



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From February 2022 To July 2023

Charity name: Hollesley Village Hall CIO

Charity registration number: 1197877

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	The objects of the CIO are the provision and maintenance of a village hall for the use of the inhabitants of Hollesley and the neighbourhood (the " Area of Benefit ") without distinction of sex or of political, religious or other opinions and in particular for use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
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.	The CIO enables a wide range of groups and practitioners to deliver a diverse programme. Currently, this include Cricket Tots, darts club, WI, Youth Club, Welcome Club, Pilates, Yoga, Tai Chi, Qi-Gong, Line-dancing, Ceilidh, karate, short mat bowls, Art Class, Hollesley Players and a Carers' group. Additionally, the Parish Council and Gardening club use the hall for their meetings. The CIO has worked in partnership with other local groups to deliver the Community Café, the fete and the Celebration Coronation Day. The hall is also used for children and adult parties, dances, wakes, weddings and flu jab day.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	As trustees, we are committed to ensuring that the programme and events comply with the objects of the CIO and is of public benefit to the community that we serve. In doing so, we have had regard to the Charity Commission's guidance on public benefit, including PB1 ("Public Benefit – The Public Benefit Requirement") and related guidance.

Additional information

Contribution made by volunteers	The hall relies solely on volunteers who act as trustees, and undertake minor maintenance tasks. Some of the trustees have nominated positions on the CIO and are heavily involved in the day-to-day management of the facility. In some cases, this can be at least 20 hours per week. The facility like all public buildings, experiences wear and tear. So as well as key management tasks including finance and bookings there is also additional cleaning and minor repairs. The user group trustees as well as attending all the meetings of the CIO, often also have responsibilities within their user groups. Trustees are expected to perform an ambassadorial role for the hall since all are committed to seeing it used and ensuring that it is cost-effective and
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	accessible to all. Volunteers also assist at community functions and have helped in planning and delivering fund-raising activities.
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Achievements and Performance

Summary of the main achievements of the charity	<p>The CIO was established in February 2022, to take over the management of the hall from an existing unincorporated charity – Hollesley Village Hall (Charity No: 1002348). The primary reasons for establishing the CIO were: :</p> <ul style="list-style-type: none"> • to help protect the trustees (who act in a voluntary capacity) from personal liability; and • to ensure the charity has a modern governance structure that complies with the Charity Commission’s models of good practice. <p>Aided by professional advice, the CIO has worked hard over the last eighteen months to engage with stakeholders and the public about the nature and purpose of the CIO’s establishment, both informally and formally.</p> <p>The CIO took over the day-to-day operational management of the village hall from the unincorporated charity on 1 April 2023, when the financial assets of the existing charity (Hollesley Village Hall) were formally transferred. Until 1 April 2023, the CIO was effectively “dormant”, and activities were undertaken by the unincorporated charity.</p> <p>With the sudden and unexpected departure from the village hall’s extension surgery of the local Peninsula Practice Hollesley Branch on 31 March 2023, trustees agreed to develop a Wellness centre to provide well-being services for the community and local surrounds. A group of interested members of the community with some of the trustees, have been meeting on a regular basis to develop the new Peninsula Wellness Centre to be run by the village hall.</p> <p>The CIO continues to strive to update the facilities to make them accessible, modern, vibrant yet cost-effective and to offer a wide range of opportunities and experiences for the community and local surrounds that it serves.</p> <p>Trustees of the CIO were involved in the recent Coronation Celebration event. The afternoon programme saw a Children’s Treasure Hunt and a range of fun-sporting activities for children and adults. Line Dancing and Ceilidh was also well received.</p> <p>The community café has successfully operated regularly since April. Those attending vote for one of three charities that then receive a percentage of the profits. The café provides an invaluable service for local people to meet.</p>
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Financial Review	
Review of the charity's financial position at the end of the period	The CIO accounts have been audited in compliance with Charity Commission requirements for the period required to 31 March 23. Since the financial assets were not formally transferred from the Trust until 1 April, the CIO accounts show only one transaction which was a payment of £327.00 received from Lloyds bank as compensation for their mismanagement of the opening of the new CIO account.
Statement explaining the policy for holding reserves stating why they are held	<p>As part of the effective management of the financial assets of the charity, the following allocations are used: <i>Unrestricted funds</i>: the balance of funds held in all bank accounts not identified for specific purposes.</p> <p>Designated funds: Unrestricted funds designated as a contingency fund. The purpose of the contingency fund is to allow the charity to cover the running costs of the village hall for a period of one year. The contingency fund will be a minimum of the £13,000 needed to run the village hall for one year.</p> <p>Restricted funds: A restricted fund is identified for all donations and grants received for a specific purpose as a result of fundraising for that purpose or as specified by the donor.</p>
Amount of reserves held	As at 31 March, the CIO itself held no reserves.

Structure, Governance and Management	
Description of charity's trusts:	Charitable Incorporated Organisation
Type of governing document	Foundation model
How is the charity constituted?	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 trustees	<p>Trustees are selected via two different methods – either as “Elected” trustees or “Representative” trustees.</p> <p>Elected trustees are appointed by a vote of eligible local residents at the CIO's AGM. The number of Elected trustees appointed each year is 50% (or the number nearest 50% rounding up) of the number of Representative Trustees in office at the time that the AGM is held (up to a maximum of eight).</p> <p>Representative Trustees are appointed by different user groups who use the village hall. Up to a maximum of 16 Representative Trustees may be appointed.</p>

Reference and Administrative details

Charity name	Hollesley Village Hall CIO
Other name the charity uses	
Registered charity number	1197877
Charity's principal address	Woodbridge Road Hollesley IP12 3QR

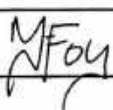

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Tara Foy	Chair	
2	Meryl Montague	Bookings Manager	
3	Anna Yates		May 23
4	Cheryl Gray	Secretary	
5	Ruth Bentley	Assistant Treasurer	
6	Alan Martin		
7	Catherine Carr		October 2022
8	Gerry Bathe	Treasurer	
9	Joan Brookes		
10	Juliet Johnson		
11	Angie Mills		

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

TARA FOY	GERALDINE BATHE
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Position (eg Secretary,
Chair, etc)

CHAIR	TREASURER
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Date

17 JULY 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Charity Name

Hollesley Village Hall CIO

On accounts for the year
ended

31st March

2023

Charity no.:

1197877

Company no.:

Set out on pages

1 - 4

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/03/2023

Responsibilities and
basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

Independent
examiner's statement

~~The company'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 (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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: KBA Date: 7/6/23

Name: KELLY-ANNE BYRES

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

Address: Unit 3-5 Alton Business Centre
Valley Lane, Wiberstead, Suffolk
IP9 2AX

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.

Hollesley Village Hall CIO		Charity No	1197877		
		Company No			
Annual accounts for the period					
Period start date	10/02/2022	To	Period end date	31/03/2023	

Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity

Income (Note 3)

Income and endowments from:

Donations and legacies

Charitable activities

Other trading activities

Investments

Separate material item of income

Other

Total

Expenditure (Notes 6)

Expenditure on:

Raising funds

Charitable activities

Separate material expense item

Other

Total

Net income/(expenditure) before tax for the reporting period

Tax payable

Net income/(expenditure) after tax before investment gains/(losses)

Net gains/(losses) on investments

Net income/(expenditure)

Extraordinary items

Transfers between funds

Other recognised gains/(losses):

Gains and losses on revaluation of fixed assets for the charity's own use

Other gains/(losses)

Net movement in funds

Reconciliation of funds:

Total funds brought forward

Total funds carried forward

Guidance Note

	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
S01	-	-	-	-	-
S02	-	-	-	-	-
S03	327	-	-	327	-
S04	-	-	-	-	-
S05	-	-	-	-	-
S06	-	-	-	-	-
S07	327	-	-	327	-
S08	-	-	-	-	-
S09	-	-	-	-	-
S10					
S11	-	-	-	-	-
S12	-	-	-	-	-
S13	327	-	-	327	-
S14	-	-	-	-	-
S15	327	-	-	327	-
S16	-	-	-	-	-
S17	327	-	-	327	-
S18	-	-	-	-	-
S19	-	-	-	-	-
S20	-	-	-	-	-
S21	-	-	-	-	-
S22	327	-	-	327	-
S23	-	-	-	-	-
S24	327	-	-	327	-

Section B Balance sheet

	Guidance Note					
		Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
Fixed assets						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	-	-	-	-	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	-	-	-	-	-
Total fixed assets	B05	-	-	-	-	-
Current assets						
Stocks (Note 18)	B06	-	-	-	-	-
Debtors (Note 19)	B07	-	-	-	-	-
Investments (Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)	B09	327	-	-	327	-
Total current assets	B10	327	-	-	327	-
Creditors: amounts falling due within one year (Note 20)	B11	-	-	-	-	-
Net current assets/(liabilities)	B12	327	-	-	327	-
Total assets less current liabilities	B13	327	-	-	327	-
Creditors: amounts falling due after one year (Note 20)	B14	-	-	-	-	-
Provisions for liabilities	B15	-	-	-	-	-
Total net assets or liabilities	B16	327	-	-	327	-
Funds of the Charity						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	-	-	-	-
Unrestricted funds	B19	327	-	-	327	-
Revaluation reserve	B20	-	-	-	-	-
Fair value reserve	B21	-	-	-	-	-
Total funds	B22	327	-	-	327	-


The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by one or two trustees/directors on behalf of all the trustees/directors


RBentley

Signature of director authenticating accounts being sent to Companies House

Print Name	Date of approval
GERALDINE BATHE	080623
RUTH BENTLEY	080623
Signature	Date
	Print name

Note 3

Income

Analysis of income		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Donations and legacies:	Donations and gifts	-	-	-	-	-
	Gift Aid	-	-	-	-	-
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	-	-	-	-	-
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	327	-	-	327	-
Total		327	-	-	327	-
Charitable activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		-	-	-	-	-
Other trading activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		-	-	-	-	-
Income from investments:	Interest income	-	-	-	-	-
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
Total		-	-	-	-	-
Separate material item of income		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		-	-	-	-	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		327	-	-	327	-

Other information:

All income in the prior year was unrestricted except for:
(please provide description and amounts)

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

This year: Where sums originally denominated in foreign currency have been included in income, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

Last year: Where sums originally denominated in foreign currency have been included in income, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

Section C	Notes to the accounts	(cont)
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Note 24 Cash at bank and in hand

Short term cash investments (less than 3 months maturity date)
Short term deposits
Cash at bank and on hand
Other
Total

This year £	Last year £
-	-
-	-
327	-
-	-
327	-