



Charity Number 301762

## **Minutes of Annual General Meeting 2025 held at Southbourne Village Hall on 1 Mar 25 at 1030**

**Attendees** –David Roy, Joyce Roy, David Barnes, Justin Wilkins, Ian Le Poidevin, Pam Dobson

**Apologies** – Nil

**Members of Public** – Ruth Heelan, Kathryn Gibbs, Jacqui Burden (Dog Rally)

1. **Introduction.** David Roy welcomed all to the AGM and the Trustees introduced themselves and their role. The minutes of the previous AGM were accepted. David provided a summary of the years activity, which included a significant change with the departure of Robert and Karen Hayes. This lead to an increase in staff which David Roy thanked for all their support. There have been 3 very successful fairs, which raised significant funds for the hall, mainly due to the kind support of sponsors. The 3 fairs for 2025 are already sold out. There was a D-Day Concert which was successful, however did require significant organising from the Trustees. There are now 32 regular users of the hall, with a net increase after a loss of 2 regular groups over the year.
2. **Reappointment of Trustees.** David Roy asked if all trustees wished to be reappointed for another year, all agreed.
3. **Maintenance Report.** Ian Le Poidevin thanked the Chair, David Roy, for his leadership and support in the maintenance.. The aim of the maintenance has been to ensure that the hall is safe and sustainable. The Consumer Unit has been replaced and updated to support the heating, however there continues to be work planned to rectify a couple of heaters that still trip the system to ensure that they operate safely in the future. A new electronic lock has been fitted which is well received by all users. Lights have been updated with electronic control and oversight. Keys have been rationalised and are now in the secure cupboard. Also the potholes on the approach to the hall have been repaired.
4. **Treasurers Report.** Justin Wilkins delivered the treasurers report, which indicated that income had been approximately £40k, with £30k of expenditure leaving a surplus of £9k. The main income had been from hire, with the main expenditure being electricity, insurance, staff wages and maintenance.
5. **Future Actions.** Utilising the surplus the Chair, David Roy explained what the plan for the next year was to be, which was to investigate solar panels, painting of the hall, and professional cleaning of the floor as regular action.
6. **Questions.** No questions were raised from the public, however they public wanted to thank the Trustees for the running of the hall.

**Meeting Closed 1100**



Section A

Independent Examiner's Report

Report to the trustees

Southbourne Village Hall

On accounts for the year  
ended

September 2024

Charity no  
(if any)

301762

Set out on pages

as attached

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity's trustees, 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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination ~~(other than that disclosed below \*)~~ 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.

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

Signed:

Date:

15/12/2024

Name:

COLIN SWITZER

Relevant professional  
qualification(s) or body

(if any):

Address: 3 FALCON CLOSE, SHOREHAM BY SEA,  
WEST SUSSEX. BN43 5HN.

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

# SOUTHBOURNE VILLAGE HALL

Registered Charity No.301762

## RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024

### Incoming Resources

Hiring Charges for premises & equipment	30753.00	
Grants & Donations	4739.44	
Fund Raising Events	3383.15	
Miscellaneous Income	964.00	
Bank Interest	401.21	
		40240.80

### Resources Expended

Premises Expenses	-2693.18	
Repairs & Renewals	-7499.00	
Lighting & Heating	-1263.92	
Cleaning	-126.36	
Fund Raising Costs	-1986.77	
Staff Costs	-11558.06	
Insurance	-787.14	
Licences & Subscriptions	-679.82	
Printing, Stationary & Postage	-115.80	
Telephone & Comms	-990.70	
Office Equipment Hire & Maintenance	-516.60	
Other Expenses	-2122.98	
Miscellaneous Posting Account	-9.60	
		-30349.93
<b>Net Profit/(Loss):</b>		9890.87

# SOUTHBOURNE VILLAGE HALL

Registered Charity No.301762

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2024

### 1 Basis of preparation

The accounts have been prepared on accrual accounting basis.

### 2. Statement of assets and liabilities at 30 September 2024

Cash funds	
Cash and bank balances held by Lloyds	<u>£32,774.16</u>
Other monetary assets	
Amounts due from hire of premises and equipment	£2,261.70
Liabilities	
Creditors	£0