

VILLAGE HALL

England & Wales · Charity number 301392

Details

Other names	SHALFORD VILLAGE HALL MANAGEMENT COMMITTEE
Status	Registered
Legal form	Trust
Registered	1970-03-20
Register	View on the Charity Commission register

Contact

Address	Shalford Village Hall Church End Braintree CM7 5EZ
Phone	07813005413
Email	SECRETARY@SHALFORDVILLAGEHALL.CO.UK
Website	www.shalfordvillagehall.co.uk

Activities

Objects: VILLAGE HALL

Activities: The charity acts as the management committee in running and administering the village hall, changing rooms and sports facilities at Shalford for the benefit of the local community

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** PARISH OF SHALFORD
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-02-28	£56,155	£45,853	-	-
2024-02-29	£116,796	£155,631	-	-
2023-02-28	£66,924	£19,123	-	-
2022-02-28	£24,775	£27,515	-	-
2021-02-28	£36,116	£99,016	-	-

Trustees

Name	Role	Appointed
Andrew Hull	Chair	2016-04-13
Anthony Bray		2024-04-10
Brian Turner		2018-04-10
DEBBIE LITTLE		2025-06-11
DEREK HOLLAND		2025-06-11
IAN BUTCHER		2016-04-13
JANE MILLS		2011-12-30
KEVIN WELSH		2025-05-14
MARTIN GOULD		2025-06-11
Melanie Fray		2023-04-12
Nicola Walton		2016-04-13

VILLAGE HALL

England & Wales - Charity number 301392

Accounts

SHALFORD VILLAGE HALL MANAGEMENT COMMITTEE

MINUTES OF THE ANNUAL GENERAL MEETING

HELD 9th April 2025 at SHALFORD VILLAGE HALL at 7pm

COMMITTEE MEMBERS PRESENT: Colin Golding (Chairman), Cllr Andrew Hull (Vice-Chairman), Jane Mills (Treasurer), Linda Golding (Secretary), Nicola Walton (Booking Clerk), Christine Packer, Mel Fray, Ian Butcher. Brian Turner, David Eversden, Anthony Bray.

OTHERS PRESENT

Vic Goody, Andrew Merryweather, Ian & Carol Hussey, Sally Welsh, Kevin Welsh, Derek Holland, Debbie Little, Gary Fray. Camilla Jarvis,

APOLOGIES:

None

1) Chairman's Welcome and Address

The Chairman opened the meeting and welcomed everyone present he then went on to give his report:-

Before he gave his report, he reminded everybody that the Management Committee is made up of 7 elected members, 3 nominated members and 2 further members can be co-opted. The 3 nominated members are from the Bowls Club, Football club and Parish Council.

The Village Hall is a registered charity under the Charities Act 2011 and so as a member of the Management Committee you are also a Trustee of the charity. As such (and I quote) you must act reasonably and prudently in all matters relating to the Charity and must always pursue the interests of the Charity to the exclusion of personal prejudices and interests. So even if you are one of the 3 nominated members your first duty is to ensure the ongoing viability of the Village Hall.

All Committee members stand down at this meeting and at the end of it the new Committee is elected. That Committee then meets and elects its officers, Chairman, Deputy Chairman, Secretary, Treasurer and Booking Clerk.

At last year's AGM, I said that Linda and I were going to stand down from the Committee this year where we have been for 19 years, Linda has been secretary for all of those 19 years and I have been Chairman for 18 years so we felt it was time for someone else to takeover.

David Eversden, who has been on the Committee for even longer than us has also decided to stand down and as a mark of thanks for all his contributions we have bought a rose bush which when it blooms we hope reminds him of his time with us.

In the 19 years that we have been involved, with the help of a core group of Committee members, we have raised around £150,000 from fund raising and grants for the upkeep and improvement of the facilities. In the Hall we have renovated the showers, toilets and kitchen, installed new windows and renovated the roof and ceiling along with redecoration.

Outside we had the estate fencing installed, the tennis court and basketball area refurbished and installed the wooden children's play equipment which now is about to come to the end of its serviceable life. There have also been several other smaller projects.

The recreation ground has been maintained throughout to a high standard which has been recognised on a number of occasions by the Essex Playing Fields Association in awarding both the cricket and football pitches "Best kept pitch".

We survived COVID lockdown as well, by obtaining grants when we had expenditure but no income.

However, there is still a lot to be done. The car park, which is often a bone of contention, needs enlarging, the fencing around the children's playground needs completing and the machinery sheds at the end of the field are becoming dangerous. Also our biggest outlay is on energy, oil and electricity so the installation of solar panels needs investigating.

This year has seen the completion of the remedial works from the subsidence, with internal and external redecoration along with installing additional sound insulation.

Jane will present our accounts for the year and our finances are in a healthy state but in general terms our general income is around £11,000 and our routine expenditure is around £15,000. The £4000 deficit used to be made up by a grant from the Parish Council but this ended a few years ago, however thanks to Lawrence Rawlinson's generous bequest this is now made up out of the income we receive from renting out his bungalow. The balance being put towards new projects.

Income from letting the Hall has been reducing but it is partly offset from food retailers who want to hire our car park which as well as giving us an income, we believe, provides a service to the community.

The Chairman ended by thanking all of those who had supported Linda and himself and wished the new Committee every success in the future.

2) Minutes of Last AGM Meeting

The Minutes of the 2024 Annual General Meeting were approved and signed by the Chairman.

3) Treasurers Report

The Chairman reported the Treasurer had once again done an excellent job this year. The accounts had been audited and signed off.

Mel Fray asked the Treasurer if the payment details could be broken down to show detail of purchase – which was noted.

4) Adoption of the 2024/25 Accounts

The Adoption of the 2024/25 accounts was Proposed by Cllr Andrew Hull and Seconded by Duggie Turner

5) Election of the Trustees for Committee 2024/25

Elected as follows:- All Proposed and Seconded. Acceptance Forms to be signed at following Committee Meeting

Andrew Hull	Proposed by Mel Fray	Seconded by Duggie Turner
Jane Mills	Proposed by Andrew Hull	Seconded by Mel Fray
Nicola Walton	Proposed by Andrew Hull	Seconded by Jane Mills
Ian Butcher	Proposed by Duggie Turner	Seconded by Andrew Hull
Mel Fray	Proposed by Nicola Walton	Seconded by Andrew Hull
Duggie Turner	Proposed by Ian Butcher	Seconded by Chris Packer
Christine Packer	Proposed by Mel Fray	Seconded by Nicola Walton
Kevin Welsh	Proposed by Mel Fray	Seconded by Andrew Hull

Nominee for Bowls Club for 2025/26 will be Anthony Bray
Parish Council nominee awaited

6 Any other Business

Presentations were made by Cllr Andrew Hull on behalf of the Committee to both Linda and Colin Golding for their past work on the Committee stating projects they had been involved in for the benefit of the hall. Colin thanked Andrew for his kind words were greatly appreciated by Linda and himself.

As there was no other business the Chairman closed the meeting

Date of Next Annual Meeting in April 2026 to be advised.

Meeting closed at 7.25 pm

Signed.....

Date.....

2024/2025

Registered Charity No.301392

Income from Shalford Village Hall

Dance and fitness classes	£685.00
Dog Training Club	£900.50
Charity Hirers	£955.75
Local societies	£3,125.89
Parish and District Councils	£1,316.00
Private Hirings	£395.00
	<u>£7,378.14</u>

Income from Shalford Village Sports Field

Tennis Club	£169.50
Football Pitch	£540.00
Cricket Pitch	£1,300.00
Outdoor / car park area	£1,160.00
	<u>£3,169.50</u>

Income from Grants

Donations and bequests	£27,528.62
From Investment Project	£17,442.20

Income from Interest

Other	£403.42
Returnable deposits	£0.00

£45,608.02

TOTAL £56,155.66

£56,155.66

Expenditure

Heating Oil	£1,170.36
Electricity	£2,818.39
Water	£348.00
Cleaning	£2,650.00
Insurance ,RCCE,PRS & Fire	£2,902.98
Sundries	£437.42
Indoor maintenance	£8,706.73
Return of deposits	£100.00
Other	£12,010.00
	<u>£31,143.88</u>

Grass cutting	£2,350.00
Sports field maintenance	£4,714.00
Tree surgery	£6,700.00
	<u>£13,764.00</u>

Investment expenses **£945.24**

£45,853.12

Excess of income over expenditure £10,302.54

£56,155.66

BALANCE SHEET 2024/2025

Shalford Village Hall Management Committee

Registered Charity No.301392

Statement of Financial Position as at 28th February 2025

Expenditure £45,853.12

Bank reconciliation at 29th February 2024

Bank reconciliation at 28th February 2025

Community Account	£14,968.56	£27,103.46	Community Account	£8,502.50	
Virgin Savings Account	<u>£12,134.90</u>		Virgin Savings Account	<u>£28,903.50</u>	£37,406.00
Income		£56,155.66			
		<u>£83,259.12</u>		<u>£83,259.12</u>	


To Shalford Village Hall Committee

As Treasurer, I present the Statement of Income & Expenditure and the financial position of the Accounts as a true and fair view of the state of the financial affairs of the Shalford Village Hall Management Committee

Jane Mills
Treasurer
12.3.25



I have examined the Shalford Village Hall Management Committee Income and Expenditure Account and Statement of its Financial Position as at 28th February 2025 and can confirm that these Accounts reasonably reflect the transactions shown in the books and records of the Committee during the year. These figures however do not show any value of the property managed by the Trustees.



William Mules FCA 30th March 2025

VILLAGE HALL

England & Wales - Charity number 301392

Accounts

Shalford Village Hall Management Committee

Chairman's Annual Report 2023/24

The Village Hall and recreation ground exist thanks to the hard work of the Management Committee. Circumstances have meant that some members have gone above and beyond to ensure that these facilities are available for the villagers to use and the viability of the charity is assured for many years to come.

For example

Duggy Turner has spent many a cold wet morning up here ensuring that the various contractors who maintain the recreation ground, cutting the grass, spraying the weed killer and worm control do a good job along with preparing the cricket pitch so once again we can have cricket here this summer.

And Nicola Walton, along with controlling the bookings, has ensured that the hall is kept clean and tidy and keeps watchful eye on the hirers to ensure the facilities are not abused.

However we have been hit by some unforeseen issues. The high winds earlier in the year brought down a huge bow of the oak tree that is on our boundary with Grubbs cottage and as it fell it damaged the fence and shed in Gubbs cottage. Andrew Hull stepped up to the plate and arranged for the fallen bow to be removed and the shed repaired.

The on going saga of the settlement cracks has continued. The arborist appointed by our insurers said that the conifers either side of the hall had to come down and some remedial work to the oak tree on the road frontage had to be undertaken all at our cost.

So we have had some significant unplanned expenditure.

The subsidence claim seems to be on its way to being resolved as the 6 weekly crack monitoring by the insurers has shown no further movement and they have put the remedial works out to tender.

All did not go to plan with the bungalow 74 Shalford Road Rayne that was left to us by Lawrence Rawlinson. It was reported at the last AGM that we planned to keep the bungalow, carry out the refurbishment ready to let it out in order to provide the Hall with a guaranteed income and an asset that would continue to increase in value. However once the refurbishment work started it became

apparent that the loft extension had been built to a very poor standard, including the main roof ridge beam not being supported properly and the front wall was bowing out by several inches to name just two of the issues.

So we had a decision to make either to sell the property at a discounted price or invest in having the problems rectified. We chose the latter which meant that it was not ready to rent out until March this year. The decision appears to be justified because the valuation of the property once the work was completed was significantly in excess of the additional money we spent.

All this additional work meant that we needed someone to oversee the project and we are very grateful that Ian Butcher volunteered, assisted by Andrew H. So we thank them for all the hours spent making sure we ended up with a bungalow that is a fitting legacy to Lawrence and Pauline.

Irrespective of this we are still waiting for Holmes and Hills to complete the registration of the property in our name at the Land Registry and then finalise Lawrence's estate.

As I said we have had some significant unplanned expenditure and along with rising costs for oil, electricity, insurance etc meant that our expenditure significantly exceeded our income last year and we have had to eat into our reserves.

Looking forward we have lost the dance class which was a good contributor to our income but we will be having cricket this year which should boost our funds and we will start to see the benefit from the rental income from the bungalow.

This year we are adopting a quite stringent budgeting process and project planning so we can monitor our surplus as it grows and decide how we should spend this, firstly to ensure the facilities are safe and secondly to improve them for the benefit of the community.

So thank you to all the committee members for their time and support, and thank you to the villagers who use this facility, an asset we can all be proud of.

VILLAGE HALL

England & Wales - Charity number 301392

Accounts

Shalford Village Hall Management Committee

Chairman's Report 2022/23

The Hall exists thanks to the volunteer work carried out by the Committee members in particular in keeping the hall clean and tidy and overseeing the maintenance of the playing field both of which are a great asset to the village. Also thanks to the Investment sub committee members who have given their time and expertise on a matter I will come on to in due course.

We started our financial year in a reasonably healthy state but soon the effects of rising oil and electricity prices coupled with the fact we lost one of our most lucrative hirers along with the Parish Council support grant being withdrawn meant we were eating into our reserves every month. So we had to make the unwelcome decision to put up our hire charges.

We then had two major problems firstly with the Hall electric circuits which seemed randomly to trip out and then secondly we noticed a large crack had appeared in the front wall of the building.

As a result of the first problem we had a full electric survey conducted and remedial work undertaken. It took a while but now everything is fixed. We also applied to Essex County Council for a grant to replace the old cooker (which was one of the problems) and we were successful so hot food can now be prepared without the electrics tripping out.

In terms of the crack in the building, we notified our insurers who instructed a specialist company to investigate. The outcome was that it is subsidence but fortunately we are covered for it subject to a £1000 excess and the insurers have accepted liability.

The cause they believe are roots from the neighbouring oak and conifer trees coupled with the long, hot, dry summer. They appointed an arborist to look at the trees and they will most probably have to be taken down but we are awaiting their final decision.

You couldn't help but notice the bare patch in the children's playground where the new basket ball area was planned to be. It was to be funded by Section 106 money. We, and the Parish Council met with Braintree District Council last summer to try to resolve the matter but it has taken until the last couple of weeks for them to Ok the works which are now underway.

Staying with the playground we were grateful to receive a bequest from the late Dorothy Gardner which allowed us to complete the renovation of the children's swings with two new baby cradles and a new sponge surface beneath the swings.

It was with great sadness that we lost two of our staunch supporters in the last year, Dianna Hulkes and Lawrence Rawlinson. To recognise Dianna's support we paid for a carpet bowls trophy to be played for each year in her memory.

Lawrence as most people know was our volunteer groundsman for more years than I can count and he used to cut the grass on the recreation ground. Come rain or shine he could be

seen with his flat cap on driving the tractor. He was an institution and we were very grateful for his commitment to the Village Hall.

I and the rest of the Committee were lost for words when we received a letter from the solicitors, who were his executors, saying that he had left his entire estate to the Village Hall in his will.

Having met with the solicitors we decided to set up a sub-committee to look into our options. The sub-committee have spent many hours deciding what was best for the Village Hall and what was a fitting legacy for Lawrence.

The decision the subcommittee came to was to retain his bungalow, do the necessary remedial works and rent it out.

The rental income should assure the viability of the Village Hall for many years to come and the asset of the bungalow will grow in value so if any time in the future there is a need for substantial cash injection it is there to secure the future of the Village Hall.

Looking forward we have put together a list of projects we would like to undertake in the coming years and in no particular order they are:

To install external electric points for use at the fete and for the Christmas tree.

To install some subtle lighting in the hall

To further improve the sound proofing in the hall

To redecorate the Rawlinson Room

To progress the installation of a hearing loop in the Hall

To install additional play equipment for younger children

To fence in the play area

To enlarge the parking area

To build a new storage shed for the tractor mowers etc.

To paint the exterior of the hall and to undertake some serious tree maintenance on the recreation ground.

So we look forward to continue to provide a facility we can be proud of and continue to enhance it as funds allow.

Colin Golding

Colin Golding

Chairman Shalford Village Hall Management Committee

12th April 2023

BALANCE SHEET 2022/2023

Shalford Village Hall Management Committee

Registered Charity No.301392

Statement of financial position as at 28th February 2023

				Expenditure	£19,123.03
Bank reconciliation at 28 th February 2022			Bank reconciliation at 28 th February 2023		
Community Account	£11,135.81	£18,138.00	Community Account	£58,921.63	
Virgin Savings Account	<u>£7,002.19</u>		Virgin Savings Account	<u>£7,017.57</u>	£65,939.20
Income		£66,924.23			
		<u>£85,062.23</u>			<u>£85,062.23</u>

To Shalford Village Hall Committee

As Treasurer , I present the Statement of Income & Expenditure and the financial position of the Accounts as a true and fair view of the state of the financial affairs of the Shalford Village Hall Management Committee

Jane Mills

Treasurer

10.3.23

I have carried out a limited assurance audit and the accounts are a true reflection of the state of the financial affairs of the shalford village hall management committee

Joy Darby

07.04.23

BALANCE SHEET 2022/2023

Shalford Village Hall Management Committee

Registered Charity No.301392

Statement of financial position as at 28th February 2023

				Expenditure	£19,123.03
Bank reconciliation at 28 th February 2022			Bank reconciliation at 28 th February 2023		
Community Account	£11,135.81	£18,138.00	Community Account	£58,921.63	
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Income		£66,924.23			
		<u>£85,062.23</u>			<u>£85,062.23</u>

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Joy Darby

07.04.23

VILLAGE HALL

England & Wales - Charity number 301392

Accounts

Shalford Village Hall (301392)

Annual Report for Year

March 2020 - Feb 2021

The renovation work on the Hall roof was completed just as Covid restrictions came into force. Also completed was the installation of new windows and redecoration throughout the hall, entrance lobby and Committee Room.

In recognition of the many years of voluntary service given by Lawrence Rawlinson in maintaining the recreation ground at the Hall the Committee Room was renamed the "Rawlinson Room".

However, like many organisations, Covid meant that the Hall was closed throughout most of the financial year. For the limited period it was allowed to open, in summer 2020, all the necessary precautions were taken to ensure it was "Covid secure".

The Hall being closed meant that letting revenue ceased but we were fortunate in obtaining a support grant that kept us viable for the financial year.

BALANCE SHEET 2020/2021

Shalford Village Hall Management Committee

Registered Charity No.301392

Statement of Financial Position as at 28th February 2021

Expenditure £99,016.89 ✓

Bank reconciliation at 29th February 2020

Bank reconciliation at 28th February 2021

Community Account	£69,945.03 ✓	£83,778.75	Community Account	£13,961.00 ✓	
Virgin Savings Account	£13,833.72 ✓	↓	Virgin Savings Account	£6,917.21 ✓	£20,878.21
Income		£36,116.35 ✓			
		<u>£119,895.10</u> ✓		<u>£119,895.10</u> ✓	

To Shalford Village Hall Committee

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Jane Mills
Treasurer
11.3.21

To Shalford Village Hall Committee

I have carried out a limited assurance audit and agree that the accounts presented by the Treasurer represent a true account of the balance sheet 2020/2021.

Jane Mills presented well managed accounts, which were simple & easy to follow JDeby 12.5.2021

BALANCE SHEET 2020/2021

Shalford Village Hall Management Committee

Registered Charity No.301392

Statement of Financial Position as at 28th February 2021

Expenditure £99,016.89 ✓

Bank reconciliation at 29th February 2020

Bank reconciliation at 28th February 2021

Community Account	£69,945.03 ✓	£83,778.75	Community Account	£13,961.00 ✓	
Virgin Savings Account	£13,833.72 ✓	↓	Virgin Savings Account	£6,917.21 ✓	£20,878.21
Income		£36,116.35 ✓			
		<u>£119,895.10</u> ✓		<u>£119,895.10</u> ✓	

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Jane Mills
Treasurer
11.3.21

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