



# ***BYFLEET VILLAGE HALL***

*54 High Road, Byfleet, Surrey, KT14 7QL*

*Telephone: 01932 336 236    Mobile: 07436790899*

*Website: [www.ByfleetVillageHall.org](http://www.ByfleetVillageHall.org)    Email: [info@ByfleetVillageHall.org](mailto:info@ByfleetVillageHall.org)*

## **Trustees Annual Report for 2024**

This year has been generally successful with almost 100% occupancy, with classes ranging from baby care to martial arts, from Zumba exercise to crafting, and several long-term tenants. The Hall has also hosted village events such as the annual Horticultural Show and the Village Pantomime, as well as 'Big Band' concerts and acted as an election polling station.

Repairs to certain areas of the roof have been undertaken, and the re-decoration of areas in the main hall, which were affected by water damage, has been completed. The front entrance area has also been decorated, and a 'Byfleet Village Hall' sign erected.

Signage regarding use of the car park has been erected, and the CCTV camera system now covers the internal foyer and the majority of the exterior of the building.

Rental agreements have been reviewed and updated.

A new trustee, the director of a local company, has been appointed and will bring general business management skills to the Trustee Board.

Although the general economic situation is difficult at present, the Hall has maintained reasonable reserves, and has balanced expenditure with income.

Our continued goal is for the Hall to continue to thrive and remain an asset to the village and its residents.

On behalf of the Hall Trustees

Karen Wells

Chair of Byfleet Village Hall Trustee Board

CHARITY REGISTRATION NUMBER 200352

BYFLEET VILLAGE HALL  
FINANCIAL STATEMENTS  
31 MARCH 2024

**BYFLEET VILLAGE HALL**  
**REPORT OF THE MANAGEMENT COMMITTEE**  
**FOR THE YEAR ENDED 31 MARCH 2024**

The Management Committee has pleasure in presenting its Report and the unaudited statements of the charity for the year ended 31 March 2024.

**PRINCIPAL ACTIVITIES**

The principal activity of the charity during the year was the provision of accommodation and facilities for hire to the local community.

**TRUSTEES**

The Trustees who served the charity during the year were:


Ms Karen Wells	Chair
Ms K Gill	
Mr S Howe	
Mr G Osborn	
Mrs J Smith	
K Richardson	(died 10.03.24)

Signed on behalf of the Trustees

*K. Wells*

.....  
Karen Wells

Chair



.....  
Steve Howe

Trustee

Approved by the Management Committee on 5 February 2025

Independently validated by Lesley Marshall ACA

**BYFLEET VILLAGE HALL**

**PROFIT AND LOSS ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2024**

	2024	2023
	£	£
<b>INCOME</b>		
Hire Income	30,910	30,998
Club	6,600	6,150
Room C & Back Room	4,987	1,795
Flat Rent	9,000	9,000
Woking BC	3,820	320
	<u>55,317</u>	<u>48,263</u>
 <b>EXPENSES</b>		
Paul Briley Flat Xmas Lights	181	494
Maintenance	37,250	13,111
Utilities	7,729	5,206
Ground Maintenance	0	1,148
Insurance	2,170	1,213
IT	0	182
Accounts	0	400
Manager	18,726	18,768
Advert	100	-
British Telecom	1,304	1,108
Depreciation	<u>33</u>	<u>44</u>
	67,493	41,674
 Net (Loss)/ Profit	<u><u>-12,176</u></u>	<u><u>6,589</u></u>

# BYFLEET VILLAGE HALL

## BALANCE SHEET

FOR THE YEAR ENDED 31 MARCH 2024

	Note	2024 £	2023 £
<b>FIXED ASSETS</b>			
Tangible assets	4	99	132
<b>CURRENT ASSETS</b>			
Prepayments	5	1,263	1,268
Cash at Bank		<u>76,997</u>	<u>86,162</u>
		78,260	87,430
<b>CURRENT LIABILITIES</b>			
Accruals		<u>0</u>	<u>0</u>
<b>NET CURRENT ASSETS</b>		78,260	87,430
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>78,359</u>	<u>87,562</u>
<b>RESERVES</b>			
Profit & Loss Account		75,386	87,562
<b>TOTAL FUNDS</b>		<u>75,386</u>	<u>87,562</u>

The Trustees of the Management Committee acknowledge their responsibilities for:

- i) ensuring that the charity keeps proper accounting records which comply with section 29 of the Friendly Societies Act 1974 (the Act)
- ii) establishing and maintaining a satisfactory statement of its books and accounts, its cash holdings and all its receipts and remittances in order to comply with section 29 of the Act
- iii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit and loss for the financial year in accordance with the requirements of section 30, which otherwise comply with the requirements of the Act relating to financial statements, so far as is applicable to the charity.

These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Management Committee and authorised for issue on the 5 February and signed on their behalf by:

K. Wells

Chairman



Trustee

**BYFLEET VILLAGE HALL**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

**1. ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of financial instruments, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Cash Flow Statement**

The Management Committee has taken advantage of the exemption in Financial Reporting Standard for Smaller Entities (effective January 2007) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Turnover represents monies received from the provision of hire of accommodation and other activities. The charity is not registered for VAT.

**Fixed assets**

All fixed assets are recorded at cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value over the useful economic life of that asset as follows:

Equipment                      25% reducing balance

**2. OPERATING (LOSS)/PROFIT**

Operating (loss)/ profit is stated after charging:

	2024	2023
	£	£
Trustees remuneration	-	-
Depreciation of owned fixed assets	33	44
	<u>33</u>	<u>44</u>

## BYFLEET VILLAGE HALL

### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 MARCH 2024

##### 3. PARTICULARS OF EMPLOYEES

The aggregate payroll costs of the above were:

	2024	2023
	£	£
Wages and salaries (contract)	18,768	15,881
Social security costs	-	-
	<u>18,768</u>	<u>15,881</u>

##### 4. TANGIBLE FIXED ASSETS

	Equipment
COST	
At 1 April 2023	7,423
Additions	-
At 31 March 2024	<u>7,423</u>

##### DEPRECIATION

At 1 April 2023	7,291
Charge for the year	33
At 31 March 2024	<u>7,324</u>

##### NET BOOK VALUE

At 31 March 2024	<u>99</u>
At 31 March 2023	<u>132</u>

##### 5. PREPAYMENTS

Insurance	<u>1,263</u>	<u>1,268</u>
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##### 6. CREDITORS FALLING DUE WITHIN ONE YEAR

Accruals	<u>-</u>	<u>-</u>
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