

SHIPTON BELLINGER VILLAGE CENTRE
Registered Charity no 288832

INCOME AND EXPENDITURE (GPF) as at 31 MARCH 2025

	2024/25	2023/24	2022/23		2024/25	2023/24	2022/23
INCOME				EXPENDITURE			
Grants and Donations				Normal Activities			
Parish Council Grant	£ 2,500.00	£ 2,500.00	£ -	Cleaner (Caretaker)	£ 1,599.75	£ 1,199.50	£ 1,055.00
TVC Grant	£ -	£ -	£ -	Litter Collection	£ 45.00	£ 495.00	£ 540.00
Donations	£ -	£ 2.50	£ -	(Cleaning) Materials	£ 260.79	£ 458.04	£ 564.59
				Equipment Purchase	£ 24.22	£ -	£ -
Normal Activities				Maintenance	£ 245.00	£ 6,108.96	£ 3,988.92
Lettings	£ 14,325.34	£ 14,942.83	£ 15,948.40	Grounds Maintenance	£ 2,737.87	£ 2,888.80	£ 2,200.25
Functions	£ 1,335.08	£ -	£ -	Water	£ 135.91	£ 293.19	£ 257.85
200 Club	£ 1,500.00	£ 1,500.00	£ 1,500.00	Cost of Functions	£ 1,024.52	£ -	£ -
				Electricity	£ 2,235.00	£ 2,978.00	£ 3,036.00
				WI-FI	£ 878.16	£ 825.84	£ 855.36
Income from Assets				Booking System	£ 330.00	£ 330.00	£ 652.00
Inv Acc Interest	£ 108.84	£ 83.33	£ 10.02	Licences/Subscriptions	£ 107.00	£ 152.16	£ 290.00
Bank Interest	£ -	£ -	£ -	Office	£ 16.70	£ 23.05	£ 31.00
				Insurance	£ 1,422.08	£ 1,085.60	£ 1,014.34
				Fire Inspection	£ 1,414.38	£ -	£ 782.71
				Electrical Inspection	£ -	£ 2,422.27	£ 1,394.63
				Depreciation of assets	£ -	£ -	£ -
Insurance Claim (£500 excess)	£ 15,498.23			Insurance Claim	£ 15,598.26		
				New Toilets			
				Fletcher Room Refurbishment	£ -	£ -	£ 166.81
Miscellaneous				Other Expenditure			
Newsletter	£ 465.00	£ 600.00	£ 406.00	Newsletter	£ 820.00	£ 1,058.00	£ 894.00
Sales	£ -	£ -	£ -	Miscellaneous	£ 103.46	£ 513.45	£ 232.95
				Honorarium	£ 1,000.00	£ 1,000.00	£ 1,000.00
	£ 35,732.49	£ 19,628.66	£ 17,864.42	Excess expenditure	£ 29,998.10	£ 21,831.86	£ 19,965.17
				Set aside - Projects	£ 4,906.00	£ 2,203.20	£ 2,100.75
				Excess income	£ 828.39		
	£ 35,732.49	£ 19,628.66	£ 17,864.42		£ 35,732.49	£ 19,628.66	£ 17,864.42

SHIPTON BELLINGER VILLAGE CENTRE
Registered Charity No 288832

BALANCE SHEET as at 31 MARCH 2025

	2024/25	2023/24	2022/23
FIXED ASSETS			
Buildings, fixtures and fittings*	£ 1,071,121.00	£ 887,319.00	£ 887,319.00
Moveable property	£ -	£ -	£ -
Assets purchased	£ -	£ -	£ -
Less depreciation	£ -	£ -	£ -
	<u>£ 1,071,121.00</u>	<u>£ 887,319.00</u>	<u>£ 887,319.00</u>
CURRENT ASSETS			
Cash	£256.35	£102.87	£179.91
Bank	£23,009.39	£17,537.32	£19,746.81
Investment Acc	£10,962.97	£10,854.13	£10,770.80
Debtors	£ 34,228.71	£ 28,494.32	£ 30,697.52
	<u>£ 34,228.71</u>	<u>£ 28,494.32</u>	<u>£ 30,697.52</u>
CURRENT LIABILITIES			
Creditors	£ 34,228.71	£ 28,494.32	£ 30,697.52
	<u>£ 1,105,349.71</u>	<u>£ 915,813.32</u>	<u>£ 918,016.52</u>
FINANCED BY			
Capital Account	£ 1,082,121.00	£ 898,319.00	£ 898,319.00
Capital Funds - previous year	£ 17,494.32	£ 19,697.52	£ 21,798.27
Set Aside - Projects	£ 4,906.00		
Excess Income over expenditure	£ 828.39		
Excess expenditure over Income	<u>£ 1,105,349.71</u>	<u>-£ 2,203.20</u>	<u>-£ 2,100.75</u>
	<u>£ -</u>	<u>£ 915,813.32</u>	<u>£ 918,016.52</u>

* Revalued 2024/25 to rebuild value as estimated in Rebuild Valuation Report of September 2024

Independent examiner's report to the trustees of the SBVC

I report on the accounts of the Charity for the year ended 31st March 2025, which are set out on the accompanying pages.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance of the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity'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 2011 Act.

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 commission under section 145(5)(b) of the 2011 Act
- 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 next statement.

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 145 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

Name: Mrs Linsey Marsh

SIGNED:



Company Secretary (Retired)

Address:

The Limes, High Street, Shipton Bellinger, SP9 7UG

Date:

8th May 2025

Minutes of the Shipton Bellinger Village Centre Management Committee
Annual General Meeting held on 19 May 25 at 1930 hours

Present: Committee

Andrew Sullivan (Chairman)
 Rebecca Miller (Acting Secretary)
 Christine Heaton
 Wendy Sperry
 Mike England (Treasurer)
 Lucy Finn
 Natasha Handoll
 Graham Charnley
 Robin Luxton
 Paul Marsh

Members of the Public
 David Sperry (VC Booking Clerk)
 John Hughes Pat Hughes

1	Chairman's Opening Remarks. The Chairman opened the AGM by welcoming all to the meeting.	
2	Apologies. Apologies received from Susan Turner, Chair of Parish Council.	
3	<p>Review of the Minutes of the last AGM (20 May 2024)</p> <p>Minutes of the Last AGM Meeting. The Minutes of the last AGM were reviewed, and the following observations were made:</p> <p>Point 3 - Parish Council/VC Committee Responsibilities – Review the Trustee Document. This action has been completed with responsibilities reviewed and agreed.</p> <p>Point 8 – Query on Treasurer's report on interest received of £83.33. This has been checked and figure is correct.</p> <p>Under AOB. Pot hole in car park filled in and Quiz held in November.</p> <p>Following acknowledgement of these observations the minutes of the 2024 AGM were agreed as a true record by those present. They were signed by the Chairman</p>	
4	Matters Arising. Nil	
5	Chairman's Report	<p>In general, I believe the village centre has had good year, the only major problem being the displaced drain leaving some of the toilets at the end of the building out of commission for months, and the delays and frustration of getting it repaired. Thank you to the RAMS football club for their patience and understanding in dealing with this issue. On a more positive note, we do have a few new regular bookings.</p> <p>We may have declined on the big, Friday/Saturday night private parties, we agree that this is not a great loss as these did cause problems for the community.</p> <p>New bookings include Friday night "Lindyhop" adult dance class, the children's Saturday morning dance class, Nigel the pizza man, once a month, and the great use of the whole complex by the Caledonian pipes & drums on Tuesdays.</p> <p>Our regular, established bookings are all doing well, with Coffeepot, Community church, Pilates, W.I., Toddler group, dog training and RAMS football contributing to village life. Special congratulations to the Bowls club who are Champions of Wiltshire, which is a great achievement for a small but enthusiastic village club. (Obviously talented.)</p>

<p>6</p> <p>Treasurer's Report for SBVC AGM for financial year 2024-25</p> <p>Our accounts for the financial year 2024/25 (ending 31 Mar 25) have been independently examined again this year by the excellent Linsey Marsh, in accordance with the requirements of the Charity Commission and I thank her for her actions and advice. Linsey raised several queries before signing off the accounts and these have all been resolved as follows:</p> <p>1. In the minutes of meetings, I see reference to an amalgamation of the 200 Club bank account. Is this happening Response – This was discussed with Lloyds Bank and a request was made for the 200 Club bank account to remain as a Treasurers Account in its own right. The Bank has agreed to this and thus no bank charges will be incurred by the 200 Club (which was the concern) – No further action required</p> <p>2. Payment Voucher 78 – I note that a full refund was given whereas the customer did offer a deduction of £20 re admin fee which he stated was in the terms Response – The admin fee was deemed non-applicable and therefore no deduction was made to the refunded total – No further action required</p> <p>3. I was confused by the receipt on 23/12/24 of £1155.00 (CTB), there seems to be a £5 discrepancy as it is also noted as £1150.00 in the file? Response - The figures have been corrected on the master account held by the Treasurer. As the figures were 'In and Out' it did not affect the overall totals. The Auditor is happy with the corrections – No further action required</p> <p>4. Fire Alarm (Safe IS) maintenance is covered for 2 years. Maybe you should report this, but certainly ensure that no charge is received next year Response – Treasurer has noted. A statement has been added to the report. No further action required</p> <p>5. SSE – is it still in Credit? No statement after 25/01 Response – Yes, we remain in Credit with SSE, however, agreements in place for the next 24 months, recognising the significant increases in electricity costs, will see a large decrease in the Credit figure. This will, of course, be monitored.</p> <p>6. Please ensure that the Cash Held record is signed Response - The Cash Held record has been signed by both the Chairman and the Treasurer</p> <p>7. Set Aside – I could not see and paperwork pertaining to this. Do you have a quote? Response – A copy of the quotation is already in the file</p>	
<p>We as a committee have also run 2 successful and enjoyable fund-raising events for the community, the Curry & quiz night in November, and the Beetle drive in February. And we look forward to organising more such events for the community in the future. We have made more improvements to the facilities this year, with the new hot water system just finished last week.</p> <p>I believe we can be proud of our centre and the fields, and what we offer to the community, as representatives of our organisations and as trustees of the centre. I would like to thank you all for your support, time and effort in what you do for you organisations and to the committee. I would also like to recognise and thank Diana Cuthbert, who has retired as our cleaner, for her work over approx. 5 years. We welcome Charlotte Alum who is our new cleaner, and so far, we are delighted with her standard of work and believe she will be a great asset to us in maintaining and improving our facilities.</p> <p>I would also like to single out Brian Kitchenner, who has stepped down from the committee for personal reasons. Brian is missed, not just for taking our minutes, but also being our health & safety expert. His advice was always worth considering.</p> <p>Thank you, Dave Sperry, for running the bookings system so effectively, on behalf of this committee. It is appreciated.</p> <p>Thank you to you all for your support and friendship. It makes being chairman of this committee a lot easier. I do offer to step down as chairman, if anyone would like to put themselves forward to replace me. This will be considered by committee following this AGM.</p>	

8. Finally, I thank you for giving a reference to entries. However, I would like you to explain how you file the paid invoices? Would it be a nuisance to file cancelled invoices at the back for instance?

Response – Paid invoices are retained in date of hire order for convenience referencing when necessary. The Auditor and the Treasurer have agreed a way forward and the spreadsheet listing of invoices (in numerical order) will include a column detailing the Date/s of Hire such that either a 'Sort' or 'Pivot Table' will benefit any search that may be required.

Income and Expenditure

We are grateful to the Parish Council for the grant of £2500 once again for the financial year 2024/25 and thank them as always.

We introduced some alterations to our Hire Charges on 1st January 25 to better reflect the usage by most regular groups (such as the Dance Class, Dog Training and Yoga groups) in that the benefit of such groups is for village residents regardless of whether the individual making the booking also resides in the village. To offset the anticipated reduction in income we also made slight increases to the booking categories for 'non-village' bookings.

We have also requested for some time now that a Security Deposit be paid in advance of any bookings that go beyond 10pm. It is apparent that this has reduced the number of late-night bookings, especially from non-village residents and whilst this has influenced a reduction in lettings income, it has resulted in a cleaner and tidier building, and we have received far fewer complaints from our neighbouring residents.

Our Lettings Income for f/yr 24/25 is just short of £14.5k, a reduction on the 23/24 figure of just over £600. This is not only down to the points I have already highlighted, but we have also seen some small changes in our regular users.

Our calendar is by no means full and we would like to encourage more regular users. We have a new booking for weekly use throughout May 25 and hope that this will continue at least for the foreseeable future.

Since the departure from the village, and thus from our committee, of a superb Entertainments Secretary (the dear Helen Batteredby) a few years ago, functions organised for village residents have reduced to zero, however we have recently put on a Quiz Night and a Beetle Drive, both with food and a bar, and these have proved popular. Whilst these have not made large profits it is good to see the Centre used in this fashion again and further entertainment is planned for this new financial year. Some adjustments to entry fees and prize monies have been suggested and may prove beneficial. Profit for the two functions stated amounted to just over £300.

During the winter we unfortunately succumbed to freezing weather conditions and leaking pipework above the changing room area, necessitating a claim on our insurance. Cutting a long story short we eventually received slightly under £15.5k recovery on a £15,600 (less a few pence) cost of repair. The Insurance Policy has a £500 excess for such claims.

Together with the regular donation from the 200 Club, just over £450 from Newsletter advertisers and interest from the Investment Account, our overall income for the year was £35,732.49.

Excluding the Insurance Claim income the figure was £20234.26, an increase of just over £600 in comparison with 2023/24's figure of £19628.66

Our grateful and sincere thanks go to Mrs Flowers, who has now 'retired' from her duties and handed over to Mrs Sperry, and to the '200 Club' Treasurer for their donation.

Expenditure

Comments are worthy regarding –

a. Cleaner/Litter Collection – It was agreed to include the monthly litter collection payment into the Cleaners hourly rate during this financial year and an increase in that rate accordingly, the nett result of this amalgamation saw little change in the overall expenditure (c.£1600). We have, however, towards the end of the year, identified that further hours are necessary to maintain the standard of cleaning we feel appropriate for our facilities. Our cleaner, for personal reasons, decided to no longer provide this service and we have identified an alternative for the next financial year. Accordingly, we anticipate an increase in expenditure in this category.

b. 'Maintenance', which relates to the Building as opposed to the Grounds, shows significant decrease on the previous year. However, a project to upgrade the hot water system (including attic frost protection) has been agreed at the end of the financial year and will commence at the beginning of 2025/26. Funding for this work (c. £5k) was recognised and budgeted for in year.

c. 'Grounds Maintenance' costs (mainly labour) continue to increase year on year. The monthly invoice from our 'man' for March has not been received and thus the figure shown in the Accounts is approx. 1/12th lower than expected. That cost will show in FYR 2025/26.

At a meeting between representatives of the Parish Council and Village Centre committees, it was agreed that future control of and charges for all Grounds Maintenance of the lands recognised in the Declaration of Trust would become the responsibility of the Parish Council as from 01 April 2025.

d. Cost of Functions reflects the costs incurred in providing the Quiz Night and Beetle Drive afore detailed under 'Income'

e. Insurance costs include the requirement to obtain a revaluation of the facilities as requested as part of a new five-year agreement, attracting an overall 7% discount on an annual agreement, with our brokers (Allied Westminster) and the loss of No Claims discount following the burst pipework 'claim'. The Parish Council have also advised that they will make the payment for the insurance of the facilities as from 01 April 2025.

f. Insurance claim – The costs incurred for (i) Redecoration of the Viewing Room and Kitchen, (ii) Plumbing repairs, making good the water damage to the field toilets and additional electrical works (iii) Hire of Dehumidifiers

g. 'Fire Inspection' costs include payment for a '2 year' agreement for the Annual Fire Alarm and Emergency Lighting Service (just over £1k) as well as some remedial works to both. The Committee will ensure no payment will be made in this next financial year for the agreement accordingly.

Costs under the 'Miscellaneous' category included the Auditors Fee, Pothole repairs in the Car Park, small Christmas and Farewell Gifts

All in all, our Expenditure costs totalled £29,998.10 (£14,399.84 excluding the Insurance Claim),

Costs for the new Hot Water (and Frost Protection) system, quoted at £4,906 have been set-aside and thus we incurred excess income over Expenditure of £828.39 during the financial year

We are aware of further repair works necessary to the Roofing and Guttering. This is still to be investigated and costed. The excess income will go some way to meeting these costs

Balance Sheet

The Buildings, Fixtures and Fittings figure has significantly increased from the figure stated in 2023/24 and preceding 4 years.

To explain, the figure ties in with a Rebuild Evaluation which has been independently carried out off-site for our Insurers at the start of each five-year agreement with our Insurers. The five-year agreement offers a significant discount over an annual agreement and is our preferred option.

The figure is an estimate of the rebuilding costs in the event of a total loss of the property.

Whilst we have a five-year agreement in place taking us through to end August 2029, the Insurers have, on this occasion, recommended that the valuation is reassessed at the beginning of September 2027. Accordingly, we anticipate the figure will increase again in our 2027/28 accounts.

Our Current Assets, at 31st March 25, were just over £34,000, an increase of c. £5,700 on the previous year. The figure includes just under £11,000 in our Investment Account and therefore readily available funds (from Petty Cash and Bank Account) are c. £23,000. With a set-aside figure for known project works (the Hot Water and Frost Protection system) these funds are equivalent to around one year's general trading (excluding 'Project' works) and allows us to remain within the recommendations and requirements of the Charity Commission.

It is my opinion that the Village Centre remains in a financially comfortable position. This concludes my report on the financial aspects of the Village Centre. I thank the Committee for their support and trust.

<p>If there are any [further] questions regarding the figures I will attempt to answer them now.</p> <p>I call for the Accounts to be accepted as a true and accurate reflection of the affairs of the Village Centre for the financial year 2024/25.</p>	7	<p>Response to the Treasurer's Report.</p> <ul style="list-style-type: none"> The Accounts were accepted as a true record. Proposer – Robin Luxton & Seconded by Rebecca Miller 	<p>Booking Secretary Report</p> <ul style="list-style-type: none"> David briefed that the booking system continues to work well and bookings remain buoyant. The system automatically raises £200 deposit requirement for any bookings beyond 10pm. New signage for contact details for bookings will be ordered and erected. David mentioned that the Social Club have improved their premises – which may have an impact on future bookings. 	<p>200 Club Report</p> <ul style="list-style-type: none"> Wendy Sperry has taken over from Rosemary Flowers in running 200 Club, she reported that Lloyds bank had recognised the 200 Club as an offshoot of SBVC account and so will remain as a Treasurer's Account with no bank charges. 200 Club has lost 3 subscribers as they have not transferred to new account. 	9	<p>Newsletter Report</p> <ul style="list-style-type: none"> The Village newsletter remains a success, delivered to every household, every 2 months. Mike raised a concern that not everyone read the newsletter and that some people may prefer an electronic version. Committee acknowledged that some residents still preferred a paper copy – it is difficult to please everyone! Mike asked for feedback on Geoff Graham's genealogical information – mixed response with some thinking detail went too far back in time and others that it remained of interest. Advertisers are diminishing and SBVC now subsidise cost of printing. 	10	<p>Appointment and Election of Trustees:</p> <p>The committee is made up of representatives from the organisations that use the Centre facilities regularly. These representatives are trustees of the Centre and sign a Trustee Declaration each year, to that effect. The declarations were signed at the AGM by those in attendance and will be signed at the earliest opportunity by those absent. The committee may also elect and co-opt additional members as they see fit. The representatives for 2025/26 are:</p> <p>Community Church – Andrew Sullivan St Peters Church – Rebecca Miller WI -Christine Heaton Parish Council –Paul Marsh Bowls Club – Robin Luxton 200 Club – Wendy Sperry Good Neighbours – Paul Marsh Village Newsletter – Mike England Rams Football Club – Natasha Handoll & Lucy Finn Wilts Caledonian Pipe and Drums – Graham Charney School – No rep Gardening Club – dormant Allotments- No Rep</p>	11
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<p>The VC committee above and primary members: Chairman and Treasurer agreed to stand again for re-election for the 25/26 year. The role of Secretary remains vacant and is being covered by Rebecca Miller on a temporary basis.</p>	
<p>AOB</p> <ul style="list-style-type: none"> • The hot water system has been completed to a good standard. The Committee will discuss getting a quote for redecoration of the toilets at next meeting, removal of water heaters and paper towel dispenser have left a lot of holes. • Andrew will order a new key for VC as plumber fitting hot water system had his car stolen – with VC key inside. (No identifying tag on key). • The Parish Council have asked that RAMS store their nets more neatly. • PAT testing – Brian and Charlotte Kitchenner have the PAT testing machine (which is owned by SBVC), David Sperry volunteered to take PAT testing course to cover the H&S requirements for the VC. • Graham thanked David for his help with the booking system. • Andrew thanked Christine and Wendy for their efforts with roses and window boxes. • RAMS are doing well and considering running a tournament next year. • Pat Hughes asked where details of SBVC AGM were advertised as she had not seen any notices. Andrew apologised for missing an entry in newsletter but posters had been put up at the VC (inside and out) and in the shop. 	<p>12</p>
<p>Date of Next AGM. Monday 19 May 25</p>	<p>13</p>