

# TRUSTEES ANNUAL REPORT AND FINANCIAL REPORT

of

## BODLE STREET GREEN VILLAGE HALL TRUST FUND Charity Registration Number: 227875

For the year ended 31<sup>st</sup> DECEMBER 2023

### CONTENTS

	Page
Trustees Annual Report	2 - 3
Summary of financial receipts and payments	5
Statement of assets and liabilities (receipts & payments)	6
Notes to the Accounts	7 - 8
Report of the Independent Examiner	9



Website:

[bodlestreetvillagegreenhall.org](http://bodlestreetvillagegreenhall.org)

Bodle Street Green Village Hall  
The Causeway,  
Bodle Street Green  
Herstmonceux, East Sussex BN27 4UB

*Independent Examiner:* Mr. Philip Hale, The Old Stores, Bodle Street Green, BN27 4RA

*Bankers:* CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

# BODLE STREET GREEN VILLAGE HALL TRUST

## TRUSTEES ANNUAL REPORT for 2023

**Background History:** The Bodle Street Green Village Hall Trust was established by Trust Deed on 19<sup>th</sup> December 1923 and registered as a charity under number 227875 on 30<sup>th</sup> January 1964.

### Our aims and purposes as a charity:

The Hall Management Committee has the responsibility for fulfilling the main objects of the Trust, as laid out in the Trust Deed, which are to hold the Village Hall and any associated buildings and land for the enjoyment, use and occupation of the inhabitants of the Ecclesiastical Parish of Bodle Street Green irrespective of creed or religious sect for all purposes of instruction, amusement, recreation and social life.

### What we planned to do to achieve our charitable objectives:

When planning our activities for the year, the Hall Management Committee have considered the Charity Commission's guidance on public benefit. In particular, we try to enable residents in the parish and surrounding areas to live out their lives to the full through:

- Providing facilities and activities for people with disabilities.
- Providing community facilities, including broadband, for Parish Council, Parochial Church Council, and a wide range of local societies and individuals.
- Encouraging physical well-being with classes for Pilates, Yoga, short mat bowls, folk dancing and Irish dancing.
- Enhancing local cohesion through the provision of films, stage shows and other entertainment
- Providing reception and catering facilities for a wide range of local users.

### What we have achieved and how we affected beneficiaries' lives:

During 2023, the usage of the Hall continued to show a welcome return to pre-pandemic levels. Local societies and groups, once again, held regular meetings and communal events were well supported.

'The Tuesday Group' normally meet on the second Tuesday of each Month. The Bodle Street Green Gardening Club had a full programme of events including the Annual Flower Show in August. The Villages Lunches Club on the third Monday of each month throughout the year. The Herstmonceux Folk Dancers met every Wednesday evening and Short Mat Bowls met on Wednesday afternoons.

Two separate Pilates Groups held regular sessions on Wednesday and Thursday mornings and a Yoga session was held on Tuesday mornings. A Dog Training Group continued to meet regularly at the Hall using the Green whenever possible. Irish dance classes were held regularly on Thursday evenings. There were regular private hirings for wedding receptions, funeral wakes, birthday parties and other one-off events.

Warbleton Parish Council used the Hall to hold Council and planning meetings using the Hall facilities. The Parish Council through its CIL funds provided two picnic benches for use on the Terrace. Bodle Street PCC held its APCM in May and also organised a very successful Village Fayre in July. On 30<sup>th</sup> April 2023, St. John's Church celebrated a 100 years since it was rebuilt. Following a Service with The Bishop of Lewes, a celebration lunch was held in the Hall. A lunch was also held in the Hall after the Harvest Festival Church Service in September and refreshments after the Carol Service on 24<sup>th</sup> December.

During the year, the Village Hall Committee organised a programme of events:

28 <sup>th</sup> January 2023	Soup Kitchen in aid of DEC Appeal for Turkey & Syria
25 <sup>th</sup> February 2023	Race Night
25 <sup>th</sup> March 2023	Quiz Night with a Royal Theme
7 <sup>th</sup> May 2023	Bring & Share Lunch to celebrate the Coronation of King Charles III
12 <sup>th</sup> May 2023	Village Hall AGM
15 <sup>th</sup> July 2023	Boot Fair
30 <sup>th</sup> September 2023	Jumble Sale
21 <sup>st</sup> October 2023	Anniversary Events to mark 110 years of the Village Hall Trust
8/9 <sup>th</sup> December 2023	Pantostein – 3 performances

With the exception of the AGM, all these events made contributions to the Village Hall funds.

**New Web-site.** During the year, the Committee agreed to establish a new web-site for the Hall which is now up and running at [www.bodlestreetgreenvillagehall.org](http://www.bodlestreetgreenvillagehall.org). The committee is grateful to all those who worked to establish the new site.

### Major Donations & Legacy.

Following a decision to discontinue a local magazine called 'The Bodle' the publishers generously donated the surplus funds of £1,436.34 to the Village Hall Trust. On 23<sup>rd</sup> April 2023, the Federation of British Historic Vehicles Club held

an event at the Hall following which a donation of £900.00 was received by the Trust. The committee gratefully acknowledge these major donations.

In December 2023, the Trust received a legacy of £25,000.00 from the Estate of the late Ernest Beale. Ernie and his family had, for many years, acted as Hall Caretakers both for the old and new Halls and he will be remembered as a well liked members of the Village community.

**Charitable Donation:** The Trust made a donation of £2,735 to the DEC Appeal for Trurkey & Syria

#### **Financial Review:**

The full accounts are detailed on pages 6 - 9 of this report. Income from Hiring Charges have shown a healthy increase to £11,883.00 (£9,602.00 in 2022). Donations totaled £5,775.00 (£360.00 in 2022) together with grants of £1,374.00 from Warbleton Parish Council which include £474.00 to cover 50% of the cost of a new water boiler in 2022. Interest on Bank funds totaled £248.00. Events held in the year produced a net income of £4,263.00 (£2,629.00 in 2022). Major donations a legacy are detailed above.

Costs associated with the day-to-day running of the Hall and Green reflect the increased usage and totaled £10,303.00 (£9,810.00 in 2022). During 2023, the ride-on mower needed to be replaced at a cost of £2,049.00. Other costs being the purchase of new coffee pots and an additional sound system totaling £370.00. On-going maintenance costs came to £740.00 The insurance premium for the year was £1,185.00 (£1,097.00 in 2022) with £101.00 spent on professional charges.

Total income was £53,098.00 against expenditure of £21,450.00, giving an excess income over expenditure of £31,648.00. After deducting the legacy of £25,000.00, the net profit was £6,648.00

#### **Reserves Policy:**

It is Committee's policy to try and maintain a balance of unrestricted funds which equates to at least six months' unrestricted payments. This is equivalent to £7,000.00 which is held to smooth out fluctuations in cash flow. The Committee propose to establish a 'Designated Fund' using the legacy and major donations to cover any future plans to extend the Hall or its facilities.

#### **Trustees:**

The Freehold 'Holding' Trustees are Mr. B D Cooper, Mr. B D Gibson MBE, Mrs. Philippa Gentry and Mrs. Margaret Holt. Under the terms of the Trust Deed, a Committee is appointed annually to manage the Village Hall and committee members who have served at any time during the period covered by this report were: Charles Harding (Chairman), Geoff Holt (Secretary until 12<sup>th</sup> May 2023), Mary Williamson (Secretary from 12<sup>th</sup> May 2023), Bryan Gibson MBE (Treasurer), Joel Andrews (Vice Chairman from 12<sup>th</sup> May 2023), Julie Brown, Philippa Gentry, Flowie Georgiou, Lindsay Godwin (until 12<sup>th</sup> May 2023), Lesley Hamill (from 12<sup>th</sup> May 2023), Nicki Harris, Margaret Holt, Kim Lineham, Peter Love, Sue Ralph, Julia Smith (from 12<sup>th</sup> May 2023), Andrew Stredder & Mrs. Pauline Velten (until 12<sup>th</sup> May 2023). Mrs. Ros Billinghurst (Bookings Clerk) also attends committee meetings as an observer.

**Bankers:** The Bankers of the Trust are CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ.

**Location:** The address of the Hall is Bodle Street Green Village Hall, The Causeway, Bodle Street Green, Herstmonceux, BN27 4UB. The address for correspondence is Mr. Bryan Gibson MBE, Treasurer, "Formiles", 1 Nursery Lane, Herstmonceux, BN27 4TP.

The Trustees Annual Report was approved by the Hall Management Committee and signed on their behalf by Mr. Charles Harding, Committee Chairman.

---

Date: 18<sup>th</sup> April 2024

# Annual Financial Report

of

**BODLE STREET GREEN  
VILLAGE HALL TRUST FUND**  
Charity Registration Number: 227875

**For the year ended 31<sup>st</sup> DECEMBER 2023**

## CONTENTS

	<b>Page</b>
Summary of financial receipts and payments	6
Statement of assets and liabilities (receipts & payments)	7
Notes to the Accounts	8 - 9
Report of the Independent Examiner	10

**BODLE STREET GREEN VILLAGE HALL TRUST FUND**  
(Registered Charity No: 227875)

**Summary of Financial Receipts & Payments**

The financial effect of our activities during the year can be summarised as follows:

	<b>Unrestricted Funds</b>	<b>Total 2023</b>	<b>Total 2022</b>	
<b>Income from:</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Donations	5,775	5,775	360	
Charitable activities	20,112	20,112	14,001	
Gift Aid	589	589	0	
Interest	248	248	38	
Grants	1,374	1,374	1,150	
Legacy	25,000	25,000	0	
<b>Total Received</b>	<b>£53,098</b>	<b>£53,098</b>	<b>£15,549</b>	<b>Note 2</b>
<b>Expenditure on:</b>				
Cost of raising funds	18,189	18,189	12,351	
Charitable costs	841	841	5,458	<b>Note 6</b>
Capital expenditure	2,420	2,420	1,128	
<b>Total paid</b>	<b>£21,450</b>	<b>£21,450</b>	<b>£18,937</b>	<b>Note 3</b>
<i>Reconciliation of funds:</i>				
<b>Net Income or (net) expenditure</b>	<b>31,648</b>		<b>(3,388)</b>	<b>Note 6</b>
<b>Bank accounts at 1 January</b>	<b>£10,216</b>	<b>£10,216</b>	<b>£13,604</b>	
<b>Bank accounts at 31 December</b>	<b>£41,864</b>	<b>£41,864</b>	<b>£10,216</b>	

**BODLE STREET GREEN VILLAGE HALL TRUST FUND**  
(Registered Charity No: 227875)

**Statement of Assets and Liabilities** (Receipts and Payments presentation)

	General Fund 2023	General Fund 2022	Notes
	£	£	
<b>Assets</b>			
Bank current account	3,794	1,280	
Bank deposit account	38,025	8,839	
Petty Cash	45	97	
<b>Bank &amp; Deposit Accounts</b>	<b>£41,864</b>	<b>£10,216</b>	
<b>Debtors</b>	<b>0</b>	<b>0</b>	
<b>Land &amp; Buildings</b>			4
Hall at 31/12/22	160,060	162,994	
Add Extension Build	0	0	
Less Depreciation	2,934	2,934	
<b>Value at 31/12/23</b>	<b>£157,126</b>	<b>£160,060</b>	
<b>Fixtures &amp; Fittings</b>			
Value at 31/12/22	864	0	4
Add 2023, expend	2,419	1,128	
Less Depreciation	887	282	
<b>Value at 31/12/23</b>	<b>4,152</b>	<b>846</b>	
<b>Total Assets</b>	<b>£203,142</b>	<b>£171,122</b>	
<b>Liabilities</b>			
	0		7
<b>Total Liabilities</b>	<b>0</b>		
<b>Net Assets – 31/12/23</b>	<b>£203,142</b>	<b>£171,122</b>	

This Financial Report for the year ended 31<sup>st</sup> December 2023, including the notes following, was approved by the Village Hall Management Committee and signed on its behalf by Mr. Bryan D Gibson MBE, Treasurer.

---

Date: 18<sup>th</sup> April 2024

**BODLE STREET GREEN VILLAGE HALL TRUST FUND**  
(Registered Charity No: 227875)

**Notes to the Financial Report**

1. The financial statements of the Trust have been prepared in accordance with the Charities Act 2011 using the Receipts and Payments basis.

**2. Analysis of total received**

	<b>General Fund 2023</b>	<b>General Fund 2022</b>	<b>Notes</b>
	<b>£</b>	<b>£</b>	
Hiring Charges	11,883	9,602	
Donations – General	5,775	360	
Gift Aid recoverable	589	0	
Events	8,229	4,073	
Interest	248	38	
Film Club	0	326	
Grants	1,374	1,150	
Legacy	25,000	0	
<b>Total Received</b>	<b>£53,098</b>	<b>£15,549</b>	

**3 Analysis of total paid**

	<b>General Fund 2023</b>	<b>General Fund 2022</b>	<b>Notes</b>
	<b>£</b>	<b>£</b>	
<b>Direct Charitable Expenditure</b>			
Hall Costs	10,303	9,810	
Insurance	1,185	1,097	5
Events	3,966	1,444	
Charitable Donations	2,735	0	
Fixtures & Fittings	2,420	1,128	
Film Club	0	0	
<b>Total Charitable Expenditure</b>	<b>£20,609</b>	<b>£13,479</b>	
<b>Management &amp; Administration</b>			
Legal & Professional	101	86	
Hall & Grounds Maintenance	740	5,372	6
<b>Total</b>	<b>£841</b>	<b>£5,458</b>	

**4. TANGIBLE FIXED ASSETS**

**Land & Buildings:**

In the original Trust Deed dated 19<sup>th</sup> December 1923 paragraph 4 states: *“If and when the Village Hall is no longer required or used for the benefit of the inhabitants aforesaid or for the purposes hereinbefore specified*

*or some of them this present grant shall at the expiration of Two years from the cesser of such user thereupon become annulled and of no effect and the said land shall revert to and become the property in fee simple of the Donor or other the person or persons who may then be the absolute or reversionary absolute owner of the said field numbered 36 thereinbefore mentioned PROVIDED ALWAYS that on the happening of such an event the Trustees their heirs successors and assigns shall have the right within reasonable time after the expiration of such two years to sell and remove or take away the said Village Hall and Buildings from the said land doing no more damage than is necessary in the act of such removal."*

The land on which the Hall and Green are situated is, therefore, held in trust and is not valued. In the opinion of the Trustees, given the restrictions imposed by the Trust Deed, it is unrealistic to value the Hall at market value. Therefore, the buildings are shown in the balance sheet at cost less depreciation. Under the terms of the National Lottery grant awarded in 1998 to build the new Hall, the hall must be depreciated over 80 years. The new Hall, built in 1998, cost £150,170.00 to build which over 80 years gives an annual depreciation of £1,877.00. The residual value of the Hall at the end of 2015 was £116,126.00. Building the extension in 2016 cost £64,472.00 which will now be depreciated over 61 years (*The balance of the 80 years since 1998*). This increases the annual depreciation by £1,057.00 giving a total annual depreciation for the building of £2,934.00.

**Fixture & Fittings:** Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset evenly over 4 years. Expenditure in 2022 gave an annual depreciation of £282.00 for the years 2022, 2023, 2024 & 2025. During 2023, the purchase of a new mower, coffee pots and a new sound system gave a total expenditure of £2,419.00 giving an additional depreciation of £605.00 for the years 2023,2024,2025 & 2026. Total depreciation for 2023 is therefore £887.00

## **5. INSURANCE**

The Hall and its contents are insured with Allied Westminster (Insurance Services) Ltd under a 'VillageGuard Village Hall' Insurance Policy. The Hall was re-valued for insurance purposes in September 2021 and is now insured for £780,369.00 plus a further cover of £2,000.00 for The Green. For insurance purposes, the contents of the Hall are insured for £28,659.00.

## **6. TRUSTEES REMUNERATION AND EXPENSES**

The Trustees received neither remuneration nor expenses from the charity. Some payments were made to Trustees during the year for reimbursement of expenses incurred on behalf of the Trust.



# BODLE STREET GREEN VILLAGE HALL TRUST FUND

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

### **Independent Examiner's Report to the Trustees and Management Committee of the Bodle Street Green Village Hall Trust (Charity Registration Number: 227875) for the year ended 31<sup>st</sup> December 2023.**

This is my report to the Management Committee of the Bodle Street Green Village Hall Trust, on the annual report for the year ended 31<sup>st</sup> December 2023 set out on pages 9 and 10.

#### **Respective responsibilities of Trustees and Examiner**

The committee members are responsible for the preparation of the annual reports. The Management Committee consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("The Charities Act") and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions of the Charity Commissioners section 145(5)(b) of the Charities Act; and
- State whether particular matters have come to my attention.

#### **Basis of Independent Examiner's Statement**

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 with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Examiner's signature .....

Examiner's name *capitals* Mr. PHILIP HALE

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

Examiner's Address: The Old Stores, Windmill Hill Road, Bodle Street Green, BN27 4RA