



**Wilbarston Village Hall**  
(Registered Charity No. 274211)

**MANAGEMENT COMMITTEE AGM**

**Thursday April 6<sup>th</sup> 2026**

**1. Attendance:** Jill West, Paul West, Tommy Kelly, Tim Nightingale, Tony Huxley, John Hooper, Sue Hussain, Mike Doyle, Heather Brown, Tim Fallon, Siobhan Lovell

**2. Apologies:** Sophie Crowley, Barrie Leadbeater, John Piercy, Bill McElhinney, David Howes

**3. Approval of Minutes of the AGM 2025**

**Proposed: JH   Seconded: TK**

**4. Matters Arising**

Constitution is currently being re-written as part of the move to a Charitable Incorporated Organisation (CIO).

**5. Chairmans Report to year end 31<sup>st</sup> August 2025-** see attached

**Members of the Management Committee at 31<sup>st</sup> August 2025**

John Hooper  
Ray Kemp  
Sue Hussain  
Sophie  
Jill West  
Barrie Leadbeater  
Tommy Kelly  
Representative  
Tony Huxley  
Siobhan Lovell  
Tim Nightingale

Chair  
Vice Chair  
Secretary - joint  
Secretary - joint  
Treasurer  
Bar Manager  
Trustee & Parish Council  
  
Trustee  
Trustee  
Co-opted Member

## **Review of Progress and Activities in year ending 31<sup>st</sup> August 2025**

This has been a year of consolidation and growth. As always, new members bring new skills, experiences and knowledge. Our thanks, of course, go to those who have left the committee, but it is safe to say we continue to have an enthusiastic and dedicated management team.

The work to identify unused capacity, mentioned last year, has continued to show positive results. Bookings have increased by a massive 35% and that has resulted in an increase of 13% in bar takings. Overall, the excess of income over expenditure is 18%. Supported by our committee, key to this success have been our Hall Manager, Paul West and Bar Manager, Barrie Leadbeater.

Of course, there have been challenges. Every organisation has had to face increased costs; we are no exception. Detailed cost analysis by our treasurer, Jill West, and a survey of hire rates of similar local venues by our Hall Manager has enabled us to review our hire rates using real data. We have increased some rates but within our policy of serving our local community first. I am pleased to say, we have kept unchanged rates to regular weekly hirers and residents of the parish (apart from a small weekend premium). Our celebratory events, silver and gold packages, have increased as have rates to hirers from outside the parish.

So what is new – Three picnic tables were installed to the north of the hall allowing users to enjoy the magnificent view in a little more comfort. The other big success is the progress of the Film Club. Regular monthly film nights are proving very popular. Great films, big screen, popcorn, ice creams and bar; perfect night out for everyone. Thanks to Siobhan Lovell and the great Film Club team.

On the administration side, we are moving to a digital platform for all our records. This will improve accuracy of records and availability to members.

The major challenge we have started to address is the very ownership of the Hall. Our Parish Council has started negotiations with North Northants Council to transfer ownership to the Parish Council. We may then be able to take on a long lease for the Hall from the Parish Council. However, that will probably mean the Village Hall Charity has to become a Charitable Incorporated Organisation. This is, of course, for the coming year, so we will have plenty to keep us busy.

John Hooper – Chair, Wilbarston Village Hall Management Committee

## **6. Treasurers Report to year end 31<sup>st</sup> August 2024**

See attached powerpoint

Accounts audited by Richard Brown and approved by the committee

## **7. Chairs update to present time**

- Moving to a CIO following a public meeting in October. This will enable us to have more clarity in terms of our status.
- We need to negotiate with the Parish Council the lease of the hall and how much of the surrounding area we want to be responsible for.
- We have a new table tennis table
- New regulars include the Northants amateur astronomers who are going to run a few seminars for local people.
- Currently in the planning stage of refurbishing the lounge and have just completed the new ladies toilet and disabled toilet.

## **8. Appointment and election of management committee**

Agreed to reselect the following members of the committee. Roles to be confirmed at the April committee meeting.

- Chair: John Hooper
- Treasurer: Jill West
- Secretary: Sue Hussain/Sophie Crowley
- Bar Manager: Barrie Leadbetter
- Tony Huxley: Trustee
- Tommy Kelly: Trustee and Parish Council Representative
- Siobhan Lovell: Trustee
- Tim Nightingale: Trustee
- Tim Fallon: Trustee

## **9. Any other Business**

JH thanked the Committee for all their hard work, resulting in significant improvements to the hall for which he feels the village is grateful. Heather Brown raised the lack of charges on the website for the lounge. PW opened the website and found it had “dropped off”. JH thanked Heather for bringing this up

Mike Doyle said he is pleased to see the momentum has carried on and the financial situation is excellent, enabling us to invest further in the hall for the community.

In 2022 Mike Doyle had plans drawn up to refurb the changing rooms into male and female toilets enabling a disabled toilet to be created. Difficulties in obtaining grants existed due to short leasehold, however we were lucky in securing some funding that had to be utilised by end of Feb 2026. The Ward councillors, ACRE, the contactors, the Parish Council and the Committee all worked together to meet this tight timescale. Whilst it has been a group achievement Jill West applied for

and secured the 15K of funding, whilst Jill, Tommy and Paul undertook the project management (including decorating by Jill and Paul). JH thanked all involved particularly JW.



**WILBARSTON VILLAGE HALL**  
**Registered Charity No. 274211**

**INDEPENDENT EXAMINER'S REPORT AND FINANCIAL  
STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST, 2025**

**RICHARD W BROWN  
CHARTERED MANAGEMENT ACCOUNTANT  
23 SPRINGFIELD ROAD  
WILBARSTON  
MARKET HARBOUROUGH  
LEICESTERSHIRE  
LE16 8QR**

# **WILBARSTON VILLAGE HALL**

## **FINANCIAL STATEMENTS**

**Year ended 31<sup>st</sup> August, 2025**

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# **WILBARSTON VILLAGE HALL**

## **Annual Report for the year ended 31<sup>st</sup> August, 2025**

### **Members of the Managing Committee during the year were:**

John Hooper	Chairman
Ray Kemp	Vice Chairman
Sue Hussain	Secretary
Jill West	Treasurer
Barrie Leadbeater	Bar Manager
Tommy Kelly	Trustee and Parish Council Representative
Tony Huxley	Trustee
Sophie Crowley	Trustee
Siobhan Lovell	Trustee
Jeanette Ross	Trustee
Tim Nightingale	Co-opted Member

Managing members are appointed on an annual basis with the officers being elected from the membership of the managing committee.

The Charity was established by Trust Deed in 1977 and is registered with the Charity Commission No. 274211. The charity's address is Wilbarston Village Hall, Carlton Road, Wilbarston, LE16 8QD

### **Object**

The Charity is established to enhance the community life of the inhabitants of Wilbarston by providing communal facilities, both educational and recreational. The Village Hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to generate enough income to meet all expenditure incurred in providing the hall.

The Charity is organised as an independent association of local residents with a managing committee comprising elected and nominated members.



## **Review of progress and activities**

This has been a year of consolidation and growth. As always, new members bring new skills, experiences and knowledge. Our thanks, of course, go to those who have left the committee, but it is safe to say we continue to have an enthusiastic and dedicated management team.

The work to identify unused capacity, mentioned last year, has continued to show positive results. Bookings have increased by a massive 35% and that has resulted in an increase of 13% in bar takings. Overall, the excess of income over expenditure is 18%. Supported by our committee, key to this success have been our Hall Manager, Paul West, and Bar Manager, Barrie Leadbeater.

Of course, there have been challenges. Every organisation has had to face increased costs; we are no exception. Detailed cost analysis by our treasurer, Jill West, and a survey of hire rates of similar local venues by our Hall Manager has enabled us to review our hire rates using real data. We have increased some rates but within our policy of serving our local community first. I am pleased to say we have kept unchanged rates to regular weekly hirers and residents of the parish (apart from a small weekend premium). Our celebratory events, silver and gold packages, have increased as have rates to hirers from outside the parish.

So what is new? – Three picnic tables were installed to the north of the hall allowing users to enjoy the magnificent view in a little more comfort. The other big success is the progress of the Film Club. Regular monthly film nights are proving very popular. Great films, big screen, popcorn, ice creams and bar; perfect night out for everyone. Thanks to Siobhan Lovell and the great Film Club team.

On the administration side, we are moving to a digital platform for all our records. This will improve accuracy of records and availability to members.

The major challenge we have started to address is the very ownership of the Hall. Our Parish Council has started negotiations with North Northants Council to transfer ownership to the Parish Council. We may then be able to take on a long lease for the Hall from the Parish Council. However, that will probably mean the Village Hall Charity has to become a Charitable Incorporated Organisation. This is, of course, for the coming year, so we will have plenty to keep us busy.

## **Independent examiner**

The independent examiner is Mr R W Brown, Chartered Management Accountant, 23 Springfield Road, Wilbarston, LE16 8QR.

John Hooper

Chairman, Wilbarston Village Hall Management Committee

On behalf of the management committee

October, 2025



# **WILBARSTON VILLAGE HALL**

## **Independent Examiner's Report To the Trustees of Wilbarston Village Hall**

---

I report on the accounts of the charity for the year ended 31<sup>st</sup> August, 2025, which are set out on pages 4 to 6.

### **Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7)(b) of the Act, 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 Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

### **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 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave 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.

**Richard W Brown**  
**Chartered Management Accountant**  
23 Springfield Road  
Wilbarston  
Market Harborough  
Leicestershire  
LE16 8QR



**28<sup>th</sup> October, 2025**

# WILBARSTON VILLAGE HALL

## STATEMENT OF FINANCIAL ACTIVITIES

For the year to 31st August, 2025

	Notes	2025 £	2024 £
<b>Income :</b>			
Hire of hall		28,041	20,659
Bar Income	2	7,428	7,182
Sundry income		974	-61
Donations		105	1,025
Grants		0	0
Interest received		253	699
<b>Total income</b>		<u>36,801</u>	<u>29,504</u>
<b>Direct charitable expenditure :</b>			
Provision of village hall :			
Caretakers', etc costs		11,053	10,811
Building & Equipment improvements		1,861	7,609
Building maintenance		4,988	5,745
Light and heat		3,428	2,901
Insurance		1,385	1,311
Rates and water		608	1,126
		<u>23,323</u>	<u>29,503</u>
<b>Other expenditure :</b>			
Administration expenses		3,057	2,775
<b>Total expenditure</b>		<u>26,380</u>	<u>32,278</u>
<b>Net (expenditure)/income for year</b>		10,421	-2,774
<b>Fund balances brought forward</b>		<u>37,379</u>	<u>40,153</u>
<b>Fund balances carried forward</b>		<u><u>47,800</u></u>	<u><u>37,379</u></u>

All funds are unrestricted.  
The notes on page 6 form part of these financial statements.

# WILBARSTON VILLAGE HALL

## BALANCE SHEET

as at 31st August, 2025

	Notes	2,025	2024
		£	£
<b>Current Assets :</b>			
Bar stock		3,278	2,536
Equipment		0	0
Debtors		921	1,103
Prepayments		0	0
Current accounts		2,480	18,086
Savings accounts		40,371	15,533
Float		200	175
Cash in hand		550	181
		<u>47,800</u>	<u>37,614</u>
<b>Less current liabilities :</b>			
Creditors		0	235
Accruals		0	0
		<u>0</u>	<u>235</u>
<b>Net Current Assets</b>		47,800	37,379
<b>Net Assets</b>		<u>47,800</u>	<u>37,379</u>
<b>Represented by :</b>			
Unrestricted funds		<u>47,800</u>	<u>37,379</u>

Approved by the managing committee on 28th October, 2025 and signed on their behalf by :

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# WILBARSTON VILLAGE HALL

## NOTES TO THE FINANCIAL STATEMENTS

**For the year ended 31<sup>st</sup> August, 2025**

### 1. Accounting policies

#### a) General

These financial statements have been prepared under the historical cost convention and the Statement of Recommended Practice on Accounting by Charities.

#### b) Village hall building

In accordance with the provisions of the Trust Deed, expenditure on the village hall building is written off in the year in which it is incurred.

### 2. Bar income

	2025		2024	
	£	£	£	£
Takings		20,064		17,740
Cost of sales		<u>9,206</u>		<u>7,988</u>
Gross profit		10,858		9,752
Bar staff	3,321		2,570	
Glassware/Sundries	<u>109</u>		<u>0</u>	
		<u>3,430</u>		<u>2,570</u>
		<u>7,428</u>		<u>7,182</u>

### 3. Management and administration of the charity

Administration expenses	<u>3,057</u>	<u>2,775</u>
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Neither the independent examiner nor his firm make any charge in connection with his work as independent examiner.

No member of the management committee, nor any person connected with them, has received or is due to receive any remuneration for the year directly or indirectly from the charity's funds.



**WILBARSTON VILLAGE HALL**  
**Registered Charity No. 274211**

**INDEPENDENT EXAMINER'S REPORT AND FINANCIAL  
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**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST, 2025**

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