



CHARITY COMMISSION
FOR ENGLAND AND WALES

Langham Village Hall

265187

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/24

To

Period end date
31/03/25

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 £
A1 Receipts					
Hall & Car Park Hire	50,198	-	-	50,198	45,672
100 Club Nett Income	2,045	-	-	2,045	1,198
Bank Interest	2,066	-	-	2,066	1,688
Bar & Cafe Income	118	-	-	118	904
Cinema	527	-	-	527	631
Misc	717	-	-	717	40
Donations	-	-	-	-	120
Sub total (Gross income for AR)	55,671	-	-	55,671	50,253
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	55,671	-	-	55,671	50,253
A3 Payments					
General & Water Rates	2,500	-	-	2,500	1,730
Heat, Light & Power (nett of shop recharges)	1,727	-	-	1,727	9,321
Insurance	3,463	-	-	3,463	3,430
Salaries	17,406	-	-	17,406	21,932
IT & Comms	595	-	-	595	365
Music Licence	-	-	-	-	496
Building Maintenance & Improvements	7,556	-	-	7,556	6,054
Professional Fees	1,188	-	-	1,188	205
Sundries	1,609	-	-	1,609	1,195
Cleaning (Nett of recharges)	3,069	-	-	3,069	3,180
Catering	-	-	-	-	60
Sub total	39,113	-	-	39,113	47,968
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	39,113	-	-	39,113	47,968
Net of receipts/(payments)	16,558	-	-	16,558	2,285
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	99,269	-	-	99,269	-
Cash funds this year end	115,827	-	-	115,827	2,285

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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 £
B1 Cash funds	Bank Account Current	6,817	-	-
	Bank Account Saver	82,419	-	-
	NS&I	26,000	-	-
	Petty Cash	591	-	-
	Total cash funds	115,827	-	-
	(agree balances with receipts and payments account(s))			

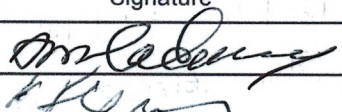
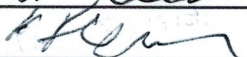
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Fixtures, Fittings and Equipment	Unrestricted	-	100,810
	Car Park Costs	Unrestricted	-	65,610
	Freehold Building	Unrestricted	-	1,380,680
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature



Print Name
 A M Cadman
 Peter Freeman

Date of approval
 7/26
 7/26



LANGHAM COMMUNITY CENTRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Charity for the year ended 31st March 2025 which are set out on pages 1 & 2

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINERS

The Charity's trustees are responsible for the preparation of the annual report and accounts, and they consider that the Charities Act 2011 s144 audit requirement does not apply. It is my responsibility to state, based on procedures specified in the General Directions given by the Charity Commissioners under s31(h) or (i) of the 2008 Regulations, whether matters have come to my attention. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- ☐ Examine the accounts under section 145 of the Charities Act
- ☐ To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act and
- ☐ To state whether matters have come to my attention

BASIS OF EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedure undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

No matter has come to my attention in connection with my examination which gives me reasonable cause not to believe that in any material respect:

1. Accounting records have been kept in accordance with s130 of the Charities Act 2011 and
2. The financial statements accord with those records; and comply with the accounting requirements of the 2008 regulations.

No matter has come to my attention in connection to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached



PHILIP HOCKETT (INDEPENDENT EXAMINER)

DATED: 07/01/26

3 TURNBERRY CLOSE

FORNHAM ST. MARTIN, IP28 6TP

P.N. HOCKETT

CHARTERED MANAGEMENT ACCOUNTANT
01284 755840
philhockett@001.co.uk

Simple Profit and Loss Account

	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Total Year
Balance at end of last month													
INCOME													
Grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Lettings	£5,168.95	£4,565.17	£2,496.03	£6,198.84	£1,736.75	£3,383.50	£4,633.83	£3,519.60	£1,781.25	5474.08	3842.50	4651.51	£47,452.01
Pre-School rent	£506.00	£506.00	£506.00	£506.00	£506.00	£506.00	£506.00	£506.00	£506.00	506.00	506.00	506.00	£6,072.00
Shop rent	£50.00	£50.00	£50.00	£50.00	£50.00	£50.00	£50.00	£50.00	£50.00	50.00	50.00	50.00	£600.00
Shop elec	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	1256.24	0.00	0.00	£1,256.24
100 Club	£0.00	£0.00	£0.00	£0.00	£0.00	£1,586.00	£130.00	£26.00	£0.00	0.00	13.00	0.00	£1,755.00
Rubbish	£0.00	£28.80	£0.00	£0.00	£0.00	£0.00	£45.00	£0.00	£0.00	0.00	0.00	0.00	£73.80
Cinema	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	58.20	77.77	58.34	£194.31
Cinema Bar & Café	£22.83	£67.73	£19.56	£0.00	£0.00	£0.00	£28.84	£62.88	£0.00	0.00	0.00	0.00	£201.84
Car Park	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Security deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Weddings	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Parish council electricity	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Donation	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Petty Cash Transfer	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	110.00	200.00	200.00	£510.00
Pat Tests	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Total	£5,747.78	£5,217.70	£3,071.59	£6,754.84	£2,292.75	£5,525.50	£5,393.67	£4,164.48	£2,337.25	7454.52	4689.27	5465.85	£58,115.20

EXPENDITURE													
Electricity & Gas	£1,375.96	£0.00	£0.00	£0.00	£0.00	£0.00	£1,463.89	£143.64		0.00	0.00	0.00	£2,983.49
Water	£160.00	£178.00	£178.00	£178.00	£178.00	£178.00	£178.00	£178.00	£178.00	190.00	190.00	190.00	£2,154.00
Insurance	£337.92	£337.92	£337.92	£337.92	£337.92	£337.92	£337.92	£337.92	£60.00	345.90	345.82	345.82	£3,462.98
Cleaning	£300.00	£240.00	£240.00	£360.00	£240.00	£0.00	£540.00	£366.68	£300.00	240.00	0.00	240.00	£3,066.68
Asset Accountancy	£30.00	£86.19	£0.00	£60.00	£192.96	£98.35	£112.40	£112.40	£224.80	30.00	0.00	30.00	£977.10
Salaries	£1,768.59	£2,345.15	£856.80	£2,696.25	£0.00	£1,485.55	£2,112.85	£606.10	£2,694.35	1438.80	0.00	1401.90	£17,406.34
Miscellaneous	£0.00	£172.20	£246.50	£20.00	£0.00	£67.47	£222.94	£92.00	£38.82	0.00	0.00	0.00	£859.93
Regular maintenance	£292.25	£610.62	£42.68	£408.75	£42.68	£268.63	£190.62	£0.00	£159.69	90.91	323.89	194.36	£2,625.08
Deposit refunds	£502.00	£100.00	£0.00	£400.00	£700.00	£430.00	£100.00	£300.00	£100.00	610.00	100.00	200.00	£3,542.00
Cinema	£0.00	£104.40	£104.40	£104.40	£0.00	£0.00	£0.00	£104.40	£0.00	0.00	238.80	0.00	£656.40
ICO Data Protection	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	35.00	0.00	0.00	£35.00
Rates	£34.56	£37.00	£37.00	£37.00	£37.00	£37.00	£37.00	£37.00	£26.00	26.00	0.00	0.00	£345.56
Bar & Cafe	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Professional fees	£16.80	£16.80	£16.80	£16.80	£18.00	£18.00	£18.00	£18.00	£18.00	18.00	18.00	18.00	£211.20
Building Maintenance	£0.00	£0.00	£522.96	£798.00	£0.00	£1,128.00	£1,791.80	£102.00	£0.00	294.30	0.00	0.00	£4,637.06
Petty Cash Transfer	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£94.00	£0.00	0.00	0.00	0.00	£94.00
Pat Tests	£0.00	£0.00	£0.00	£0.00	£0.00	£293.88	£0.00	£0.00	£0.00	0.00	0.00	0.00	£293.88
Music Licence	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00	0.00	0.00	£0.00
Mobile Phones	£0.00	£0.00	£0.00	£0.00	£0.00	£339.00	£145.73	£0.00	£0.00	0.00	0.00	74.85	£559.58
Total	£4,818.08	£4,228.28	£2,583.06	£5,417.12	£1,746.56	£4,681.80	£7,251.15	£2,154.22	£3,799.66	3318.91	1216.51	2694.93	£43,910.28
Transfer from Saver	£1,000.00												£1,000.00
Transfer to Saver	£2,000.00	£2,000.00								4550.00	2000.00		£10,550.00
C/A balance at end month	-£70.30	-£1,010.58	£488.53	£1,337.72	£546.19	£843.70	-£1,857.48	£2,010.26	-£1,462.41	-£414.39	£1,472.76	£2,770.92	£4,654.92

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TRUSTEES' ANNUAL REPORT FOR THE PERIOD TO 31st MARCH 2025

The Managing Trustees present their Report for the year ended 31st March 2025 which should be read in conjunction with the attached Financial Statements for the same period.

Charity Name: Langham Village Hall aka Langham Community Centre

Address: Langham Community Centre, School Road, Langham, Colchester
CO4 5PA

Charity Commission No.: 268187

Management Committee Members until March 2025

Elected Members:

Alan Cadman	Chairman
Maureen Shouksmith	Treasurer (retired May 24 then co-opted till Oct 24)
Carol Grime	Treasurer (resigned Jan 25)
Peter Freeman	Treasurer
Elizabeth Winter	Secretary

Representative members and their appointing bodies:

Martin Bottwood	Parish Council
Bob Schofield	Recreation Ground
David Druitt	Bridge Club
Denise Hobday	Parochial Church Council
Virginia Mary Moss	Langham Ladies
Charlotte Parker	Community Shop
Raynor Sumner Pre-School	
Roger Hobday	Scouts (deceased)
Rob Clark	Bowls Club
Stuart Rudge	Tennis Club

Co-opted Members:

Elizabeth Schofield

Cath Hine Co-opted 30.5.24

Raynor Sumner Co-opted 30.5.24

Colin Parker Co-opted 30.5.24

Maureen Shouksmith Co-opted 30.5.24 retired 10.24

Peter Freeman Co-opted 20.3.25

Employees:

Emm Stevens Commercial & Marketing Manager

Cheryl Williams Premises Manager

Governing Document: Adopted 25th May 2017. It comprises the Charity Commission Scheme dated 5th April 1978 and the Charity Commission Scheme dated 27th January 1988, both varied by Resolution dated 30th March 2017 by the Management Trustees of Langham Village Hall using s.280 of the Charities Act 2011.

Trustee Selection: Trustees are appointed or reappointed annually at the AGM held in May.

Legal Status: The Charity was established on 4th April 1978 whereby Langham Parish Council is the Custodian Trustee of the freehold land now occupied by the Community Centre and Car Park.

Objects, Policies and Organisation: The Trust is established to provide and maintain the Community Centre for the benefit of the inhabitants of Langham without distinction of political, religious or other opinions, with the object of improving the quality of life of the inhabitants.

The Centre is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale is sufficient to generate enough income to meet the ordinary expenditure incurred in providing the Centre. Significant improvements are funded out of revenue by specific appeals, fundraising and utilising grants available.

Review of the Year:

2024/25 began on a low point following the resignation of Carol Lloyd our Commercial and Marketing Manager. Hasty arrangements were made by Trustees and our Premises Manager Cheryl Williams to keep invoicing and bookings ticking over under the Sage system then operating.

Fortunately, two weeks later at the AGM on 30th May, villager Emma Stevens put herself forward to fill the void. She made use of her knowledge of village halls to increase hires and with the help of Paul Armstrong, set up a new booking system more suited to our needs. Our charges remained on May 22 levels and hires gradually increased throughout the year. Contracts of employment were amended and updated to reflect changes in legislation and Emma was employed from 1st June 2024.

Also at the AGM, three new volunteers came forward and were duly co-opted as Trustees at the Management meeting which followed. Raynor Sumner and Cath Hine have taken on running the monthly Community Cafes. Colin Parker has been helping with maintenance tasks at the hall and looking at Health and Safety and Safeguarding regulations.

We continue to have many regular local hires from Bowls, Bridge, Scouts, Langham Ladies, Crafty Ladies and Beekeepers as well as Pilates, Shogun and two regular Sunday churches. Langham Film nights run a monthly cinema with their choice of films and are proving very popular. Charlotte Parker organises a Memory Café each month. Shannon Barnes has taken over running the LCC 100 Club

Lottery with help from her sister, Jacqui. Our thanks go to all volunteers who keep these local Clubs and organisations flourishing for the benefit of the community.

Maureen Shouksmith retired as Treasurer at last year's AGM but was co-opted (as above) until Carol Grime could take on the position in the early autumn. Maureen then left us in October. Sadly, Carol was unable to take on the position fully and we were without a Treasurer until Peter Freeman was co-opted to fill this post at a management meeting on 20th March. In the interim, the Secretary took on preparation of a monthly profit and loss account and responsibility for the petty cash. The election of Peter to the position of Treasurer is proposed under item 6 of the agenda. Liz Winter resigned as Secretary in December with effect from the end of this AGM. Election of a replacement will also be dealt with under item 6.

Alan thanked all this year's Trustees for supporting him and keeping the hall running as smoothly as possible in difficult circumstances. He also thanked Emma Stevens for her efforts to procure more ire and overhaul the booking system. Sadly, Emma submitted her resignation on 30th March, and discussions are underway for a possible change of staffing regime before advertising the vacancy. We are lucky that Cheryl continues to hold the fort to deal with bookings, meet and greet hirers and see to the day to day running of the centre.

Finances:

The Trustees are responsible for preparation of the financial statements and for keeping proper accounting records which disclose the financial position of the Charity. The method employed is receipts and payments accounting.

Our outgoings have remained high and reflect increased charges by maintenance contractors as well as inflation on purchases and salary rises.

On expiry of our electricity contract the supplier was changed to EDF at the beginning of May 2024. We received not a single bill from them before the end of our financial year. In January 2025 all correspondence having been in vain, we took EDF to the Energy Ombudsman citing the incompetence in handling our account. We finally received 6 invoices and 5 credit notes on the Ombudsman's deadline of 27th March but there was no time to consider these and make any payments before 31st March. This has led to a reduced expenditure total on the annual accounts presented to this meeting of more than £10,000 which will clearly be reflected in 2025/26 accounts.

The independent examiner of our accounts for the past several years has been George Pearce who has undertaken this task free of charge as his contribution to the village. He has now retired and we thank him for his support. We are looking for someone with bookkeeping/accountancy qualifications to volunteer in his place, helping to keep costs down. The year-end financial statements and Treasurer Report for 2024/25 are attached to this report.