



# **Tuddenham St Mary Village Hall**

## **Annual Trustee Report**

**For the period 27<sup>th</sup> February 2023 to 31<sup>st</sup> March 2024**

**Registered Charity No: 1202092**

## Reference and Administrative Information

**Charity Name:** Tuddenham St Mary Village Hall Trust

**Charity Registered Number:** 1202092

**Registered Address:** Tuddenham St Mary Village Hall, School Close, Tuddenham, Bury St Edmunds, Suffolk, IP28 6FB

Tuddenham St Mary New Village Hall Trust was CIO registered on 27<sup>th</sup> February 2023 and replaced the TUDDENHAM VILLAGE HALL charity (Re<sup>g</sup> 304949)

Tuddenham Village Hall Trustees who have served in the year ended 31<sup>st</sup> March 2024:

Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
Mark Bignell	Chairman		
Pam Beith	Secretary		
Lauren Colchester	Treasurer		
Kim Burt	Hall Manager		
Sally Murray			
Graham Dudley			
Gill Ford			
Sara Freeman			
Anne Ball			
Newton Kendall			

## Objectives and Activities

The main objective of the Tuddenham St Mary Village Hall Trust is the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Tuddenham St Mary without distinction of political, religious or other options.

The hall is used by various local groups and there are currently 4 clubs that meet monthly. These are the gardeners club, cookery club, youth club and the coffee club. There is a Cra<sup>y</sup> 'n' Chatter club that meets on a weekly basis. These clubs offer the village residents a place to socialise, connect, learn new skills and enjoy existing hobbies.

The spaciousness of the new hall has made it a convenient place for local fitness instructors and clubs to hire for their classes. This has provided the village with better access to exercise sessions and has offered the youth of the village the opportunity to get involved with extra-curricular activities such as ballet and gymnastics. The new Hall and its facilities has also provided a wonderful place for people to hire for private events. Although there is a charge for hiring the hall, we offer a discounted fee for village

residents to ensure they are able to make the most of the hall. Many residents appreciate the fact they can hold their children's parties or family events within the village itself.

Aside from this, we strive to hold social events a few times a year which are free to attend. These events include quiz nights, board game evenings, talks by local experts and parties to celebrate special events. The aim of these events is to bring the community together and provide a safe, inclusive and fun space for everybody.

We have a strong committee of 10 dedicated trustees who work voluntarily to maintain the hall and to provide all the above opportunities for the members of our community. All trustees have paid due regard to the Charity Commissions guidance on public benefit.

### **Achievements and Performance**

A new Village Hall for Tuddenham St Mary was completed successfully on the 5<sup>th</sup> May 2023 and the official 'Grand Opening' of the new hall took place on the 7<sup>th</sup> May 2023. This weekend coincided with the King's Coronation and over 150 people from the community attended the event which included a Barn Dance, children's crafts and games and a buffet. The event was a big success and a great way to introduce the new hall to the village residents.

This year, the new hall saw roughly double the number of people attending community type events compared to the old hall. In the year before it closed, the old hall hosted an average of 196 people per month, whereas the average has gone up to 388 since last May. The Youth Club, in particular, has grown in popularity which has been wonderful to see and provides an excellent chance for the families in our village to socialize.

The hall has been used on a regular basis this year by clubs, groups and private hirers. Pilates is held twice a week and due to the popularity of these sessions, the instructor added an aerobics session into the weekly schedule.

Another achievement this year has been the success of the classes provided by the Formations Dance Company. The company hold weekly ballet and gymnastics classes at the hall. These classes are well attended and there is the possibility of a musical theatre class being added within the next couple of months.

### **Financial Review**

The current year included receipt of funds following the closure of the old village hall, and a grant from the Lottery Fund, which are one-off receipts. Exceptional expenditure was incurred, including the building costs of the new hall and installation of equipment

totalling £65,400. Operating expenses exceeded normal revenue for the year as expected, due to the move to the new site and start up expenditure.

The intention is to generate a small operating surplus which will be used to maintain and renovate the facilities as required.

Our principal source of revenue is the income received from hire fees charged for use of the hall.

The trustees have created a Restricted Fund as a reserve for major capital expenditure on the fabric, and an operating expense reserve account. All funds are currently invested with Lloyds Bank plc with a view to maximum security of investment with minimum risk.

The finances remain in a satisfactory state and the details are fully covered in the Annual Financial Report.

## **Structure, Governance and Management**

Tuddenham St Mary Village Hall is a CIO and its governing document is a CIO Foundation Constitution.

The Hall is run by a Management Committee of Trustees. This Committee currently comprises of 10 members although there is a maximum capacity of 14. The following organisations within the village have the ability to appoint one charity trustee:

- Tuddenham St Mary Parish Council
- Tuddenham St Mary Parochial Church Council
- Tuddenham St Mary Playing Fields Association
- Tuddenham St Mary Village Hall Coffee Group

All appointed trustees must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. The principal officers (Chairman, Secretary and Treasurer) are elected by the Trustees at the AGM.

The charity trustees will provide each new trustee, on or before his or her first appointment, a copy of the current version of this constitution and a copy of the CIO's latest Trustee's Annual Report and statement of accounts.

**Declarations**

The Trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)	Sally Murray	
Full Name(s)	Sally Murray	John Norman
Position	Secretary	Treasurer

Date	10/1/25
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**Tuddenham St Mary Village Hall Trust**  
**Final accounts 1 April 2023 - 31 March 2024**

**Opening balances:**

Old Hall bank account	£29,330.75	
New Hall bank account	£51,028.48	
Cash	£187.80	
<b>Total</b>		<b>£80,547.03</b>

**Receipts:**

Hire fees	£7,341.50	
Donations	£886.30	
Fundraising	£197.90	
EV Charging	£72.20	
Refunds	£38.70	
National Lottery grant	£6,365.88	
Sale proceeds old hall	£68,402.05	
<b>Total</b>		<b>£83,304.53</b>

**Expenditure:**

**Capital:**

New hall building costs	£50,551.26	
Fire Protection equipment	£478.20	
PA System	£318.98	
Various Equipment	£2,589.97	
Furniture	£6,252.67	
Projector	£3,314.40	
Shed	£1,895.00	
<b>Sub total</b>	<b>£65,400.48</b>	

**Current:**

Accountancy	£47.50	
Advertising	£238.80	
CAS - Buildings Insurance	£845.56	
Community events	£1,897.37	
Cleaning materials	£728.63	
Clock repairs	£250.00	
Gardening costs	£1,319.46	
Hall maintenance	£299.48	
Licences	£276.12	
Non domestic rates	£2,654.52	
Solicitors fees	£980.00	
Stationery	£84.07	
Hall Manager wages	£2,557.05	
Window cleaning	£145.00	
Electricity	£2,363.62	
BT Internet	£409.00	
Water rates	£306.08	
Miscellaneous	£47.00	
West Suffolk Bins	£89.90	
<b>Sub total</b>	<b>£15,539.16</b>	
<b>Total</b>		<b>£80,939.64</b>

**Receipts less expenses** **£2,364.89**

**Closing balance** **£82,911.92**

**Bank and cash:**

New hall bank account	£12,858.91	
Immediate access savings	£10,000.00	
Investment bond	£60,000.00	
Cash	£53.01	
		<b>£82,911.92</b>

Tuddenham St. Mary Village Hall Trust

Financial Statements

For the period from

1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024

Trinity Accounting Services

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Mildenhall

Suffolk

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**Tuddenham St. Mary Village Hall Trust**

**Accountants Report**

**For the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024**

In accordance with instructions given to me I have prepared, without carrying out an audit, the annexed accounts from the accounting records of Tuddenham St. Mary Village Hall Trust and from information and explanations supplied to me.

*Elizabeth A. Ruffle*

Elizabeth A. Ruffle

I confirm the annexed accounts as a true and accurate trading position of Tuddenham St. Mary Village Hall Trust 2024 and confirm that I have supplied all records and information for the preparation of these accounts.

*Lauren Colchester*

Lauren Colchester

Date 30/07/2024