



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date 010423 To 310324 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, former bowling club and green 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. Social Events. Village Fetes. Dog Training. Camping. Hire to local companies for various training events. Projects to manage overhead costs and maintain revenue included: insulation of the hall roof, reinforcement of the hall flat roof, the installation of solar panels and battery, and installation of a butler's kitchen.
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 accounts are kept 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. In addition to the voluntary trustees there are some eight volunteers with a wide range of organisational and practical skills without which the running, maintenance and improvement of the Village Hall would have been much more expensive and difficult.
Other		Several maintenance services are provided by volunteers including a wide variety of building, carpentry, plumbing , and electrical repairs and improvements.

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	<p>The beneficiaries of the Charities work are mainly in the Parish but include the wider community. To focus on their priorities a village plan was formulated, in conjunction with the Parish Council, from a representative survey in January 2024. It prioritised work to maintain the Village Hall as a viable facility through controlling costs, improving revenues, and increasing the range of events offered. In summary the work of the charity included:</p> <ul style="list-style-type: none"> • Building maintenance and improvement projects (see detail below) • Very successful fundraising through running events, grant applications and donations.(see Para 1.41) • A solar energy project to control costs. (see detail below) • Widening the range of revenue earning activities into camping, car parking and next year into electric vehicle charging. (See detail below) • Policy drafting for implementation July 2024 for financial controls, expenses, investments and reserves. • Better use of the new Parish Council website to showcase the village hall, its events and to facilitate bookings.

		<p><u>Building Maintenance and Improvements</u></p> <p>The Village Hall, and its associated facilities, were maintained and improved to a good standard through the year. Over £16000 was spent on maintaining the hall, former bowling club, old bowling green and facilities for the benefit of the community. This helped to prevent any serious deterioration. This essential work on the 16th century building and 1970 extension drove the work of the council. Projects included:</p> <ol style="list-style-type: none"> 1 Insulation of the old hall roof 2 Reinforcement of the 1970 extension roof to take the additional weight of solar panels. 3 Refurbishment of the first-floor games room. 4 Installation of a butler's kitchen to modernise and make the hall more attractive for hirers. <p><u>Solar Energy Project March 2024</u></p> <p>Following extensive fund raising, reinforcement of the roof and regulatory approval, forty solar panels were installed on the flat roof with a battery to store excess power. The full impact on our electricity bill will be seen in the 2024/25 year. In addition to the carbon saving, we estimate that we will save half the bill which currently stands at £7500 annually. (i.e. savings estimated at £3750)</p> <p><u>Camping, Car Parking and Electric Vehicle Charging</u></p> <p>Revenue from use of the old bowling green as a campsite increased by over 50% year on year and we intend to build on an existing arrangement with a local company to use our car park during non-peak hours. As part of our fund raising for a solar system, we included a budget for two EV chargers which are planned for installation in December 2024.</p> <p>Over the year we estimated that over 4000 people visit the village Hall making some 10,500 individual visits.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	See Para 1.20
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Performance of fundraising activities against objectives set	Para 1.41	In early 2023 we began a fundraising campaign to raise up to £75000 for a solar PV system, battery and EV chargers (the first in the village). We achieved that target through 1) grant applications to a variety of government and other sources combined with 2) generous donations from our villagers which (with Gift Aid) totalled £18K and 3) Drawing on our reserves £34500. (accumulated from several years of fund-raising events). The grants came from the Foyle Foundation £10K, The Parish Council £5K, and the Village Halls Jubilee Fund (DEFRA)£12500. In addition we secured a grant from the Chipping Campden Community Trust of over £2000 for kitchen equipment in May 2023 and a grant for the Butlers Kitchen from the Rural England Prosperity Fund via Cotswold District Council of £6700 which covered the cost of our investment in April 2024 (the monies arrived after the end of this reporting year).
Investment performance against objectives	Para 1.41	Largely because we opened a new Charities Aid Foundation account, interest earned was over £570. Our policy is not to make medium or higher risk investments.
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 delivered will help to cut energy costs and should improve revenue from hall hire in the 24/25 year.
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 th 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	£40869 (However, this includes £16500 to cover the cost of the EV chargers)
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 6) Car parking
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. While we can reduce electricity costs via the solar PV system, the cost of gas continues to rise.

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. Policies on financial controls, expenses, investments and reserves were drafted and will be introduced in July 2024.
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 makes a consistent charitable donation to the charity.
Other		Not applicable

Reference and Administrative details

Charity name	WESTON SUB EDGE VILLAGE HALL
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 6QJ

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 fall 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**


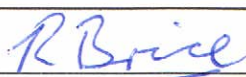
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Declarations

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 Trustees	Trustee and Secretary
Date	18 th January 2024	18 th January 2024

Weston-Sub-Edge Village Hall
Financial Activities
April 2023 - March 2024

		Apr 2023 - Mar 2024	Apr 2022 - Mar 2023 (PY)
Income			
4000 Main Hall Hire		8,273.64	10,008.97
4001 Bowling Club Hire		1,139.86	0.00
4002 Rural Cinema		477.31	1,205.50
4004 Snooker		972.00	581.50
4005 Camping Hire/Site Fees		1,177.93	480.00
4007 Hall Events		10,912.69	1,008.00
4010 Bar Hire WSE Village Bar		7,094.42	7,382.47
4020 100 Club Subscriptions		2,933.00	7,462.00
4100 Utilities Recharge		5,960.78	4,937.90
4101 Car Parking		450.00	600.00
4102 Equipment Hire			24.00
4900 MISC Income		132.79	29.78
	Total Income	£ 39,524.42	£ 33,720.12
Cost of Sales			
5000 Hall Event Costs		1,968.73	1,501.24
5002 Cinema Film Hire		951.60	1,043.94
5200 Electricity - Old Hall		3,683.05	3,950.40
5201 Gas - Old Hall		1,005.93	856.99
7801 Hall Cleaning		2,257.46	2,762.73
7801a Cleaning - Material & Supplies		88.34	163.33
	Total Cost of Sales	£ 9,955.11	£ 10,278.63
	Total	£ 29,569.31	£ 23,441.49
Expenditures			
5102 Service Contracts		370.00	540.00
6200 Advertising		25.62	40.00
6300 Licences - Premises		70.00	70.00
6301 Licences - Music		390.19	
6302 Licences - TV		238.50	318.00
6303 Licences - Lottery		20.00	20.00
6900 Miscellaneous expenses		1,772.82	155.82
7101 Water rates		83.32	50.00
7103 General rates		509.48	
7200 Electricity - Main Hall		3,865.26	2,122.29
7201 Gas - Main Hall		834.14	934.69
7502 Telephone		49.50	31.50
7504 Stationery & Office Supplies		170.37	186.75
7507 Computer peripherals & software		386.46	224.40
7600 Professional Admin & Legal fees		1,107.00	
7601 Accountancy fees		2,724.60	1,170.00
7800 Premises repairs		4,199.60	881.58
7810 Maintenance & repairs		12,183.98	11,201.49
7900 Bank charges		25.00	
7905 Credit card charges		74.85	
8100 Bad debts written off			60.00
8201 Insurance		1,945.85	
8300 Subscriptions		180.00	
	Total Expenditures	£ 31,226.54	£ 18,006.52
	Net Operating Income	-£ 1,657.23	£ 5,434.97

Other Income			
4200 Gifts & Donations	20,256.15		156.75
4901 Bank interest received	570.34		44.52
4902 Other income - GRANTS	36,974.92		
Total Other Income	£ 57,801.41	£	201.27
Other Expenditures			
8000 Depreciation expense	11,579.21		2,134.31
8001 Profit / loss on disposal of equipment	100.00		
Total Other Expenditures	£ 11,679.21	£	2,134.31
Net Income/(Expenditure)	£ 44,464.97	£	3,501.93

Weston-Sub-Edge Village Hall
Balance Sheet
As of March 31, 2024

	Total	
	As of Mar 31, 2024	As of Mar 31, 2023 (PY)
Fixed Asset		
Tangible assets		
Village Hall Property -Restricted	1,364,000.00	1,364,000.00
Property Improvements -Additions	12,312.00	
Village Hall Property -Restricted	£ 1,376,312.00	£ 1,364,000.00
Furniture	£ 5,332.18	£ 5,005.62
Hall Equipment	£ 210.56	£ 263.20
Fixtures and fittings	£ 36,092.08	£ 607.30
Kitchen Equipment	£ 6,618.36	£ 2,661.12
Total Tangible assets	£ 1,424,565.18	£ 1,372,537.24
Total Fixed Asset	£ 1,424,565.18	£ 1,372,537.24
Cash at bank and in hand		
1200 Lloyds Bank- Current acc. -1902	10,301.21	20,986.32
1210 Lloyds Bank 2763	0.00	19,000.00
1220 Lloyds Bank 2263	1,434.66	12,848.71
1230 Lloyds Bank 2208	1,096.46	12,514.07
1270 100 Club Bank 4468	4,713.00	2,320.00
1280 Caf Savings	22,134.73	
1290 CAF 2	1,189.45	
Total Cash at bank and in hand	£ 40,869.51	£ 67,669.10
Debtors		
Trade debtors	3,400.66	2,426.29
Total Debtors	£ 3,400.66	£ 2,426.29
Creditors: amounts falling due within one year		
Total Trade Creditors	£ 922.07	£ 243.32
Current Liabilities		
2102 Other creditors	0.00	19,000.00
100 Club Club Prize Fund	1,200.00	1,740.00
Prepaid Bookings	916.00	317.00
Total Current Liabilities	£ 3,038.07	£ 21,300.32
Net current assets (liabilities)	£ 41,232.10	£ 48,795.07
Total assets less current liabilities	£ 1,465,797.28	£ 1,421,332.31
Charity funds		
3200 Opening Capital and Reserves	1,417,830.38	1,417,830.38
3200a Retained Earnings	3,501.93	0.00
Surplus/(Deficit)	44,464.97	3,501.93
Total Charity funds	£ 1,465,797.28	£ 1,421,332.31

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 2024

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: 06 August 2024

MANAGEMENT LETTER

06 August 2024

To: **Bill Carruthers**
Acting Chair
C/- Weston Subedge Village Hall
Reg Charity No. 267532
Weston Subedge, GLOS GL55 6QH

MANAGEMENT LETTER

Independent Examination of Financial Statements
For the Year Ended 31 March 2024

Dear Bill,

I have conducted an independent examination of the financial statements of Weston Subedge Village Hall for the year ended 31 March 2023.

The independent examination was conducted in accordance with International Financial Reporting Standards (IFRS).

These standards require that the examination be planned and performed to obtain reasonable assurance that the financial statements are free of material misstatements whether due to fraud or error.

During the audit, certain items for improvement were identified and issues in the accounting and internal control systems, including entries that need some focus when the accounts are prepared for the 2025 financial year.

The purpose of this letter is to communicate these matters arising from the independent examination that I believe warrants your attention.

I wish to express my appreciation to all the staff and officers of the Weston Subedge Village Hall for the courtesy and assistance extended during the independent examination.



Sophia Whitehouse
Certified Practising Accountant 9232492
21 Church Street
Weston Subedge GL55 6QT

A. Financial Issues

1. Maintenance and Repairs Account.

- i. Observation: Maintenance and Repairs seem quite large in comparison to previous years as well as Miscellaneous Expenses – this looks as though it has incorporated some events expenses as well as upgrades needed to the kitchen plus the roof for solar panels.
- ii. Risk: Capital expenditure being recorded in this account rather than day-to-day expenses and credit control needs to be monitored in terms of Ageing analysis.
- iii. Recommendation: Review Maintenance and Repairs quarterly and then use judgement as to whether to either record as capital expenditure or create another expense account to isolate any big items. Also review Ageing debtors and creditors monthly to ensure working capital is sufficient and ensure cash reserves cover expenses. Any items of concern to be brought forward to Chair.
- iv. Management Response: Agree with finding and as organisation has now rectified its accounting software with current bookkeeper allocating expenses accordingly and monitoring.