

HAMBROOK VILLAGE HALL TRUST		Charity No. 297407		
MONTH & YEAR	PAID IN	PAID OUT	BALANCE IN EXPENSE ACC	
2025	£	£	£	
end March			8,849.32	
April	570.00	520.92	8,898.40	
May	835	543.03	9,189.87	
June	673	514.53	9,348.34	
July	970	606.5	9,711.84	
August	567.5	790.17	9,489.17	
September	1,162.00	1,390.24	9,260.93	
October	814	408.20	9,666.73	
November	592	6,382.03	3,836.70	
December	608.00	363.76	4,120.94	
2026				
January	21,076.50	792.48	24,404.96	
February	752.00	322.2	24,834.76	
March	749.00	4,127.55	21,456.21	
TOTAL:	29,368.50	16761.61		

HAMBROOK VILLAGE HALL TRUST
ACCOUNTS & REPORT FOR THE YEAR ENDED 31 MARCH 2026

HAMBROOK VILLAGE HALL TRUST
ACCOUNTS G REPORT
FOR THE YEAR ENDED 31 MARCH 2026

Contents	Pages
Legal and Administrative Information	3
Chairman's Report	4
Treasurer's Statement	6
Independent examiner's report	8
Income and Expense Summary	10

HAMBROOK VILLAGE HALL TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2026

Charity Name: Hambrook Village Hall Trust

Charity registration number: 297407

Registered Address: St Elizabeth's Hall
Hambrook Lane
Hambrook
Bristol
BS16 1RT

Trustees: Mr AJ van der Merwe (Chairman)
Mr Dave Slade (former Chair; resigned 10 June 2025)
Mrs Pamela Willis (Vice-Chair)
Mrs Anna Townsend-Daly (Minute Secretary; resigned 30 March 2026)
Mrs Madeleine Dunham (Booking Secretary)
Mrs Theresa van der Merwe (Treasurer)
Miss Jean Dyer
Mr Ed Allingham
Mrs Beryl Morris

Bank: **HSBC**
Bristol Downend
Badminton Road
Downend
Bristol
BS16 6BN

HAMBROOK VILLAGE HALL TRUST

CHAIRMAN'S REPORT

FOR THE YEAR ENDED 31 MARCH 2026

Mr Andries van der Merwe presented the Chair's Annual Report for the period 1 April 2025 to 31 March 2026. He reported that the Hall had continued to play a central role in the local community, while the Committee had reflected on its heritage, the contribution of long-standing volunteers and regular users, and the need to prepare for future improvements.

The departure of the Women's Institute marked the end of a long association, and their donation of photographs and material was acknowledged as an important contribution to preserving the Hall's history. The Committee also noted limited engagement from residents and continued to encourage volunteering and wider community involvement. Relationships with the Parish Church had been strengthened, including contact with Reverend Anton Campbell regarding hall usage, lease requirements, diversity and inclusivity. The resignations of Mrs Anna Townsend-Daly and former Chair Mr Dave Slade were formally acknowledged with thanks for their service.

The Chair reported that progress had been made in strengthening governance and compliance. Policies had been reviewed, with the Financial Reserves, Social Media and Data Protection Policies updated and adopted.

Governance records were now held electronically to improve accessibility and continuity, and the Trust remained compliant with current requirements, including confirmation of its waste management exemption until March 2027. The Committee had also improved booking processes, transparency of booking information, awareness of hall capacity and safety requirements, and had reviewed trustee roles, honorary membership provisions, participation, succession planning and the new SORP reporting requirements introduced by the Charity Commission in January 2026.

The Hall had been maintained through routine activity and targeted repairs, including grass cutting, external maintenance, portable appliance testing, heating management, key code changes, security controls and minor repairs to flooring, curtain rails, guttering and fittings. Operational risks were identified around heating reliability, Wi-Fi, reliance on a small number of individuals and limited resilience during absences. In response, shared access to systems had been improved, heating rotas and support arrangements introduced, the keyholder register strengthened, and six-monthly key code updates maintained. Ongoing issues included damp and condensation, ventilation limitations, and ageing building elements such as windows, ceilings and fittings.

The adjacent field had remained a significant focus during the year and was now confirmed under the guardianship of three Hall trustees, with residual obligations remaining until 2028. The field, its guardianship and management were noted as independent of the Hall lease structure. The field had been cleared, levelled and brought under control, new fencing and a lockable gate had been installed, and ongoing grass management was in place. Future plans included creating a safe outdoor space accessible from an enclosed path at the front entrance and promoting use of the field for community activities, training and integration with Hall operations. The Chair reported that the year had marked a transition from planning to delivery of improvements. A £20,000 National Lottery grant awarded in January 2026 had enabled a coordinated programme of works. Completed works included emergency lighting and disabled alarm installation, inspections of hot water and space heaters, field fencing and levelling, the purchase of new tables and minor building repairs. Further works were in progress or scheduled, including internal wall repairs relating to damp, external fascia and flashing replacement, a safer access pathway with gravel base and handrails, assessment of potential heater replacement, and ceiling inspection and remedial planning. These works were noted as a significant upgrade to the Hall's safety, accessibility and usability.

Operational and administrative processes had also been strengthened, including improved booking and approval processes, better communication with hirers, clearer expectations on cleanliness, waste disposal and proper use of facilities, relocation of bins to reduce misuse, and continued use of social media and local publications. These measures were intended to increase awareness, usage and volunteer engagement. The

Committee continued to focus on development and capacity. The role of Recruitment Officer had been created at the previous AGM to support volunteer recruitment, although this remained an area requiring continued attention. The Committee was working to strengthen resilience through shared responsibilities, practical management tools such as rotas and task tracking, recruitment of new volunteers and committee members, and reducing reliance on a small number of individuals. In conclusion, the Chair reported that the year had been one of significant progress and transition. Key achievements included strengthened governance and compliance, improved operational resilience and shared responsibilities, successful securing and use of Lottery funding, completion of major works including electrical upgrades and transformation of the adjacent field, an active programme of further improvements, and enhanced community engagement. The Trust had moved from planning into delivery, with visible improvements and further upgrades scheduled. The Chair thanked all committee members for their support and time.

A handwritten signature in black ink, consisting of a large, stylized capital 'A' followed by a horizontal line extending to the right.

Mr AJ van der Merwe
Chairman

9th June 2026

HAMBROOK VILLAGE HALL TRUST

TREASURER'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2026

This report summarises the financial performance, key developments, and overall position of the Hambrook Village Hall Trust for the year ending March 2026.

Financial Position

A significant development this year was the restructuring of our bank accounts to separate reserves from operational funds. In November 2025, an HSBC Business Money Manager account was opened, and £6,000 was transferred into a designated reserves account, earning interest.

The Trust has remained financially stable throughout the year. We started the financial year with a total of £8,849.32 in our charitable account. We ended the year with £21,456.21 in our charitable account, which includes a £20,000 grant from the Community Lottery Fund, and with £6,010.35 in our Business Money Manager account. This reflects a strong closing position, although the majority of funds are restricted for specific project use.

Income and Funding

Hall usage has remained broadly steady, supported by improvements to the online booking system, enabling better tracking of bookings and income.

Income from letting the hall was £9,368.50.

A major achievement this year was securing external funding. The Trust was successfully awarded £20,000 from the National Lottery Community Fund in January 2026 for a *Safety, Accessibility and Community Space Improvement* project.

Operating Expenditure

- Utilities: £2,489.69
- Administration: £204.77
- Establishment: £718.07 (*Insurance*)
- Marketing & Publicity: £270.00
- Website & Broadband: £832.07
- Cleaning & Sundries: £1,788.57
- Equipment Purchases: £445.71
- Governance: £27.71 (*Bank Charges*)
- Maintenance & Miscellaneous: £3,985.22

Total expenditure, including restricted Lottery Fund payments, amounts to £10,761.61. This includes Restricted Fund payments totalling £3,014.98, comprising the following: electrical work: £1,230.98; 2 x new tables: £414.00; field preparation: £70.00; and field levelling: £1,300.

Total hall expenses excluding Lottery Fund payments amounted to £7,746.63.

Expenditure and Cost Management

The Trust continues to meet all routine operational costs, including utilities, maintenance, insurance, and service contracts. Still, to ensure long-term sustainability, we will need to increase our hire fees to cover ever-increasing expenses.

Key expenses include:

- **Energy (EDF)**

Energy costs have been volatile, with the account moving between credit and debit during the year. A 2-year fixed contract (June 2025- June 2027) was secured to provide cost certainty. Despite this, winter usage resulted in a debit position by early 2026, highlighting ongoing cost pressures.

- **Broadband (BT)**

A new 24-month contract was negotiated to manage price increases and stabilise costs.

- **Insurance**

Annual renewal costs increased by approximately 8%, reflecting inflation and updated asset valuations.

- **Maintenance and Operations**

Regular costs such as cleaning, grass cutting, PAT testing, minor repairs and equipment purchases have been managed within expected levels.

- **Bank Charges**

HSBC removed monthly account fees during the year, reducing the overheads.

Risks and Challenges

Key issues arising during the year include:

- Continued energy cost volatility and seasonal cash flow impact
- Dependence on a small number of regular hirers
- Invoices and reconciliation processes
- The booking system is not being used effectively, resulting in missed opportunities to maximise its benefits
- Limited success in recruiting new management committee volunteers, exacerbated by constraints on the time that members can dedicate to committee responsibilities
- The need to carefully manage restricted grant funding alongside operational cash flow.

Outlook

The Trust ends the year in a financially sound position, with improved structure, secured grant funding, and clearly defined reserves.

Priorities for the coming year include:

- Delivering the grant-funded improvement project
- Increasing bookings and income
- Continuing to manage rising operational costs, particularly energy
- Improving facilities to enhance user experience and retention, and
- Building unrestricted reserves towards a target of at least £10,000

Overall, the Trust is in a stable position and well placed to improve its facilities and services for the benefit of the local community, but it will need to remain proactive to ensure long-term sustainability.



Mrs Theresa van der Merwe

Treasurer

Date: 9 June 2026



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
HAMBROOK VILLAGE HALL

On accounts for the year
ended

31st March 2026

Charity no
(if any)

297407

Set out on pages

Accounts are included as separate document set on page 10.

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2026**

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I am qualified to undertake the examination by being a qualified member of ACCA (Association of Certified Accountants).

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *Jahanzab arshad*

Date: 20/08/2026

Name: Jahanzab Arshad

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

ACCA

Address:

Argentum, 510 Bristol Business Park, Coldharbour Lane

Bristol

BS16 1EJ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

There is no material point or governance issue has been identified to report here.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
HAMBROOK VILLAGE HALL

On accounts for the year
ended

31st March 2026

Charity no
(if any)

297407

Set out on pages

Accounts are included as separate document set on page 10.

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2026**

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I am qualified to undertake the examination by being a qualified member of ACCA (Association of Certified Accountants).

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *Jahanzab arshad*

Date: 20/08/2026

Name: Jahanzab Arshad

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

ACCA

Address:

Argentum, 510 Bristol Business Park, Coldharbour Lane

Bristol

BS16 1EJ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

There is no material point or governance issue has been identified to report here.