

ARBORFIELD VILLAGE HALL

Registered Charity No: 300112

Report of the Trustees

Financial Statements for the year ended 30th September 2025

ARBORFIELD VILLAGE HALL

Registered Charity No: 300112

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Arborfield Village Hall

Report of the Trustees for the year ended 30 September 2025

The trustees present their annual report and financial statements for the year ended 30 September 2025 and confirm they comply with the Charities Act 1993, as amended by the Charities Act 2006, the trust indenture, the Resolution of 16 March 2011 and the Charities SORP 2005.

Reference and Administrative Information

Charity Name: Arborfield Village Hall
Charity Registration: 300112

Principal Office: Arborfield Village Hall
Eversley Road
Arborfield Cross
Berks
RG2 9PQ

Board of Trustees

Managing Trustees:

Paul Stevens
Chairperson and Trustee
Lorna Parker
Vice Chairperson, Secretary and Trustee
James Daniell
Treasurer and Trustee
Margaret Edwards
Trustee
Graham Jones
Trustee
David Bolam
Trustee

Bankers

Santander

Arborfield Village Hall

Report of the Trustees for the year ended 30 September 2025

1. Structure, governance and management

Governing document

Arborfield Village Hall is constituted as a charitable trust registered with the Charity Commission 5 June 1962 under charity number 300112. It is governed by a Conveyance and Declaration of Trust dated 5 September 1931 relating to the purchase of the site for the Village Hall, as amended by resolution dated 22 November 2012

Organisational structure

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits. The management committee includes a village representative a Parish Council representative who give added input to help decisions which are made by the trustees. All regular users are copied in on meeting minutes and invited to attend meetings.

The trustees meet as a body bimonthly and are responsible for all decisions taken in relation to running Arborfield Village Hall.

A minimum of three trustees to form a quorum.

Individual trustees are given responsibility for finance, maintenance and bookings.

Recruitment and appointment of trustees

The existing trustees are responsible for the recruitment of new trustees; elections take place at the charity's AGM.

Training of trustees

Following appointment, new trustees are introduced to their new role and given access to the trust document library and introduced to the policies and procedures adopted by the charity.

2. Objectives

Promote for the benefit of the inhabitants of the Parish of Arborfield and Newland without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Arborfield Village Hall

Report of the Trustees for the year ended 30 September 2025

3 Activities and achievements

Chairperson's Annual Report. It has been a busy year at the hall, particularly as regards capital projects and improvements. Following on from the 21st Century Halls event organised by Connecting Communities in Berkshire (CCB) we did an Energy Audit (provided for us at no charge) which led in turn to several upgrades to our facilities.

- Loft insulation increased to over 350 mm
- Back doors replaced
- LED lights fitted to replace fluorescent tubes
- New fridge purchased
- Hive thermostat controls fitted for better management of the heating.

The Fire Safety Review completed in 2024 also led to a few improvements, including:

- Fire doors fitted with fire retardant panels
- Fire retardant separation between boiler room and ladies toilets.
- Lithium battery extinguisher installed in battery room
- The fire shutter to the kitchen had a new battery fitted. Then there were a few improvements we undertook as part of our bid for Platinum Jubilee Grants. These included
- Refurbished toilets
- New push button openers for main entrance and disabled toilet.
- Solar panels installed on roof with battery backup in store room to provide up to 9Kw electricity.

Finally, we replaced the projector and screen with 4K resolution projector and 16:9 ratio wide screen. This was not ultimately deemed eligible for grant support but the Trustees decided it was worth doing anyway as the old projector and screen were very low resolution.

Arborfield Village Hall

Report of the Trustees for the year ended 30 September 2025

How our activities deliver public benefit

On the social side, several events organised by our Secretary and Deputy Chair, Lorna Parker, have been greatly enjoyed by the Social Club, for which we are all very grateful. These included Skittles, a Quiz, a Music Night and of course the boat trip, which is now becoming a bit of a fixture in the calendar.

As ever the hall was decorated for Christmas by the Brownies and I would like to thank Val and Trev, not only for making the hall look so jolly in the festive season, but for all their hard work throughout the year. I look forward to seeing what they come up with this year.

Another constant throughout the year has been the flowers in the tubs at the front of the hall, for which we owe sincere thanks to Margaret Edwards, aided by her husband David.

Then there are the regular changes to the history displays, for which we must thank Di Thorne and Barry Salter.

I note that the Parish Council have provided the History Society with a large plan chest for storing the display boards, ensuring they remain in good condition for future generations to enjoy.

Our Public Consultation is still underway, with a survey currently running to find out what people think about the use of the rooms at the rear of the hall. The Doctors have finally made up their minds and have moved out, leaving the Surgery and Waiting Room available for letting. The Trustees are investigating whether we can rent them out as they are or need to look at creating a different space with a broader appeal.

Our core activities continue to be the regular hirers, and it is good to see so many of the groups continue to thrive and grow. I believe we continue to provide excellent value for money, but with the loss of two of our leaseholds we need to find alternative or additional revenue streams.

Banking with Santander has finally become a bit more manageable, with access by 'phone for two Trustees and a debit card we can use for online and over the counter purchases.

The Village Hall's 94th Anniversary event was well attended this year and was kindly opened by our local M.P. Clive Jones. We were awarded a Plaque by Kate Meades from CCB for our efforts in gaining Platinum Jubilee Grant Funding and I look forward to our 95th Anniversary on Saturday, 10th October 2026.

We also recently changed our heating controls to a Hive Smart System. The new schedule is in place and hopefully users will find it gives us better management of our heating.

Finally, sincere thanks to all the members of the Management Committee, the Trustees, our regular hirers and our visitors for continuing to support the work of the Hall.

Arborfield Village Hall

Report of the Trustees for the year ended 30 September 2025

Community activities

The hall and meeting room are available for use by local groups. A wide variety of activities take place including Yoga, Pole Fitness, Pilates, Dance School, Morris Dancing, Singing, U3A, Board Games, Tai Chi, Al Anon, children's parties and community social evenings.

When facilities are not required for community use they are available for hire on commercial terms. This year our facilities have been used on over 800 occasions with many groups and individual benefiting from the improved facilities we now offer the local community.

5 Financial review

Reserves policy

The trustees have reviewed the reserves of the charity. The policy, reviewed this year, is to hold enough funds to meet our annual running costs including light and heating, insurances, cleaning, accounts booking fees.

Principal funding sources

The charity's main source of income during this financial year has been through hiring the hall to regular users alongside casual one-off users. In addition the trustees seek grant funding for capital projects connected to the village hall or special projects, such as the grants received from the Thames Valley Police and Crime Commissioner to establish a games group at the village hall"

Plans for future periods

The next major capital improvement project to be undertaken will be the refurbishment of the old doctors consulting and waiting rooms. We are currently engaged in a community consultation on the form this might take.

Statement of Trustees' responsibilities

The charity trustees are responsible for preparing an annual report and financial statements in accordance with applicable law

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

Arborfield Village Hall

Report of the Trustees for the year ended 30 September 2025

Select suitable accounting policies and then apply them consistently; observe the methods and principles in the Charities SORP;

Make judgements and estimates that are reasonable and prudent;
state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on page 1.

Approved by the trustees and signed on its behalf by:

Paul Stevens (Chairperson)

Date 17 July 2026

Arborfield Village Hall**Statement of Financial Activities For the Year Ended 30th September 2025**

		2025	2024
		£	£
Income	Note		
Hall hire receipts	2	19,512	18,162
Rent	3	6,450	6,450
Grants & Donations	4	12,805	0
Deposit account interest received		<u>563</u>	<u>381</u>
		39,330	24,993

Application of Resources

Electricity/Gas		5,250	5,970
Insurance		1,149	1,125
Repairs and maintenance	5	2,606	10,227
Business rates		379	321
Water rates		182	40
Licences		346	188
Cleaning		3,651	3,747
Accounting/Booking		3,450	2,750
Cleaning materials		810	621
Hall improvements and upgrade	6	60,923	0
Other	7	1,629	719
Games club hall hire	2	315	0
Games club grant carried forward	7	<u>1,136</u>	<u>0</u>
		81,826	25,798

(Deficit) Surplus for the Year

Transferred to Accumulated Fund	Page 10/11	<u>(42,496)</u>	<u>(715)</u>
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Arborfield Village Hall

Statement of Financial Activities For the Year Ended 30th September 2025

Split Grants and normal activities page 9

		Grants & Capital Expenditure	Normal Activities	Page 9
		2025	2025	Totals
		£	£	£
Income	<i>Note</i>			
Hall hire receipts	2	0	19,512	
Rent	3	0	6,450	
Grants	4	12,805	0	
Deposit account interest received		<u>0</u>	<u>563</u>	
		12,805	26,525	39,330
Application of Resources				
Electricity/Gas		0	5,250	
Insurance		0	1,149	
Repairs and maintenance	5	0	2,606	
Business rates		0	379	
Water rates		0	182	
Licences		0	346	
Cleaning		0	3,651	
Accounting/Booking		0	3,450	
Cleaning materials		0	810	
Hall improvements and upgrade	4	60,923	0	
Other	6	549	1,080	
Games club hall hire	2	315	0	
Games club grant carried forward	8	<u>1,136</u>	<u>0</u>	
		62,923	18,903	81,826
(Deficit) Surplus for the Year				
Transferred to Accumulated Fund	Page 11	<u>(50,118)</u>	<u>7,622</u>	<u>(42,496)</u>

Deficit in the year related to Hall improvements and upgrades expensed in line with Charity Commission accounts layouts.

Arborfield Village Hall

Statement of Assets and Liabilities At 30th September 2025

		2025 £	2024 £
Current Assets	Note		
Current account	7	13,000	45,577
Deposit account		<u>31,494</u>	<u>39,931</u>
		44,494	85,508
Less refundable deposits and grant	8	<u>(2,853)</u>	<u>(1,371)</u>
		41,641	84,137
Fixed Assets			
Village Hall and Land		<u>500,000</u>	<u>500,000</u>
		<u>541,641</u>	<u>584,137</u>
Represented by:			
Accumulated funds brought forward		84,137	85,852
Excess of (payments) over receipts	Page 10	<u>(42,496)</u>	<u>(715)</u>
Accumulated funds carried forward		41,641	84,137
Reserve valuation		<u>500,000</u>	<u>500,000</u>
		<u>541,641</u>	<u>584,137</u>

We, the undersigned officers of the Arborfield Village Hall Committee, hereby approve the financial statements for the year ended 30th September 2025.

Paul Stevens.....
Chairperson and Trustee

Lorna Parker.....
Vice Chairperson, Secretary and Trustee

James Daniell.....
Treasurer and Trustee

Margaret Edwards.....
Trustee

Graham Jones.....
and Trustee

David Bolam.....
Trustee

Date 17 July 2026..

Arborfield Village Hall Year Ended 30 September 2025

Notes

(forming part of the financial statements)

1. Accounting policies

Basis of accounting

The financial statements have been prepared on a cash received and spent basis.

2. Hall Hire Receipts

Hourly hall hire rates has remained the same for Occasional user and regular user. (£10 for charitable rate, £14 for regular hire, £18.00 for occasional users)

Breakdown of receipts for hiring out the Village Hall:

	2025	2024
	£	£
Yoga	1,428	1,316
Parties/One-Off Events	2,603	2,623
Kung-Fu	0	56
Pilates	1,715	2,368
Support Group	765	780
Keep Moving	420	235
Borderline Morris Dancing	480	460
Wokingham Showtime U3A	378	462
Brownies	665	230
Tai Chi	682	588
Wokingham Borough Council	0	336
Sing for Yourself	714	714
Dance School	1,715	2,478
Pole Fitness	5,302	3,992
Donations	819	1,524
Wellbeing	363	0
Cheerleader	1,148	0
Games Club	315	0
	19,512	18,162

Arborfield Village Hall Year Ended 30 September 2025

Notes

(forming part of the financial statements)

3. Rent

Rental income is derived from a roll-over lease agreements with Swallowfield Medical Practice.
Swallowfield Medical Practice has left the Hall on 31 October.

4. Grants received

The Thames Valley Police and Crime Commissioner, Mathew Barber, awarded a grant of £2,000 to the hall to start a new group with the aim of helping to reduce anti-social behaviour in the wider area. (spent £549 on Games equipment so far and used £315 for hire of the hall).

Platinum Jubilee Village Halls Grant of £10,805 based on refurbishing the toilets, installing a new push button entry system and installing Solar PV on our roof and storage battery. Other costs included upgraded audio visual system and loft insulation. Total costs £60,923 less grant £10,805 net cost of see £50,118 see Page 10.

5. Repair and maintenance

The cost for this year was normal maintenance of the hall (Garden maintenance, plumbing, Gas Safe testing and Fire inspections)

6. Other

	2025	2024
	£	£
Garden plants	120	120
Web hosting	241	205
Subscriptions	0	105
Games for game club	549	0
Other	<u>719</u>	<u>289</u>
	<u>1,629</u>	<u>719</u>

7. Current Account

The bank balance is equal to the cash book balance. There are no reconciling items.

Arborfield Village Hall Year Ended 30 September 2025

Notes

(forming part of the financial statements)

8. Refundable deposits and grant received

Damage and key deposits

It is the policy of the village hall to take deposits from hirers to secure advance bookings for one off events, typically children’s parties and concerts. A key deposit of £30 plus a damage cover of £25 is also required from regular users. Deposits are refundable to users upon satisfactory use of the hall or if the event does not go ahead. For regular users who cancel their bookings, their deposit is refunded upon return of the key(s).

Regular user deposits held as at 30th September 2025 are £1,038 damage deposits and £679 as key deposits.

Grant Received

The Thames Valley Police and Crime Commissioner, Mathew Barber, awarded a grant of £2,000 to the hall to start a new group with the aim of helping to reduce anti-social behaviour in the wider area. (spent £549 on Games equipment so far and used £315 for hire of the hall, balance £1,136)

	2025	2024
	£	£
Damage and Key deposits	1,717	1,371
Balance of Game club grant	<u>1,136</u>	<u>0</u>
	<u>2,853</u>	<u>1,371</u>

Independent examiner's report to the trustees of Arborfield Village Hall (The Trust)

I report to the trustees on my examination of the accounts of Arborfield Village Hall for the year ended 30 September 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 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 have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:

Name: Colin Watts Relevant professional qualification or membership of professional bodies (if any): ACA

Address Carters Hill, Newlands, Reading

Date: 17 July 2026