

Report of the Trustees for the year ended 30th June 2024

The Trust and its charitable objective

The charitable trust was first registered with the Charity Commission in 1975 to "provide community hall facilities for the use and benefit of the inhabitants of and organisations within the parish of Shipham". Modifications to the deed have been registered allowing modern means of communication.

Officers of the Trust

Steve Dodd and Jules Offord continue as Treasurer and Secretary of the Trust. The Chair, Jeff Brewster stood down at the Trustee Meeting on June 27th 2024. A process to appoint a new Chair is underway.

Governance and day to day management

The trust deed lays down the powers governing the trust and its management, particularly keeping the premises in good repair and insured against fire, theft, public liability, and other insurable risks.

The trust is administered by a council of 8 independent trustees elected at the trust's AGM, and representative trustees elected annually by active village organisations empowered under the trust to appoint trustees. Over the years a number of these have become inactive and new organisations have been added. Additionally, the Parish Council is invited to nominate a representative.

There are currently 21 trustees:

Independently elected trustees

Ken Chalk	Tony Davies	Peter Downing	Paul Edwards
Ian Firth	John Moorhouse	Keith Scanlon	Helen Ingleby

Representative Trustees for active village organisations (* organisations added)

tbc	Friends of Shipham School*
Amanda Firth	Save the Children Lunches*
Jeff Brewster	Shipham Photography Group*
Katherine Leach	Shipham Community Allotment*
Jane Sanders	Shipham Community Cinema*
Steve Dodd	Shipham Football Club
Reg Bryant	Shipham Gardening Club
Abi Scotcher	Shipham Guides & Brownies
tbc	Shipham History Society*
Rachel Gregory	Shipham Parent and Toddler Group*
Debbie Andrews	Shipham Players*
Margaret Howell	Rowberrow PCC and Shipham PCC
Anita Townsend	Shipham, Rowberrow & Star Women's Institute
tbc	Shipham Scouts and Cubs

Shipham Village Hall Trust Charity number 270556
Report of the Trustees for the year ended 30th June 2024

Co-opted trustee

Frances Cartwright

Shipham Parish Council*

A management committee is appointed by the trustees to oversee the operation of the hall and at the date of this report the members are:

Management Committee members: Ken Chalk Tony Davies Steve Dodd
Paul Edwards Abi Scotcher Helen Ingleby Rachel Healey

Secretary: Jules Offord **Treasurer:** Steve Dodd

Co-opted members: Pete Ovenden, Tony Packer, Daniel Jeffery (Hall Manager)

Contact information:

For enquiries for availability and booking of any room **contact** our bookings clerk, **Katie Ovenden, by e-mail at shiphamhall.bookings@gmail.com** or on the dedicated **phone 07821720152**, leaving a request for a call back if this is not answered at the time.

Alternatively, to just check for availability of each of the 3 rooms, it is possible to do this at **www.bookingsmanager.biz/ShiphamVillageHall/**

All other communications should be sent to the Hon. Secretary. (See contact details on the website)

The principal officers and their contact information is:

Chair:

Hon. Secretary:

Mr J Offord Seagrove,
North Down Lane,
Shipham BS25 1SN
Tel: 01934 842335

Hon. Treasurer:

Mr S Dodd, 1 The Square
Shipham, BS25 1RB
Tel: 01934 843660

Public Benefit

Interest in the hall is stimulated by word of mouth, listings in free local periodicals and on the web at www.shiphamhall.co.uk, the community site www.somersetccc.org.uk, and www.hallshire.com.

The Hall is extremely well used by both villagers and those from outside the village, enhancing the social wellbeing of the village and its neighbours. The hall accepts bookings from any applicant provided the specified rooms requested are not already booked when required, and subject to its latest terms and conditions of hire. No exclusions are applied based on residence, persuasion, or opinion.

Regular activities are published on our website, hall screen, and notice boards. These include those of village organisations and others covering a wide spread of interests for all age groups, particularly those arranged for historical, cultural and creative arts, fitness and activities for children and young people. The Hall is a popular venue for weddings, anniversary celebrations, parties, and charity fundraising events.

Report of the Trustees for the year ended 30th June 2024

The Premises

Since the opening of the hall the building has been extended. An annual refurbishment program of equipment and external areas maintains the high standards set at the opening of the hall. A recent refurbishment programme has enhanced the facilities of the hall and plans are in place to further improve the experience of all hall users.

The Facilities

Hirers may either hire the whole building, or one or a combination of the following:

- A large spacious main hall with a well-equipped stage and lighting, cinema standard projection and sound
- An adjacent large kitchen, built and fitted out to a professional commercial standard
- A convivial meeting room with its own kitchenette that is ideal for smaller group meetings
- A small club/committee room, with toilets and recently fitted kitchenette that converts into a bar area for larger events

High-speed internet is freely available throughout the building and each meeting room has an individual hearing loop system, projection facility and audio system.

There is parking for approximately 60 cars.

Reserves Policy

The policy requires that the management committee ensures that funds are always available to meet any regular payments due. Periodic assessments determine the level of funds that may be needed when equipment replacements are necessary and or other cost of work that may be needed to maintain the high standards of the premises.

These regular assessments address:

- the life all fixed assets to determine those requiring replacement within 5 years
- the impact of inflation and technological advances on the potential cost of their replacements
- the costs of replacing or renovating equipment not treated as a depreciating asset
- expenditure that may be required to renovate the building's fabric or grounds

For this purpose, the funds may include those available at the time of review, plus those reasonably expected to be set aside from operations, other regular income, and depreciation before any forecast expenditure becomes due. Any surplus funds may be applied to improve either equipment or premises.

This ensures timely program of replacements and implementation of desirable improvements.

Commentary on the accounts for the year to 30 June 2024

1. Income

The hall continues to be very well used as evidenced by a similar level of hire income to last year (£42.2k v £43.1k)

Shipham Village Hall Trust Charity number 270556

Report of the Trustees for the year ended 30th June 2024

Solar energy income has fallen off (-19% YOY) and has continued to fall into 24/25 and we need to take a closer look as to what is driving this.

The increase in bank interest (£2k v £0.8k) is reflective of better rates available and a slightly higher average balance throughout the year.

2. Expenditure

As discussed and approved at the last AGM, 2024 saw a significant project to upgrade and reinvigorate the main hall and the Star room, resulting in expenditure funded through the normal annual cycle, through fixed asset purchase or through drawdown of the premises contingency fund.

The more significant items have included:

- new curtains for the main hall and unexpected replacement of the curtain tracking (£14k)
- a new floor cleaner (£2.9k)
- upgrade to the speakers in the main hall (£4k)
- Star Room alterations (£2.6k)
- Some recurring costs have increased in line with living wage increases and expected inflation (e.g. cleaner, bookings clerk, annual maintenance contracts and insurance costs)

Repair and maintenance costs have risen (£7.2k v £5.8K) largely as a result of committee decisions to redecorate the hall and to upgrade the WI collage.

Utility costs have decreased (£2.5k v £5.3k) partly due to a rebate received through a government scheme.

3. Assets and liabilities

Cash balances have increased slightly at the year end (£95.4k v £93.5k) and are sufficient to fund short term projects, such as the continued enhancement of the Star Room and the replacement of assets.

Whilst we show debtor balances for hire charges at the year end (££4.1k v £3.8k), these were all paid following the year end and we have no issues with non payment of hire charges.

The reduced balance in the Premises Contingency Fund is reflective mainly of the costs of the project mentioned earlier to replace curtains in the main hall.

4. Other

Whilst we have resisted increasing hire charges for a number of years, we should consider doing so in 24/25. We have reached a relative maximum

Report of the Trustees for the year ended 30th June 2024

usage of the hall and so our hire income is unlikely to rise in future without an increase, whereas annual recurring costs are likely to continue to increase over time.

We will give reasonable notice of the increase as we are aware that it will impact our hirer base, with our increases likely being passed on to their customers in turn.

We are also mindful that we need to remain competitively priced for the facilities that we offer and that we need to continue to maintain our premises to a high level of quality, which requires ongoing investment.

Analysis shows that our Top 10 hirers in 23/24 accounted for 45% of our hire income and the hall's finance would be impacted were any to discontinue using the hall.

Professional Support

Lloyds Bank plc is used to bank rental income and CAF Bank Ltd is used for all other regular transactions.

Mr Dennis Carroll is the Trust's independent examiner.

Signature and Declaration

I declare, in my capacity as Secretary, that the Trustees have approved the report above and have authorised me to sign it on their behalf.

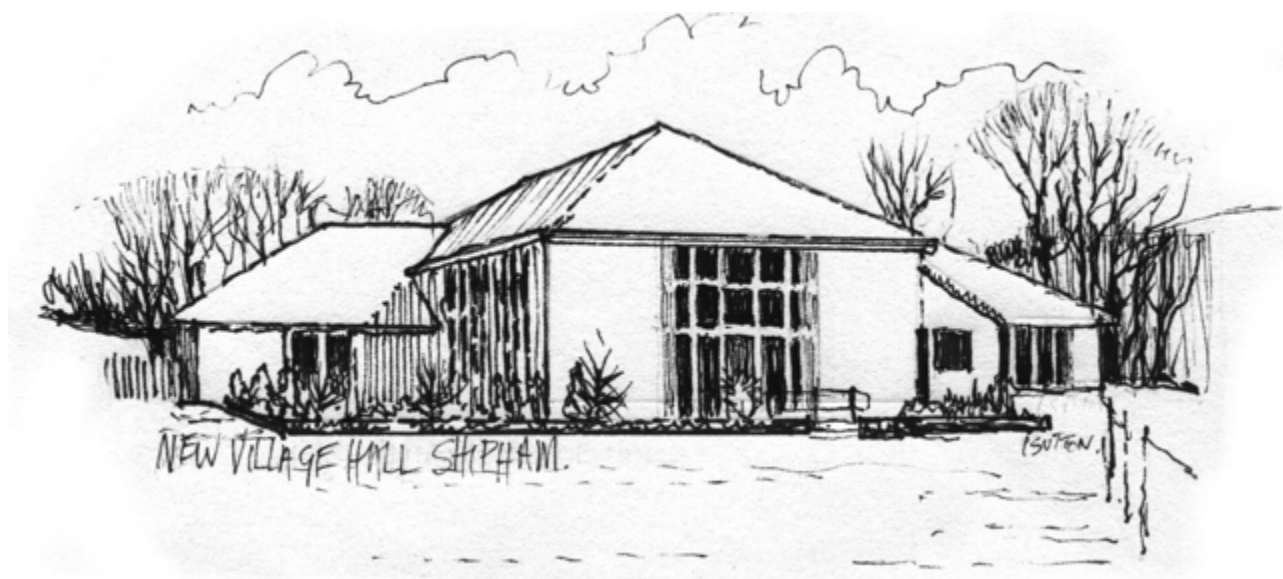
Secretary:

Jules Offord

Jules Offord

Shipham Village Hall Trust

Statement of Finances for the year ended 30 June 2024



Shipham Village Hall Trust
Statement of finances for year ended 30 June 2024

**Independent Examiner's Report
To the Trustees of Shipham Village Hall Trust**

I report to the trustees on my examination of the accounts of Shipham Village Hall Trust ("the Trust") for the year ended 30 June 2024, which are set out on pages 3 to 6.

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").

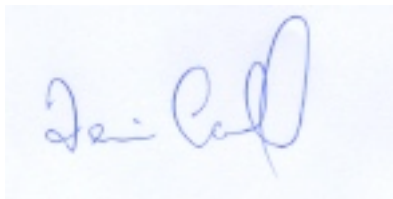
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 which gives me cause to believe that in any material respect:

- Accounting records were not kept in accordance with section 130 of the Act, or
- The accounts do not accord with the accounting records.

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.

A handwritten signature in blue ink, appearing to read 'Denis Carroll', is shown within a light blue rectangular box.

Denis Carroll ACMA
25 Beech Road
Shipham
Somerset
BS25 1SA

28 March 2025

Shipham Village Hall Trust
Statement of finances for year ended 30 June 2024

Income & Expenditure Account
Year Ended 30 June 2024

	Note	Year ended 30 June 2024 £	Year ended 30 June 2023 £
INCOME			
Income from charitable activities			
Hire charges		42,187	43,146
Fundraising	1	0	0
Donations & grants	2	0	600
Other	3	20	133
		42,207	43,879
Solar energy income	4	3,484	4,253
Interest on deposits	5	1,990	880
TOTAL INCOME		47,681	49,012
EXPENDITURE			
Direct charitable expenditure			
Fundraising costs	1	0	0
Cleaner		(3,468)	(3,136)
Honoraria to bookings clerk		(5,160)	(4,396)
Insurance	6	(1,807)	(1,732)
Electricity	7	(298)	(2,646)
Gas	7	(2,187)	(2,651)
Water and sewerage		(67)	(69)
Annual maintenance contracts	8	(3,331)	(2,494)
Repairs and maintenance	9	(7,176)	(5,755)
Exterior premises renovation works	10	(2,343)	(2,032)
Cleaning		(1,395)	(1,337)
Broadband, WIFI and alarm phone line		(10)	(20)
Website development		(14)	(325)
Officers' postage and stationery		(44)	0
Annual licences		(1,178)	(629)
Independent examiner		(70)	(80)
Other	11	(5,062)	(429)
TOTAL EXPENDITURE	12	(33,610)	(27,731)
TOTAL NET INCOME		14,071	21,281
Depreciation	14	(5,789)	(4,740)
Premises contingency fund	17	(4,800)	(5,000)
David Worker Legacy Fund	18	(0)	(600)
NET SURPLUS		3,482	10,941

Shipham Village Hall Trust
Statement of finances for year ended 30 June 2024

Balance Sheet
Year Ended 30 June 2024

	Note	Year ended 30 June 2024 £	Year ended 30 June 2023 £
FIXED ASSETS			
Land at cost		28,281	28,281
Premises at cost	13	501,873	501,873
Equipment	14		
Net Book Value b/f		24,922	28,494
Additions		5,440	1,168
Disposals at Net Book Value		0	0
Depreciation		(5,789)	(4,740)
Net Book Value c/f		24,573	24,922
TOTAL FIXED ASSETS		554,727	555,076
CURRENT ASSETS			
Cash at bank			
Lloyds Bank plc - instant access	15	4,394	1,207
CAF Bank Limited - Cash Account Trust 1	16	9,518	7,787
CAF Bank Limited - Gold Account Trust 2	16	81,481	84,492
Debtors			
Hire charges		4,072	3,813
Solar FIT		1,200	1,711
Other prepayments and accrued income		886	7,004
TOTAL CURRENT ASSETS		101,551	106,014
CURRENT LIABILITIES			
Accruals and provisions			
General accruals and provisions		(2,500)	(2,764)
Hirers' deposits held and prepaid rents		(4,167)	(2,316)
TOTAL CURRENT LIABILITIES		(6,667)	(5,080)
NET CURRENT ASSETS		94,884	100,934
TOTAL NET ASSETS		649,611	656,010
REPRESENTED BY			
Premises contingency fund	17		
Brought forward		25,812	23,158
Additions		5,000	5,000
Withdrawals		(14,831)	(2,345)
Carried forward		15,982	25,813
General reserves fund			
Brought forward		625,347	614,406
David Worker Legacy Fund	18	4,800	4,850
Surplus for the year		3,482	10,941
Carried forward		633,629	630,197
TOTAL FUND BALANCES CARRIED FORWARD	19	649,611	656,010

Shipham Village Hall Trust
Statement of finances for year ended 30 June 2024

Notes to the statement of finances

1. In accordance with custom, fund raising events on behalf of the trust have only generally been run every other year. However, no fundraising events have been held in the year.
2. No grants were received in the year. A donation of £600 was received in the previous year for use in the David Worker Fund.
3. Other income relates to the interest earned on our main transactional account with the CAF Bank.
4. Solar energy income relates to receipts from the Feed in Tariff scheme and exported energy generated by the solar panels has decreased by 19% compared with the previous year.
5. Interest income has continued to increase in line with more favourable interest rates on offer on our accounts, mirroring general market conditions.
6. Insurance cover is provided by an Allied Westminster Village Guard policy.
7. Utility charges are lower than expected and we have benefitted from a rebate on electricity costs in the year.
8. Annual contracted maintenance costs:

	2024	2023
	£	£
Kitchen bi-annual deep cleans	0	204
Hall floor refurbishment	1,106	959
Gas equipment and heating systems	882	228
Septic tank clearance	350	333
Security systems	697	515
Fire-fighting and electrical equipment	206	171
Children's play area safety report	90	84
	<u>3,331</u>	<u>2,494</u>

Increased charges this year reflect general additional service and repair costs in line with the age of the equipment.

9. Repair and maintenance costs:	2024	2023
	£	£
Internal redecorating of the building	2,191	798
WI Collage upgrade	1,058	0
Certification of electrics	300	0
Grounds maintenance and repair	2,135	2,076
Solar system triennial service provision	450	450
Internal and external lighting repairs	235	998
Plumbing/gas repairs	506	239
Kitchen equipment	40	215
Signage	27	414
Sundry small repairs or replacements	234	565
	<u>7,176</u>	<u>5,755</u>

A full annual maintenance schedule was performed in the year and other repair and maintenance costs have risen in line with increased hall usage and the relative age of the building's contents.

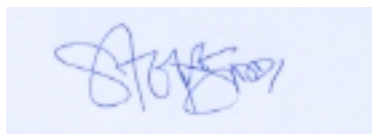
10. External renovation works:	2024	2023
	£	£
Exterior paths, trees and hedges	461	596
Sleeper replacement for planters	490	0
Repainting exterior	0	905
Maintenance to slabs & patio area	0	351
Fencing repairs	1,111	180
Drainage work	281	0
Other	0	0
	<u>2,343</u>	<u>2,032</u>

A programme of work was continued to maintain the look of the area surrounding the hall.

Shipham Village Hall Trust
Statement of finances for year ended 30 June 2024

11. Other expenditure includes the upgrade to the main hall's sound system (£3,950). Other items relate to minor expenditure that is not classified under separate headings in the accounts.
12. Trustees, the Hall Manager and other Management Committee Members were reimbursed a total of £7,428 for purchases of equipment and/or materials for use in the hall made at the request of the management committee. Total repayments of this expenditure were: Tony Packer £2,214 Jeff Brewster £912, Daniel Jeffery £3,433, Stephen Dodd £44, Ken Chalk £497, Jules Offord £36, John Moorhouse £30, Helen Ingleby £205 and Pete Ovenden £45.
13. Premises insured value
The hall is insured with Allied Westminster (Insurance Services) Limited and the sum insured under the current insurance contract is £1.1m.
This value compares with a total cost of £554,727 in the accounts, being £530,154 for premises, and £24,573 included in equipment that is the net book value of landlord's fixtures and fittings and solar panels.
14. Equipment and depreciation
Additions during the year include a floor cleaner and elements of the upgrade of the Star Room.
The depreciation policy writes down the cost of equipment over its minimum expected life to provide the money for their eventual replacement when needed.
The minimum expected life selected is set at either 5, 10 or 20 years, with the original cost and net book value at 30 June 2024 for each category shown below in brackets:
5 yr. life: Kitchenware, computers, general sanitary ware, and sundries (Cost £9,100; NBV £0)
5 yr. life: Audio/video equipment, curtains, and floor coverings (Cost £25,628; NBV £0)
10 yr. life: All other equipment and furniture (Cost £90,683; NBV £18,662)
20 yr. life: Solar panels (Cost £21,403; NBV £5,911)
Total: All equipment (Cost £146,814; NBV £24,573)
Within the total depreciation charge is £1,070 related to the hall's solar panels and their inverters.
Land and premises are not depreciated but replacements of major equipment included originally in the building cost are now added to equipment and depreciated.
15. Lloyds Bank plc is used to bank rental income and CAF Bank Ltd is used for all other regular transactions.
16. In the year, short-term funds are placed in a CAF Bank Gold account, earning interest at the year end of 2.50%.
17. A transfer to the premises contingency fund is made annually to contribute towards the cost of future major replacements or repairs of the premises, equipment and fittings integrated within the building that have not been designated as equipment in the accounts.
A further transfer of £5k was made at the end of the year, netted off by £200 that was received for the sale of the stage curtains.
During the year costs of £14,831 were incurred that have been charged against the premises contingency fund, including:
 - Curtains and tracking for main hall and stage £14,014
 - Replacement thermostats £440
 - Main hall speakers £376
18. A payment of £50 was approved from the David Worker legacy fund in the year and the fund remains in place to support local organisations.
19. There are no restricted or endowment funds.

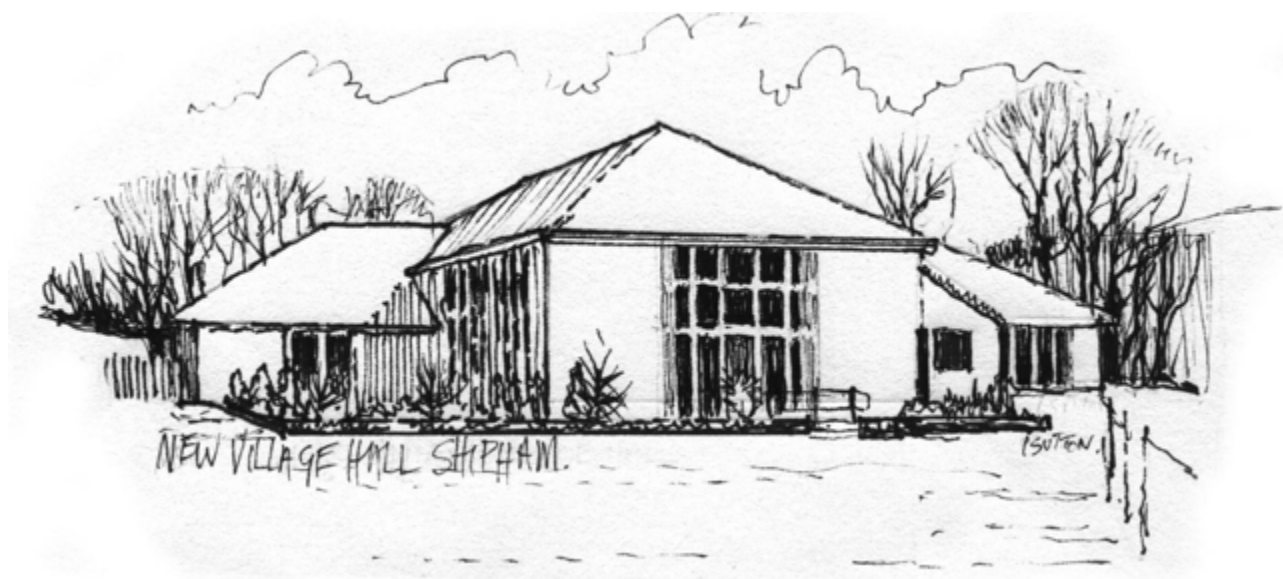
The Income and Expenditure Account, Balance Sheet and notes relating to the period ended 30 June 2024 are as approved by the Trustees of Shipham Village Hall Trust.



Stephen Dodd
Honorary Treasurer
28 March 2025

Shipham Village Hall Trust

Statement of Finances for the year ended 30 June 2024



Shipham Village Hall Trust
Statement of finances for year ended 30 June 2024

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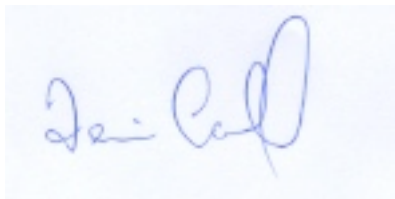
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Denis Carroll ACMA
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Somerset
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28 March 2025

Shipham Village Hall Trust
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Shipham Village Hall Trust
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	<u>7,176</u>	<u>5,755</u>

A full annual maintenance schedule was performed in the year and other repair and maintenance costs have risen in line with increased hall usage and the relative age of the building's contents.

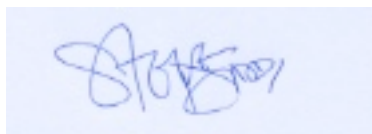
10. External renovation works:	2024	2023
	£	£
Exterior paths, trees and hedges	461	596
Sleeper replacement for planters	490	0
Repainting exterior	0	905
Maintenance to slabs & patio area	0	351
Fencing repairs	1,111	180
Drainage work	281	0
Other	0	0
	<u>2,343</u>	<u>2,032</u>

A programme of work was continued to maintain the look of the area surrounding the hall.

Shipham Village Hall Trust
Statement of finances for year ended 30 June 2024

11. Other expenditure includes the upgrade to the main hall's sound system (£3,950). Other items relate to minor expenditure that is not classified under separate headings in the accounts.
12. Trustees, the Hall Manager and other Management Committee Members were reimbursed a total of £7,428 for purchases of equipment and/or materials for use in the hall made at the request of the management committee. Total repayments of this expenditure were: Tony Packer £2,214 Jeff Brewster £912, Daniel Jeffery £3,433, Stephen Dodd £44, Ken Chalk £497, Jules Offord £36, John Moorhouse £30, Helen Ingleby £205 and Pete Ovenden £45.
13. Premises insured value
The hall is insured with Allied Westminster (Insurance Services) Limited and the sum insured under the current insurance contract is £1.1m.
This value compares with a total cost of £554,727 in the accounts, being £530,154 for premises, and £24,573 included in equipment that is the net book value of landlord's fixtures and fittings and solar panels.
14. Equipment and depreciation
Additions during the year include a floor cleaner and elements of the upgrade of the Star Room.
The depreciation policy writes down the cost of equipment over its minimum expected life to provide the money for their eventual replacement when needed.
The minimum expected life selected is set at either 5, 10 or 20 years, with the original cost and net book value at 30 June 2024 for each category shown below in brackets:
5 yr. life: Kitchenware, computers, general sanitary ware, and sundries (Cost £9,100; NBV £0)
5 yr. life: Audio/video equipment, curtains, and floor coverings (Cost £25,628; NBV £0)
10 yr. life: All other equipment and furniture (Cost £90,683; NBV £18,662)
20 yr. life: Solar panels (Cost £21,403; NBV £5,911)
Total: All equipment (Cost £146,814; NBV £24,573)
Within the total depreciation charge is £1,070 related to the hall's solar panels and their inverters.
Land and premises are not depreciated but replacements of major equipment included originally in the building cost are now added to equipment and depreciated.
15. Lloyds Bank plc is used to bank rental income and CAF Bank Ltd is used for all other regular transactions.
16. In the year, short-term funds are placed in a CAF Bank Gold account, earning interest at the year end of 2.50%.
17. A transfer to the premises contingency fund is made annually to contribute towards the cost of future major replacements or repairs of the premises, equipment and fittings integrated within the building that have not been designated as equipment in the accounts.
A further transfer of £5k was made at the end of the year, netted off by £200 that was received for the sale of the stage curtains.
During the year costs of £14,831 were incurred that have been charged against the premises contingency fund, including:
 - Curtains and tracking for main hall and stage £14,014
 - Replacement thermostats £440
 - Main hall speakers £376
18. A payment of £50 was approved from the David Worker legacy fund in the year and the fund remains in place to support local organisations.
19. There are no restricted or endowment funds.

The Income and Expenditure Account, Balance Sheet and notes relating to the period ended 30 June 2024 are as approved by the Trustees of Shipham Village Hall Trust.



Stephen Dodd
Honorary Treasurer
28 March 2025