

# old Sodbury Village Hall

Registered Charity No. 266611

## **OLD SODBURY VILLAGE HALL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDING 30 April 2025**

The Trustees present their annual report and independently examined financial statements for the period ending 30 April 2025 and confirm they comply with the Charities Act 1993, as amended by the Charities Act 2006 and the Lease Deed.

#### **REFERENCE AND ADMINISTRATIVE INFORMATION**

Charity name: Old Sodbury Village Hall

Charity Registration Nr: 266611

Administrative Address: Appleston  
Cotswold Lane  
Old Sodbury  
Bristol  
BS37 6NE

#### **TRUSTEES**

Rodney Gleed  
Jeremy Ross  
Ian Rowland  
Kevin Williams

#### **OFFICERS**

Ian Rowland	Chair
Roger Maclean	Treasurer
Anthony Febry	Secretary

#### **INDEPENDENT EXAMINER**

Mary Parke (Retired Accountant)  
2 The Orchard  
Westfield Park South  
Bath BA1 3HT

#### **BANK:**

National Westminster Bank  
5 North Walk  
Yate  
BS37 4AG

## **OLD SODBURY VILLAGE HALL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDING 30 April 2025**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Old Sodbury Village Hall is constituted as a Charitable Trust registered with the Charity Commission in December 1973 under Charity Number 266611. It is governed by a Trust Deed last updated in November 2000.

#### **ORGANISATIONAL STRUCTURE**

The Village Hall is managed by a Committee which varies between 10 and 14 members. Currently two of the Trustees are active members of the Committee.

The Committee meet together as a body monthly and are responsible for all decisions taken in relation to running and maintaining the Hall. Separate sub-committees are established on an adhoc basis to look after specific activities or fundraising events.

#### **RECRUITMENT AND APPOINTMENT OF COMMITTEE MEMBERS**

The existing Committee are responsible for the recruitment of new members. Where possible the Committee seek to have representatives from other community bodies including the Church, the primary school, WI and local clubs. Beyond this the Committee advertise to the local community seeking individuals who not only are willing to attend monthly meetings, but are also prepared to volunteer for fund raising activities. With a new housing development in the Village we are keen to get representation from this area. Potential committee members are invited to attend meetings with no commitment from either side, to allow them to see how the organisation works. If the potential candidate wishes to be considered and the committee agree, then they are proposed as new committee members at the next committee meeting.

#### **RISK MANAGEMENT**

As part of the development of the kitchen extension a few years ago, an updated fire risk assessment was done. This identified a number of recommendations which are being actioned. A number of new fire doors have been installed in the last year and the oil boiler and oil tank have now been removed as part of the heat pump installation.

Other risks relate to the fabric of the building and overall financing of the hall. For the building we ensure that our Building Insurance is kept up to date and the caretakers and Committee monitor the operational condition of the facility. Finances are reviewed at each monthly meeting. During normal operational periods this is merely to ensure that income is keeping pace with expenses and to transfer funds between accounts as necessary. During capital projects such as the recent heat pump install, the finances have been more closely monitored to ensure that we do not progress building works that are beyond the funds that we have secured.

As a condition of many of the grants that have been applied for, we have been prompted to update or establish various operational policies including: Privacy, Safeguarding, Equality & Diversity and Equal Opportunities.

# **OLD SODBURY VILLAGE HALL**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDING 30 April 2025**

### **OBJECTIVES**

**The objectives of the Village Hall Committee are established in our founding Lease Deed as:**

**To manage the premises- ‘for the purposes of a Village Hall for the use of the inhabitants of the parish of Old Sodbury in the County of Gloucester (hereinafter called ‘the area of benefit’) without distinction of political religious or other opinions including the 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’**

The Committee seek to offer the hall for use by individuals, families, clubs and groups to the benefit of the local community. We further aim to maintain the hall to keep it in suitable condition for these services and where necessary to upgrade or develop the facility to meet changing demands and lifestyles.

Beyond the specific management of the Village Hall, the Village Hall Committee have widened the scope of their activities to include other activities and facilities that directly benefit the local community. Examples of this include the refurbishment and ongoing upkeep of the local phonebox to house a Defibrillator and book loan facility and the running of an annual Village Day which is now held on the local football field.

### **ACTIVITIES**

In order to fund the ongoing maintenance and the occasional larger project, the Committee generate funds through hire charges for use of the hall and through fund raising events. These latter events might be held within the hall itself or elsewhere in the Village (eg: Village Day and Bonfire Night, both held on the Football field).

Hire of the hall is comprised of a number of regular weekly bookings including toddler groups, bowls club, choir group and a Bridge Club, and it is always our aim to maximise the utilisation of the hall in the week, both daytime and evenings. At weekends the bookings are more for one off events. Mostly private events like weddings, anniversaries, birthdays, christenings etc. Childrens parties in particular have been popular since the end of lockdown.

We do also take some commercial bookings from local businesses. In some cases these are one off training or lecture events, others are more regular.

After the pandemic, many of the local community events were scaled back, but they are beginning to grow again. The Village Day, held in June was still aimed more at just the immediate village, but attracted a good turnout despite the weather and the last minute change of venue from the football field back to the Village Hall. Most of the planned events still went ahead and it was a financial success.

Comedy Night held in April, spans the Financial year end. This remains a popular event but costs have been rising year on year and the figures reported may be overstated as some costs will have fallen in to the next FY.

Bonfire Night, an event that has now been run for several years without fireworks, still proves popular, with an excellent turnout and good profits from the bar and food stands.

## **OLD SODBURY VILLAGE HALL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDING 30 April 2025**

#### **STRATEGIES**

Buoyed by the success of the fundraising and grant winning of the kitchen project in 2021, the Committee embarked on a project to replace the existing oil fired radiator heating with a more sustainable air source heat pump installation.

Once again we were fortunate to secure a grant for the bulk of the costs, this time through the West of England Mayoral Combined Authority Rural Fund Community Grant. We were advised that our bid had been successful at the end of March 2024 with the condition that the funds had to be satisfactorily expended by end of March 2025. The bulk of the work was completed during the summer months of 2024, out of the heating season.

At the time of this report, the new heating has been running for a full winter season and the feedback from users of the hall has been extremely positive. The new system is significantly more effective at heating the space to a comfortable temperature and does so in much less time.

Other work completed during the period included the clearing of the overgrown area at the back of the hall and replacement with decorative stone on a weed control membrane. This has improved the look of the area and the overall appearance of the hall.

After the partial felling of the mature Ash tree in the carpark last year, due to Ash die back, we had aspired to have the remaining stump of the tree carved as a piece of art. On hearing of this proposal various members of the local community made donations to assist with the cost of having this done and the work to create the figure of a perched owl was completed in June 2024.

# **OLD SODBURY VILLAGE HALL**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDING 30 April 2025**

### **FINANCIAL REVIEW**

#### Reserves Policy

The Committee have previously worked on the principle of keeping at least £10K in our accounts to allow for reasonable emergency expenses and to cover running costs for up to 6 months. The Village Hall has no long term investments, so this policy works on the basis of having a reserve (deposit) account that we can use to top up the current account when necessary. We then have the further reserve of a Village 200 Club which is run as a separate entity, but is exclusively for the use and benefit of the Village Hall.

In recent years there have been a number of calls upon the 200 Club to top up funds. At the end of this reporting period the total in the Village Hall's own bank accounts was standing at a healthy £17K, but the 200 Club has been depleted from a peak of £20k to a current balance of just over £3K

#### Principal Funding Sources

The main source of regular income for the Village Hall is hire charges for use of the hall. This year the income was nearly £15K which is 50% up on 2023\_24 and this despite a period when the heating works were underway and we were unable to take bookings. Hire charges have increased in the period, but there has also been an increase in the number of bookings.

Our secondary source of income is fundraising events and the total raised through the regular Village Day, Comedy Night and Bonfire Night was £2,794 which is similar to previous years. This year we also ran a Race Night and we received a donation from a Community event arranged by another Village group. These two events added a further £2,926 to the total funds raised.

#### Funding of Capital Projects

For larger capital projects, we have generally sought grant funding from local charities, national initiatives or private donors. In this reporting period the Committee were able to secure funding for the replacement of the old oil fired heating system with an air source heat pump installation. The grant funding from the West of England Mayoral Combined Authority Rural Fund covered most of the associated costs including upgraded electrical supplies and decoration to make good after the works.

Other projects in the period such as the landscaping at the rear of the hall and some replacement fire doors were funded from the Village Hall's own funds.

At the end of the period our total reserves stood at a total of £17,561, which we consider sufficient to cover reasonable expenses and running costs and leave some reserve for unforeseen costs.

## **OLD SODBURY VILLAGE HALL**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDING 30 April 2025**

#### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

The Charity Trustees are responsible for preparing an annual report and financial statements in accordance with the requirements of the Charity Commission.

The Trustees are responsible for keeping accurate accounting records and for preparing a statement of those accounts which can be made available to the public on request. The Trustees are required to select suitable accounting policies and then apply them consistently. The Trustees have chosen to prepare the accounts in a Payments and Receipts format.

The Trustees are responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees for the purposes of charity law and who served during the year and up to the date of this report are set out on page 1.

Approved by the Trustees and signed on their behalf by:

Ian Rowland (Chair)

A handwritten signature in black ink, appearing to read 'I. Rowland', with a horizontal line drawn underneath it.

16 March 2026.

# OLD SODBURY VILLAGE HALL

## REPORT OF THE TRUSTEES FOR THE YEAR ENDING 30 April 2025

### ACCOUNTS



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	No (if any)
Old Sodbury Village Hall	266611

### Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/05/2024		30/04/2025


### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Hall Hire Income	14,820	-	-	14,820	9,405
West of England Rural Fund Grant	35,683	-	-	35,683	-
Donations and other grants	2,816	-	-	2,816	1,428
Grant from 200 Club	4,000	-	-	4,000	-
Proceeds from fundraising events	9,878	-	-	9,878	4,815
Sundry Income	162	-	-	162	1,309
Interest	103	-	-	103	104
Temporary Loans	2,900	-	-	2,900	-
<b>Sub total (Gross income for AR)</b>	<b>70,362</b>	<b>-</b>	<b>-</b>	<b>70,362</b>	<b>17,061</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>70,362</b>	<b>-</b>	<b>-</b>	<b>70,362</b>	<b>17,061</b>
<b>A3 Payments</b>					
Caretaker costs	3,528	-	-	3,528	2,664
Lighting, power and heating (oil)	3,325	-	-	3,325	3,518
Rates & water	440	-	-	440	413
General repairs	2,689	-	-	2,689	173
Hall equipment purchase	1,178	-	-	1,178	4,977
Phonebox/Defibrillator	267	-	-	267	-
Cleaning materials/ consumables	434	-	-	434	654
Performing rights fees	199	-	-	199	182
Licences & Wifi	577	-	-	577	507
Premises Licence	180	-	-	180	180
Ground rent & wayleave	143	-	-	143	139
Capital project costs	47,790	-	-	47,790	-
Fundraising event expenses	4,065	-	-	4,065	-
Building Insurance	1,106	-	-	1,106	1,004
Repayment of loans	2,900	-	-	2,900	1,004
Sundry expenses	354	-	-	354	461
<b>Sub total</b>	<b>69,175</b>	<b>-</b>	<b>-</b>	<b>69,175</b>	<b>15,876</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>69,175</b>	<b>-</b>	<b>-</b>	<b>69,175</b>	<b>15,876</b>
<b>Net of receipts/(payments)</b>	<b>1,187</b>	<b>-</b>	<b>-</b>	<b>1,187</b>	<b>1,185</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>16,374</b>	<b>-</b>	<b>-</b>	<b>16,374</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>17,561</b>	<b>-</b>	<b>-</b>	<b>17,561</b>	<b>1,185</b>

# OLD SODBURY VILLAGE HALL

## REPORT OF THE TRUSTEES FOR THE YEAR ENDING 30 April 2025

### Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	10,842	-	-
	Reserve Account	6,719	-	-
		-	-	-
	<b>Total cash funds</b>		17,561	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Bar stock	Unrestricted	-	
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Ian Rowland	16/03/2026	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Old Sodbury Village Hall

No (if any)  
266611

CC16a


## Receipts and payments accounts

For the period from	Period start date	To	Period end date
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<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>70,362</b>	<b>-</b>	<b>-</b>	<b>70,362</b>	<b>17,061</b>
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Fundraising event expenses	4,065	-	-	4,065	-
Building Insurance	1,106	-	-	1,106	1,004
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<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>69,175</b>	<b>-</b>	<b>-</b>	<b>69,175</b>	<b>15,876</b>
<b>Net of receipts/(payments)</b>	<b>1,187</b>	<b>-</b>	<b>-</b>	<b>1,187</b>	<b>1,185</b>
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		-	-	-
	<b>Total cash funds</b>	<b>17,561</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Bar stock	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Ian Rowland	16/03/2026	

## **Independent Examiner's Report to the Committee of Old Sodbury Village Hall**

**I report to the Committee on my examination of the Accounts of Old Sodbury Village Hall  
for the Year ended 30<sup>th</sup> April 2025**

### **Responsibilities and basis of report**

The Charity Trustees of Old Sodbury Village Hall are responsible for the preparation of the accounts in accordance with the requirements of The Charities Act 2011

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 my 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 Mary J Parke

Mary Parke

2 The Orchard

Westfield Park South

Bath BA1 3HT

20<sup>th</sup> March 2026