

**BLEAN VILLAGE HALL
MANAGEMENT COMMITTEE**

(REGISTERED CHARITY No: 302829)

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
30TH SEPTEMBER 2023**

ACCOUNTS AND FINANCIAL STATEMENTS

Independent Examiner's Report

I report on the accounts of the Blean Village Hall Management Committee for the year ended 30th September 2023 as shown overleaf.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedure laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 Commissioners. 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 I do not express an opinion 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; and
 - 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.



Peter Scales CPFA
7 Eagle Place Herne Bay Kent CT6 5SY

1st November 2023

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30/09/2022

TOTAL FUNDS IN/OUT

General AC / Deposit AC / Petty Cash

	2022-23	2021-22
	£	£
INCOME		
Hall lettings	33122	23984
Grants/Gift-Aid	325	250
Donations	3600	3382
Fund-raising	6101	4878
Bank Interest	737	25
Misc/utilities/contra	1580	996
Museum Funds	305	580
Deposits in	3280	3900
TOTAL	49050	37995

RESOURCES USED

Wages/maint/repairs/ licences/grant work	19042	17220
Utility costs	13254	5105
Building/equipment	3737	6746
Fund-raising	1432	376
Donations	220	-----
Misc	510	294
Deposit returns	4130	3440
Bank Charges	92	89
TOTAL	42417	33270

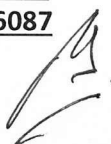
Net in/out resources	6633	4725
Balances b/fwd 01/10/22	69454	64729

Balances c/fwd 30/09/23	76087	69454
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BALANCE SHEET 30/09/23

Current assets:

HSBC No 2 Account (general A/C)	3550	2619
HSBC Deposit Account	72489	66751
Petty Cash	48	84
Total net assets	76087	69454



STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30/09/2023


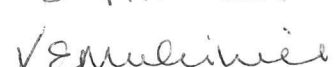
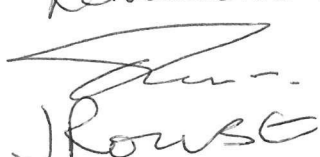



TOTAL FUNDS IN/OUT	General AC / Deposit AC / Petty Cash	
	2022-23 £	2021-22 £
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Signed on behalf of Blean Village Hall Management Committee – 31/10/23

 B. Anderson
 K. Mulvihill
 J. Rouse
 Patricia Lawrence
 A. J. Coleman
 A. J. Coleman

Blean Village Hall Management Committee
Annual General Meeting
Minutes of the Meeting held on 30th October 2023, at 7.30pm

Present: Anne Clifford (Chairperson/Social Events Co-ordinator), Barry Anderson (Museum Rep), Jackie Coleman (Treasurer), Charlotte Hitchcock (Lettings Officer), Godfrey King (Vice-Chairperson/BPC Rep), Tricia Lawrence (Minute Secretary), Lorraine Mulvihill (Blean Pre-School Rep), Jo Padgham (Gardeners' Rep, Village Rep), Jane Rouse (Village/Volunteer/Fundraising Rep)

Number of Members of the public present: 1

1. **Apologies for Absence** – Laurie Newman
2. **Minutes of 2022 AGM Meeting** - having been circulated prior to the meeting, were agreed and signed.
3. **Treasurer's Annual Report**

Circulated prior to the meeting and presented by Jackie. Full report available upon request.

4. **Hall Letting Officer's Annual Report and Statistics**

Circulated prior to the meeting and presented by Charlotte. Full report available upon request.

5. **Chairperson's Annual Report and thanks**

Presented by Anne. Full report available upon request.

6. **Election of Officers and Village Representatives**

As the term of office had concluded, everyone had resigned from their current roles, and the election of the new officers is as follows:

Chairperson - Anne Clifford was proposed by GK, seconded by JR
Vice Chairperson/Parish Council rep - Godfrey King was proposed by JR, seconded by AC
Treasurer - Jackie Coleman was proposed by AC, seconded by GK
Minute Secretary - Tricia Lawrence was proposed by AC, seconded by JR
Barry Anderson - Museum representative
Lorraine Mulvihill - Blean Pre-School representative
Laurie Newman - Table Tennis representative
Jo Padgham – Gardeners' representative /Village representative
Jane Rouse - Village/Volunteer/Fundraising representative

7. Fundraising

It was agreed that the fundraising for 2023 had been very successful and the Committee sent their thanks to the Volunteer Group who had worked hard at all the monthly Coffee Mornings and numerous events throughout the year. It was proposed that we should hold another Cabaret evening, perhaps along the lines of an Old Time Music Hall/Valentines/Abba theme sometime in March. Rosie Cullen agreed to check with the Canterbury Operatic Society on their availability. It was also hoped that we would be able to run regular Bingo afternoons, a Caribbean BBQ, a Spring Fair, a Summer Fete and a Christmas Fair.

8. Any Other Business

There was no other business.

Meeting closed at 8.35 pm

BLEAN VILLAGE HALL ANNUAL GENERAL MEETING

30th OCTOBER 2023

CHAIRPERSON'S REPORT

2023 has been yet another exciting year for the Village Hall. It continues to be a popular meeting place and venue for a wide variety of groups.

Our ageing building and its continuous maintenance, repairs and renewals presents financial challenges on a regular basis. Some large projects have been undertaken this year - ongoing repairs to the roof; damp through the Committee Room ceiling requiring installation of a loft hatch, roof vents and insulation; and replacement of 7 posts around the car park.

Yet, despite this, we have managed to maintain the high standards of all the areas, both outside and inside the Hall.

I should like to extend my thanks to all the committee members for their time and opinions which are vital to the running of the Hall. Without a committee, we cannot make well balanced decisions.

A huge thank you goes to Charlotte, our wonderful Lettings Officer, who deals with all enquiries professionally, pleasantly and efficiently, often working above and beyond the call of duty to 'make the jigsaw pieces fit'. Her support is invaluable.

Also thanks to Jackie, whose duties as Treasurer are a hugely essential job - one which many of us would prefer not to even think about!

Lastly, many thanks to the Volunteer Group Team who continue to raise funds for the Hall and make our job so much easier.

Looking forward to next year, we need to review our hire terms & conditions, health and safety policy, booking forms, etc., simplifying and making them easier for all to understand.

Anne Clifford
Chairperson

BVHMC AGM 30th October 2023

Treasurer's Annual report – Financial year 01/10/22-30/09/23

2023 continued to be very challenging financially. The primary cause again, being continued high energy costs for gas and electricity. Our outgoings for all utilities increased from £5105 in 21-22 to £13254 in 22-23. Currently we are in credit with our gas costs, due to the installation of the Hive Heating Regulation System and very low use over the summer. Energy costs are stable at present. However, ongoing global issues (particularly in the Middle East & Ukraine) might adversely affect supplies and costs.

As a result of the above issues, we were forced to increase our rental charges twice in the financial year, with a basic hourly rate rise of £1 from 1st October 2022 and a further £2 from 1st March 2023. Because we took action to mitigate our increased outgoings, I do not foresee any imminent or medium-term issues with our finances, operating at our current and projected levels of demand for use of the hall. Discounting the money raised by our volunteer group, our outgoings matched our income. Hopefully we will be able to maintain our current rental charges. However, we will need to monitor this position closely.

I believe we remain competitive with our hire charges and facilities available. In these uncertain times, it is imperative we remain accessible and affordable to hall users. To be otherwise, will be counter-productive to remaining a thriving social hub for the community.

	£
General Account	3550.60
Savings Account	72488.94
Petty Cash	<u>47.66</u>
<u>TOTAL FUNDS HELD</u>	<u>76087.20</u>

Funds for specific projects

Phase 2 designation	57500.00
Hall Insurance	1500.00
Other Licences/annual contracts	1200.00
Contingency fund	3000.00
3 months running costs	8000.00
Museum funds	1885.00

Bills known, but not yet due

British Gas (prov underpayment 2014-15)	600.00
Deposits held	310.00
<u>TOTAL ALLOCATED FUNDS</u>	<u>73995.00</u>

Jackie Coleman

Treasurer BVHMC – 20/10/2023

Lettings Officer Report

October AGM 2023

General

Blean Village Hall continues to be a popular hub serving the local community and beyond. Despite the challenging global economic climate and financial uncertainties, the hall remains a constant, reassuring meeting place for our regular groups and private gatherings for everyone.

Regular Hires

As in previous years, there have been a few changes with our regular groups. Four groups have left for various reasons over the past 12 months, however we have welcomed three new groups since February this year:- Little Music Stars/Baby Moonbeams, Zumba and Pyxis; thus bringing us to a total of 24 groups. Pyxis has also expressed an interest in extending their bookings from Easter onwards to cater for their other age groups, due to operational changes at their current venue. All our new groups have settled in well and enjoying our premises.

From November, we look forward to the Cubs and Beavers joining us. They will be meeting every Friday evening, during the term time. (Please refer to 'Regular Groups' showing the list of all the groups and room occupancy).

There has been no change in the duration of some group sessions. Preschool hours remain unchanged continuing to run just two lunchtime sessions a week, as last year. There are no imminent plans to return to their daily lunchtime slots as in previous years. However, Baby Sensory have now returned to their original three sessions on Mondays, having reduced to two sessions at the end of last year due to dwindling numbers. Similarly, the Little Music Stars group who are currently running two sessions on Mondays, have had interest to start a possible third group if numbers continue to increase.

Private Hires

As things stand, bookings for private hires are currently slightly under compared to this time last year. It is unclear as to why our numbers are the lowest we've had for a number of years, but the economic challenges and the repercussions from Covid may be contributing factors. That said, the revenue from this year's bookings is almost the same as last year's and we already have bookings for next year, which is promising.

Many of our bookings this year were for birthday parties and other celebratory events such as Christenings and a wedding. We've also had larger events held at the hall for The League of Friends and the Neil Bell Brain Tumour charity. Some of our regular groups have also booked a few weekend events including the RSPB quiz evenings and suppers, and the Gardeners' annual summer show.

Please refer to 'Private Hire Bookings' which compares our monthly bookings compared to previous years.

Acknowledgements

We owe the success of our village hall to our committed and dedicated team of volunteers and the Management Committee, who all work tirelessly throughout the year planning and running fundraising events to ensure high standards and the hall's upkeep is maintained so everyone in the community can enjoy the premises.

Thank you to all our regular groups who have continued to support our hall in many different ways; we are very grateful.

Finally, a very special mention and heartfelt thanks must go to our Chairperson and Treasurer, and their husbands, who have spent many long weekends and evenings repairing roof leaks, fixing pipework and lights, decorating and undertaking numerous other jobs (too many to mention!!), thus saving the hall more costs which have contributed to keeping our rates low.

Charlotte Hitchcock
Letting Officer
October 2023