

**Foxton Village Hall**  
(Registered charity, number 205434)  
**Annual Report and Accounts**  
**for the year ended 31 December 2024**



**Contents**

Page 1	Trustees' annual report
Page 4	Independent examiner's report
Page 5	Receipts & payments account
Page 6	Statement of assets & liabilities
Page 7	Notes to the accounts

**Foxton Village Hall  
Trustees' Annual Report  
for the year ended 31 December 2024**

**Full name** Foxton Village Hall ("FVH")

**Other names by which the charity is known** Foxton Village Hall and Sports Pavilion,

**Registered charity number** 205434

**Principal address**

9 Hardman Road, Foxton, Cambridge, CB22 6RN

**Trustees**

The Trustees of the charity for the year 2024 were:

Walter Herriot OBE, Vice Chair (until 9 August 2024)

Timothy Dyke

Robert McComb

Cecilia Sleigh

Sheryl Williamson

Naomi Meese Grove (until 4 March 2024)

**Independent Examiner**

Howard Sargent, 2 Church View, Foxton, Cambridge, CB22 6AA

**Governance and Management**

The Charity is operated under the rules of its constitution adopted on 21 March 2000. Foxton Parish Council is the Custodian Trustee of the charity. The charity is managed by a Committee of Management, all of whom are Trustees of the charity. The Committee consists of up to 16 members as follows: six Elected Members, two Representative Members appointed by Foxton Parish Council, eight Representative Members appointed by specified local organisations. As at 31 December 2024 all members were Elected Members.

Elected Members are elected or re-elected at the Annual General Meeting usually held in May of each year.

**Objectives and Activities**

The object of the Charity is the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Foxton without distinction of political, religious, or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time.

The Charity works closely with Foxton Recreation Ground Trust (RGT) who are the building owners and landlords to FVH. This relationship is governed by a Lease dated 2003 and Management and Maintenance Agreements between the parties specifying the terms under which FVH operates room hire and the responsibilities for FVH and RGT.

### **Public Benefit Statement**

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

### **Summary of the Main Activities Undertaken for the Public Benefit**

The main activities at Foxton Village Hall fall into four groups. Firstly, the hall is used by Foxton Village School and Foxton Preschool during the day in term time, whilst other groups use the other rooms. In 2024 the school accounts for 30% of the building's usage.

The Pavilion is used by the Foxton football and cricket teams in season. Rooms are also used for badminton, yoga, fitness classes, street dancing, preschool dance, martial arts and zumba.

The third group of users run regular events held at the hall from fitness and health to community groups and dance. The events are aimed at all age groups. Events include Foxton Singers, Puppy Play, WI, U3A, Over 60s groups, camera club and band practice.

The final group comprises all other social events. This includes children's and adult's parties, social evenings, funerals, and wedding receptions. In addition village hall rooms are used as a Polling Station and for medical purposes such as blood donation and vaccination clinics.

### **Summary of the Main Achievements During the Period**

Following the organisational changes in 2023, the Trustees reviewed the role of Foxton Village Hall in the local community. The Trustees established the objective that the village hall and sports pavilion should be a venue of choice for the inhabitants of Foxton.

The village hall first opened in 2002 and has been used regularly by the school and the local community for almost 25 years. Despite its potential, it has experienced prolonged underinvestment, requiring substantial investment to align with current hirer expectations and regulatory requirements. The Trustees embarked on a comprehensive building improvement programme making sure it meets both hirer satisfaction standards and health and safety requirements.

The improvement work included:

- Commissioning a Fire Risk Assessment and implementing the recommendations including changes to signage, emergency lighting and storage of flammable materials;
- Ensuring all electrical equipment is PAT tested and removal of any equipment that did not pass testing;
- Increased cleaning throughout the building which we will continue in the future;



- Redecoration of large areas of the building. Further redecoration is an ongoing requirement;
- Installation of a baby changing unit (small children are major users of the village hall);
- New crockery, cutlery and glassware for both kitchens to replace the mismatched items;
- New carpets throughout the building. The old carpets were stained and rather tired looking;
- New upcycled chairs in the Lounge. The previous chairs were marked and frayed and in need of replacement;
- A new fridge freezer in the sports pavilion;
- The heating system serving the village hall and the school was at the end of its useful life and so was replaced. RGT, the landlord, paid for this improvement.

These improvements resulted in a loss of £5,754 for 2024. They were financed out of reserves.

In 2024 our hiring level increased by 46% from 2023. Over the year there were 93 hirers of the village hall, of which 36 were regular recurring hirers. There were 19 parties held in the village hall, reflecting its increased popularity as a venue.

During 2024 we reviewed our charging rates for hiring the rooms which were last increased in 2022. In October 2024 we increased the rates. This was structured to protect, as far as possible, the local and regular hirers, taking note of the primary focus of our charitable objectives. We have received no negative comments about the increase.

We have also continued to benefit from the support of our Maintenance and Cleaning Team staff, Eddie Done, Tony New and Natalie Howard who work hard to keep the facilities in good condition for hirers and rectify any issues which may arise. They have played a key role in meeting the new improved standards of cleaning and maintenance.

### **The Charity's Policy on Reserves**

The Charity's policy on reserves is to hold a minimum level of reserves of £60,000. The reserves policy is reviewed annually.

Signed on behalf of the charity's trustees:

Signed

Timothy Dyke, Trustee

Date 31.3.25

**Independent examiner's report to the trustees of  
Foxton Village Hall for the year ended  
31 December 2024**

I report to the trustees on my examination of the accounts of Foxton Village Hall (the charity) for the year ended 31 December 2024.

**Responsibilities and basis of report**

As the trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed  Date 31.3.25  
Howard Sargent

2 Church View  
Foxton  
Cambridge  
CB22 6AA

## Receipts & payments account for the year ended 31 December 2024

Income & Expenditure			
Year		2024	2023
<b>INCOME</b>			
Hirers		£33,207	£22,629
Grants		£3,339	
School (CCC)		£14,997	£12,622
		£51,543	£35,251
Interest Income		£1,992	£2,035
<b>TOTAL INCOME</b>		<b>£53,534</b>	<b>£37,285</b>
<b>EXPENDITURE</b>			
Utilities	Gas	-£13,251	-£5,247
	Electricity	-£4,950	-£11,620
	Internet	-£832	-£333
	Phone	-£59	-£1
	Water	£214	-£377
	Waste Water	-£48	£36
	Refuse Disposal	-£1,099	-£1,287
		-£20,023	-£18,829
Maintenance	Boiler	£0	-£323
	Premises	-£591	-£297
	Electric	-£396	-£54
	Plumbing	£0	-£74
	Fire	-£321	-£156
	Alarm	-£363	-£332
	Sundry Maintenance	-£1,331	-£254
	Windows	-£190	-£160
	Redecoration	-£1,330	-£928
		-£4,522	-£2,578
Other	Insurance	-£601	-£570
	Cleaning Materials	-£1,369	-£1,117
	Licences & Membership Fees	-£516	-£514
	IT & Software costs	-£606	-£696
	Admin	£0	-£331
	Bank Charges	-£198	-£60
	Large Equipment	-£12,014	
	Small Equipment	-£885	-£938
	Sundry	-£117	
	Suspense	£0	
		-£16,307	-£4,227
Payroll	Staff	-£17,953	-£10,106
	Payroll costs	-£483	-£125
		-£18,436	-£10,231
<b>TOTAL EXPENDITURE</b>		<b>-£59,288</b>	<b>-£35,865</b>
<b>NET INCOME/(DEFICIT)</b>		<b>-£5,754</b>	<b>£1,421</b>

## Statement of assets and liabilities at 31 December 2024

### Statement of Assets and Liabilities

		General Fund	Reserve Fund	Total
<b>Assets</b>				
Opening Balance as at	01 Jan 2024	£24,558	£60,000	£84,558
Transfers		£0	£0	£0
Surplus/(Deficit) for year		-£5,754		-£5,754
Closing Balance as at	31 Dec 2024	£18,804	£60,000	£78,804

**Liabilities** Nil

### Assets are represented by:

		CAF	CAF Gold	Redwood	Cash	Total
Cash and Bank Balances						
Opening Balance as at	01 Jan 2024	11,166	0	72,792	600	84,558
Movement in year		-6,119	53,484	-52,519	-600	-5,754
Closing Balance as at	31 Dec 2024	5,047	53,484	20,273	0	78,804

These financial statements are accepted on behalf of the charity by:

Signed  Dated 31.3.25  
Robert McComb, Treasurer

## **Notes to the accounts for the year ended 31 December 2024**

### **1. Receipts & payments accounts**

The accounts are prepared on a receipts and payments basis under section 1.3 of the Charities Commission guidelines on Charity Reporting and Accounting as the revenue falls below £250,000. The Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period.

### **2. Premises & staff**

The premises are currently owned by the registered charity, Recreation Ground, Foxton. Foxton Parish Council is the Trustee of the charity. As at 31 December 2024 Foxton Village Hall employed 4 staff (2023 – 3).

### **3. Trustees' remuneration**

Trustees received no remuneration or benefits in this period.