

# **Hatfield Peverel Community Association**

**Registered charity number 270120**

## **Trustee Annual Report**

**for the year ending 31<sup>st</sup> December 2024**

### **Governance**

The charity's address is The Village Hall, Maldon Road, Hatfield Peverel, Chelmsford, CM3 2HP.

At a meeting of the 16<sup>th</sup> December 2020, it was resolved that the affairs of the Association and administration of the charity should be directed by Hatfield Peverel Parish Council acting as Sole Trustee. This would take effect from 1<sup>st</sup> January 2021.

The Charity owns the hall building and the land immediately surrounding the hall. The objects of the Charity are to maintain and manage the village hall for the benefit of all the inhabitants of Hatfield Peverel. The hall is to improve social welfare of the village by providing facilities for leisure and recreation. The aim is to improve the conditions of life for the inhabitants irrespective of race, colour, sex, political and religious leanings. The trustee is satisfied that this activity meets the requirement of the public benefit test

### **Activities for the year 2024**

The hall is comprised of a large function room, several smaller rooms that are connected, and a bar/café area. Both the bar and the café activities are contracted out to a third party. The bar is used by hall hirers when events are being staged. The café is open to the public seven days per week. This has been a real success and trade is continuing to grow helped by investment in the kitchen, and a greater variety of fare offered. The hall stage has continued to be upgraded with improved lighting and sound. Concerts and plays continue to be held regularly throughout the year. Bands enjoy the facilities and are always keen to return. However, due to the impact on the volunteers, it suits the charity to put on only one of these events per month.

### **Accounts for the year 2024**

The accounts for the charity have been prepared using the simple receipts and payments method.

Net receipts show a deficit of £9,301. This is a reversal from last year's surplus of £7,224. This is not as serious as it first appears. During the year, the charity invested £32,280 in

capital improvements to enhance the fabric of the building. All of this expenditure was met out of hall income, apart from a grant of £4,859 received from Braintree District Council. It spent, £8.8k on the café refurbishment, £8k on double glazing, £3.6k on two hot water boilers, £2.7k hall lights, and £2.2k for conference type tables. The rest of the money was spent on, replacement fire alarms, new flooring, a new floor scrubber, and various other one-off items. The trustee is continuing to invest in the building. So far in 2025, it has spent £3k on a hot water boiler for the nurse, and £3k on automated roller shutters for the kitchen. It has a grant of £20k from the P.C. to spend. This will be allocated to sound proofed doors for the conference room, external doors and better heating for the nurse, replacement flooring and eco-friendly taps for the toilets.

The trustee is very pleased to note that the hire of the hall and its rooms continues to increase. The charity took in an extra £10.3k over the year compared to last year. It is now getting to the stage that the hall and its rooms have reached a workable capacity. We continue to support local clubs and organisations by giving them discounted rates. Feedback from residents about the hall is overwhelmingly positive.

If the capital expenditure for both years is stripped out, then the charity would have spent £5.8k less in total expenditure from the previous year. The main reason for this drop is the securing of a more favourable gas and energy tariff for the year. Energy costs are still high which is why there is a project in place to replace, and insulate, a new hall roof, together with the installation of solar panels. This is planned to start in 2026. The wage bill will increase as the charity has now hired a hall manager to better handle the logistical issues caused by the increased bookings.

The high capital expenditure has meant that the bank balances at the end of the year decreased to £42,455. This is a reduction of £9,301 from the previous year's balance. The trustee is happy with this figure as some of the most important hall improvements have now been made. As reported earlier, the P.C. is prepared to grant a further £20k in 2025 to pay for further hall improvements.

The accounts show a long standing, interest free, loan of £25,000. In theory, this will be repayable in 2042 to the old, moribund, village hall charity. However, steps have been taken to dissolve this entity. Note that there is an investment fund set up to repay this. The value of this COIF Charities Investment Fund as at 31<sup>st</sup> December 2024 was £26,825.

# HATFIELD PEVEREL COMMUNITY ASSOCIATION

## Registered Charity 270120

### Receipts and Payments Account for the year ended 31st December 2024

	2024		2023
	Unrestricted Funds	Restricted Funds	TOTAL
	£	£	£
<b>RECEIPTS</b>			
<b>From Trading Activities</b>			
Hall lettings	74552		74552
Events income	26032		26032
Bar/cafe franchise	9000		9000
<b>From Government</b>			
Grant from BDC		4859	4859
CIF grant from ECC			0
Grant from Parish Council			0
VAT recovered	2211		2211
<b>Other receipts</b>			
Bank interest	52		52
<b>TOTAL RECEIPTS</b>	<b>111846</b>	<b>4859</b>	<b>116705</b>
<b>PAYMENTS</b>			
Cafe costs	1182		1182
Capital expenditure	27421	4859	32280
Repairs and maintenance	14110		14110
Wages	19709		19709
Rates and water	4589		4589
Light and heat	20533		20533
Cost of events	19127		19127
Telephone	1553		1553
Insurance	5252		5252
Professional fees and licences	166		166
VAT	0		0
Cleaning	4428		4428
Stationery & advertising	630		630
Bank charges	176		176
Sundries	2273		2273
<b>TOTAL PAYMENTS</b>	<b>121148</b>	<b>4859</b>	<b>126007</b>
<b>NET SURPLUS/DEFICIT</b>	<b>-9301</b>	<b>0</b>	<b>-9301</b>
Balances Brought Forward	51756	0	51756
Balances Carried Forward	42455	0	42455

# HATFIELD PEVEREL COMMUNITY ASSOCIATION

## Registered Charity 270120

### Statement of Assets and Liabilities as at 31st December 2024

	2024	2023
<b>MONTARY ASSETS</b>		
<b>Deposits and Bank Balances</b>		
COIF Charities Deposit Fund	1074	1021
Bank Account	<u>41381</u>	<u>50735</u>
	<u>42455</u>	<u>51756</u>
<b>Debtors</b>	4395	8289
<b>Creditors</b>		
Amounts falling due within one year	11227	9725
Amounts falling due after one year (Note 1)	25000	25000
<b>INVESTMENTS</b>		
COIF Charities Investment Fund	26825	25527
<b>NON MONETARY ASSETS</b>		
Land and buildings		
Laptop		
Coffee machine		
Tables and chairs		
Kitchen equipment		
Bar equipment		
Cleaning materials		

Note 1 An interest free loan granted by Hatfield Peverel Community Association (registered charity number 210134) repayable in 2042

## **Independent Examiner's Report to the Trustees of Hatfield Peverel Community Association (Registered Charity No. 270120)**

I report to the trustees on my examination of the accounts of Hatfield Peverel Community Association for the year ended 31st December 2024.

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

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust'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 the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust 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.



J Stobart FCCA  
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE  
25<sup>th</sup> July 2025