



**Waldringfield Village Hall**  
Charity 304830

# **Trustees' annual report and accounts for the year ended 31 March 2024**

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# Reference and administration details

## Charity Name

Waldringfield Village Hall

## Other name the charity uses

Village Hall (Waldringfield) – previous name

## Registered charity number

304830

## Charity's principal address

School Lane, Waldringfield, Woodbridge, IP12 4QP

## Names of the charity trustees who manage the charity

Marian Bradley	Bookings Secretary
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Joyce Forsdike	Vice-Chair
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Philip Hall	Chair
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Nigel King

Tony Lyon

Amanda Sims	Treasurer
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John Nayler

Nigel Shore

Sarah Wood	Minutes Secretary
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## Volunteers who serve on the management committee

Louise Brearey, Christine Lyon

## Waldringfield Parish Council representative on the management committee

Nigel Shore

**Website** [waldringfield.onesuffolk.net/our-village/village-hall](http://waldringfield.onesuffolk.net/our-village/village-hall)

## Email

[villagehall.bookings@btinternet.com](mailto:villagehall.bookings@btinternet.com)

## **Telephone**

01473 736126

## **Bankers**

Lloyds Bank, 8 The Thoroughfare, Woodbridge, IP12 1AF

# **Structure, governance and management**

## **Type of governing document**

The Trust is governed by a Trust Deed dating to 1959.

## **How is the charity constituted?**

Unincorporated association

## **Trustee selection methods**

Trustees and the Committee of Management consist of elected and representative members and may include co-opted members. Trustees are elected for a term of 12 months at the Annual General Meeting and retiring Trustees are eligible for re-appointment. Representative members include the Parish Council.

# **Objectives and activities**

## **Summary of the purposes of the charity set out in its governing document**

A Village Hall for the use of the inhabitants of Waldringfield and the neighbourhood without distinction of sex or political religious or other opinions and in particular for use for meetings lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

## **Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts**

The main activity of the Trust concerns the hiring of the Hall for a wide variety of purposes for the benefit of the residents of Waldringfield and neighbourhood. Sporting and leisure activities include karate, dance, art, pilates, chair-based exercise, ukelele, yoga, table tennis and stretch and tone. Many hirers use the Hall for their committee meetings, for hosting talks, shows, exhibitions and study days. They include the Wine Club, the History Group, the Parish Council, Woodbridge Arts Society, the Wildlife Group, Fairway Committee, Sailing Club and Waldringfield Gardeners. With the assistance of many volunteers, the Village Hall also hosts community events such as monthly Coffee Mornings, Winter Talks, Harvest Supper, Winter Party and Pantomime.

It acts as a polling station and the car park is used by the visiting Post Office mobile van. The neighbouring school uses the Hall for special events and the Hall also hosts visiting drama and local music groups for concerts and rehearsals. The Hall is also used for private parties, weddings and wakes.

### **Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit**

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

### **Additional Details**

We are grateful for the many hours that volunteers contribute to maintaining the premises and to hosting events. Without their valuable contribution of time, energy and expertise we would not be able to achieve so much. We are also grateful for the many kind donations, often anonymous, which help to support and sustain our activities.

## **Achievements and Performance**

### **Summary of the main achievements of the charity during the year**

It was a pleasure to see the Hall so well used this year, with such a wide variety of activities taking place, over 50 in total, for the benefit of local residents.

The cost of living crisis has highlighted the enduring social importance of village halls like ours. The monthly coffee mornings provide an opportunity for residents to meet and socialise and continue to be as popular as ever with the Coronation coffee morning being a particular hit this year. A tremendous amount of work goes into making these the success they are, both front of house and in the kitchen; and the quality of the home-made cakes is legendary. Our thanks go to Chris Lyon and the whole of the coffee team for their tireless and continuing efforts. The warm room initiative, sponsored by the Parish Council, proved popular during the cold winter months and again provides an opportunity for residents to socialise, helping to combat social isolation and loneliness. Thanks go to all the volunteers for making this possible.

Being in a National Landscape, the community is particularly environmentally aware and wildlife friendly. This year the Village Hall hosted the Annual Produce Show, the Christmas Greenery Workshop, Greener Waldringfield Repair Café, a Scattered Orchard pruning course and an inter-parish green infrastructure workshop, as well as support the popular annual Open Gardens event.

Many of the activities at the Village Hall during the year were aimed at promoting the health and wellbeing of residents; these ranged from chair-based exercise and balance classes through to pilates, dance and table tennis.

Art continued to prove popular too with the Seasons Art Class and Thursday Art Group showcasing considerable artistic talent.

Waldringfield band 'Garage Jam' continued to rehearse and perform in the Village Hall to the delight of residents, whilst a local folk band also provided us with entertainment. The Ipswich Bach Choir and Wolsey Orchestra both used the Hall for rehearsals and Eastern Angles held a workshop at the Village Hall.

Christine Lyon organised a very successful Quiz night in November. This was followed in March by another hugely successful panto, organised by Nigel Shore.

Despite the cost of living crisis, residents continued to be extremely generous in their donations and in their support for our various fund raising efforts, including the Village Hall Lottery, promoted by Nigel King.

The Trust has benefited throughout the year from a dedicated team of Committee Members often assisted by their partners. The result has been a programme of Village Hall activity and events which would simply have not been possible without them. Particular thanks go to Colin Reid, our former Chairman, for continuing to organise the Winter Talks which this year were more popular than ever. We even ran out of chairs on one occasion!

The Hall needs ongoing maintenance if it is to remain attractive to users. Special thanks go to John Nayler and Tony Lyon for their work in maintaining the Hall to a high standard. Our cleaner Michelle left us after a period of ill-health and we now retain the services of Joanne Burch to help ensure that the Hall is kept clean for users.

Significant improvement works were carried out in November thanks to a grant of £10,000 from the National Lottery. The works principally involved the replacement of the existing fluorescent lighting with led lights and the replacement of the existing ceiling tiles by new ones with improved acoustics. The works were carried out by Tom Smith of Surelec Electrical with considerable support from John Nayler, Tony Lyon, Robert Forsdike and Bob Bradley. Other works during the year included the installation of new wall thermostats and the purchase of an additional table trolley. My thanks go to Joyce Forsdike for organising the works and obtaining quotations.

We are grateful to David Ward for ensuring the bins are emptied regularly. Simon Couchman, our gardener, has ensured the grounds remain tidy.

The relationship with Waldringfield School is an important one and we are pleased that the School continues to make full use of the Hall's facilities. We are grateful to Sarah Wood for her work as Minutes Secretary and for her work in publishing 'Focus Magazine', which highlights what's on at the Village Hall and is distributed by volunteers to all households in Waldringfield.

Our thanks also go to Louise Brearey for reviewing and updating many of our policies and to Ann Stock for ordering our supplies.

## Financial Review

We are pleased to report that the Trust continued in robust financial health this year, despite increasing economic headwinds.

Thanks to our excellent Bookings Secretary, Marian Bradley, income from bookings in the year reached a total of £16,695, compared to £16,197 in the previous year. The paperwork involved and the time taken liaising with hirers is considerable and we are extremely lucky to have such a committed individual as a Trustee.

Our thanks also go to our new Treasurer, Amanda Sims, for taking on the role and to our former Treasurer, Celia Mason, for providing a helpful handover to Amanda.

Waldringfield may be a small village, but it has a heart much bigger than its resident numbers would suggest. Our income from the Village Hall Lottery continues to grow thanks to Nigel King, the Lottery's Promoter, and his willing band of volunteers. Despite the cost of living crisis, the numbers participating in the Village Lottery continue to grow with gross income from lottery proceeds amounting to £3,685 and net income after prizes and administrative costs rising to £1,897.

Fund raising events such as the monthly Coffee Mornings, the Quiz night, Winter Party and various talks, raised a total of £7,210 compared to £6,618 in the previous year. Our thanks go to all those involved.

We are grateful to the £500 grant from the Parish Council and the £763 in donations from various individuals, including a particularly generous donor who wishes to remain anonymous.

Whilst our income this year shows a significant increase on last year, so does our expenditure. In large part this is due to the increased expenditure on maintenance which rose this year to £11,052 compared to £5,416 in the previous year. This excludes the cost of installing the new led lighting and tiles which has been capitalised in the accounts. This, coupled with past capital expenditure, does mean that our depreciation costs are now significant and rising. Our other expenditure items are in line with those incurred in previous years, albeit with our utility and cleaning costs rising ahead of inflation.

The net surplus of income over expenditure increased by £2,333 to £8,568, assisted in large part by the £10,000 Lottery grant.

With a continuing strong balance sheet, the Trust should be able to continue to deliver on its charitable objectives for the coming financial year, barring any unforeseen catastrophic events.

### **Brief statement of the charity's policy on reserves**

The cash at bank at 31 March 2024 was £86,838 in unrestricted funds. The main financial risk to the charity is loss of funding from hiring of the Hall. The funds are held to cover 12 months operational costs in the event of a loss of income from closure of the Hall and to meet future capital expenditure plans, (see below), and to meet any unforeseen expenditure that may occur.

### **Details of any funds materially in deficit**

Not applicable.

### **Future Plans**

The 'new' Village Hall is over 20 years old and is in need of continuing expenditure to ensure that it remains attractive to hirers and a facility of which the whole village can be proud. We have spent over £20,000 on improvements in each of the past two years and plan to spend a similar amount in 2024/5 subject to the availability of grant aid.

## **Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature



Full name: Philip Charles Leonard Hall

Position: Chairman

Date: 17<sup>th</sup> September 2024



# Independent examiner's report on the accounts

## Report to the trustees of:

Waldringfield Village Hall

## On accounts for the year ended :

31<sup>st</sup> March 2024

## Responsibilities and basis of report

I report to the trustees on my examination of the accounts for the year ended 31<sup>st</sup> March 2024.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under s145 of the Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under s145(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 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.

## Signed



**Name: Will Green**

**Date: 14<sup>th</sup> October 2024**

# Statement of financial activities for the year ended 31<sup>st</sup> March 2024

	2023		2024	
	£	£	£	£
<b>Income</b>				
Hall lettings		16,197		16,695
Fund raising events		6,618		7,210
Lottery income	3,628		3,685	
Lottery prizes	<u>(1,767)</u>		<u>(1,788)</u>	
Lottery net income		<u>1,861</u>		<u>1,897</u>
		24,676		25,802
Parish council grant	500		500	
Lottery grant	0		10,000	
Donations	904		763	
Bank interest	328		1,396	
Electricity generation	1,000		963	
Miscellaneous	-		340	
		2,732		13,962
<b>Total income</b>		<b>27,409</b>		<b>39,764</b>
<b>Expenses</b>				
Heat, light and water	4,259		5,893	
Council Tax	285		153	
Cleaning	2,945		3,772	
Telephone & broadband	465		756	
Insurance	1,286		1,123	
Maintenance	5,416		11,052	
Licences, health & safety	656		1,352	
Stationery & consumables	438		552	
Fund raising	2,483		2,099	
Presents and entertaining	31		16	
Depreciation	2,910		4,428	
<b>Total expenses</b>		<b>21,174</b>		<b>31,196</b>
<b>Net surplus of income over expenses for the year</b>		<u><b>6,235</b></u>		<u><b>8,568</b></u>

## Balance sheet as at 31<sup>st</sup> March 2024

	£	£	£
Fixed assets			
Village Hall		346,872	
			373,633
Current assets			
Stock of heating oil	788		
Current account	1,894		
Savings	23,286		
Call account	31,648		
95-day account	30,010		
Petty cash	<u>100</u>		
		87,726	
Debtors			
Hall bookings not yet paid for	675		
Bank error to be repaid	0		
Insurance prepayment	1,231		
		<u>1,906</u>	
Current assets			89,632
Current liabilities			
Lottery income prepayment			(936)
Lottery prizes accrued			(81)
Invoices due			<u>(482)</u>
Net Assets			<u><u>461,766</u></u>
Reserves brought forward			453,198
Surplus / (loss) in year			£8,568
Reserves carried forward			<u><u>461,766</u></u>

# Explanatory notes to the accounts

## Accounting Policies

### General

The financial statements have been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice and Reporting FRS102 by the Charity Commission. All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis.

### Depreciation

Depreciation is provided on furniture, plant and equipment at the following rates, based on the estimated useful life of these assets and their anticipated residual value:

100% for items with a value less than £250;

20% for white goods, and items with an expected life of 10 years or less;

10% for all other furniture, plant and equipment with a likely long-term use and value.

No depreciation has been provided for freehold land or buildings as these are expected to have a useful life in excess of 50 years subject to ongoing repairs and maintenance; and in the view of the Trustees their unrestricted Market Value is likely to be at least that of their historic cost.

		<b>Freehold Village Hall and Car Park</b>	<b>Furniture and Equipment</b>
<b>Cost</b>	Brought forward	£346,872	<u>£45,567</u>
	Additions in year	-	<u>£15,180</u>
	Carry forward	£346,872	<u>£60,747</u>
<b>Depreciation</b>	Brought forward	-	<u>£29,558</u>
	Depreciation for the year	-	<u>£4,428</u>
	Carry forward	-	<u>£33,986</u>
<b>Net</b>	Brought forward	£346,872	<u>£16,009</u>
	Prior year adjustment	-	-
	Net movements	-	<u>£10,752</u>
	<b>Carry forward</b>	<b>£346,872</b>	<b><u>£26,761</u></b>