

Cliddesden Millennium Village Hall

Chairman's Report 2025 – Annual General Meeting.

Welcome to the 2025 Annual General Meeting of the Cliddesden Millennium Village Hall.

On completing my first year as Chairman I would like to firstly thank my predecessor, Greg Mendelsohn for the service he has provided to the Hall committee over a 25-year period, 15 years as Chairman and the assistance he has given me in stepping into this role.

I would also like to take this opportunity to remember the villagers we lost during the year, Mary Thomas, and Ted Dowson, who both played such fundamental roles in the development of the Hall. They will be sorely missed but will always be remembered.

As the Hall entered its 25th year of operation it is clear to all how well the various teams of Trustees have maintained and cared for the building and its facilities over the years. This has been achieved whilst preserving a sound financial position. This is a legacy that the Trustees are focused on maintaining. To achieve this, it has been necessary to increase the letting rates charged for the use of Hall during the year. This was to offset the increased cost of running the Hall, which has been absorbed over a number of years. The increased hire rates charged, however, were reduced for activities used by the local community, and this is a strategy which we propose to continue with in the future.

During the last 12 months investment has been made in the following improvements to the Hall and its facilities.

- Upgrade of the Fire Alarm system.
- Installation of a Defibrillator in the entrance foyer, kindly arranged by Julia Ross
- Purchase of new lightweight demountable staging, designed and managed by Darren Capehorn
- Procurement of upgraded stage lighting projectors.
- Provision of support system to assist stage construction.
- Rebuild of the Hall entrance signage

A detailed financial report is provided separately but in summary the current financial position is very healthy. Whilst the income generated from the Hall lettings etc. is similar to its running costs, it has over the last 12 months benefited significantly from the following.

- Various charitable donations made to the Hall.
- Receipts received from Bauer Media, for accommodating a mobile transmitter on the site.
- Local Authority Grants
- Parish Council payments for upgrading works to the Fire Alarm System.
- Cliddesden Players shows.

This additional income has been accrued at the same time as the Trustees have been developing a 5-year financial plan headed by Robert Gofton-Salmond. The plan is based on the results of a consultation process undertaken with the local community concerning their future aspirations for the Hall and its facilities.

As a result of the above the Trustees have committed to the refurbishment of the Hall and Meeting Room Floor and the upgrade of Male & Female Toilet Areas. The work will be undertaken during August when the Hall will be closed for two weeks.

In addition to the above, further works have been identified in the 5-year plan, these include upgrading the Hall with Led lighting, refurbishment of the car parking surface, the provision and storage for new aluminum garden furniture, and the upgrade of the Hall's sound system. These items will be progressed as soon as finance allows, so 2025 promises to be an exciting and busy year!

As Greg acknowledged in his last Chairman's report, the successful running of the Hall relies on a good team and the contribution of many volunteer hours to maintain the standard of the facility which we currently enjoy. I have now seen and appreciate just how much work goes on behind the scenes by so many people to achieve this.

Firstly, I would like to thank our front of the house team, Pat Rampton, for managing the letting of the Hall. Ken Rampton, James Piper, and Annie Houstoun for opening and closing the Hall, keeping it clean and tidy and providing a welcoming face to hirers. Although there are too many people to mention here, particular thanks are due to the following.

To the Cliddesden Players, and their support teams, for the time and effort they devote during the year to produce two unforgettable events. This makes a significant annual contribution to the Hall's funds.

Our volunteers who help with the variety of maintenance and technical tasks during the year, Andy Fewster, Rob James, Martin Conboy, Chris Sandle and Darren Capehorn

To the helpers and organisers of the Film Club and coffee mornings.

To Neil Carmichael and more recently Marcus Gorten for maintaining the grounds to a high standard and Marilyn Smith for her help with all things horticultural.

To the members of the Village Hall Management Committee for their advice and support during the year they are, in no specific order, Rose Beevers, Julia Ross, Bob Randall, Alex Conboy, Marilyn Smith, Hazel Metz, Sian Banks, Robert Gofton-Salmond and Christine Stanbury

Finally, I would like to thank my fellow Officers for their patience, help and support they have given me during the year. They are the engine room of the operation. Vice Chair Angie Fewster for her Management and Organisation on a daily basis, Treasurer Julie James who does such an excellent job dealing with the Hall's accounts and Secretary Jo Capehorn who keeps us all in order on the documentation and administration side.

Leslie J Smith.

Chairman. Cliddesden Village Hall Management Committee

18th March 2025.

CLIDDESSEN MILLENNIUM VILLAGE HALL

REPORT OF THE TRUSTEES FOR THE YEAR TO 31 DECEMBER 2024

1. The Charities Act 1993 requires the Trustees to prepare an annual report.

This report covers the year to 31 December 2024.

2. Legal and administrative information:

Name: the formal name of the Charity is "The Village Hall at Cliddesden" and the working name is the Cliddesden Millennium Village Hall.

Registered number: 257526

Address: Church Lane, Cliddesden, Basingstoke, Hampshire RG25 2JQ

Governing Document: A Trust deed dated 17 September 1974, as amended by a scheme effective from 19 May 1998.

Trustees: during the Year 2024:

Mr L Smith, Chairman

Mrs A Fewster, Vice-Chair

Mrs J Capehorn, Secretary

Mrs J James, Treasurer

Mrs S Banks, Mrs M Smith, Mrs H Metz, Mrs R Beevers, Mr R Gofton-Salmond, Mrs C Stanbury,

Mrs A Conboy, Ms J Ross, Mr R Randall

Cliddesden Parish Council is the Custodian Trustee for the Land and Buildings of the Charity.

Other Information: The Charity is for the benefit of the inhabitants of Cliddesden and the surrounding area (up to three miles). The Land and Buildings constitute its Permanent Endowment which is subject to certain conditions and restrictions in an agreement with the Millennium Commission. These are in addition to normal restrictions applicable to the Permanent Endowment of Charities.

3. The Accounts are prepared on a Receipts and Payments basis to comply with the requirements of the Charities Act 1993 in a format which is appropriate to the circumstances of the Hall. The format is:

An account of the income and expenses of running the Hall, showing the surplus of income over expenditure for the year.

An account of all receipts and payments for all funds showing the opening cash balance, incoming cash, outgoing cash and year-end balance.

A Statement of Assets & Liabilities at 31 December 2024.

4. The main points in the Accounts are:

SUMMARY OF HALL OPERATIONS 2024

Lettings

- 2024 has been a busy year for Hall lettings seeing the value of General Lettings rise by 20.7% to £15,910
- All our regular groups bookings have continued and the letting income from those groups has increased by 22.3% to £13,902

Staffing

- With the increase in staff hourly rates in April 2024 and increases to the cost of grounds maintenance, staffing costs rose from £13,016 in 2023 to £14,078, an increase of just over 8%.

RECEIPTS AND PAYMENTS

Lettings

- Total Letting income of £29,812 over 2024 showed an increase of 21.47% on Letting income in 2023.
- Letting income was sufficient to cover the expenses of running the Hall of £25,730

Grants

- Grant income: During 2024, The Hall was in receipt of a Local Infrastructure Grant of £10,000 for the project to replace the patio doors and a Local Councillor grant of £895 for a defibrillator.

Fundraising/Donations

- Fundraising: We are very grateful to the Cliddesden Players for putting on a Summer Play and Christmas Panto, which together raised £6,381 for Hall funds. Our thanks to all concerned.
- The Hall gratefully received a £500, following a collection at the funeral of Mary Thomas. This will be put towards the improvements to the front garden border.
- The Hall has been the fortunate recipient of a company charity scheme (Charitable Benevity) and our thanks go to Sue Griffiths who has chosen the Hall to benefit from both her time and the company donations. In 2024, we received £874 from the scheme. At Sue's request, these funds were added to the Performance Infrastructure Fund.
- Further donations totalling £10,834 have been received, including a request from Les Smith that the Hall be the beneficiary of a consultancy fee of £3,748 and £7,000 from a person who wishes to remain anonymous.
- The 100 Club raised a wonderful £694, which has been allocated to the Long Term Maintenance Fund. Our thanks to Rose Beevers for administering the club.
- The Coffee Morning and Film Club are not charged a hall hire fee but surplus funds from these groups are donated to the Hall and in 2024 this amounted to £1,287. Our appreciation goes to all those who give up their time to organise these important community activities. The Christmas Craft Fayre, organised by Alison Hood, raised £340 for Hall funds.
- Since 25 October 2024, the Hall has been in receipt of an income from Bauer Media for the temporary installation of a radio mast in the Hall car park. Funds received to 31st December 2024 amounted to £4,687.
- Miscellaneous Income - £313 from Give as you Live, loaning furniture, advertising board commission

Operating Expenditure

- The cost to the Hall for electricity and oil rose by 24.5% on 2023 to £2,662 in 2024.
- Other expenses: The cost of water supply, sewage and refuse collection fell slightly to £1,655
- Insurance rose by 9.4% with a charge of £1,290.

Capital/Project & Maintenance Expenditure

- Allowing grant funding totalling £10,895, Capital/Project expenditure for 2024 was £15,809 and included payments of £6,614 from the Performance Infrastructure Fund for new staging and lighting, £1,674 towards the patio door project, £4,680 for the new website, £483 towards the defibrillator and £2,309 from the Hall Maintenance Fund which included payments towards the new Intruder alarm system and Hall Painting.
- In 2024, we spent £4,339 on general repairs and inspections. Repairs included gutter cleaning and repair, door repairs, the rebuilding of the Entrance Sign plinth, lighting maintenance and the removal of a fallen tree. Our appreciation goes to Andy Fewster, who continues to support maintenance of the Hall lighting saving the Hall a considerable amount in contractor fees. Thanks too to Marilyn Smith for her work in the grounds. We appreciate the efforts of all those who volunteer their time to maintain the Hall and grounds, put up Christmas lights and decorations and generally help us keep repair and maintenance costs to a minimum.
- An allocation of £5,000 was made to the "Reserved Fund for Long Term Maintenance" in 2024 with the fund remaining at £26,236 at the close of 2024. Future allocations will be aimed at maintaining this fund in the region of £25,000 in the expectation of significant capital expenditure within the next 5 to 10 years, such as a replacement hall floor, replacement of some washroom facilities and a new boiler.

Charitable Donations

£100.24 was collected at the Summer Play for St Michael's Hospice and £176.56 for Citizen's Advice at the Christmas pantomime.

Summary

Total income (excluding grant receipts and donations) was £53,689 (up 31.22% on the £40,915 of 2023). Excluding capital expenditure, the payments and other expenses incurred for running the Hall was £37,880 (£30,688 in 2023)

The total of Income over expenditure resulted in a surplus of £12,208.30

STATEMENT OF ASSETS AND LIABILITIES

- The total of all funds held increased from £74,659 at 1 January to £86,867 at 31 December 2024. Unallocated funds (free reserves), as at 31 December 2024 were £52,920. In accordance with the Reserves Policy, it is expected that we shall maintain an operational (free reserve) balance in the region of £18,000-£24,000 which equates to approximately 9 - 12 months running costs. Any surplus balance is available for use in order to maintain the Long-Term Maintenance Fund to an agreed level or for allocation to Designated Project expenditure.
 - The total allocated or committed funds at 31st December 2024 stands at £33,947
5. The Trustees will continue to review Hall charges and monitor operational costs regularly in order to maintain a balanced budget.

Leslie Smith, Chairman of the Cliddesden Millennium Hall Management Committee

Julie James, Treasurer of the Cliddesden Millennium Hall Management Committee

CLIDDESSEN MILLENNIUM VILLAGE HALL - ACCOUNTS FOR THE YEAR TO 31 DECEMBER 2024

Year 2023

Year 2024

£75,619.81 **OPENING BALANCE AS OF 1ST JANUARY 2024**

£74,658.60

RECEIPTS AND PAYMENTS

REGULAR & VILLAGE EVENTS

£13,180.00	General Lettings	£15,909.90
£5,532.00	Ballet	£5,554.50
£2,250.00	Art Classes (Mary)	£720.00
£1,062.00	Yoga	£751.50
£315.00	Parent & Toddlers	£705.00
£1,159.91	Regular Events (Coffee Mornings, WI, Lunches, Hort. Society etc.)	£1,550.48
£540.00	Brownies	£495.00
£350.00	Social & Entertainment (Film) Club	£795.00
£155.00	Parish of Farleigh (Church)	£180.00
	Art Club (New)	£3,151.00
£24,543.91		£29,812.38

MISCELLANEOUS INCOME

£1,650.84	Donations (including unpresented cheques written off/legacy funds)	£12,208.01
£6,350.00	Deposits Received for Hall Hire	£8,043.60
£7,224.16	Plays, Shows and other fundraising	£8,587.00
£150.00	General Grants (Public Bodies, Councils, Trusts, etc.) Alternative Fuel Payment	£10,895.00
£1,507.00	100 Club Subscriptions Received	£1,380.00
£606.00	Special Event (charity craft fairs/radio mast)	£5,027.33
£236.46	Other Income (GAYL, Telephone, Equipment Hire, parking, training contributions etc.)	£212.70
£348.94	Bank Interest	£526.04
£100.00	Income from advertising on the notice board including commissions	£100.00
£0.00	Insurance Claim	£0.00
£18,173.40		£46,979.68

£42,717.31 **Total Income**

£76,792.06

PAYMENTS FOR RUNNING THE HALL

£13,016.12	Caretaker, Cleaning & Grounds Maintenance Cost	£14,078.18
£2,139.28	Electricity & Oil	£2,662.34
£1,832.05	Water, Sewage & Refuse	£1,655.27
£1,179.13	Insurance	£1,289.77
£548.80	Performing Rights, & Other Licences (Licencing Act 2003 Entertainment & Alcohol)	£683.72
£2,241.03	Repairs, Maintenance & Inspections	£4,339.00
£490.71	Telephone, Broadband, Website	£689.63
£152.75	Training Courses, Audit, Printing & Secretary's Expenses	£331.80
£21,599.87		£25,729.71

MISCELLANEOUS EXPENSES

£12,990.36	Capital Expenditure	£26,704.44
£6,150.00	Refunded Hall Hire Deposits	£8,843.60
£1,800.89	Plays, Shows and other fundraising	£2,205.52
£477.40	Other Miscellaneous Expenses	£434.49
£660.00	100 Club Prizes & Costs	£666.00
£0.00	Charitable Donations	£0.00
£22,078.65		£38,854.05

£43,678.52 **Total Expenses**

£64,583.76

-£961.21 **SURPLUS FROM RUNNING THE HALL FOR THE YEAR TO 31 DECEMBER 2024**

£12,208.30

£74,658.60 **BALANCE AS OF 31ST DECEMBER 2024**

£86,866.90

Represented by:

£35,003.91	Lloyds Current Account balance at 31 December 2024	£41,644.17
£39,708.69	Lloyds Deposit Account balance at 31 December 2024	£45,234.73
-£54.00	Unpresented Cheques	-£12.00
£74,658.60	BALANCE AS AT 31ST DECEMBER 2024	£86,866.90

Note that the above accounts have been prepared on a receipts and payments basis. They do not include income due or payments made after year end.

ALLOCATED OR COMMITTED FUNDS

£74,658.60	Balance			
£3,700.00	Less Deposits held for bookings post 2023 (see Note 1)	£2,800.00		£86,866.90
£180.00	Amount due for 100 Club prizes to 31 March 2025	£174.00		
			-£2,974.00	
-£3,880.00				
	Less Designated Funds:			
£3,055.41	Performance Infrastructure Fund	£2,315.80		
£3,775.12	Environmental Improvements Fund	£2,101.20		
£5,000.00	Website Improvements	£319.65		
£22,850.86	Less Reserved Funds for Long Term Maintenance	£26,236.20		
			-£30,972.85	
-£34,681.39				-£33,946.85
£36,097.21	WORKING BALANCE (UNALLOCATED FUNDS) AS OF 31 DECEMBER 2024			£52,920.05

SPECIFIC SOURCES OF FUNDS AND ASSOCIATED EXPENSES

	100 Club (surplus used for Hall Maintenance Fund)			
£1,507.00	Subscriptions Received	£1,380.00		
-£660.00	Prizes Paid Out	-£666.00		
-£20.00	Licence Fee	-£20.00		
	£827.00 100 Club Income		£694.00	
	Plays, Shows and other Fundraising			
	Cliddesden Players: Summer Play & Pantomime			
£7,224.16	Income	£8,587.00		
-£1,800.89	Expenses	-£2,205.52		
	£5,423.27 Net Income		£6,381.48	
	Other entertainment/fundraising			
£171.46	Income (GAYL)	£65.30		
£0.00	Less payment to performers and other expenses	£0.00		
	£171.46 Net Income		£65.30	
	Grants, Awards & Legacies			
£650.84	Donations	£12,208.01		
£150.00	Alternative Fuel Payment	£0.00		
	Local Government Grants	£10,895.00		
£1,000.00	Legacies	£0.00		
	£1,800.84		£23,103.01	

STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2024

£74,658.60	Balances In Treasurers & Deposit Accounts At 31 December 2024			£86,866.90
	Liabilities			
£3,700.00	Amount Due To Hirers For Deposits Held (see Note 1)	£2,800.00		
£180.00	Amount Due For 100 Club Prizes To 31 March 2025	£174.00		
	£3,880.00 Total Liabilities		£2,974.00	
	SPECIFIC FUNDS (RESERVES)			
	Performance Infrastructure Fund			
£2,524.52	Balance at 1 January 2024	£3,055.41		
£644.74	Donation	£873.90		
	Allocation 2025	£5,000.00		
-£113.85	Charges against Fund	-£6,613.51		
	£3,055.41 Balance at 31 December 2024		£2,315.80	
	Environmental Improvements Fund			
£11,826.92	Balance at 1 January 2024	£3,775.12		
£0.00	Allocation 2024	£0.00		
£1,000.00	Legacy funds	£0.00		
	Community Infrastructure Fund Awarded	£10,000.00		
	Charged against the fund			
-£1,844.30	Garden	-£295.92		
-£7,207.50	Doors	-£11,378.00		
	£3,775.12 Balance at 31 December 2024		£2,101.20	
	Website Improvements			
£5,000.00	Balance at 1 January 2024	£5,000.00		
£0.00	Allocation 2024	£0.00		
£0.00	Charged against the Fund	-£4,680.35		
	£5,000.00 Balance at 31 December 2024		£319.65	

RESERVED FUND FOR LONG TERM HALL MAINTENANCE AND REPLACEMENT OF ASSETS

£20,848.57	Balance at 1 January 2024	£22,850.86	
£827.00	100 Club Surplus	£694.00	
£5,000.00	Allocation 2024	£5,000.00	
<u>-£3,824.71</u>	Charged Against The Fund	<u>-£2,308.66</u>	
£22,850.86	Balance at 31 December 2024	£26,236.20	
£38,561.39	Total of Designated/Reserved or Committed Funds	£33,946.85	
£36,097.21	UNALLOCATED FUNDS AT 31 DECEMBER 2024		£52,920.05

Note 1: Includes TV Tango (2014) & Irish Set Dancers (2022) kept as a rolling deposit.

FIXED ASSETS

Fixtures, Fittings and Equipment (nominal cost value)
Village Hall property (at cost)
(Held by Cliddesden Parish Council as Custodian Trustee)

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of

Cliddesden Village Hall

On accounts for the year ended

31.12.2024

Respective responsibilities of trustees
charity's and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is 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 the unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as 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 matter has come to my attention:

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

- 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.

Name: Mrs M Cummings

Signature: 

Address: 29 Kestrel Road, Kempshott, Basingstoke, Hants, RG22 5PW

Date: 24/01/2025