

Annual Report of the Trustee of the Whittlesford Memorial Hall for the Year ending 31st March 2025

Registered Charity: 300428

Correspondence Address: The Parish Clerk, 7 Newton Road, Whittlesford, Cambridge.
CB22 4PF

Founded by: A Trust Deed dated 1st September 1922, as amended by a further Deed dated 23rd November 1923, and replaced by a Charity Scheme dated 14th August 2000

Trustee : The Whittlesford Parish Council

Bankers: Santander

AIMS: Our responsibility is to provide and maintain a Hall for use by the inhabitants of Whittlesford without distinction of political, religious or other opinions, including for meetings, lectures, classes and other forms of recreation and leisure-time occupation, with the object improving the conditions of life for the inhabitants of the village.

ORGANISATION: Under the provision of a Trust Deed and a Scheme of Arrangement, the management of the Hall is vested in a Committee, whose members are appointed by the Whittlesford Parish Council.

ACHIEVEMENTS: The Hall has continued to provide a vital meeting place for members of the village and for Clubs and Societies. In particular, the Hall continued to host early years educational provision for the village via the Whitsers Pre-School organisation, that operates from the Hall during school term-time.

The Management Committee continued to develop the facilities that the Hall offers during the year to ensure that the Hall remains an attractive venue for the village that fulfils its charitable objectives. During the year new audio-visual equipment was acquired for Hall users and has proved to be a very useful facility. A significant investment was also made to upgrade and improve parking facilities at the Hall through a complete resurfacing of the car park. This has improved access to the Hall and has proved popular with users. The resurfacing work has also resolved drainage issues which had arisen in recent years.

The Trustee would like to record its thanks to the members of the Hall Management Committee and the caretaker for their continued exemplary work during the year. The village benefits enormously from their vital work for the community.

Signed

Dated 28th August 2025


Dr Richard Williams
Chair of the Whittlesford Parish Council.

Whittlesford Memorial Hall

Balance Sheet 31/03/2025

	31 Mar 25	31 Mar 24
	£	£
ASSETS		
Fixed Assets		
Building	400,000	400,000
Equipment	69,214	68,761
Provision for depreciation	-50,252	-47,908
Total Fixed Assets	418,962	420,853
Cash at bank and in hand		
Santander Current Account	2,339	889
Santander Deposit Account	85,037	84,502
Saffron Building Society	17,400	33,000
Total Cash at bank and in hand	104,776	118,391
VAT Debtor	7,314	3,714
Other debtors	830	1,439
Total Current Assets	112,920	123,544
Current liabilities		
Accounts Payable	468	0
Accruals and deferred income	3,762	3,339
S.106 Funds	0	0
Total Current Liabilities	4,230	3,339
NET CURRENT ASSETS	108,689	120,205
TOTAL ASSETS LESS CURRENT LIABILITIES	527,651	541,058
Long Term Liabilities	0	0
NET ASSETS	527,651	541,058
Retained Earnings	141,058	131,830
Valuation of Building	400,000	400,000
Surplus for the Year	(13,407)	9,228
Charity funds	527,651	541,058

Whittlesford Memorial Hall

Income/Expenditure 31/03/2025

	Note	April 24 to Mar'25	April 23 to Mar'24
Income		£	£
E.On Feedback tariff monies		4,921	5,056
Hall Rental		38,762	34,919
Interest Income		4,861	4,612
Other Income		50	-300
s.106 Grant	1	0	3,573
PC Grant amortization			
Total Income		48,594	47,860
Gross Profit		48,594	47,860
Expense			
Admin cost - labour		5,838	5,400
Cleaning and Caretaking			
Labour		5,514	5,100
Materials		1,046	555
Subcontract		1,679	950
Total Cleaning and Caretaking		8,239	6,605
Depreciation Expense		2,343	2,200
Insurance		1,567	1,522
Licences and Permits		275	309
Maintenance			
Building Maintenance	2	29,466	9,857
Equipment Repairs	3	1,837	1,131
Total Maintenance		31,303	10,988
Marketing costs		180	165
Annual Accounts fees		(40)	600
Treasurers fees		1,887	1,458
Software		84	69
Small equipment purchases		159	655
Sundry Small Expenses		50	52
Telephone & Wifi		101	101
Utilities			
Gas & Electric		7,793	6,921
Waste Removal		1,076	1,024
Water		1,146	563
Total Utilities		10,015	8,508
Total Expense		62,001	38,632
Net Ordinary Income		(13,407)	9,228
Surplus / (Deficit) for the Year		(13,407)	9,228

Notes

- 1 The trading activities for the year were largely consistent with those of 2023-24. The only significant variances was an increase in the building maintenance expenditure (See note 2),and an increase to the cost of utilities.

2 Main projects

Car park resurfacing	£25378
Redecoration	£1926
Maintenance contracts	£507

3 Main projects

Annual alarm and fire contracts	£623
PAT Testing	£300
Various repairs	£914

Fixed Assets 2024-25											
			Cost								
	Date Acquired	Qty	Cost	Current year	Depreciation period (years)	Depreciation in previous years B/F	NBV at year opening	Months depreciated in year	Current Year Dep'n	Year End Net Value	Total Depreciation C/F
Stage Curtains - Main Hall	05/02/1999	8	£ 763.38	0.00	3	£ 762.38	£ 1.00	12	£ -	£ 1.00	£ 762.38
**Curtains - Back of Stage	26/03/1999	1	£ 154.93	0.00	3	£ 153.93	£ 1.00	12	£ -	£ 1.00	£ 153.93
**Curtains - Millennium Room	26/09/1999		£ 497.73	0.00	3	£ 496.73	£ 1.00	12	£ -	£ 1.00	£ 496.73
Stage equipment	09/11/2001	1	£ 1,210.68	0.00	5	£ 1,209.68	£ 1.00	12	£ -	£ 1.00	£ 1,209.68
*Piano	06/04/2001	1	£ 1.00	0.00	N/A	£ -	£ 1.00	12	£ -	£ 1.00	£ -
*Stage system (original)	06/04/2001		£ 3,500.00	0.00	3	£ 3,499.00	£ 1.00	12	£ -	£ 1.00	£ 3,499.00
Large trestle tables	04/11/2002	10	£ 1,401.56	-	3	£ 1,400.56	£ 1.00	12	£ -	£ 1.01	£ 1,400.56
Small trestle tables	27/08/2004	10	£ 731.02	-	3	£ 730.02	£ 1.00	12	£ -	£ 1.01	£ 730.02
Table truck & 3chair trolley	27/08/2004		£ 432.25	-	3	£ 431.25	£ 1.01	12	£ -	£ 1.01	£ 431.25
Shed	04/08/2005		£ 3,244.65	-	5	£ 3,243.65	£ 1.01	12	£ -	£ 1.01	£ 3,243.65
Headset mikes	12/08/2005		£ 688.46	-	3	£ 687.46	£ 1.01	12	£ -	£ 1.01	£ 687.46
Liebherr UKS 5000 Fridge	19/10/2007	1	£ 612.77	-	5	£ 612.76	£ 1.01	12	£ -	£ 1.01	£ 612.76
Hand driers	14/11/2011		£ 806.59	-	5	£ 806.57	£ 0.01	12	£ -	£ 0.01	£ 806.57
Solar panels	30/11/2011		£ 25,175.00	-	25	£ 12,596.33	£ 12,578.67	12	£ 1,007.00	£ 11,571.67	£ 13,603.33
Underfloor heating	16/08/2010		£ 1,219.50	-	10	£ 1,219.50	£ -	12	£ -	£ -	£ 1,219.50
Main Hall curtains	30/07/2014		£ 718.87	-	5	£ 718.87	£ -	12	£ -	£ -	£ 718.87
Chairs (195)	05/08/2014		£ 4,553.10	0.00	5	£ 4,553.10	£ -	12	£ -	£ -	£ 4,553.10
10 x Tables	15/05/2015		£ 681.93	0.00	5	£ 681.93	£ -	12	£ -	£ -	£ 681.93
Drinks cooler	03/08/2015		£ 512.40	0.00	5	£ 512.40	£ -	12	£ -	£ -	£ 512.40
Boiler	31/10/2017		£ 4,490.42	0.00	5	£ 4,490.42	£ -	12	£ -	£ -	£ 4,490.42
A/C unit	31/10/2017		£ 3,603.00	0.00	5	£ 3,603.00	£ -	12	£ -	£ -	£ 3,603.00
Tables	10/10/2017		£ 1,091.33	0.00	5	£ 1,091.34	£ -	12	£ -	£ -	£ 1,091.34
Henry vacuum cleaner	10/10/2017		£ 141.66	0.00	5	£ 141.66	£ -	12	£ -	£ -	£ 141.66
6 x small tables	06/02/2019		£ 454.32	0.00	5	£ 454.32	£ -	12	£ -	£ -	£ 454.32
Under Stage Storage	23/08/2019		£ 8,000.00	0.00	10	£ 3,466.66	£ 4,533.34	12	£ 800.00	£ 3,733.34	£ 4,266.66
Micro-Wave Oven	27/11/2021		£ 87.50	0.00	5	£ 52.50	£ 35.00	12	£ 17.50	£ 17.50	£ 70.00
Lighting Upgrade	07/05/2023		£ 3,122.00	£ -	10	£ 286.18	£ 2,835.82	12	£ 312.20	£ 2,523.62	£ 598.38
New Hot Water boiler	24/03/2024		£ 885.19	£ -	10	£ 7.21	£ 857.98	12	£ 88.52	£ 769.46	£ 95.73
			£ 68,781.24	£ -		£ 47,909.41	£ 20,852.86		£ 2,225.21	£ 18,627.66	£ 50,134.60
TV, Stand and Cables	22/09/2024			£ 415.16	3			7	£ 80.73	£ 334.43	
						£ -					
						£ -					
Clock	03/09/2024			£ 37.49					£ 37.49	£ -	
			£ 68,781.24	£ 452.65		£ 47,909.41	£ 20,852.86		£ 2,343.42	£ 18,962.09	£ 50,134.60

Whittlesford Memorial Hall

Creditors

As of 31 March 24

Accounts Payable

£

ESPO	340
Pennon	128

Total Accounts Payable	468
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Accruals and Deferred income

Gas	1,533
Electricity	642
Water	400
Licences and Permits	275
Accounts	305
Treasurers Fees	65
Deferred income	542
	3,762

0

Whittlesford Memorial Hall
Debtors Summary
As of 31 March 2024

£

Accrued interest income	231
Accrued income (March revenues invoiced in April)	599
Total Other Debtors	<u>830</u>



Section A

Independent Examiner's Report

Report to the trustees/
members of

Whittlesford Memorial Hall

On accounts for the year
ended

31st March 2025

Charity no
(if any)

300428

Set out on pages

1-3

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ('the Act').

The charity's trustees consider that an audit is not required for this year under section 144 of the 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 applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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.

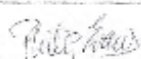
**Independent
examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent 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:



Date: 22nd June 2025

Name:

Philip Evans

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

FCCA
Association of Chartered Certified Accountants (ACCA)

Address:

20 Church Street
Little Shelford
Cambridge CB22 5HG

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).

IER**3****July 2024**

Date

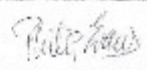
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Name: Philip Evans

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

FCCA
Association of Chartered Certified Accountants (ACCA)

Address: 20 Church Street

Little Shelford

Cambridge CB22 5HG



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity name
Whittlesford Memorial Hall

**On accounts for the year
ended**

31st March 2025

**Charity no
(if any)**

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Set out on pages

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