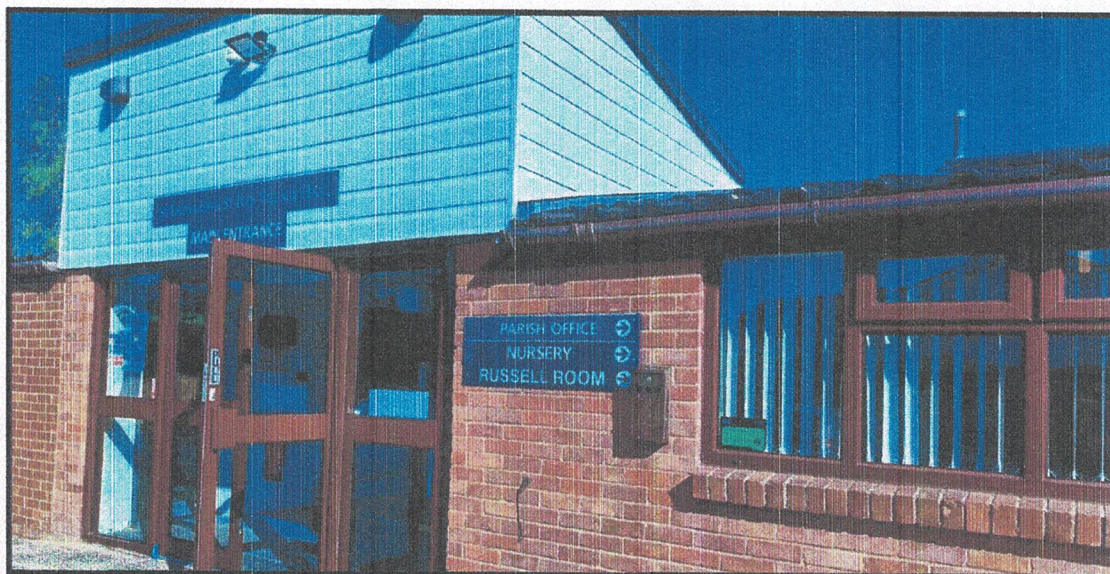


St Leonards & St Ives Village Hall

Annual Report and Accounts 2023/24



Public Benefit

When planning actions and activities the Trustees pursue the stated objectives and have complied with their duty to have due regard to the commission's public benefit guidance when reviewing the charity's aims, objectives and in planning future activities.

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Braeside Road, St Leonards, Dorset

Table of Contents

Purpose of the Annual Report	Page 2
Objectives and Activities	Page 3
Achievements and Performance	Page 3
Financial Review	Page 5
Structure, Governance and Management	Page 9
Reference and Administrative Details	Page 10
Exemptions from Disclosure	Page 10
Funds held as Custodian Trustees on the behalf of others	Page 10
Independent Examiner's Report	Page 11

Purpose of the Annual Report

This Annual Report (the report) has been prepared to discharge the Trustees responsibility to ensure that the charity is publicly accountable to its stakeholders for the stewardship and management of the funds it holds on trust. It aims to provide a fair, balanced and understandable review of the charity's structure, legal purposes, objectives, activities, financial performance and financial position.

[Read more on our website](#)



Objectives and Activities

The VHMC is committed to providing an outstanding village hall for the use of residents of St Leonards and St Ives parish without distinction of political, religious or other opinions and with the object of improving their lives including use for meetings, lectures and classes, and other forms of recreation and leisure time occupation. Later in this report are details of our achievements this year and the financial results.

When planning actions and activities the Trustees pursue the stated objectives and have complied with their duty to have due regard to the commission's public benefit guidance when reviewing the charity's aims, objectives and in planning future activities.

Achievements and Performance

Hirers

The number of hirers using the hall and rooms in the Village Hall has increased throughout the year.

	2022-23	2023-24	Change
Regular hirers	1,152	1,365	+213
Ad-hoc hirers	52	37	-15
Total	1,204	1,402	+198

The uses to which the hall and rooms are used are varied, ranging from sports activities such as indoor bowls and badminton to crafting and hobby pastimes.

In addition, the Village Hall has again provided a 'Warm Hub' for the local community over the colder winter months

Fundraising Activities

The community fundraising activities undertaken in the year included the provision of the Computer Cafe on a weekly basis and a series of one-off events. With support from the parish council and local businesses we managed to provide a Summer Fun Day enjoyed by many families with free entry and entertainment ranging from live artists to children's games. We also provided stalls for sellers and food and bar drinks.

The one-off events included:

- Summer Fun Day;
- Race Night;
- Quiz Night;
- Easter Egg Hunt;



All the events were well attended and feedback was positive.

Staff

We had a single retirement this year in May 2023. A new member of staff had already been recruited and the workload was picked up after a suitable handover period. In the year we recruited a part-time finance assistant to assist with budgeting and financial reporting.

Maintenance

Only minor items of maintenance were needed in the year. Works undertaken included small repairs to lighting, water boilers, and the battery stores associated with the newly installed solar panels.

Other

In the year fire safety signage was replaced with improvements.

Financial Review

Income

The main sources of income are:

- Grant Income;
- Hirer Income;
- Fundraising Income;
- Interest Income;

For the year income was:

Income	2023/24	2022/23
Regular Hirer	£41,336	£34,482
Private (Ad-hoc) Hirer	£2,921	£2,772
Fundraising	£8,376	£7,974
Grant Income	£20,000	£22,141
Interest Income	£1,638	£446
Other Income	£1,607	£10,569
Total	£75,878	£78,384

The Village Hall received a £10,000 core-funding (cashflow) grant from St Leonards and St Ives Parish Council (2022/23; £10,000) plus £10,000 in grant aid from the TH Russell Trust to fund entrance works. (In the year an amount of £1,136 was returned to TH Russell Trust in respect of Warm Hub grant aid previously received where the monies were not spent).

Other income consists of cupboard hire (£1,335), equipment hire (£145), donations (£23) and miscellaneous income (£104).

The increase in hirer income reflects the increased usage of the Village Hall over the course of the year.

Expenditure

The main areas of expenditure are:

- Administration costs (including staffing);
- Charitable activity costs;
- Property costs;

For the year expenditure was:

Expenditure	2023/24	2022/23
Wages	£35,177	£32,202
Premises	£23,540	£19,158
Fundraising	£3,686	£3,886
Repairs	£2,591	£18,448
Administration	£10,275	£8,564
Total	£75,269	£82,258

Tangible Fixed Assets

- New assets; a new laptop, dishwasher, and floor cleaning machine was purchased.
- Items disposed of; assets which had reached the end of their useful life or stopped working included an old personal computer, and old tables and chairs.

(It should be noted that the building structure of the Village Hall is accounted for within the financial statements of the Parish Council).

Reserves Policy

The reserves policy takes into account the need to cover fluctuations in income, current liabilities and unplanned expenditure. The minimum operating reserve of 13 weeks operational costs is normally held as cash (unrestricted funds) in the CAF Gold account. There are no major concerns regarding our financial viability for the next 12 months.

Statement of Financial Activities

The statement of financial activities (SoFA) is a single accounting statement that includes all income, gains, expenditure and losses recognised for the reporting period. It provides an analysis of the income received and the expenditure by the charity on its activities, and presents a reconciliation of the movements in a charity's funds for the reporting period.

Statement of Financial Activities

	2023/24				2022/23
<i>Income (Note 1)</i>	<i>Unrestricted</i>	<i>Restricted</i>	<i>Endowment</i>	<i>Total Funds</i>	
Income from donations & legacies	-£10,023	-£8,864	£0	-£18,887	-£22,141
Income from other trading activities	-£54,216	£0	£0	-£54,216	-£55,796
Investment Income	-£1,638	£0	£0	-£1,638	-£446
Total Income	-£65,877	-£8,864	£0	-£74,741	-£78,384
<i>Expenditure (Note 2)</i>					
Administration Costs	£3,964	£99	£0	£4,063	£4,117
Charitable Activities	£41,391	£0	£0	£41,391	£36,649
Fundraising costs	£3,686	£0	£0	£3,686	£3,887
Property expenses	£26,130	£0	£0	£26,130	£37,605
Total Expenditure	£75,171	£99	£0	£75,269	£82,258
Net Resource Movement	£9,294	-£8,766	£0	£528	£3,874
Net Movement in Funds	£9,294	-£8,766	£0	£0	£3,874
Total Funds brought forward	-£101,515	-£1,276	£0	-£102,791	-£106,665
Total Funds carried forward	-£92,221	-£10,041	£0	-£102,263	-£102,791

Balance Sheet

The objective of the balance sheet is to show the resources available to the charity and whether these are available for all purposes of the charity or have to be used for specific purposes because of legal restrictions placed on their use.

Balance Sheet

	As at 31 March 2024		31 March 2023
Tangible Fixed Assets (Note 3)			
Computer Equipment	£696		£245
Fixtures and Fittings	£22,635		£26,461
Other Assets	£57		£80
Plant & Machinery	£5,269		£5,387
		£28,656	£32,173
Current Debtors (Note 4)		£4,583	£4,056
Cash at bank & in hand (Note 5)		£84,004	£75,672
Current Creditors (Note 6)			
Trading Creditors	-£4,515		-£649
Other Creditors	-£10,465		-£8,460
		-£14,980	-£9,110
Net Assets		£102,263	£102,791
Funds and Reserves (Note 7)			
Restricted Funds		-£10,041	-£1,276
Unrestricted designated Funds		-£21,882	-£21,882
General Funds		-£70,339	-£79,633
Total Funds		-£102,263	-£102,791

Prepared by I. L. Lytch

Date 31.7.24

Examined by R. G. Lewis

Date 31 July 2024

Structure, Governance and Management

The charity is an unincorporated association operating under a Lease and Trust Deed with the Parish Council and a Constitution, known as the First Schedule, which governs day to day management of the charity. It operates with a small staff of part time paid employees and a committee of volunteers who manage the charity. All members of the committee are drawn from regular users and local residents, they retire together at each Annual General Meeting and can be re-elected or reappointed. All regular user groups are encouraged to join the committee as either a trustee or co-optee, the latter do not hold trustee and voting status. None of the trustees have received benefits from the charity in this financial year.

The unpaid Independent Examiner for this year is **Keith Lewis FCA**.

Risks Policy: Our annual risks assessment was last carried out in April 2022. The minor risks have been addressed, the main concern is the low number of trustees and a reluctance amongst hirers to join the Trustee board. The review of risks is on-going and continuous. It is anticipated that the risk register will be updated and presented to the Management Committee in the second quarter of the 2024/25 year.



Reference and Administrative Details

St Leonards & St Ives Village Hall Management Committee (VHMC) was created on 1st October 1975 (registration number 270967). The charity's address is St Leonards & St Ives Village Hall, Braeside Road, St Leonards, RINGWOOD BH24 2PH. The Village Hall is owned by the Parish Council and administered by the charity under a 99 year lease agreement signed in November 1975 which forms part of the Constitution document.

Charity Trustees during the year were:

- Margaret Goringe (Chairperson)
- Barry Goringe (retired from the Committee 23 November 2023)
- Vivienne Frecknall (Treasurer)
- Dot Tuck
- Marie Drake
- Myra Barter
- Jill Rix
- Diane Parker (joined the Committee 18 May 2023)
- Jane Adams (joined the Committee 22 June 2023)

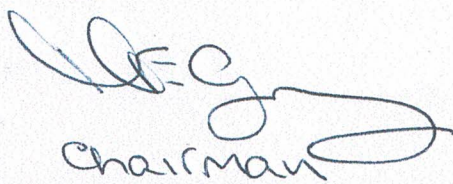
Exemptions from Disclosure

No exemptions from disclosure have been made.

Funds held as Custodian Trustees on the behalf of others

No funds are held as custodian trustees on the behalf of others.

approved.


Chairman

14/9/24

Independent Examiner's Report to the Trustees of St Leonards and St Ives Village Hall Management Committee (Registered Charity 270967)

I report on the accounts of the Charity for the financial year ended 31 March 2024 which are set out in pages 7 and 8.

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

As the charity's trustees, 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 which gives me cause to believe that in, any material respect.

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.

Signed KJ Lewis Date 31 July 2024

Name KEITH JOHN LEWIS

Relevant Professional Qualifications FCA

Address 12 Willow Close, ST LEONARDS, RINGWOOD BH24 2RQ
