

Trustees' annual report for the period



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Period start date

0	1	0	8	2	3
---	---	---	---	---	---

 Period end date

3	1	0	7	2	4
---	---	---	---	---	---

Charity name

L	I	T	T	L	E		H	A	D	H	A	M		V	I	L	L	A	G	E		H	A	L	L		T	R	U	S	T
---	---	---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	---	--	---	---	---	---	--	---	---	---	---	---

Charity No
(if any)

3	0	2	4	2	5
---	---	---	---	---	---

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Little Hadham Village Hall is held upon trust for the the inhabitants of the Parish of Little Hadham without distinction of political religious, or other opinions. Use is for meetings, lectures ad classes and for other forms of recreation and leisure time occupations with the objective of improving the conditions of life for the inhabitants
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Main activities are bowls, badminton, cinema club, afternoon tea, community breakfast, digital inclusion and fitness classes, fundraising activities & private hire. To further the charities purposes, we have secured grant funding to support initiatives like warm spaces and afternoon cinema.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All management committee members are emailed a copy of CC3: The Essential Trustee. We also have a Management Trustee (Induction) Policy in place and trustees are required to sign a declaration annually which refers to the Charity Commissions guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	LEFT BLANK
Policy on social investment including program related investment	Para 1.38	LEFT BLANK
Contribution made by volunteers	Para 1.38	The management committee is made up of volunteers as described in the constitution. Volunteers play an essential part in ensuring the premises are maintained properly with reference to health and safety legislation. Financial management is regularly reviewed and grant funding monitored.
Other		LEFT BLANK

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The main achievements of the Charity have been to secure grant funding to enable us to continue providing well-being services. The Village Hall has been recognised by Low Carbon Workspaces for an energy saving of 2 tonnes of CO₂e emissions per year. We have helped other groups to secure funding for hall hire for their activities in support of community well-being.</p> <p>We continue to work with social prescribers and NHS practitioners to provide help and support to vulnerable groups including the elderly and young mothers, which included distribution of food vouchers supplied to us via a grant managed by CDA.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	LEFT BLANK
Performance of fundraising activities against objectives set	Para 1.41	LEFT BLANK
Investment performance against objectives	Para 1.41	LEFT BLANK
Other		

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	There are no outstanding debts and we continue to maintain a healthy income despite the current economically climate.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The policy on reserves is to hold six months operating costs and expenses. We hold this level of reserves to ensure that in the event of extraordinary or changing circumstances the Charity has sufficient funds to continue to manage the business of the Charity.
Amount of reserves held	Para 1.22	£37,892
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	Principal sources of income are fundraising events, hall hire and targeted grant application
Investment policy and objectives including any social investment policy adopted	Para 1.46	LEFT BLANK
A description of the principal risks facing the charity	Para 1.46	LEFT BLANK
Other		LEFT BLANK

Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	Trust - Constitution derived from conveyance document November 1970
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Constitution states that 5 members are elected and 9 appointed members representing local groups become management trustees. The constitution also allows up to 3 co-opted members.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	LEFT BLANK
The charity's organisational structure and any wider network with which the charity works	Para 1.51	LEFT BLANK
Relationship with any related parties	Para 1.51	LEFT BLANK
Other		LEFT BLANK

Reference and Administrative details

Charity name	LITTLE HADHAM VILLAGE HALL TRUST
Other name the charity uses	
Registered charity number	302425
Charity's principal address	THE FORD, LITTLE HADHAM, WARE HERTS SG11 2BP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	JAN WILLIAMSON	CHAIR		ELECTED
2	JOAN MCKINLAY	VICE-CHAIR	Acting Treasurer from 1 Nov 2025	ELECTED
3	DENISE ARMSTRONG	BOOKINGS SECRETARY		ELECTED
4	KAITEE ROBINSON	MINUTES SECRETARY		ELECTED
5	NINA HOLMES	TREASURER	Resigned 31 October 2024	ELECTED
6	ANNETTE LUDEKKE			APPOINTED
7	PETER ENGLISH			APPOINTED
8	FREDDIE ARKELL			APPOINTED
9	RICHARD MARDELL			APPOINTED
10	MIKE SMITH			APPOINTED
11	JUDI WHEELER			APPOINTED
12	DAVID WILLETT			APPOINTED
13				
14				
15				
16				
17				
18				
19				
20				

Reference and Administrative details

(cont)

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) Joan McKinlay (ACTING TREASURER)

Full name(s) JOAN MCKINLAY 23 APRIL 2025

Position (eg Secretary,
Chair, etc) J Williamson JAN WILLIAMSON

Date 23 APRIL 2025

Profit and Loss

Little Hadham Village Hall Trust For the year ended 31 July 2024

2024

Turnover

201 - Halls Events Income, Fundraising, LHVH Money	1,564.52 ✓
202 - Hall Hire - Resident & NFP	8,534.87 ✓
203 - Hall Hire - Commercial & Non Resident	8,083.77 ✓
205 - Catering Sales	2,013.68 ✓
206 - Bar Sales	37.34 ✓
207 - Grant Income - Allocated	19,029.60
208 - Income LHVH Events (Other)	4,629.60 ✓
209 - Donations	9,821.20 ✓
210 - Cinema Income	1,611.78
260 - Other Revenue	11,942.89 ✓
270 - Interest Income	512.27 ✓
Total Turnover	67,781.52

Gross Profit

67,781.52

Administrative Costs

400 - Advertising & Marketing	649.56
404 - Bank Fees	110.01
408 - Cleaning	2,325.82
409 - Cleaners Pay	144.00
415 - Purchase for Events	3,111.02
420 - Catering Purchases	2,022.23
429 - General Expenses	318.02
433 - Insurance	7,918.65
445 - Gas and Electricity	3,428.79
446 - Water	834.20
447 - Trade Waste	307.41
448 - Premises Licenses	35.00
449 - Other Licenses	1,400.84
461 - Printing & Stationery	473.88
463 - IT Software	1,131.84
473 - Repairs & Maintenance	6,659.69
476 - Hall Refurbishment	5,659.18
480 - Staff Training	69.24
489 - Telephone & Internet	682.00
490 - Sundry Payments	81.00
491 - Renewals of Equipment	903.98
Total Administrative Costs	38,266.36

Operating Profit

29,515.16

Other Income

Profit and Loss

	2024
211 - Investment Income	553.83
Total Other Income	553.83
Profit on Ordinary Activities Before Taxation	30,068.99
Profit after Taxation	30,068.99

J. Williamson CHAIR

JANETTE WILLIAMSON 23 APRIL 2025

Joan McKinlay TREASURER (ACTING)

JOAN MCKINLAY 23 APRIL 2025

Ashmeads

The Ford

Little Hadham

Herts

SG11 2AY

05 April 2025

Dear Jan,

You have asked me to review the accounting records and the formal accounts.

I confirm the following:

1. The accounting records are clearly documented.
2. The accounts reconcile with the accounting records.
3. The format of the accounts is accurate.

Yours Sincerely,

A handwritten signature in dark ink, appearing to read 'N. Faraday', with several horizontal strokes underneath.

Neil Faraday MPhys ACA FCA (ICAEW – 1442521)