

# **HAMBLEMEN VILLAGE HALL**

**TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**Registered Charity Number: 300275**

**Inland Revenue Ref: XN 40129**

## TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2023

### Trustees

Anne Del Greco

Charlie Lumley

Dawn Murton - Secretary

Dick Fletcher - Chairman

Evelyn Robinson

Fran Keene (appointed 27<sup>th</sup> June)

Helen Turner (resigned 27<sup>th</sup> June)

Sarah Horner (appointed 17<sup>th</sup> October)

Steven Skelton - Treasurer

The freehold of the Village Hall is vested in the Rector and Churchwardens of St Mary the Virgin, Hambleden.

The day to day running of the Hall is in the hands of the Trustees.

### The main objectives of the Hall

- Provision of a hall for the use of the inhabitants of the Parish of Hambleden and the neighbourhood
- For use by the Church when required
- For any other purpose, the committee may allow as long as it does not interfere with the above

### Specific investment powers

The Trustees' investment powers are conferred by the Trustees' Act 2000.

### Chairman's Report

Helen Turner resigned as Chairman in August. We are grateful to her for her many years of leadership and selfless service. And we are grateful also to Jilly Holland who resigned when she moved out of county.

In 2023 Hambleden Village Hall continued to be a popular focus for community events and for personal use by residents in the local area. We are heavily dependent for our financial security on funds raised by volunteers. This brings two benefits – the community coheres around the events, and without the funds raised, this 200-year-old building would rapidly decline.

We still have not got back to the levels of use pre-Covid, but we are getting there. In particular, regular events organised by volunteers for community participation included:

**Coffee Mornings** (first Wednesday of each month)

**Men on Tuesdays** (a men's lunch club the first Tuesday of every month)

**Hambleden Cinema** (once a month on Saturdays outside the summer season)

**Bridge Club** (weekly on a Friday)

**Alcoholics Anonymous** (weekly on a Wednesday)

Regular annual events included:

**Christmas Market**

**Open Gardens**

**Quiz Night**

Private hirings included:

**Pilates**

**Trade Sales**

**Wedding Receptions**

**Children's Parties**

Additional noteworthy and locally organised events which raised funds for the Village Hall included teas in

## HAMBLEDEN VILLAGE HALL

the Church and a coffee morning for a local cycling group, both organised by the cinema group. The bulk of the income for the Hall comes from letting out the cottage and the office, and without these sources the Hall would not be able to survive.

During the year, and through the good offices of the Parish Council, we succeeded in arranging for the outside toilet to be open for public use during the day.

Having completed the re-building of the ladies' toilets last year, I am pleased to report that major repairs were limited to the re-pointing of the south end wall. We continue to monitor the damp in the floor. We have fitted two damp sensors to the underfloor joists north and south, and a fan to keep the underfloor air circulating. It would appear that, while the timbers under the floor remain damp, the damp is not progressing.

Special thanks are due to our caretaker, Jamie Baker, for the extremely high standard of daily upkeep of the hall, his continuing diligent maintenance of the garden, and his extremely efficient administration of hall bookings.

Finally: Can you help? We are seeking volunteers to serve as Trustees and in particular an energetic and committed Chairman with vision who can lead us into the future.

Hambleden Village Hall is run by a group of volunteer Trustees, elected at an AGM.

### Review of major risks

The Trustees review the major risks facing the Hall at least once a year. Health and safety issues are also kept under regular review.

### Reserves policy

The Trustees' objective is to maintain a sufficient balance to meet committed expenditure and to hold as a minimum capital of approximately 6 months running costs.

At 31 December 2023, reserves totalled £46,099 (2022 £37,654), which was appropriated as:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Capital	10,000	10,000
General reserve	36,099	27,656
	<b><u>46,099</u></b>	<b><u>37,656</u></b>

There is a concern over structural damage to the hall floor, which is under investigation, but it is still too early to quantify this cost or the appropriate repair.

### Declaration

I declare, in my capacity as Chairman, that the trustees have approved the report above and have authorised me to sign it on their behalf.

Signed: .....

Dick Fletcher

Date: 13th February 2024

# INCOME AND EXPENDITURE ACCOUNT

## THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	£	£
<b>INCOME</b>		
<b>Operations</b>		
Hire Charges	9,348	8,071
Fund Raising Events	<b>Schedule 1</b> 6,452	3,521
Donations	118	76
Cinema	<b>Schedule 2</b> 2,351	715
<b>Income from Operations</b>	<b>18,269</b>	<b>12,383</b>
<b>Other Income</b>		
Cottage Rent	16,200	16,200
Office Rent	3,180	3,180
Interest Received	275	10
<b>Total Income</b>	<b>37,924</b>	<b>31,773</b>
<b>EXPENDITURE</b>		
<b>Operations</b>		
Heating and Lighting	4,769	1,801
General Rates & Water Rates	1,167	1,737
Insurance	1,290	1,023
Wages	9,919	9,718
Advertising	300	270
Repairs and Refurbishment	<b>Schedule 3</b> 5,745	44,024
Cleaning and Sundries	3,228	2,083
Gardening	1,605	1,650
<b>Operations Expenses</b>	<b>28,023</b>	<b>62,306</b>
<b>Other expenses</b>		
Cottage / Office expenses	1,458	1,245
<b>Total expenses</b>	<b>29,481</b>	<b>63,551</b>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>	<b>8,443</b>	<b>(31,778)</b>
<b>SURPLUS brought forward</b>	<b>27,656</b>	<b>59,434</b>
<b>SURPLUS carried forward at 31 December 2023</b>	<b>36,099</b>	<b>27,656</b>

**Balance Sheet as at 31 December 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Current Assets</b>		
Cash & bank	44,757	37,152
Debtors	2,992	2,819
HMRC Gift Aid	660	186
<b>Total Current Assets</b>	<b>48,409</b>	<b>40,157</b>
<b>Current Liabilities</b>		
Creditors and Accruals	2,310	2,501
	<b>2,310</b>	<b>2,501</b>
<b>Net Assets</b>	<b>46,099</b>	<b>37,656</b>
<b>FINANCED BY</b>		
Capital	10,000	10,000
General fund	36,099	27,656
	<b>46,099</b>	<b>37,656</b>

## Schedules to the Income & Expenditure Account for the year ended 31 December 2023

<b>Schedule 1 - Fundraising events</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Christmas Market	686	616
Quiz Night	585	0
Christmas Tree Festival	0	212
Pop up Café / Church Teas	674	585
Open Gardens	2,065	0
Coffee Mornings	2,442	2,108
	<b>6,452</b>	<b>3,521</b>
<b>Schedule 2 – Cinema</b>		
Equipment Purchased	0	9,739
Grants Received	0	9,392
Net Write Off of Equipment	0	(347)
Cinema Performances	2,351	1,062
<b>Net Cinema Contribution</b>	<b>2,351</b>	<b>715</b>
<b>Schedule 3 - Repairs &amp; Maintenance</b>		
	<b>£</b>	<b>£</b>
Car Park Contribution	0	(518)
Floor Maintenance / French Drains	0	2,239
Electrics	1,401	430
Window Repairs	174	0
Repointing Rear Wall	4,170	0
Ladies Toilet Repair / Rebuild *	0	41,135
Plumbing Gents Toilets	0	738
	<b>5,745</b>	<b>44,024</b>

\* The repair / rebuild to the ladies' toilet was not capitalised as this is a replacement and the freehold is vested in the Rector and Church Wardens.

### Trust Property

Hambleton Village Hall, office and adjoining cottage are currently insured for £1,673,424 (2022 £1,446,761).

These accounts were approved by the Trustees of the Village Hall at their meeting on 13<sup>th</sup> February, 2024.

Signed: .....

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*S Skelton*  
*Trustee & Treasurer*

*D Murton*  
*Trustee & Secretary*

## Independent examiner's report to the trustees of the Hambleden Village Hall Management Committee

I report on the Accounts of the Trust for the year ended 31<sup>st</sup> December 2023, which are set out on pages 1 to 5.

### 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act.
- to follow the procedures laid down in the general Directions given by the Charity Commission under Section 43(7)(b) of the 1993 Act; and
- 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 the seeking of 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 statement below.

### 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 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Signed: .....  
P I Coxon FFA

Date: 30<sup>th</sup> March 2024