

**ARDLEIGH VILLAGE HALL**  
**REGISTERED CHARITY NO. 301234**  
**TRUSTEES REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2024**

**Governance**

The charity is a village hall, to be used predominately by residents of Ardleigh for recreational, social, educational and wellbeing purposes. The charity operates entirely for public benefit.

The governing document is a scheme dated 10<sup>th</sup> March 1980 and minutes dated 26<sup>th</sup> April 1993.

It has come to the attention of the Council that the governing documents lodged with the Charity Commission do not appear to have been updated when the Parish Council took over responsibility for the Hall in 2005. The Parish Council has been acting as Sole Trustee since this time.

Ardleigh PC has a copy of the notice of an Extraordinary meeting of the Ardleigh Village Hall Management Committee held on Tuesday 6 December 2005 at 7.30pm which was called 'to resolve to have the management of the Village hall to the Parish Council' and minutes of the following Parish Council meeting on 12 December 2005 which noted 'At the EGM a resolution was passed that the Parish Council to take over the running of the Village Hall'. However, the minutes of the EGM itself have not been located. Residents and user groups who were involved with the Hall as this time (2004-5) are asked to contact the Council if they have copies of any supporting documentation.

Discussions will continue with a view to updating the governing documents including the possible introduction of an executive committee to oversee day-to-day matters between trustee meetings.

**Activities for the year 2023/24**

Ardleigh Village Hall attracts a wide range of user groups of all ages, who use the Hall for various activities including social, recreation, education and exercise purposes, catering for everyone from the very young to the elderly.

The Ardleigh Pre-School use the main hall in the mornings from Monday to Friday and in the afternoon except for Wednesday, during term time. From April 2024 these bookings were extended following the unfortunate demise of the Ardleigh Carpet Bowls group. Various community groups have regular evening bookings and there are private parties and events at weekends. Community Halls in Partnership have partnered with us since 2022 and overseen an increase in occupancy.

**Accounts for the year 2023/24**

Our bookings are managed by Community Halls in Partnership (CHIP) at a cost of £3,000 per year but under this system our room hirings have increased to £30955.48 (2022/23 £19463.55). We have not received grants or donations this year, but total income has increased. After taking creditors into account, our expenditure is unchanged. Increases in utility and staff costs are compensated by decreases in repairs and maintenance costs. There was a surplus this year of £6663.82 (previous year deficit £4,002.03).

### **Risk Areas and Risk Management**

Fuel costs will continue to be a challenge but with the increased bookings, the expenditure should be covered by income. Unrestricted cash reserves of £29,292 are held at the year-end, which represents just over 8 months' running costs. In addition, the charity has investments that could be realised if needed. The trustee is confident that these are sufficient to meet the charity's ongoing commitments.

Signed *R Fletcher* .....

Date 23 January 2025 .....

On behalf of the Trustees

**Ardleigh Village Hall**  
**Registered Charity 301234**

**Receipts and Payments Account for the year ended 31st March 2024**

	<b>2023/24</b>		<b>2022/23</b>
	<b>Unrestricted</b>	<b>Restricted</b>	
	<b>£</b>	<b>£</b>	<b>£</b>
<b>RECEIPTS</b>			
<b>From Trading Activities</b>			
Room Hirings	30955.48		19463.55
Other hiring	2665.94		4800.84
Deposits	2650.00		2250.00
<b>From Voluntary Sources</b>			
Grants			500.00
Donations and other income			100.91
<b>From Assets</b>			
Interest	23.34		101.04
<b>TOTAL RECEIPTS</b>	<b>36294.76</b>	<b>0.00</b>	<b>27216.34</b>
<b>PAYMENTS</b>			
<b>Charitable Activities</b>			
Rates	401.91		393.52
Internet	0.00		0.00
Heating/Lighting	10622.57		9537.33
Water	1602.66		728.25
Subscriptions	72.00		0.00
Wages	8926.10		8567.29
Insurance	1566.09		1552.10
Licences	159.00		339.00
Repairs & Maint.	1580.61		4064.31
Sundries	200.00		537.57
Deposits returned	2250.00		2499.00
Bookings management charges	2250.00		3000.00
<b>TOTAL PAYMENTS</b>	<b>29630.94</b>	<b>0.00</b>	<b>31218.37</b>
<b>NET SURPLUS / (DEFICIT)</b>	<b>6663.82</b>	<b>0.00</b>	<b>-4002.03</b>
<b>Balances Brought Forward</b>	<b>14628.00</b>		<b>18630.03</b>
<b>Transfers between funds</b>			<b>0.00</b>
<b>Balances Carried Forward</b>	<b>21291.82</b>	<b>0.00</b>	<b>14628.00</b>

# Ardleigh Village Hall

## Registered Charity 301234

### Statement of Assets and Liabilities at 31st March 2024

	2024 £	2023 £
<b>MONETARY ASSETS</b>		
<b>Deposits and Bank Balances</b>		
Santander Current a/c	13265.63	6625.15
Santander Deposit a/c	8026.19	8002.85
	<u>21291.82</u>	<u>14628.00</u>
<b>Investments</b>		
BLK Charities UK Equity Fund A Accumulation Units		
522.59 units @ 2581 pence (2022/23 2423.0896 pence)	13488.05	12662.82
<b>Debtors</b>		
Unpaid lettings	2603.03	
<b>Creditors</b>		
Bookings management charges	750.00	
<b>NON MONETARY ASSETS</b>		
Property		
Tables and chairs		
Kitchen Equipment		
Audio Visual Equipment		
Sheds		
Cleaning materials and equipment		

## **Independent Examiner's Report to the Trustees of Ardleigh Village Hall (Registered Charity No. 301234)**

I report to the trustees on my examination of the accounts on pages 1 to 4 of Ardleigh Village Hall (the Trust) for the year ended 31st March 2024

### **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's 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.

J Stobart FCCA  
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE  
8<sup>th</sup> January 2025