

# **Sutton Valence Village Hall**

## **Chairman's Report for the year 12th December 2025.**

This has been another very progressive year for the Hall in all areas. I am pleased to report that the number of bookings has remained constant, while our regular groups and clubs have maintained or increased their normal time slots. The Committee is very grateful to Janet Burnett for her efficiency in managing the Halls bookings, to Paul Burnett our caretaker, for maintaining our facilities and for organising our testing in all relevant areas. We would also like to thank our cleaners Sandra Velvick and Joanna Goodsell. The committee are very grateful to Sandra for the years of service and commitment to the Village Hall.

The solar panels are making a valuable contribution to reducing our energy costs (see Treasurer's report) which not only benefits the environment but also our users. This is one of the reasons why we are able to maintain our current hire charges. The committee are also very grateful to the Parish Council for organising regular maintenance of the outside areas around the Hall, which makes this excellent asset to Sutton Valence more attractive.

The committee has continued to make further improvements this year and I am very grateful to Judith Underwood for all her hard work in obtaining quotes and liaising with our users and with the decorators over completion deadlines. The decorators were excellent and the whole area looks brighter. The interior décor was improved further by replacing the curtains which are fire retardant and retain the heat. The decorators did highlight the presence of some asbestos and once again thank you Judith for finding the specialist team to remove it above the Parish Council entrance and for stabilising above the bin area where there is the relevant signage.

The noticeboard is there to display your posters and our Facebook page is also available. The website is now updated.

The Committee is now looking at improving the floor in the main hall which is becoming worn and upgrading the flooring in the Parish offices and entrance hall.

I am grateful for the time Lesley Flint spent representing the Parish Council I would like to officially welcome their new representative, Ian Walker. I wish to thank all those on the Committee for their commitment and the time they give to maintaining this community asset. We would like to attract new members so if you would like to be involved, please contact a member of the Committee.

Annie F. Wilkinson

December 2025

# Sutton Valence Village Hall Committee

Charity Number 273471

## Accounts for the year to 31 October 2025

### Receipts and Payments Statement

Income	Notes	2025	2024
		£	£
Hire charges for use of the Hall	1	37,990	32,683
Grants and donations received		75	34,125
Electricity exported		555	0
Bank Interest		1,326	1,552
Key deposits and other deposits		60	0
Total income		<u>40,005</u>	<u>68,360</u>
<b>Expenditure</b>			
Utilities	2	5,541	6,304
Internet and telephones		886	996
Caretaking, cleaning and bookings services		10,777	10,071
Repairs and maintenance	3	24,700	6,612
New curtains and redecoration	3	4,373	
Less: Charged to maintenance reserve	4	<u>-26,805</u>	<u>0</u>
Insurance		1,748	1,677
Licences		546	488
Roof and Solar Insulation		0	29,635
Miscellaneous		<u>251</u>	<u>148</u>
Total expenditure		<u>22,017</u>	<u>49,318</u>
Net receipts		<u>17,988</u>	<u>19,042</u>

### Reserves Statement

	Total Reserves	General reserve	Maintenance Reserve (Restricted)	Note
	£	£	£	
Balance brought forward 1 November 2024	43,684	5,000	38,684	
Utilised in the year	-26,805		-26,805	
Net result for the year	17,988	17,988		
Transfer to Maintenance Reserve in the year	0	-17,988	17,988	5
Carried forward at 31 October 2025	<u>34,868</u>	<u>5,000</u>	<u>29,868</u>	

Represented by cash at bank at 31 October 2025 (net of refundable deposits held of £500)

34,868

(2024 £43,684)

Signed Derrick Parkes

Annie Wilkinson

Date

Approved

13 November 2025

# Sutton Valence Village Hall Committee

Charity Number 273471

## Notes to the Accounts for the year to 31 October 2025

- 1 **Income for hall hire** is recognised on a cash basis so that money received is included in income irrespective of the year to which it relates.

2 <b>Utilities</b> comprise :	£
Gas	2,457
Electricity	1,129
Water supply and removal	<u>1,955</u>
	<u>5,541</u>

- 3 **Repairs and Maintenance** charged to the maintenance reserve comprised:

Curtains Funded by 2024 Rural England Prosperity Fund Grant	4,373
Redecoration	16,710
Asbestos removal	2,200
New signage	511
Website update	763
Water economiser	589
Locks and doors work	699
New radiator for stage	<u>960</u>
Charged to the Maintenance reserve	<u>26,805</u>

- 4 **Maintenance Reserve (Restricted Fund)**

The Hall Committee's policy is to maintain current reserves of £5,000 to meet expenses and keep other funds in the restricted maintenance reserve for repair and improvements to the Hall. Apart from general maintenance to the inside and outside of the Hall major expenses are likely to be a repair or replacement of the flat roof and renewal of the flooring throughout.

- 5 **Cash at bank**

The Hall Committee maintains a current account (£447), an instant access savings account (£4,415) and a notice savings account (£30,506).

- 6 **Other Assets**

The Hall's assets all of which are considered unrestricted include the lease of the Hall, tables and chairs, fixtures and fittings and security and other equipment.

- 7 **Liabilities**

Various invoices relating to services received before 31 October 2025 are paid for in the next financial year.

Some hire charges are paid in advance and are included in these accounts as income. Refundable deposits held but not repaid amounted to £500.

# Sutton Valence Village Hall Committee

Accounts for the year to 31 October 2025

## Independent Examiner's Report on the Accounts

Report to the trustees/members of the Sutton Valence Village Hall Committee  
(Charity number 273471) on the accounts set out on Pages 1 and 2.

### Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act,
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with 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 account and seeking explanations from the 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

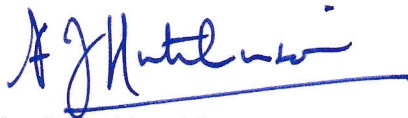
In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:



Date: 13<sup>th</sup> November 2025

Name Andrew Hutchinson  
The Manse  
Sutton Valence  
Kent ME17 3AH