

**Pirton Village Hall**  
**Registered Charity No. 302444**

**Trustees' Annual Report**  
**1st January 2025 – 31st December 2025**

**Names of Trustees**

Joe Charlesworth – Chair  
Keith Hooton - Treasurer  
Tanya Hair – Bookings Secretary  
Peter Johnson  
Janet Simmons  
Pam Waters

**Governance**

Pirton Village Hall was built in 1933 on land donated by a village. It was built for the enjoyment of all residents of the village.

In 1970 management of the hall and ownership of the hall was vested in the Charity Commissioners. The Charity Commissioners documentation lays down the management structure for the running of the hall.

**Appointment of Trustees and Committee**

The trust deed governs the appointment of trustees and the management of the charity

The Management Committee consist of four elected members, a booking secretary and representatives of groups who use the hall on a regular basis

The committee meet regularly to discuss the running of the hall, review funding and address any maintenance issues

**Hiring Agreement**

Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

**Licences**

The hall has a licence to serve alcohol and is licensed by the Performing Right Society for live and recorded music.

## **Risk Management**

### *Insurance*

The village hall is insured with respect to £1.58mn property damage (buildings insurance) by Ansvar Insurance. It is insured with the same company with respect to contents (up to £47,542), public liability (£5mn) employers' liability (£10mn) and legal assistance (£250,000)

The Management Committee recognises that it is under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance.

### *Building Issues*

Portable electrical appliances are tested by qualified personnel annually.

Fire-fighting appliances are inspected annually.

A Fire Safety Risk Assessment is updated annually by the Committee's own Fire Safety Officer as required by law.

Volunteers from the Committee carry out other regular maintenance checks.

A crack has been discovered in the external wall of the Pumpkin Room. A claim for possible subsidence has been raised with the insurance company who have appointed an assessor to investigate the cause. The village hall is awaiting the report of this investigation.

## **Objectives of the Charity**

The provision and maintenance of a village hall for the use for the inhabitants of Pirton and the neighbourhood without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants

The Trustees consider these objectives to be consistent with Charity Commission guidance on providing for the public benefit as shown in the list of activities pursued this year.

## **Principal Activities in pursuit of Objectives**

The hall is in use most days of the week for a variety of activities including pre-school play group, Cub Scouts, Table Tennis Club, Toddler Group, Pilates, Yoga, Amateur Dramatics, Film Club

The hall is available for hire for private functions including children's parties, wedding receptions, funeral teas, village social functions and occasional fundraising events

## **Funding Strategy**

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. The contributions made by users of the hall are set to achieve this.

## **2025 Achievements**

Bookings for the hall in 2024 were good, with the funds used to maintain and improve the hall.

The trustees and committee have achieved the following:

- Completion of the kitchen refurbishment of the kitchen - started in 2024

### **Future Plans**

The floor in the Pear Tree Room used by Play Aloud is sagging in places. Consideration is being given to repairing the floor once sufficient funds are available

### **Reserves Policy**

The charity has £5,540 in the bank at year-end. The trustees aim to keep £4000 in reserve to cover unforeseen expenditure. Should the balance fall below this amount then the committee completes fundraising activity to replenish the account.

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

Signed on behalf of the charity's trustees

Signature:

A handwritten signature in black ink, appearing to read 'K Hooton', is written on a light blue horizontal line.

Full name: Keith Hooton

Position: Treasurer

Date: 5<sup>th</sup> February 2026

Profit and Loss  
Pirton Village Hall  
January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
4000 Sales Income - Lettings	17,669.00
4010 Other Income	1,080.50
4020 Bar rental	200.00
4030 Bar Income	2,763.28
4100 Storage income	534.00
4110 Craft Fair Income	3,422.00
<b>Total for Income</b>	<b>£25,668.78</b>
<b>Gross Profit</b>	<b>£25,668.78</b>
Expenses	
6000 Rates	676.56
6010 Water	1,982.06
6020 Electricity	3,442.23
6030 Gas	3,678.86
6040 Insurance	2,672.56
6050 Broadband	556.13
6060 Telephone	40.00
6070 Refuse Collection	1,489.93
6080 Office/General Administrative Expenses	228.00
6100 Cleaning	2,788.75
6110 Cleaning Materials	776.71
6120 Repair and maintenance	4,382.94
6130 Equipment Inspections	2,143.80
6140 Bar license	180.00
6150 Performing Rights License	238.24
6210 Kitchen Equipment	0.00
6230 Bar Equipment	479.00
6240 Bar Expenses	1,840.10
6500 Bank charges	43.26
<b>Total for Expenses</b>	<b>£27,639.13</b>
<b>Net Operating Income</b>	<b>-£1,970.35</b>
Other Income	
4300 Gifts and Donations	888.00
4310 HMRC Gift Aid	1,570.78
4370 Fund Raising Events	975.77
4600 Interest earned	13.72
<b>Total for Other Income</b>	<b>£3,448.27</b>
Other Expenses	
6300 Depreciation	2,774.43
6980 Other Expense	34.98
<b>Total for Other Expenses</b>	<b>£2,809.41</b>
<b>Net Other Income</b>	<b>£638.86</b>
<b>Net Income</b>	<b>-£1,331.49</b>

Balance Sheet  
Pirton Village Hall  
As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Fixed Asset</b>	
Tangible assets	
1500 Furniture and Fixtures	£0.00
1502 Furniture	14,532.90
1505 Kitchen	15,967.11
<b>Total for 1500 Furniture and Fixtures</b>	<b>£30,500.01</b>
1510 Buildings	66,388.39
1710 Accumulated Depreciation - Furniture & Equipment	£0.00
1712 Accumulated Depreciation - Furniture	-13,757.90
1715 Accumulated Depreciation - Kitchen	-1,064.47
<b>Total for 1710 Accumulated Depreciation - Furniture &amp; Equipment</b>	<b>-£14,822.37</b>
1720 Accumulated Depreciation - Building	-11,568.22
<b>Total for Tangible assets</b>	<b>£70,497.81</b>
<b>Total for Fixed Asset</b>	<b>£70,497.81</b>
Cash at bank and in hand	
1000 HSBC Business Current Account	4,482.94
1100 Santander Savings Account	1,056.64
<b>Total for Cash at bank and in hand</b>	<b>£5,539.58</b>
Debtors	
1200 Accounts Receivable	1,322.25
<b>Total for Debtors</b>	<b>£1,322.25</b>
Current Assets	
1201 Undeposited Funds	0.00
1400 Utility Prepayments	
1410 Castle Water payments	0.00
1420 Octopus Energy payments	401.48
<b>Total for 1400 Utility Prepayments</b>	<b>£401.48</b>
<b>Total for Current Assets</b>	<b>£401.48</b>
<b>NET CURRENT ASSETS</b>	<b>£7,263.31</b>
Creditors: amounts falling due within one year	
Trade Creditors	
2000 Accounts Payable	£0.00
2002 Castle Water	0.00
<b>Total for 2000 Accounts Payable</b>	<b>£0.00</b>
<b>Total for Trade Creditors</b>	<b>£0.00</b>
Current Liabilities	
2100 Prepayments and Customer Deposits	418.00
<b>Total for Current Liabilities</b>	<b>£418.00</b>
<b>Total for Creditors: amounts falling due within one year</b>	<b>£418.00</b>
<b>NET CURRENT ASSETS (LIABILITIES)</b>	<b>£6,845.31</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>£77,343.12</b>
<b>TOTAL NET ASSETS (LIABILITIES)</b>	<b>£77,343.12</b>

Grants and Donations, 2024

Description	Income	Expenditure
<b>Car park resurfacing fund</b>		
Income		
Balance brought forward	<u>£78.74</u>	
Total income	<u>£78.74</u>	
Expenditure		
Total expenditure		<u>£0.00</u>
Balance	<u>£78.74</u>	
<b>Kitchen refurbishment fund</b>		
Income		
Balance brought forward	<u>£4,875.46</u>	
Voluntary donations	<u>£888.00</u>	
Total income	<u>£5,763.46</u>	
Expenditure		
Contribution from village hall funds (from annual spend of £9188.83)		<u>£5,763.46</u>
Total expenditure		<u>£5,763.46</u>
Balance	<u>£0.00</u>	

## **Notes to the Accounts**

### **1. Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

Income Recognition: Income is included in the Statement of Financial Activities (SoFA) when, the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability

### **2. Fixed Assets & Depreciation**

The original Village Hall building and any fittings therein have been completely depreciated over time.

Buildings fixed assets therefore comprise the new Bar Extension (built 2018-19) only, which will be depreciated over a 40yr period, commencing with its opening in January 2019.

The expenditure on the kitchen refurbishment in 2025 has been capitalised in the accounts for 2025 and will be depreciated over a 15yr period. The Furniture and Fixtures fixed assets have been split to separate the existing Furniture fixed assets from the Kitchen fixed assets. This has been done in order to facilitate the depreciation of these assets over different time periods.

### **3. Remuneration of employees and/or trustees**

The charity has no paid employees. No trustees received remuneration in relation to their activities for the charity.

### **4. Grants and Donations accounts**

In 2025, the Village Hall received voluntary donations from village residents and organisations amounting to £880. This money, together with the balance of £6,778 from 2024, was spent on completion of the kitchen refurbishment work.

A balance of £78.74 from the grants and donations received towards resurfacing of the car park remains unspent from 2024. This money should be spent in 2026.

**Independent examiner's report to the trustees of Pirton Village Hall**

I report to the trustees on my examination of the accounts of the Pirton Village Hall (the Trust) for the year ended 31 December 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.

Signed:



Name:

KJ Flack

Relevant professional qualification or membership of professional bodies (if any):

AAT

Address:

27 Elbow Way, Basingbourn, Rayston  
Herts SG8 5WJ

Date:

12/3/2026