

COBHAM VILLAGE HALL  
Registered Charity Number 293556

Accounts for the year ended  
31<sup>st</sup> August 2024

## **LEGAL AND ADMINISTRATIVE INFORMATION**

### **Trustees**

Mr G Caddick – Chair  
Mr P Banks – Treasurer  
Mr M Dharamsi  
Mr J Kingston  
Ms M Cook

### **Address**

Cobham Village Hall  
Lushington Drive  
Cobham, Surrey  
KT11 2LU

### **Independent Examiner**

Roger Jones FMAAT, DipSM

### **Bankers**

Barclays Bank plc  
Cobham, Surrey

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**ANNUAL REPORT FOR COBHAM VILLAGE HALL**  
**Year ended 31<sup>st</sup> August 2024**

**Statutory Information**

Charity number 293556. The charity was established by trust deed.

**Principal Office**

Lushington Drive, Cobham, Surrey, KT11 2LU.

**Trustees**

Mr G Caddick – Chair  
Mr P Banks – Treasurer  
Mr M Dharamsi  
Mr J Kingston  
Ms M Cook

**Chairman's Report**

We welcome John Kingston and Melanie Cook as our two new trustees, increasing the total number of trustees to five, which is our full complement.

Most of the major projects we had scheduled were completed last year, leaving a few urgent projects, with the last outstanding one being the completion of the sheds.  
To date, we have consistently replaced and maintained all aspects of the hall, carrying out ad hoc and ongoing minor maintenance, including gutter replacement, among other tasks.

The latest project was the refurbishment of the committee room floor, which was long overdue. Stage lighting and rigging are still in progress and will continue once we finalize the scope, stages, and the contractor we will be using moving forward.  
We have also outsourced the cleaning to an external company, which we will monitor closely to ensure its effectiveness.

We will also refurbish the Main Hall and Taylor Hall floors this coming year.

We will also explore the feasibility of solar energy in the future.

The Trustees have complied with the duty in s.4 Charities Act 2011 to have due regard to the guidance issued

#### Review of Financial Activities

2024 is another strong year for the hall financially with revenues up and showing continued strength. Income has increased by 18% (£21k)

Even with continued investments in EHS and the facilities we have ensured a profit of £26,326 in the year and our reserves remain strong with circa £96,000 in COIF and Bank reserves at circa £89,000. Also to be noted is we have updated our reserves policy in line with advice from the charities commission.

In 2024 we made a number of key investment decisions based on us having a strong capital situation with savings.

- Changing Rooms decorated
- New floor in committee room
- Main Hall doors
- Sheds replaced
- EHS and other general maintenance in the hall.

Overall we remain in a strong financial position for a village hall to ensure we can maintain and improve the standard of the hall for the future

#### Objects of the Charity

The objects of the foundation shall be the provision and maintenance of a village hall for the use of the inhabitants of Cobham and the neighbourhood (hereinafter called "the area of benefit") without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

#### Statement of the Responsibilities of the Committee

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable regulations.

The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees:

Gavin Caddick:



Date:

9 December 2024

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF COBHAM VILLAGE HALL**

I report on the accounts of the charity for year ended 31<sup>st</sup> August 2024, which are set out on pages 7-14.

**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 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 Commission under Section 145 (5) b of the 2011 Act and

To state whether particular matters have come to my attention.

**Basis of the Independent Examiners 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 the seeking of explanations from the trustees concerning 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 Examiners 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:
  - a. to keep accounting records in accordance with Section 130 of the 2011 Act and
  - b. to prepare accounts which accord with the accounting records and to 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.

**Independent Examiner Name & Address**



ROGER J D JONES  
29, CHALFORD CLOSE  
WEST MOLESEY  
KT8 2QL

**Income and Expenditure for year ended 31<sup>st</sup> August 2024**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds £</b>	<b>2023 £</b>
<b>Incoming resources from generated funds</b>				
Hall letting	117,828.37		117,828	100,625
Miscellaneous income	14,110.45		14,110	12,679
Furlough Grant	0		0	0
Donations and fund raising	0		0	0
<b>Investment income</b>				
Interest received	4,775		4,775	3,051
<b>Resources expended</b>	<b>136,714</b>		<b>136,714</b>	<b>116,354</b>
Charitable activities				
Wages (note 10)	40,680		40,680	45,904
Pension contributions	513		513	663
Rent	2,200		2,200	2,200
Water rates	654		654	848
Insurance	358		358	2,457
Electricity	4,396		4,396	4,655
Gas	4133		4,133	2428
Gardening	3630		3,630	4290
Performing rights	781		781	802
Mobile Telephone	87		87	130
Post/stationery, comp equip, training	3,853		3,853	856
Web site maintenance	432		432	432
Wi-Fi & Broadband	866		866	835
Refuse disposal	2,485		2,485	2,416
Equipment hire	1,300		1,300	1,137
Repairs and renewals	32,098		32,098	56,419
Cleaning & Hall supplies	11,848		11,848	1,305
Bank charges	20		20	20
Bad debts			0	0
Depreciation of fixed assets			0	0
Miscellaneous	55		55	361
<b>Governance costs</b>				
Accountancy (note 13)	0		0	0
<b>Total expenditure all items</b>	<b>110,388</b>		<b>110,388</b>	<b>128,158</b>
<b>Net incoming/(outgoing) resources before revaluations</b>	<b>26,326</b>		<b>26,326</b>	<b>-11,804</b>
Other recognised gains and losses				
Gains/ (losses) arising on revaluation				
<b>Net movement in funds</b>	<b>26,326</b>		<b>26,326</b>	<b>-11,804</b>
<b>Fund balances brought forward</b>	<b>146,829</b>		<b>146,829</b>	<b>158,633</b>
<b>Fund balance carried forward</b>	<b>173,155</b>		<b>173,155</b>	<b>146,829</b>

Statement of Financial Activities for year ended 31<sup>st</sup> August 2024

	Unrestricted funds £	Restricted funds £	Total funds £	2023 £
<b>Incoming resources ( Note 2 )</b>				
Donations & legacies				0
Charitable activities	131,939		131,939	113,303
Other trading activities investments	4,775		4,775	3,051
Separate material item of income				
Other (Business support grant)	0		0	0
<b>Total</b>	<b>136,714</b>		<b>136,714</b>	<b>116,354</b>
<b>Resources expended ( Note 4 )</b>				
Raising funds				
Charitable activities	110,388		110,388	128,158
Separate material item of expense				
Other				
<b>Total</b>	<b>110,388</b>		<b>110,388</b>	<b>128,158</b>
<b>Net Income/ ( Expenditure ) before Investment gains/ ( losses )</b>	<b>26,326</b>		<b>26,326</b>	<b>-11,804</b>
Net gains / ( losses ) on investments				
Extraordinary items				
<b>Net Income / ( Expenditure )</b>	<b>26,326</b>		<b>26,326</b>	<b>-11,804</b>
Transfer between funds				
Other recognised gains . (losses )				
Gains and losses on revaluation of fixed assets for the Charity's own use				
Other gains / ( losses )				
<b>Net movement in funds</b>	<b>26,326</b>		<b>26,326</b>	<b>-11,804</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>146,829</b>		<b>146,829</b>	<b>158,633</b>
<b>Total funds carried forward</b>	<b>173,155</b>		<b>173,155</b>	<b>146,829</b>



**Balance Sheet as at 31 August 2024**

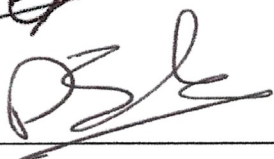
	Unrestricted funds £	Restricted funds £	Total funds £	2023 £
<b>Fixed Assets</b>				
Intangible assets				
Tangible fixed assets ( Note 5 )	0		0	0
Heritage assets				
Investments				
<b>Total Fixed Assets</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Current Assets</b>				
Stocks				
Debtors ( Note 6 )	28		28	15
Investments				
Cash at bank	184,775		184,775	166,062
<b>Total Current Assets</b>	<b>184,803</b>		<b>184,803</b>	<b>166,077</b>
<b>Creditors falling due within one year ( Note 7 )</b>	<b>11,648</b>		<b>11,648</b>	<b>19,248</b>
<b>Net current assets / (liabilities)</b>	<b>173,155</b>		<b>173,155</b>	<b>146,829</b>
<b>Total assets less current liabilities</b>	<b>173,155</b>		<b>173,155</b>	<b>146,829</b>
<b>Creditors falling due after one year ( Note 8 )</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Net current assets or liabilities</b>	<b>173,155</b>		<b>173,155</b>	<b>146,829</b>
<b>Funds of the Charity</b>				
Endowment funds				
Restricted funds				
Unrestricted funds	173,155		173,155	146,829
Revaluation reserve				
<b>Total funds</b>	<b>173,155</b>		<b>173,155</b>	<b>146,829</b>

These accounts were approved on 9 December 2024

Mr G Caddick



Mr P Banks



**Notes to the accounts for the year ended 31<sup>st</sup> August 2024**

**1. Accounting Policies**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts have been prepared in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ( FRS102 ) and with the Charities Act 2011.

**Income**

All incoming resources are recognised when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

Donated goods for use by the charity are included where a third party is bearing the cost.

No amounts are included in the financial statements for services donated by volunteers.

**Expenses**

All expenses are accounted for on an accruals basis.

**Investments**

Fixed asset investments are stated at cost less provision for diminution in value.

## 2. Analysis of Income

	Unrestricted funds £	Restricted funds £	Total funds £	2023 £
<b>Donations &amp; Legacies</b>				
Donations & gifts				
Gift Aid				
General grants by Gov/other charities ( Note 3 )	0		0	0
Donated goods, facilities & services				
Other				
<b>Total</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Charitable activities</b>				
Hire of halls	117,828		117,828	100,625
Hire of service	14,110		14,110	12,679
Fundraising				
Other	0		0	0
<b>Total</b>	<b>131,939</b>		<b>131,939</b>	<b>113,303</b>
<b>Other trading activities</b>				
Other				
<b>Total</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Income from investments</b>				
Interest income	4,775		4,775	3,051
Dividend income				
Rental & leasing income				
Other				
<b>Total</b>	<b>4,775</b>		<b>4,775</b>	<b>3,051</b>
<b>Separate material item of income</b>				
<b>Total</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Total Income</b>	<b>136,714</b>		<b>136,714</b>	<b>116,354</b>

<b>3. Analysis of Grants</b>			
	<b>This year</b>		<b>Last year</b>
	£		£
Elmbridge BC Covid grant	0		2,667
<b>Total</b>	<b>0</b>		<b>2,667</b>

<b>4. Analysis of Expenditure</b>				
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>	<b>2023</b>
	£	£	£	£
<b>Expenditure on raising funds</b>				
Incurred seeking donations				
Incurred seeking legacies				
Incurred seeking grants				
Operating membership schemes/lotteries				
Staging fundraising events				
Fundraising agents				
Operating charity shops				
Advertising, marketing, publicity				
Start up costs incurred generating income				
Database development costs				
Other trading activities	78,290		78,290	71,739
Investment management costs				
Portfolio management costs				
Cost of obtaining investment advice				
Investment administration costs				
Intellectual property licencing costs				
Repairs & maint charges	32,098		32,098	56,419
<b>Total expenditure on raising funds</b>	<b>110,388</b>		<b>110,388</b>	<b>128,158</b>
 Expenditure on charitable activities				
<b>Total expenditure on charitable activities</b>	<b>0</b>		<b>0</b>	<b>0</b>
 <b>Other</b>	<b>0</b>		<b>0</b>	<b>0</b>
 <b>Total Expenditure</b>	<b>110,388</b>		<b>110,388</b>	<b>128,158</b>

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**5. Tangible fixed assets**
**Cost**

As at 01/09/23 0

Additions

Disposals

As at 31/08/24 0

**Depreciation**

As at 01/09/23 0

Charge for period 0

On disposals

As at 31/08/24 0

**Net Book Value**

As at 31/08/23 0

As at 31/08/22 0

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the cost of reducing balance basis over their expected useful economic lives.

Fixtures & fittings 25.00% reducing balance

**6. Debtors**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Sundry debtors	28	15
Prepayments & accrued income	0	0
Other debtors/deposits	0	0
	<b>28</b>	<b>15</b>

**7. Creditors: amounts falling due within one year**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Sundry creditors	0	5,644
Accruals & deferred income	11,563	13,484
Pension	85	120
	<b>11,648</b>	<b>19,248</b>

**8. Creditors: amounts falling due in more than one year**

<b>2024</b>	<b>2023</b>
<b>£</b>	<b>£</b>
0	0

## 9. Transactions with trustees and related parties

None of the Trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related party

No Trustee expenses have been incurred

There have been no related party transactions in the reporting period

## 10. Paid Employees Staff costs

	2024	2023
	£	£
Salaries and wages	40,680	45,904
No employees received benefits for the reporting period more than £60k	0	
The average number of employees during the year was	3	4

## 11. Fixed Asset investment

	2024	2023
	£	£
Investment held primarily to provide an investment return for the charity	0	0

## 12. Ultimate controlling party

The ultimate controlling party of the charity is the committee

## 13. Fees for examination of accounts

	2024	2023
	£	£
Independent examiner's fee	0	0