



# Trustees' Annual Report for the period

Period start date  
From 01 Jan 2025 To Day 31 Dec 2025  
Period end date

## Section A Reference and administration details

Charity name HARSTON VILLAGE HALL

Other names charity is known by

Registered charity number (if any) 300397

Charity's principal address Harston Village Hall

20 High Street

Harston Cambridge

CB22 7PX

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr G Marriott	Chairman		
2	Mr S Mynott	Administrator		
3	Mr T Stafford	Treasurer		
4	Mr D Benning			
5	Mr R Pearce-Gould			
6	Ms R A Craven			
7	Mrs J Boakes			
8	Mr R Dick			
9	Mrs S Turnbull			
10				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)



## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document	Declaration of Trust dated 27 <sup>th</sup> November 1933 as varied or affected by a scheme of the Charity Commissioners of 18 <sup>th</sup> April 1947 and in the matter of the Charities Act 1993.
How the charity is constituted	Trust
Trustee selection methods	Selection by existing trustees in the best interest of the charity.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

A Cloud-based software package, Clearbooks, has been used throughout 2025 as the primary accounting system. A separate system Payroo has been used for wages and statutory reporting to HMRC.

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The charity is established to benefit the inhabitants of Harston by providing facilities for communal activities. The Village Hall is available for hire by any individual or organisation in accordance with the standard hiring agreement. It is intended that the scale of charges be sufficient to generate income to meet the annual running costs of the Hall and for its upkeep in the longer term.

The charity is managed by residents of the village, some of whom are elected, others being nominated by village organisations, with a Managing Committee which meets monthly.

Day to day tasks are undertaken by a paid Booking Secretary and Caretaker and by Trustees as volunteers.

The Hall is being promoted through both our own website and via Cambridge ACRE as an attractive venue for regular users to hold classes, courses, events and meetings and also as a suitable venue for local families to hold weddings, parties and funeral related events.

The Annual General Meeting was held on 6<sup>th</sup> May 2025 at 7:00 pm. There were no issues or concerns raised at the meeting.

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

Many people have given freely of their time to ensure the smooth operation of the Hall during 2025 for which we extend grateful thanks.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

Net income from hirings was £33,333 (£28,467 2024).  
Operating costs amounted to £27,873 (£30,275 2024).

Cash funds at year end totalled £35,832 (£32,365 2024).

Trustees organised monthly coffee and cake events, a quiz evening and started a cinema event showing NT Live productions during the year for the local community raising £2,536 towards Hall funds.

Trustees carried out a programme of further refurbishment and improvement during 2025 funded from revenue and donations. To complete the cinema project a projector and Blu-Ray player were installed. Two large double-glazed units in the atrium were replaced.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

A reserve of £25,000 will be held against emergency repairs and other non-budgeted costs. This equates to approximately one-year essential operating costs plus a provision for essential maintenance.

### Details of any funds materially in deficit

None.

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Accounts for 2025 have been prepared on a Receipts and Payments basis as in previous years and as allowed under Charity Commission rules.

Two accounts are used for day-to-day Hall operation, a Lloyds current account and a Lloyds instant access deposit account. The deposit account pays interest at 0.6% and receipts of £217 were recorded for 2025.

A Paypal account was set up during 2019 to accommodate a new hirer who wished to pay using this method. The hirer no longer uses the hall but the account remains open for further use.

During 2022 the hall invested in a SumUp card reader system linked to the hall current account allowing users attending hall events run by trustees to pay for purchases using their credit/debit cards.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s) Grant Marriott

Position (eg Secretary, Chair, etc) Chairman

Date

7/3/26



Anthony Stafford

Treasurer

6/3/26





Village Hall (Harston)

## Receipts and payments accounts

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For the period  
from

01/01/2025

To

31/12/2025

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Hiring	33,333	-	-	33,333	28,467
Donations	420	-	-	420	10,000
Interest	217	-	-	217	397
Fund raising	2,536	-	-	2,536	3,097
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>36,507</b>	<b>-</b>	<b>-</b>	<b>36,507</b>	<b>41,962</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>36,507</b>	<b>-</b>	<b>-</b>	<b>36,507</b>	<b>41,962</b>
<b>A3 Payments</b>					
Utilities	8,540	-	-	8,540	9,850
Insurance	1,572	-	-	1,572	1,549
Repairs & Renewals	4,739	-	-	4,739	6,324
Cleaning & Maintenance	456	-	-	456	720
Wages	10,907	-	-	10,907	10,143
Refurbishment project	5,168	-	-	5,168	19,395
Subs & Licences	1,290	-	-	1,290	1,275
Fund raising	149	-	-	149	50
Misc	220	-	-	220	365
<b>Sub total</b>	<b>33,041</b>	<b>-</b>	<b>-</b>	<b>33,041</b>	<b>49,670</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>33,041</b>	<b>-</b>	<b>-</b>	<b>33,041</b>	<b>49,670</b>
<b>Net of receipts/(payments)</b>	<b>3,466</b>	<b>-</b>	<b>-</b>	<b>3,466</b>	<b>- 7,708</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>32,366</b>	<b>-</b>	<b>-</b>	<b>32,366</b>	<b>40,073</b>
<b>Cash funds this year end</b>	<b>35,832</b>	<b>-</b>	<b>-</b>	<b>35,832</b>	<b>32,365</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		35,832	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>35,832</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))				

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-


	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Various items of furniture and kitchen appliances, sound system, video system		-	-
	Freehold deeds of Village Hall and land held in the name of The Charity Commission.		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Utilities, electricity and gas monthly, water half-yearly, in arrears.		-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature



Print Name

Grant Marriott

Anthony Stafford

Date of approval

1/3/26

6/3/26





# Independent examiner's report on the accounts

Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Harston Village Hall

On accounts for the year  
ended

31<sup>st</sup> December 2025

Charity no  
(if any)

300397

Set out on pages

1-3

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 Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with 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 seeking explanations from the 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 ~~(other than that disclosed below \*)~~
1. which gives me reasonable cause to believe that in, any material respect, the requirements:
    - to keep accounting records in accordance with section 130 of the Charities Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*R. Dickerson*

Date:

13/2/2026

Name:

ROGER DICKERSON

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

ACIB (Retired)

Address:

62 The Limes

HARSTON

CAMBRIDGE CB22 7QT

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.



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