

THREE HOLES VILLAGE HALL AND PLAYING FIELD

England & Wales · Charity number 304483

Details

Other names VILLAGE HALL

Status Registered

Legal form Other

Registered 1963-05-24

Register [View on the Charity Commission register](#)

Contact

Address Three Holes Village Hall
Squires Drove
Three Holes
Wisbech
PE14 9JY

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Website www.threeholesvillagehall00.org.uk

Activities

Objects: THE OBJECT OF THE CHARITY IS, IN THE INTERESTS OF SOCIAL WELFARE, TO IMPROVE THE CONDITIONS OF LIFE FOR THE INHABITANTS OF THE AREA OF BENEFIT WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY THE PROVISION AND MAINTENANCE OF (A) A VILLAGE HALL FOR USE BY THE INHABITANTS, INCLUDING USE FOR: (I) MEETINGS, LECTURES AND CLASSES, AND (II) OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, AND (B) A PLAYING FIELD FOR USE BY THE INHABITANTS.

Activities: The charity exists to maintain and make available the facilities of the village hall and playing field for use by the inhabitants of the village and surrounding area. Types of activities at village hall (meetings, lectures, classes, social events, physical activities) and at the playing field (sports, exercise, children's play, outdoor events)

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** THE VILLAGE OF THREE HOLES IN THE PARISH OF UPWELL IN THE COUNTY OF NORFOLK AND THE SURROUNDING AREA.
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£39,882	£27,285	-	-
2024-12-31	£19,874	£18,921	-	-
2023-12-31	£19,064	£17,668	-	-
2022-12-31	£18,227	£18,589	-	-
2021-12-31	£28,214	£16,803	-	-
2020-12-31	£16,795	£13,758	-	-

Trustees

Name	Role	Appointed
Roy Neil Killingworth	Chair	2022-04-23
Christine Nelson		2022-11-19
HELEN HARTLEY		2012-11-11
Mark Hempson		2021-08-31
Vikki French		2021-08-31
Yasmin Tina Wallbanks		2023-04-22

THREE HOLES VILLAGE HALL AND PLAYING FIELD

England & Wales - Charity number 304483

Accounts



THREEHOLES VILLAGE HALL & PLAYING FIELD

Charity No. 304483

Squires Drove, Three Holes, Norfolk, PE14 9JY
www.threeholesvillagehall00.org.uk

Trustees Annual Report

Reporting Period: 1 January 2025 – 31 December 2025

Reference and Administrative Details

Names of Trustees and Committee Officers (2025)

- **Roy Killingworth** – Chairman (Re-Elected at the 2025 AGM)
- **Geoffrey Fox-Noble** – Treasurer and Trustee (Re-Elected at the 2025 AGM; resigned September 2025)
- **Yasmin Wallbanks** – Treasurer and Trustee (Re-Elected as Vice Chair at the 2025 AGM; appointed Treasurer in September 2025)
- **Helen Hartley** – Secretary and Trustee (Re-Elected at the 2025 AGM)
- **Christine Nelson** – Trustee (Re-Elected at the 2025 AGM)
- **Mark Hempson** – Trustee (Re-Elected at the 2025 AGM)
- **Vikki French** – Trustee (Re-Elected at the 2025 AGM)
- **Rachel Kemp** – Trustee (Stepped down at the 2025 AGM)

Borough Councillor Colin Rose - Advisor to Trustees.

Operational and Administrative Review

The Three Holes Village Hall and playing field are the last remaining community facilities within the village. The Management Committee remains entirely dedicated to ensuring the long term viability of the hall and playing field, working diligently to fulfil its responsibilities to both the charity and the local community.

While cultivating local resident engagement remains an ongoing challenge, the committee has actively worked to build community connections. Although turnout at the 2025 Annual General Meeting (AGM) was low, the committee successfully maintained its regular fundraising bingo events, and hall hire income improved due to a steady increase in bookings from the local community.

The board underwent several administrative changes during the reporting period:

- Rachel Kemp stepped down as a trustee at the 2025 AGM due to personal reasons.
- Geoffrey Fox-Noble resigned as Treasurer in September 2025. To ensure a seamless operational transition, he successfully handed over the charity's financial databases to the board.
- Vice Chair Yasmin Wallbanks was subsequently appointed as Treasurer, absorbing these financial duties alongside her existing responsibilities. As a result, a vacancy currently remains for the position of Vice Chair.

The Management Committee extends its sincere thanks to Borough Councillor Colin Rose for his continued service as a committee advisor; his invaluable guidance and ongoing support are highly appreciated by the board.

Governance and Structure

The Three Holes Village Hall and Playing Field charity was formed in 2009 through the formal amalgamation of two previously independent organisations: the Three Holes Village Hall and the Three Holes Playing Field. The charity operates under the rules of its constitution, which was originally adopted in August 2009.

Key historical and structural details include:

- The Three Holes Village Hall was originally registered as a charity on 24 May 1963.
- Upwell Parish Council acts as the Custodian Trustee of the charity.
- The charity's governing constitution was last formally amended in 2024.

Appointment of Trustees

The constitution dictates the management framework of the charity and the formal appointment process for its board. The document permits no less than five elected trustees, alongside 1 designated trustee representative from each community group officially listed within the constitution. These currently include the Three Holes Bowls Club, Table Tennis, Welle Film Productions, and Upwell Parish Council.

All trustees, whether elected by the public or formally appointed by member organisations, serve until the conclusion of the AGM held annually. At this time, they may stand for re-election, re-appointment, or be stepped down for replacement. The active trustees collectively form the Management Committee of the Village Hall and Playing Field, which retains the constitutional power to co-opt a maximum of two additional trustees during the financial year.

Policies and Procedures

To guide the Management Committee in exercising its statutory duty of care to contractors, volunteers, hirers, and users of the facility, the charity maintains a comprehensive suite of formal governance documents. The following policies and assessments are active, monitored, and reviewed regularly by the board:

- Age Verification Policy
- Anti-Bullying and Harassment Policy
- Complaints Policy
- Conflict of Interest Policy
- Emergency Action Plan
- Equal Opportunities Policy
- Fire Risk Assessment
- GDPR Policy
- General Hall Risk Assessment
- General Playing Field Risk Assessment
- Health and Safety Policy
- Internal Financial Control Policy
- Lone Workers Policy
- Reserves Policy
- Safeguarding - Child Protection Policy
- Safeguarding - Vulnerable Adults Policy
- Serious Incidents Reporting Policy
- Social Media Policy
- Terms and Conditions of Hire
- Trustee Expense Policy

- Trustee Registration and Declaration of Eligibility
- Winding up Policy

Hiring Agreements

The primary function of the village hall and playing field is to provide a local, safe, appropriate, and attractive facility for the use and enjoyment of the residents within our defined area of benefit. Official booking forms and formal conditions of hire can be viewed and downloaded directly via the charity's website, or obtained in physical format from the Secretary. The booking form clearly dictates the formal terms of hire and outlines the distinct responsibilities of each party to the agreement. All terms of hire and hiring rates are reviewed by the trustees on an annual basis to ensure they remain competitive yet affordable for the local community.

To support our community during ongoing economic challenges, standard hire fees were held stable throughout 2025. The charity utilises a structured tariff system based on hourly use, alongside a capped maximum daily rate. A minor supplementary charge is applied for specialised kitchen equipment usage. The Management Committee also retains the authority to offer subsidised or bespoke hiring rates for regular community groups, youth activities, and local charity fundraisers to maximise the public benefit of the facility.

Statutory Licences and Registrations

The Three Holes Village Hall and Playing Field charity maintains all required statutory licences to ensure full legal compliance across its operational activities:

Premises Licence: The charity holds an annually renewable Premises Licence that authorises regulated entertainment on the site. This includes the performance of plays, the staging of live music, the playing of recorded music, and the provision of facilities for making music and dancing. This licence also permits the supply and retail sale of alcohol. However, the Management Committee explicitly reserves the right to request individual event hirers to secure their own Temporary Event Notice (TEN) or alcohol licence for specific functions.

Film Exhibitions: Licences required for screening films are strictly obtained on a film by film basis through Creative Arts East, Filmbank Media, or equivalent authorised distribution organisations.

Music Performance: To ensure compliance with copyright law, the charity maintains a combined music performance licence (TheMusicLicence from PPL PRS Ltd), which is renewed on an annual basis to legally cover live and recorded musical entertainment.

Lottery Registration: The charity maintains an indefinite small society lottery registration to legally operate its internal "180/160 Club" fundraising draw.

Risk Management and Compliance

As a Trustee Management Committee, we recognise our responsibilities and legal obligations to protect the building, outdoor facilities, users, and contractors through adequate insurance, regular risk assessments, and proactive maintenance.

Asset and Liability Management: The village hall and playing field assets, including buildings and contents, are fully insured through Zurich Insurance. The charity maintains comprehensive public, employers, and hirer's liability coverage, alongside libel, slander, and trustee indemnity insurance, ensuring all operational and governance risks are adequately managed.

Health and Safety Compliance: Portable electrical appliances and mains electrical installations (including the fire alarm and security systems) are professionally tested each year. Fire-fighting appliances are also inspected and certified annually.

Outdoor Facility Inspections: The children's play equipment and playing field are checked annually by a qualified independent inspector. Regular routine checks are also carried out by a designated Trustee Committee member.

Event Risk Assessments: A formal risk assessment is developed and documented before the commencement of each unique event type.

Aims and Objectives

The constitution of the Three Holes Village Hall and Playing Field states that:

The object of the charity is, in the interests of social welfare, to improve the conditions of life for the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of:

- a village hall for use by the inhabitants, including use for meetings, lectures and classes, and other forms of recreation and leisure time occupation, and
- a playing field for use by the inhabitants.

For the purposes of this constitution, the area of benefit is defined as the Village of Three Holes in the Parish of Upwell in the County of Norfolk and the surrounding area.

Principal Activities in Pursuit of Objectives

The Three Holes Village Hall facility is first and foremost a community asset, featuring an open community playing field and a dedicated children's play area equipped with eight individual pieces of play apparatus. While the field is hired out to groups like the local youth football club to generate vital income, the site is carefully managed so that local children are still safely able to access and use the play area at all times.

Together, the hall and open community spaces support a wide and diverse cross section of local residents, community groups, and statutory organisations. These facilities accommodate a broad range of social, recreational, and civic activities, including the Three Holes Bowls Club, youth football training and matches, Welle Cinema, the Village Hall Management Committee, Upwell Parish Council, The Friday Auction, community Bingo, Table Tennis, and Table Top sales.

In addition to these core scheduled bookings, the venue serves as a vital hub for ad hoc activities, including private domestic celebrations, targeted charity fundraising events, and one off public meetings. Furthermore, the hall fulfils an essential civic function by serving as the official polling station for local residents during public elections. By prioritising open community access alongside commercial hire, the charity successfully delivers a high standard of public benefit and fosters community cohesion across the area.

Financial Review and Reserves Policy

Total funds available to the charity at the commencement of 2025 stood at £28,616.19, closing at the end of the financial year at £41,212.49.

Core income generated via hall hire during 2025 totalled £14,220.25, remaining highly consistent with the 2024 baseline (£14,195.00).

The charity successfully secured several targeted grants during the period:

Capital Improvements: A restricted grant of £11,500.00 was awarded by The National Lottery Community Fund. Backed by National Lottery players, these funds were fully deployed to upgrade and replace the hall's outdated heating and lighting systems with works successfully completed in the final quarter of 2025.

Community Engagement: A £150.00 grant was received from the Borough Council's Ward Members Community Fund to purchase a playing field sign. Additionally, two restricted grants £225.00 from the Norfolk Community Foundation and £100.00 from the Borough Council's Ward Members Community Fund were secured to fund a free community afternoon tea and film event. Scheduled for 1 February 2026, this event directly targets loneliness and isolation to strengthen local engagement, promote social inclusion, and enhance community wellbeing.

Core operational running costs encompassing insurance, utility tariffs, cleaning, playing field maintenance, and structural upkeep remained the charity's primary expenditure.

In strict compliance with our formal reserves policy, the Management Committee maintains a minimum baseline of £5,000.00 in unrestricted reserves to comfortably secure three months of core operating costs. With 2025 operational outgoings averaging approximately £1,250.00 per month, the charity's financial reserves remained robust, protective, and fully compliant throughout the reporting year.

Volunteer Contribution

In line with previous reporting periods, the charity does not employ any paid personnel. The administration, booking coordination, facility hiring, general maintenance, marketing, event management, and proactive fundraising remain entirely dependent upon the dedicated voluntary efforts of our trustees, committee members, and community helpers. Third party contractors were exclusively utilised for specialised technical works and for approximately four hours of essential cleaning services per week.

Achievements and Performance in 2025

Following several years where the playing field generated no income, the charity is pleased to announce it has secured a ten year contract with a local youth football club for regular field hire. The club has worked diligently to bring three pitches up to Football Association (FA) standards. Hiring commenced in August 2025, successfully generating £649.95 in new income during the year.

The 2025 Annual General Meeting (AGM) saw low attendance from local residents, highlighting an ongoing challenge with community engagement. In response to the pressing need for new trustees and volunteers, the management committee intensified its outreach efforts. This included targeted advertising and direct community door knocking to generate interest. While a few residents attended subsequent meetings, they were ultimately unable to commit their time to the hall. The board remains committed to exploring new ways to involve the community.

Operationally, due to unforeseen circumstances, KC Auctions closed on 15 November 2024. Trustees proactively sourced an alternative operator to preserve this income stream. Following a successful meeting with the management committee, Purdys Auctions took over the slot on 7 March 2025.

To minimise operational costs, general maintenance and grass cutting were carried out voluntarily by a trustee alongside three young adults from the community, with the charity covering petrol costs only. Additionally, a local resident restored the children's play horse to a high standard for the cost of materials alone, ensuring it successfully passed its annual safety inspection.

Plans to resurface and extend the car park over the playing field planned for 2025 were put on hold due to unrealistic statutory Biodiversity Net Gain (BNG) requirements. The trustees successfully

retrieved the planning application fee, and all architectural work was generously provided by Borough Councillor Colin Rose on a pro bono basis.

A planning application south of the Hall caused an ongoing boundary dispute that required a significant commitment of trustee time during the first quarter of 2025. Trustees dedicated additional voluntary hours to ensure day to day operations remained entirely unaffected. While we were successful with a LawWorks application for pro bono legal assistance, the time sensitive nature of the dispute required the committee to instruct a paid solicitor while waiting for a pro bono match. A further £372 was spent from charity funds this year to manage the matter (following £3,358.80 incurred in the prior year). To protect the charity's reserves, trustees organised additional fundraising events during the year, successfully recovering these costs.

Separately, a long standing arrangement permitting a local bus service to utilise Trust land for turning when the hall was not in use has been withdrawn. Over time, traffic volume escalated from six to forty vehicles per day with extended operating hours, causing recurring physical damage to the tarmac and drainage systems at the charity's expense. Despite extensive efforts by the committee to liaise with the operators and local authorities, the terms of the original agreement were consistently breached, resulting in vehicles blocking vital building access points and fire exits. The situation deteriorated further with documented incidents of confrontational behaviour from drivers toward volunteers and visitors, creating operational disruptions and safety hazards.

As a non-profit facility relying entirely on hiring revenue to remain viable, the trustees must safeguard the site. Formal notice was issued in July 2025, and the relevant authorities confirmed that buses would cease using the car park from 1st October 2025. Alternate routing remains exclusively under local authority jurisdiction. As the notice has only been partially observed, the charity plans to install a secure entrance to prevent continued trespass. This will safeguard parking facilities essential for hall hire and protect neighbours from anti-social behaviour by other unauthorised users at night.

A Trustee successfully submitted a nomination to the Community Payback scheme to secure assistance with maintaining the perimeter of the playing field. The application was approved, and a formal site visit was conducted during the final quarter of the year. Physical works are scheduled to commence in early 2026.

Fundraising and Capital Projects

To secure essential funds for a new insulated flat roof, the trustees launched a monthly Table Top sale in October 2023. Due to a decline in public and vendor engagement, this specific initiative concluded operations in February 2025. Following this, priority was pivoted toward sourcing external funding; significant grant income has already been secured, and the charity is awaiting outcomes on further applications to cover the remaining capital costs.

Additionally, a Trustee has successfully coordinated dedicated fundraising events since October 2024. Throughout 2025, these events raised an exceptional £8,230.40, fully offsetting all legal fees and providing a vital financial foundation for the upcoming roof project.

Plans for Future Periods (2026)

Capital Projects & Infrastructure Priorities: The Village Hall and playing field continue to operate entirely through voluntary management, with no paid employees. In common with the wider community sector, the charity faces ongoing challenges regarding increased regulatory compliance, rising utility tariffs, and a limited pool of volunteers possessing specialised skill sets.

Insulated Flat Roof Replacement: Replacing the failing side extension flat roof remains our critical safety priority. At the 2025 financial year end, the total project cost stood at £66,131.11, with £34,227.11 already secured. This baseline funding includes £3,227.11 generated from our successful

internal charity events, leaving a temporary funding deficit of £31,904.00. The charity is actively pursuing external grant funding to secure this remaining balance. Existing funders remain supportive of the project timeline.

Site Access & Car Park Security: Remediating the tarmac and drainage damage caused by unauthorised bus traffic in the village hall car park is essential. The trustees will submit a planning application to secure and extend the car park area over the playing field to safely accommodate our event patrons and ensure the long term viability of our youth football club partnership.

Site Improvements & Asset Maintenance: Budgeted works for 2026 include essential tree lopping, minor playground equipment repairs, interior redecorating, new flooring for the toilet, and the purchase of two new cookers for the kitchen. While these collective requirements represent significant capital expenditure, the management committee aims to maintain affordability by aggressively pursuing external grants, sourcing cost effective local suppliers, and encouraging community volunteer assistance wherever possible.

The trustees look forward to building on recent operational turnaround successes throughout the coming year.

Compiled by Yasmin Wallbanks Trustee, approved by the Trustees of Three Holes Village Hall & Playing Field regd. Charity 304483.



12th May 2026

Three Holes Village Hall and Playing Field

Charity No 304483

End of Year Financial Statement for year 2025

Treasurer Y Wallbanks

Income	Description	2025	2025	2024	2023
		Bank Acc	Petty Cash		
	Carried Over	£23,446.96	£90.79	£22,494.00	£21,118.26
Unrestricted					
	Regular Hire				
	Table Tennis	£1,500.00		£1,530.00	£635.00
	Bingo	£4,320.00		£4,230.00	£2,000.00
	Friday Auction	£5,280.00		£5,400.00	£4,623.00
	Short Mat Bowls Club	£1,410.00		£1,580.00	£1,265.00
	Playing Field	£649.95		£0.00	£0.00
	Fund raising				
	160/200 Club	£1,656.00		£180.00	£2,700.00
	180 Club	£356.00		£1,608.00	£0.00
	Table Top Sale	£131.80		£707.15	£550.90
	Christmas Bingo	£0.00		£0.00	£1,470.40
	Spare	£0.00		£0.00	£0.00
	Charity Bingo				
	Hall Hire	£780.00		£60.00	£0.00
	Income	£7,450.40		£623.50	£0.00
	Donation	£0.00		£10.70	£0.00
	Special Events				
	Bill Smith sing-a-long	£0.00		£0.00	£101.70
	Event 2	£0.00		£0.00	£0.00
	Event 3	£0.00		£0.00	£0.00
	Event 4	£0.00		£0.00	£0.00
	Occasional Hall Hire				
	Film Screening	£0.00		£312.00	£780.00
	Hall Hire Only	£930.25		£1,083.00	£685.00
	Hall Hire Only	£0.00		£0.00	£192.00
	Hall Hire Only	£0.00		£0.00	£82.00
	Hall Hire Only	£0.00		£0.00	£0.00
	Table Top	£0.00		£0.00	£56.00
	General				
	General Donation 1	£18.00		£22.00	£128.00
	General Donation 2	£0.00		£0.00	£80.00
	Agrimec	£0.00		£0.00	£500.00
	Kings Coronation	£0.00		£0.00	£153.43
	KIER Car Park Charges	£0.00		£60.00	£0.00
	Playing Field Planning refund	£271.55		£0.00	£0.00
	Other Income	£0.00		£0.00	£0.00
	Jubilee	£0.00		£0.00	£0.00
	Grants				
	BCKLWN	£0.00		£0.00	£0.00
	Spare	£0.00		£0.00	£0.00
Community Services					
	Welle Cinema	£2,634.50		£2,468.51	£2,762.03
	Welle Film Production	£483.30		£0.00	£0.00

Restricted

NFC Jubilee	£0.00	£0.00	£0.00
BCKLWN Jubilee	£0.00	£0.00	£0.00
UPC Jubilee	£0.00	£0.00	£0.00
BCKLWN Sign Post	£150.00	£0.00	£0.00
BCKLWN Cooker Hood	£0.00	£0.00	£300.00
Lottery Fund Heating / Lighting	£11,500.00	£0.00	£0.00
NCF FREE Community Event	£225.00	£0.00	£0.00
BCKLWN FREE Community Event	£100.00	£0.00	£0.00
Total Income	£39,846.75	£0.00	19.874.86
Plus Carried Over	£63,293.71	£90.79	£42,368.86
			£19,064.46
			£40,182.72

Expenditure**Clubs****Description**

Table Tennis Club	£0.00	£0.00	£0.00
Short Mat Bowls Club	£0.00	£0.00	£0.00
Bingo	£0.00	£0.00	£0.00
Friday Auction	£0.00	£135.00	£0.00
160/200 Club	£315.60	£730.00	£1,270.00
180 Club	£648.00	£125.96	£0.00
Table Top Sale	£0.00	£54.89	£184.01
Charity Bingo	£0.00	£0.00	£0.00
Christmas Bingo	£0.00	£0.00	£0.00
Playing Field	£358.93	£0.00	£0.00
Spare	£0.00	£0.00	£157.36

Overheads**General**

Training	£0.00	£0.00	£0.00
Subscriptions	£0.00	£0.00	£0.00
New/Replacement Equipment	£176.97	£64.86	£0.00
General office expenses	£47.91	£0.00	£0.00
Refreshments	£0.00	£0.00	£0.00
Office Equipment Purchase	£181.80	£0.00	£0.00
Petty Cash (19)	£0.00	£0.00	£27.63
Legal Fees	£372.00	£3,358.80	£0.00
Other	£200.00	£30.00	£0.00
Bill Smith sing-a-long	£0.00	£0.00	£0.00
Special Event 2	£0.00	£0.00	£0.00
Special Event 3	£0.00	£0.00	£0.00
Special Event 4	£0.00	£0.00	£0.00

Community Services

Welle Cinema	£1,321.89	£1,538.68	£2,217.75
Welle Film Production	£483.30	£0.00	£170.00
Salaries	£0.00	£0.00	£0.00
Temp Salaries	£0.00	£0.00	£0.00

Utilities

Phone/Broadband	£650.16		£580.20	£520.55
Electricity (EON)	£4,759.75		£5,545.31	£5,065.88
Water	£302.50		£384.98	£479.16

Maintenance

Electrical	£0.00		£0.00	£0.00
Security	£227.40		£227.40	£2,546.17
Cleaning Products	£587.45	£14.00	£770.69	£665.07
Hall Cleaning	£1,355.07		£1,499.84	£1,210.00
Hall Maintenance	£453.08		£277.95	£184.99
Playing Field Maintenance	£271.55		£370.00	£160.77

Regular Payments

Building/Contents(Insurance)	£2,602.80		£2,333.45	£2,111.07
PPL/PRS	£213.52		£209.92	£139.20
Yearly Inspections	£62.22		£91.02	£144.00
Close Premium Fin	£0.00		£0.00	£0.00
Memberships	£0.00		£153.94	£142.00
Small Lottery Licence	£0.00		£20.00	£20.00
Premises Licence	£180.00		£180.00	£70.00

Restricted

NCF Jubilee	£0.00		£0.00	£156.36
BCKLWN Jubilee	£0.00		£0.00	£46.75
UPC Jubilee	£0.00		£0.00	£0.00
BCKLWN Community Grant	£0.00		£0.00	£0.00
BCKLWN Cooker Hood	£0.00		£239.01	£0.00
Lottery Fund Heating / Lighting	£11,500.00		£0.00	£0.00
NCF FREE Community Event	£0.00		£0.00	£0.00
BCKLWN FREE Community Event	£0.00		£0.00	£0.00

Total Overheads	£23,165.50	£14.00	£12,883.71	£13,661.97
Total Expenditure	£27,271.90	£14.00	£18,921.90	£17,688.72

SUMMARY

	2025	2025	2024	2023
Lloyds Bank Account	£36,021.81		£23,446.96	£22,494.00
Shawbrook Bank	£5,113.89		£5,078.44	£5,043.04
Petty Cash	£76.79	£76.79	£90.79	£90.79
Working Balance	£36,098.60		£23,537.75	£22,584.79
Total Funds Available	£41,212.49		£28,616.19	£27,627.83

Total Income including Shawbrook Bank interest £39,882.20

Total Expenditure including Petty Cash £27,285.90

Independent Examiner



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Three Holes Village Hall and Playing Field

**On accounts for the year
ended**

31/12/25

**Charity no
(if any)**

304483

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/25.

**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 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 (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

A.Y. De'ath

Date:

25/2/26

Name:

Amanda Yvonne De'ath

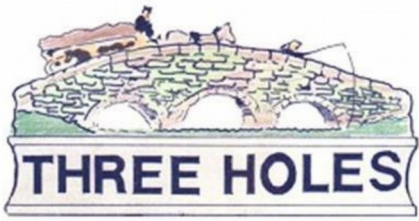
**Relevant professional
qualification(s) or body
(if any):**

RM

THREE HOLES VILLAGE HALL AND PLAYING FIELD

England & Wales - Charity number 304483

Accounts



THREEHOLES VILLAGE HALL & PLAYING FIELD

Charity No. 304483

Main Road, Three Holes, Norfolk, PE14 9JR
www.threeholesvillagehall00.org.uk

Trustee Annual Report - 1 January 2021 - 31 December 2021

Trustee: Susan Lowe, 1 Townsend Road, Upwell, Wisbech, PE14 9HJ (address for correspondence)

Tel: 01945 772824 E-mail: lowecuss@gmail.com

Names of Trustees (as at the end of 2021)

Susan Lowe, Chairman/Elected

Geoffrey Fox-Noble, Treasurer/Elected

Helen Hartley, Secretary/Elected

Anne Higgins, Vice-Chairman/Elected

Ian Higgins, Trustee/Elected

Rowan Fox-Noble, Trustee/Elected

Colin Rose, Trustee/Elected

Mark Hempson, Trustee/Elected

Vik French, Trustee/Appointed

THVH&PF and Covid 19

For the first quarter of 2021 the Three Holes Village Hall & Playing Field facilities were closed or only available for permitted activities due to restrictions imposed by the Government to deal with Covid 19. Also as a consequence, the Annual General Meeting was not held in 2020 and was postponed until July in 2021.

Governance

Three Holes Village Hall & Playing Field (THVH&PF) was formed by the amalgamation in 2009 of two previously independent organisations (Three Holes Village Hall and Three Holes Playing Field).

During the 1939-45 war the villagers of Three Holes organised a committee to raise funds to send gifts to local service personnel connected to the village. After the war this Committee, chaired by Mr Arthur Johnson, decided to carry on fundraising to provide a Village Hall, as there was nowhere for events to take place. With income from the fundraising events and the aid of grants from the Council etc, the Hall was opened in 1952. The land for the Hall was donated to the village by local farmer, Mr Percy Crane.

- Three Holes Village Hall was first registered as a charity in 1963.
- Upwell Parish Council is the custodian trustee of the charity.
- The Charity's Constitution (governing document) was last amended in 2009.

Appointment of Trustees

The Constitution governs the management of the charity and appointment of trustees and states up to 10 elected trustees and 1 trustee representative from each community group listed within the Constitution (currently includes Three Holes Bowls Club, Welle Cinema, Welle Film Productions, Upwell Parish Council/Neighbourhood Plan Steering Group). All trustees whether elected or appointed by organisations entitled to a representative, retire at the end of the Annual General Meeting held annually in April and are either re-elected, re-appointed or replaced. The trustees form the Management Committee of the Village Hall and Playing Field which has the power to co-opt a maximum of 2 additional trustees during the year.

Policies and Procedures

To guide the Management Committee in exercising its duty of care to contractors, volunteers, hirers, and users of the hall the following policy statements have been produced:

- Vulnerable Adults Policy
- Child Protection Policy
- Age Verification Policy
- Equal Opportunities Policy
- Winding-up Policy
- Conflict of Interest Policy
- Trustee Registration and Declaration of Eligibility
- Emergency Action Plan

Hiring Agreements

The function and purpose of the village hall and playing field is primarily to provide a local, safe, appropriate and attractive facility for the use and enjoyment of people in the area of benefit.

Booking forms can be obtained from a committee member or downloaded from the THVH&PF website. The Booking Form sets out the conditions of hire and responsibilities of each party to the agreement. Terms of hire are reviewed annually.

Throughout 2021 hire fees remained as follows - £15 for 1st hour; £10 for 2nd hour (minimum of 2 hours hire); every hour thereafter charged at £10 up to a maximum of £115 per day and specific hire arrangements could be agreed by the committee for regular hirers, community hirers, specific types of event etc. (e.g. children's parties - £30 for 4 hours (includes set-up and take-down time)

Licences

THVH&PF holds an, annually renewable, Premises Licence that permits the performance of plays and live music; the playing of recorded music and the provision of facilities for making music and for dancing. This Licence also covers the provision of alcohol whether it is supplied free-of-charge or sold however the committee reserves the right to request hirers to obtain their own alcohol licence for an event.

Licenses for showing films are obtained on a film-by-film basis through Filmbank or via Creative Arts East (or similar organisations).

The charity holds an indefinite, small society lottery registration for our 160 club.

A combined Performing Right Society (PRS) and Public Performance (PPL) licence that permits the performance of live and recorded music is renewed on an annual basis.

Risk Management and compliance with regulatory obligations

As a Trustee Management Committee we recognise our responsibilities and legal obligations to protect the building and outdoor facilities, their users and contractors through adequate and appropriate insurance, risk assessment and maintenance.

The village hall and playing field is insured by Zurich Insurance in respect of buildings cover (£590,892.13); contents (£26907.21); public liability (£10m); employer's liability (£10m); hirer's liability (£2m); libel & slander (£250K); trustee indemnity (£100k).

Portable electrical appliances are professionally tested each year as are the mains electrical installations (including fire alarm system and security system). Fire-fighting appliances are inspected and certified annually. The children's play equipment/playing field is checked annually by a qualified inspector and regular checks are carried out by a trustee Committee member with RoSPA-accredited certification.

Aims and objectives.

The constitution of THVH&PF states that “The object of the charity is, in the interests of social welfare, to improve the conditions of life for the inhabitants of *the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of

- a village hall for use by the inhabitants, including use for meetings, lectures and classes, and other forms of recreation and leisure-time occupation, and
- a playing field for use by the inhabitants.

**the area of benefit = the Village of Three Holes in the Parish of Upwell in the County of Norfolk and the surrounding area.*

Principal activities in pursuit of our objectives

Outside of Covid lockdown periods, the hall is used on a regular basis by a number of user groups that cover a wide cross section of the population and community organisations. These included: Three Holes Bowls Club, Welle Cinema, THVH&PF Committee, Upwell Parish Council, The Friday Auction, The Saturday Bingo, Little Sunshines Toddler Group. The hall was also used for several other activities including private parties, fund raising events, dance practice and one-off meetings.

Funding and reserves

THVH&PF's total funds available at the beginning of 2021 were £12717.17 and at the end of 2021 were £26563.37.

Income from hall hire during 2021 remained low due to Covid and was £5080.01 but this was an increase on 2020 (£3417.50). Thankfully, Covid Grants received during 2021 totalled £17374 and these ensured THVH&PF remained viable. One other grant was received during 2021 for £500 from BCKLWN towards repainting the hall.

Running costs continued to be the key expenses during 2021, including insurance, electricity, cleaning and playing field maintenance.

The Committee aims to maintain a minimum reserve of three months' running costs. In 2021 running costs averaged approx. £995 per month and therefore remained within the funds available at any time during the year.

Volunteer contribution

As in previous years, THVH&PF did not employ any individuals and, although volunteer activities were not as numerous as usual, the charity depended upon the efforts of its volunteer trustees/committee members and other voluntary helpers for the administration, bookings/hiring, maintenance, marketing, event co-ordination and fundraising. Third party suppliers were hired for specialised work and for around 4 hours per week cleaning (when the hall was open for business).

Achievements and Challenges in 2021

Covid 19 was again a key challenge throughout 2021 as, although lockdown periods were shorter, ongoing Covid restrictions meant hirers felt prohibited from running their usual activities during the first half of the year. As mentioned above, our successful application for Covid grants was the salvation of the charity. Without them the hall and playing field would, quite possibly, had to have closed.

Susan Lowe continued to attend as a member of the steering group for the Upwell Parish Neighbourhood Plan (UPNP) and this was formerly adopted for the parish at a referendum in July 2021. Anne Higgins was elected as an Upwell Parish Councillor in July 2021 but resigned, on a matter of principal, in August 2021 as did Susan Lowe who had been co-opted to UPC in February 2021.

Future plans

As with most village halls and community groups, our village hall and playing field is run totally by volunteers with NO paid employees. These days, running the charity is much more regulated than at any time in the past and is facing the huge challenges of recovery from Covid, a doubling of electricity costs, the need for a replacement flat roof for the side extension, becoming carbon neutral and finding enough volunteers, with the right skills and commitment, to make all this happen and keep things running. If the charity is unable to achieve this then it must ask the residents of Three Holes what is to be done with the property and facilities that the village owns.

Responses have already been received to the letter that was hand-delivered to all residents in the village with lots of suggestions of events that could take place and the need for advertising and marketing the facilities. This interest is very, very welcome but nothing can go ahead without more volunteers. A few people have also offered their time as volunteers and ways they can help maintain the facilities and this is encouraging.

Planning for a new housing development next door to the village hall has been going on for several years and this has always been supported by THVH&PF committees as a much needed way to re-vitalise and bring new people and ideas to the village. Upwell Parish Council is aware of the difficulties faced in Three Holes - and other parts of the parish - which include dangers from vehicles speeding through the village on unsuitable rural roads, a disappearance of services (shops, pubs, post office, church etc) and limited pavements and footpaths. The Upwell Parish Neighbourhood Plan, which outlines ways to address some of these issues, was elected by public vote last summer and we are hopeful that its implementation will work to achieve solutions for this

charity and Three Holes residents. As always, the THVH&PF Trustee Committee must fulfil its responsibilities to the charity and the community it serves and adhere to Government and The Charity Commission requirements.

It is hoped that this AGM will kick-start and revitalise the community spirit that worked so hard to set up facilities for the village of Three Holes during and just after World War 2.

Compiled by Susan Lowe, Chairman, Three Holes Village Hall & Playing Field. April 2022

Three Holes Village Hall and Playing Field

Charity No 304483

End of Year Financial Statement for year 2021

Treasurer G Fox-Noble MIET

	Descripti on	2021	2020	2019
Income				
	Carried Over	£10,134. 11	£7,091.5 1	£6,219.67
Unrestricted				
Regular Hire				
	Friday Auction	£1,520.0 0	£960.00	£3,840.00
	Bingo	£1,360.0 1	£840.00	£3,370.00
	Short Mat Bowls Club	£670.00	£750.00	£3,020.00
	Private Hire (Dance)	£0.00	£302.50	£1,217.50
	Little Sunshines	£260.00	£0.00	£0.00

Fund raising	160 Club	£1,908.00		£1,704.00
	Tool Fair	£0.00	£0.00	£395.90
	Christmas Bingo	£0.00	£0.00	£848.05
Hall Hire		£1,075.00		
	General	0	£400.00	£962.82
General	Film Screening	£195.00	£165.00	£605.00
	Donations	£158.67	£0.00	£368.48
	Covid 19 Grants	£17,374.00	£11,334.00	
	Transfer from Nationwide	£2,438.24		
Community Services				
	Welle Cinema	£755.04	£691.05	£3,587.61
Restricted				
	Norfolk Armed Forces Covenant	£0.00	£425.00	£0.00
	BCKLWN	£0.00	£100.00	£0.00
	Norfolk County Council	£0.00	£827.00	£0.00
	Norfolk County Council	£500.00	£0.00	£0.00
Total Income		£28,213.96	£23,892.06	£27,165.34
Expenditure	Descripti on			
	Clubs		2020	2019
	Short Mat Bowls Club	£0.00	£0.00	£0.00
	Bingo	£0.00	£0.00	£0.00
	Friday Auction	£0.00	£0.00	£0.00

Overheads	Private Hire	£0.00	£0.00	£0.00
	Little Sunshines	£0.00	£0.00	£0.00
	160 Club	£454.39	£150.00	£1,150.00
	Christmas club	£0.00	£0.00	£0.00
	Utilities			
	Phone/Broadband	£448.86	£561.56	£723.36
	Electricity supply	£1,031.85	£2,142.24	£4,562.00
	Water	£462.74	£549.74	£182.37
	Maintenan ce			
	Electrical	£227.18	£913.41	£130.37
	Security	£96.00	£216.00	£337.02
	Cleaning Products	£301.98	£149.05	£519.23
	Hall Cleaning	£672.50	£1,235.00	£2,200.00
	Hall Maintenance	£851.03	£660.00	£364.39
	Playing Field general	£2,284.66	£1,452.06	£408.00
	Regular Payments			
	Building/Contents(Insuranc e)	£2,174.21	£1,740.24	£2,143.36
General	PRS	£263.41	£0.00	£351.04
	Yearly Inspections	£122.82	£45.42	£175.00
	Acre Loan	£0.00	£0.00	£2,119.88
	Close Premium Fin	£0.00	£0.00	£0.00
	Memberships	£0.00	£50.00	£112.00
	Small Lottery Licence	£0.00	£40.00	£0.00
	Premises Licence	£140.00	£0.00	£70.00
	Training	£0.00	£0.00	£0.00
	Subscriptions	£144.19	£0.00	£30.00

	New/Replacement Equipment	£315.73	£269.00	£602.48
	General office expenses	£0.00	£161.19	£0.00
	Refreshments	£0.00		£0.00
	Office Equipment Purchase	£0.00	£206.00	£0.00
	Petty Cash (19)	£0.00	£250.00	£340.00
		£5,304.00		
	Other	0	£0.00	£0.00
Community Services				
	Welle Cinema	£628.62	£486.60	£2,590.94
	Welle Film Production	£0.00	£0.00	£620.16
Restricted				
	Norfolk Armed Forces Covenant	£378.43	£0.00	£0.00
	BCKLWN	£0.00	£0.00	£0.00
			£2,480.00	£0.00
	Norfolk County Council	£500.00	0	
	Norfolk County Council	£0.00	£0.00	£0.00
	Total Overheads	£9,955.67	£12,234.70	£14,398.02
	Total Expenditure	£16,802.60	£13,757.95	20,067.83

SUMMARY

	2021	2020	2019
Lloyds Bank Account	£21,480.47	£10,134.11	£7,097.51
Nationwide Account	£0.00	£2,435.97	£2,435.97

Shawbrook Bank			£5,000.00	£0.00	£0.00
Petty Cash			£82.90	£147.09	£37.58
Working Balance			£21,563.37	£10,281.20	£7,135.09
Total Funds Available			£26,563.37	£12,717.17	£9,571.06

Welle Cinema

Door		£370.50	£301.09	£1,609.00
Raffle		£135.00	£96.00	£562.00
Refreshments		£264.42	£293.96	£1,442.61
Income	Total	£755.04	£691.05	£3,587.61
Expenses	Total	£628.62	£486.60	£2,590.94
Profit		£126.42	£204.45	£996.67

Playing Field

(Paid from petty cash)	Play area/hall	Grass Cutting	£490.00	£600.00	£90.00
		Inspection	£120.00	£0.00	£120.00
		Maintenance	£834.50	£0.00	£0.00
	Grass Cutting	Field Total	£790.12 £2,234.6	£852.06 £1,452.0	£288.00 £498.00

----- Forwarded message -----

From: **Allan and Alex Gullon** <allanalex@live.co.uk>

Date: Sun, Oct 30, 2022 at 4:18 PM

Subject: Three Holes Village Hall - Audit

To: Susan Lowe <lowecuss@gmail.com>

Cc: Geoffrey Fox-Noble <king-of-clubs@sky.com>

Dear Sue

I have examined the Accounts for the Three Holes Village Hall for the year ending 31st December 2021 and have found them to be correct and in order.

Mr Allan Gullon

Sylvia House, Thurlands Drove

Upwell

Wisbech

PE14 9AP