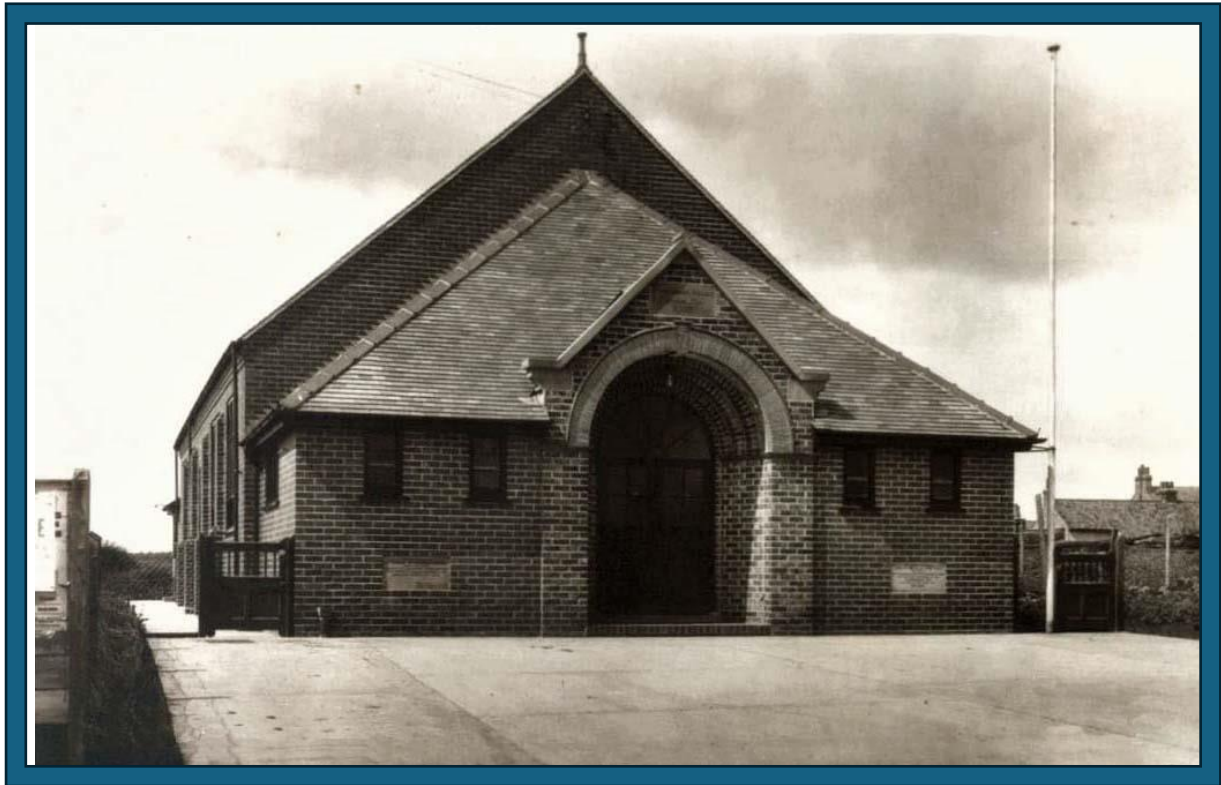


Flamborough Village Hall



Registered Charity No. 1202852

Trustees' Annual Report

1st July 2024 to 30th June 2025

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1. Reference and Administrative Details of the Charity, its Trustees and Advisers

Name of Charity	Flamborough Village Hall
Charity Registration Number	1202852
Registered Address	South Sea Road Flamborough East Yorkshire YO15 1NG
Correspondence Address	4 Pearson Close Flamborough East Yorkshire YO15 1BP

Names of Trustees who served during the year were as follows:

Alec Grainger	Chair
Audrey Heywood	Secretary/Bookings Secretary
Linda James	Treasurer

No Trustee received any financial reward for his or her duties as Trustee.

The Charity had no employees but engaged the services of cleaner on a self-employed basis, until the end of May 2025. From June 2025 cleaning was carried out by 2 Trustees.

Other relevant organisations:

- Current account - The Cooperative Bank
- Savings
 - Skipton Building Society until end of May 2025. June 2025 in the process of transferring to The Cooperative Bank 35 day and 95 savings accounts
 - CCLA – Charities Investment Fund (COIF)
- Solicitors - Rollits LLP
- East Riding Village Halls Network (ERVHN)

2. Governance, Structure and Management

Flamborough Village Hall (the Hall) was established in February 1938, governed by Deed of Conveyance and registered with the Charity Commission as a charitable trust in 1963 under charity number 224795.

From April 2023 the Hall became a Charitable Incorporated Organisation, re-registered with the Charity Commission under charity number 1202852 and governed by its Constitution dated 24th April 2023.

The Charity was managed by a Management Committee wholly constituted of 3 volunteer Trustees and 1 volunteer. The members of the Management Committee were elected at the Annual General Meeting (AGM) held in July, by the members of the Charity and serve for a one-year term until the next AGM at which they can be re-elected.

New Trustees sign a Charity Commission Trustee Declaration Form and undergo the following induction training:

- a discussion about the role and responsibilities of Trustees and issue of the Charity Commissions 'Charity Trustees Welcome Pack' and 'The Essential Trustee'
- the activities, aims and objectives of the Charity
- the structure of the organisation and general procedures of the organisation

The Management Committee met regularly during the year and received regular reports on the Charity's financial standing, the levels of usage and the condition of the Charity's property. All decisions relating to expenditure, other than routine running costs, and the entering into any agreements or contracts were taken by the Management Committee in quorate meetings.

3. Objectives of the Charity

The provision and maintenance of a village hall for the use of the inhabitants of the parish of Flamborough without distinction of 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 and in the county of East Yorkshire and its immediate vicinity.

4. Policies and Procedures

Six policy statements, reviewed periodically, were in place which helped with the management of the Hall:

- Hiring
- Health and Safety
- Finance
- Data Protection
- Safeguarding
- Reserves

To promote the safe use of the Hall premises and its equipment, information via the Hall's Handbook, was available for hirers.

Hiring of the Hall was subject to completion of a Booking Form which had to be signed by the hirer when booking. This form refers to the Conditions of Hire which clearly identified the respective responsibilities of each party to the agreement.

5. Licences

The Hall had a PRS Music Licence.

East Riding Council has advised that the Hall does not need a Premises Licence.

6. Insurance

The Management Committee recognised that it had a legal obligation to protect the building, its members, volunteers, users of the Hall, and contractors through adequate and appropriate insurance.

The Hall had insurance with Covea Insurance plc via Norris & Fisher (Insurance Brokers) Ltd under a 3-year undertaking which expires in May 2027. This undertaking offered a 5% discount.

The Hall worked to acquire Hallmark 1 and 2 (acquired in January 2022 and January 2024 respectively) and this resulted in a further 10% reduction on the Hall's insurance.

From 2021 a valuation by Cundalls was used to determine the Standard Buildings (including Landlords Fixtures and Fittings) figure for the Hall's insurance.

In 2025, at the time the Halls insurance renewal was issued by Norris & Fisher, details of a valuation service that could be carried out by RCA for free was also issued. As an evaluation was due in 2026 the Management Committee agreed it was sensible to proceed. This resulted in an increase in the Standard Buildings (under Property Damage) cover to £1,014,650. In addition, based on consultation with Norris & Fisher:

- cover for Playing Surfaces was deemed not to be required and was therefore removed
- cover for Trustee and Directors Indemnity for £250,000 was added

These changes resulted in an increase to the overall insurance premium. In summary, the insurance policy covered property damage/ employers' liability/public and products liability/ /personal accident/trustee and directors' indemnity.

7. Risk Management

All systems and procedures were reviewed regularly to ensure that they continued to meet Charity law and the Charity's organisations aims and objectives.

An annual Health and Safety Risk Assessment was carried out and a copy filed in the Health and Safety folder kept in the Main Hall.

8. Building and External Works Issues

The Management Committee carried out regular maintenance checks on the condition of the building and surrounding hard and soft landscapes. Where appropriate the Management Committee arranged for works to be undertaken, following quotation, by using local labour, wherever reasonable, thus ensuring that the Hall was kept in good condition and that the safety of members, volunteers, users of the Hall, and contractors was protected.

An annual programme of servicing, maintenance and inspections, was carried out as follows:

- Gas appliances and portable electrical appliances were tested by qualified personnel
- Firefighting appliances were inspected by qualified personnel
- A Fire Safety Risk Assessment

9. Achievements and Performance

The Trustees are satisfied that in 2024-2025 their work reflected the Charity's objectives and the Charity's resources were well managed by:

- Maximising bookings from as wide a range of users as possible
 - the Hall and its events, continued to be promoted in several ways including its own website, Facebook, local press, local radio and posters/banners
 - the Hall was booked for a wide variety of events including 2 wedding receptions
- Holding the fund-raising events listed below to assist with the running costs of the Hall
 - Table Top Sales in Summer 24 / Christmas 24 / Easter 25
 - Craft Fayre in September 24
- Maintaining the fabric of the building inside and out, by carrying out essential maintenance and improvements, in a safe and lawful manner
 - Replacement of external door handles – the previous handles being subject to the extremes of weather on the East Coast
 - Deep cleaning of the sprung wooden floor in the Main Hall
 - Storeroom repairs – to a hole in the plasterboard ceiling and cracks in the walls - followed by re decoration
 - General good upkeep of the Hall's decoration and facilities
- Preserving the security and cleanliness of the Hall
 - Until end of March 2025, every fortnight the Hall had a self-employed cleaner (between these times 2 Trustees carried out the cleaning)
 - From April 2025 until end of May 2025 every week the Hall had a self-employed cleaner
 - From June 2025, following resignation of the self-employed cleaner, 2 Trustees carried out the cleaning

10. Finance Review

Funding Strategy

The Trustees sought to generate income to match or exceed outgoings to maintain a sound financial position. Income came primarily from booking fees, fund-raising events and the application for grant funding where possible.

The hire rate for the rooms in the Hall is the same for all hirers but differs depending upon the room being hired. The rates were considered competitive with similar venues. In view of increasing utility costs, the hire rates were reviewed.

During this period, the use of the Hall and associated fund-raising activities covered the running costs of the Hall (there was a surplus of £5,761.21). Taking this into due consideration at the AGM, it was agreed not to increase hire rates for the forthcoming year. However, it should be noted that the hire rates may be amended at any time at the discretion of the Management Committee should it be deemed necessary.

Within this reporting period there was a grant of £1,557.56 from the Co-op Community Fund, which has been set aside to spend on Improving the quality of one of the external 'emergency exit' paths by replacing its loose gravel surface with a firm, hard surface.

Reserves Policy

A Reserves Policy was implemented to formally document the need for the holding of reserve funds in pursuit of the operation and maintenance of Flamborough Village Hall.

The Charity had two Skipton Building Society Accounts but in June 2025 the Management Committee agreed that these should be closed and the funds transferred to 2 Cooperative Savings Accounts – one (35-day notice) specifically to hold reserves in line with the Reserves Policy and one (95-day notice) to hold savings. It also holds a COIF account.

Financial Report

The Charity had income below £250,000 and therefore elected to prepare the financial statements on a Receipts and Payments basis in line with the Charities Act 2011 and the Charity's trustees considered that an audit was not required for this year under section 144 of the Charities Act 2011 (the Charities Act).

The Financial Statement is attached at Appendix A.

11.Future Plans for year ending 2026

For the year 2025 - 2026, Linda James and Audrey Heywood, after 10 years loyal service, took the decision to step down and a new Treasurer - Karen Nettleship - and Secretary/Bookings Secretary - Paula Deveaney were duly elected at the AGM. By virtue of these positions, Karen and Paula also became Trustees. In addition, Linda and Audrey will continue to serve as Trustees until end of December 2025.

A lengthy and comprehensive handover has been undertaken for the new incumbents. Linda and Audrey remain available for help, advice and guidance as and when required and will continue to do so even after they cease in their roles as Trustees.

The Trustees will continue to work towards sustaining the usage of the Hall to ensure its continued financial viability and maintaining it as a warm and welcoming environment that people wish to use and visit, by:

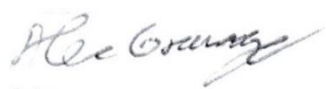
- Continuing to maintain the fabric of the building inside and out
- Adhering to relevant legislation ie Health and Safety
- Improving the quality of one of the external 'emergency exit' paths by replacing its loose gravel surface with a firm, hard surface

Trustee Declaration

The Trustees declare that they have approved the Trustees Annual Report.

Signed on behalf of the Charity's Trustees

Alec Grainger



Chair of the board of Trustees

Date: 28.07.25

FLAMBOROUGH VILLAGE HALL - REGISTERED CHARITY 1202852
Receipts and Payments Account for the period 1st July 2024 to 30th June 2025.

These accounts have been prepared on a receipts and payments (R&P) basis in line with Charity Commission guidance for a Charity of this size. The Charity's financial year runs for 12 months from 1st July to 30th June. Comparative figures are included for the year ending 30 June 2024.

1 JULY 2024 - 30 JUNE 2025				1 JULY 2023 - 30 JUNE 2024			
Notes	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds	
	£	£	£	£	£	£	
RECEIPTS							
Donations	67.00		67.00	60.00		60.00	
Grants	1	1,557.56	1,557.56	-	747.15	747.15	
Hall Hire	7,805.00		7,805.00	5,862.50		5,862.50	
Fundraising	3,600.85		3,600.85	4,839.13		4,839.13	
Savings Interest	1,249.10		1,249.10	930.15		930.15	
Other	104.31		104.31	29.50		29.50	
	12,826.26	1,557.56	14,383.82	11,721.28	747.15	12,468.43	
PAYMENTS							
Water Rates	307.88		307.88	238.39	-	238.39	
Heat and Light	1,198.45		1,198.45	1,164.90	-	1,164.90	
Repairs and Renewals	2	1,785.00	2,189.07	4,545.90	969.52	5,515.42	
Cleaning Materials/Waste Collection	1,904.85		1,904.85	700.21	-	700.21	
Rates	101.59		101.59	33.86	-	33.86	
Insurance	1,026.57		1,026.57	793.86	-	793.86	
Licences	82.46		82.46	272.53	-	272.53	
Sundries	301.43		301.43	266.17	-	266.17	
Annual Safety Checks	3	381.00	381.00	482.24	-	482.24	
Wedding Deposit Refunds	4	100.00	100.00	120.00	-	120.00	
Soilcitors Fees	5	£720.00	720.00	4,099.20	-	4,099.20	
Printing and Stationery	£7.65		7.65				
	6,535.95	1,785.00	8,320.95	12,717.26	969.52	13,686.78	
Net Surplus/Deficit for the Period							
	6,290.31	- 227.44	6,062.87	- 995.98	- 222.37	- 1,218.35	
Cash and Bank/Savings Balances B/F							
	40,819.20	122.06	40,941.26	41,815.18	344.43	42,159.61	
Cash and Bank/Savings Balances C/F							
	47,109.51	- 105.38	47,004.13	40,819.20	122.06	40,941.26	

Statement of Assets and Liabilites for financial periods 2024 (1 July 2023 to 30 June 2024) and 2025 (1 July 2024 to 30 June 2025)

		2025	2024
		£	£
Monetary Assets			
Current Account	6	43,020.54	17,768.74
Deposit Account		-	-
Skipton Building Society & COIF	6	3,692.46	23,148.74
Petty Cash		291.13	23.78
Total Monetary Assets		47,004.13	40,941.26
Comprising			
Unrestricted Funds		47,109.51	40,819.20
Restricted Funds		- 105.38	122.06
		47,004.13	40,941.26

Non-Monetary Assets and Liabilities

Fixed Assets for the Charity's use:

Village Hall	-	-
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Debtors

Sundry Debtors	-	-
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Creditors

Accounts Fees	-	-
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FLAMBOROUGH VILLAGE HALL - REGISTERED CHARITY 1202852

Notes to the Accounts

For the period 1st July 2024 to 30th June 2025

1 Grants

Restricted grant funding of £1557.56 was received from the Co-operative Community Fund during this period which has been set aside to spend on Improving the quality of one of the external ‘emergency exit’ paths by replacing its loose gravel surface with a firm, hard surface

2 Repairs and Renewals

The main items of spend during this period were:

- Replacement of external door handles – the previous handles being subject to the extremes of weather on the East Coast
- Deep cleaning of the sprung wooden floor in the Main Hall
- Storeroom repairs – to a hole in the plasterboard ceiling and cracks in the walls - followed by re decoration

3 Annual Safety Checks

Servicing of gas appliances and fire fighting equipment and PAT testing of electrical appliances - carried out annually.

4 Wedding Deposit Refunds

A £100 Damage Deposit (to cover against damage to the Hall and/or its contents, or the Hall being left in an unacceptable condition) is applied to the hire charges for a wedding.
The Damage Deposit is refundable in full, subject to the condition of the Hall and its contents at the end of the Hire Period.
There were 2 weddings during this period. After 1 wedding, one of the fire doors into the Main Hall was damaged so the £100 deposit was not returned, it was retained to repair said damage.

5 Solicitors Fees

Rollits llp, a solicitors based in Hull, was engaged by the Management Committee to manage the change for the Charity from Charitable Trust to CIO and to subsequently register its property with the Land Registry. This is the final payment in respect of that work.

6 Monetary Assets

The Charity had two Skipton Building Society Accounts but in June 2025 the Management Committee agreed that these should be closed and the funds transferred to 2 Cooperative Savings Accounts – one (35-day notice) specifically to hold reserves in line with the Reserves Policy and one (95-day notice) to hold savings. Pending set up of the accounts, the funds were transfered to the Current Account.

7 Staff Costs

The Charity has no employees, all activities are carried out on a voluntary basis.

8 Restricted Funds

	Balance as at 01/07/24	Incoming	Outgoing	Transfers	Balance as at 30/06/25
	£	£	£	£	£
Co-op Community Fund	122.06	1557.56	1785	- -	105.38
	122.06	1557.56	1785.00	- -	105.38

A brief description of the restricted funds are shown below:

Co-op Community Funds

Over the last few years the Charity has received restricted funding from Co-op Community Funds.
The incoming funds which has been set aside to spend on Improving the quality of one of the external ‘emergency exit’ paths by replacing its loose gravel surface with a firm, hard surface.

Taxation

9 Flamborough Village Hall is a registered Charity. All the Charity’s income is applied to its charitable objectives and the association is therefore exempt under current legislation from most forms of taxation.
The Charity is not VAT registered and all expenditure includes irrecoverable VAT.

Trustee Remuneration

10 There was no reimbursement of travel expenses during the year.