

NORTH HOLMWOOD VILLAGE HALL

England & Wales · Charity number 305157

Details

Status Registered

Legal form Trust

Registered 1962-08-01

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

Contact

Address North Holmwood Village Hall
Spook Hill
North Holmwood
Dorking
Surrey
RH5 4JP

Phone 07913466346

Email chairman@north-holmwood-village-hall.org.uk

Website www.north-holmwood-village-hall.org.uk

Activities

Objects: For the provision of a village hall for the benefit of residents of the village of North Holmwood, its immediate vicinity and wider areas.

Activities: Village Hall for hire to organisations providing educational, recreational and sport opportunities and for use by the local community for sales, markets, parties and local & national elections.

Classification

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

Geography

- **Area of benefit:** PARISH OF NORTH HOLMWOOD AND ITS IMMEDIATE VICINITY
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£37,425	£34,232	-	-
2024-08-31	£39,365	£31,230	-	-
2023-08-31	£36,002	£26,945	-	-
2022-08-31	£28,179	£21,376	-	-
2021-08-31	£35,335	£16,907	-	-
2020-08-31	£40,788	£35,373	-	-

Trustees

Name	Role	Appointed
John Foscett	Chair	
CHRISTOPHER A LEACH		
Deborah Steenhuis		2019-06-21
Dr Michael Steven Foscett		2023-02-26
JANE VICENS		2015-10-19
Jennie Louise Lambert		2017-02-06
Samantha Leah Edwards		2017-02-06
Thomas William Peter Nimmo		2015-10-19

Linked charities

- NORTH HOLMWOOD BOYS CLUB (305157-1)

Accounts



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Trustees' Annual Report for the period

Period Start Date:	Period End Date:
01/09/2024	31/08/2025

Reference and administration details

Charity name	North Holmwood Village Hall
Other names charity is known by	NHVVH
Registered Charity No.	305157
Charity's principal address	North Holmwood Village Hall Spook Hill North Holmwood Dorking Surrey RH5 4JP

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates acted (if not for whole year)
1	John Foskett	Chairman	
2	Thomas Nimmo		
3	Deborah Steenhuis	Treasurer	
4	Jane Vicens	Secretary	
5	Christopher Leach		
6	Samantha Edwards		
7	Jennie Lambert		
8	Suzanne Somerville		Until 11 th October 2024
9	Michael Foskett		

Staff and advisors

Name	Address	Capacity
Mrs Linda Foskett	Silvaplane, Spook Hill, North Holmwood, Dorking, Surrey, RH5 4EG	Halls Manager
Barclays	99 High St., Dorking, Surrey, RH4 1AN	Bank
Amanda Longhurst Cleaning	4 The Smithers, Brockham, Betchworth, Surrey, RH3 7LF	Cleaners
Patrick Monczak	4 Felland Way, Reigate, Surrey, RH2 7QB	Window cleaner
Thomas Rome	30 Lake View, North Holmwood, Dorking, Surrey RH5 4TH	Property Maintenance

Structure, governance and management

Type of governing document	Constitution
How the charity is constituted	Association
Trustee selection methods	Trustees are appointed at the meeting immediately following the AGM held every November or at one of the other two meetings usually held in February and May approximately mid-academic term time.

Additional governance issues

Trustee remuneration	All trustees give their time voluntarily and receive no remuneration or other benefits
Hire policies	North Holmwood Village Hall will endeavour to protect the business interests of companies and individuals who have a regular hire of the charity's premises in accordance with the published Business Ethics document

Objectives & Activities

Charity's main activities for public benefit	North Holmwood Village Hall provides the local community of North Holmwood and the surrounding areas with facilities for their personal use, and the widest possible range of recreational and educational opportunities through the letting of the facilities to appropriate enterprises who provide them.
Charity's main source of income	Hire fees
Charity's main offerings	North Holmwood Village Hall has the following facilities: • The Sculptor's Hall (and kitchen) – used mainly for sports, fitness and dance • The Old School Hall (including Committee Room, Kitchen & WC) – used as a pre-School weekdays daytime and for general activities evenings and weekends • The Studio (including kitchenette and WC) – used for meetings, and small group sessions • Staging, portable sound system, portable whiteboard • Crockery, cutlery etc. • Tables & chairs • Private car parking

Year aims

Year	2024/2025 period
Aims	The charity's aims for 2024/2025 were: • Ensure that the village hall offers ○ facilities required by hall users and the local community, ○ which are well maintained, clean and tidy ○ up to date and

- at an affordable and locally competitive price
- Make the village hall an asset to the community which
 - complements and where possible enhances the 'look' of the village, and
 - is not a nuisance to any of its neighbours, specifically local residents and the Emergency Services
 - offers a wide range of sporting, recreational and learning opportunities through services provided by hall hirers
- That the village hall officers, trustees and employees
 - satisfy the requirements of the Charity Commissioners,
 - meet all legal obligations and
 - that the village hall operates within local by-laws
- Ensure that the village hall is run on a sound financial footing which
 - covers day to day operating costs with contingency for future planned and unplanned maintenance
 - enables on-going development and enhancement of the facilities on offer though a programme of building works

Achievements and performance

Year	2024/2025 period
Key Objectives	The aim for 2024/2025 was to have a strong focus on the following elements: • Promoting the three venues and the regular activities running in them through as many avenues as possible • Minimising energy usage and eliminating waste • Pushing ahead with the rolling programme of maintenance and refurbishment – in particular repairs to & redecoration of the communal areas; installation of an automatic dehumidifier to effectively manage the atmosphere in the Sculptor's Hall; repairs to and replacement of sections of the flat roofs on the premises which leak in bad weather and grounds-work to clear weeds and cutback encroaching trees and shrubs. • Building up of funds to support works programmes. This year was expected to be stable and similar in financial terms to the previous year.
Achievements	Premises Promotion Key achievements and changes in this area since August 2024: • 'What's On' posters were created on a periodic basis and placed around the premises and village notice boards • Active maintenance of the website continued Maintenance and Refurbishment Fortunately, there were no major unplanned maintenance requirements, and capital held in the bank accounts was able to be used for the refurbishment works including: • Damp prevention and repairs to communal area walls including redecoration by a contractor • Successful installation of a wall-mounted dehumidifier in the Sculptor's Hall which was proven to be effective in preventing floor lifting when the humidity levels increased • Works on 2 sections of flat roofs to prevent water ingress.

- Replacement of remaining non-LED lighting with LED alternatives
- Significant grounds maintenance work
- Replacement of all digital CH thermostat controls with manual (simple to use) alternatives
- Installation of booster controls for CH, so that heating is only on for short periods in order to reduce wasted energy.

MVDC grant in support of major items works programmes

- A new grant application was submitted to MVDC August 2025 for £5,000 funding in support of major wooden floor repair and partial replacement works in The Sculptor's hall (the dehumidifier having proved to be successful in managing the floor problem), and including sanding and revarnishing of the Old School Hall and Committee Room floors.

Hall Venues' Utilisation

We have again seen a very good level of utilisation of the two established venues, the Sculptor's Hall and Old School Hall / Committee Room with a few enquiries for regular slots resulting in some new hirers and a healthy number of one-off hires, particularly for children's parties and cycling events.

The Studio continues to be popular for one-off and a few regular hires. It is used regularly by North Holmwood Village Events; Priory Hospital (Dorking) for training and martial arts practice. Occasional bookings occur for photography, 1:1 counselling and Mary Francis Trust.

Hirers Review:

Old School Hall / Committee Room:

- Pre-School – Running a full weekday schedule – have now increased their usage to all weekday afternoons in addition to the mornings.
- Beavers / Cubs / Scouts – have reduced their usage to just Beavers & Cubs during the Autumn, Winter & Spring.
- Sound Bath – monthly hire with additional one-off sessions – for a period added a second monthly session for 'drumming' but have now ceased operating as the hirer has moved away and the person who took it over was unable to make a go of it.
- Guy Orden (Ballet) – increased his hires as the adult ballet became very popular. Guy has also now moved away but successfully handed over to another North Holmwood based top ballet coach, Sabina Cox.
- Dorking Young Textiles – continues to run monthly.
- Bookings for Children's (and a small number of other) parties are strong with approximately 30 parties per year.
- North Holmwood Village Events ran a series of successful events in this venue (and The Studio) and there is now a monthly planned schedule of their events shared by North Holmwood Village Hall and other local venues.

Sculptor's Hall

- Surrey Hills Dance Centre – Running a full schedule.
- Yoga – running weekly – regular predictable income.

- Sam's Fitness – slightly reduced the schedule this year from last year's peak – regular predictable income.
- Move it or Lose it – Movement & rehabilitation exercise for anyone needing general flexibility- successful weekly hire.

The Studio

- North Holmwood Village Events – some events here and some in the Old School Hall.
- The private hire for martial arts practice has continued.
- One-to-one meetings for social needs has reduced significantly recently as the hirer has moved to the South Coast and is rebuilding her business there.
- The Priory Hospital (Dorking) is a new regular hirer for training sessions.
- Other small groups usage include, drama practice, cycling training, cycling HQ during race events and photography.

We have a number of potential new hirers in the pipeline and continue to get very good feedback from hirers about the bright, clean premises compared to most other village halls.

People

North Holmwood Village Hall operates through the support and diligence of its Trustees (Members of the Council of Management) and its excellent contractors. In this respect our thanks go to:

- Members of the Council of Management who manage the unlocking and relocking of the premises as needed and turn their hand to minor maintenance such as painting and small repairs as required
- Linda Foskett (Halls Manager) for the excellent work in managing the bookings, being helpful and friendly for hirers and managing invoicing and payments allocation including chasing for late payments.
- Amanda Longhurst (Cleaning) for providing daily cleaning of the premises, working around the hire times of the 3 venues and unlocking / relocking the premises when they are first or last in.
- Patrick Monczak (Window Cleaner) for timing cleaning around hires to avoid disruptions
- Tom Rome (Property Maintenance) for attending to urgent maintenance issues with speed and effectiveness and being our 'go to' person for larger works
- Simon Nynan (Electrics) for supporting our electrics needs and being our 'go to' person for larger electrics works
- Scott Naylor (Builder) for support and advice regarding issues with the fabric of the premises and being our 'go to' person for larger works
- Josh McIntyre (roofer) for his timely support and advice as well as works regarding our roofs and hung tiles.

Future plans

2025/2026 is considered to be a similar economic year to 2024 / 2025. There is likely to be continued financial pressures from higher costs of fuel and we are conscious of many people cutting back on leisure spend in the light of the current cost of living.

Key works planned for this year are:

- Replacement of damaged flooring sections in the Sculptor's Hall, sanding and varnishing+ sanding & varnishing of the floors in the Old School Hall and Committee Room – Note: A £5,000 capital grant from MVDC has been applied for this. The work will take-place summer 2026. Estimated total cost: £13,354
- Replacement of the problematic and unsupportable intruder alarm system. Estimated cost: £2,964.00 with Annual maintenance after the first year £24 per month. (Annual total = £288)
- Re-glazing of 15 broken panes of glass in The Studio, the majority from damage created from the external side. Estimated cost: £916.80 plus redecorating costs both internally and externally estimated at £2,000.

Redecoration of the Sculptor's corridor toilets and cloakroom, Sculptor's kitchen, Caretakers room and the upper areas of the walls in the Sculptor's Hall, Old School Hall and Committee Room. Estimated cost: £1,500

Key plans include:

- Continuation of the rolling programme of maintenance of the fabric of the premises
- Implementation of the new constitution objects (replacing the 1933 constitution with that approved by the Charity Commission which is both virtually illegible and no longer fit for purpose).
- Continued active promotion of the premises.

Financial Review

Year	2024/2025 period
Summary	Financial Overview The table below shows a financial comparison with previous years.

	ACTUAL			PROJECTED
INCOME	2022-2023	2023-2024	2024-2025	2025-2026
Regular Hirers				
Dorking Bridge Club	£2,692.00	£2,731.50	Not in NHVH	
Dorking Young Textiles	£337.50	£375.00	£375.00	£375.00
Guy Orden - Ballet		£1,295.00	£2,960.00	left area
Sabina Cox - Ballet			£500.00	£1,500.00
Helen Dalton - 1:1 counselling	£891.00	£760.50	£126.00	left area
18th Dorking Beavers, Cubs	£250.00	£420.00	£855.00	£855.00
Surrey Hills Dance Centre	£11,409.14	£10,950.63	£11,212.27	£9,000.00
Natalie Muir Hopkins - Live Love Perform	£750.00	£865.00	Not in NHVH	
North Holmwood Pre-School	£6,534.00	£5,502.75	£9,350.00	£9,350.00
Community Events (incl crafts)	£650.00	£385.00	£465.00	£465.00
Sam Edwards - Fitness	£3,318.00	£3,812.50	£3,664.00	£2,500.00
Tom Innes - Martial Arts	£393.00	£701.00	£547.00	£547.00
Alex Treasure - Yoga	£980.00	£800.00	£880.00	£880.00
Gillian Turner - Sound Bath & Drumming	£520.00	£760.00	£415.00	left area
Dina Ward - Photography		£210.00	£275.00	left
Kimberley Weston - Move It or Lose It	£784.00	£660.00	£630.00	£630.00
Montessori	£167.50		CLOSED	
New regular hirers				£600.00
Sub-total	£29,676.14	£30,228.88	£32,254.27	£26,702.00
Periodic Regular Hires				
MVDC Hires		£1,299.00	£480.00	£700.00
Surrey CC - community classes		£437.50	£500.00	£500.00
Sub-total	£0.00	£1,736.50	£980.00	£1,200.00
One-Off Hires				
Childrens (& other) parties	£1,880.00	£2,614.50	£2,280.50	£2,300.00
Cycling events			£200.00	£200.00
Other	£2,020.00	£764.00	£1,477.00	£1,500.00
Sub-total	£3,900.00	£3,378.50	£3,957.50	£4,000.00
Other Income				
MVDC Lottery	£123.00	£78.00	£39.00	£40.00
Donations		£780.00		
MVDC Grants	£1,977.14	£3,022.86		
Post Off Cr	£350.00			
Sub-total	£2,450.14	£3,880.86	£39.00	£40.00
TOTAL	£36,026.28	£39,224.74	£37,230.77	£31,942.00
EXPENDITURE	2022-2023	2023-2024	2024-2025	2025-2026
Utilities & Legal				
Gas / Electric (BG + BG Lite)	£4,559.00	£4,647.02	£6,511.91	£6,772.39
Telecomm (BT + Vodafone)	£1,004.72	£1,117.68	£1,336.74	£1,390.21
Waste Collection (Suez)	£442.76	£470.16	£533.81	£555.16
Water (Fresh - SES, Waste - Castle Water)	£514.96	£488.25	£606.05	£630.29
Alarms (Intruder + Fire) - Spy Alarms	£427.04	£459.50	£645.60	£671.42
Fire Extinguishers Maint - Priority Fire	£543.22	£54.55	£407.41	£900.00
Sage Accounting S/W	£379.20	£409.20	£576.00	£599.04
TV Licence	£159.00	£169.50	£174.50	£181.48
Insurance (Buildings, Contents & Pub Lia)	£934.87	£1,214.74	£1,523.12	£1,584.04
MVDC Rates	£179.39	£124.58	£259.03	£269.39
ICO (CCTV Licence)	£35.00	£35.00	£47.00	£48.88
National Trust Licences	£56.85	£101.85	£101.85	£105.92
PPL / PRS	£197.95	£0.00	£591.48	£615.14
Sub-total	£9,433.96	£9,292.03	£13,314.50	£14,323.37
Contractors				
Halls Manager (Bookings & Payments)	£3,600.00	£3,600.00	£3,150.00	£3,600.00
Cleaning - Amanda Longhurst	£4,221.00	£4,131.00	£4,206.75	£4,627.43
Window Cleaning - Patrick Monczak	£270.00	£160.00	£255.00	£265.20
Electrics - Simon Nynan	£354.00	£1,810.00	£2,895.00	£400.00
Roof Works - Josh McIntyre	£0.00	£600.00	£1,240.00	£600.00
Boiler Works - Mark Gurdin	£322.00	£0.00	£630.00	£655.20
Grounds Work	£193.50	£110.00	£250.00	£275.00
Building Works - Tom Rome (+Scott Naylor)	£6,517.14	£7,468.40	£7,105.00	£600.00
Purchase of dehumidifier for Sculptor's Hall			£1,054.00	
Sub-total	£14,477.64	£17,879.40	£20,785.75	£11,022.83
Maintenance Expenses (JF mainly)	£1,168.55	£1,048.27	£1,111.44	£1,222.58
TOTAL	£25,080.15	£28,219.70	£35,211.69	£26,568.78
CHANGE IN OPERATING CASH	£10,946.13	£11,005.04	£2,019.08	£5,373.22

	As at 14th November 2025 • Community (Current) Account - £15,138.35 • Business Premium - £20,573.76 • Deposits - £ 500 – Note this A/C was repurposed from ‘The Studio’ to hold the regular hirer £100 deposits. TOTAL = £36,212.11 This compares to totals: • 12th September 2024 - £33,347.57 • 11th November 2023 - £26,203.07 • 7th February 2023 - £23,050.51 • 14th June 2022 - £16,164.05 • 18th February 2022 - £10,576.84 • 27th October 2021 - £10,048.13 We have sufficient reserves to continue essential maintenance and necessary major works whilst maintaining reserves for unexpected major maintenance and savings towards the eventual major works required at the front of the premises.
Charity's policy on reserves	The charity usually aims to retain around £5,000 in the Current Account to cover everyday bills and expenditure, plus a reserve of £7,000 held in order to meet any unforeseen expenditure which may occur. The excess at this time is in part reserved for required works on the floor of the Sculptor's Hall, and other maintenance and improvement works.
Details of any funds materially in deficit	Not applicable
Funding sources	The main funding sources are a regular weekly hire of the premises for recreational activities such as dancing, bridge, martial arts, beavers/cubs/scouts, keep-fit; North Holmwood Pre-School is based in one of the halls weekdays; sales and other one-off events and hire by local residents for children's parties and other events.

Declaration

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

Signed on behalf of the charity's trustees

Signature


Full name
John Steven Foskett
Position
Chairman
Date
7 th May 2026

North Holmwood Village Hall

Profit and Loss Report

01 September, 2024 - 31 August, 2025

Analysis Type: All, Analysis Category: All

Sales

4000 - Sales - Premises Hire Regular	31,706.77	
4001 - Sales - Premises Hire Irregular	5,003.50	
4002 - Sales - Equipment Hire	108.00	
4003 - Sales - Storage	176.00	
4900 - Other income	430.39	
	Total Sales	£37,424.66

Direct Expenses

6002 - Contracted Booking	3,150.00	
	Total Direct Expenses	£3,150.00

GROSS PROFIT / LOSS	£34,274.66
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Overheads

7102 - Water Rates	606.05
7103 - General Rates	259.03
7104 - Premises Insurance	1,523.12
7105 - Licence fixtures	291.94
7106 - Security	772.60
7107 - Fire Prevention	434.40
7108 - Licence Music	591.48
7200 - Electricity	6,050.10
7201 - Gas & Oil	461.81
7520 - Office Stationery	51.67
7530 - Telephone	1,336.74

7560 - Mobile Charges	75.00	
7610 - Accountancy Fees	576.00	
7800 - Repairs and Renewals	12,263.04	
7801 - Cleaning	4,284.65	
7803 - Premises Expenses	73.74	
7804 - Waste Disposal	533.81	
7806 - Cleaning - Windows	255.00	
8200 - General Expenses	165.00	
8210 - Subscriptions	477.02	
	Total Overheads	£31,082.20
NET PROFIT / LOSS		£3,192.46



Independent Examiner's Report on the Accounts

Report to the trustees for the period

Period Start Date:	Period End Date:
01/09/2024	31/08/2025

Respective responsibilities of
trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts (under section 43 of the Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

Basis of independent
examiner's report

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

Independent examiner's
statement

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the requirements

- to keep accounting records in accordance with section 4.1 of the Act; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature

S. Hart

Full name

SARAH-JANE ANNE HART

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

ACCA

Address

TWISTED WILLOW
SPOOK HILL
DORKING
RH5 4EG

Date

08/05/2026

Accounts



North Holmwood Village Hall

Spook Hill, North Holmwood,
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Registered Charity No. 305157

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2	Jacqueline Johnston	Deputy Chairman	Until 11/11/23
3	Thomas Nimmo		
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5	Jane Vicens	Secretary	
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10	Michael Foscett		
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	○ facilities required by hall users and the local community, ○ which are well maintained, clean and tidy ○ up to date and ○ at an affordable and locally competitive price
	● Make the village hall an asset to the community which ○ complements and where possible enhances the ‘look’ of the village, and ○ is not a nuisance to any of its neighbours, specifically local residents and the Emergency Services ○ offers a wide range of sporting, recreational and learning opportunities through services provided by hall hirers
	● That the village hall officers, trustees and employees ○ satisfy the requirements of the Charity Commissioners, ○ meet all legal obligations and ○ that the village hall operates within local by-laws
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Year	2023/2024 period
Key Objectives	The aim for 2023/2024 was to have a strong focus on the following elements: ● Promoting the three venues and the regular activities running in them through as many avenues as possible ● Minimising energy usage and eliminating waste ● Pushing ahead with the rolling programme of maintenance and refurbishment – in particular works using grant from Mole Valley District Council in conjunction with NHVH savings in support of key maintenance and improvement works ● Building up of funds to support works programmes. It was again expected to be a challenging year with an economic downturn and the need to recover from the global pandemic.
Achievements	Premises Promotion Key achievements and changes in this area since August 2023: ● ‘What’s On posters were created on a periodic basis and placed around the premises and village notice boards ● Active maintenance of the website continued Maintenance and Refurbishment Fortunately, there were no major unplanned maintenance requirements, and capital held in the bank accounts was able to be used for the refurbishment works including: ● Repainting of the Sculptor’s Hall Corridor and Sculptor’s Hall (materials only at cost, painting undertaken by volunteers) ● Curtain cleaning in the Sculptor’s Hall ● Replacement of rotten wood skirting in the Old School Hall and Committee Room

- Repainting of all white gloss skirting, doors and doorframes in the Old School Hall and Committee Room
- Wall renovations to deal with the damp in the Old School Hall WC area
- Redecoration of the Old School Hall kitchen and WC
- Repair and stabilisation work on the hung tiles fronting Spook Hill
- Installation of new LED lighting to all areas of the premises with the temporary exception of the Committee Room and Old School Hall kitchen & WC (this work was planned for this financial year but has been delayed due to contractor availability problems).
- Removal of dilapidated fencing and excess tree growth from the south side of the car park to make this area safe for parking.

MVDC grant in support of major items works programmes

The following key works were completed with the £5,000 grant (50% funding) from the MVDC grant and just over 50% funding from NHVH capital reserves:

- Completion of roofline work.
- Completion of drainage work for the car park – this now needs to be maintained to prevent debris blocking the drain channel.

Hall Venues' Utilisation

We again saw a very good level of utilisation of the two established venues, the Sculptor's Hall and Old School Hall / Committee Room with a few enquiries for regular slots resulting in some new hirers and a healthy number of one-off hires, particularly for children's parties and cycling events.

The Studio continued to be popular for one-off and a few regular hires and was used regularly by North Holmwood Village Events; 1:1 counselling; martial arts practice and photography.

Old School Hall / Committee Room:

- Pre-School – Running a full weekday schedule –increasing usage to all weekday afternoons in addition to the mornings.
- Beavers / Cubs / Scouts – nominally running weekly during termtime, but with a reduced schedule due to staffing issues
- Dorking Bridge Club – terminated their Tuesday evening hires as numbers have continued to be very low.
- Sound Bath – monthly hire with additional one-off sessions –added a second monthly session for 'drumming'
- Guy Orden (Ballet) –new startup which is proving very popular. Guy is increasing the number of hours hire and has a waitlist for places.
- Dorking Young Textiles – continues to run monthly.
- £2,814.00 income came from Children's (and a small number of other) parties – this was a 50% increase from 2022/2023.
- There was a range of other one-off hires booked in. This includes Surrey County Council summer community classes for the 2nd year.

Sculptor's Hall

- Surrey Hills Dance Centre – Running a full schedule with hires up to 6 days a week fitted around other regular hirers.

- Yoga – running weekly.
- Sam’s Fitness – running a new enhanced schedule which includes an additional 2 very early morning sessions.
- Move it or Lose it – Movement & rehabilitation exercise for anyone needing general flexibility.

The Studio

- Live Love Perform – terminated their Saturday morning weekly hire moving to larger premises elsewhere.
- Community Events – run approximately monthly with coffee morning and other events. Whilst mostly in The Studio, occasionally ran in the Old School Hall.
- The private hire for martial arts practice has continued.
- One-to-one meetings for social needs running Wednesdays and / or Thursdays.
- A new regular booking as a photography studio.

We have a number of potential new hirers in the pipeline and continue to get very good feedback from hirers about the bright, clean premises compared to most other village halls.

People

North Holmwood Village Hall operates through the support and diligence of its Trustees (Members of the Council of Management) and its excellent contractors. In this respect our thanks go to:

- Members of the Council of Management who manage the unlocking and relocking of the premises as needed and turn their hand to minor maintenance such as painting and small repairs as required
- Linda Foskett (Halls Manager) for the excellent work in managing the bookings, being helpful and friendly for hirers and managing invoicing and payments allocation including chasing for late payments.
- Amanda & Peter Longhurst (Cleaning) for providing daily cleaning of the premises, working around the hire times of the 3 venues and unlocking / relocking the premises when they are first or last in.
- Patrick Monczak (Window Cleaner) for timing cleaning around hires to avoid disruptions
- Tom Rome (Property Maintenance) for attending to urgent maintenance issues with speed and effectiveness and being our ‘go to’ person for larger works
- Simon Nynan (Electrics) for supporting our electrics needs and being our ‘go to’ person for larger electrics works
- Scott Naylor (Builder) for support and advice regarding issues with the fabric of the premises and being our ‘go to’ person for larger works
- Josh McIntyre (roofer) for his timely support and advice as well as works regarding our roofs and hung tiles.

Future plans

2024/2025 is considered to be a difficult year economically. There is likely to be continued financial pressures from higher costs of fuel and insurance in particular. We are conscious of many people cutting back on leisure spend in the light of the escalating cost of living.

The intense rain we regularly seem to get now is exposing areas of the premises which need work – the latest being the need to replace the small area of flat roof felting between the Old School Hall and The Old School House which our roofer (Josh McIntyre) had identified as the most likely cause of water ingress into the Old School venue.

The problems with the rising damp which affect the Sculptor's Hall floor and walls in the communal areas need to be dealt with this year through remedial works or mitigating actions.

We need to continue the redecoration work with the communal areas next on the list.

Key plans include:

- Continuation of the rolling programme of maintenance of the fabric of the premises – in particular completing the works commenced in 2023/2024
- Implementation of the new constitution objects (replacing the 1933 constitution with that approved by the Charity Commission which is both virtually illegible and no longer fit for purpose).
- Continued active promotion of the premises.

Financial Review

Year	2023/2024 period
Summary	Financial Overview The table below shows a financial comparison with previous years. Some key points from this are: • A full return to pre-Covid income during 2023/2024. • Capital works completed using the successful £5,000 MVDC grant (delivered incrementally against agreed invoices) and totalling £10,525,54, just 1.05% over budget! Future plans and budgetary considerations: • Attempt during 2024/2025 to address the high humidity in the Sculptor's Hall which is causing the floor to bulge. • If this is successful, to plan work needed to repair the warping from previous water damage which is getting worse slowly • Further review of operating costs, in particular fuel contracts which are currently on fixed rate tariff and improved central heating usage management • Retention of a minimum of £12,000 capital for emergency works. • A steady building of the capital over the next year to enable the Sculptor's Hall floor works in 2024/2025 or 2025/2026 (for which we may be once again eligible for help from a capital grant).

North Holmwood Village Hall Bank Transactions						
These figures have been created from the actual transactions in the bank accounts during the financial year						
		2020/2021	2021/2022	2022/2023	2023 / 2024	2023/2024 Comments
INCOME						
Regular Hirers						
	SHDC	£6,991.00	£9,502.39	£11,409.14	£10,950.63	
	Sam's Fitness	£1,093.50	£2,977.00	£3,318.00	£3,812.50	
	Pre-School	£5,544.00	£6,743.25	£6,534.00	£5,502.75	
	Bridge		£1,172.50	£2,692.00	£2,731.50	Closed this year
	Yoga	£492.50	£900.00	£980.00	£800.00	
	Live Love Perform			£750.00	£865.00	left NHVH this year
	Sound Bath			£620.00	£760.00	
	Move it or Lose It			£784.00	£660.00	
	Beavers/Cubs/Scouts	£80.00	£550.00	£250.00	£420.00	
	Adult Ballet				£1,295.00	New this year
	Other	£832.50	£2,100.14	£2,439.00	£4,168.00	incl Community Events
One - Off Hires						
	Parties	£870.50	£3,579.00	£1,880.00	£2,614.50	
	Other			£2,020.00	£764.00	
Non-Hire						
	Grants (inc Covid)	£18,289.00		£1,977.14	£3,022.86	Capital Grant MVDC
	Donations			£120.00	£780.00	
	Lottery	£37.50	£58.50	£123.00	£78.00	
	Other	£4,584.50		£230.00		
OVERALL TOTALS		£38,815.00	£27,582.78	£36,126.28	£39,224.74	
EXPENDITURE						
Utilities						
	Gas / Elec	£5,413.61	£4,129.37	£4,559.00	£4,647.02	
	Telecom	£1,136.00	£1,060.45	£1,004.72	£1,117.68	
	Waste	£375.16	£397.52	£442.76	£470.16	
	Water & Sewage	£258.04	£275.14	£514.96	£488.25	
	Alarms & Security	£865.20	£1,709.17	£1,005.26	£514.05	
	Accountancy	£316.80	£340.80	£379.20	£409.20	
	TV Licence			£159.00	£169.50	
	Insurance	£4,208.52	£2,505.49	£934.87	£1,214.74	
	MVDC Rates		£174.21	£179.39	£124.58	
	NT & ICO Licences	£90.00	£90.00	£56.85	£136.85	
	PPL / PRS	£261.70	£203.47	£197.95	£0.00	Timing of invoice
Contractors						
	Halls Mgr	£2,100.00	£3,600.00	£3,600.00	£3,600.00	
	Cleaning	£3,418.00	£4,108.00	£4,491.00	£4,291.00	
	Maintenance	£2,572.73	£2,853.68	£4,839.15	£3,568.27	
	Development	£12,652.00	£18,187.80	£5,710.64	£7,468.40	Capital expenditure
OVERALL TOTALS		£33,667.76	£39,635.10	£28,074.75	£28,219.70	
NET CHANGE IN FINANCES		£5,147.24	-£12,052.32	£8,051.53	£11,005.04	
Financial Reserve						
As at 12 th September 2024						
- Community (Current) Account - £12,657.67 - Business Premium - £20,289.90 - Deposits - £500 – Note this A/C was repurposed from ‘The Studio’ to hold the regular hirer £100 deposits.						
TOTAL = £33,347.57						
Overall North Holmwood Village Hall finances are in good shape.						
The charity usually aims to retain around £5,000 in the Current Account to cover everyday bills and expenditure, plus a reserve of £7,000 held in order to meet any unforeseen expenditure which may occur.						
The excess at this time is in part reserved for required works on the floor of the Sculptor’s Hall, and other maintenance and improvement works.						
Not applicable						

materially in deficit	
Funding sources	The main funding sources are a regular weekly hire of the premises for recreational activities such as dancing, bridge, martial arts, beavers/cubs/scouts, keep-fit; North Holmwood Pre-School is based in one of the halls weekdays; sales and other one-off events and hire by local residents for children's parties and other events.

Declaration

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

Signed on behalf of the charity's trustees

Signature


Full name John Steven Foskett
Position Chairman
Date 18 th May 2025

North Holmwood Village Hall

Profit and Loss Report

01 September, 2023 - 31 August, 2024

Analysis Type: All, Analysis Category: All

Sales

4000 - Sales - Premises Hire Regular	30,761.38	
4001 - Sales - Premises Hire Irregular	4,139.00	
4002 - Sales - Equipment Hire	124.00	
4003 - Sales - Storage	192.50	
4900 - Other income	375.32	
4901 - Donation	750.00	
4970 - External Grant Income	3,022.86	
	Total Sales	£39,365.06

Direct Expenses

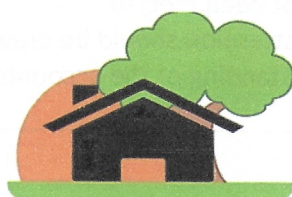
6002 - Contracted Booking	3,600.00	
	Total Direct Expenses	£3,600.00

GROSS PROFIT / LOSS	£35,765.06
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Overheads

7102 - Water Rates	488.25
7103 - General Rates	124.68
7104 - Premises Insurance	1,214.74
7105 - Licence fixtures	271.35
7106 - Security	799.52
7107 - Fire Prevention	104.55
7200 - Electricity	1,702.73
7201 - Gas & Oil	2,944.29
7500 - Printing	32.38

7520 - Office Stationery	7.99	
7530 - Telephone	1,117.68	
7550 - Computer & Software	355.06	
7610 - Accountancy Fees	409.20	
7800 - Repairs and Renewals	11,993.25	
7801 - Cleaning	4,308.88	
7803 - Premises Expenses	1,100.00	
7804 - Waste Disposal	470.16	
7806 - Cleaning - Windows	160.00	
8200 - General Expenses	25.19	
	Total Overheads	£27,629.90
NET PROFIT / LOSS		£8,135.16



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Independent Examiner's Report on the Accounts

Report to the trustees for the period

Period Start Date:	Period End Date:
01/09/2023	31/08/2024

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts (under section 43 of the Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the requirements

- to keep accounting records in accordance with section 4.1 of the Act; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature	
Full name	SARAH - JANE ANNE HART
Relevant professional qualification(s) or body (if any)	ACCA
Address	TWISTED WILLOW SPOOK HILL NORTH HOLMWOOD, RH5 4EG
Date	15.05.2025

Accounts



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Trustees' Annual Report for the period

Period Start Date:	Period End Date:
01/09/2022	31/08/2023

Reference and administration details

Charity name	North Holmwood Village Hall
Other names charity is known by	NHVVH
Registered Charity No.	305157
Charity's principal address	North Holmwood Village Hall Spook Hill North Holmwood Dorking Surrey RH5 4JP

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates acted (if not for whole year)
1	John Foscett	Chairman	
2	Jacqueline Johnston	Deputy Chairman	
3	Thomas Nimmo		
4	Deborah Steenhuis	Treasurer	
5	Jane Vicens	Secretary	
6	Christopher Leach		
7	Samantha Edwards		
8	Josephine Bulloch		To 22/07/22
9	Jennie Lambert		
10	Nika Vlasenko		To 29/10/22
11	Rebecca Kershaw		To 29/10/22
12	Suzanne Somerville		
13	Michael Foscett		From 29/10/22 replaced Nika Vlasenko
14	Karen Rutty		From 22/07/23 replaced Josephine Bulloch

Staff and advisors

Name	Address	Capacity
Mrs Linda Foscett	Silvaplane, Spook Hill, North Holmwood, Dorking, Surrey, RH5 4EG	Halls Manager
Barclays	99 High St., Dorking, Surrey, RH4 1AN	Bank

Ideal Touch Cleaning	4 The Smithers, Brockham, Betchworth, Surrey, RH3 7LF	Cleaners
Patrick Monczak	4 Felland Way, Reigate, Surrey, RH2 7QB	Window cleaner
Thomas Rome	30 Lake View, North Holmwood, Dorking, Surrey RH5 4TH	Property Maintenance

Structure, governance and management

Type of governing document	Constitution
How the charity is constituted	Association
Trustee selection methods	Trustees are appointed at the meeting immediately following the AGM held every November or at one of the other two meetings usually held in February and May approximately mid-academic term time.

Additional governance issues

Trustee remuneration	All trustees give their time voluntarily and receive no remuneration or other benefits
Hire policies	North Holmwood Village Hall will endeavour to protect the business interests of companies and individuals who have a regular hire of the charity's premises in accordance with the published Business Ethics document

Objectives & Activities

Charity's main activities for public benefit	North Holmwood Village Hall provides the local community of North Holmwood and the surrounding area with facilities for their personal use, and the widest possible range of recreational and educational opportunities through the letting of the facilities to appropriate enterprises who provide them.
Charity's main source of income	Hire fees
Charity's main offerings	North Holmwood Village Hall has the following facilities: • The Sculptor's Hall (and kitchen) – used mainly for sports, fitness and dance • The Old School Hall (including Committee Room, Kitchen & WC) – used as a pre-School weekday daytime and for general activities evenings and weekends • The Studio (including kitchenette and WC) – used for meetings, and small group sessions including fitness • Staging • Crockery, cutlery etc. • Tables & chairs • Private car parking

Year aims

Year	2022/2023 period
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Aims	The charity's aims for 2022/2023 were: • Ensure that the village hall offers ○ facilities required by hall users and the local community, ○ which are well maintained, clean and tidy ○ up to date and ○ at an affordable and locally competitive price • Make the village hall an asset to the community which ○ complements and where possible enhances the 'look' of the village, and ○ is not a nuisance to any of its neighbours, specifically local residents and the Emergency Services ○ offers a wide range of sporting, recreational and learning opportunities through services provided by hall hirers • That the village hall officers, trustees and employees ○ satisfy the requirements of the Charity Commissioners, ○ meet all legal obligations and ○ that the village hall operates within local by-laws • Ensure that the village hall is run on a sound financial footing which ○ covers day to day operating costs with contingency for future planned and unplanned maintenance ○ enables on-going development and enhancement of the facilities on offer though a programme of building works

Achievements and performance

Year	2022/2023 period
Key Objectives	The aim for 2022/2023 was to have a strong focus on the following elements: • Promoting the three venues and the regular activities running in them through as many avenues as possible • Minimising energy usage and eliminating waste • Pushing ahead with the rolling programme of maintenance and refurbishment – in particular applying for a £5,000 grant from Mole Valley District Council in support of key maintenance and improvement works • Building up of funds to support our works programmes. It was again expected to be a challenging year with an economic downturn and the need to recover from the global pandemic.
Achievements	Premises Promotion Key achievements and changes in this area since August 2022: • Marketing via Instagram was initiated and actively pursued. • New 'What's On' posters were created and placed around the premises and village notice boards • Active maintenance of the website continued Maintenance and Refurbishment Fortunately, there were no major unplanned maintenance requirements, and the £5,000 grant applied for from MVDC was approved – this permitted some of the capital to commence on necessary refurbishment works including:

- Replacement of fluorescent tube lighting with LEDs in the communal areas – as well as being brighter, this should reduce fuel costs
- Repainting of the Sculptor's Hall, and corridor leading to it

MVDC grant in support of major items works programmes

The following key works were commenced with a planned 50% funding from the MVDC grant and 50% funding from NHVH capital reserves:

- Drainage works in the rear car park to address the flooding following heavy rain which has led to nearly 50% of the car park being under water
- Replacement of large parts of the roofline area woodwork which was rotten and repainting of all roofline wooden areas and the front area wooden doors
- Installation of cycle racks to facilitate use of bicycles for hall attendees
- Replacement of rotten decking with a quality soft-play surface at the front of the premises.

Hall Venues' Utilisation

Venues' utilisation improved with most regular hirers reinstating some or all of their pre-Covid hires. We also had some new hirers make a successful start-up.

The hire situation was:

- Pre-School – Ran an increased schedule – all weekday mornings plus Monday, Wednesday and Friday afternoons
- Surrey Hills Dance Centre – Ran a full schedule
- Yoga – Ran a full schedule
- Sam's Fitness – Ran an increased schedule adding 2 new slots
- Dorking Bridge Club – Continued running only on a Tuesday but with very low numbers. Long term viability remains questionable.
- Craft workshops – ceased running due to low numbers
- A new Community Events group commenced running various events in the premises on a monthly basis.
- Beavers / Cubs / Scouts – continued on a reduced schedule.
- Scouts continued on a reduced schedule and withdrew the shooting due to NHVH's stringent rules on cartridge management.
- Move It or Lose It – new fitness and rehabilitation exercise ran a full schedule.
- Sound Bath - mindfulness sessions and workshops – ran a full schedule.
- One -off hires (including children's parties) – We had a healthy schedule of parties, cycling and other events at a weekend.
- One-to-one meetings for social needs commenced twice weekly.

People

My thanks went to the continued support of the members of the Council of Management; our cleaners Ideal Touch Cleaning and Patrick Monczak, Halls Manager Linda Foskett and our excellent key contractors in the works programmes, in particular Tom Rome who we now consider to be our primary contractor for premises maintenance.

Future plans

2023/2024 was considered to be a difficult year economically particularly with massive increases anticipated in fuel bills.
Key plans include:

- Continuation of the rolling programme of maintenance of the fabric of the premises – in particular completing the works commenced in the 2022/2023
- Creation of a new constitution (to replace the 1933 constitution which is both virtually illegible and no longer fit for purpose) with one which is fitting for the role of NHVH in the 21st century.
- Continued active promotion of the premises.

Financial Review

Year	2022/2023 period
Summary	Financial Overview The table below shows a financial comparison with previous years. Some key points from this are: • A return to pre-Covid income during 2022/2023. • Capital works commenced based on the successful £5,000 MVDC grant (delivered incrementally against agreed invoices). • Changes to insurers and other service providers to reduce costs. Future plans and budgetary considerations: • Planned work on the Sculptor's Hall floor in 2024/2025 (needed to repair the warping from previous water damage which is getting worse slowly) • Further review of operating costs, in particular fuel contracts which are currently on fixed rate tariffs. • Retention of a minimum of £12,000 capital for emergency works. • A steady building of the capital over the next year to enable the Sculptor's Hall floor works in 2024/2025 (for which we may be once again eligible for help from a capital grant).

North Holmwood Village Hall Bank Transactions						
These figures have been created from the actual transactions in the bank accounts during the financial year						
		2019/2020	2020/2021	2021/2022	2022/2023	2022/2023 Comments
INCOME						
Regular Hirers						
	SHDC	£5,882.50	£6,991.00	£9,502.39	£11,409.14	
	Sam's Fitness	£2,257.00	£1,093.50	£2,977.00	£3,318.00	
	Pre-School	£3,310.00	£5,544.00	£6,743.25	£6,534.00	
	Bridge	£3,178.50		£1,172.50	£2,692.00	
	Yoga	£502.50	£492.50	£900.00	£980.00	
	Live Love Perform				£750.00	
	Sound Bath				£620.00	
	Move it or Lose It				£784.00	
	Beavers/Cubs/Scouts	£1,072.00	£80.00	£550.00	£250.00	
	Other	£3,423.84	£832.50	£2,100.14	£2,439.00	incl Community Events
One - Off Hires						
	Parties	£1,481.00	£870.50	£3,579.00	£1,880.00	
	Other				£2,020.00	
Non-Hire						
	Grants (inc Covid)	£14,790.00	£18,289.00		£1,977.14	Capital Grant MVDC
	Donations				£120.00	
	Lottery		£37.50	£58.50	£123.00	
	Other		£4,584.50		£230.00	
OVERALL TOTALS		£35,897.34	£38,815.00	£27,582.78	£36,126.28	
EXPENDITURE						
Utilities						
	Gas / Elec	£5,280.55	£5,413.61	£4,129.37	£4,559.00	
	Telecom	£992.72	£1,136.00	£1,060.45	£1,004.72	
	Waste	£414.41	£375.16	£397.52	£442.76	
	Water & Sewage	£448.48	£258.04	£275.14	£514.96	
	Alarms & Security	£808.34	£865.20	£1,709.17	£1,005.26	
	Accountancy	£316.80	£316.80	£340.80	£379.20	
	TV Licence				£159.00	
	Insurance	£2,510.74	£4,208.52	£2,505.49	£934.87	
	MVDC Rates			£174.21	£179.39	
	NT Licences	£90.00	£90.00	£90.00	£56.85	
	PPL / PRS	£417.84	£261.70	£203.47	£197.95	
Contractors						
	Halls Mgr	£2,700.00	£2,100.00	£3,600.00	£3,600.00	
	Cleaning	£3,625.00	£3,418.00	£4,108.00	£4,491.00	
	Maintenance	£4,789.68	£2,572.73	£2,853.68	£4,839.15	
	Development	£7,284.00	£12,652.00	£18,187.80	£5,710.64	Capital expenditure
OVERALL TOTALS		£29,678.56	£33,667.76	£39,635.10	£28,074.75	
NET CHANGE IN FINANCES		£6,218.78	£5,147.24	-£12,052.32	£8,051.53	
Financial Reserve						
As at 11 th November 2023 North Holmwood had £26,203.07 across the 3 accounts. Overall North Holmwood Village Hall finances are in good shape.						
The charity usually aims to retain around £5,000 in the Current Account to cover everyday bills and expenditure, plus a reserve of £7,000 held in order to meet any unforeseen expenditure which may occur.						
The excess at this time is in part reserved for NHVH’s 50% contribution to agreed capital works in conjunction with the MVDC grant and building up of reserves for required works on the floor of the Sculptor’s Hall.						
Not applicable						

Funding
sources

The main funding sources are a regular weekly hire of the premises for recreational activities such as dancing, bridge, martial arts, beavers/cubs/scouts, keep-fit; North Holmwood Pre-School is based in one of the halls weekday mornings; sales and other one-off events and hire by local residents for children's parties.

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

John Steven Foscett

Position

Chairman

Date

23rd March 2024



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Trustees' Annual Report for the period

Period Start Date:	Period End Date:
01/09/2022	31/08/2023

Reference and administration details

Charity name	North Holmwood Village Hall
Other names charity is known by	NHVVH
Registered Charity No.	305157
Charity's principal address	North Holmwood Village Hall Spook Hill North Holmwood Dorking Surrey RH5 4JP

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates acted (if not for whole year)
1	John Foscett	Chairman	
2	Jacqueline Johnston	Deputy Chairman	
3	Thomas Nimmo		
4	Deborah Steenhuis	Treasurer	
5	Jane Vicens	Secretary	
6	Christopher Leach		
7	Samantha Edwards		
8	Josephine Bulloch		To 22/07/22
9	Jennie Lambert		
10	Nika Vlasenko		To 29/10/22
11	Rebecca Kershaw		To 29/10/22
12	Suzanne Somerville		
13	Michael Foscett		From 29/10/22 replaced Nika Vlasenko
14	Karen Rutty		From 22/07/23 replaced Josephine Bulloch

Staff and advisors

Name	Address	Capacity
Mrs Linda Foscett	Silvaplane, Spook Hill, North Holmwood, Dorking, Surrey, RH5 4EG	Halls Manager
Barclays	99 High St., Dorking, Surrey, RH4 1AN	Bank

Ideal Touch Cleaning	4 The Smithers, Brockham, Betchworth, Surrey, RH3 7LF	Cleaners
Patrick Monczak	4 Felland Way, Reigate, Surrey, RH2 7QB	Window cleaner
Thomas Rome	30 Lake View, North Holmwood, Dorking, Surrey RH5 4TH	Property Maintenance

Structure, governance and management

Type of governing document	Constitution
How the charity is constituted	Association
Trustee selection methods	Trustees are appointed at the meeting immediately following the AGM held every November or at one of the other two meetings usually held in February and May approximately mid-academic term time.

Additional governance issues

Trustee remuneration	All trustees give their time voluntarily and receive no remuneration or other benefits
Hire policies	North Holmwood Village Hall will endeavour to protect the business interests of companies and individuals who have a regular hire of the charity's premises in accordance with the published Business Ethics document

Objectives & Activities

Charity's main activities for public benefit	North Holmwood Village Hall provides the local community of North Holmwood and the surrounding area with facilities for their personal use, and the widest possible range of recreational and educational opportunities through the letting of the facilities to appropriate enterprises who provide them.
Charity's main source of income	Hire fees
Charity's main offerings	North Holmwood Village Hall has the following facilities: • The Sculptor's Hall (and kitchen) – used mainly for sports, fitness and dance • The Old School Hall (including Committee Room, Kitchen & WC) – used as a pre-School weekday daytime and for general activities evenings and weekends • The Studio (including kitchenette and WC) – used for meetings, and small group sessions including fitness • Staging • Crockery, cutlery etc. • Tables & chairs • Private car parking

Year aims

Year	2022/2023 period
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Aims	The charity's aims for 2022/2023 were: • Ensure that the village hall offers ○ facilities required by hall users and the local community, ○ which are well maintained, clean and tidy ○ up to date and ○ at an affordable and locally competitive price • Make the village hall an asset to the community which ○ complements and where possible enhances the 'look' of the village, and ○ is not a nuisance to any of its neighbours, specifically local residents and the Emergency Services ○ offers a wide range of sporting, recreational and learning opportunities through services provided by hall hirers • That the village hall officers, trustees and employees ○ satisfy the requirements of the Charity Commissioners, ○ meet all legal obligations and ○ that the village hall operates within local by-laws • Ensure that the village hall is run on a sound financial footing which ○ covers day to day operating costs with contingency for future planned and unplanned maintenance ○ enables on-going development and enhancement of the facilities on offer though a programme of building works

Achievements and performance

Year	2022/2023 period
Key Objectives	The aim for 2022/2023 was to have a strong focus on the following elements: • Promoting the three venues and the regular activities running in them through as many avenues as possible • Minimising energy usage and eliminating waste • Pushing ahead with the rolling programme of maintenance and refurbishment – in particular applying for a £5,000 grant from Mole Valley District Council in support of key maintenance and improvement works • Building up of funds to support our works programmes. It was again expected to be a challenging year with an economic downturn and the need to recover from the global pandemic.
Achievements	Premises Promotion Key achievements and changes in this area since August 2022: • Marketing via Instagram was initiated and actively pursued. • New 'What's On' posters were created and placed around the premises and village notice boards • Active maintenance of the website continued Maintenance and Refurbishment Fortunately, there were no major unplanned maintenance requirements, and the £5,000 grant applied for from MVDC was approved – this permitted some of the capital to commence on necessary refurbishment works including:

- Replacement of fluorescent tube lighting with LEDs in the communal areas – as well as being brighter, this should reduce fuel costs
- Repainting of the Sculptor's Hall, and corridor leading to it

MVDC grant in support of major items works programmes

The following key works were commenced with a planned 50% funding from the MVDC grant and 50% funding from NHVH capital reserves:

- Drainage works in the rear car park to address the flooding following heavy rain which has led to nearly 50% of the car park being under water
- Replacement of large parts of the roofline area woodwork which was rotten and repainting of all roofline wooden areas and the front area wooden doors
- Installation of cycle racks to facilitate use of bicycles for hall attendees
- Replacement of rotten decking with a quality soft-play surface at the front of the premises.

Hall Venues' Utilisation

Venues' utilisation improved with most regular hirers reinstating some or all of their pre-Covid hires. We also had some new hirers make a successful start-up.

The hire situation was:

- Pre-School – Ran an increased schedule – all weekday mornings plus Monday, Wednesday and Friday afternoons
- Surrey Hills Dance Centre – Ran a full schedule
- Yoga – Ran a full schedule
- Sam's Fitness – Ran an increased schedule adding 2 new slots
- Dorking Bridge Club – Continued running only on a Tuesday but with very low numbers. Long term viability remains questionable.
- Craft workshops – ceased running due to low numbers
- A new Community Events group commenced running various events in the premises on a monthly basis.
- Beavers / Cubs / Scouts – continued on a reduced schedule.
- Scouts continued on a reduced schedule and withdrew the shooting due to NHVH's stringent rules on cartridge management.
- Move It or Lose It – new fitness and rehabilitation exercise ran a full schedule.
- Sound Bath - mindfulness sessions and workshops – ran a full schedule.
- One -off hires (including children's parties) – We had a healthy schedule of parties, cycling and other events at a weekend.
- One-to-one meetings for social needs commenced twice weekly.

People

My thanks went to the continued support of the members of the Council of Management; our cleaners Ideal Touch Cleaning and Patrick Monczak, Halls Manager Linda Foskett and our excellent key contractors in the works programmes, in particular Tom Rome who we now consider to be our primary contractor for premises maintenance.

Future plans

2023/2024 was considered to be a difficult year economically particularly with massive increases anticipated in fuel bills.
Key plans include:

- Continuation of the rolling programme of maintenance of the fabric of the premises – in particular completing the works commenced in the 2022/2023
- Creation of a new constitution (to replace the 1933 constitution which is both virtually illegible and no longer fit for purpose) with one which is fitting for the role of NHVH in the 21st century.
- Continued active promotion of the premises.

Financial Review

Year	2022/2023 period
Summary	Financial Overview The table below shows a financial comparison with previous years. Some key points from this are: • A return to pre-Covid income during 2022/2023. • Capital works commenced based on the successful £5,000 MVDC grant (delivered incrementally against agreed invoices). • Changes to insurers and other service providers to reduce costs. Future plans and budgetary considerations: • Planned work on the Sculptor's Hall floor in 2024/2025 (needed to repair the warping from previous water damage which is getting worse slowly) • Further review of operating costs, in particular fuel contracts which are currently on fixed rate tariffs. • Retention of a minimum of £12,000 capital for emergency works. • A steady building of the capital over the next year to enable the Sculptor's Hall floor works in 2024/2025 (for which we may be once again eligible for help from a capital grant).

North Holmwood Village Hall Bank Transactions						
These figures have been created from the actual transactions in the bank accounts during the financial year						
		2019/2020	2020/2021	2021/2022	2022/2023	2022/2023 Comments
INCOME						
Regular Hirers						
	SHDC	£5,882.50	£6,991.00	£9,502.39	£11,409.14	
	Sam's Fitness	£2,257.00	£1,093.50	£2,977.00	£3,318.00	
	Pre-School	£3,310.00	£5,544.00	£6,743.25	£6,534.00	
	Bridge	£3,178.50		£1,172.50	£2,692.00	
	Yoga	£502.50	£492.50	£900.00	£980.00	
	Live Love Perform				£750.00	
	Sound Bath				£620.00	
	Move it or Lose It				£784.00	
	Beavers/Cubs/Scouts	£1,072.00	£80.00	£550.00	£250.00	
	Other	£3,423.84	£832.50	£2,100.14	£2,439.00	incl Community Events
One - Off Hires						
	Parties	£1,481.00	£870.50	£3,579.00	£1,880.00	
	Other				£2,020.00	
Non-Hire						
	Grants (inc Covid)	£14,790.00	£18,289.00		£1,977.14	Capital Grant MVDC
	Donations				£120.00	
	Lottery		£37.50	£58.50	£123.00	
	Other		£4,584.50		£230.00	
OVERALL TOTALS		£35,897.34	£38,815.00	£27,582.78	£36,126.28	
EXPENDITURE						
Utilities						
	Gas / Elec	£5,280.55	£5,413.61	£4,129.37	£4,559.00	
	Telecom	£992.72	£1,136.00	£1,060.45	£1,004.72	
	Waste	£414.41	£375.16	£397.52	£442.76	
	Water & Sewage	£448.48	£258.04	£275.14	£514.96	
	Alarms & Security	£808.34	£865.20	£1,709.17	£1,005.26	
	Accountancy	£316.80	£316.80	£340.80	£379.20	
	TV Licence				£159.00	
	Insurance	£2,510.74	£4,208.52	£2,505.49	£934.87	
	MVDC Rates			£174.21	£179.39	
	NT Licences	£90.00	£90.00	£90.00	£56.85	
	PPL / PRS	£417.84	£261.70	£203.47	£197.95	
Contractors						
	Halls Mgr	£2,700.00	£2,100.00	£3,600.00	£3,600.00	
	Cleaning	£3,625.00	£3,418.00	£4,108.00	£4,491.00	
	Maintenance	£4,789.68	£2,572.73	£2,853.68	£4,839.15	
	Development	£7,284.00	£12,652.00	£18,187.80	£5,710.64	Capital expenditure
OVERALL TOTALS		£29,678.56	£33,667.76	£39,635.10	£28,074.75	
NET CHANGE IN FINANCES		£6,218.78	£5,147.24	-£12,052.32	£8,051.53	
Financial Reserve						
As at 11 th November 2023 North Holmwood had £26,203.07 across the 3 accounts. Overall North Holmwood Village Hall finances are in good shape.						
The charity usually aims to retain around £5,000 in the Current Account to cover everyday bills and expenditure, plus a reserve of £7,000 held in order to meet any unforeseen expenditure which may occur.						
The excess at this time is in part reserved for NHVH’s 50% contribution to agreed capital works in conjunction with the MVDC grant and building up of reserves for required works on the floor of the Sculptor’s Hall.						
Not applicable						

Funding
sources

The main funding sources are a regular weekly hire of the premises for recreational activities such as dancing, bridge, martial arts, beavers/cubs/scouts, keep-fit; North Holmwood Pre-School is based in one of the halls weekday mornings; sales and other one-off events and hire by local residents for children's parties.

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

John Steven Foscett

Position

Chairman

Date

23rd March 2024

North Holmwood Village Hall

Profit and Loss Report

01 September, 2022 - 31 August, 2023

Analysis Type: All, Analysis Category: All

Sales

4000 - Sales - Premises Hire Regular	29,268.14	
4001 - Sales - Premises Hire Irregular	3,590.50	
4002 - Sales - Equipment Hire	223.00	
4003 - Sales - Storage	313.50	
4900 - Other income	630.00	
4970 - External Grant Income	1,977.14	
	Total Sales	£36,002.28

Direct Expenses

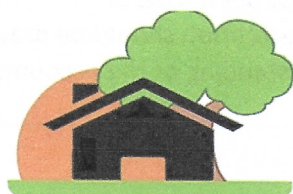
6002 - Contracted Booking	3,600.00	
	Total Direct Expenses	£3,600.00

GROSS PROFIT / LOSS	£32,402.28
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Overheads

7102 - Water Rates	514.96
7103 - General Rates	179.39
7104 - Premises Insurance	934.87
7105 - Licence fixtures	260.85
7106 - Security	531.46
7107 - Fire Prevention	543.22
7108 - Licence Music	197.95
7200 - Electricity	1,715.41
7201 - Gas & Oil	2,843.59
7520 - Office Stationery	16.99

7530 - Telephone	1,004.72	
7540 - Internet Charges	14.39	
7600 - Legal Fees	29.90	
7610 - Accountancy Fees	379.20	
7800 - Repairs and Renewals	8,297.12	
7801 - Cleaning	4,242.99	
7804 - Waste Disposal	772.76	
7805 - Caretaking	322.00	
7806 - Cleaning - Windows	270.00	
8200 - General Expenses	272.98	
	Total Overheads	£23,344.75
	NET PROFIT / LOSS	£9,057.53



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Independent Examiner's Report on the Accounts

Report to the trustees for the period

Period Start Date:	Period End Date:
01/09/2022	31/08/2023

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts (under section 43 of the Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the requirements

- to keep accounting records in accordance with section 4.1 of the Act; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature	
Full name	SARAH-JANE ANNE HART
Relevant professional qualification(s) or body (if any)	ACCA
Address	TWISTED WILLOW SPOOK HILL DORKING, RH5 4EG
Date	19/4/2024

Accounts



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Trustees' Annual Report for the period

Period Start Date:	Period End Date:
01/09/2021	31/08/2022

Reference and administration details

Charity name	North Holmwood Village Hall
Other names charity is known by	NHVVH
Registered Charity No.	305157
Charity's principal address	North Holmwood Village Hall Spook Hill North Holmwood Dorking Surrey RH5 4JP

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates acted (if not for whole year)
1	John Foscett	Chairman	
2	Jacqueline Johnston	Deputy Chairman	
3	Thomas Nimmo		
4	Deborah Steenhuis	Treasurer	
5	Jane Vicens	Secretary	
6	Christopher Leach		
7	Samantha Edwards		
8	Josephine Bulloch		
9	Jennie Lambert		
10	Nika Vlasenko		
11	Rebecca Kershaw		
12	Suzanne Somerville		

Staff and advisors

Name	Address	Capacity
Mrs Linda Foscett	Silvaplane, Spook Hill, North Holmwood, Dorking, Surrey, RH5 4EG	Halls Manager
Barclays	99 High St., Dorking, Surrey, RH4 1AN	Bank
Ideal Touch Cleaning	4 The Smithers, Brockham, Betchworth, Surrey, RH3 7LF	Cleaners

Patrick Monczak	4 Felland Way, Reigate, Surrey, RH2 7QB	Window cleaner
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Structure, governance and management

Type of governing document	Constitution
How the charity is constituted	Association
Trustee selection methods	Trustees are appointed at the meeting immediately following the AGM held every November or at one of the other two meetings usually held in February and May approximately mid-academic term time.

Additional governance issues

Trustee remuneration	All trustees give their time voluntarily and receive no remuneration or other benefits
Hire policies	North Holmwood Village Hall will endeavour to protect the business interests of companies and individuals who have a regular hire of the charity's premises in accordance with the published Business Ethics document

Objectives & Activities

Charity's main activities for public benefit	North Holmwood Village Hall provides the local community of North Holmwood and the surrounding area with facilities for their personal use, and the widest possible range of recreational and educational opportunities through the letting of the facilities to appropriate enterprises who provide them.
Charity's main source of income	Hire fees
Charity's main offerings	North Holmwood Village Hall has the following facilities: • The Sculptor's Hall (and kitchen) – used mainly for sports, fitness and dance • The Old School Hall (including Committee Room, Kitchen & WC) – used as a pre-School weekday daytime and for general activities evenings and weekends • The Studio (including kitchenette and WC) – used for meetings, and small group sessions including fitness • Staging • Crockery, cutlery etc. • Tables & chairs • Private car parking

Year aims

Year	2021/2022 period
Aims	The charity's aims for 2021/2022 were: • Ensure that the village hall offers ○ facilities required by hall users and the local community,

- which are well maintained, clean and tidy
- up to date and
- at an affordable and locally competitive price
- Make the village hall an asset to the community which
 - complements and where possible enhances the 'look' of the village, and
 - is not a nuisance to any of its neighbours, specifically local residents and the Emergency Services
 - offers a wide range of sporting, recreational and learning opportunities through services provided by hall hirers
- That the village hall officers, trustees and employees
 - satisfy the requirements of the Charity Commissioners,
 - meet all legal obligations and
 - that the village hall operates within local by-laws
- Ensure that the village hall is run on a sound financial footing which
 - covers day to day operating costs with contingency for future planned and unplanned maintenance
 - enables on-going development and enhancement of the facilities on offer though a programme of building works

Achievements and performance

Year	2021/2022 period
Key Objectives	The aim for 2021/2022 was to have a strong focus on the following elements: ● Promoting the new venue 'The Studio' ● Operating with the new business processes ● Pushing ahead with the rolling programme of maintenance and refurbishment ● Building up of funds to support our works programmes. It was again expected to be a challenging year, especially with the unknowns which may have spun off from the continuation of the global pandemic of Corona Virus Covid-19 and the anticipated resulting economic downturn. This resulted in overriding aims to: ● Continue to keep operating costs to a minimum ● Providing venues which were as Covid-19 safe as possible ● Assisting existing and new regular hirers to promote their offerings and help their return to pre-Covid levels of attendance.
Achievements	Premises Management Key achievements and changes in this area since August 2021: ● The Studio is now in use with weekly and twice-monthly regular hires and an increasing number of one-off hires. ● Minor maintenance took place and there was minimal use of external contractors. ● SAGE became fully active from 1st September 2021. Maintenance and Refurbishment Fortunately, no major structural issues, or big-spend items occurred during this year, so spend in this area was limited to replacement of worn and broken items. Building up of funds to support works programmes

The amount of capital available has slowly increased during the year which will mean that some essential external works on the premises were able to be considered.

A grant application with Mole Valley District Council was applied for to the value of £5,000 to supplement existing funds for the external works. The result of this application won't be known until the end of 2022 with money not made available if successful until late April 2023.

Hall Venues' Utilisation

Venues' utilisation improved with most regular hirers reinstating some or all of their pre-Covid hires. We also had some new hirers make a successful start-up.

The hire situation was:

- Pre-School – Ran a full schedule adding Monday afternoons from January 2022
- Surrey Hills Dance Centre – Ran a full schedule
- Yoga – Ran a full schedule
- Sam's Fitness – Ran a revised full schedule
- Montessori Toddlers & Parents – ran Tuesday mornings until the summer, then ceased to run. They are considering re-starting at the end of 2022
- Dorking Bridge Club – Running only on a Tuesday but with very low numbers. Long term viability is questionable.
- Craft workshops – Restarted and increased frequency to twice monthly using The Studio, but numbers attending are low.
- Beavers / Cubs / Scouts – Restarted but on a reduced schedule due to lack of helpers.
- Scouts shooting sessions – This has been running successfully.
- Move It or Lose It – new fitness and rehabilitation exercise class started on a Monday. Numbers were initially low but are picking up.
- Sound Bath - mindfulness sessions and workshops – new and successful.
- One-off hires (including children's parties) – We had a healthy schedule of parties, cycling and other events at a weekend.

Covid-19

The chairman continued to keep in close touch with all Government, Insurers and leisure sectors rules and guidelines for operating community halls in as safe a way as possible. Despite full lifting of restrictions by the government, the Council of Management decided to continue to operate North Holmwood Village Hall with the following procedures, rules and restrictions remaining in place:

- Separation of the premises into discrete venues – Sculptor's Hall; Old School Hall / Committee Room and The Studio by locking the corridor door between the Sculptor's Hall and the front entrance and turning the North Entrance into the only entrance for the Studio
- Use of sanitisation stations in all venues
- Conditions of Hire for all regular hirers which included:
 - Cleaning requirements
 - Timing requirements

Future plans	People My thanks went to the continued support of the members of the Council of Management; our cleaners Ideal Touch Cleaning and Patrick Monczak, Halls Manager Linda Foskett and the contractors who turned out to do necessary work around the premises in these unprecedented times.
	2022/2023 posed to be a further difficult year economically with the high level of inflation and huge fuel bills. Key plans include: • Marketing and getting good usage of all 3 venues • Continuing to support regular hirers and occasional hirers • Continued financial expediency • Continuation of the rolling programme of maintenance of the fabric of the premises.

Financial Review

Year	2021/2022 period
Summary	Financial Overview The table below shows a financial comparison with previous years. IT shows a good start at returning to normal income following Covid. Some key points from this are: • Anticipated return to pre-Covid income during 2022/2023. • External works as previously stated in 2022/2023 subject to successful grant application • Keeping costs back to a minimum but allowing for a 25% increase in fuel bills • Planned work on the Sculptor's Hall floor in 2024/2025 (needed to repair the warping from previous water damage which is getting worse slowly) • Retention of a minimum of £12,000 in budgeting for emergency works (up from the previous stable value of £10,000 in anticipation of inflation) • A steady rebuilding of the capital over the next 2 years to enable the Sculptor's Hall floor works in 2024/2025 (for which we may be once again eligible for help from a capital grant).

North Holmwood Village Hall Finances				
Income				
Category	2019/2020	2020/2021	2021/2022	Comment
Regular Hires				
PreSchool	£3,310.00	£5,544.00	£6,743.25	Open + extra hours
SHDC	£5,882.50	£6,991.00	£9,502.39	Open + extra hours
Scouts	£1,072.00	£80.00	£550.00	Cutback
Fitness	£2,257.00	£1,093.50	£2,977.00	Open (less hires)
Bridge	£3,178.50	£0.00	£1,172.50	Open 1/4 of usual
Yoga	£502.50	£492.50	£900.00	Open
Montessori	£0.00	£338.00	£567.50	Open
Other	£3,307.84	£320.00	£1,272.64	Limited return
One-Off Hires	£1,481.00	£870.50	£3,579.00	Catchup parties
Storage	£116.00	£174.50	£260.00	
Grants				
MVDC Works	£4,790.00	£0.00	£0.00	
Covid	£10,000.00	£18,289.00	£0.00	
Other				
BG refund	£0.00	£4,584.50		
Other inc lottery	£0.00	£37.50	£58.50	
OVERALL TOTALS	£35,897.34	£38,815.00	£27,582.78	
OPERATING INCOME	£21,107.34	£15,904.00	£27,524.28	
Expenditure				
Category	2019/2020	2020/2021	2021/2022	Comment
Utilities				
Fuel (Gas)	£2,018.27	£4,274.35	£2,545.05	
Fuel (Electricity)	£3,262.28	£1,139.26	£1,584.32	Correct bills
Telecomms & IT	£992.72	£1,136.00	£1,060.45	
Water & Sewage	£448.48	£258.04	£275.14	
Security	£808.34	£865.20	£1,709.17	New CCTV installed
Waste Disposal	£414.41	£375.16	£397.52	
Legal & Licences				
Insurance	£2,510.74	£4,208.52	£2,505.49	
PPL / PRS Lic	£417.84	£261.70	£203.47	
National Trust Lic	£90.00	£90.00	£90.00	
Accountancy	£316.80	£316.80	£340.80	
MVDC Rates	£0.00	£0.00	£174.21	
Maintenance				
Caretaking	£2,260.00	£0.00	£0.00	
Materials & Labour	£2,529.68	£2,572.73	£2,853.68	
Cleaning	£3,625.00	£3,418.00	£4,108.00	
Major Works				
The Studio	£7,284.00	£12,652.00	£18,187.80	Dev'pt completed
External works				
Floor works (SH)				
Management				
Halls Manager	£2,700.00	£2,100.00	£3,600.00	
OVERALL TOTALS	£29,678.56	£33,667.76	£39,635.10	
OPERATING EXPENSES	£22,394.56	£21,015.76	£21,447.30	
OPERATING P/L	-1,287.22	-5,111.76	6,076.98	
Total P/L inc works	£6,218.78	£5,147.24	-£12,052.32	
Venues Available for Use (Covid + The Studio Build)				
Category	2019/2020	2020/2021	2021/2022	Comment
Sculptors Hall	50%	60%	90%	Most users back
Old School Hall	75%	80%	90%	
The Studio	NO	NO	70%	New venue
Financial Year is 1st September to 31st August				

	Financial Reserve As at 14 th October 2021 North Holmwood had £16,954.33 across the 3 accounts. Overall North Holmwood Village Hall finances are in good shape.
Charity's policy on reserves	The charity usually aims to retain around £5,000 in the Current Account to cover everyday bills and expenditure, plus a reserve of £7,000 held in order to meet any unforeseen expenditure which may occur. This is an increase of £2,000 reflecting the increasing costs of operation and works due to inflation.
Details of any funds materially in deficit	Not applicable
Funding sources	The main funding sources are a regular weekly hire of the premises for recreational activities such as dancing, bridge, martial arts, beavers/cubs/scouts, keep-fit; North Holmwood Pre-School is based in one of the halls weekday mornings; sales and other one-off events and hire by local residents for children's parties.

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

John Steven Foscett

Position

Chairman

Date

5th December 2022

North Holmwood Village Hall

Profit and Loss Report

01 September, 2021 - 31 August, 2022

Analysis Type: All, Analysis Category: All

Sales

4000 - Sales - Premises Hire Regular	24,077.39	
4001 - Sales - Premises Hire Irregular	3,866.50	
4002 - Sales - Equipment Hire	120.00	
4003 - Sales - Storage	56.50	
4900 - Other income	58.50	
		
	Total Sales	£28,178.89

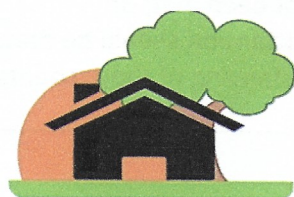
Direct Expenses

6002 - Contracted Booking	3,600.00	
		
	Total Direct Expenses	£3,600.00
	GROSS PROFIT / LOSS	£24,578.89

Overheads

7102 - Water Rates	275.14
7103 - General Rates	174.21
7104 - Premises Insurance	2,505.49
7105 - Licence fixtures	40.00
7106 - Security	1,164.78
7107 - Fire Prevention	523.69
7108 - Licence Music	203.47
7200 - Electricity	1,676.70
7201 - Gas & Oil	2,545.05
7520 - Office Stationery	6.99
7530 - Telephone	1,110.73
7540 - Internet Charges	355.40
7560 - Mobile Charges	77.98

7610 - Accountancy Fees	340.80	
7800 - Repairs and Renewals	1,768.24	
7801 - Cleaning	3,870.35	
7803 - Premises Expenses	72.97	
7804 - Waste Disposal	631.62	
7806 - Cleaning - Windows	255.00	
8200 - General Expenses	14.49	
8210 - Subscriptions	162.59	
	Total Overheads	£17,775.69
	NET PROFIT / LOSS	£6,803.20



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Independent Examiner's Report on the Accounts

Report to the trustees for the period

Period Start Date:	Period End Date:
01/09/2021	31/08/2022

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts (under section 43 of the Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the requirements

- to keep accounting records in accordance with section 4.1 of the Act; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature	<i>SJ Hart</i>
Full name	SARAH-JANE ANNE HART
Relevant professional qualification(s) or body (if any)	FCCA
Address	TWISTED WILLOW SPOOK HILL DORKING, RH5 4EG
Date	6 DECEMBER 2022

Accounts



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Trustees' Annual Report for the period

Period Start Date:	Period End Date:
01/09/2020	31/08/2021

Reference and administration details

Charity name	North Holmwood Village Hall
Other names charity is known by	NHVVH
Registered Charity No.	305157
Charity's principal address	North Holmwood Village Hall Spook Hill North Holmwood Dorking Surrey RH5 4JP

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates acted (if not for whole year)
1	John Foscett	Chairman	
2	Jacqueline Johnston	Deputy Chairman	
3	Thomas Nimmo		
4	Deborah Steenhuis	Treasurer	
5	Jane Vicens	Secretary	
6	Christopher Leach		
7	Samantha Edwards		
8	Josephine Bulloch		
9	Jennie Lambert		
10	Nika Vlasenko		
11	Rebecca Kershaw		
12	Suzanne Somerville		

Staff and advisors

Name	Address	Capacity
Mrs Linda Foscett	Silvaplane, Spook Hill, North Holmwood, Dorking, Surrey, RH5 4EG	Halls Manager
Barclays	99 High St., Dorking, Surrey, RH4 1AN	Bank
Ideal Touch Cleaning	4 The Smithers, Brockham, Betchworth, Surrey, RH3 7LF	Cleaners

Patrick Monczak	4 Felland Way, Reigate, Surrey, RH2 7QB	Window cleaner
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Structure, governance and management

Type of governing document	Constitution
How the charity is constituted	Association
Trustee selection methods	Trustees are appointed at the meeting immediately following the AGM held every November or at one of the other two meetings usually held in February and May approximately mid-academic term time.

Additional governance issues

Trustee remuneration	All trustees give their time voluntarily and receive no remuneration or other benefits
Hire policies	North Holmwood Village Hall will endeavour to protect the business interests of companies and individuals who have a regular hire of the charity's premises in accordance with the published Business Ethics document

Objectives & Activities

Charity's main activities for public benefit	North Holmwood Village Hall provides the local community of North Holmwood and the surrounding area with facilities for their personal use, and the widest possible range of recreational and educational opportunities through the letting of the facilities to appropriate enterprises who provide them.
Charity's main source of income	Hire fees
Charity's main offerings	North Holmwood Village Hall has the following facilities: • The Sculptor's Hall (and kitchen) – used mainly for sports, fitness and dance • The Old School Hall (including Committee Room, Kitchen & WC) – used as a pre-School weekday daytime and for general activities evenings and weekends • The Studio (including kitchenette and WC) – used for meetings, and small group sessions including fitness • Staging • Crockery, cutlery etc. • Tables & chairs • Private car parking

Year aims

Year	2020/2021 period
Aims	The charity's aims for 2020/2021 were: • Ensure that the village hall offers ○ facilities required by hall users and the local community,

- which are well maintained, clean and tidy
- up to date and
- at an affordable and locally competitive price
- Make the village hall an asset to the community which
 - complements and where possible enhances the 'look' of the village, and
 - is not a nuisance to any of its neighbours, specifically local residents and the Emergency Services
 - offers a wide range of sporting, recreational and learning opportunities through services provided by hall hirers
- That the village hall officers, trustees and employees
 - satisfy the requirements of the Charity Commissioners,
 - meet all legal obligations and
 - that the village hall operates within local by-laws
- Ensure that the village hall is run on a sound financial footing which
 - covers day to day operating costs with contingency for future planned and unplanned maintenance
 - enables on-going development and enhancement of the facilities on offer though a programme of building works

Achievements and performance

Year	2020/2021 period
Key Objectives	The aim for 2020/2021 was to have a strong focus on the same 4 key elements as last year: ● Works to get The Studio up and running (if possible) ● Business process simplification and restructure through integration with Sage Accounting ● Rolling programme of maintenance and refurbishment ● Building up of funds to support our works programmes. It was again expected to be a challenging year, especially with the unknowns which may have spun off from the continuation of the global pandemic of Corona Virus Covid-19. This resulted in overriding aims to: ● Keeping operating costs to a minimum ● Providing venues which were as Covid-19 safe as possible, compliant with all government regulations ● Working with regular hirers to help them recommence and operate their activities in as safe a way as possible when allowed
Achievements	Premises Management Key achievements and changes in this area since August 2020: ● The role of Hall Administrators (John Foscett for the Sculptor's Hall and Jennie Lambert for the Old School Hall) continued, and John Foscett took on, in addition, the role of Hall Administrator for The Studio. ● The use of the Hall Logs continued to be suspended during Covid-19 for reasons of hygiene. ● Minor maintenance took place and there was minimal use of external contractors. ● SAGE was integrated into the financial processes ready to become fully active from the start of the new financial year 1st September 2021.

Setting up of The Studio

Unexpectedly, the government provided unprecedented financial support for community halls which resulted in North Holmwood Village Hall being awarded 'operational' grants totalling £26,193.

Through a series of measures which made significant operating cost reductions, North Holmwood Village Hall was able to operate with a minimal loss during periods of lockdown and operation of only the permitted essential services such as Pre-School. Measures included:

- Suspension of the £300 per month payments to the Halls Manager
- Most maintenance being undertaken by John Foskett (Chairman) with only cost of materials
- Reprogramming the central heating systems to reduce the amount of time the heating was on
- Short term suspension of waste collection
- Changing insurance suppliers.

As a result, the full amount granted was able to be directed towards the works to create The Studio. In addition, a December 2020 refund from British Gas of £5,993.68 in respect of erroneous payments for electricity supplied to Mrs & Mrs Fisher of the Old School House was also able to be directed towards the works on The Studio. The total from both sources was therefore: £32,186.68. This effectively became the maximum available spend for The Studio.

A design and project plan was created by the chairman in March 2021 and various local contractors were asked to quote for parts or all of the work. The eventual choice was Scott Naylor (M. J. Naylor Construction) to act as primary contractor with McTigues Ltd (Plumbing) subcontractor to M. J. Naylor Construction and Simon Nynan (Affordable Surrey Electrics) for the electrical work.

The original plan was to create The Studio and Disabled WC in two phases with phase 1 creating a usable space without kitchenette and WC, phase 2 to put these into place as funds allowed. Not only were we lucky that, due to shortages of concrete over the summer 2021, Scott Naylor was able to progress the work almost immediately, but also that both phases 1 and 2 were able to be accomplished in the period at an overall cost of £30,200.69.

The Studio is now actively being marketed and bookings are now in progress.

Maintenance and Refurbishment

Fortunately, no major structural issues, or big-spend items occurred during this year, so spend in this area was limited to replacement of worn and broken items.

Building up of funds to support works programmes

As 2020/2021 was mainly about survival during covid-19 and construction of The Studio as a third venue, little action was taken to either market the premises or build up additional funds.

Alternative insurers were found resulting in about 25% reduction in costs.

Hall Venues' Utilisation

Venues' utilisation was intermittent and limited due to Covid-19. There were periods of imposed lockdown by the UK government during which only Pre-School was able to operate, periods of limited return which enabled some fitness and private lesson dance activities to return and an eventual lifting of restrictions.

Despite lifting of restrictions, a number of hirers were unable to regain the numbers of pre-Covid attendees and have consequently either not returned or are ran a reduced schedule.

The hire situation was:

- Pre-School – Ran a full schedule with the prospect of adding Monday afternoons from January 2022
- Surrey Hills Dance Centre – Ran a near full schedule
- Yoga – Ran a full schedule
- Sam's Fitness – Ran a slightly reduced schedule
- Becky's Fitness – Remained closed
- Montessori Toddlers & Parents – new this year operating Tuesday mornings only – planned Friday morning sessions were not sufficiently well attended to be viable
- Dorking Bridge Club – Tried to restart just on a Tuesday evening but numbers were very low and hires were suspended again
- Craft workshops – Didn't restart during the period
- Beavers / Cubs / Scouts – Didn't restart but are scheduled to do so from September 2021
- Scouts shooting sessions –Approval was given for this to start in the Old School Hall – whilst it's being setup for 18th Dorking under Josie, it may be offered to other Scouts groups as well
- One -off hires (including children's parties) – Took off again and we had a healthy schedule of parties, cycling and other events at a weekend.

Less Regular Hires

We lost one more regular hirer this year:

- Dorking Freestyle Karate moved to a local secondary school where the hall space was larger allowing better social distancing.

As stated last year, we need to continue to widen the appeal and market our premises and will need to return to this strategy as soon as sensible to do so.

Covid-19

The chairman continued to keep in close touch with all Government, Insurers and leisure sectors rules and guidelines for operating community halls in as safe a way as possible the following procedures, rules and restrictions remained in place:

- Separation of the premises into discrete venues – Sculptor's Hall; Old School Hall / Committee Room and The Studio by locking the corridor door between the Sculptor's Hall and the front entrance and turning the North Entrance into the only entrance for the Studio
- Use of sanitisation stations in all venues
- Conditions of Hire for all regular hirers which included:

- Cleaning requirements
- Timing requirements
- Other Covid-19 related safety requirements.

People

My thanks went to the continued support of the members of the Council of Management; our cleaners Ideal Touch Cleaning and Patrick Monczak, Halls Manager Linda Fosskett and the contractors who turned out to do necessary work around the premises in these unprecedented times.

In particular, my thanks went to Scott Naylor for his help in improving the design of The Studio and in the process reduce the cost of its creation and, of course, the excellent work which has transformed the near derelict space into a desirable ready to use third venue. My thanks also went to him for coming in on budget for all major aspects of the works. A minor over-spend of approx. 6% occurred but this was mainly around phase 2 which had not originally been fully costed as it was not expected to be accomplished by this time.

Future plans	2021/2022 will hopefully be a year of opportunity as pandemic restrictions ease. Key plans include: ● Marketing and getting good usage of The Studio ● Supporting the return of the remaining regular hirers and occasional hirers ● Continued financial expediency ● Continuation of the rolling programme of maintenance of the fabric of the premises.
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Financial Review

Year	2020/2021 period
Summary	Financial Implications of Covid-1 At the end of the financial year we were 17 months into the Covid-19 crisis. The table below compares 2018/2019, 2019/2020 and 2020/2021 figures extracted from the accounts to the end of August each year. Some key points from this are: ● Loss of nearly 1/2 of regular hirers income due to the continuing Covid-19 situation, although Autumn 2021 is seeing the start of a return of hirers unable to operate during the peak of the pandemic ● Loss of almost all the occasional hirers income, although now that parties and events are able to restart their has been a resurgence in bookings and prospects for 2021 / 2022 look much better ● The MVDC Covid-19 grants are now over, so we now need to stand on our own feet for the future. ● Caretaking and maintenance costs are much lower and should be able to stay like this whilst members of the council of management undertake this at just cost of materials ● Business rates were zeroised by MVDC due to Covid-19 but they have now been reinstated. ● We will need to seek out opportunities for additional grants in support of repairs which are becoming more urgent in 2022 when we are able to reapply to MVDC.

Category	2018 / 2019	2019 / 2020	2020/2021	Comment
Income				
Regular Hires	£28,251.00	£18,521.00	£15,803.00	
Occasional Hires	£4,543.00	£2,479.00	£693.00	
Donation		£20.00	£100.00	
MVDC Grant		£4,790.00		Asbestos removal
MVDC Grant		£10,000.00	£18,739.00	Covid Support
BG refund elec.			£5,993.68	
Total Income	£32,794.00	£35,810.00	£41,328.68	
Expenditure				
Halls Manager	£3,600.00	£2,400.00	£2,100.00	Not paid in lockdown
Utilities	£6,702.00	£6,210.00	£6,822.79	NB. BG refund above
Licences	£558.00	£508.00	£351.70	Reduced music licence
Business Rates	£227.00	£0.00	£0.00	Bus Rates cancelled
Insurance	£2,423.00	£2,510.00	£4,208.52	Note – refund due from Ecclesiastical rec'd in September
Security & Fire	£827.00	£880.00	£865.20	
Telephone / Wifi	£910.00	£993.00	£1040.12	
IT Systems	£441.00	£317.00	£412.68	SAGE & other
Cleaning	£4,393.00	£3,625.00	£3,453.00	NB. Lockdown closures
Caretaking + Maint	£6,417.00	£7,038.00	£1,468.23	JF doing work during 20/21 -cost of materials only
Asbestos Removal		£4,790.00		Asbestos Removal
Waste Disposal	£1,116.00	£414.00	£340.16	
Sundries	£676.00	£910.00	£256.65	
The Studio			£1,582.00	The Studio
Total Expenditure	£28,290.00	£30,595.00	£22,901.05	
Net funds change	£4,504.00	£5,215.00	£18,427.63	

Financial Reserve

The year-end accounts did not include payment for all the work in constructing The Studio. Here I have stated the 'true' financial situation assuming all payments had been made. Planning for the future is being made on this basis.

As at 27th October 2021 North Holmwood had £10,048.13 in the bank.

The reserve required as registered with the Charities Commission is £10,000 for emergencies, so overall North Holmwood Village Hall finances are in good shape providing we can operate as a minimum at breakeven.

Various checks were made on the state of the premises with regards to urgent major work. The key items found were work on barge boards around the building and waterproofing of 2 front doors. Otherwise the premises were considered to be in reasonable shape.

Charity's policy on reserves	The charity usually aims to retain around £4,000 in the Current Account to cover everyday bills and expenditure, plus a reserve of £6,000 held in order to meet any unforeseen expenditure which may occur.
Details of any funds materially in deficit	Not applicable
Funding sources	The main funding sources are a regular weekly hire of the premises for recreational activities such as dancing, bridge, martial arts, beavers/cubs/scouts, keep-fit; North Holmwood Pre-School is based in one of the halls weekday mornings; sales and other one-off events and hire by local residents for children's parties. Over the year the following grants and refunds were also received: • Donations - £100.00 • Covid-19 grants (MVDC) - £18,739.00 • Refund from British Gas - £ 4,584.50

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

John Steven Foskett

Position

Chairman

Date

30th January 2022

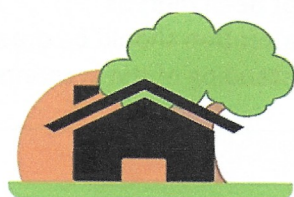
North Holmwood Village Hall

Profit and Loss Report

01 September, 2020 - 31 August, 2021

Sales		
4000 - Sales - Premises Hire Regular	15,803.00	
4001 - Sales - Premises Hire Irregular	510.00	
4002 - Sales - Equipment Hire	28.00	
4003 - Sales - Storage	155.00	
4901 - Donation	100.00	
4970 - External Grant Income	18,739.00	
	Total Sales	£35,335.00
Direct Expenses		
5000 - Cost of Sales - Goods	50.17	
5050 - Sub-Contractors	110.00	
6002 - Contracted Booking	2,100.00	
	Total Direct Expenses	£2,260.17
GROSS PROFIT / LOSS		£33,074.83
Overheads		
6003 - IT Services	95.88	
7102 - Water Rates	258.04	
7104 - Premises Insurance	4,208.52	
7105 - Licence fixtures	90.00	
7106 - Security	865.20	
7108 - Licence Music	261.70	
7200 - Electricity	-4,584.50	
7201 - Gas & Oil	5,413.61	
7530 - Telephone	1,040.12	

7610 - Accountancy Fees	316.80	
7801 - Cleaning	3,208.00	
7803 - Premises Expenses	1,582.00	
7804 - Waste Disposal	340.16	
7805 - Caretaking	450.00	
7806 - Cleaning - Windows	245.00	
7900 - Bank Charges and Interest	-1.39	
8200 - General Expenses	858.06	
	Total Overheads	£14,647.20
	NET PROFIT / LOSS	£18,427.63



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Independent Examiner's Report on the Accounts

Report to the trustees for the period

Period Start Date:	Period End Date:
01/09/2020	31/08/2021

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts (under section 43 of the Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the requirements

- to keep accounting records in accordance with section 4.1 of the Act; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature	
Full name	SARAH-JANE ANNE HART
Relevant professional qualification(s) or body (if any)	FCCA
Address	TWISTED WILLOW SPOOK HILL NORTH HOLMWOOD, DORKING, RH5 4EG
Date	30 JANUARY 2022

Accounts



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Trustees' Annual Report for the period

Period Start Date:	Period End Date:
01/09/2019	31/08/2020

Reference and administration details

Charity name	North Holmwood Village Hall
Other names charity is known by	NHVVH
Registered Charity No.	305157
Charity's principal address	North Holmwood Village Hall Spook Hill North Holmwood Dorking Surrey RH5 4JP

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates acted (if not for whole year)
1	John Foscett	Chairman	
2	Jacqueline Johnston	Deputy Chairman	
3	Thomas Nimmo	Treasurer	To 21/10/19
4	Deborah Steenhuis	Treasurer	From 21/10/19
5	Jane Vicens	Secretary	
6	Christopher Leach		
7	Samantha Edwards		
8	Josephine Bulloch		
9	Jennie Lambert		
10	Josephine Bulloch		
11	Rebecca Kershaw		

Staff and advisors

Name	Address	Capacity
Mr. Daniel Williams	28 Willow Close, Beare Green, Dorking, Surrey, RH5 4SE	Caretaker / Facilities Manager until 31/12/19
Mrs Linda Foscett	Silvaplane, Spook Hill, North Holmwood, Dorking, Surrey, RH5 4EG	Halls Manager
Barclays	99 High St., Dorking, Surrey, RH4 1AN	Bank

Ideal Touch Cleaning	4 The Smithers, Brockham, Betchworth, Surrey, RH3 7LF	Cleaners
Patrick Monczak	4 Felland Way, Reigate, Surrey, RH2 7QB	Window cleaner

Structure, governance and management

Type of governing document	Constitution
How the charity is constituted	Association
Trustee selection methods	Trustees are appointed at the meeting immediately following the AGM held every November or at one of the other two meetings usually held in February and May approximately mid-academic term time.

Additional governance issues

Trustee remuneration	All trustees give their time voluntarily and receive no remuneration or other benefits
Hire policies	North Holmwood Village Hall will endeavour to protect the business interests of companies and individuals who have a regular hire of the charity's premises in accordance with the published Business Ethics document

Objectives & Activities

Charity's main activities for public benefit	North Holmwood Village Hall provides the local community of North Holmwood and the surrounding area with facilities for their personal use, and the widest possible range of recreational and educational opportunities through the letting of the facilities to appropriate enterprises who provide them.
Charity's main source of income	Hire fees
Charity's main offerings	North Holmwood Village Hall has the following facilities: • 2 main halls, 1 Committee Room • 2 Fully fitted kitchens • Staging • Crockery, cutlery etc. • Tables & chairs • Private car parking

Year aims

Year	2019/2020 period
Aims	The charity's aims for 2019/2020 were: • Ensure that the village hall offers ○ facilities required by hall users and the local community, ○ which are well maintained, clean and tidy ○ up to date and ○ at an affordable and locally competitive price

- Make the village hall an asset to the community which
 - complements and where possible enhances the 'look' of the village, and
 - is not a nuisance to any of its neighbours, specifically local residents and the Emergency Services
 - offers a wide range of sporting, recreational and learning opportunities through services provided by hall hirers
- That the village hall officers, trustees and employees
 - satisfy the requirements of the Charity Commissioners,
 - meet all legal obligations and
 - that the village hall operates within local by-laws
- Ensure that the village hall is run on a sound financial footing which
 - covers day to day operating costs with contingency for future planned and unplanned maintenance
 - enables on-going development and enhancement of the facilities on offer though a programme of building works

Achievements and performance

Year	2019/2020 period
Key Objectives	The aim for 2019/2020 was to have a strong focus on the same 4 key elements as last year: • Works to get The Studio up and running • Business process simplification and restructure through integration with Sage Accounting • Rolling programme of maintenance and refurbishment • Building up of funds to support our works programmes. It was expected to be a challenging year, especially with the unknowns which may have spun off from Brexit but nobody foresaw the massive challenges resulting from a global pandemic of Corona Virus Covid-19. This resulted in overriding aims from March 2020 to: • Remain solvent during the pandemic • Provide an environment which satisfied all government guidelines to enable as safe as possible restart of a limited number of activities from June 2020 onwards
Achievements	Premises Management Several new roles were created at the end of 2018 when the previously existing positions of Caretaker and Booking Secretary were redefined and retitled Facilities Manager and Halls Manager respectively. Key achievements and changes in this area since October 2019: • The role of Hall Administrators (John Foscett for the Sculptor's Hall and Jennie Lambert for the Old School Hall) were proven to be very successful and will be retained and eventually extended to The Studio when it is up and running. • The use of a Halls Log completed by regular hirers on each hire for recording any issues, damage, etc. also proved successful and will be continued. • At Christmas 2019, the Facilities Manager Dan Williams decided not to renew his contract which expired after 2 years in the job. A review of the costs associated with the role and the maintenance undertaken suggested that it would be more cost effective to remove the role of

Facilities Manager, with the Chairman, Deputy Chair and Hall Administrators parcelling up maintenance work and bringing in appropriate contractors to undertake the work. This looks to be a good approach, but little major maintenance took place due to Covid-19.

- Minor maintenance which did take place over the period has been:
 - Bulbs replacement – JF (materials cost only)
 - External weeding – JF (free of charge)
 - Fire door repairs and installation of hooks to allow fire doors to be open for additional ventilation – JF (materials cost only)
 - Wisteria pruning – Mike Rankin (contractor)

Not achieved:

- Integration of Sage effectively with North Holmwood Village Hall bank accounts – unfortunately Barclays Bank took over 12 months to make simple mandate changes correctly. This has now been deferred until 2020 / 2021. Unfortunately for many reasons, no handover from Tom Nimmo (previous Treasurer) to Debbie Steenhuis (new Treasurer) took place and hence there has been no progress on this.

Setting up of The Studio

This was always going to be a challenge. When the old internal walls had been removed, the full extent of the renovation work became apparent.

An asbestos check proved that there was asbestos which needed to be removed from the ceiling and fireplace.

JJ successfully applied for a grant for its removal and the work was undertaken from February 2020:

- Electrical enabling works were carried out in February
- Plumbing (including installation of an outside tap at the front of the building took place in March
- Asbestos removal was undertaken in May.

This part of the premises has now been certified asbestos-free.

Due to the Covid-19 lockdown, which was imposed in mid-March, all work to renovate this facility was suspended.

Maintenance and Refurbishment

Fortunately, no major structural issues, or big-spend items occurred during this year, so spend in this area was limited to replacement of worn and broken items.

Building up of funds to support works programmes

There were two main approaches to building up the funds which were expected to be continued during 2019 / 2020:

- Implementation of cost reduction measures where possible – the main target areas being energy bills and maintenance
- Increasing revenue through stronger marketing and a small increase in hire charges.

Due to Covid-19, there was no possibility of increasing revenue since February 2020. See the Covid-19 review section later for an initial assessment of the implications.

Implementation of cost cutting measures did move forward over the period with a number of positive actions:

- Removal of the Caretaking post has a potential net saving of around £3,600 per annum. Ideal Touch Cleaning, JF & JJ are undertaking all

unlocking & night-time locking of the premises at no charge, and costs of contractors for maintenance look to be similar to the additional work bills submitted by DW.

- Waste collection has been reduced by at least ½ by moving from Biffa to Suez and a more suitable sized bin
- Progress has been made in getting resolution of the British Gas electricity bills situation. After numerous unsuccessful attempts at talking both to British Gas and NRG (their appointed broker for our account), JF raised the issues with the Ombudsman. In response, BG finally established the chain of events that led to NHVH paying for the electricity supply of G Fisher of the Old School House (as believed to have been the case by JF) in 2018. NHVH's use of electricity over the period remains to be paid for (although there is a rule which may apply, that BG cannot ask for more than 1 year's back payment), but NHVH is owed approx. £10,500 reimbursement for erroneous billing. At this time we are waiting for the final resolution. Once resolved, NHVH will be able to pay for actual usage, then we can look at the best options for energy supply for the future.

The only major cost saving area not progressed was looking at alternative insurers – JJ didn't have the time to undertake this in 2019 and in 2020 it was not progressed as we needed to have a stable insurance situation during the Covid-19 pandemic.

Hall Utilisation

During the last 2 months of 2019, hall utilisation remained stable and was close to full capacity, however, during 2020 Covid-19 and other issues have had a serious impact on both regular hires and one-off hires.

Regular Hirer's

- Surrey Hills Dance Centre – No hires from mid-March to the end of July due to lockdown. Restarted hires in a reduced way from the end of July as Covid-19 restrictions prohibit the return of public classes (6 a week held at NHVH). Some private lessons were able to run and restrictions meant some additional hours taken as only one lesson was able to run at a time.
- North Holmwood Pre-School – No hires from mid-March to mid-June due to lockdown. On returning in September, Pre-School added Wednesday and Friday afternoon sessions.
- Dorking Bridge Club – No hires since mid-March due to Covid-19. They have moved their sessions online for the foreseeable future as the majority of members are in the 'vulnerable' category. One member of their club died from Covid-19 before lockdown.
- Sam's Fitness – No hires from mid-March to mid-August due to Covid-19. A reduced number of hires were reinstated then.
- Yoga – No hires from mid-March to mid-August. Normal schedule (1 per week) was then re-introduced.
- Move Easy – No hires since mid-March due to Covid-19. Most attendees are in the 'vulnerable' category.
- Beavers / Cubs / Scouts – No hires since mid-March due to Covid-19.
- Studio Craftwork – No hires from mid-March to September due to Covid-19, however a regular schedule was then reintroduced.

- Dorking Freestyle Sport Karate – Closed for lockdown in mid-March due to Covid-19. and due to Covid-19 self-distancing rules, all have been permanently moved to the much larger Priory School venue.
- Zumba – No hires since mid-March. Not returning.

Less Regular and One-Off Hires

One-off hires effectively ceased with Covid-19, specifically:

- The election planned for May 2020 was cancelled
- Dorking Gardeners Club events were cancelled
- All children's parties were cancelled and no future bookings taken due to the Covid-19 restrictions and the Government talking about restrictions remaining in place until March 2021.

As stated last year, we need to continue to widen the appeal and market our premises and will need to return to this strategy as soon as sensible to do so.

Covid-19

At the time of writing, there are restrictions on people from different households being permitted to meet in premises due to the Covid-19 pandemic.

The virus started in Wuhan, China at the end of 2019 and spread rapidly across the world. The UK went into 'lockdown' in mid-March 2020, at which point the elderly and vulnerable were not allowed to leave home; non-essential shops were closed; all community halls (including North Holmwood Village Hall) were closed; non-essential travel restrictions were brought into force; hospitality and leisure activities were not permitted to operate.

The lockdown was gradually eased from late July with cautious reopening of shops, community halls and hospitality / leisure facilities with new rules which have included social distancing; limits to the numbers of people in a venue; use of masks and visors and many other lifestyle restrictions.

The UK government provided £10,000 financial aid for community halls which was gratefully received by North Holmwood Village Hall.

At the time of writing this document, the UK (and rest of the world) is in a second wave of the pandemic with the numbers infected rapidly rising. A process of localised 'lockdowns' in high risk areas is about to be replaced by a second total lockdown. Mole Valley has an average but rising infection rate.

North Holmwood Village Hall was closed mid-March until mid-June at which time only Pre-School was able to resume. Others were permitted to resume in a phased way from the end of July as the first wave of the pandemic receded. It is open at this time, but subject to stringent Covid-19 rules and processes and the second wave is showing even greater numbers being infected than the first wave, however at this time the number of deaths is much lower than in the first wave.

Current Government thoughts are that the UK will remain under severe restrictions until at least March 2021, but experience over the past 7 months suggests that we can expect significant changes of rules to be announced with no more than a couple of days' notice in response to rapidly changing situations, including a highly possible lockdown being re-introduced to Mole Valley.

In this climate it is most definitely not 'Business as Usual' at North Holmwood Village Hall.

Covid-19 Rules at North Holmwood Village Hall

JF kept in close touch with all Government, Insurers and leisure sectors rules and guidelines for operating community halls in as safe a way as possible. This

resulted in implementation of a number of key new (hopefully temporary) procedures, rules and restrictions:

- Separation of the premises into two discrete venues – Sculptor’s Hall and Old School Hall / Committee Room by locking the corridor door between them
- Closure of the Entrance Area, Gents & Disabled toilets
- Introduction of a one-way system through each venue
- Installation of sanitisation stations in both venues
- New Conditions of Hire for all regular hirers which include:
 - Use of masks
 - Cleaning requirements
 - Use of VenueTrace for registering attendees each session
 - Timing requirements
 - Social distancing requirements.

People

We received great support from our cleaners Ideal Touch Cleaning and Patrick Monczak, Halls Manager Linda Foskett and the small number of contractors who turned out to do necessary work around the premises in these unprecedented times.

Future plans

2020/2021 will be a challenging year, especially with unknowns regarding Covid-19 restrictions and the economy in general. The focus will at least initially be on maintaining the physical and financial viability of North Holmwood Village Hall.

Financial Review

Year

2019/2020 period

Summary

Financial Implications of Covid-19

At the timer of writing we are only 7 months into the Covid-19 and it is not possible to fully assess the impacts at this stage. The table below shows a comparison between 2018 /2019 and 2019 / 2020 figures extracted from the accounts to the end of August each year.

Some key points from this are:

- Loss of 1/3 of regular hirers income. Due to the continuing Covid-19 situation, we look as though we can only expect around £20,000 from regular hires from 2020 / 2021
- Loss of almost ½ the occasional hirers income. We cannot budget on any such income whilst the Covid-19 crisis continues.
- The MVDC Covid-19 grant is to ‘tide us over’ to Christmas 2020, i.e 1/3 of the 2020 / 2021 year as well. We cannot expect any further help.
- Hopefully with BG issues resolved we will have a correct monthly utilities bill and a cash lump sum refund.
- Caretaking and maintenance will be much lower as since March 2020 only essential maintenance has been undertaken with no caretaking fees.
- Sundry item costs are higher due to the costs of purchases for Covid-19 safety – most of these were one-off.
- Business rates were zeroised by MVDC due to Covid-19 - this may or may not happen again in 2021.
- We will need to seek out opportunities for additional grants for the coming year in support of repairs which are becoming more urgent.

Category	2018 / 2019	2019 / 2020	Change	Comment
Income				
Regular Hires	£28,251.00	£18,521.00	-£9,730.00	
Occasional Hires	£4,543.00	£2,479.00	-£2,064.00	
Donation		£20.00	£20.00	Crafts
MVDC Grant		£4,790.00	£4,790.00	Asbestos Removal
MVDC Grant		£10,000.00	£10,000.00	Covid Support to end 2020
Total Income	£32,794.00	£35,810.00	£3,016.00	
Expenditure				
Halls Manager	£3,600.00	£2,400.00	-£1,200.00	Not paid in lockdown
Utilities	£6,702.00	£6,210.00	-£492.00	NB. BG issue re electricity
Licences	£558.00	£508.00	-£50.00	
Business Rates	£227.00	£0.00	-£227.00	Business Rates cancelled for 2020
Insurance	£2,423.00	£2,510.00	£87.00	
Security & Fire	£827.00	£880.00	£53.00	
Telephone / Wifi	£910.00	£993.00	£83.00	
IT Systems	£441.00	£317.00	-£124.00	SAGE
Cleaning	£4,393.00	£3,625.00	-£768.00	NB. Lockdown closure
Caretaking + Maint	£6,417.00	£7,038.00	£621.00	DW high chg Oct-Dec 19
Asbestos Removal		£4,790.00	£4,790.00	Asbestos Removal
Waste Disposal	£1,116.00	£414.00	-£702.00	
Sundries	£676.00	£910.00	£234.00	
Total Expenditure	£28,290.00	£30,595.00	£2,305.00	
Net funds change	£4,504.00	£5,215.00		

Financial Reserve

At the time of writing we have a total of £20,798 in the bank. A minimum of £15,000 must be kept in reserve for any emergency structural maintenance on the premises – we know that before this coming winter the external doors need to be repaired and repainted. We also know that we need urgent major work on barge boards and the physical structure of The Studio part of the premises.

Charity's policy on reserves

The charity usually aims to retain around £4,000 in the Current Account to cover everyday bills and expenditure, plus a reserve of £6,000 held in order to meet any unforeseen expenditure which may occur, for example roof repairs, however, analysis of the finances show that depending on the degree of lockdown imposed over the winter 2020 / 2021 costs per month are likely to exceed income by between £200 and £500.

The funds available at 31/08/2020 were £20,798 (an increase of around £9,000 on the previous year), however £10,000 of this came from a government grant.

Details of any funds materially in deficit	Not applicable
Funding sources	The main funding sources are a regular weekly hire of the premises for recreational activities such as dancing, bridge, martial arts, beavers/cubs/scouts, keep-fit; North Holmwood Pre-School is based in one of the halls weekday mornings; sales and other one-off events and hire by local residents for children's parties. During Covid-19 a government grant of £10,000 was received. A one-off grant of £4,790 was received from Mole Valley District Council for the safe removal of asbestos from The Studio.

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

John Steven Foscett

Position

Chairman

Date

21st October 2020

North Holmwood Village Hall

Profit and Loss Report

01 September, 2019 - 31 August, 2020

Sales

4000 - Sales - Premises Hire Regular	18,471.16	
4001 - Sales - Premises Hire Irregular	17,269.00	
4003 - Sales - Storage	50.00	
4900 - Other income	187.70	
4901 - Donation	20.00	
	Total Sales	£35,997.86

Direct Expenses

6002 - Contracted Booking	2,400.00	
	Total Direct Expenses	£2,400.00
	GROSS PROFIT / LOSS	£33,597.86

Overheads

7102 - Water Rates	448.48
7104 - Premises Insurance	2,509.88
7105 - Licence fixtures	90.00
7106 - Security	601.20
7107 - Fire Prevention	279.14
7108 - Licence Music	605.54
7201 - Gas & Oil	5,761.78
7520 - Office Stationery	6.49
7530 - Telephone	992.72
7610 - Accountancy Fees	316.80
7801 - Cleaning	3,295.00
7803 - Premises Expenses	9,023.19

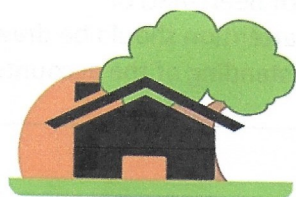
7804 - Waste Disposal	414.41	
7805 - Caretaking	2,605.01	
7806 - Cleaning - Windows	330.00	
8200 - General Expenses	902.99	
	Total Overheads	£28,182.63
	NET PROFIT / LOSS	£5,415.23

GRANTS

FROM MOLE VALLEY DISTRICT COUNCIL £4790 FOR ASBESTOS REMOVAL
 COST OF ASBESTOS REMOVAL £4790

THESE FIGURES
 WERE ADDED TO
 THE INCOME &
 SPENDING FIGURES
 IN THE ACCOUNTS
 ON THE
 CHARITY COMMISSION
 SUBMISSION.

OF



North Holmwood Village Hall

Spook Hill, North Holmwood,
Dorking, Surrey, RH5 4JP
Registered Charity No. 305157

web: www.north-holmwood-village-hall.org.uk

Independent Examiner's Report on the Accounts

Report to the trustees for the period

Period Start Date:	Period End Date:
01/09/2019	31/08/2020

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts (under section 43 of the Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the requirements

- to keep accounting records in accordance with section 4.1 of the Act; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature	
Full name	SARAH-JANE ANNEHART
Relevant professional qualification(s) or body (if any)	ACCA 0806706
Address	TWISTED WILLOW SPOOK HILL DORKING, SURREY RH5 4EG
Date	26/11/2020