

# BISHOP SUTTON VILLAGE HALL

England & Wales · Charity number 304644

## Details

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Other names	STOWEY AND BISHOP SUTTON VILLAGE HALL, BISHOP SUTTON & STOWEY VILLAGE HALL
Status	Registered
Legal form	Trust
Registered	1963-04-18
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Greenbanks Sutton Yard Sutton Hill Road Bishop Sutton Bristol BS39 5UR
Phone	07788758989
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Website	<a href="http://www.bishopsuttonvillagehall.com">www.bishopsuttonvillagehall.com</a>

## Activities

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**Objects:** VILLAGE HALL

**Activities:** To provide a Village Hall with first class facilities for use by the Community.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF STOWEY-SUTTON AND PARISH OF BISHOP SUTTON.
- Bath And North East Somerset

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£34,186	£55,710	-	-
2024-12-31	£70,569	£65,841	-	-
2023-12-31	£20,666	£14,336	-	-
2022-12-31	£18,118	£15,463	-	-
2021-12-31	£5,708	£6,823	-	-
2020-12-31	£6,887	£24,663	-	-

## Trustees

Name	Role	Appointed
Aniko Heredi		2026-04-22
DEREK MALTBY		2023-02-21
David Shepherd		2022-03-01
Gosia Komorohsko		2026-04-22
Janet Mary Bagot		2026-04-22
Lisa Vowles		2026-04-22
PATRICIA FRENCH		2014-08-01
Rachael Abbott		2026-04-22

**BISHOP SUTTON VILLAGE HALL**

England & Wales - Charity number 304644

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# Accounts

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# Bishop Sutton and Stowey Village Hall - Treasurer's Annual Report

Fiscal Year 2025 – AGM 18<sup>th</sup> February 2026

## Introduction

The Treasurer's Annual Report provides a comprehensive overview of the financial condition and activities of the Bishop Sutton Village Hall for the fiscal year January to December 2025.

This report includes a detailed analysis of revenue, grants, expenses, assets, liabilities, and overall financial performance. It aims to offer transparency and accountability to our committee and interested parties and provides insights for future financial planning.

## Financial Overview

### Revenue Summary

The village hall committee generated a total income of £34,636 for the fiscal year 2025. An additional £2,000 grant was received from National Grid (although the total grant was for £3,000 in 2024 we carried forward £2,000 for the warm space to the 2025 fiscal year). Revenue streams included regular and 'One-off' hire and grants. Below is a breakdown of the major income categories:

- Regular Hiring: £20,640
- 'One-off' Hiring: £5,245
- Miscellaneous: £2,104
- Storage: £383
- Grants: £2,000
- Deposits: £3,900

### Operating Expenditure

Total expenditure for the fiscal year amounted to £25,523 with additional refurbishment and improvements of £29,882. The breakdown of headline costs is as follows:

- Cleaner: £2,672
- Administrator: £1,849
- Electricity: £1,437
- Gas: £1,987
- Deposits returned: £3,162

### Refurbishment and Improvements

- Electrical Improvements: £3,091
- Replacement defribulator: £1,319
- New gas boiler: £7,831
- Kitchen roller shutters: £2,112
- Painting inside: £5,595
- Painting outside: £3,070
- Building works: £6,865
- **Total: £29,882**

## Net Income

The net income for the 12-month fiscal year 2025 was £36,637 compared with £71,455 for the year 2024 (where there were £38,450 of grants), reflecting a negative financial performance which had been planned by the committee. The closing balance of the bank accounts on 31<sup>st</sup> December 2025 was £8,977 compared with £30,501 for 2024)

## Treasurer

The chairman Derek Maltby is acting as the treasurer assisted by a paid administrator, Holly Gay who deals with the day to day finance matters and invoicing.

For some reason, we are unable to balance the books and there appears to be £2,755.30 unaccounted for. We believe this is a clerical error but are unable to trace the cause. Double entry bookkeeping or accounting software may be the only way to prevent the reoccurrence of such problems which wastes an inordinate amount of time investigating where the fault lies.

## Utility Costs

With the benefit of the solar panels we purchased less electricity from the grid and in fact sell them our excess power generated. With the revised contracts from our utility providers coupled with the solar panel benefits, we have saved £4,000 on costs for 2025 compared with the previous year (£3,425 compared with £7,415; -107%).

## Future Outlook

Looking ahead, the committee aims to rebuild our financial reserves now we have dealt with the majority of the upkeep and maintenance of the premises. Our strategic priorities for the upcoming year include:

- Continue to identify and successfully apply for government and private sector grants to maintain and enhance the premises and increase its use
- Cost Efficiency: Continue to identify and implement cost-saving measures to improve financial efficiency
- Program Expansion: Offer for hire the vacant periods of the facilities to maximise the use of the building
- Investment in Technology: Make use of technology to enhance operational efficiency and program delivery
- Strengthening Reserve Funds: Build a large financial buffer to replace the funds recently spent on building maintenance

## Conclusion

The fiscal year 2025 was marked by significant expenditure; most of this was planned but items such as the boiler failure over the Christmas 24/25 period of nearly £8,000 was unexpected. We were not very successful where we applied various grants with the exception of the Co-op. The Treasurer's Annual Report reflects the committee's commitment to transparency, accountability and prudent financial stewardship. The committee remain committed to achieving, improving and creating a sustainable financial future for the village hall for the next generation.

**BISHOP SUTTON STOWEY VILLAGE HALL**

**INCOME AND EXPENDITURE**

% Diff	DIFF ON PREV YEAR	2025		2024 (13 month period)
<b>OPERATING INCOME</b>				
-3.39	£ (686)	£ 19,547	Regular Hiring	£ 20,233
-12.51	£ (860)	£ 6,012	One off Hiring	£ 6,872
	£ 2,124	£ 2,124	Miscellaneous	£ -
0.00	£ -	£ 37	Storage	£ 37
5.13	£ 200	£ 4,100	Deposits	£ 3,900
<b>2.51</b>	<b>£ 778</b>	<b>£ 31,820</b>	<b>TOTAL INCOME FROM HIRES</b>	<b>£ 31,042</b>
<b>GRANTS</b>				
	£ (2,100)	£ -	Quartet Community Grant	£ 2,100
	£ (35,350)	£ -	WECA Grant	£ 35,350
	£ (1,000)	£ -	National Grid Grant*	£ 1,000
	<b>£ (38,450)</b>	<b>£ -</b>	<b>TOTAL INCOME FROM GRANTS</b>	<b>£ 38,450</b>
<b>OPERATING EXPENDITURE</b>				
2.44	£ 70	£ 2,917	Caretaker/Cleaner	£ 2,847
349.50	£ 1,564	£ 2,012	Administrator	£ 448
-59.31	£ (2,566)	£ 1,760	Gas	£ 4,326
-53.47	£ (1,652)	£ 1,437	Electricity	£ 3,089
10.68	£ 133	£ 1,378	Water/Sewerage	£ 1,245
16.33	£ 205	£ 1,457	Insurance	£ 1,253
12.64	£ 45	£ 400	Cleaning materials	£ 355
-100.00	£ (13)	£ -	Postage	£ 13
-57.31	£ (253)	£ 188	Performing rights	£ 441
0.00	£ -	£ 70	Alcohol Licence	£ 70
177.05	£ 1,215	£ 1,901	Fire Alarm Service	£ 686
6.72	£ 21	£ 338	Fire Extingisher Service	£ 316
42.41	£ 119	£ 398	Plumbing	£ 280
-100.00	£ (174)	£ -	Boiler maintenance	£ 174
666.84	£ 1,056	£ 1,215	Internet/web page	£ 158
	£ 2	£ 2	Telephone/Broadband	£ -
43.04	£ 432	£ 1,436	Warm Space expenditure	£ 1,004
24.69	£ 40	£ 200	Christmas tree for village - contribution	£ 160
123.64	£ 2,291	£ 4,144	Miscellaneous	£ 1,853
41.79	£ 1,102	£ 3,738	Deposits Returned	£ 2,636
	<b>£ 3,636</b>	<b>£ 24,990</b>	<b>TOTAL OPERATING EXPENDITURE</b>	<b>£ 21,354</b>
<b>-25.92</b>	<b>£ (2,389)</b>	<b>£ 6,830</b>	<b>NET OPERATING PROFIT</b>	<b>£ 9,219</b>
<b>REFURBISHMENT &amp; IMPROVEMENTS</b>				
			Hot water urn	£ 620
			Hall Wi-Fi Mesh	£ 617
			Hive central heating controls	£ 1,416
			Solar Panels	£ 29,750
			CCTV Upgrade	£ 1,973
			Refurbishment of hall floor	£ 4,042
		£ 3,091	Electrical improvements	£ 5,638
		£ 1,319	Defibrillator	£ -
		£ 8,668	New gas boiler	£ -
		£ 2,112	Kitchen roller shutters	£ -
		£ 5,595	Painting inside	£ -
		£ 3,070	Painting outside	£ -
		£ 6,865	Building works	£ -
	<b>£ 13,336</b>	<b>£ 30,720</b>	<b>TOTAL</b>	<b>£ 44,055</b>
<b>-561.11</b>	<b>£ (20,276)</b>	<b>£ (23,890)</b>	<b>NET RECEIPTS AFTER EXPENDITURE</b>	<b>£ 3,614</b>
<b>OTHER RECEIPTS PAYMENTS</b>				
214.25	£ 1,534	£ 2,250	Donations	£ 716
-70.93	£ (283)	£ 116	Bank interest (Capital savings acct)	£ 398
<b>112.31</b>	<b>£ 1,252</b>	<b>£ 2,366</b>	<b>NET OTHER RECEIPTS/PAYMENTS</b>	<b>£ 1,114</b>
<b>-355.25</b>	<b>£ (16,796)</b>	<b>£ (21,524)</b>	<b>TOTAL INCOME AFTER EXPENDITURE</b>	<b>£ 4,728</b>
23.00	£ 5,703	£ 30,501	Balance b/f from previous year	£ 24,798
-355.25	£ (16,796)	£ (21,524)	Total Net Receipts Payments	£ 4,728
<b>-69.60</b>	<b>£ (20,549)</b>	<b>£ 8,977</b>	<b>CLOSING BALANCE 31st December</b>	<b>£ 29,525</b>
-30.21	£ 382	£ 882	Business Current Account	£ 1,263
-72.31	£ 21,143	£ 8,095	Business Reserve Account	£ 29,238
<b>-70.57</b>	<b>£ (21,524)</b>	<b>£ 8,977</b>	<b>TOTAL</b>	<b>£ 30,501</b>

## Independent Examiner's Report to the Trustees of Bishop Sutton Village Hall Trust

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2025.

### Responsibilities and basis of report

As the charity trustees 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 charity'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. the accounting records were not kept in respect of the charity 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:



Duane Shield FCCA CTA

Date: 26.5.2026

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**BISHOP SUTTON VILLAGE HALL**

England & Wales - Charity number 304644

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# Accounts

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## Strategic Initiatives/Achievements

Throughout the year, we have focused on several strategic improvement initiatives aimed at driving down utility costs and reducing our environmental CO2 footprint and promoting social responsibility.. These initiatives include:

- **Improvements:**
  - The **Wi-Fi to extend** its wireless reach from the bar was installed, where the router now serves all parts of the building with 3x Mesh extension devices
  - The West of England Combined Authority (WECA) granted us 100% funding for **48 solar panels and storage batteries**; these panels are more than needed for self-sufficiency. We are selling energy back to the grid. Currently this stands at an income of £828.00 (if EDF had accepted our Feed In Tariff application last September). The installation was completed in August 2024 so we are now seeing the benefits of reduced electricity bills.
  - The installation of the solar panels has resulted in a CO2 reduction of 7,478.3 kgs so far!
  - The WECA grant also enabled us to **change lights and fittings** in all rooms to become brighter whilst more energy efficient. Automatic sensor switches were installed in the toilets and corridors to turn lights off after a prescribed period.
  - We agreed with the parish council that we would share the existing **video surveillance system** installed around the building and the recreation field and contribute to the capital and running costs to enable us to manage the hall and to view live and historic images remotely.
  - The wooden **main hall floor** was in need of treatment. We took the opportunity to engage with specialists to sand the floor, revarnish it and paint suitable floor markings.

## Use of the Facilities/Charges

Prior to becoming chairman most correspondence and finance was conducted using printed paper invoices, etc. Now we have on-line banking, management of the accounts is more streamlined. Some of you will know, spreadsheets have become a by-word of the way I conduct business and manage finances. This also extends to managing the bookings to enable closer monitoring to maximise the use of the facilities. The figures below for previous years for comparison purposes, are not easily available without trolling old records. With the spreadsheet system now employed, we are able to monitor and gauge the hiring of the facilities and compare their use, year on year hereafter.

The table below sets out the income and hours of use of the hall each month during 2024. Assuming potential use of the hall 12 hours per day, for seven days per week, equates to 84 hours per week or 336 hours per month (based on a four week month). We have used

these figures to gauge the use by percentage of availability each month to demonstrate the potential for greater use. We are currently achieving an average of 38% occupancy.

Month	Hours of VH use during 2024	Income from hire 2024	% of use against 336 hrs pm
Jan	129.25	£ 1,917.00	38.47%
Feb	134.5	£ 2,020.50	40.03%
March	131	£ 1,793.00	38.99%
April	121.25	£ 1,627.00	36.09%
May	156.25	£ 2,380.75	46.50%
June	118.5	£ 1,569.00	35.27%
July	84	£ 1,351.00	25.00%
Aug	50	£ 672.00	14.88%
Sep	103	£ 1,529.00	30.65%
Oct	173.75	£ 2,069.50	51.71%
Nov	167.25	£ 2,633.75	49.78%
Dec	149.75	£ 1,429.00	44.57%
	<b>1518.5</b>	<b>£ 20,991.50</b>	<b>37.66%</b>

We reviewed our charges for all users both regular and ‘one-off’ hirers. Most regular hire charges were increased by £1.00 per hour (they were typically £12 or £16 previously). The special rate for villagers and outsiders was discontinued and one charge for all users adopted.

Formal charges for storage of items in the premises were implemented with the majority of £0.10 per day, for 12 months payable in advance (£36.50 p.a.).

Charites were recognised at a special rate per hour (many previously failed to inform us they were registered charities when they booked the facilities); the booking form has now been adapted to notify us of any charity status.

A hire charge of £20 has been introduced for the inclusion of use of the stage (separate from booking the main hall) which was often overlooked and taken for granted by those hiring).

With the benefit of the solar panels which means we need to purchase less electricity from the grid; we have also negotiated new contracts with our gas and electricity supplier which should provide us with annual savings of £3,000 p.a. during 2025, fixed for three years.

We do not anticipate increasing hire fees for users for a number of years as we now have the addition of solar energy (and an income from the National Grid/EDF – eventually), lower energy contracts, etc. We believe the current charges are now appropriate for the benefit received.

Our commitment to operational excellence is resolute. We have streamlined processes, implemented best practices and used spreadsheets and monitoring to drive efficiency

and effectiveness across the spectrum of amenities we provide. These efforts are resulting in improved service delivery, customer satisfaction and overall performance.

## Changes of Trustees/Committee Members/Staff

Our committee members and trustees are the backbone of our achievements giving all their time voluntarily for the benefit of the community. I am grateful for their wholehearted support over the past year whilst I am still learning the ropes of the responsibility of the role. I am proud of our diverse and dedicated team, whose commitment and hard work have been instrumental in achieving our ambitions.

This year, we have taken on a paid role of an administrator to manage the increasing administration and invoicing tasks associated with the successful running of the village hall. The chairman had been acting as treasurer as well since January 2024 and although the position of treasurer was frequently advertised for a volunteer to come forward to help, none did and the committee decided to alleviate the workload of administrative tasks, we would pay for the role to assist as we become more successful.

It is intended that Holly Gay, who has settled well into the task, will develop this supporting role guided by the committee to also increase our social media profile and improve the hall's web page gaining followers and developing the web page to eventually enable users to make bookings and payments via the online presence which may drive up more use of the spare capacity the hall can still offer.

Andrew Tromans the maintenance manager who has been a trustee for the past two years stood down from the role during December. We thank him for his commitment during this time.

The other paid role is that of the cleaner who is engaged on a self-employed basis for 4 hours per week, which can be increased as demands of the use of the facilities require. With a consistent level of conscientiousness, Geraldine takes a pride in her work which is demonstrated by the many compliments received about the cleanliness of the amenities.

## Community Engagement

We are genuinely committed to the community we serve and want to develop more opportunities for those living within the village to engage with us to utilise our assets more productively rather than the premises left sitting cold and idle. To this end, this winter, we have obtained a £3,000 grant from the National Grid to provide a 'Warm Space' for the elderly and vulnerable people to make use of the vacant facilities of the lounge to have a natter, play games, socialise and receive refreshments such as soup, sausage rolls, sandwiches, pizzas, etc, free of charge, served to them by volunteers from the village. I would like to pay my grateful thanks to the supervisors who cheerfully provide this service for the benefit of others; Geraldine, Carol and Shep.

The downside to this initiative was within it starting at the beginning of December, the 12-year old gas boiler broke down and became irreparable over the coldest part of the year and Christmas. The visitors stayed warm with fan heaters we bought with the grant so we were able to continue to provide the warm space service.

We are looking to expand our community engagement efforts through various initiatives, including the creation of the training facility in the Taylor Room. We are yet to have a booking for this wonderful space and would encourage you all to promote it through your contacts.

During December 2023 we came to an arrangement with the Department of Justice H M Prison and Probation Service to engage with those serving their punishment by carrying our community work. The village hall hosts these sessions with up to 8 community payback workers with one or two supervisors each week. In conjunction with the parish council who own the recreation ground and car park, these individuals are tasked with cleaning up the area and making it a 'cared-for' environment. The Recreation Ground is much improved, with the weeds removed from paths and the grass edges much sharper. A marked difference can be seen from this regular management.

Sadly, more graffiti has been sprayed onto the side wall of the hall, which is how the initiative started with the community payback team, to remove the graffiti on that same wall in 2023!

We have located many of the previous paper records for this hall and the previous building including notes from committee meetings. These are now all housed in one place in the Taylor Room and it is our intention to sort the records out to make them available to those with an interest in the history of Bishop Sutton. Colin and Sue Emmett have started studying these records to inform us of the significant occurrences which may be of interest over the past 100 years!

For those of you who don't know, the significant dates relating to the village hall are: -

- 1922 – old hall built
- 13<sup>th</sup> August 1927 – Trust Deed for village hall
- May 1995 – hall demolished
- 26<sup>th</sup> September 1996 – first function held in current village hall
- 10<sup>th</sup> May 1997 – official opening of the new village hall

We are considering marking of some of the milestones with a social event to be held at the hall, inviting those still with us who have contributed to the life of this building as volunteers on the committee to get the hall built, to be the guests of honour. We can discuss this later.

Our objective is to continue to make a positive impact and contribute to the well-being of our communities.

## Future Outlook

Looking ahead, we are optimistic about the future and confident in our planned direction. Our focus will be to provide sustainable unparalleled facilities for users of the building and to encourage greater use by the community for this to become the 'go-to' hub for all villagers. We will endeavour to build on our funds and attempt to leverage grants, when available for capital works for the continued improvement of our wonderful asset, the Bishop Sutton Village Hall.

Although some of the below will be covered in next years' annual report, it is important to mention some of the expenditure already made this year, early in 2025 or intended to be spent to improve and maintain the building.

- New gas boiler and top up pump installed – January - £8,000
- Obsolete side door blocked up – January - £436
- New kitchen electric shutter – January - £2,112
- Painting inside rooms and corridors – March £2,500
- Painting the external woodwork – June - £3,100
- Replacing damaged window sills – June - £1,600
- Creation of a village hall logo – March - £500
- Creating a store room by knocking shower rooms together - £3,646
- Web page and bookings on line – Ongoing - ??
- Sort out electrics – Ongoing - £??

## Conclusion

Finally I would like to express my gratitude to our trustees, committee members and those providing a paid service to manage the village hall and to the users who avail themselves of our amenities, for their unwavering support and trust. Together, we have continued to develop the services we offer and intend to continue to strive to improve these facilities. I am confident we have a strong foundation of funds and a maintained building and are well-positioned for continued success in the years to come.

Thank you.

**Derek Maltby**  
**Chair of the Committee**

**BISHOP SUTTON VILLAGE HALL**

**INCOME AND EXPENDITURE**

% Diff	DIFF ON PREV YEAR - 12 months	Equivalent of a 12 month period
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11.91	£ 1,987.85	£ 18,676.85
89.02	£ 2,987.38	£ 6,343.38
	£ 3,600.00	£ 3,600.00
<b>42.78</b>	<b>£ 8,575.23</b>	<b>£ 28,620.23</b>

\* - Grant for £3,000; £2,000 C/F to 2025 finances

38.39	£ 729	£ 2,628
	£ 413	£ 413
50.46	£ 1,339	£ 3,993
45.93	£ 898	£ 2,852
133.60	£ 657	£ 1,149
-3.65	£ (44)	£ 1,156
-21.33	£ (89)	£ 328
-93.77	£ (176)	£ 12
-100.00	£ (57)	£ -
5.72	£ 22	£ 407
-7.69	£ (5)	£ 65
-60.80	£ (2,455)	£ 1,582
-27.65	£ (61)	£ 161
580.07	£ 125	£ 146
-100.00	£ (96)	£ -
	£ 926	£ 926
	£ 148	£ 148
157.21	£ 1,045	£ 1,710
40.07	£ 5,753	£ 20,110
<b>49.63</b>	<b>£ 2,822</b>	<b>£ 8,510</b>

% Diff	DIFF ON PREV YEAR	2024 (13-month year)	N.B. These accounts are for 13 months to bring the financial year into line	2023
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**OPERATING INCOME**

21.24	£ 3,544	£ 20,233	Regular Hiring	£ 16,689
104.77	£ 3,516	£ 6,872	One off Hiring	£ 3,356
100.00	£ 3,900	£ 3,900	Deposits	£ -
<b>54.68</b>	<b>£ 10,960</b>	<b>£ 31,005</b>	<b>TOTAL INCOME FROM HIRES</b>	<b>£ 20,045</b>

**GRANTS**

	£ 2,100	£ 2,100	Quartet Community Grant	£ -
	£ 35,350	£ 35,350	WECA Grant	£ -
	£ 1,000	£ 1,000	National Grid Grant*	£ -
	<b>£ 38,450</b>	<b>£ 38,450</b>	<b>TOTAL INCOME FROM GRANTS</b>	<b>£ -</b>

**OPERATING EXPENDITURE**

49.92	£ 948	£ 2,847	Caretaker/Cleaner	£ 1,899
	£ 448	£ 448	Administrator	£ -
63.00	£ 1,672	£ 4,326	Gas	£ 2,654
58.10	£ 1,135	£ 3,089	Electricity	£ 1,954
153.07	£ 753	£ 1,245	Water/Sewerage	£ 492
4.38	£ 53	£ 1,253	Insurance	£ 1,200
-14.77	£ (62)	£ 355	Cleaning materials	£ 417
-93.25	£ (175)	£ 13	Administration	£ 188
-100.00	£ (57)	£ -	Parish magazine	£ 57
14.54	£ 56	£ 441	Performing rights	£ 385
0.00	£ -	£ 70	Alcohol Licence	£ 70
-57.53	£ (2,323)	£ 1,714	Maintenance	£ 4,037
-21.62	£ (48)	£ 174	Boiler maintenance	£ 222
636.74	£ 137	£ 158	Internet/web page	£ 22
-100.00	£ (96)	£ -	Telephone/Broadband	£ 96
	£ 1,004	£ 1,004	Warm Space expenditure	£ -
	£ 160	£ 160	Christmas tree for village - contribution	£ -
178.65	£ 1,188	£ 1,853	Miscellaneous	£ 665
		£ 2,636	Deposits Returned	£ -
51.74	<b>£ 7,429</b>	<b>£ 21,786</b>	<b>TOTAL OPERATING EXPENDITURE</b>	<b>£ 14,358</b>

<b>62.09</b>	<b>£ 3,532</b>	<b>£ 9,219</b>	<b>NET OPERATING PROFIT</b>	<b>£ 5,688</b>
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**REFURBISHMENT & IMPROVEMENTS**

		£ 620	Hot water urn	
		£ 617	Hall Wi-Fi Mesh	
		£ 1,416	Hive central heating controls	
		£ 5,638	Electrical improvements	
		£ 29,750	Solar Panels	
		£ 1,973	CCTV Upgrade	
		£ 4,042	Refurbishment of hall floor	£ -
		£ -	Hall floor/carpet cleaning	£ 1,272
3363.48	<b>£ 42,783</b>	<b>£ 44,055</b>	<b>TOTAL</b>	<b>£ 1,272</b>

-18.16	£ (802)	£ 3,614	<b>NET RECEIPTS AFTER EXPENDITURE</b>	<b>£ 4,416</b>
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**OTHER RECEIPTS PAYMENTS**

62.73	£ 276	£ 716	Donations	£ 440
120.04	£ 217	£ 398	Bank interest (Capital savings acct)	£ 181
79.43	<b>£ 493</b>	<b>£ 1,114</b>	<b>NET OTHER RECEIPTS/PAYMENTS</b>	<b>£ 621</b>

<b>-6.13</b>	<b>£ (309)</b>	<b>£ 4,728</b>	<b>TOTAL INCOME AFTER EXPENDITURE</b>	<b>£ 5,037</b>
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25.77	£ 5,081	£ 24,798	Balance b/f from previous year	£ 19,717
-6.52	£ (330)	£ 4,728	Total Net Receipts Payments	£ 5,058

<b>19.18</b>	<b>£ 4,751</b>	<b>£ 29,525</b>	<b>CLOSING BALANCE 31st December</b>	<b>£ 24,775</b>
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-56.96	£ (1,672)	£ 1,263	Business Current Account	£ 2,935
33.73	£ 7,375	£ 29,238	Business Reserve Account	£ 21,863

<b>23.00</b>	<b>£ 5,703</b>	<b>£ 30,501</b>	<b>TOTAL</b>	<b>£ 24,798</b>
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## Strategic Initiatives/Achievements

Throughout the year, we have focused on several strategic improvement initiatives aimed at driving down utility costs and reducing our environmental CO2 footprint and promoting social responsibility.. These initiatives include:

- **Improvements:**
  - The **Wi-Fi to extend** its wireless reach from the bar was installed, where the router now serves all parts of the building with 3x Mesh extension devices
  - The West of England Combined Authority (WECA) granted us 100% funding for **48 solar panels and storage batteries**; these panels are more than needed for self-sufficiency. We are selling energy back to the grid. Currently this stands at an income of £828.00 (if EDF had accepted our Feed In Tariff application last September). The installation was completed in August 2024 so we are now seeing the benefits of reduced electricity bills.
  - The installation of the solar panels has resulted in a CO2 reduction of 7,478.3 kgs so far!
  - The WECA grant also enabled us to **change lights and fittings** in all rooms to become brighter whilst more energy efficient. Automatic sensor switches were installed in the toilets and corridors to turn lights off after a prescribed period.
  - We agreed with the parish council that we would share the existing **video surveillance system** installed around the building and the recreation field and contribute to the capital and running costs to enable us to manage the hall and to view live and historic images remotely.
  - The wooden **main hall floor** was in need of treatment. We took the opportunity to engage with specialists to sand the floor, revarnish it and paint suitable floor markings.

## Use of the Facilities/Charges

Prior to becoming chairman most correspondence and finance was conducted using printed paper invoices, etc. Now we have on-line banking, management of the accounts is more streamlined. Some of you will know, spreadsheets have become a by-word of the way I conduct business and manage finances. This also extends to managing the bookings to enable closer monitoring to maximise the use of the facilities. The figures below for previous years for comparison purposes, are not easily available without trolling old records. With the spreadsheet system now employed, we are able to monitor and gauge the hiring of the facilities and compare their use, year on year hereafter.

The table below sets out the income and hours of use of the hall each month during 2024. Assuming potential use of the hall 12 hours per day, for seven days per week, equates to 84 hours per week or 336 hours per month (based on a four week month). We have used

these figures to gauge the use by percentage of availability each month to demonstrate the potential for greater use. We are currently achieving an average of 38% occupancy.

Month	Hours of VH use during 2024	Income from hire 2024	% of use against 336 hrs pm
Jan	129.25	£ 1,917.00	38.47%
Feb	134.5	£ 2,020.50	40.03%
March	131	£ 1,793.00	38.99%
April	121.25	£ 1,627.00	36.09%
May	156.25	£ 2,380.75	46.50%
June	118.5	£ 1,569.00	35.27%
July	84	£ 1,351.00	25.00%
Aug	50	£ 672.00	14.88%
Sep	103	£ 1,529.00	30.65%
Oct	173.75	£ 2,069.50	51.71%
Nov	167.25	£ 2,633.75	49.78%
Dec	149.75	£ 1,429.00	44.57%
	<b>1518.5</b>	<b>£ 20,991.50</b>	<b>37.66%</b>

We reviewed our charges for all users both regular and ‘one-off’ hirers. Most regular hire charges were increased by £1.00 per hour (they were typically £12 or £16 previously). The special rate for villagers and outsiders was discontinued and one charge for all users adopted.

Formal charges for storage of items in the premises were implemented with the majority of £0.10 per day, for 12 months payable in advance (£36.50 p.a.).

Charites were recognised at a special rate per hour (many previously failed to inform us they were registered charities when they booked the facilities); the booking form has now been adapted to notify us of any charity status.

A hire charge of £20 has been introduced for the inclusion of use of the stage (separate from booking the main hall) which was often overlooked and taken for granted by those hiring).

With the benefit of the solar panels which means we need to purchase less electricity from the grid; we have also negotiated new contracts with our gas and electricity supplier which should provide us with annual savings of £3,000 p.a. during 2025, fixed for three years.

We do not anticipate increasing hire fees for users for a number of years as we now have the addition of solar energy (and an income from the National Grid/EDF – eventually), lower energy contracts, etc. We believe the current charges are now appropriate for the benefit received.

Our commitment to operational excellence is resolute. We have streamlined processes, implemented best practices and used spreadsheets and monitoring to drive efficiency

and effectiveness across the spectrum of amenities we provide. These efforts are resulting in improved service delivery, customer satisfaction and overall performance.

## Changes of Trustees/Committee Members/Staff

Our committee members and trustees are the backbone of our achievements giving all their time voluntarily for the benefit of the community. I am grateful for their wholehearted support over the past year whilst I am still learning the ropes of the responsibility of the role. I am proud of our diverse and dedicated team, whose commitment and hard work have been instrumental in achieving our ambitions.

This year, we have taken on a paid role of an administrator to manage the increasing administration and invoicing tasks associated with the successful running of the village hall. The chairman had been acting as treasurer as well since January 2024 and although the position of treasurer was frequently advertised for a volunteer to come forward to help, none did and the committee decided to alleviate the workload of administrative tasks, we would pay for the role to assist as we become more successful.

It is intended that Holly Gay, who has settled well into the task, will develop this supporting role guided by the committee to also increase our social media profile and improve the hall's web page gaining followers and developing the web page to eventually enable users to make bookings and payments via the online presence which may drive up more use of the spare capacity the hall can still offer.

Andrew Tromans the maintenance manager who has been a trustee for the past two years stood down from the role during December. We thank him for his commitment during this time.

The other paid role is that of the cleaner who is engaged on a self-employed basis for 4 hours per week, which can be increased as demands of the use of the facilities require. With a consistent level of conscientiousness, Geraldine takes a pride in her work which is demonstrated by the many compliments received about the cleanliness of the amenities.

## Community Engagement

We are genuinely committed to the community we serve and want to develop more opportunities for those living within the village to engage with us to utilise our assets more productively rather than the premises left sitting cold and idle. To this end, this winter, we have obtained a £3,000 grant from the National Grid to provide a 'Warm Space' for the elderly and vulnerable people to make use of the vacant facilities of the lounge to have a natter, play games, socialise and receive refreshments such as soup, sausage rolls, sandwiches, pizzas, etc, free of charge, served to them by volunteers from the village. I would like to pay my grateful thanks to the supervisors who cheerfully provide this service for the benefit of others; Geraldine, Carol and Shep.

The downside to this initiative was within it starting at the beginning of December, the 12-year old gas boiler broke down and became irreparable over the coldest part of the year and Christmas. The visitors stayed warm with fan heaters we bought with the grant so we were able to continue to provide the warm space service.

We are looking to expand our community engagement efforts through various initiatives, including the creation of the training facility in the Taylor Room. We are yet to have a booking for this wonderful space and would encourage you all to promote it through your contacts.

During December 2023 we came to an arrangement with the Department of Justice H M Prison and Probation Service to engage with those serving their punishment by carrying our community work. The village hall hosts these sessions with up to 8 community payback workers with one or two supervisors each week. In conjunction with the parish council who own the recreation ground and car park, these individuals are tasked with cleaning up the area and making it a 'cared-for' environment. The Recreation Ground is much improved, with the weeds removed from paths and the grass edges much sharper. A marked difference can be seen from this regular management.

Sadly, more graffiti has been sprayed onto the side wall of the hall, which is how the initiative started with the community payback team, to remove the graffiti on that same wall in 2023!

We have located many of the previous paper records for this hall and the previous building including notes from committee meetings. These are now all housed in one place in the Taylor Room and it is our intention to sort the records out to make them available to those with an interest in the history of Bishop Sutton. Colin and Sue Emmett have started studying these records to inform us of the significant occurrences which may be of interest over the past 100 years!

For those of you who don't know, the significant dates relating to the village hall are: -

- 1922 – old hall built
- 13<sup>th</sup> August 1927 – Trust Deed for village hall
- May 1995 – hall demolished
- 26<sup>th</sup> September 1996 – first function held in current village hall
- 10<sup>th</sup> May 1997 – official opening of the new village hall

We are considering marking of some of the milestones with a social event to be held at the hall, inviting those still with us who have contributed to the life of this building as volunteers on the committee to get the hall built, to be the guests of honour. We can discuss this later.

Our objective is to continue to make a positive impact and contribute to the well-being of our communities.

## Future Outlook

Looking ahead, we are optimistic about the future and confident in our planned direction. Our focus will be to provide sustainable unparalleled facilities for users of the building and to encourage greater use by the community for this to become the 'go-to' hub for all villagers. We will endeavour to build on our funds and attempt to leverage grants, when available for capital works for the continued improvement of our wonderful asset, the Bishop Sutton Village Hall.

Although some of the below will be covered in next years' annual report, it is important to mention some of the expenditure already made this year, early in 2025 or intended to be spent to improve and maintain the building.

- New gas boiler and top up pump installed – January - £8,000
- Obsolete side door blocked up – January - £436
- New kitchen electric shutter – January - £2,112
- Painting inside rooms and corridors – March £2,500
- Painting the external woodwork – June - £3,100
- Replacing damaged window sills – June - £1,600
- Creation of a village hall logo – March - £500
- Creating a store room by knocking shower rooms together - £3,646
- Web page and bookings on line – Ongoing - ??
- Sort out electrics – Ongoing - £??

## Conclusion

Finally I would like to express my gratitude to our trustees, committee members and those providing a paid service to manage the village hall and to the users who avail themselves of our amenities, for their unwavering support and trust. Together, we have continued to develop the services we offer and intend to continue to strive to improve these facilities. I am confident we have a strong foundation of funds and a maintained building and are well-positioned for continued success in the years to come.

Thank you.

**Derek Maltby**  
**Chair of the Committee**