

**Charity number: 1201087**

**STAVELEY VILLAGE ASSOCIATION**  
**RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31 DECEMBER 2024**

STAVELEY VILLAGE ASSOCIATION

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# STAVELEY VILLAGE ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31<sup>st</sup> DECEMBER 2024

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The Trustees present their report for the period ended 31<sup>st</sup> December 2024.

### 1. Reference and administrative details

Registered charity number      1201087

Registered address                Village Hall  
Staveley  
Kendal  
Cumbria  
LA8 9LY

Trustees

Clive Johnson, Chair [re-elected 13/11/2023]  
Robert Perkins, Deputy Chair [re-elected 08/11/2024]  
Rachael Hodgson, Secretary  
Matt Fawcett, Treasurer [re-elected 08/11/2024]  
Ian Stephens  
Peter Harrison  
Heather Stobbart [resigned 10/11/2024]  
Ruth Walton [resigned 30/09/2024]

### 2. Objectives

The objects of the charity are as follows:

- The ownership and maintenance of community buildings and facilities in the village of Staveley, presently the Village Hall, Institute (including its residential flat), garden allotments, the Bowling Club, the Recreation Ground, the Ayland Pavilion and the Children's Playground
- Provision of these buildings and facilities for use by the whole community of Staveley and Ings (the parishes of Over Staveley, Nether Staveley and Hugill) for social, sporting, cultural, educational and recreational use.
- Fundraising and organisation of events to raise finance in support of the charity.
- Such other charitable purposes as the Charity Trustees think fit from time to time

On 15<sup>th</sup> May 2024, the Charities Commission registered the merger of the SVA charities 1201087 & 523078.

Trustees confirmed the SVA's ownership of the boundary wall between the Village Hall and the neighbouring residential property. The Land Registry entry has been updated.

During 2024, trustees authorised several activities which went beyond the core objectives. These included the provision of a "What's On" page on the SVA website, the provision of the Village Christmas Tree, organising a Carol Singing & Tree Lighting switch-on event, waiving the hire fees for the emergency overnight shelter set up for stranded visitors in the Village Hall during the snowstorm in December 2023 and the supply of 4 community benches.

# STAVELEY VILLAGE ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31<sup>st</sup> DECEMBER 2024

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### 3. Governance

The Trustees held nine full Trustee meetings and four Community Information meetings during 2024. The minutes of these meetings are available on the SVA website.

Trustees set up a Finance Committee, chaired by the Treasurer to improve scrutiny & monitoring of the charity's finances. There were four meetings of this group in the year.

Trustees set up a Projects & Maintenance Committee, chaired by the Treasurer to better co-ordinate the ongoing programme of building maintenance and facility improvements. This group met twice in the year. This work has since been incorporated into the Finance Committee.

The Trustees reviewed and re-approved the following policies during 2024:

- Environmental Policy,
- Equal Opportunities Policy,
- Finance Committee Terms of Reference,
- Fire & Evacuation Policy,
- Flood Preparedness Policy,
- Health & Safety Policy,
- Personal Emergency Evacuation Plan,
- Privacy Policy,
- Reserves Policy,
- Safeguarding Policy,
- Trustee Recruitment & Retention Policy,
- Wi-Fi Policy,
- Booking Policy,
- Conditions of Hire,
- End of Session Checklist
- Insurance Policy.

All these policies & documents are available on the SVA website.

In April, Trustees completed a training course on Safeguarding.

In accordance with the Trustee Recruitment & Retention Policy, DBS checks were completed on the following trustees:

Clive Johnson, issued 4<sup>th</sup> April 2024  
 Robert Perkins, issued 4<sup>th</sup> April 2024  
 Matt Fawcett, issued 4<sup>th</sup> April 2024  
 Ian Stephens, issued 5<sup>th</sup> April 2024  
 Rachael Hodgson, issued 3<sup>rd</sup> October 2024  
 Peter Harrison, issued 3<sup>rd</sup> October 2024

On 15th August 2024, the Trustees of Staveley Community First Responders (registered charity 1125505) unanimously agreed to the closure of the charity with immediate effect, the Trustees agreed to transfer £9,438.14 to the SVA. In return the SVA Trustee's agreed to the following conditions:

- i. The SVA will hold 1 public training session per year, until money runs out. All existing training equipment has been transferred to the SVA.

# STAVELEY VILLAGE ASSOCIATION

## REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31<sup>st</sup> DECEMBER 2024

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### 3. Governance (continued)

ii. The SVA will keep the 5 defibrillators and cabinets in working order (batteries, servicing). The defibrillators are sited at the following locations:

- The Watermill Public House, Ings
- The Pavilion, Staveley,
- The Surgery, Staveley,
- Former Hawkshead Brewery, Staveley Mill Yard
- The Village Hall, Staveley

### 4. Financial Review

2024 saw a significant increase in the charity's revenue, achieved by an increase in bookings of its facilities and additional grant income.

The Trustees have continued their focus on building maintenance and facility improvements. These works have created additional lettable space and storage facilities.

The SVA adopted the Hallmaster Booking software and digital access system to enable the planned growth in bookings of its facilities.

We have focussed Capital Expenditure within the year on:

- Kentmere Room refurbishment (to be completed by July 2025).
- Kitchen refurbishment.
- Flat improvements.
- Fire protection system at the Pavillion.
- External decking at the Pavillion.
- Supply of 4 benches.
- Village Hall Lobby redecoration.
- External decoration of the Village Hall and Institute (phase 1).

We organised a successful programme of events which were supported by the community. These events included a Halloween party, tabletop sale, Craft and Christmas event, with the New Year Eve party bringing the year to a close.

Trustees successfully secured grants primarily to refurbish the Village Hall kitchen from the following organisations:

- Cumbria Community Foundation £2,000
- Howell and Alice Bridge Charity £3,000
- Rathbone Investment Management £2,000
- Frieda Scott Trust £4,500

A £10,000 interest free loan was provided by a local resident to facilitate the Kentmere Room refurbishment. Monthly repayments will commence in 2025.

### 4. Reserves Policy

The trustees agreed a standard cash reserve position of £15,000 during 2024.

STAVELEY VILLAGE ASSOCIATION

REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31<sup>st</sup> DECEMBER 2024

5. Property Assets

In 2022, our insurers Allied Westminster, undertook a property rebuild assessment. Based on this assessment we estimate our Asset values as:

£2,131,428	Village Hall, Kitchen, Institute, Meeting Rooms, Flat and Storage
£43,320	Other permanent structures
£478,822	Pavillion
£200,000*	Playground, Ayland, external storage, Bowling Green and Allotments
<b>£2,853,570</b>	<b>Total</b>

\*Figure adjusted to reflect Playground renewal costs of £125,000 in 2022.

6. Prospects for 2025

The Trustee’s recognise the need to generate a small surplus in 2025 by continuing to increase revenue whilst controlling the energy, maintenance and staffing costs.

Revenue targets have been set for each facility including all storage spaces. These targets will be used to monitor revenue throughout the year.

It is a priority to reduce high energy usage experienced in prior years. Improved heating controls have been adopted. These controls will enable Trustees to prioritise building improvements that reduce energy consumption.


Capital Expenditure is being focused on revenue generation, cost efficiency and essential maintenance.

7. Trustee Responsibilities

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the organisation and to enable it to ensure that the financial statements comply with the organisation’s rules. They have general responsibility for taking reasonable steps to safeguard the assets of the organisation and to prevent and detect fraud and other irregularities.

8. Declaration

No monies were paid to Trustee’s for expenses or salaries during the period.

  
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Treasurer

Date: July 10, 2025 .....

  
.....

Chair

Date: July 11, 2025 .....

# STAVELEY VILLAGE ASSOCIATION

## INDEPENDENT EXAMINER'S REPORT TO THE STAVELEY VILLAGE ASSOCIATION

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I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out on pages 6 to 8.

### 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 charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Jack Steer BA (Hons) ACA  
Independent Examiner  
MHA  
Kendal House  
Murley Moss Business Village  
Oxenholme Road  
Kendal  
LA9 7RL

Date July 11, 2025

# STAVELEY VILLAGE ASSOCIATION

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

	Year ended December 2024 Unrestricted £	Year ended December 2024 Restricted £	Year ended December 2024 Total £	Period ended December 2023 Total £
<b>Receipts</b>				
Fund Raising Events	3,571	-	3,571	7,002
Non-Gift Aid Donations and Grants	29,059	10,292	39,351	17,595
Gift Aided Donations	431	-	431	30
200 Club Subscriptions	456	-	456	1,909
Flat Rental Income	5,502	-	5,502	3,150
Village Hall Lettings	19,586	-	19,586	9,511
Institute Lettings	10,099	-	10,099	5,408
Pavilion Lettings	9,123	-	9,123	3,805
Other Lettings	1,800	-	1,800	1,975
Bank Room Lettings	1,502	-	1,502	-
Bank Interest	1,117	-	1,117	1,100
Sundry Income	289	-	289	68
<b>Total receipts</b>	<b>82,535</b>	<b>10,292</b>	<b>92,827</b>	<b>51,553</b>
<b>Payments</b>				
Wages & Salaries	21,580	-	21,580	8,470
General Manager Fees	3,525	-	3,525	3,478
Insurances	9,687	-	9,687	5,356
Maintenance & Repairs	39,429	-	39,429	7,608
Rates & Water	687	-	687	596
Electricity	4,031	-	4,031	4,121
Gas	9,197	-	9,197	3,758
Professional Fees	2,767	-	2,767	2,911
Fundraising Costs	-	-	-	3,607
Advertising and Marketing	2,360	-	2,360	1,100
Other Expenses	1,281	-	1,281	2,989
200 Club Prizes	800	-	800	555
Capital Expenditure	34,636	10,292	44,928	43,135
Realised currency exchange gain/loss	-	-	-	820
<b>Total payments</b>	<b>129,980</b>	<b>10,292</b>	<b>140,272</b>	<b>88,504</b>
Loan drawdown	10,000	-	10,000	-
Loan repayment	(250)	-	(250)	-
Transfer from Staveley Village Hall Association (previous charity merged into CIO)	-	-	-	106,427
<b>Net receipts for the year</b>	<b>(37,695)</b>	<b>-</b>	<b>(37,695)</b>	<b>69,476</b>
<b>Bank and Cash at 1<sup>st</sup> January 2024</b>	<b>69,476</b>	<b>-</b>	<b>69,476</b>	<b>-</b>
<b>Bank and cash at 31 December 2024</b>	<b>31,781</b>	<b>-</b>	<b>31,781</b>	<b>69,476</b>

Funds:

1. The General Fund are unrestricted funds.
2. The Restricted Fund relates to the Kitchen and Pavilion Fund

STAVELEY VILLAGE ASSOCIATION

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 DECEMBER 2024

Assets

	2024	2023
	£	£
Bank and cash	31,781	69,476
	<u>31,781</u>	<u>69,476</u>

Liabilities

	2024	2023
	£	£
Accountancy accrual	1,296	1,200
Loan for Kentmere Room refurbishment	9,750	-
	<u>11,046</u>	<u>1,200</u>

These accounts were approved by the Trustees on July 10, 2025 ..... and signed on their behalf

M Fawcett

M Fawcett - Treasurer

C Johnson

C Johnson - Chairman / Deputy-Chair

# STAVELEY VILLAGE ASSOCIATION

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

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1. **Accounting policies**

a) Basis of preparation

The accounts have been presented on a Receipts and Payments basis.