

## **Buckfastleigh Town Hall Chair/Trustee's Report**

**For the year ended 31.03.23**

### **Annual General Meeting**

#### **Constitution**

The Charity is constituted under a trust deed dated 13th June 1952 registered by the Charity Commission on 22nd December 1961. Its charitable objects are "for a Town Hall, Institute, Technical School, Free Library for the use of inhabitants of Buckfastleigh and the neighbourhood or such other purpose..... as might be agreed upon by (the Trustee)."

#### **Trustees**

Buckfastleigh Town Council is the sole Trustee.

The Trust is administered by the Acting Secretary to the Trust: -

Mrs Clair S. Stevens  
Town Hall  
Bossell Road  
Buckfastleigh  
Devon  
TQ11 0DD

#### **Chair's Update**

Firstly I want to start by congratulating the staff team at the Town Hall and Town Council for again pulling together to support each other through some of the challenges we have faced in this period, mostly involving the repairs to the roof and the resulting events from the fraud perpetrated by the contractor and the ongoing contact with Trading Standards.

We only have a small staff team so it is essential that they are able to navigate their stressors and also celebrate their successes together.

In January 2025 the educational provision that had been hiring spaces from us ended their relationship with us due to their own operational reasons.

We acted as a Polling Station for the General Election and then again for the County elections.

We were hired as a wedding venue in June 2024, using the downstairs kitchen and the main hall which Clair made look lovely for the happy couple.

We saw the return of Mid Devon Cycling Club meetings and various performances and choir rehearsals kept Town Hall busy.

As usual the W.I. Christmas Fair took place in November 2024 with rooms 2 and 3 and the big kitchen proving perfect for sellers and volunteers to sell their wares and raise funds.

In November 2025 we hosted the 'Wintertide' event which filled the Town hall to capacity and brought a lot of new people into the building and made sure that our building is essential for this extremely popular event to be successful. I know that the organisers of Wintertide needed a lot of time and access to dress the hall and their feedback was very positive about how Clair assisted with this so it could go smoothly.



Later in the year the Social Supermarket relocated from the football club to the town hall and were very grateful that we identified some additional storage space for them. The Social Supermarket has been very necessary to many of our residents. They can access cheap, fresh foods and other items whilst also enjoying a warm social space to chat together and access a number of other support services that are made available to them.

It is essential that community spaces like our town hall remain affordable to those running services that directly benefit the community as well those who wish to hire rooms for private events or their fitness businesses.

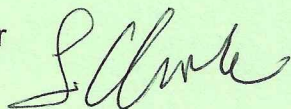
In this period we did have some concerns about the impact of MIC opening and inviting organisations to hire spaces in competition with us but, in fact the income from lettings remained stable, including the Town Council and Library rent (TC rent £8000/Library £4452).

Trustees, continued to have conversations about new ways to attract lettings and maximise income especially in light of the work that is required to the building.

**Statement approved at the Buckfastleigh Town Hall & Institute Annual General Meeting held on:**

**Date:** 16-12-25

Chair



Deputy Chair





# **BUCKFASTLEIGH TOWN HALL & INSTITUTE**

(Registered Charity No: 200623)

## **Income & Expenditure Account for the year ended 31st March 2025**

	<b>2023/2024</b>	<b>2024/2025</b>
<b>Income</b>		
Lettings & Rents	30,369.60	30,890.40
Town Council Revenue Grant	17,220.00	18,000.00
Cinema	0	0
Other income	930.00	0
<b>Total Income</b>	<b>48,519.60</b>	<b>48,890.40</b>
<b>Revenue Expenditure</b>	<b>2023/24</b>	<b>2023/24</b>
Salaries & Wages	22,933.52	23,993.80
Gas & Electricity	16,306.40	8,662.48
Bank Fees	93.75	71.82
Cinema Costs	0	0
Insurance	2,447.83	2,242.65
Water Rates	328.00	956.00
Repairs & Maintenance	11,047.58	7,232.07
Printing & Stationery	1,337.09	779.15
IT, Software & Consumables	1,085.49	1,070.60
Telephone & Internet	873.68	935.75
Postage	0	0
Cleaning & Refuse	297.74	830.58
General Expenses	1,226.81	1,195.03
Subscriptions & Licences (Legal Expenses)	826.81	399.70
PAYE	89.21	279.09
Payroll costs	146.50	269.75
Pension payable	1,355.57	69.88
Staff Training	390.00	0
Advertising & Marketing	0	0
Audit & Accountancy Fees	120.00	126.00
Travel expenses	0	0
<b>Total Revenue Expenditure</b>	<b>64,745.57</b>	<b>49,125.15</b>

### **Town Council Capital Grants**

	<b>2023/24</b>	<b>2024/25</b>
	0	0
<b>Total</b>	<b>0</b>	<b>0</b>


### **Total Capital Expenditure from Earmarked Reserves including Capital Grants and Loans as detailed above**

	<b>2023/24</b>	<b>2024/25</b>
	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Assets retained for the Charity's Own Use**

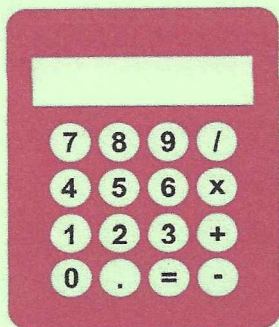
	<b>2023/24</b>	<b>2024/25</b>
Premises (Insurance Value)	2, 250,000	2, 250,000
Fixtures & Fittings	37,481.34	37,481.34
<b>Total</b>	<b>2, 288,481.34</b>	<b>2, 288,481.34</b>

Signed  (Chair of Buckfastleigh Town Hall & Institute)

Signed  (Acting Secretary to the Buckfastleigh Town Hall & Institute)

Date 16-12-25





## **Lee Accounting (SW) Limited**

**19b Golvers Hill Road, Kingsteignton  
Newton Abbot, Devon, TQ12 3BP**

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01626 324994    07828624717

### **Independent Examiner's Report to the Trustees of Buckfastleigh Town Hall and Institute**

I report on the accounts of the Charity for the year ended 31 March 2025, which are set out on pages...

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required by an audit, and consequently no opinion is given as to whether the accounts represent a "true and fair view" and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements

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- to keep accounting records in accordance with section 130 of the 2011 Act;  
and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hania Lee

Signed.....*Hania Lee*.....

Association of Chartered Certified Accountants

19b Golvers Hill Road  
Kingsteignton  
Newton Abbot  
Devon  
TQ12 3BP

Date.....14 November 2025.....