATIONS			
The trustees declare that they have approved the trustees' report above			
Signed on behalf of the charity's trustees (electronically)			
Signatures:	<i>Patrick Gormley</i>	<i>Elinor Quick</i>	
Full names:	Patrick Gormley	Elinor Quick	
Position:	Chairman	Secretary	
Date:	04 Feb 2025	04 Feb 2025	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Vine Hall Community Group

On accounts for the year
ended

Mar 2024

Charity no
(if any)

1195408

Set out on pages

(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 31/03/2024.

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.

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

Signed: Alys Sawell

Date: 3/12/2024

Name: Alys Sawell – A.C.M.A

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

Member of the Chartered Institute of Management Accountants

Address:

3 Challoners Close

East Molesey

Surrey KT8 0DW

Section B

Disclosure

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Vine Hall Community Group

No (if any)

Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2023	To	Period end date 31/03/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	150	-	-	150	-
Hall hire income (includes deposits)	28,778	-	-	28,778	-
Grants	1,836	-	-	1,836	-
Interest	56	-	-	56	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	30,820	-	-	30,820	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,820	-	-	30,820	-
A3 Payments					
Utility bills	11,499	-	-	11,499	-
Running costs/maintenance	12,003	-	-	12,003	-
Hall deposit & hire refunds	2,067	-	-	2,067	-
Bank fees	60	-	-	60	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	25,629	-	-	25,629	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	25,629	-	-	25,629	-
Net of receipts/(payments)	5,191	-	-	5,191	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	22,490	-	-	22,490	-
Cash funds this year end	27,681	-	-	27,681	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
	Cash in bank account	27,681	-	-
		-	-	-

	-	-	-
Total cash funds	27,681	-	-
(agree balances with receipts and payments account(s))	OK	OK	OK

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			
		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	Sarah Quick (signed electronically)	SARAH QUICK	24/08/2024
	Ryan Levitt (Signed Electronically)	Ryan Levitt	02/09/2024