

# EAST LEAKE VILLAGE HALL

England & Wales · Charity number 217061

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1963-07-12

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Village Hall  
47 Main Street  
East Leake  
Loughborough  
Leicestershire  
LE12 6PF

**Phone** 07702694819

**Email** [secretary@elvh.co.uk](mailto:secretary@elvh.co.uk)

## Activities

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**Objects:** THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF EAST LEAKE AND THE IMMEDIATE VICINITY WITHOUT DISTINCTION OF POLITICAL RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR MEETINGS, LECTURES, AND CLASSES, AND FOR OTHER FORMS OF RECREATION AND LEISURE TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

**Activities:** Maintenance of village hall as a community asset available for hire for a variety of functions

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF EAST LEAKE AND THE IMMEDIATE VICINITY.
- Leicestershire
- Nottinghamshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£50,902	£47,508	-	-
2024-12-31	£45,290	£55,006	-	-
2023-12-31	£27,244	£19,746	-	-
2022-12-31	£17,156	£17,734	-	-
2021-12-31	£20,746	£30,942	-	-
2020-12-31	£5,042	£9,920	-	-

## Trustees

Name	Role	Appointed
Adele Lapworth		2026-03-11
David Arthur		2026-03-11
Dr Belinda Ferguson		2026-03-11
Jacqueline Owen		2023-03-15
Karen Blatherwick		2026-03-11
Katie Baum		2026-03-11
Laura Phipps		2026-03-11
Michael Park		2023-04-10
Michael Sharpe		2023-03-15
Pamela Lewis		2026-03-11
Sharon Wood		2024-04-10

**EAST LEAKE VILLAGE HALL**

England & Wales - Charity number 217061

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# Accounts

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# EAST LEAKE VILLGE HALL TRUSTEE ANNUAL REPORT

Charity Name	East Leake Village Hall
Charity Address	45 Main Street, East Leake, LE12 6PF
Charity Number	217061

## Trustees Annual Report for the period 1<sup>st</sup> January to 31<sup>st</sup> December 2025

### Charity Trustees or Committee Members

Name	Office	Dates acted if not for the whole year
Mike Sharpe	Chair (Trustee)	
Jacqueline Owen	Secretary (Trustee)	
Robert Glen		
Dave Vickers		March to July 2025
Mike Park	Trustee	
Sarah Kennedy	Trustee	January to March 2025
Mair Hewitt	Trustee	January to March 2025
Pamela Lewis		March to December 2025
Sharon Wood	Trustee	
Katie Baum		March to December 2025
Chris Garbett	Trustee	Jan to March 2025
Greg Blakeman	Member	November 25 onwards

### Custodian Trustees

East Leake Parish Council, 47 Main Street, East Leake LE12 6PF  
 Holders of the asset known as East Leake Village Hall which consists of a large main hall with stage, kitchen/store room and small meeting room, car parking space and rear garden

### Honorary Members

Graeme Wappett	Treasurer (Honorary)	
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### Description of the charity

Type of Governing Document	Constitution dated 1981
How the Charity is constructed	A minimum of 5 and a maximum of 7 Parish Representatives and 4 user group representatives in line with the Constitution. The Parish Councillors advise on the appointment of Parish Representatives. User groups representatives are subject to voting if more than 4 user groups apply. An annual application form is sent to all user groups prior to the Annual General Meeting.
Trustee Selection method	Decision within the formed committee. Not all committee members are currently trustees. From March 2025 only four members are Trustees
Summary of the objects of the charity set out in its governing document	Management of the Village Hall

<p>Summary of the main activities in relation to these objectives</p>	<p>Ensuring the Village Hall is well maintained and hired out to regular user groups, individuals for private functions and community groups providing services to the residents of East Leake. To ensure the Village Hall provides a range of social, recreational, educational and leisure opportunities at reasonable cost</p>
<p>Summary of the main achievements of the Charity during the year 2025</p>	<p>Of prime importance was continuing with the routine maintenance work to the hall ensuring it remains safe and functional for all users.</p> <p>A new roof was completed to the 1980s additions to the building. This included removing the original 1980s glass foyer roof and replacing this with a full roof, to better insulate the foyer entrance and reduce the amount of heat lost through old glass. The interior of the foyer roof was insulated, plaster boarded out, plastered and the entire entrance foyer was redecorated. The committee were grateful to East Leake Parish Council for funding the bulk of the cost of this, along with British Gypsum (£5k) and village fundraising (£2k)</p> <p>A small team of committee members continued to fundraise, indeed increasing the number of fundraising events that took place, including starting a Food and Drink Market, Childrens special event, such as a Halloween Party and a Christmas Craft Workshop, Table Top Sale and 2 quiz nights.</p> <p>Once again, we were supported by ELAPS, in helping us run a Music Extravaganza evening.</p> <p>We increased our cleaning contract to include annual high-level cleaning, annual stripping back of the floor, three monthly deep cleans of toilets and carpeted areas of the hall</p> <p>The number of Sunday birthday parties and other events is increasing.</p> <p>We have seen several new groups start to hire the hall, in particular the small meeting room, which is now regularly used by a small Quilt Group for three sessions each month.</p> <p>We have continued to support the East Leake Community Advice Hub by providing the hall without charge once per month.</p> <p>Health and Safety Risk Assessments were completed by professional service suppliers looking specifically at Legionella Risk. As a result of this assessment work was undertaken to mitigate risk, and put in place systems for managing the ongoing risk of legionella this included putting in place a folder containing record sheets for hot and cold water temperatures, a policy/procedure document, identifying an individual to take the lead in managing legionella processes and information on how to carry out the checks as well as decommissioning the hot water tank in the loft space above the kitchen and putting in a new electric hot water heater under the sink which is fed from mains water. The existing water tank was drained and decommissioned. The hot water systems to the wash basins in all toilets was changed from tank fed to mains fed with hot water heaters, one situated under the sink in the mens toilets and one under the sink in the ladies, which also supplies the disabled toilet taps.</p> <p>Further work is planned for January 2026, which is to decommission the cold-water header tank feed to the toilets and change this to mains cold water flush system. This then completes the remedial work highlighted in the Legionella risk assessment</p>

	<p>Following several blockages to the drains at the front of our hall, work was completed to repair the drain and insert a liner. This along with the changes to the water supply to the toilets seems to have improved flushing and drainage and at the close of the year no issues were noted.</p> <p>A nappy bin was ordered for the disabled toilet facilities for the use of our baby groups.</p>
<b>Governance</b>	<p>The committee have continued to work hard at implementing all necessary policies and procedures required to ensure the safe operation of the hall as a community facility. The next step in this process is to have a review process in place for all policies and procedures.</p>
<b>Policy on Financial Reserves</b>	<p>This remains in place and subject to regular review. It is embedded within the overall financial policy</p>
<b>Details of any funds materially in deficit</b>	<p>None</p>
<b>Review of financial details</b>	<p>The main source of income is derived from hire charges in letting the hall to regular users, private individuals</p> <p>Fundraising is now carried out on a regular basis with set events happening throughout the year.</p> <p>Grant funding is applied for as and when required</p> <p>The hall received financial support from East Leake Parish Council who paid most of the money for a new roof for the 1980s extension of the hall, the remainder of the financing came from British Gypsum and donations from villagers. The committee are indebted and grateful to these groups and individuals</p>
<b>Engagement with other organisations</b>	<p>The Charity maintains links with the East Leake Parish Council as two Parish Councillors were Trustees at the beginning of the year, losing one at the AGM.</p> <p>The Charity continues to be an active member of the Rural Communities Action Nottinghamshire (RCAN) attending regular meetings</p>
<b>Future Plans</b>	<p>To continue fund raising via grants and events to:</p> <ul style="list-style-type: none"> <li>To install a new kitchen</li> <li>To repair the drains at the rear of the hall</li> <li>Toilet flush system to be changed to mains water and tanks decommissioned</li> <li>Carry out a Health and Safety audit, using HSE toolkits</li> <li>To replace the existing boiler and radiators with a more modern and cost effective system</li> <li>To insulate the 1935 roof space</li> <li>To upgrade the existing toilets</li> <li>To completely redecorate the hall</li> </ul>

The Trustees declare that they have approved the trustee's report above

Signed on behalf of the Charity Trustees

Signature:



Name

Jacqueline Owen

Role

Trustee + Secretary

Dated:

7<sup>th</sup> May 2026

Signature:



Name

LAURA PHIPPS

Role

TRUSTEE

Dated:

7/5/2026



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
East Leake Village Hall

On accounts for the year ended

2025 Charity no (if any) 21706

Set out on pages

Two

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 12 2025

Responsibilities and basis of report

As the charity's trustees, 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 Trust'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.

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: [Signature]

Date: 28th April 2026

Name: S Fordyce

Relevant professional qualification(s) or body (if any):

Not Applicable – Charity gross income is below £250,000

Address:



17 Towson Field,  
East Leake  
LE12 6RY

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NA

**EAST LEAKE VILLAGE HALL  
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2025**

<b>2024</b>	<b>RECEIPTS</b>	Notes	<b>2025</b>	<b>2024</b>	<b>PAYMENTS</b>	Notes	<b>2025</b>		
25,202	LETTINGS: CONTRACT		28,471	12,570	CLEANING		13,915		
1,341	CASUAL		3,085		LICENCES	1	436		
97	BANK INTEREST		17	4,873	GAS AND ELECTRIC		5,195		
10,370	GRANTS & DONATIONS		7,628	42	RATES		128		
8,280	SUNDRY INCOME	2	11,722	1,260	WATER AND SEWERAGE		1,249		
				1,431	INSURANCE		1,632		
				29,787	REPAIRS & MAINTENANCE	3	18,338		
				238	BROADBAND	4	475		
				4,504	SUNDRY PURCHASES		4,747		
				300	DEPOSIT RETURNS		470		
					WASTE DISPOSAL & HYGIENE	5	925		
				55,006	TOTAL PAYMENTS		47,508		
				-9,716	EXCESS INCOME OVER EXPENDITURE		3,394		
45,290	TOTALS		50,902	45,290	TOTALS		50,902		
<b>BALANCE SHEET AT 31ST DECEMBER 2025</b>									
<b>2024</b>	<b>ASSETS</b>		<b>2025</b>	<b>2024</b>	<b>REPRESENTED BY</b>		<b>2025</b>		
9,692	CURRENT ACCOUNT		13,018	23,296	SURPLUS BROUGHT FORWARD		13,560		
1,635	DEPOSIT ACCOUNT		1,651	-9,716	EXCESS RECEIPTS/PAYMENTS		3,394		
2,253	PETTY CASH		2,305	13,580			16,974		
13,580	TOTAL ASSETS		16,974						
					<b>GRAEME WAPPETT</b>				
									
					<b>Hon. Treasurer</b>				
					28/04/2026				
					<b>STEVE FORDYCE</b>				
									
					<b>Independent Examiner</b>				
					28/04/26				

**NOTES FORMING PART OF THE ACCOUNTS**

Note No.	Comments						
1	2024 Licence paid In 2025						
2	Fund Raising Events						
3	Electrical Repairs	2887					
	Plumbing Repairs	5289					
	Structural Repairs	6081					
	Other Repairs	252					
	General Maint	3830					
4	Broadband higher as Intro Offer Ended						
5	Waste Disposal & Hygiene was previously part of In Maint - now separate line item						

**EAST LEAKE VILLAGE HALL**

England & Wales - Charity number 217061

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# Accounts

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## EAST LEAKE VILLGE HALL TRUSTEE ANNUAL REPORT

Charity Name	East Leake Village Hall
Charity Address	45 Main Street, East Leake, LE12 6PF
Charity Number	217061

Trustees Annual Report for the period 1<sup>st</sup> January to 31<sup>st</sup> December 2024

### Charity Trustees

Name	Office	Dates acted if not for the whole year
Keith Benedict	Chair	
Jacqueline Owen	Secretary	
Mike Sharp		
Chris Garbett		
Mike Park		
Sarah Kennedy		
Mair Hewitt		

### Custodian Trustees

East Leake Parish Council, 47 Main Street, East Leake LE12 6PF  
 Holders of the asset known as East Leake Village Hall which consists of a large main hall with stage, kitchen/store room and small meeting room, car parking space and rear garden

### Description of the charity

Type of Governing Document	Constitution dated 1981
How the Charity is constructed	5 Parish Representatives and 4 user group representatives in line with the Constitution. The Parish Councillors advise on the appointment of Parish Representatives. User groups representatives is subject to voting if more than 4 user groups apply. An annual application form is sent to all user groups prior to the Annual General Meeting.
Trustee Selection method	Decision within the formed committee. Not all committee members are currently trustees. 7 members are Trustees
Summary of the objects of the charity set out in its governing document	Management of the Village Hall
Summary of the main activities in relation to these objectives	Ensuring the Village Hall is well maintained and hired out to regular user groups, individuals for private functions and community groups providing services to the residents of East Leake. To ensure the Village Hall provides a range of social, recreational, educational and leisure opportunities at reasonable cost

<p>Summary of the main achievements of the Charity during the year 2024</p>	<p>Rewiring of the hall to ensure compliant with electrical regulations.  <b>Fitting of LED lighting throughout</b>  Replacement Emergency Lighting system  Repairs to key areas including rear porch and crack to wall in meeting room  Grant to support utility bills £5000  Grants to support LED and electrical work via UK Shared Prosperity Fund  Increasing awareness of the hall in the local community by utilising Social Media and local newsletter publications  An increase in fundraising including local fundraising groups focusing on the hall to enable much of the repair work to be undertaken  Completion of a professional fire risk assessment  Removal of a large birds nest in the loft space following a bat survey. The nest was considered a potential fire risk. Netting applied to prevent bird access in the future  <b>Increased use of the hall, particularly at weekends for birthday parties, evening events and artisan and second hand markets.</b></p>
<p>Governance</p>	<p>The committee have continued to work hard at implementing all necessary policies and procedures required to ensure the safe operation of the hall as a community facility</p> <p>Plans have been made to ensure that there is a robust maintenance plan in place along with plans for future professional risk assessments to be carried out in 2025</p> <p>Following a change in Treasurers the Charity found itself locked out of their Santander Bank Account, a serious incident report was logged with the Charity Commission and eventually closed some six months later when Santander enabled the Charity to regain access to the bank account. Trustee loans covered any necessary expense in the intervening period</p> <p>A survey was carried out by Rural Communities Action Nottinghamshire (RCAN) to obtain the view of user groups and residents of the village on the function of the village hall</p>
<p>Policy on Financial Reserves</p>	<p>Such a policy did not exist previously, this is now in place with a reserve set of a minimum of three months outgoing costs equivalent. The hall has two bank accounts, deposit and savings.</p>
<p>Details of any funds materially in deficit</p>	<p>None</p>
<p>Review of financial details</p>	<p>The main source of income is derived from hire charges in letting the hall to regular users, private individuals  Fundraising is now carried out on a regular basis with set events happening throughout the year.  Grant funding is applied for as and when</p>
<p>Engagement with other organisations</p>	<p>The Charity maintains links with the East Leake Parish Council as two Parish Councillors are Trustees and committee members</p>

	The Charity is an active member of the Rural Communities Action Nottinghamshire (RCAN) attending regular meetings
Future Plans	<p>To continue fund raising to:</p> <p>Replace the 1980's leaking roof</p> <p>To have a Legionella Risk Assessment</p> <p>To have an Asbestos Risk Assessment</p> <p>To replace the boxing over radiator pipes in the main hall</p> <p>To have a new kitchen</p> <p>To increase the number of Parish Representatives</p> <p>To continue fundraising and increasing the profile of the village hall in the local community</p>

The Trustees declare that they have approved the trustee's report above

Signed on behalf of the Charity Trustees

Signature:

Name: Mike Sharpe Chairman ELVH Management Committee

Dated:

**EAST LEAKE VILLAGE HALL  
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2024**

2023		RECEIPTS	Notes	2024	2023	PAYMENTS		Notes	2024
24341		LETTINGS: CONTRACT		25202	2058	CLEANERS WAGES		1	12570
2903		CASUAL		1341	10211	CLEANING		2	0
61		BANK INTEREST		97	266	LICENCES			0
27098		GRANTS & DONATIONS		10370	4473	GAS AND ELECTRIC			4873
1614		SUNDRY INCOME		8280	40	RATES			42
					1303	WATER AND SEWERAGE			1260
					1227	INSURANCE			1431
					168	REPAIRS & MAINTENANCE		3	29787
					20060	BROADBAND			238
					39806	SUNDRY PURCHASES			4504
						DEPOSIT RETURNS			300
56017		EXCESS PAYMENTS/RECEIPTS			16211	EXCESS RECEIPTS/PAYMENTS			-9716
56017				45290	56017				45290
<b>ASSETS</b>				<b>BALANCE SHEET AS AT 31ST DECEMBER 2022</b>					
2023		CURRENT ACCOUNT		2024	2023	<b>REPRESENTED BY</b>			2024
8406		DEPOSIT ACCOUNT		9692	7084	SURPLUS BROUGHT FORWARD			23296
14862		PETTY CASH		2253	16211	EXCESS RECEIPTS/PAYMENTS			-9716
27		TOTAL ASSETS		13580	23295				13580
						Graeme Wappett			Hon. Treasurer
						Steve Fordyce			Independent Examiner

*S.P.*





**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Charity Name: EAST LEAKE VILLAGE HALL

**On accounts for the year ended**

2024

**Charity no  
(if any)**

217061

**Set out on pages**

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended .

**Responsibilities and basis of report**

As the charity's trustees, 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 Trust'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

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:**

21/10/25

**Name:**

S FORDYCE

**Relevant professional qualification(s) or body (if any):**

N/A

**Address:**

17 TOWSON FIELD

EAST LEAKE

LE12 6RY

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**EAST LEAKE VILLAGE HALL**

England & Wales - Charity number 217061

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# Accounts

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<b>EAST LEAKE VILLAGE HALL</b>									
<b>RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2023</b>									
<b>2022</b>	<b>RECEIPTS</b>	<b>Notes</b>	<b>2023</b>	<b>2022</b>	<b>PAYMENTS</b>	<b>Notes</b>	<b>2023</b>		
15715	LETTINGS: CONTRACT		24341	7134	CLEANERS WAGES	3	2058		
1395	CASUAL		2903		CLEANING	4	10211		
				132	LICENCES		266		
6	BANK INTEREST		61						
				4724	GAS AND ELECTRIC		4473		
	GRANTS & DONATIONS	1	27098						
				76	RATES		40		
40	SUNDRY INCOME	2	1614						
				540	WATER AND SEWERAGE		1303		
				836	INSURANCE		1227		
				48	SUNDRY PURCHASES		168		
				4244	REPAIRS AND MAINTENANCE	5	20060		
				17734			39806		
17156			56017						
578	EXCESS PAYMENTS/RECEIPTS				EXCESS RECEIPTS/PAYMENTS		16211		
17734			56017	17734			56017		
<b>BALANCE SHEET AS AT 31ST DECEMBER 2022</b>									
<b>2022</b>	<b>ASSETS</b>		<b>2023</b>	<b>2022</b>	<b>REPRESENTED BY</b>		<b>2023</b>		
1824	CURRENT ACCOUNT		8406						
4802	DEPOSIT ACCOUNT		14862	7662	SURPLUS BROUGHT FORWARD		7084		
458	PETTY CASH		27	-578	EXCESS RECEIPTS/PAYMENTS		16211		
7084	TOTAL ASSETS		23295	7084			23295		
					Kevin Shaw		Hon. Treasurer		
							Independent Examiner		





