

CLIFFSEND VILLAGE HALL

Charity No. 302717

TRUSTEE REPORT

for

the period ending 31st December 2025

ADDRESS

Foads Lane Cliffsend Ramsgate CT12 5JH

CONTACT

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Governing Document and Objectives

Cliffsend Village Hall's governing document is a Trust Deed included in a Conveyance dated 6th June 1968. This Deed established the Village Hall as a Charitable Trust.

The objectives, as set out in the Trust Deed, are the provision of a Village Hall for the benefit of the residents of Cliffsend without distinction of sex, political, religious or other opinions.

The Trustees consider that the main activities of Cliffsend Village Hall are in accordance with the objectives and that they are of public benefit.

Trustees

There are seven Trustees on the Cliffsend Village Hall Committee. The Trustees are:

Sam Pooley	Chairman
Kate Stephens	Secretary
Jim Forrest	Co-Treasurer
Julie Forrest	Co-Treasurer
Natasha Pooley	Bookings and Events
Matt Chinnery	Technology
Michael Galvin	Projects & Maintenance

The Trust Deed sets out the manner of appointing the Trustees, who also constitute the Management Committee of the Village Hall. Trustees are elected each year at the Annual General Meeting. The Management Committee has the power to co-opt further Trustees.

Hall Activities

The aim of the trustees is to provide a hall that is for the benefit of, and enjoyed by, all the residents of Cliffsend and the range of activities reflect this. Major activities include Star Dance for ages 4-15 year olds five days per week in school term time, 3 yoga groups and a Zumba class for fitness and general wellbeing, Arts & Crafts, a very well attended weekly coffee morning for the over 55's and a Sunday Worship Group. The Hall also hosts Quiz nights, Charity Fund Raisers and is a very popular venue for children's parties, meetings, public consultations, and other events.

This year saw the establishment of a very well attended weekly Youth Club, which covers the age group that had been missing in previous years.

Hall Projects

The only major project in 2025 was significant work that had to be carried out on the flat roof. The work was required to address criminal damage. The total cost of the work (£14,245) was covered by a third-party insurer, so at no cost to the Hall.

The CCTV and Alarm Systems were no longer fit for purpose, and these were upgraded at a cost of just under £2,500.

Lastly, we purchased 80 new chairs at a cost of just over £2,200, to replace the chairs that been donated in 2020 which were showing a lot of wear and tear from constant stacking/ re-stacking.

Finance

The Financial Statement for 2025 is attached to this report. The Accounts are prepared on the Receipts and Payments Basis.

The Village Hall is an asset but is not recognised in the Accounts. Title to the property is vested with the Official Custodian for Charities.

Receipts for the year were £38,975, which included the £14,245 insurance payment for work on the flat roof. Payments for the year were £37,904.

We will replace the main entrance doors and fire escape doors in 2026 and a deposit of over £5,000 has been paid, leaving a balance of £4,000 to be paid on completion during the first quarter of 2026.

We continue to have a core group of hirers whose fees adequately cover the running costs of the Hall and provide a contribution to project funding. This has enabled us to keep our hire fees at the same level for two consecutive years.

The Year Ahead

The one major project outstanding continues to be the refurbishment of the toilets, to include a disabled toilet. This will require building works to be carried out. We expect the costs to be in the region of £70,000 and are working with the Parish Council in seeking outside funding.

The Hall has become a very important hub/asset for the village, and we will continue to work hard to ensure the Hall's future for Cliffsend residents.

Sam Pooley (Chairman)

Cliffsend Village Hall Foundation (Charity No. 302717)
Financial Statement for the year ended 31 December 2025

Receipts	2025	2024
Hall User Groups	£14,709.77	£13,660.54
Private Hire	£4,315.00	£3,442.25
Shop Rent	£3,600.00	£3,600.00
Grants + Other Income	£1,773.97	£1,350.00
Insurance Payment	£14,245.20	
Bank Interest	£331.74	£145.67
Totals:	£38,975.68	£22,198.46

Payments	2025	2024
Utilities	£4,125.18	£3,907.74
Business Rates	£230.54	£96.06
Cleaning	£1,683.25	£1,443.00
Music Licence	£81.00	£77.40
Insurance Premium	£1,449.30	£1,400.99
Major Projects	£27,116.01	£6,255.60
Materials for DIY Projects	£272.80	£112.47
Equipment Purchases	£1,027.93	£693.20
Servicing + Repairs	£601.03	£549.60
Printing, Stationery + Wifi	£480.74	£481.52
General Supplies/Products	£582.69	£442.20
Subscriptions	£211.99	£35.00
Bank Charges	£41.60	£60.00
Totals:	£37,904.06	£15,554.78

Excess of		
Receipts over Payments	£1,071.62	£6,643.68

Statement of Assets and Liabilities

Funds Available January 01	£20,137.37	£13,493.69
Refundable Deposits Held	£1,130.00	£2,100.00
Cash at Bank December 31	£22,338.99	£22,237.37
Funds Available December 31	£21,208.99	£20,137.37

Accounts Prepared by Mr J D Forrest Signed: *JD Forrest* Date: 07/06/26

Mrs J Forrest Signed: *Julie Forrest* Date: 07/06/26

Accounts Reviewed by Mrs A Cox Signed: *ACC* Date: 07/06/26

To: The Trustees
Cliffsend Village Hall
Charity Number 302717

From: Ann Cox
Cliffsend
Ramsgate CT12 5LB

Date: May 19, 2026

Subject: Independent Review of Cliffsend Village Hall 2025 Accounts

I have completed a review of the Financial Statement, the accounting records and the various controls that are in place for managing the Charity's finances.

Income for the year is £38,975. This includes an exceptional item of £14,245. This was paid to the Hall by a third party's insurer to cover criminal damage for which they accepted liability.

Core income is just under £25,000 and is consistent with previous years. Approximately 40% of income goes towards 'business as usual', leaving 60% to be used for upgrades to the Hall. It is noted that a deposit of over £5,000 was paid towards replacement doors, leaving a balance of £4,000 to be paid in 2026. The funds available at year end adequately cover this.

All income and receipts are properly recorded, both electronically and in hard copy. The use of cash has been eliminated and all payments to the hall are made directly into the bank account. All payments made by the hall are supported by invoices and made via Internet Banking, thereby providing an audit trail.

Based on the review, I can confirm that income and expenditure are properly accounted for and that adequate accounting records are held.



Ann Cox