

ARDLEIGH VILLAGE HALL
REGISTERED CHARITY NO. 301234
TRUSTEES REPORT FOR THE YEAR ENDED 31ST MARCH 2025

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 10th March 1980 and minutes dated 26th 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 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 in the hall as this time are asked to contact the Council if they have 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 2024/25

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.

Ardleigh pre-school was the main user of the main hall each weekday during school term times in 2024-5. Various community groups had regular evening bookings and there are private parties and events at weekends.

Accounts for the year 2024/25

There was a deficit this year of £5938.45 (previous year surplus £6663.82).

Our bookings are managed by Community Halls in Partnership (CHIP) at a cost of £3,800 (2023/24 £3000). Our room hirings have decreased to £27632.70 (2023/24 £30955.48) and total income has fallen by 11.84% to £31997.97 (2023/24 £36294.76). Electricity and Gas costs have increased by 41.12% (2024/25 £14990.37, 2023/24 £10622.57), as well as staff costs increasing by 10% (2024/25

£9855.26, 2023/24 £8926.10), and repairs and maintenance increasing by 148.82% (2024/25 £3932.89, 2023/24 £1580.61). Insurance costs have fallen by 40.56% (2024/25 £930.85, 2023/24 £1566.09) and water costs have decreased by 43.45% (2024/25 £906.37, 2023/24 £1602.66).

Risk Areas and Risk Management

Electricity and gas costs continue to be a challenge. Unrestricted cash reserves of £15,353.39 are held at the year-end which represents just below 5 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

Date

On behalf of the Trustees

Ardleigh Village Hall
Registered Charity 301234

Receipts and Payments Account for the year ended 31st March 2025

		2024-25		2023-24
	Unrestricted	Restricted	Total	
	£	£	£	£
RECEIPTS				
From Trading Activities				
Room Hirings	27632.70		27632.70	30955.48
Other hiring	2119.51		2119.51	2665.94
Deposits	2100.00		2100.00	2650.00
From Voluntary Sources				
Grants			0.00	0.00
Donations and other income	67.08		67.08	0.00
From Assets				
Interest	78.68		78.68	23.34
TOTAL RECEIPTS	31997.97	0.00	31997.97	36294.76
PAYMENTS				
Charitable Activities				
Rates	553.29		553.29	401.91
Internet	169.50		169.50	0.00
Heating/Lighting	14990.37		14990.37	10622.57
Water	906.37		906.37	1602.66
Subscriptions	110.40		110.40	72.00
Wages and training	9855.25		9855.25	8926.10
Insurance	930.85		930.85	1566.09
Licences	0.00		0.00	159.00
Repairs & Maint.	3932.89		3932.89	1580.61
Sundries	0.00		0.00	200.00
Deposits returned	1937.50		1937.50	2250.00
Bookings management charges	4550.00		4550.00	2250.00
TOTAL PAYMENTS	37936.42	0.00	37936.42	29630.94
NET SURPLUS / (DEFICIT)	-5938.45	0.00	-5938.45	6663.82
Balances Brought Forward	21291.82		21291.82	14628.00
Transfers between funds			0.00	
Balances Carried Forward	15353.37	0.00	15353.37	21291.82

Ardleigh Village Hall
Registered Charity 301234

Statement of Assets and Liabilities at 31st March 2025

	2025	2024
	£	£
MONETARY ASSETS		
Deposits and Bank Balances		
Santander Business a/c	7248.50	13265.63
Santander Savings a/c	8104.87	8026.19
	<u>15353.37</u>	<u>21291.82</u>
Investments		
BLK Charities UK Equity Fund A Accumulation Units		
522.59 units @2777pence (2023/24 2581 pence)	14512.32	13488.84
Debtors		
Unpaid lettings		
Creditors		
Bookings management charges	0.00	750.00
NON MONETARY ASSETS		
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 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'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.



B Lown BSc (hons) Accounting and Finance
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27th November 2025