

# CLAYHIDON VILLAGE HALL

England & Wales · Charity number 1197691

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2022-01-27

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Clayhidon Village Hall  
Battle Street  
Cullompton  
EX15 3PL

**Phone** 01823680357

**Email** [suetruecanoe@hotmail.com](mailto:suetruecanoe@hotmail.com)

## Activities

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**Objects:** THE OBJECT OF THE CIO IS THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF CLAYHIDON IN THE COUNTY OF DEVON AND THE NEIGHBOURHOOD WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR:(A)MEETINGS, LECTURES AND CLASSES, AND(B)OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE INHABITANTS.

**Activities:** The object of the CIO is the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Clayhidon in the County of Devon and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions, including use for: (a) meetings, lectures and classes, and (b) other forms of recreation

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Recreation
- **Who:** The General Public/mankind

## Geography

- Devon

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£21,192	£35,871	-	-
2024-03-31	£18,711	£19,515	-	-
2023-03-31	£11,895	£11,992	-	-

## Trustees

Name	Role	Appointed
<b>Katherine West</b>	Chair	2025-08-20
ANNE BARBARA LANGFORD		2025-08-20
Bridget Drew		2025-08-20
Caroline Bendle		2024-09-04
Douglas Goodship		2022-08-03
Gavin Lee Happe		2026-02-25
Jane McDonnell		2024-09-04
Josephine Blackmore		2024-09-04
Leona Bransfield		2024-09-04
Susan Jane Clark		2025-11-26
Valerie Slabbert		2025-08-20

**CLAYHIDON VILLAGE HALL**

England & Wales - Charity number 1197691

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# Accounts

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**Chairperson's Annual Report.**  
**Clayhidon Village Hall A.G.M**  
**20<sup>th</sup> August 2025.**

I am pleased to welcome everyone to this year's Annual General Meeting and will report on our activity since last year's meeting.

Since 1<sup>st</sup> July 2025, I have been elected as the new chairperson for the Clayhidon Village Hall and it is a privilege to be leading this management committee of dedicated trustees and volunteers. I would like to thank Neil Carter, the previous chairman for his hard work and dedication. Neil retired from the committee at the last meeting. In addition, David Trezies, CVH Secretary also retired from the committee at the last meeting and I would like to thank David for his immense contribution to the running of this hall. David spent a great deal of time behind the scenes ensuring that records and reports were accurate and kept up to date and was heavily involved in managing the contract with XL Planning and the planning application for the refurbishment and extension of the village hall. We have benefitted hugely from David's knowledge and experience.

I will report on all areas of activity since the last AGM.

**Kitchen Project.**

The VH Committee had been planning to refurbish the current hall for many years. Last year it was discovered that it was necessary for the kitchen to be prioritised ahead of the planned hall refurbishment.

In August 2024, the committee contacted Mid Devon District Council regarding the Food Hygiene self-assessment which is renewed every 3 years. The Village Hall is registered as a food business which allows us to organise and provide events for the community. This also meant that we needed to comply with regulations and food standards. The Environmental Health Department requires the kitchen to meet certain health, safety and food standards.

A subcommittee was formed to plan and coordinate the work required for the VH kitchen. Sole traders were approached to carry out the work and completed the refurbishment of the kitchen in April of this year. I am very pleased to report that the hall has a new kitchen. Committee members are now level 2 food hygiene trained and we have the ability to safely manage the catering of hot food. We look forward to having the capability for community events to be run in the future.

I would like to thank Leona for her huge contribution to the kitchen project. Without the new kitchen, it can be argued that we would not have a fully functioning hall.

**XL Planning and planning application to Mid Devon District Council.**

The kitchen project was part of a much larger plan to not only maintain the hall but upgrade it to overcome damp, provide more efficient heating and extend to enable us to provide a vital community resource.

The committee contracted XL planning architects to assist in developing plans for the refurbishment and extension of the hall. In April 2025, the committee voted 8/4 in favour of submitting amended

plans for planning permission to mid devon district council. The amended plans include the hall plans being broken down into 4 phased modules to make funding more manageable. This was approved by the committee in June 2025. The committee moved forward to make the planning variation application to mid devon district council. XL planning have prepared building specifications to cover the modular phases.

On 19<sup>th</sup> August (yesterday) we were notified that Mid Devon District Council have granted full planning permission for the Erection of extension.

The planning application and funding project is being managed by Jane M.

#### Insurance

The Public Liability and Buildings Insurance is managed by Community First Specialist Charity Brokers The renewal is due in March every year.

The Building Insurance Cover assessment is index linked every year by reference to an RICS scale (Royal Institute of Chartered Surveyors) of rebuilding costs As a full reinstatement valuation had not been completed for over 5 years and given economic uncertainty over this period the Committee commissioned an independent valuation for the building. This was to ensure we had a realistic basis for valuation and future index linking did not become distorted and unrealistic.

The buildings cover is set at £870000

The policy covers building contents and Public Liability

The current premium is £1379.36 and is a major overhead for the Charity

#### Utilities

Electrical power is supplied through a three-year fixed price contract with EDF which runs from 15<sup>th</sup> May 2025. Anticipated costs are about £1300 per annum

The hall is connected to a metered water supply. This is about £200 per annum

The hall has a private drainage system shared with the adjoining Coach House

The system is visually checked every 6 months

#### Maintenance

A number of smaller jobs have been managed by the committee this year, namely repairs in the toilets, rehangng of doors, drains and gutters were cleared and repointing of the exterior kitchen wall was carried out.

The committee is managing a current list of jobs which will be carried out including installation of a baby changing unit, exterior woodwork repairs and new noticeboard.

We will begin planning the first phase of the refurbishment project which is to improve the insulation and heating in the main hall.

### Website

The hall has a new website and it can be booked by users online. We plan to develop and improve the website in the coming months.

### Events

Due to the kitchen refurbishment, no events took place between January and April of this year. However, at other times of the year, the committee was active in running a variety of events for the community. These were a Murder Mystery held in October 2024, pizza evening, children's film afternoons, Film nights, Father Christmas comes to Clayhidon, monthly cafes and recently a very successful afternoon tea to raise funds for Breast Cancer Now. The committee are planning further events which include another Murder Mystery, children's Halloween party, Big Brunch, and live band Bird Dogs will be returning in February 2026. I would like to thank the committee members and volunteers who dedicate a huge amount of time to planning and running these events.

### Policies and Procedures

Since July 2025, I have been working on amending our current hire agreement and terms and conditions in line with current standards. We will be adopting new policies which include Health and safety and associated risk assessments, data protection, safeguarding, confidentiality and a volunteer policy. We also plan to adopt a shared online account to store our documents.

I am looking forward to the year ahead as the new chairperson and will be working towards making the hall a welcoming space for all members of the community to use. I would like to build on the achievements made during the last year and believe that Clayhidon hall can be a place to bring the community together.

# Treasurers Report Year Ending March 2025

A copy of the year end accounts provides a good analysis of our respective positions from 2024 to 2025

On the income stream of note are:

Hires slightly reduced and live events substantially down attributable to early year closure for kitchen

refurbishment and momentum on live events still rebuilding after Covid shutdown

Grants reflect a major contribution of £10000 by John Griss Charity towards kitchen refit , annual

maintenance grant of £2000 from Parish Council and locality grant from Devon County Council

Interest payment reflects our dividend from Charity Savings account which made a significant contribution towards our annual running costs

Expenses of note are:

Electricity higher than expected as billing out of sequence for year end should settle to about £1250 per annum

Maintenance which includes some repairs to external fabric arising from the kitchen refit ,drainage upgrades and repointing part of the exterior The Kitchen refurbishment well documented and includes structural repairs dry lining replastering wiring plumbing upgrades and new appliances

Standing costs include

Insurance estimated £1200

Electricity estimated £1250

The Committee has agreed to press forward with a range of minor repairs and upgrades to the hall below £1000 to be funded through current resources The Committee has identified a project list to stage fund various hall upgrades as identified by XL Planning These are likely to exceed the £1000 threshold so will require support from external funding sources to be part matched by Hall funds as available

The Committee has discussed a base line figure with the Treasurer for working capital going forward and agreed this should not fall below £10000

The Committee is focused on marketing hires through the website and more live events to grow income and there are a number of activities planned for this current financial year

This ageing building requires continuing investment to remain operational and this will always be a challenge for the Village Hall Committee



**CLAYHIDON VILLAGE HALL**

England & Wales - Charity number 1197691

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	1 <sup>st</sup>	April	2023		31 <sup>st</sup>	March	2024

## Section A Reference and administration details

<b>Charity name</b>	Clayhidon Village Hall		
<b>Other names charity is known by</b>			
<b>Registered charity number (if any)</b>	1197691		
<b>Charity's principal address</b>	Clayhidon Village Hall		
	Battle Street		
	Clayhidon		
	<b>Postcode</b>	EX15 3PI	

### 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	Neil Carter	Chairperson		
2	David Trezies	Secretary		
3	David Bearne	Treasurer		
4	Anne Langford	Trustee		
5	Douglas Goodship	Trustee		
6	Valerie Slabbert	Trustee		
7	Bridget Drew	Trustee		
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Lynsdey James	9 High Street Wellington TA21 8QT

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Model Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Trustees

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity's organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees' consideration of major risks and the system and procedures to manage them.</li></ul>	<p>The Trustees have completed an annual Fire Safety Assessment, Fire Equipment Check, Asbestos Survey and report and acted on recommendations</p>
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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The object of the CIO is the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Clayhidon in the County of Devon and the neighbourhood without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions, including use for: (a) meetings, lectures and classes, and (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Charity manages the Village Hall and facilitates the use by Parishioners. This includes the regular bookings by clubs and societies private hires for celebrations lectures and training courses

The management committee run Film Nights, Café mornings and Breakfast Clubs throughout the year

The local Art Group and Badminton Club use the hall weekly  
The CIP project use the hall weekly

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We have a group of Volunteers who support Village Hall events including preparing the main hall and stage, table set up food preparation and bar management

We have a booking clerk and caretaker employed as a sub- contractor who oversees private hires and live events run by the Trustees also manages cleaning contractors

The caretaker is a member of the Hall management committee

The Trustees were mandated to further proposals to extend and refurbish the hall in 2017 This work has included preparing a planning application and refurbishment proposals for updating the hall heating system kitchen fittings

**Summary of the main achievements of the charity during the year**

The Charity secured lottery funding to facilitate upgrading of our dated Audio-Visual system with a ceiling mounted projector surround sound and hearing loop This has enhanced the experience of our users and met our statutory obligations

We have updated our Fire Safety Certificate completed a periodic Asbestos Report and Survey and implemented recommendations  
Completed our 5 yearly electrical test and report  
We have supported a full day First Aid Training course for the community

The Trustees commissioned a user survey to ensure we meet the needs of our community

The Treasurer has set up a 1 ear fixed term Charity Savings Account using surplus funds  
from the current account of £25000 This will will generate sufficient interest  
to cover the majority of our energy costs on the year

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity Current account and savings total £46325.78  
This includes a Deposit account of £25000 with the Charity Bank  
Trustees have set aside these funds for future drawdown and to generate an investment bonus at year end

The balance retained in the current account ensures adequate working capital to fund running costs and to meet our statutory obligations

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charities main source of funds is from hall hires and events managed by the Trustees. Additional funding has been sourced from the Parish Council and some private donations

Lottery funding was secured to allow updating of the current audio -visual system and to provide installation of a hearing loop

## Section F

## Other optional information

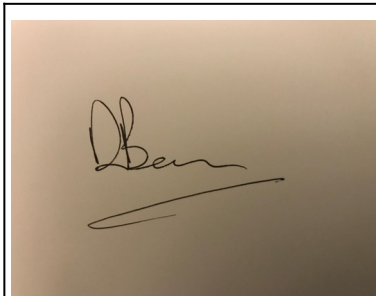
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



<b>Full name(s)</b>	David Bearne	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	31/08/24	

**Clayhidon Village Hall**  
Accounts to 31 March 2024

	<b>2024</b>	<b>2023</b>	
<b><u>Income</u></b>			
Hires	2,781.80	2,276.00	
Parish Council Grant	-	2,000.00	
Events	9,604.41	6,823.39	
Interest	-	4.30	
Donations	6,325.55	175.00	
Misc	-	190.00	
Film	-	426.70	
	18,711.76	11,895.39	
 <b><u>Expenses</u></b>			
Water	113.18	75.23	
Electricity	603.71	693.87	
Maintenance	3,588.21	1,330.26	
Bar Stocks	1,856.62	250.14	
Events	2,487.14	3,098.36	
Insurance	979.80	989.98	
Annual Accounts	360.00	360.00	
Misc & Prof	9,031.39	3,623.13	
Film hire	494.98	532.94	
Fixtures & Fittings	-	1,038.86	
	19,515.03	11,992.77	
 <b><u>Surplus for the year</u></b>	 (803.27)	 (97.38)	
 <b><u>Opening Balances</u></b>			
Cash	200.00	200.00	
Current Account	45,788.71	45,890.39	
Deposit Account	1,140.34	1,136.04	
	47,129.05	47,226.43	
 <b><u>Total Funds</u></b>	<b>46,325.78</b>	<b>47,129.05</b>	
 <b><u>Closing Balances</u></b>			
Cash	200.00	200.00	
Current Account	21,125.78	45,788.71	
Deposit Account	25,000.00	1,140.34	
	46,325.78	47,129.05	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Clayhidon Village Hall

On accounts for the year  
ended

31<sup>st</sup> March 2024

Charity no  
(if any)

300795

Set out on pages

Attached

(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'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

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:

- 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: Lyndsey James

Date: 3 May 2024

Name: Lyndsey James

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

FCA

Address:

9 High Street  
Wellington

Somerset TA21 8QT

**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.**

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**CLAYHIDON VILLAGE HALL**

England & Wales - Charity number 1197691

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# Accounts

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## Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	1 <sup>st</sup>	April	2022		31 <sup>st</sup>	March	2023

### Section A Reference and administration details

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<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1197691
<b>Charity's principal address</b>	Clayhidon Village Hall
	Battle Street
	Clayhidon
<b>Postcode</b>	EX15 3PL

#### 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	Neil Carter	Chairperson		
2	David Trezies	Secretary		
3	David Bearne	Treasurer		
4	Anne Langford	Trustee		
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#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Lynsdey James	9 High Street Wellington TA21 8QT

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Model Constitution

How the charity is constituted  
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods  
(eg. appointed by, elected by)

Appointed by the Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

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**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Charity manages the Village Hall and facilitates the use by Parishioners. This includes the regular use by clubs and societies private hires for celebrations lectures and training courses

The management committee run Film Nights, Café mornings and Breakfast Clubs throughout the year

The local Art Group and Badminton Club use the hall on a regular basis

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Charity have a group of Volunteers who support Village Hall events including preparing the main hall and stage, table set up food preparation and bar management

The Charity have a booking clerk and caretaker employed as a sub-contractor who oversees private hires and live events run by the Trustees also manages cleaning contractors

The caretaker is a member of the Hall management committee

The Trustees were mandated to further proposals to extend and refurbish the hall in 2017 This work has included preparing a planning application and refurbishment proposals for updating the hall heating system kitchen fittings and improving thermal efficiency

**Summary of the main achievements of the charity during the year**

The Charity completed the updating of its constitution and transfer of title from the Old Trust Registration No 300795 to the new Charitable Incorporated Organisation Registration No 119769

This included full transfer of title of the hall and from the old trust to the new CIO

This met an objective to align the Constitution and management to satisfy Charity Commission guidance reduce the liability of Trustees and to ensure adequate provisions for winding up

This will also improve our chances to secure grant funding for the Village Hall extension and refurbishment as we now meet best practice

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity Current account and savings totalled £47129 .05  
Major expenditure in the financial year included legal costs related to the transfer of Title and Land Registration

### Details of any funds materially in deficit

### Further financial review details (Optional information)

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## Section F

## Other optional information

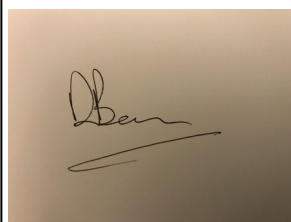
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

David Bearne

Position (eg Secretary, Chair, etc)

Treasurer

Date 10/06/24

**Clayhidon Village Hall**  
Accounts to 31 March 2024

	<b>2024</b>	<b>2023</b>	
<b><u>Income</u></b>			
Hires	2,781.80	2,276.00	
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	<b><u>46,325.78</u></b>	<b><u>47,129.05</u></b>	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Clayhidon Village Hall

On accounts for the year  
ended

31<sup>st</sup> March 2024

Charity no  
(if any)

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Independent  
examiner's statement

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- 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: Lyndsey James

Date: 3 May 2024

Name: Lyndsey James

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

FCA

Address:

9 High Street  
Wellington

Somerset TA21 8QT

**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.**

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