

# **Trustees Annual Report**

## **For the period ending 31.3.2024**

Charity Name	SILSOE VILLAGE HALL
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Registered Charity Number 300067

<u>Charity's principal address</u>	School House Mews, High Street, Silsoe MK45 4DY
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### **Names of the charity trustees who manage the charity**

Trustee Name	Office	Dates acted if not whole year	Name of person (or body) entitled to appoint trustee (if any)
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Philip Hammond	Chairman
Elizabeth Jefferies	Secretary
John Colleran	Treasurer
Jan Jarrard	
Simon Stranks	
Peter Haddon	
Giles Phillips	

## Structure, governance and management

Type of governing document	-	Constitution adopted 24.5.1968
How the charity is constituted	-	Unincorporated association
Trustee selection methods	-	Trustees are appointed or reappointed annually at the Annual General Meeting held in June.

## Use of the Hall and Governance

Use of the Silsoe Village Hall is primarily reserved for personal and organised community activities and, of a secondary nature, for commercial users. The Trustees with the Management Committee oversee the day to day running of the Hall. The Trustees seek the views of members and Hall users in deciding how the Hall is operated. The Hall has developed a Health & Safety Policy, Data Protection Policy, Fire Safety Policy, Equal Opportunities Policy and Safeguarding Policy.

## **Objectives and Activities**

The object shall be the provision and maintenance of the Silsoe Village Hall for the use of the inhabitants of the Parish of Silsoe and the neighbourhood without distinction of political, religious or other opinions, including use for meetings, classes and other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the inhabitants of the community.

Activities have included exercise classes for both adults and young people, dance classes, amateur dramatics by the Silsoe Drama Club, breakout space for local disabled peoples, indoor and outdoor activities for Beavers, Cubs and Scouts, plus a variety of fund raising social events.

## **Achievements and Performance**

### **Chairman's Report July 2024**

Our Village Hall bookings have maintained a steady and consistent level over the recent months, and we now have an even greater number of regular hirers than in previous years. This has helped to maintain a healthy financial position. Due to the standard of maintenance and facilities we continue to attract a large number of one off bookings for various events and meetings.

At this point I would like to thank Liz Jefferies, our Bookings Officer, for the effort she has put into making this a success. My thanks also to Lemon, our platform provider for their continued support.

A special thank you to our caretaker/cleaning team of Laura and Malcolm. They both continue to keep the Hall looking its best as well as undertaking the odd repair and maintenance project. This year we did have the Hall flooring stripped, cleaned and polished by an outside contractor which has enhanced the look of the building.

Thanks to Chris Tarmu, who took over the running of the 100 Club from Derek Hardy and is such an important fund raiser for the Village Hall.

A special thank you also to John Colleran, our Treasurer. John does an excellent job in managing the Hall finances which are currently in an excellent position. We did also manage to allocate two more resident parking spaces earlier this year which has now maximised the allowable area within the car park.

Thanks to the efforts of Peter Haddon we have been able to improve our website which now includes an excellent video of the Hall which helps future hirers.

The traditional Village Hall Quiz was yet again a resounding success and special thanks to Simon Stranks for setting the somewhat challenging questions this year. The event was a sell out and all those present had an enjoyable evening.

The Boxing Day Mummers Play & Morris Dancers performed in our Car Park again and the attendance was even higher than before. This has now become established as a Village Hall event and not only does it raise monies for the Hall we are also able to contribute to the chosen charity of the performers.

I must also thank the Parish Council for their continued financial support for various projects, which in the last twelve months helped to pay for the new wall in our car park.

Finally I'd like to thank all the committee members for their support and efforts over the last 12 months and would hope they continue in their roles for the next 12 months. The Hall continues to be an invaluable asset for the Village.

Phil Hammond  
3rd July 2024

### **Financial Review**

The charity's policy is to retain sufficient funds in reserve to cover a minimum of one year's ongoing operating costs.

**Silsoe Village Hall**

**Receipts and Payments Accounts**  
**For the Year to 31st March 2024**

	<b><u>2024</u></b>	<b><u>2023</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
<b><u>Receipts</u></b>		
Hire Charges	25,575	16,822
Grants & Donations	306	543
Fundraising	1,272	1,903
Car Parking	1,460	1,074
100 Club	1,000	1,800
Interest	297	27
<b>Total Receipts</b>	<b>29,910</b>	<b>22,169</b>
<b><u>Payments</u></b>		
Light Heat & Water	10,100	5,261
Refuse Disposal	992	964
Cleaning	4,618	2,560
Insurance	1,552	1,524
Maintenance	8,730	4,439
Gardening	998	480
Licence Fees	974	930
Other	1,616	903
<b>Total payments</b>	<b>29,580</b>	<b>17,061</b>
<b>Income Surplus/Deficit</b>	<b>330</b>	<b>5,108</b>

**Silsoe Village Hall**

**Statement of Assets and Liabilities**  
**At 31st March 2024**

	<b><u>2024</u></b> <b><u>£</u></b>	<b><u>2023</u></b> <b><u>£</u></b>
<b><u>Assets</u></b>		
Bank Accounts	30,225	29,895
Debtors	0	0
Total	<b>30,225</b>	<b>29,895</b>
<b><u>Liabilities</u></b>		
Creditors	0	0
Total	<b>0</b>	<b>0</b>
<b><u>Net Assets</u></b>	<b>30,225</b>	<b>29,895</b>
Surplus for the period	330	5,108
Funds brought forward	29,895	24,787
<b>Funds carried forward</b>	<b>30,225</b>	<b>29,895</b>



**Ian J. Foxley**  
*Accounting Services*

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Henlow  
Beds  
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### **Auditors Report**

I confirm I have audited the Income and Expenditure Account for Silsoe Village Hall for the Year Ended 31 March 2024 and that I am satisfied that the figures provided, show a true reflection of the Income and Expenditure for the Year

**Dated: 15 January 2025**

A handwritten signature in black ink, appearing to read 'I J Foxley', with a large circular flourish at the end.

**Mr I J. Foxley**  
**on behalf of IJF Accounting Services**