

Tuddenham St Mary Village Hall



Annual Trustee Report

For the period 1st April 2024 to 31st March 2025

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 27th
February 2023 and replaced the TUDDENHAM VILLAGE HALL charity
(Ref: 304949)

Tuddenham Village Hall Trustees who have served in the year ended
31st March 2025:

Trustee Name	Office (if any)	Dates Appointed or Resigned	Name of person body entitled to appoint trustee
Mark Bignell	Chairman	Resigned – Sep 2024	
Pam Beith	Secretary	Resigned – Nov 2024	
John Norman	Treasurer	19/11/2024	
Lauren Colchester	Bookings Manager		
Kim Burt		Resigned – July 2024	
Angela Davidson		19/11/2024	Parish Council
Sally Murray			
Carron Bignell		15/10/2024	
Val Ewing		15/10/2024	
Graham Dudley			
Gill Ford			
Robert Gray		19/11/2024	
Sara Freeman		Resigned – Feb 2025	
Anne Ball			
Newton Kendall		Resigned – July 2024	

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 Craft '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

Use of the hall continues to grow, with some form of activity taking place most days. The Trustees have organised at least one social event each quarter, aimed at providing a platform for villagers, and visitors to socialise in a friendly environment. Activities included a variety of talks by invited speakers, quiz evenings and a community tea and mulled wine following the lighting up of the Christmas Tree on the village green. The intention of these events is to raise awareness of the facilities offered by the hall, and encourage community cohesion.

Financial Review

The main source of income continues to be hire fees received for use of the hall, with minor income streams from fund raising and interest.

The current year reflects a small surplus of income over expenses, and funds were transferred to a reserve account to cover the costs of repair and renovation of equipment, fittings and fixtures.

It is our intention to generate a small operating surplus each year, sufficient to maintain the facilities and provide improvements when necessary.

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 annually.

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

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Signed

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Signed

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Name

.....

Name

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Capacity

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Capacity

.....

Date

Review of The Finances

This review is intended to be read in conjunction with the 2025 Annual Financial Accounts, with a view to making the financial position of our Trust more readily understood and meaningful.

Our main source of revenue is derived from hire fee for the letting of the hall facilities.

Renovation Fund

Surplus funds are partly allocated to this fund to provide an adequate reserve for normal wear and tear replacement of the fittings and furniture in the hall.

We are not required to have an audit of our accounts, but they have been examined by an independent examiner.

A Accounting Policies

1. The accounts are prepared in line with the recommendations of the Statement of Recommended Practice 2019 (SoRP) published by the Charities Commission.
2. The Trust, falls into the category of organisations with gross receipts of less than £100,000. Consequently we have adopted the "Receipts & Payments" system of reporting. Only monies received, or payments incurred in the year are reported in the accounts. Any other transactions deemed to be significant will be detailed in these notes.
3. All funds are invested with Lloyds Bank plc. They are invested with a view to maximum security of investment with minimum risk, whilst securing a return that can be applied to furthering our mission.
4. It is the policy of the Trust to maintain sufficient funds in the unrestricted accounts to meet six months normal expenditure, plus any planned and committed expenditure.

B Since the Date of the Accounts

Subsequent to the date of the accounts no significant amounts of expenditure were recorded. There are ongoing commitments in respect of utilities and insurance.

Tuddenham St Mary Village Hall Trust



Financial Report 2025

BALANCE SHEET
As at 31 March 2025

FUNDS AVAILABLE

	2024	2025
GENERAL FUND (Unrestricted)		
Balance at 1 April 2024	82,912	
Add (Deduct) Transfer from Revenue Account	2,846	
Balance at 31 March 2025		85,758
RENOVATION FUND (Designated)		
Balance at 1 April 2024	-	
Add (Deduct) Transfer from Revenue Account	2,000	
Balance at 31 March 2025		2,000
TOTAL FUNDS	82,912	87,758

APPLICATION OF FUNDS

Lloyds Bank		
Investment Bond	60,000	
Instant Access Savings	10,000	
Current Account	17,212	
		87,212
Other Assets		
Cash	211	
Receivables & Prepayments	335	
		546
TOTAL Application of FUNDS	82,912	87,758

Prior Year

Total

7,342
6,366
198

111
886
68,402
83,304

Revenue

Hire Fees	12,808
Grants	250
Fund Raising	257
Interest	2,172
Sundry Revenue	409
Donations	-
Sale Proceeds of Old Hall	-

Total Revenue**15,896****Less Expenses:**

Access Control	323
Accountants fees	50
Advertising	39
Broadband & WiFi	1,407
Capital Expenditure - New Hall	
Cleaning	2,675
Community Events	125
Electricity	2,140
Fire Equip Service	1,098
Gardening	150
Internet	160
Insurance	
Legal Fees	
Licences	155
Maintenance & Repair	960
Property Rates	(1,535)
Rubish Bin Clearing	169
Software & IT	341
Stationery	100
Sundry	194
Wages	1,409
Water	750
Website	340
Write off to Renovation Fund	2,000

Total Expenses**13,049****Net Surplus Of income over Expenditure****2,846****Transfer to General Reserves****2,846**