



## Trustees' Annual Report for the period

From Period start date 010422 To 310323 Period end date

Charity name: WESTON SUB EDGE VILLAGE HALL

Charity registration number: 267532

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To permit the premises to be used for the physical and mental recreation, and social, moral, and intellectual development of the parishioners.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Running and maintenance of the village hall as a public benefit. Keep Fit, Zumba and Yoga classes. University of the Third Age meetings. Rural Cinema. Wedding Receptions. Funeral Wakes. Birthday Parties. Quizzes. Cycling Events. Walking Football. Hire to local companies for various training events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have taken due account of the Charity Commission's guidance on public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Charity does not make grants.
Policy on social investment including program related investment	Para 1.38	Not applicable.
Contribution made by volunteers	Para 1.38	Voluntary support is given for all the Hall sponsored events. The officers of chair, secretary, and booking secretary are voluntary. The treasurer role is provided by an external bookkeeping firm. Fund raising events are supported by the Village Hall Council (Voluntary Trustees and volunteer council members) with ad hoc volunteers.

Other		In addition, several maintenance services are provided by volunteers including a wide variety of carpentry, other repairs, and electrical improvements.
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Village Hall successfully recovered from the impact of the pandemic and was maintained to a good standard through the year. Over £11000 was spent on maintaining the hall, old bowling green and facilities for the benefit of the community. This helped to prevent any serious deterioration. This essential work on the 16 <sup>th</sup> century building and 1970 extension drove the work of the council. In addition, grant applications were submitted, which were largely successful, for several projects. These are urgently needed to address the energy crisis, and make the hall more attractive for hirers, and villagers. These included improved insulation (Double glazing was installed in the Old Hall), solar energy, refurbishment of a games room, provision of an electric vehicle charger and the construction of a main Hall kitchen. One of the car parks was resurfaced. In partnership with the Parish Council, all villagers were surveyed for their opinions of the hall and the priority they attached to each of these projects. A new web-based booking system was introduced and a better accounting system. For the first time, an email circulation list was set up for improved marketing. A wide range of activities now take place including dog training, walking football, yoga, the community coffee morning, Zumba and finally the U3A (University of the Third Age). Over the year we estimate that 4000 people visit the village Hall making some 10,500 individual visits.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	By the end of the year many hundreds of grant awarding bodies had been researched and three applications submitted. An application to the Chipping Campden Community Trust was successful

		for the purchase of better kitchen equipment. Fundraising for capital works on the Hall has been difficult due to intense nationwide competition for the available funds.
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	As per Profit and Loss accounts for the year. The underlying position of the charity is broadly break even, without grant funding. The projects we have identified will help to cut energy costs and improve revenue from hall hire.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to cover 1) Unforeseen expenditure on replacement capital items and repairs to the Hall (partly 16 <sup>th</sup> Century with a 1970s extension) 2) Operating costs in the event of lost revenue due to any Hall closure.
Amount of reserves held	Para 1.22	£23506 (Excluding funds raised for specific projects in 2024)
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No Uncertainty

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	1) Regular hirings of the Hall. 2) Fund raising events 3) Charitable grants 4) Local "100 club" lottery 5) Personal donations
Investment policy and objectives including any social investment policy adopted	Para 1.46	Where funds allow, we invest to maintain and improve facilities for all Hall users. We place reserves and project funds, which are not needed in the short term, into an interest-bearing Charities Aid Foundation account. We do not buy medium or high-risk investments.
A description of the principal risks facing the charity	Para 1.46	1) Major unforeseen expenditure on the fabric of the building, part of which is listed. 2) Inability to generate sufficient revenue to cover operating costs without using reserves.
Other		Energy costs have more than doubled. Better insulation is in progress and investment in a solar PV system is planned for 2024.

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Trustees plus three "ex officio" trustees: Parish Vicar (currently vacant); Parish Council Chair; Responsible person holding the occupational licence for the village bar.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are nominated by local organisations using the Hall and whose aims are consistent with the Charity's objectives. We also ask the local community for volunteer trustees.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The standard Charity Commission materials have been used for the induction and training of new trustees. While the Charity does not run activities specifically aimed at unsupervised children, or vulnerable adults, it has introduced a Safeguarding policy and briefed trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity works closely with the Parish Council, and the Gloucestershire Rural Community Council to meet the needs of people in Weston sub-Edge and the surrounding areas.
Relationship with any related parties	Para 1.51	The Village Bar is in the Village Hall and pays its share of the running costs and a share of its profits to the Charity.
Other		Not applicable

### Reference and Administrative details

Charity name	<b>WESTON SUB EDGE VILLAGE HALL</b>
Other name the charity uses	Not applicable
Registered charity number	267532
Charity's principal address	The Village Hall, Evesham Road, Weston sub-Edge, Chipping Campden, Gloucestershire, GL55 6QH



# Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	William Carruthers	Chair of Parish Council and ex officio Chair Village Hall Council		Not Applicable
2	Susan Prestage	Trustee		Not Applicable
3	Anthony Prestage	Trustee		Not Applicable
4	Rebecca White	Ex Officio Trustee and Bar Occupational Licence holder		Not Applicable
5	Rupert Brice	Trustee and Secretary		Not Applicable
6	Simeon Hudson-Evans	Trustee		Not Applicable
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## Corporate trustees – names of the directors at the date the report was approved

Director name	Not Applicable	

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not applicable		

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

**Additional information (optional)****Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Treasurer	David Holton	david@booksnaccounts.co.uk

**Name of chief executive or names of senior staff members (Optional information)**

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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

Not applicable

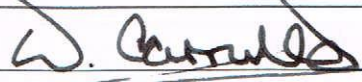
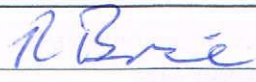
**Other optional information**

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	William Carruthers	Rupert Brice
Position (eg Secretary, Chair, etc)	Acting Chair Village Hall Council	Trustee and Secretary
Date	31 <sup>st</sup> January 2024	31 <sup>st</sup> January 2024



**Weston Subedge Village Hall**  
**Financial Activities (Profit and Loss account)**  
 April 2022 - March 2023

<u>Income</u>		
Hall Hire	10,008.97	
Rural Cinema	1,205.50	
Snooker	581.50	
Camping Hire/Site Fees	480.00	
Hall Events	1,008.00	
Bar Hire WSE Village Bar	7,382.47	
100 Club Subscriptions after prize allocation	7,462.00	Note 1
Utilities Recharge	4,937.90	
Car Parking	600.00	
Equipment Hire	24.00	
Gifts & Donations	156.75	
MISC Income	29.78	
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Total Income £	33,876.87	
<u>Cost of Sales</u>		
Hall Event Costs	1,501.24	
Cinema Film Hire	1,043.94	
Electricity - Old Hall	3,950.40	
Gas - Old Hall	856.99	
Hall Cleaning	2,762.73	
Cleaning - Material & Supplies	163.33	
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Total Cost of Sales £	10,278.63	
Gross Profit £	23,598.24	
<u>Expenditures</u>		
Service Contracts	540.00	
Advertising	40.00	
Licences - Premises	70.00	
Licences - Music	0.00	
Licences - TV	318.00	
Licences - Lottery	20.00	
Miscellaneous expenses	155.82	
Water rates	50.00	
Electricity - Main Hall	2,122.29	
Gas - Main Hall	934.69	
Telephone	31.50	
Stationery & Office Supplies	186.75	
Computer peripherals & software	224.40	
Accountancy fees	1,170.00	
Premises repairs	881.58	
Maintenance & repairs	11,201.49	
Bad debts written off	60.00	
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Total Expenditures £	18,006.52	
Net Operating Income £	5,591.72	
<u>Other Income</u>		
Bank interest received	44.52	
Total Other Income	£ 44.52	
<u>Other Expenditures</u>		
Depreciation expense	2,134.31	
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Total Other Expenditures £	2,134.31	
Net Other Income -£	2,089.79	
Net Income/(Expenditure) £	3,501.93	

Note 1) This figure includes an adjusting amount for previous years.

# Weston Subedge Village Hall

## Balance Sheet

As of March 31, 2023

	<u>Total</u>
<u>Fixed Asset</u>	
Village Hall Property -Restricted Asset	1,364,000.00
Furniture and fittings	23,000.00
Furniture - Deprecation b/f	-20,700.00
Furniture - Additions	3,957.02
Furniture- Depreciation in Year	-1,251.40
Hall Equipment -Additions	329.00
Hall Equipment -Depreciation in Year	-65.80
Fixtures and fittings- Additions	759.13
Fixtures and Fittings -Depreciation in Year	-151.83
Computer equipment cost	5,000.00
Computer equipment depreciation B/F	-5,000.00
Kitchen Equipment - Additions	3,326.40
Kitchen Equipment -Depreciation in Year	-665.28
Total Fixed Asset £	<u>1,372,537.24</u>
<u>Cash at bank and in hand</u>	
Total Cash at bank and in hand £	<u>67,669.10</u>
<u>Debtors</u>	
Hire charges due (debtors)	2,426.29
Total Debtors £	<u>2,426.29</u>
Net current assets £	<u>70,095.39</u>
<u>Creditors: amounts falling due within one year</u>	
Trade Creditors	243.32
<u>Current Liabilities</u>	
Prepaid Hall bookings	317.00
Other creditors (The 'Field' Fund)	19,000.00
100 Club Prize Fund	1,740.00
Total Current Liabilities £	<u>21,300.32</u>
Total Creditors: amounts falling due within one year £	<u>21,300.32</u>
Net current assets (liabilities) £	<u>48,795.07</u>
Total assets less current liabilities £	<u>1,421,332.31</u>
Total net assets (liabilities) £	<u>1,421,332.31</u>
<u>Charity funds</u>	
Opening Capital and Reserves	1,417,830.38
Surplus for the financial year 2022-2023	3,501.93
Total Charity funds £	<u>1,421,332.31</u>



**Independent Examiner's Report to the members of the Weston Subedge Village Hall ('The Charity') Reg Charity No. 267532, Weston Subedge, GLOS GL55 6QH**

I report on the accounts of the Charity for the year ended 31 March 2023

Respective responsibilities of officers and examiners:

- assessing the ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting
- those charged with governance are responsible for overseeing the financial reporting process.

It is my responsibility to:

- examine the accounts to ensure that they have been prepared in accordance with general accounting principles.
- state whether any particular matters have come to my attention.

Basis of independent examiner's report

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 any unusual items or disclosures in the accounts and seeking explanations from you as officers 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 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 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 and
  - to prepare accounts which accord with the accounting recordsand comply with the accounting requirements of the Charity 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.

Signature:



Print Name: Sophia Whitehouse, Certified Practising Accountant 9232492

Date: 29 December 2022

**Weston Subedge Village Hall**  
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April 2022 - March 2023

Income

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