

## PLAXTOL MEMORIAL HALL AGM Wednesday 16 April 2025

### CHAIRMAN'S REPORT FOR THE YEAR ENDING 31 DECEMBER 2024

Thank you for attending our 62nd AGM and for supporting your Hall Management Committee.

We are delighted that the Nursery continues but we know that it is a very tough time financially for all pre-school care. The new funding has helped somewhat but increases in Employer's National Insurance (twice in the last 6 months) has not been helpful. As the staff do not want to do extra hours, Dayo is not planning on increasing the opening hours of the Nursery. Advertising and the appointment of a new Manager has helped a little with numbers.

The Nursery School is 50 years old this year! Dayo is in touch with the previous owners and is holding a Celebration Event on Saturday 5 July this year. She is hoping to encourage past teachers, parents and pupils as well as current ones to help celebrate a remarkable achievement.

We are fortunate to still have the same, excellent tenants in the Cottage: they renewed in July 2024, and we hope they will renew again. The Cottage ensures vital income which supports the running expenses of the Hall.

During the year we have replaced a window in the Ladies Toilet at the Hall and a window in the Cottage: these are costly things to do but they will greatly improve the energy efficiency. In the year we have managed to have painted, the soffits and some gable ends on the car park side of the Hall. It will be sensible to carry out staged maintenance and replacements where necessary to improve the general condition of the Hall at a reasonable cost.

Once again, we have seen a big increase in our energy costs in the year but made a decision not to put up hire charges nor charge an energy supplement. We are very grateful to Plaxtol Parish Council for continuing to give us some financial support for our energy costs to enable us to do this.

In August 2024 Kent County Council installed 2 x 7.2Kwh Electric Vehicle chargers in the Hall Car Park. These are fully operational and are used fairly frequently. I hope they will be better used once more people buy electric cars and are more aware of their presence.

As you all know, our Hall is run as a Charity and the committee are all unpaid volunteers as well as being trustees and we rely hugely on every one of them. I am personally indebted to them for their support and willingness to continue in their roles.

Our Current Trustees are:

Sally - is our Secretary and we are delighted that she is going to continue as such.

Paul – looks after the Cottage and deals with Helen Breeze, our agent. There is always something needing attention.

Graham – is our Treasurer and does a wonderful job looking after our finances,

Sandy and Gill – have been keeping an eye on the Kitchen and ad hoc jobs as well as the necessary monthly checks and annual servicing. More of Sandy below.

Chris – is the Trustee responsible for the day-to-day maintenance of the Hall. There were many calls on his help in the year.

Those not on the Main committee but to whom we owe a huge thank you are:

Firstly, Lizzie Hill – who has been looking after the Hall bookings and Hirers for many years. Lizzie is now moving away from Plaxtol and we shall miss her very much. She has handed over the Bookings to Sandy to whom we are very grateful. We are really grateful to Lizzie for all her hard work over the years and we shall be giving her a present to mark our appreciation.

Thanks to Steve Sullivan – who is our External Examiner and checks the Accounts and

Tracy James – for keeping the Hall clean and tidy. She is always so flexible when there are parties in the hall at weekends – she works around everyone.

Each year in August we have a morning when we work together to tidy up the external areas of the Hall: we clear the drains, weeds, clean out the oil tank cage and are rewarded with coffee and bacon sandwiches! Thank you to all who came in 2024 – I was delighted that partners of committee members and other “Friends of the Hall” turned out to help. We know how important it is to keep up regular maintenance of the Hall.

Our finances remain healthy, and Graham will be giving us more details in his report.

I have been Chair for a while now (since 2018). As the committee is so great and so supportive and willing to continue in their posts, I am happy to continue as Chair for the moment.

As has been said at previous meetings, the Hall is a focal point in our Village and is very important to community life, but we do need support from organisations that use the Hall to help on our Committee.

Marian Hemsted  
April 2025

# PLAXTOL MEMORIAL HALL

Charity number: 302817

## Financial Statements 31st December 2024

**Bank:** CAF Bank Ltd., 25, Kings Hill Avenue, West Malling. ME19 4JQ

**Independent Examiner:** Steve Sullivan

### Statement of Financial Activities:

	31/12/2024	31/12/2023
<b>Income</b>		
Hall: Letting Income	12,546.83	13,193.35
Cottage: Rental Income	11,070.00	10,912.50
Other Income	3,145.50	1,309.63
<b>Total Income</b>	<b><u>26,762.33</u></b>	<b><u>25,415.48</u></b>
<b>Expenditure</b>		
Hall: Direct Costs	16,931.58	27,512.46
Cottage: Running costs	8,228.02	3,279.63
Administration	60.00	60.00
<b>Total Expenditure</b>	<b><u>25,219.60</u></b>	<b><u>30,852.09</u></b>
<b>Net Movement in Funds</b>	<b>1,542.73</b>	<b>(5,436.61)</b>
Balances brought forward at 1st January	86,823.53	92,260.14
<b>Balances carried forward</b>	<b><u>88,366.26</u></b>	<b><u>86,823.53</u></b>

# Plaxtol Memorial Hall

## Balance Sheet 31st December 2024

	2024 £	2023 £
<b>FIXED ASSETS</b>		
Land and buildings (see Note 1)	14,139.35	14,139.35
<b>Current Assets</b>		
Debtors	4,658.04	3,399.15
Prepayments	4,252.30	3,624.35
<b>Bank Accounts</b>		
Current	-	-
CAF Cash Account	3,195.09	4,203.83
CAF Gold Account	64,562.46	62,931.54
Deposit	-	-
Total Cash at Bank	67,757.55	67,135.37
<b>Total Current Assets</b>	<b>76,667.89</b>	<b>74,158.87</b>
<b>Current Liabilities</b>		
Trade Creditors	1,414.24	1,292.74
Other Creditors	-	-
KCC Grant for Floor (see Note 2)	-	-
P.A.Y.E.	-	-
Accruals	1,026.74	181.95
<b>Total Current Liabilities</b>	<b>2,440.98</b>	<b>1,474.69</b>
<b>NET CURRENT ASSETS</b>	<b>74,226.91</b>	<b>72,684.18</b>
<b>NET ASSETS</b>	<b>88,366.26</b>	<b>86,823.53</b>
<b>CAPITAL &amp; RESERVES</b>		
Opening Balance	86,823.53	92,260.14
Net Surplus/(Deficit) for Year	1,542.73	(5,436.61)
	<b>88,366.26</b>	<b>86,823.53</b>

### NOTES

1. Land and Buildings: The Memorial Hall is shown in the accounts at £14,139.35 historic cost. For insurance purposes it is valued at £2,454,000 (2022: £1,751,610).

Signed:



Marian Hemsted  
Chairman

Date

7 Feb 2025

Signed:



Graham Shewell  
Treasurer

Date

7<sup>th</sup> February 2025

**Plaxtol Memorial Hall Revenue Account**  
**At 31st December 2024**

	Actual at 31st December 2024		At Year End 2023		Budget 2024
	£	£	£	£	
<b>HALL</b>					
Letting Income	12,546.83		13,193.35		12,000
<b>Direct Costs</b>					
Insurance	3,154.81		2,442.55		2,400
Maintenance & Repairs	1,737.23		2,094.78		3,000
Council Tax	92.03		65.98		166
Water rates	509.35		569.71		550
Cleaning Supplies	286.39		96.09		400
Cleaning	3,336.65		3,148.98		3,300
Electricity	3,632.14		3,572.79		3,800
Gas - LPG	1,529.70		1,305.32		1,600
Licences & Subscriptions	(81.74)		280.28		350
Advertising	40.00		40.00		40
Replacement External Window	1,505.02		-		
Archive Door & external painting	1,190.00		-		
<b>Total Direct Costs</b>	<b>16,931.58</b>		<b>13,616.48</b>		<b>15,606</b>
<b>Surplus / (Deficit) from Hall Lettings</b>		<b>(4,384.75)</b>		<b>(423.13)</b>	<b>(3,606)</b>
<b>COTTAGE</b>					
Rental Income	11,070.00		10,912.50		10,800
Agents Fees	1,793.40		1,767.85		1,750
Insurance	360.00		360.00		360
Maintenance & Repairs	614.76		1,151.78		2,000
New/Replacement equipment					
Cottage - Energy Efficiency measures					
Cottage - Replacement Windows	5,459.86				-
<b>Cottage Running Costs</b>	<b>8,228.02</b>		<b>3,279.63</b>		<b>4,110</b>
<b>Surplus/(Deficit) from Cottage</b>		<b>2,841.98</b>		<b>7,632.87</b>	<b>6,690</b>
<b>OTHER INCOME</b>					
Fund Raising	-		-		
Gift Aided Donations	63.93		75.00		63
Donations	-		50.00		
Parish Council Grant	1,500.00		-		
Interest	1,581.57		1,184.63		300
<b>Total Other Income</b>		<b>3,145.50</b>		<b>1,309.63</b>	<b>363</b>
<b>Administration Costs</b>					
Stationery, Post & Admin.	-		-		200
Bank Charges	60.00		60.00		96
<b>Total Administration Costs</b>		<b>(60.00)</b>		<b>(60.00)</b>	<b>(296)</b>
<b>Exceptional Items</b>					
Replace:					
Front Doors & Full woodframed surround			13,895.98		13,000
				(13,895.98)	(13,000)
<b>Overall Surplus/(Deficit)</b>		<b>1,542.73</b>		<b>(5,436.61)</b>	<b>(9,850)</b>

# **Independent Examiner's Report to the Trustees of Plaxtol Memorial Hall**

I report on the accounts for the year ended 31<sup>st</sup> December 2024.

## **Respective responsibilities of the Trustees and the Independent Examiner**

As the Charities Trustees you are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act). However, your constitution requires that an independent examination be carried out.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

## **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Steve Sullivan  
Lower Dux, Dux Lane, Plaxtol, Sevenoaks.

Date: 17<sup>th</sup> March 2025



## **Independent Examiner's Report to the Trustees of Plaxtol Memorial Hall**

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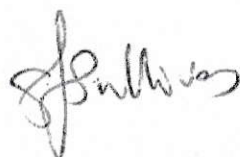
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