



Long Ditton Village Hall Trust

Charity Registration Number: 242801

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER 2024

INDEX

Charity Information	1
Report of the Board of Trustees	2 - 3
Chariman's Report	4 - 6
Report of the Bookings Manager	7
Report of the Donations Committee	8
Report of the Maintenance Committee	9
Statement of Revenues and Expenditure and Assets and Reserves	10
Independent Examiner's Report	11

Long Ditton Village Hall Trust
Year ended 31st December 2024
Charity Information



Long Ditton Village Hall Trust is a registered charity that provides and maintains the buildings entrusted to it under conveyances dated 15th February 1888 (Parish Room & Workman's Club) and 28th December 1906 (Parish Hall).

The stated objective in the Trust Deed is "...the provision and maintenance of a village hall for the use of the inhabitants of Long Ditton and the neighborhood thereof (the area of benefit) 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."

Registered Office	2 Ewell Road Long Ditton Surrey KT6 5LE
Governing Body	<p>The Trust is governed by the Deed of Trust (amended July 1996) which is administered by a Board of 8 Trustees who are appointed for a term of five years but may be re-appointed for a further term, plus an Ex-Officio Trustee being the incumbent priest-in-charge of St Mary Long Ditton Church of England.</p> <p>The Trust contracts the services of a professional cleaning company and a bookings manager to supplement the administrative activities of the Trustees. A Works Committee and a Donations Committee, consisting of a mix of trustees and co-opted residents of the community, exist to assist the Charity in meeting its objectives.</p>
Board of Trustees	<p>Dr Garth Glentworth OBE (Chairman) Deirdre Cole (Secretary + Donations Committee+Works Committee) Barry Hitchens (Treasurer + Works Committee) Lorraine Black (Works Committee) Terry Bourton (Works Committee) Cllr. Nick Darby Aileen Widdowson (Donations Committee) Heather Whythe (Designated safety officer) Rev. Dr Kuhan Satkunanayagam (Ex-officio First Trustee)</p>
Co-Opted	Cllr. Liz Launo (Donations Committee)
Bankers	National Westminster Bank Plc. Victoria Road Surbiton KT6 4JY
Bookings Manager	Michele Aveson
Cleaning Agent/Caretaker	M & S Partnership
Trust Deed Commitment	St Mary Church of England has rent free use of the buildings for ecclesiastical and other charitable purposes on a limited basis.
Independent Examiner	Peter Drysdale F.C.C.A. 57 Effingham Road Long Ditton

Long Ditton Village Hall Trust
Year ended 31st December 2024
Report of the Board of Trustees



Trust Objectives

In line with the overall objectives of the Trust, in 2024 the Trustees continued to explore ways of making the halls available to the community while maintaining the fabric of the halls and not causing disruption to the near neighbours.

The Trustees also made small grants to local organizations that support community activities in the Long Ditton areas and provide benefits to the community in line with the Charity's trust deed.

Revenues

Total revenue of £91,332 for the year was £16,400 less than in 2023 (£107,732).

Hall hiring income was broadly in line with 2023 activity at £55,819 (2023: £57,732).

The main area of reduced demand was from casual rentals reflecting reduced demand for indoor children parties.

The Club Room remains " a work in progress" so demand for its use is significantly less than its potential. Once its decor is improved to the standard of the other halls hire income will increase significantly. We expect to see this increase from early in 2025. The Wallis Room, a space for small meetings, remains at low levels of hiring. It remains to be seen whether this will be the long term situation.

The Community Infrastructure Levy (CIL) administered by Surrey County Council has awarded us £15,713.31 to replace the floor in the Club Room and the National Lottery Community Fund awarded us £19,200 toward the improvement of the kitchen in the Club Room.

Expenditure

Total expenditure of £98,639 during the year was £12,939 less than in 2023 (£111,578).

The Trustees inspect the property annually to identify major improvements and repairs needed to be undertaken, schedule a time for their completion and entrust the Works Committee with the responsibility for obtaining quotes (at least 3 for major works) and for commissioning the work. The annual budget of income and expenditure is approved after this inspection by incorporating the estimated cost of the agreed major works into the budgeted expenditure.

The program of major improvements in the year cost £52,940 (2023 : £55,794).

The major items were upgrading the kitchen and floor in the Club Room and improving the surface of the lower hall floor.

The program of general repairs in the year cost £3,146 (2023 : £4,119)

Cleaning and gardening costs in 2024 were £14,883, significantly down on 2023 (£18,030). In 2023 there was extra need to clean halls due to dust generated by major works done that year.

Extra equipment was bought in 2024 mainly to support the use of the Club Room
Extra chairs and a fridge were purchased costing £ 1,263.

Annual service contracts (Fire protection equipment, boilers, piano tuning etc.) cost £2,005 almost double 2023 - £1,102 mainly due to upgraded Club Room facilities.

Utility costs, of which gas (heating) is the major part, were £10,621 (2023 : £16,825). The contracts were renegotiated early in the year for 3 years at greatly improved rates that we were required to contract for 12 months in early 2023 when fuel rates were prohibitively high.

Long Ditton Village Hall Trust
Year ended 31st December 2024
Report of the Board of Trustees (continued)



Expenditure (continued)

In 2024, 6 grants were made totalling £6,126. (2023 - 7 totalling £8,398)
Applications are approved at Trustee meetings based on submissions made to the Donations Committee by Local bodies in need.

Administration costs of £5,249 2023 : £5,150) represent mainly the Booking Manager's costs.

To ensure tight control over cash reserves, a second set of bank statements are sent by the bank to the Ex-officio Trustee and all expenditure in excess of £1,000 requires two signatories.

Committees

The Board of Trustees meets 4 to 6 times a year to oversee the running of the Trust and set policies and guidelines for decision making by the Bookings Manager and the two committees that were established in 2007 to better run the activities of the Trust.

The Donations Committee consists of D Cole (trustee), Clir.Liz Laino (co-opted), A Widdowson (trustee) and Rev'd Dr K Sakunanayagam (ex-officio First trustee).
The Committee is directed by the Board of Trustees to identify worthy recipients of the Trust's annually budgeted "donations fund" in line with the parameters set by the Board and the objectives of the Trust.

The Maintenance Committee consists of D Cole (trustee), T Bourton (trustee), B Hitchens (trustee) and L Black (trustee).

The Committee is directed by the Board of Trustees to take responsibility for completing the schedule of work identified by the Trust each year within the budget set by the Board for such work and to identify and respond to minor ad-hoc repair requirements of the halls during the year.

Reserves Policy

Overall, in 2024 the Trust spent £7,306 more than its income (2023 : £ 3,846 more) resulting in a reduction in reserves to £26,605 at the year end.

The trustees believe that to maintain a reserve of approximately £30,000 is prudent given the age of the building.

Risk Assessment

The Trustees maintain an ongoing assessment of the major risks confronting the Trust that might restrict its ability to meet its objectives.

An imminent risk facing the Trust is to secure grants to help fund the refurbishment of The Club Room. Approaches are being made to entities that support facilities providing community services to allow The Club Room to be used to its potential.

For and on behalf of the Trustees.

Barry Hitchens
Hon. Treasurer

Date : 31-3-25

Chairman's Report:2024

This was the year in which the final vestiges of COVID arrangements were removed and Long Ditton Village Hall (LDVH) returned to "normality". But the question is what is normal. It certainly cannot mean resting on our laurels! Numbers of participants of course vary with different activities and even times of the year ,but collectively now exceed pre-COVID levels. All four halls in LDVH (Lower and Upper Halls , Club Room and Wallis Room) are now open for bookings. There is no problem over lack of demand : the difficulty is the strength of demand at most popular times during the week. But eventually the majority are accommodated with some flexibility. On most week days, the Lower and Upper Halls are booked from 9/10am until 9/10pm in the evening with very few gaps. The Wallis Room and at present the Club Room are less heavily used except at the most popular times. Weekends are less under pressure but are steadily building up.

The need for more space remains one of the Hall's continuing needs and considerable progress was made in 2024 .The context is that while the Hall can meet running costs and minor repairs from fees charged to Hall users, it needs to seek external grant funding for modernisation and other major improvements .In recent years, a number of additions and replacements have been financed including building the Wallis Room and replacing the roof on the Lower Hall .The age of the LDVH make it likely that spending on the buildings will have to continue.

The Hall was successful in obtaining three grants that were utilised in 2024 :£50000 from “Your Fund Surrey”; £ 20000 from Elmbridge’s “Community Infrastructure Levy; and £19200 from The National Lottery “Funds For All” window. These resources have been spent on modernising the Club Room, the former premises of the Hall’s tenant “The Long Ditton Football and Social Club” which closed down during COVID. The programme has been a substantial one :new toilets and kitchen ;replacement ceiling and lighting system; new floor and repainting of the walls and entrance .The results are already beginning to appear; much greater interest and more bookings for the upgraded space.

LDVH is managed by a team of nine volunteer trustees with one part time employee paid as a consultant to be Bookings Manager. Trustees have specific responsibilities for aspects of management from Chairman , Treasurer, and Secretary to Building Maintenance and Safeguarding. There are also four trustees meetings each year at which collective decisions are taken. We feel this system works well as and is cost effective for a charity. We want to recognise the extent and quality of the contributions being made.We have been very fortunate to have the quality and continuity of our trustee team as LDVH expands .

However, one challenge that emerged in 2024 is the need for succession planning among trustees, who in most cases are not getting any younger. Initial soundings have shown how difficult this may be .There is no pipeline of possibilities and a general reluctance (also noted by other charities) to commit

to the input required. We are making limited progress on an individual basis, but nothing conclusive as yet.

Lastly though overall 2024 has been a successful year for LDVH, there are two clouds on the horizon that need to be noted. These are: wider discussion among Village Halls of becoming “Community Emergency Hubs”, which would store suitable resources to be deployed in the event of a major local disaster in their areas and also be used as emergency accommodation .The second is the passage through Parliament of “The Terrorism(Protection of Premises)” Bill, which will require every public building to develop and keep updated an Anti- Terrorism Strategy.

Both of these are really beyond the capabilities of village halls at least in LDVH’s view.We do not have the staff capacity or space to organise and store suitable emergency resources nor the expertise and experience to draw up workable anti-terrorism strategies. Were halls to become i involved on their own, the results in both cases would be confusion, chaos and a waste of resources, undermining the efforts of more professional, expert bodies such as the Police and the Military. This does mean that village halls would not participate, but guided by experts who are aware of their limitations .

Dr Garth Glentworth,OBE
Chair LDVH Trustees

Admin Report Year 2024

Jan-Mar

A steady start to the new year, with some hirers increasing to classes. Unfortunately, a couple of our new businesses are struggling due to take up in numbers. I have agreed to work with them for this quarter and see if things improve.

We have had many enquiries, with a couple looking promising.

We have had a good up take in party bookings.

Apr-Jun

We have 2 new starters with great ambitions, and 2 leavers who just couldn't raise the numbers. A new addition is a Games Café starting that looks to encourage families to come and play board games together with other families and share coffee.

Jul-Sep

July saw the retirement of Miss Winmill after 40 years of running her Ballet School at the hall. She was a huge part of our hall community, a great asset to our hall and the surrounding area.

A new Ballet School started in September, the introduction came from Miss Winmill to take over her pupils and classes.

We had an installation of the new kitchen in the Club Room that went smoothly from a hirers perspective.

Oct-Dec

No great movement of classes this quarter. All the new groups have settled in well. A good number of parties leading up to Christmas.

We will start the replacement of the floor in the Club Room over the Christmas period, so it does not interfere with classes. All the users are grateful for this, but we have a contingency plan in place if the work runs over.

DONATIONS REPORT FOR 2024

March

£1,000 The hardship fund, Long Ditton Infant and Nursery School

In particular so that the school is able to support a bereaved child whose extended family cannot afford to pay for the Breakfast Club or extracurricular activities which she needs.

October

£1,000 Long Ditton Infant and Nursery School

Towards completing a new Sensory Space for children with special needs which was part funded by Elmbridge Borough Council. A dedicated safe, quiet environment will help children who become overstimulated to achieve a calm state of mind in order to engage with school life. The school has seen a substantial increase in children with special educational and emotional needs. Access to Special School places is limited and there are lengthy waits for external support.

November

£1,000 Long Ditton Youth Club

Towards training volunteers and an activity to be chosen by the members.

£1,000 Long Ditton Brownies

Towards activities that otherwise could not be afforded because it is thought that parents cannot be asked for increased subscriptions.

December

£2,000 Long Ditton Cricket Club

Towards improving the interior of their Club Room including a new kitchen. With better facilities they hope to increase participation in cricket by more people, especially the younger generation, and also to offer the space to the wider community for social activities.

£126.28 The Long Ditton Lights Up evening.

Expenses to run the mulled wine/mince pie stall on behalf of LDVH. All profits went to local charities.

£6,126.28 TOTAL

Members of the Donations Committee

The Rev'd Dr Kuhan Satkunanayagam

Mrs Aileen Widdowson

Mrs Deirdre Cole

Councillor Liz Laino

Ex officio Trustee

Trustee

Trustee

Long Ditton Councillor

DC

8



REPORT OF MAINTENANCE COMMITTEE 2024.

MAJOR PROJECTS (£52,940).

Much of the major activities of works in 2024 centred around the continuing upgrade of the Club Room to the standard of the other three halls. In total these cost in excess of £35,000.

These included replacing the interior ceiling, upgrading the kitchen, replacing the floor, upgrading the alarm system, repairing the entrance cement slabs and installing a disability access ramp.

Other projects were the repair of the flat roof over the Wallis Room (£3,840), redecoration of the ladies' toilet after water damage (£1,800) and resurface of the lower hall floor (£9,084).

GENERAL REPAIRS (£3,146).

There were a series of "black-outs" in the lower hall during the year and to investigate the cause has resulted in several visits by electricians, the accumulative cost of which makes up the majority of the general repair bill for the year. Key replacement is the other major ongoing cost (£350).

A myriad of minor jobs were carried out by trustees and by local handymen the cost of which was minor but the time and effect of which was substantial. Just some of the jobs were, rehangng or removing curtains, ordering and erecting notice boards, re locating chairs and tables in line with users needs etc.

Long Ditton Village Hall Trust

Charity Registration Number: 242801

Statement of Revenues and Expenditure for the year ended 31st December 2024



	2024		2023	
	£	£	£	£
Revenues				
Hire of Hall fees		45,572		57,732
Grants Covid 19 support		34,913		50,000
Donations		600		0
Investment Income		0		0
Total Revenues		81,085		107,732
Expenditure				
Direct Charitable Expenditure				
Hall Major Refurbishments	52,940		55,794	
Cleaning and Gardening	14,883		18,030	
Hall Repairs and Maintenance	3,146		4,119	
Equipment	1,263			
Service Contracts (Boiler, Fire Alarm, Fire Protection)	2,005		1,102	
Utilities (Electricity, Gas, Water & Waste)	10,621		16,825	
Insurance	2,355		2,110	
Grants to others	6,126	93,340	8,398	106,378
Other Expenditure				
Administration	5,249		5,150	
Independent Examiner's Fee	50	5,299	50	5,200
Total Expenditure		98,639		111,578
Net / Surplus of Revenues to Expenditure in the Year		-17,554		-3,846

Statement of Assets and Reserves as at 31st December 2020

	2024		2023	
	£	£	£	£
Liquid Assets				
Bank and Cash Balances				
NatWest Current Account		28,345		35,561
Less Deposits for keys (refundable)		-1,740		-1,650
Net Assets		26,605		33,911
Represented by Reserves				
Balance at beginning of year	33,911		37,757	
Net Surplus/(Deficit) of Revenues over Expenditure in the Year	-17,554		-3,846	
Balance at end of year		16,357		33,911
Permanent Endowment				
Land and Buildings Insured Value		2,288,786		1,990,249
Other Fixed Assets				
Tables, Chairs, Equipment, Piano etc Insured Value		24,219		22,425

Long Ditton Village Hall Trust
Charity Registration Number: 242801



Independent Examiner's Report to the Board of Trustees of the Long Ditton Village Hall Trust

I report to the charity trustees on my examination of the accounts of the above charity for the year to 31st December 2024 which are set out on page 9 attached.

Responsibilities and basis of the 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 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 matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Act; or
- the accounts did not comply with the accounting records, or
- the accounts did not comply with the applicable requirement concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent 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.

Name: Peter Drysdale

Address: 37 Effingham Road
Long Ditton


Qualification: F.C.C.A.

Date: