

Wreningham Village Hall Chairman's report 2025

This year the committee has focussed on improving the hall facilities to improve safety and hygiene, building on the excellent kitchen installed last year, thanks to the efforts of the previous committee.

We have replaced the glass washer, and sourced new glasses. A floor polisher has been purchased which enabled Nick and Keith to refurbish the hall floor which now looks so much better. A new ice-maker was necessary due to the age and degradation of the old machine. Refurbishing this was tried, but was not successful.

We also bought a second (second-hand) iPad and Zettle reader to assist the staff on busier evenings, and the iPad has been set up with a stock recording system. This has enabled Keith, our bar manager, with Nick's assistance, to keep a closer eye on what sells, allowing the stock value to reduce from £4,000 to £2,500 worth. This has also reduced wastage significantly. Keith and Nick have carried out extensive research on local breweries and have chosen varied local beers which we hope you have enjoyed. The cellar has been inspected by Greene King and following their advice on cleaning products, is now considered to be in top-rated condition. We are trying to source 'local' products, from beers to crisps, via wine, now bought from Nethergate, thanks to Janet's investigations.

We are grateful to the catering team (Helen W and Pat) for organising bi-monthly 'foodie' nights, for Janet organising cocktail nights, with Nick stepping in when needed, and to the Events Group, who organised the Beating the Bounds. The Beer festival is in the 25/26 year! A particular highlight of this year was the VE day celebration, enjoyed by 100 villagers, and funded by South Norfolk Council.

We must also thank Mick and Sue who look after the website – and it's excellent! They have introduced a ticket booking system which is working well. Alongside this they edit the Mardle and liaise with the printers. They are also very good at reminding us of what needs to be done, which is genuinely helpful, and I very much appreciate that. I suspect we drive them a bit mad sometimes.

Running the hall has been challenging however. Keith took over as bar manager in November and has done a superb job. He did this alongside cleaning, as we were unable to find a new cleaner until May, when happily, Julian began working for us. As no-one volunteered to be our treasurer, we were obliged to employ an accountant. He is a village resident and has been a tremendous help. In order to keep his charges down, I have been doing the day-to-day bookkeeping alongside chairing the committee, but this is not ideal.

So to the committee:

With mixed feelings we will be saying goodbye to Jennie, who has been offered a promotion, which is brilliant, but means she will be moving to Cumbria. She will be missed for her good humour and hard work. Jennie's regular duties include looking after HallMaster, the booking system and liaising with hirers.

I would like to thank Andrea, Heather and Janet for their contributions – much needed – and Nick who has looked after the maintenance of the hall. This has been a major task but not only is the hygiene of the bar massively improved, we also now have weekly fire alarm tests, meaning that we comply with all legal requirements and with our licencing agreements.

I will now move onto the Treasurer's report: we can take questions and comments after that.

Treasurer's Report

It has not been a good year financially. Our lettings income is down, as are bar sales. Although the cost of stock purchases has increased due to wholesalers prices, our margins have improved from 30% to 40% due to reduced wastage.

Bar wages have increased as Keith is salaried. John Knight kindly refused a wage, but he is the first bar manager to do that. It is entirely appropriate that Keith is paid. Minimum wage increased in April and will increase again in April 2026. Admin expenses have also increased because we now pay Knight Accountancy for bookkeeping tasks and payroll. Equipment expenditure has been high this year but these are many one-off costs.

We have to increase income and also reduce costs. The only cost that we can see a way of reducing is the electricity bill, around £8,000 pa. We would very much like to install solar panels and have investigated the cost of this. We would need grants to cover the cost and would also need Parish Council approval. If you have an opinion on this, please let the Parish Council know.

Overall, we can manage on our reserves for just over a year, if the 25/26 year continues like this. We need to improve our finances otherwise the hall will need to close. More lettings, more bar sales, lower costs. There is only so much the committee can do. Please consider offering your help – can you reduce our admin costs by taking on the treasurer role – or just the bookkeeping side? Can you encourage your friends and neighbours to come down more, or to hire the hall for parties etc? We now only open on a Thursday evening, as there was little support for a Friday club night. We would like to cut staff costs by having a team of volunteer bar staff for smaller events, such as foodie nights and to give Nick and Keith a break from Thursday nights. Could you help behind the bar sometimes?

It is YOUR hall and we need you.

Wreningham Village Hall
Income and Expenditure
For the year ended 30th September 2025



Account	2025	2024
	£	£
Income		
Bank/deposit Interest	614	677
Bar Takings	34,951	42,062
General Donations	650	246
Lets	12,041	19,097
Mardle Adverts	140	89
Parish Council - general	0	100
Village Events	65	1,134
Other income		0
Electricity refund		0
Total income	48,460	63,404

Expenditure		
Bank Charges	15	25
Admin/Advertising/Mardle	517	504
Bar - Purchases	20,662	28,783
Bar - Wages	18,033	12,761
Cleaning materials	1,031	419
Cleaning - Wages	4,316	5,507
Electricity	7,524	9,010
Insurance	1,294	1,107
iZettle Fees	365	425
Licences / Performing Rights	1,457	496
Maintenance	2,410	2,433
Administrative Expenses	2,567	866
Village Events	0	1,199
Rates / Water rates	1,590	1,148
Telephone	670	868
TV Licence	184	163
Donations		149
Equipment	2,612	100
Waste Recycling Out	128	200
Total Expenditure	65,374	66,161

Surplus over Expenditure	-16,914	-2,757
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Grants and other income		
Community Fund for kitchen	0	15,000
Total Other Income	0	15,000
Exceptional item - kitchen refurb	30	15,128

Net Surplus / (Expenditure)	-16,944	-2,885
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Wreningham Village Hall

Balance Sheet

For the year ended 30th September 2025

	2025	2024
Reserves		
Opening Balance/Reserve	35,362	38,247
Net Income (Expenditure)	-16,944	-2,885
Closing Balance/Reserve	18,418	35,362
Represented by		
Barclays Current Account	8,489	19,448
COIF Charity Deposit a/c	14,241	13,627
HSBC Current Account	0	888
Petty cash and cash on hand	417	566
Total cash	23,147	34,530
Net receipts due - lettings	149	1,072
Less amounts owing	-4,878	-240
	18,418	35,362

Notes:

The village hall fabric is insured for the sum of £605,845

The village hall contents are insured for the sum of £88,803

The HSBC account has been closed.

Waste recycling claims are being made.

An annual ground rent of £1 is due on 1st January for each calendar year.

The next payment is due January 2031.



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

WRENVINGHAM VILLAGE HALL

On accounts for the year
ended

30 SEPTEMBER 2025

Charity no
(if any)

284991

Set out on pages

1-5

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2025

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 ~~(other than those disclosed below)~~ 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

2/3/2026

Name:

IAN FIFIELD

Relevant professional
qualification(s) or body
(if any):

Address:

9 LAWN CRESCENT

THORPE END

NORWICH NR13 5BP