

**Little Paxton Village Hall - Chairmans Annual Report for 2024/5**

- ☑ Bookings Policy produced to ensure clarity of decision making by Bookings Administrator.
- ☑ Electricity supply no longer has parasitic feeds to Parish Council facilities and we have enabled LPPC to have their own discrete meter to supply all of their needs.
- ☑ Flood damage to Main Hall floor dealt with and insurance covered all losses, including loss of revenue during extended closure of building.
- ☑ All flexible pipes in building upgraded to copper.
- ☑ Diamond Clean have satisfactorily carried out the work to the roof, gutters and fascia boards.
- ☑ Ideal boilers recall – Malcolm – Modification now completed and certified.
- ☑ Main Hall insurance update – Malcolm/Graham – Payments now complete
- ☑ Side noticeboard Repaired smashed plastic pane.
- ☑ Lighting trip kitchen, bar and foyer – Warren Cooke Electrical dealing. Dimmer switch replaced with on/off switch.
- ☑ Accessible hand dryer – Replaced as out of warranty.
- ☑ Wi-Fi – Richard/Malcolm – Vodafone had converted to fibre which stopped the wif-fi and 999 line. After considerable efforts by Richard and Malcolm both have now been fixed. Richard has been added as a second contact so Vodafone will deal with him in MLW's absence.
- ☑ Taps in ladies – Sticking open on end basin. New taps fitted.
- ☑ Balloon on downpipe – Came dislodged – replaced.
- ☑ Malcolm detailed dramatic increase in water use according to meter over month of July. 750 cubic meters to 19,800 cubic meters. Malcolm dealing with our supplier. The only change in circumstances is the building of the Parish Office. This has now been resolved.
- ☑ Bar cooler sockets – Malcolm – Noted a safety concern re the operation of the coolers in the bar so had Warren Cooke move and replace sockets.
- ☑ Richard created a new Website when our existing one closed by Google.
- ☑ Movement sensors foyer and/or main corridor now fitted and active. – Malcolm
- ☑ Main Corridor movement sensor –A new light sensor was installed at the meeting room end of the main corridor.
- ☑ Radio mikes – Malcolm – Problem with radio mikes. Malcolm sorting repairs.

- ☑ Electric sockets – Malcolm – High level socket in accessible loo supply cut physically at defib switch. Malcolm communicating with LPPC re their new Office electricians.
- ☑ Festive Fayre was promoted and run successfully, **despite** the Hub hosting an identical event the same day.
- ☑ New Bookings Administrator appointed to replace Joanne who has moved to Yorkshire. Joanne is giving remote mentoring during January and February. She also gave a one to one session at the Village Hall and remote training has been provided by Hallmaster.
- ☑ Radio mikes update – A.N. Audio have fixed 2 x microphone and 2 x receivers (which appeared to have been interfered with) and the third microphone is being repaired, as is the third receiver. They will also quote for changing the system to one which will not cause a conflict between music input and microphone as happened at the Christmas Fayre, despite the microphones having been walked tested prior to and after the Event.
- ☑ Gents loo floor – Malcolm – There is an issue with urine aromas in the Gents and Jason from John Seymour carpets is visiting to affect a repair on 19<sup>th</sup> March.
- ☑ Damage to Main Hall door closer – Trevor Herbert has repaired this.

**Little Paxton Village Hall Accounts for the Year Ended 31st December 2024**

**Income and Expenditure Account**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Regular and casual users fees	21,944	25,934
Lottery	984	1,140
Insurance received	42,225	
Other	200	
Interest	318	134
<b>Total Income</b>	<b>65,671</b>	<b>27,208</b>
<b>Expenditure</b>		
Capital expenditure	45,638	880
Energy, water, telephone	9,058	6,547
Council tax	186	211
Cleaning and maintenance	6,803	6,638
Admin	4,882	5,252
Insurance	1,729	959
Licences	777	502
Accountancy	160	180
<b>Total Expenditure</b>	<b>69,233</b>	<b>21,169</b>
<b>Surplus/(Deficit) for the Year</b>	<b>(3,562)</b>	<b>6,039</b>

<b>Bank Balances</b>	<b>Current</b>	<b>Deposit</b>	<b>Total</b>
As at 31st December 2024	6,079	22,082	28,161
As at 31st December 2023	9,641	22,000	31,641
Change	(3,562)	82	(3,480)

As at 31st December 2024 there were no assets or liabilities other than the reported bank balances.

**Signature**

I confirm that these accounts are in accordance with the books and records of Little Paxton Village Hall Management Committee.



**Graham Mulchinock**  
Treasurer

**Certification**

I certify that I have verified the above accounts and find them to be a true and accurate record of the accounts of Little Paxton Village Hall for the year ended 31st December 2024.



**Peter Knight MBA ACMA CGMA**  
17th February 2025



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
Little Paxton Village Hall

**On accounts for the year  
ended**

31<sup>st</sup> December 2024

**Charity no  
(if any)**

270549

**Set out on pages**

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> 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 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

10<sup>th</sup> March 2025

**Name:**

Peter Knight MBA ACMA CGMA

**Relevant professional  
qualification(s) or body  
(if any):**

Chartered Institute of Management Accountants

**Address:**

12 Grayling Close

Little Paxton

Cambridgeshire PE19 6DW

### Section B

### Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

I conducted a review of the accounts including matching items in the bank statement to source documents and entries in the accounts to the bank statements.

A couple of very minor points were noted which were duly corrected.

I am satisfied the accounts are an accurate record of the income, expenditure and bank balances of the charity.

I am satisfied that the Chairman's Annual Report is consistent with the accounts.

The Chairman has confirmed that there are no assets or liabilities other than the reported bank balances.

I note that, in addition to the accounts and Chairman's report, the charity also uploads the monthly management accounts to the Charity Commission website. There is no requirement to do so as the accounts and the Chairman's report fulfils what is required by law. If the charity chooses to continue to include the management accounts, I recommend formatting the monthly reports better so that each month fits on a single page rather than small amounts of information being included on separate pages.

I wish to thank the Chairman and Treasurer for their assistance during the independent examination.