



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/04/23 to 31/03/24

Charity name: GRAVELEY VILLAGE HALL

Charity registration number: 272923

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Providing, operating and maintaining a village hall facility for the local community</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Administering hire arrangements Cleaning and general upkeep Occasional community events</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We confirm the Trustees have ensured that the guidance on public benefit has been adhered to although wish to highlight that turnover is less than the £250k threshold for complying with the SORP guidelines and that</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Improving the lives of the community through bringing people together in a social or activity-based setting.</b></p> <p><b>Facilitating health benefits through users such as dance classes and table tennis keeping people active.</b></p> <p><b>Facilitating children's development through a pre-school being a regular user.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Trading profit and increase in reserves held.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserves are held for significant spend that may be needed to the fabric of the building and surrounding land (e.g. replacement of the roof, re-surfacing of the car park etc.)</b>
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>n/a</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Mainly hire charges by users, also a payment by a local business for its customers to use our car park. Occasional donations by the public at events we organise.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>No investments made</b>
A description of the principal risks facing the charity	Para 1.46	<b>Costs of maintaining a building over 100 years old and increasing energy prices.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>A Constitution (conveyance dated 18<sup>th</sup> February 1927)</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>A Trust</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Election of any new Trustees by those already appointed</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Graveley Village Hall
Other name the charity uses	n/a
Registered charity number	272923
Charity's principal address	The Grange, High Street, Graveley, Hitchin, Herts, SG4 7LA

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Blanshard	Trustee and Chair		Other Trustees
2	Sal Jarvis	Trustee		“
3	Pete Bracey	Trustee		“
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**Corporate trustees – names of the directors at the date the report was approved**

Director name		
n/a		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	
n/a		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a
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## Other optional information


None
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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Paul James Blanshard

Position (eg Secretary,  
Chair, etc)

Chair

Date

19/05/25

# GRAVELEY VILLAGE HALL

## Year End Accounts 31st March 2024

	2024	
Balance Brought Forwards	47,887.10	
<u>INCOME</u>		
Sales	25,227.17	
Other income	300.00	
Interest	240.86	
	<u>25,768.03</u>	<u>25,768.03</u>
<u>EXPENDITURE</u>		
Direct Expenses	668.26	
Direct Wages	4,820.00	
Accountancy Fees	457.00	
County Supplies	1,630.56	
Entertainment	97.00	
Events	13.79	
Insurance	808.87	
Legal Expenses	447.16	
Light, Power and Heating	2,954.27	
Printing and Stationary	-	
Rates	805.26	
Repairs and Maintenance	8,271.72	
	<u>20,973.89</u>	<u>20,973.89</u>
Balance carried forward	<u>52,681.24</u>	
<u>FIXED ASSETS</u>		
Office Equipment	228.94	
<u>CURRENT ASSETS</u>		
Current Account	17,676.42	
Savings Account	31,339.96	
Petty Cash	100.00	
Debtors	2,399.25	
Prepayments	1,106.67	
<u>CURRENT LIABILITIES</u>		
Creditors	(170.00)	
	<u>52,681.24</u>	<u>52,681.24</u>
	-	

	2023	
Balance Brought Forwards	44,625.31	
<u>INCOME</u>		
Sales	15,134.50	
Other income	1,700.00	
Interest		
	<u>16,834.50</u>	<u>16,834.50</u>
<u>EXPENDITURE</u>		
Direct Expenses	591.17	
Direct Wages	5,200.00	
Accountancy Fees	322.50	
County Supplies	1,261.18	
Entertainment		
Events		
Insurance	708.69	
Legal Expenses	34.79	
Light, Power and Heating	2,794.03	
Printing and Stationary	14.50	
Rates	747.25	
Repairs and Maintenance	1,898.60	
	<u>13,572.71</u>	<u>13,572.71</u>
Balance carried forward	<u>47,887.10</u>	
<u>FIXED ASSETS</u>		
Office Equipment	228.94	
<u>CURRENT ASSETS</u>		
Current Account	14,912.93	
Savings Account	31,099.10	
Petty Cash	100.00	
Debtors	530.25	
Prepayments	1,065.88	
<u>CURRENT LIABILITIES</u>		
Creditors	(50.00)	
	<u>47,887.10</u>	<u>47,887.10</u>
	-	

The receipts and payments have been checked for accuracy. Records have been spot checked and I am satisfied by the explanations.

I am satisfied with the classifications and treatment of the transactions in the year.

The banks have been referenced and are correct to the statement at the year end.

Intercharity transfers have gone into respected codes but then been deducted as not to overstate expenditure or Income.



Archie Akers  
Independently audited, 24th April 2025  
ACCA MAAT



# **Independent Examiner's Report to the Trustees of Graveley Village Hall**

I report on the accounts of the church for the year ended 31<sup>st</sup> March 2024

## **Respective Responsibilities of Trustees and Examiner**

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

## **Basis of Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below. Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Archie Akers

24<sup>th</sup> April 2025



ACCA MAAT