

BOSHAM VILLAGE HALL

England & Wales - Charity number 305346

Details

Status Registered

Legal form Other

Registered 1966-02-17

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

Contact

Address Burneside
Westbrook Field
Bosham
Chichester
West Sussex
PO18 8JP

Phone 01243574086

Website <http://www.boshamvillagehall.org.uk/>

Activities

Objects: A VILLAGE HALL

Activities: Provides village hall amenities for local and outside users.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Amateur Sport
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** BOSHAM AND NEIGHBOURHOOD
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£36,954	£31,902	-	-
2024-12-31	£33,350	£25,697	-	-
2023-12-31	£45,629	£57,963	-	-
2022-12-31	£35,588	£39,343	-	-
2021-12-31	£41,075	£27,832	-	-
2020-12-31	£24,493	£15,076	-	-

Trustees

Name	Role	Appointed
Rodney George Cooper	Chair	2022-11-16
Angela Constance Wood		2022-03-23
Ann Myers		
Helen Ann Gunton		2021-04-28
Jennifer Ann CURRELL		2025-11-18
Jennifer Margaret Fidler		2024-11-19
Meredith ROBSON		2025-11-18
Nigel Gordon Glennie		2021-11-10
Rebecca Combes		2022-11-16
Richard Gambold		2017-04-27
Stephanie Fiske		2014-03-19

BOSHAM VILLAGE HALL

England & Wales - Charity number 305346

Accounts

BOSHAM MONDAY CLUB (also known as THE MONDAY CLUB)

Registered charity number 249146

TRUSTEES ANNUAL REPORT FOR 1ST APRIL 2025 TO 31ST MARCH 2026

Structure, Governance and Management

The Monday Club's governing document is the Constitution adopted on 26th July 1966, as amended on 10th November 2005 and 9th December 2013.

The Trustees are appointed at the Annual General Meeting of Trustees and Committee members. The Club is managed by committees for each separate activity of the Club consisting of Honorary Officers appointed by the Trustees at the Annual General Meeting. Both committees report to the Trustees.

The Trustees throughout the year were:

Mrs Pam Sweet	Chairman
Mrs Wendy Whittle	
Mrs Ann Hill	
Mrs Janet Davies	

Officers throughout the year were:

Mrs Jenny Morris	Chairman, Social Committee
Mrs Wendy Berry	Treasurer, Social Committee
Mr Adrian Weller	Chairman, Transport Committee
Mr Christopher Hitchings	Treasurer, Charity & Transport Committee

Correspondence address:

Burneside
Westbrook Field
Bosham
Chichester PO18 8JP

Independent examiner:

John Hollond
Southfield House, Delling Lane
Bosham
Chichester PO18 8NN

Objectives and activities

The object of the Club is to promote the welfare of the aged in any manner which now is or hereafter may be deemed by law to be charitable, within the parish of Bosham and neighbourhood.

The Club holds weekly social meetings for its beneficiaries (any person who is 60 years or older).

The Club owns and maintains a minibus which is primarily used to provide transport for the elderly and school-children of Bosham to local shops, doctors and other facilities. Transport for other local organisations is also provided to defray the running costs of the vehicle.

The Club benefits from a pool of volunteers who serve on the committees, assist at the social meetings and drive the minibus.

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and performance

The Social Club meets on Monday afternoons throughout the year, but takes a break at Christmas, Easter and in August. We had 28 gatherings in St Nicholas Hall, with a range of activities including games, quizzes, exercises, talks and entertainment from groups such as Havant Light Opera. We went on 10 outings to places such as Oakwood School, Carols and tea at the Bosham Manor and Christmas lunch at the Millstream Hotel. Average attendees were 24, three up on the previous year.

Over the year, the minibus made 387 passenger-carrying trips making 3,861 passenger-journeys covering 6,293 miles. The equivalent figures for 2024/25 were 404, 4,103 and 6,493 so a 3-6% decline in activity. This entirely reflects a decline in one-off private usage, down from 16 trips to just 4. Our regular runs and excursions maintained their numbers and almost all saw increased average passengers per trip, notably the Tesco run, up from 8.7 to 10.3.

Bosham Village Friends is a group of volunteers who take the elderly and infirm to medical and other appointments in their own cars. In the year, it took 239 calls for help (177 last year) from 30 different users (31 last year). A total of 21 volunteers helped, up from 18 last year.

Financial review

The social events of the Club are financed by donations from its beneficiaries, fund raising activities at the social meetings, and by donations from individuals. As a result of generous donations during previous years the Club has accumulated a substantial reserve on its designated social fund which is being used to subsidize activities and outings.

The minibus is financed by donations from individual and local organisation users, fund-raising events and grants from Bosham Parish Council, West Sussex County Council, Bosham PCC and the Department of Transport. These funds are considered to be restricted for funding the running, maintenance costs and replacement of the vehicle.

Overall surplus of £3,734 compares with £3,683 last year. Within this, the Minibus generated an £810 increase in surplus, reflecting the absence of last year's exceptional £1,370 cost of implementing the driver training programme, offset by increased bus maintenance costs. The Social Club saw a £170 deficit against a £590 surplus. There were strong donations, subscriptions rose with increased attendees and hall rental was back to normal but the outcome also included £880 of costs less sales of the commemorative book, which had intended to be part-funded by a £600 donation, which had boosted the surplus in 2024/25.

Reserves policy

The present minibus was purchased in 2016, largely funded from a capital grant from the Department of Transport Community Minibus Fund. Our aim is to build up sufficient cash reserves to replace this when needed without presuming that grants will be available.

Surplus funds are held in a CCLA Charity deposit account and in a Business Saver Account.

Approved by the trustees and signed on their behalf by
Mrs Pam Sweet

.....

Date

BOSHAM MONDAY CLUB (also known as THE MONDAY CLUB)

Registered charity number 249146

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2026

	<u>Notes</u>	<u>Designated funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds</u> £	<u>Last year</u> £
Receipts from:					
Minibus passengers			2,391	2,391	2,094
Passenger organisations			2,251	2,251	2,439
Social Club members	2	1,647	0	1,647	1,319
Fund raising events	3	663	0	663	371
Other donations		928	301	1,229	856
Grants from central government	4		732	732	564
Grants from local government	5		2,000	2,000	2,000
Other grants	6		920	920	920
Interest on savings		36	2,230	2,266	2,642
Total receipts		3,274	10,825	14,099	13,205
Payments for:					
Fundraising costs		465		465	440
Venue costs		529		529	604
Social Club activities	7	2,449		2,449	765
Minibus maintenance & running costs	8		4,449	4,449	3,830
Vehicle insurance			1,423	1,423	1,360
Other insurance			689	689	646
Other costs	9		361	361	1,877
Total payments		3,443	6,922	10,365	9,522
Net receipts/payments		-169	3,903	3,734	3,683
Cash & bank balances b/fwd		4,226	60,730	64,956	61,273
Cash & bank balances c/fwd		4,057	64,633	68,690	64,956

BOSHAM MONDAY CLUB (also known as THE MONDAY CLUB)

Registered charity number 249146

STATEMENT OF ASSETS AND LIABILITIES AT 31ST MARCH 2026

	<u>Notes</u>	<u>Designated funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	<u>Last year</u>
		£	£	£	£
Cash		26	50	76	49
Bank accounts		1,250	7,492	8,742	6,800
Savings accounts		2,781	57,091	59,872	58,107
Total		4,057	64,633	68,690	64,956

			<u>Fund to which asset belongs</u>	<u>Cost</u>
				£
Assets used by the charity				
Minibus	10		Restricted fund	80,409

Signed on behalf of the trustees by
Mrs Pam Sweet

.....

Date.....

BOSHAM MONDAY CLUB (also known as THE MONDAY CLUB)

Registered charity number 249146

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31ST MARCH 2026

1 Fund accounting

Income from grants and donations for the running, maintenance and replacement of the minibus are restricted funds.

Income raised from or by social club members, or at social club events, are regarded as designated for use by the social club.

	<u>31/03/2026</u>	<u>31/03/2025</u>
2 Receipts from Social Club members	<u>£</u>	<u>£</u>
Subscriptions	1,464	1,319
Contributions towards costs of trips	183	0
	<u>1,647</u>	<u>1,319</u>

	<u>31/03/2026</u>	<u>31/03/2025</u>
3 Income from fund raising events	<u>£</u>	<u>£</u>
Social club raffle	346	316
Social club book sales	300	0
Social club other sales	17	55
	<u>663</u>	<u>371</u>

	<u>31/03/2026</u>	<u>31/03/2025</u>
4 Grants from central government	<u>£</u>	<u>£</u>
Grant from Department of Transport towards fuel costs.	732	564

	<u>31/03/2026</u>	<u>31/03/2025</u>
5 Grants from local government	<u>£</u>	<u>£</u>
West Sussex County Council Accessible Community Transport	1,000	1,000
Bosham Parish Council	1,000	1,000
	<u>2,000</u>	<u>2,000</u>

	<u>31/03/2026</u>	<u>31/03/2025</u>
6 Other grants	<u>£</u>	<u>£</u>
Bosham PCC	920	920

BOSHAM MONDAY CLUB (also known as THE MONDAY CLUB)

Registered charity number 249146

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31ST MARCH 2026

	<u>31/03/2026</u>	<u>31/03/2025</u>
7 Payments for social club activities	<u>£</u>	<u>£</u>
Refreshments	454	322
Speakers/activities	450	443
Costs of book printing	1,181	0
Outings	364	0
	<u>2,449</u>	<u>765</u>

	<u>31/03/2026</u>	<u>31/03/2025</u>
8 Minibus maintenance & running costs	<u>£</u>	<u>£</u>
Diesel and oil	1,930	1,970
Maintenance	2,519	1,815
Repairs and insurance excess	0	45
	<u>4,449</u>	<u>3,830</u>

	<u>31/03/2026</u>	<u>31/03/2025</u>
9 Other costs	<u>£</u>	<u>£</u>
Medical reports	58	229
Driver training	0	1,374
Miscellaneous costs	303	274
	<u>361</u>	<u>1,877</u>

10 Asset used by the charity

The Charity acquired the present minibus in May 2016. It cost £80,409.

This was mainly funded by a grant from the Department of Transport and the sale of the old minibus.

BOSHAM MONDAY CLUB TRANSPORT COMMITTEE

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2026

	<u>31-Mar-26</u>	<u>31-Mar-25</u>
<u>Income</u>	<u>£</u>	<u>£</u>
Bosham P C C	920	920
Bosham Parish Council	1,000	1,000
West Sussex County Council		
Accessible Community Transport Grant	1,000	1,000
Minibus box	2,391	2,094
Department for Transport	732	564
Private Hire	2,251	2,439
Donations	301	196
Interest	2,230	2,593
	10,825	10,806
 <u>Expenditure</u>		
Diesel and oil	-1,930	-1,970
Maintenance	-2,519	-1,815
Vehicle insurance	-1,423	-1,360
Indemnity insurance	-689	-646
Medical reports	-58	-229
Repairs & insurance excess	0	-45
Driver training	0	-1,374
Miscellaneous	-303	-274
	-6,922	-7,713
 Excess/(deficit) of income over expenditure for the year	 3,903	 3,093
 Accumulated fund brought forward	 60,730	 57,637
Accumulated fund at year end	64,633	60,730
 Balance sheet at	 <u>31-Mar-26</u>	 <u>31-Mar-25</u>
<u>Assets</u>	<u>£</u>	<u>£</u>
Minibus		
Deposit account	57,091	54,862
Current account and cash	7,542	5,868
	64,633	60,730

Chris Hitchings
Honorary Treasurer
Bosham Monday Club Transport Committee

BOSHAM MONDAY CLUB SOCIAL SECTION

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2026

	<u>31-Mar-26</u>	<u>31-Mar-25</u>
<u>Income</u>	£	£
Subscriptions	1,464	1,319
Raffle	346	316
Sales of book	300	0
Sales	17	55
Donations	928	660
Outings	183	0
Interest	36	49
	<u>3,274</u>	<u>2,399</u>
 <u>Expenditure</u>		
Rent and insurance	529	604
Activities and speakers	450	443
Refreshments	454	322
Costs of book printing	1,181	0
Administration, raffle and gifts	465	440
Outings	364	0
	<u>3,443</u>	<u>1,809</u>
 Excess/(deficit) of income over expenditure for the year	 -169	 590
 <u>Opening balances</u>		
Cash	25	39
Community Account	956	236
Business Account	3,245	3,361
	4,226	3,636
 Closing balances	<u>4,057</u>	<u>4,226</u>
 <u>Held as</u>		
Cash	26	25
Community Account	1,250	956
Business Account	2,781	3,245
	<u>4,057</u>	<u>4,226</u>

Wendy Berry
Honorary Treasurer
Bosham Monday Club Social Section

**Report to the Trustees of
BOSHAM MONDAY CLUB (also known as THE MONDAY CLUB)
On the Accounts for the year ended 31ST March 2026
Charity No 249146
Set out on pages 3-8**

Responsibilities and basis of report

I report to the Trustees on my examination of the accounts of the above charity (“the Trust”) for the year ended 31st March 2026.

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

I report in respect of my examination of the Trust’s accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

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

Signed

Dated

John Hollond
Southfield House
Delling Lane
Bosham
Chichester PO18 8NN

BOSHAM VILLAGE HALL

England & Wales - Charity number 305346

Accounts

Bosham Village Hall



Annual Report and Financial Statements *for the* Year Ended 31 December 2024

Hall Address:

Walton Lane
Bosham
Chichester PO18 8QF

Bank:

Lloyds Bank
10 East Street, Chichester PO19 1HJ

Trustees Serving in the Year:

Rod Cooper (Bosham Parish Council, Chairman)
Beckie Combes (Montessori Nursery)
Jennifer Fidler (WI, from November)
Stephanie Fiske (Horticultural Soc)
Richard Gambold (Short Tennis)
Nigel Glennie (Cricket Club)
Helen Gunton (Badminton)
Ann Myers (Flower Club, Co-opted from March)
Angela Wood (Bridge)

Elected Management Committee:

Christopher Hitchings (Treasurer)
Liz Taverner (Bookings Secretary)
Lucinda Hitchings (Secretary)

In attendance at Management Committee:

Tim Stentiford (Caretaker)

Independent Examiner:

Trevor James FCA DchA
Dormer Cottage West Broyle
Chichester PO18 3PR

Registered as a Charity No. 305346

Brief History

The original hall was built in 1924 by Bosham Women's Institute. In 1930, it was handed over to Trustees, who ran it for 35 years until they passed the responsibility to Bosham Parish Council, as Custodian Trustee under the Charities Act. By 1990, it was failing to meet the needs of the growing village. With the aid of fundraising and grants, the current hall was opened by the Duke of Richmond in April 1996 on the same site, to provide a sports hall, function room, kitchen, changing facilities and car park, with modern heating and insulation.

Responsibilities of Trustees

The Custodian Trustee (Bosham Parish Council) simply holds the legal title of the Charity's property and acts on the lawful directions of the Management Committee in any transactions affecting this title.

The Management Committee is made up of Trustees nominated by organisations using the hall regularly, plus five who can be elected at the Annual General Meeting; and a further four who can be co-opted by the Management Committee. All members are volunteers.

Until March, former Chair Ann Myers represented the Flower Club. Following its folding, the Committee agreed to co-opt her to benefit from her experience. In November, Jennifer Fidler joined the Committee to represent the Women's Institute. We welcome her.

Public Benefit

The aims of the Management Committee are to provide and maintain the hall for the use of the inhabitants of Bosham and the neighbourhood, without distinction of sex or of political, religious or other opinions, and in particular for meetings, lectures, classes and for other forms of recreation.

That these aims are being met is demonstrated by the wide range of users, who include a Montessori nursery, keep-fit classes, bridge and bingo clubs, badminton, short tennis, table tennis, a horticultural society and the WI. It is also a popular venue for family parties and, in addition, it serves as a polling station for local and parliamentary elections.

Financial Strategy

Almost all of our income is from hiring the hall and our financial goal is to generate enough income to pay the costs of running the hall (rates, insurance, heating, lighting, cleaning) plus the expense of maintaining the building and updating it to keep its offering compliant with current regulations and competitive with current expectations.

The most challenging issue has been that the roof covering of our 28 year old building is not delivering its design life. A large part of it has now been replaced, notably in 2019, 2021 and 2022 and we hold reserves for the remainder. There are works planned for early in 2025 following damage to one of the remaining sections during the solar panel installation. A cash contribution from the installer and a grant from the Parish Council will partly defray this.

Over 2017-19, we raised hall charges with the aim of creating an income base sufficient to do this and, based on 2023 income, we remain comfortable that we achieved this. Our updated analysis of future expenditure suggests a target current surplus (before repair and maintenance expenditure) of £13,000 per annum and that we need to hold £40,500 in reserve as at the balance sheet date (£34,500 in 2023).

Financial Report

Simplified Revenue Account

	2022	Change	2023	Change	2024
	£	%	£	%	£
Hiring income	32,804	-6	30,893	+3	31,881
Interest income	117		736		1,469
Running costs	-16,937	+19	-20,081	-10	-18,132
Current surplus	15,984	-28	11,548	+32	15,218
Grants	2,667		14,000		0
Repairs and maintenance	-22,406	+69	-37,882	-80	-7,565
Actual surplus	-3,755		-12,334		7,653
Start reserves	52,278		48,523		36,189
End reserves	48,523	-25	36,189	+21	43,842
Of which Maintenance Reserve	32,000		34,500		40,500
Of which General Fund Surplus	16,523		1,689		3,342

Commentary

After a disappointing performance in 2023, 2024 saw a welcome recovery in our current surplus to a level ahead of our target and only slightly below 2022. The primary factor was an expected reduction in costs, mostly reflecting a much reduced unit charge for our gas supply but also other cost savings, notably gardening. However, we also saw a small rise in hiring income, reflecting increased usage; and the benefit of continuing high rates on our interest income.

Increased hiring income reflects some increased usage by our regular hirers but also a small upturn in one-off bookings such as parties. We were disappointed by the decline in the latter in 2023 and made some promotional efforts early in 2024, which seem to have had an impact.

Repairs & maintenance expenditure was dominated by major projects in 2022 (roof works) and 2023 (solar panels). 2024 has included one project, the refurbishment of the Main Hall toilets which cost £4,860, but other expenditure was very modest by recent standards. We have not included the works to repair the roof above the stage, damaged by the solar panel installer, but a provision for the net cost of £5,000 is behind the rise in maintenance reserve in the table above. Works are scheduled for January 2025.

We warned 12 months ago that, without a recovery in surplus, we may need to raise hire charges. Given the recovery seen in 2024, we can put that on hold for the time being. However, 2024 has been a relatively lucky year for maintenance expenditure and 2025 may not be. Some costs will certainly rise and we are vulnerable to any rise in gas prices. On top of that, we rely on the health of the groups who hire the Hall, which the folding of the Flower Club illustrates well. The Montessori school is also facing increased competition. In short, 2024's results are encouraging but we remain vigilant about the challenges.

Christopher Hitchings
Hon Treasurer

Statement of Assets and Liabilities as at 31 December 2024

	Notes	2024		2023	
		£	£	£	£
Fixed Assets					
Village Hall Property	1		365,901		365,901
Equipment			0		0
Current Assets					
Debtors and pre-payments			1,400		1,577
Lloyds current account			10,159		9,659
Lloyds deposit account			6,245		6,170
COIF Charities Deposit Fund			33,291		21,896
			<u>51,095</u>		<u>39,302</u>
Current Liabilities					
Creditors and accruals	2		<u>7,253</u>		<u>3,113</u>
			<u>7,253</u>		<u>3,113</u>
Net Current Assets			43,842		36,189
Total Assets			<u>£409,743</u>		<u>£402,090</u>
Unrestricted Funds					
Maintenance Reserve	3		40,500		34,500
General Fund Surplus	4		3,342		1,689
Total General Funds			<u>43,842</u>		<u>36,189</u>
Designated Funds - Village Hall	5		<u>365,901</u>		<u>365,901</u>
			<u>£409,743</u>		<u>£402,090</u>

Signed on behalf of the Trustees:

Trustee..... Dated.....
Name Rod Cooper, Chairman

Hon Treasurer..... Dated.....
Name Christopher Hitchings

Notes to Statement of Assets and Liabilities as at 31 December 2024

£

1 Village Hall Property

At 1997 valuation		297,000
Subsequent improvements		68,901
At 1 January 2024		<u>365,901</u>
At 31 December 2024		<u>365,901</u>

The property is insured for £3.2m as at 31 December 2024

	2024	2023
	£	£
2 Creditors and Accruals		
Accounts payable	6,182	2,517
Accruals	0	0
Customer deposits and pre-payments	962	487
Defibrillator fund	109	109
Total Creditors and Accruals	<u>7,253</u>	<u>3,113</u>

3 Maintenance Reserve

Brought forward at 1 January	34,500	32,000
Addition (Release) in year	6,000	2,500
At 31 December	<u>40,500</u>	<u>34,500</u>

A maintenance reserve was established at December 31 2021 based on an analysis of what the hall needs to hold to cover future expenditure on its building and equipment. It was set initially at £42,000 and, following approval at the 2022 AGM, was transferred from the General Fund as of end-2021. As at 31 December 2024, it has been revalued from £34,500 to £40,500. This includes £5,000 for the net cost of roofing works planned for early 2025.

4 General Fund Surplus

Brought forward at 1 January	1,689	16,523
Surplus for the year	1,653	-14,834
At 31 December	<u>3,342</u>	<u>1,689</u>

5 Designated Funds - Village Hall

Brought forward at 1 January	365,901	365,901
At 31 December	<u>365,901</u>	<u>365,901</u>

Statement of Financial Activities Year Ending 31 December 2024

	Notes	2024	2023
		£	£
Income and Expenditure			
Hiring income	1	31,881	30,893
Bank interest		1,469	736
Grants	2	0	14,000
Total Income		<u>33,350</u>	<u>45,629</u>
Expenditure			
Caretaker fees		2,965	2,895
Performing Rights licence		384	447
Insurance		2,613	2,570
Repairs and maintenance	3	7,565	37,882
Fire checks		486	448
Gardening		264	730
Rates		268	269
Electricity		2,281	2,232
Gas		2,615	4,377
Water		335	359
Telephone and internet		298	222
Cleaners fees		3,291	2,988
Carpet cleaning		700	770
Window cleaning		120	100
Cleaning materials		427	348
Waste disposal		562	511
General expenses		110	269
Bad debt provision		0	40
IT software and consumables		196	154
Audit and accountancy fees		145	138
Piano tuning		0	70
Subscriptions		72	144
Total Current Expenditure		<u>25,697</u>	<u>57,963</u>
Surplus (Deficit) of Income over Expenditure for Year		<u>£7,653</u>	<u>-£12,334</u>
Release from (Provision to) Maintenance Reserve		-6,000	-2,500
Movement in General Fund Surplus for the Year		<u>£1,653</u>	<u>-£14,834</u>

Notes to Statement of Financial Activities Year Ending 31 December 2024

	2024	2023
	£	£
1 Hiring Income		
Montessori nursery	7,140	6,524
Short tennis	5,223	4,989
Badminton (various)	3,170	3,150
Bridge (Monday and Friday)	2,584	2,520
Bingo	1,470	1,440
Table tennis	1,400	1,400
Others	10,894	10,870
Hiring Income	<u>31,881</u>	<u>30,893</u>

Those organisations or activities generating more than £1,000 income in 2024 are shown above.

2 Grants Received		
Bosham Parish Council for solar installation	0	14,000
	<u>0</u>	<u>14,000</u>

We received a grant in July 2023 from Bosham Parish Council towards the solar panel installation.

3 Repairs and Maintenance		
Solar panel installation	0	28,132
Toilet refurbishment	4,858	0
Side passage works	780	2,280
Floor refurbishment	0	2,180
Other	1,927	5,290
Repairs and Maintenance	<u>7,565</u>	<u>37,882</u>

Independent examiner's report to the Trustees of Bosham Village Hall

I report on my examination of the accounts of the Bosham Village Hall (the Charity) for the year ended 31 December 2024 set out on pages four to seven.

This report is made solely to the Charity's trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's trustees as a body, for any work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). You consider that an audit is not required for the year under section 144 (2) of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- follow the procedures laid down in General Directions given by the Charity Commission under section 144(2) of the Act; and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity 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 any 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 connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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.

BOSHAM VILLAGE HALL

England & Wales - Charity number 305346

Accounts

Bosham Village Hall



Annual Report and Financial Statements *for the* Year Ended 31 December 2023

Hall Address:

Walton Lane
Bosham
Chichester PO18 8QF

Bank:

Lloyds Bank
10 East Street, Chichester PO19 1HJ

Trustees Serving in the Year:

Rod Cooper (Bosham Parish Council, Chairman from March)
Beckie Combes (Montessori Nursery)
Stephanie Fiske (Horticultural Soc)
Richard Gambold (Short Tennis)
Nigel Glennie (Cricket Club)
Helen Gunton (Badminton)
Ann Myers (Flower Club, Chairman to March)
David Myers (Co-opted, Surveyor - to March)
Angela Wood (Bridge)

Elected Management Committee:

Christopher Hitchings (Treasurer)
Liz Taverner (Bookings Secretary)
Lucinda Hitchings (Secretary)

In attendance at Management Committee:

Tim Stentiford (Caretaker)

Independent Examiner:

Trevor James FCA DchA
Dormer Cottage West Broyle
Chichester PO18 3PR

Registered as a Charity No. 305346

Brief History

The original hall was built in 1924 by Bosham Womens' Institute. In 1930, it was handed over to Trustees, who ran it for 35 years until they passed the responsibility to Bosham Parish Council, as Custodian Trustee under the Charities Act. By 1990, it was failing to meet the needs of the growing village. With the aid of fundraising and grants, the current hall was opened by the Duke of Richmond in April 1996 on the same site, to provide a sports hall, function room, kitchen, changing facilities and car park, with modern heating and insulation.

Responsibilities of Trustees

The Custodian Trustee (Bosham Parish Council) simply holds the legal title of the Charity's property and acts on the lawful directions of the Management Committee in any transactions affecting this title.

The Management Committee is made up of Trustees nominated by organisations using the hall regularly, plus five who can be elected at the Annual General Meeting; and a further four who can be co-opted by the Management Committee. All members are volunteers.

In March, our long-standing Chair, Ann Myers, stepped down. Rod Cooper, appointed in 2022 as representative of Bosham Parish Council, took over. Ann remains a trustee, representing the Flower Club; but her husband David stepped down as co-opted surveyor. We thank both for their contribution.

Public Benefit

The aims of the Management Committee are to provide and maintain the hall for the use of the inhabitants of Bosham and the neighbourhood, without distinction of sex or of political, religious or other opinions, and in particular for meetings, lectures, classes and for other forms of recreation.

That these aims are being met is demonstrated by the wide range of users, who include a Montessori nursery, keep-fit classes, bridge and bingo clubs, badminton, short tennis, table tennis, a horticultural society and the WI. It is also a popular venue for wedding receptions and, in addition, it serves as a polling station for local and parliamentary elections.

Financial Strategy

Almost all of our income is from hiring the hall and our financial goal is to generate enough income to pay the costs of running the hall (rates, insurance, heating, lighting, cleaning) plus the expense of maintaining the building and updating it to keep its offering compliant with current regulations and competitive with current expectations.

The most challenging issue of late has been that the roof covering of our 27 year old building is not delivering its design life. Following works in 2021 and 2022, we believe the most pressing issues are sorted but our newly established maintenance reserve allows for the remainder to be replaced over the next ten years. There were no further issues in 2023.

Over 2017-19, we raised hall charges with the aim of creating an income base sufficient to do this and, based on 2023 income, we remain comfortable that we achieved this. Our updated analysis of future expenditure suggests a target current surplus (before repair and maintenance expenditure) of £13-14,000 per annum and that we need to hold £34,500 in reserve as at the balance sheet date (£32,000 in 2022).

Financial Report

Simplified Revenue Account

	2021	Change	2022	Change	2023
	£	%	£	%	£
Hiring income	18,637	+76	32,804	-6	30,893
Interest income	3		117		736
Running costs	-12,758	+33	-16,937	+19	-20,081
Current surplus	5,882	+172	15,984	-28	11,548
Grants	22,435		2,667		14,000
Repairs and maintenance	-15,074	+49	-22,406	+69	-37,882
Actual surplus	13,243		-3,755		-12,334
Start reserves	39,035		52,278		48,523
End reserves	52,278	-7	48,523	-25	36,189
Of which Maintenance Reserve	42,000		32,000		34,500
Of which General Fund Surplus	10,278		16,523		1,689

Commentary

After the sharp recovery in 2022, 2023 saw a disappointing 6% decline in hiring income. Usage by our regulars has been marginally up and revenue gained from the last step up in the rate paid by the Montessori. However, non-regular usage was 46% down on 2022. The largest items were that, after two in 2022, we had no weddings in 2023; and 2022 also had a series of Classic Rock concerts which were not repeated. We thought a year ago that there may have seen some "catch-up" of events post pandemic and clearly there was. Interest income gained from higher rates and a switch in funds.

As expected, our running costs were well ahead of 2022. This mostly reflects the rise in energy prices but also higher water rates and the hours and rates by our cleaners. That said, the outcome is a bit better than feared earlier in the year, thanks to energy price declines and a very mild winter. We have also gained since June from our solar panel installation and expect much more in 2024.

The major project of the year was the installation of solar panels on the Hall roof. Half of this £28,000 cost was funded by Bosham Parish Council, for which we are very grateful. The rest came from our General Fund surplus. We also undertook the much deferred resurfacing of the Main Hall floor and converted the West side passage for use by the Montessori.

We expected to miss our target surplus in 2023 thanks to energy costs and we are comfortable that the sharp decline in gas prices now fixed from November and a full year of solar panel savings, including export revenue, mean that costs should be down in 2024. However, it will not be enough to make our target surplus without a rise in hiring income. It would be great to get back to 2022 levels of non-regular usage so, in an effort to raise our profile, we have a new Facebook page and have taken an advert in the Village magazine, offering a discount to new users. If this works, we may be able to avoid a rise in hall charges. If not, we will need to take action during 2024.

Christopher Hitchings
Hon Treasurer

Statement of Assets and Liabilities as at 31 December 2023

	Notes	2023		2022	
		£	£	£	£
Fixed Assets					
Village Hall Property	1		365,901		365,901
Equipment			0		0
Current Assets					
Debtors and pre-payments			1,577		1,054
Lloyds current account			9,659		5,532
Lloyds deposit account			6,170		35,019
COIF Charities Deposit Fund			21,896		10,311
			<u>39,302</u>		<u>51,916</u>
Current Liabilities					
Creditors and accruals	2		<u>3,113</u>		<u>3,393</u>
			<u>3,113</u>		<u>3,393</u>
Net Current Assets			36,189		48,523
Total Assets			<u>£402,090</u>		<u>£414,424</u>
Unrestricted Funds					
Maintenance Reserve	3		34,500		32,000
General Fund Surplus	4		1,689		16,523
Total General Funds			<u>36,189</u>		<u>48,523</u>
Designated Funds - Village Hall	5		<u>365,901</u>		<u>365,901</u>
			<u>£402,090</u>		<u>£414,424</u>

Signed on behalf of the Trustees:

Trustee..... Dated.....
Name Rod Cooper, Chairman

Hon Treasurer..... Dated.....
Name Christopher Hitchings

Notes to Statement of Assets and Liabilities as at 31 December 2023

£

1 Village Hall Property

At 1997 valuation		297,000
Subsequent improvements		68,901
At 1 January 2023		<u>365,901</u>
At 31 December 2023		<u><u>365,901</u></u>

The property is insured for £3.1m as at 31 December 2023

	2023	2022
	£	£
2 Creditors and Accruals		
Accounts payable	2,517	2,666
Accruals	0	-19
Customer deposits and pre-payments	487	637
Defibrillator fund	109	109
Total Creditors and Accruals	<u><u>3,113</u></u>	<u><u>3,393</u></u>

3 Maintenance Reserve

Brought forward at 1 January	32,000	42,000
Addition (Release) in year	2,500	-10,000
At 31 December	<u><u>34,500</u></u>	<u><u>32,000</u></u>

A maintenance reserve was established at December 31 2021 based on an analysis of what the Hall needs to hold to cover future expenditure on its building and equipment. It was set initially at £42,000 and, following approval at the 2022 AGM, was transferred from the General Fund as of end-2021. As at 31 December 2023, it has been revalued at £34,500.

4 General Fund Surplus

Brought forward at 1 January	16,523	10,279
Surplus for the year	-14,834	6,244
At 31 December	<u><u>1,689</u></u>	<u><u>16,523</u></u>

5 Designated Funds - Village Hall

Brought forward at 1 January	365,901	365,901
At 31 December	<u><u>365,901</u></u>	<u><u>365,901</u></u>

Statement of Financial Activities Year Ending 31 December 2023

	Notes	2023	2022
		£	£
Income and Expenditure			
Hiring income	1	30,893	32,804
Bank interest		736	117
Grants	2	14,000	2,667
Total Income		<u>45,629</u>	<u>35,588</u>
Expenditure			
Caretaker fees		2,895	3,007
Performing Rights license		447	315
Insurance		2,570	2,423
Repairs and maintenance	3	37,882	22,406
Fire checks		448	688
Gardening		730	370
Rates		269	512
Electricity		2,232	2,011
Gas		4,377	3,675
Water		359	196
Telephone and internet		222	263
Cleaners fees		2,988	1,862
Carpet cleaning		770	130
Window cleaning		100	120
Cleaning materials		348	288
Waste disposal		511	467
General expenses		269	169
Bad debt provision		40	0
IT software and consumables		154	165
Audit and accountancy fees		138	132
Piano tuning		70	0
Subscriptions		144	144
Total Current Expenditure		<u>57,963</u>	<u>39,343</u>
Surplus (Deficit) of Income over Expenditure for Year		<u>-£12,334</u>	<u>-£3,755</u>
Release from (Provision to) Maintenance Reserve		-2,500	10,000
Movement in General Fund Surplus for the Year		<u>-£14,834</u>	<u>£6,245</u>

Notes to Statement of Financial Activities Year Ending 31 December 2023

	2023	2022
	£	£
1 Hiring Income		
Montessori nursery	6,524	5,719
Short tennis	4,989	4,952
Badminton (various)	3,150	3,270
Bridge (Monday and Friday)	2,520	2,456
Bingo	1,440	1,530
Table tennis	1,400	1,360
Wedding packages	0	1,700
Others	10,870	11,817
Hiring Income	<u>30,893</u>	<u>32,804</u>

Those organisations or activities generating more than £1,000 income in 2023 are shown above.

2 Grants Received		
Bosham Parish Council for Solar Installation	14,000	0
Chichester District Council Covid support	0	2,667
	<u>14,000</u>	<u>2,667</u>

We received a grant in July from Bosham Parish Council towards the solar panel installation. Chichester District Council awarded £2,667 in 2022 to help businesses hit by Covid.

3 Repairs and Maintenance		
Solar panel installation	28,132	0
Roof repairs	598	17,280
Side passage works	2,280	0
Floor refurbishment	2,180	0
Other	4,692	5,126
Repairs and Maintenance	<u>37,882</u>	<u>22,406</u>

Independent examiner's report to the Trustees of Bosham Village Hall

I report on my examination of the accounts of the Bosham Village Hall (the Charity) for the year ended 31 December 2023 set out on pages four to seven.

This report is made solely to the Charity's trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's trustees as a body, for any work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). You consider that an audit is not required for the year under section 144 (2) of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- follow the procedures laid down in general Directions given by the Charity Commission under section 144(2) of the Act; and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity 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 any 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 connection with my examination no matter has come to my attention:

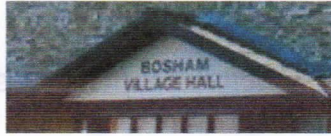
1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

BOSHAM VILLAGE HALL

England & Wales - Charity number 305346

Accounts

Bosham Village Hall



Annual Report and Financial Statements for the Year Ended 31 December 2022

Hall Address:

Walton Lane
Bosham
Chichester PO18 8QF

Bank:

Lloyds Bank
10 East Street, Chichester PO19 1HJ

Trustees Serving in the Year:

Ann Myers (Chairman, Flower Club)
Beckie Combes (Montessori Nursery - from Nov)
Rod Cooper (Bosham Parish Council - from Nov)
Stephanie Fiske (Horticultural Soc)
Richard Gambold (Short Tennis)
Nigel Glennie (Cricket Club)
Helen Gunton (Badminton)
David Myers (Co-opted, Surveyor)
Angela Wood (Bridge - from March)

Elected Management Committee:

Christopher Hitchings (Treasurer)
Liz Taverner (Bookings Secretary)
Lucinda Hitchings (Secretary)

In attendance at Management Committee:

Tim Stentiford (Caretaker)

Independent Examiner:

Trevor James FCA DchA
Dormer Cottage West Broyle
Chichester PO18 3PR

Registered as a Charity No. 305346

Brief History

The original hall was built in 1924 by Bosham Womens' Institute. In 1930, it was handed over to Trustees, who ran it for 35 years until they passed the responsibility to Bosham Parish Council, as Custodian Trustee under the Charities Act. By 1990, it was failing to meet the needs of the growing village. With the aid of fundraising and grants, the current hall was opened by the Duke of Richmond in April 1996 on the same site, to provide a sports hall, function room, kitchen, changing facilities and car park, with modern heating and insulation.

Responsibilities of Trustees

The Custodian Trustee (Bosham Parish Council) simply holds the legal title of the Charity's property and acts on the lawful directions of the Management Committee in any transactions affecting this title.

The Management Committee is made up of Trustees nominated by organisations using the hall regularly, plus five who can be elected at the Annual General Meeting; and a further four who can be co-opted by the Management Committee. All members are volunteers.

We welcomed three new trustees during the year: Angela Wood (Bridge), Beckie Combes (Montessori) and Rod Cooper (Bosham Parish Council). A new WI representative was identified but, sadly, was unable to attend any meetings so was not appointed.

Public Benefit

Briefly, the aims of the Management Committee are to provide and maintain the hall for the use of the inhabitants of Bosham and the neighbourhood, without distinction of sex or of political, religious or other opinions, and in particular for meetings, lectures, classes and for other forms of recreation.

That these aims are being met is demonstrated by the wide range of users, who include a Montessori nursery, keep-fit classes, bridge and bingo clubs, badminton, short tennis, table tennis, flower clubs, a horticultural society and the WI. It is also a popular venue for wedding receptions and, in addition, it serves as a polling station for local and parliamentary elections.

Financial Strategy

Almost all of our income is from hiring the hall and our financial goal is to generate enough income to pay the costs of running the hall (rates, insurance, heating, lighting, cleaning) plus the expense of maintaining the building and updating it to keep its offering compliant with current regulations and competitive with current expectations.

The most pressing issue of late has been that the roof covering of our 27 year old building is not delivering its design life. Following works in 2021 and 2022, we believe the most pressing issues are sorted but our newly established maintenance reserve allows for the remainder to be replaced over the next ten years. Upgrading works in 2022 included requirements following a Fire Risk assessment.

Over 2017-19, we raised hall charges with the aim of creating an income base sufficient to do this and, based on 2022 income, we remain comfortable that we achieved this. Our updated analysis of future expenditure confirms our target of a current surplus (before repair and maintenance expenditure) of £14,000 per annum and, following the roof works in 2022, our required reserve buffer has been reduced from £42,000 to £32,000.

Financial Report

Simplified Revenue Account

	2020	Change	2021	Change	2022
	£	%	£	%	£
Hiring income	13,132	+42	18,637	+76	32,804
Interest income	27		3		117
Running costs	-11,983	+6	-12,758	+33	-16,937
Current surplus	1,176	+400	5,882	+172	15,984
Grants	11,334		22,435		2,667
Repairs and maintenance	-3,093	+387	-15,074	+49	-22,406
Actual surplus	9,417		13,243		-3,755
Start reserves	29,619		39,036		52,279
End reserves	39,036	+34	52,279	-7	48,524
Of which Maintenance Reserve	N/A		42,000		32,000
Of which General Fund Surplus	N/A		10,279		16,524

Commentary

After the disruptions of 2020 and 2021, 2022 saw usage back to normal and hiring income rose 76% to a level 5% ahead of that for 2019. This gained from increased rates paid by the Montessori offset by the small reduction in the rate for the Function Room. We lost a few regular users over the pandemic but gained the MusicSmart choir. Non-regular usage has been encouraging, with two weddings at our new package rate. Some may be a "catch-up" of events but, overall, the Hall's income is healthy.

Some of the 33% rise in running costs is simply full usage of the Hall (electricity, cleaning, gardening, waste disposal) but we have also suffered higher energy prices. For 2022, we were protected by a 2-year electricity fix from 2021 and, while our gas costs were over double those for 2021, the fix was only one year and we expect 2023 gas costs to be another 60% up. With our electricity fix expiring in July and recent prices 3.5 times what we paid in 2022, we face a substantial rise here in 2023 and 2024.

We had deferred maintenance expenditure during the pandemic but, with income restored, we pressed ahead with the final stage of the roof works needed (£17,200) and we also further upgraded our lighting and implemented the recommendations of a Fire Risk assessment. The roof works were in our budget so, while we strengthened some of the other provisions, we were able to release £10,000 from our newly established Maintenance Reserve. We also gained £2,700 from the last of CDC's pandemic related grants, which has been a much appreciated lifeline for all Village Halls.

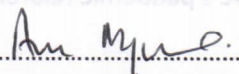
While our 2022 current surplus was £2,000 above our target, our current budget shows energy costs in 2023 some £3,700 above 2022, suggesting we will miss the target in 2023. That said, market prices for energy are declining and it is possible we are too cautious. We also hope to invest some of our healthy surplus (together with help from Bosham Parish Council) in solar panels for our roof. If these generate the savings promised, our budgets will certainly be too cautious. Our current feeling is to keep hire rates where they are and monitor the situation as the year develops.

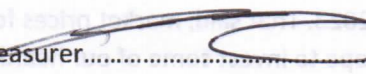
Christopher Hitchings
Hon Treasurer

Statement of Assets and Liabilities as at 31 December 2022

	Notes	2022	2021
		£	£
Fixed Assets			
Village Hall Property	1	365,901	365,901
Equipment		0	0
Current Assets			
Debtors and pre-payments		1,055	1,482
Lloyds current account		5,532	14,671
Lloyds deposit account		35,019	30,002
COIF Charities Deposit Fund		10,311	10,211
		<u>51,917</u>	<u>56,366</u>
Current Liabilities			
Creditors and accruals	2	3,393	4,087
		<u>3,393</u>	<u>4,087</u>
Net Current Assets		48,524	52,279
Total Assets		<u>£414,425</u>	<u>£418,180</u>
Unrestricted Funds			
Maintenance Reserve	3	32,000	42,000
General Fund Surplus	4	16,524	10,279
Total General Funds		48,524	52,279
Designated Funds - Village Hall	5	365,901	365,901
		<u>£414,425</u>	<u>£418,180</u>

Signed on behalf of the Trustees:

Trustee.....  Dated 22 3 2023
 Name Ann Myers, Chairman

Hon Treasurer.....  Dated 22/3/23
 Name Christopher Hitchings

Notes to Statement of Assets and Liabilities as at 31 December 2022

£

1	Village Hall Property		
	At 1997 valuation		297,000
	Subsequent improvements		68,901
	At 1 January 2022		<u>365,901</u>
	At 31 December 2022		<u>365,901</u>
	The property is insured for £3.0m as at 31 December 2022		
		2022	2021
		£	£
2	Creditors and Accruals		
	Accounts payable	2,666	2,189
	Accruals	-19	-182
	Customer deposits and pre-payments	637	1,971
	Defibrillator fund	109	109
	Total Creditors and Accruals	<u>3,393</u>	<u>4,087</u>
3	Maintenance Reserve (2021 re-stated)		
	Brought forward at 1 January	42,000	0
	Addition (Release) in year	-10,000	42,000
	At 31 December	<u>32,000</u>	<u>42,000</u>
	A maintenance reserve was established at December 31 2021 based on an analysis of what the Hall needs to hold to cover future expenditure on its building and equipment. It was set initially at £42,000 and, following approval at the 2022 AGM, was transferred from the General Fund. As at 31 December 2022, it has been revalued at £32,000. The 2021 balance sheet has been re-stated to reflect its inclusion from December 2021.		
4	General Fund Surplus (2021 re-stated)		
	Brought forward at 1 January	10,279	39,036
	Surplus for the year	6,245	13,243
	Transfer to Maintenance Reserve	0	-42,000
	At 31 December	<u>16,524</u>	<u>10,279</u>
5	Designated Funds - Village Hall		
	Brought forward at 1 January	365,901	365,901
	At 31 December	<u>365,901</u>	<u>365,901</u>

Statement of Financial Activities Year Ending 31 December 2022

	Notes	2022 £	2021 £
Income and Expenditure			
Hiring income	1	32,804	18,637
Bank interest		117	3
Grants	2	2,667	22,435
Total Income		35,588	41,075
Expenditure			
Caretaker fees		3,007	3,000
Performing Rights license		315	775
Insurance		2,423	2,330
Repairs and maintenance	3	22,406	15,074
Fire checks		688	248
Gardening		370	195
Rates		512	261
Electricity		2,011	1,389
Gas		3,675	1,671
Water		196	177
Telephone and internet		263	259
Cleaners fees		1,862	845
Carpet cleaning		130	0
Window cleaning		120	160
Cleaning materials		288	203
Waste disposal		467	277
General expenses		169	383
IT software and consumables		165	216
Audit and accountancy fees		132	125
Piano tuning		0	100
Subscriptions		144	144
Total Current Expenditure		39,343	27,832
Surplus (Deficit) of Income over Expenditure for Year		-£3,755	£13,243
Release from (Provision to) Maintenance Reserve		10,000	0
Movement in General Fund Surplus for the Year		£6,245	£13,243

Notes to Statement of Financial Activities Year Ending 31 December 2022

	2022	2021
	£	£
1 Hiring Income		
Montessori nursery	5,719	5,047
Short tennis	4,952	2,420
Badminton (various)	3,270	2,050
Bridge (Monday and Friday)	2,456	930
Wedding packages	1,700	0
Bingo	1,530	930
Table tennis	1,360	660
Others	11,817	6,600
Hiring Income	32,804	18,637

Those organisations or activities generating more than £1,000 income in 2022 are shown above.

2 Grants Received		
Chichester District Council Covid support	2,667	8,574
Bosham Parish Council for roof repairs	0	13,861
	2,667	22,435

Chichester District Council awarded £2,667 in March to help businesses hit by Covid (£8,574 in 2021). We had received a grant from Bosham Parish Council towards roof repairs in 2021.

3 Repairs and Maintenance		
Roof repairs	17,280	13,861
Lighting upgrades	1,637	618
Fire Risk Assessment upgrades	1,581	0
Other	1,908	595
Repairs and Maintenance	22,406	15,074

Independent examiner's report to the Trustees of Bosham Village Hall

I report on my examination of the accounts of the Bosham Village Hall (the Charity) for the year ended 31 December 2022 set out on pages four to seven.

This report is made solely to the Charity's trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's trustees as a body, for any work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). You consider that an audit is not required for the year under section 144 (2) of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- follow the procedures laid down in general Directions given by the Charity Commission under section 144(2) of the Act; and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity 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 any 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 connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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.

TJ James.

Trevor James FCA DchA
Dormer Cottage
West Broyle
Chichester PO19 3PR

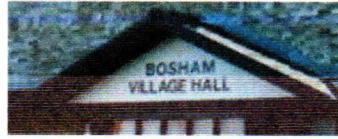
27 February 2023

BOSHAM VILLAGE HALL

England & Wales - Charity number 305346

Accounts

Bosham Village Hall



Annual Report and Financial Statements *for the* Year Ended 31 December 2021

Hall Address:

Walton Lane
Bosham
Chichester PO18 8QF

Bank:

Lloyds Bank
10 East Street, Chichester PO19 1HJ

Trustees Serving in the Year:

Ann Myers (Chairman, Flower Club)
June Bailey (WI - to July)
Stephanie Fiske (Horticultural Soc)
Richard Gambold (Short Tennis)
Nigel Glennie (Cricket Club - from Nov)
Helen Gunton (Badminton)
Pat Harris (WI - from Nov)
Charlotte Henderson (Montessori Nursery - to Nov)
David Myers (Co-opted, Surveyor)
Gill Smith (Bridge - to May)

Elected Management Committee:

Christopher Hitchings (Treasurer)
Liz Taverner (Bookings Secretary)
Lucinda Hitchings (Secretary)

In attendance at Management Committee:

Tim Stentiford (Caretaker)

Independent Examiner:

Trevor James FCA DchA
Dormer Cottage West Broyle
Chichester PO18 3PR

Registered as a Charity No. 305436

Brief History

The original hall was built in 1924 by Bosham Womens' Institute. In 1930, it was handed over to Trustees, who ran it for 35 years until they passed the responsibility to Bosham Parish Council, as Custodian Trustee under the Charities Act. By 1990, it was failing to meet the needs of the growing village. With the aid of fundraising and grants, the current hall was opened by the Duke of Richmond in April 1996 on the same site, to provide a sports hall, function room, kitchen, changing facilities and car park, with modern heating and insulation.

Responsibilities of Trustees

The Custodian Trustee (Bosham Parish Council) simply holds the legal title of the Charity's property and acts on the lawful directions of the Management Committee in any transactions affecting this title.

The Management Committee is made up of Trustees nominated by organisations using the hall regularly, plus five who can be elected at the Annual General Meeting; and a further four who can be co-opted by the Management Committee. All members are volunteers.

Two trustees resigned during the year (Charlotte Henderson and June Bailey) and one sadly died (Gill Smith). We acknowledge with thanks their contributions. We welcomed two new trustees during the year (Pat Harris and Nigel Glennie) and hope to welcome the third replacement at the AGM.

Public Benefit

Briefly, the aims of the Management Committee are to provide and maintain the hall for the use of the inhabitants of Bosham and the neighbourhood, without distinction of sex or of political, religious or other opinions, and in particular for meetings, lectures, classes and for other forms of recreation.

That these aims are being met is demonstrated by the wide range of users, who include a Montessori nursery, keep-fit classes, bridge and bingo clubs, badminton, short tennis, table tennis, flower clubs, a horticultural society and the WI. It is also a popular venue for wedding receptions and, in addition, it serves as a polling station for local and parliamentary elections.

Financial Strategy

Almost all of our income is from hiring the hall and our financial goal is to generate enough income to pay the costs of running the hall (rates, insurance, heating, lighting, cleaning) plus the expense of maintaining the building and updating it to keep its offering compliant with current regulations and competitive with current expectations.

The main issue is that the building is now 26 years old and, in particular, the roof covering is not delivering its design life. We have already replaced three of its eight sections and a fourth is planned for 2022. Over 2019/20, we have also needed to upgrade emergency lighting to comply with current regulations; and replace our heating boiler.

Over 2017-19, we raised hall charges with the aim of creating an income base sufficient to do this and, based on 2019 income, we are comfortable that we achieved this. We refined our analysis in 2021 and conclude that we need a current surplus (before repair and maintenance expenditure) of £14,000 per annum and at end-2021 a reserve buffer of at least £42,000 to be confident we can meet future costs.

Financial Report

Simplified Revenue Account

	2019	Change	2020	Change	2021
	£	%	£	%	£
Hiring income	31,235	-58	13,132	+42	18,637
Interest income	105		27		3
Running costs	-15,838	-24	-11,983	+6	-12,758
Current surplus	15,502	-92	1,176	+400	5,882
Grants	0		11,334		22,435
Depreciation	0		0		0
Repairs and maintenance	-28,629	-89	-3,093	+387	-15,074
Actual surplus	-13,127		9,417		13,243
Start reserves	42,746		29,619		39,036
End reserves	29,619	+32	39,036	+34	52,279

Commentary

2021 commenced with the Hall closed for the second time due to the ongoing pandemic. The Montessori School was permitted to stay open subject to safeguards and it is to the considerable credit of Charlotte Henderson and her staff that it did so. Our other regular hirers were allowed back from mid-May but many decided to delay until August or September. From September, we have had reasonably full usage of the Hall, although we suffered cancellations in December as fears revived on the "Omicron" variant. Overall hiring income was 42% up on 2020 but still 40% below that of 2019.

We cut expenditure as much as we could in 2020 and 2021 has seen an increase in costs, partly reflecting the increased usage (caretaking, cleaning, waste clearing, piano tuning) but also that our gas supplier failed, exposing us to current high prices rather than the 3-year contract we had thought protected us. We have had a month of this and our bills for 2022 will be £1,500 higher.

We gained from a very welcome further £8,600 in grants from Chichester District Council to help businesses hit by the pandemic. We also applied to Bosham Parish Council for a grant towards the replacement of the leaking North lower roof and were delighted that they decided to pay the entire £13,900 cost. This work, which had been scheduled for 2020 but cancelled because of the uncertainty, was thus done in June and our kitchen has been dry since. Other Repair & Maintenance expenditure was kept to just £1,200, mostly lighting upgrades and minor plumbing repairs.


Thanks to grants and the security of our School income, we emerged from the pandemic in a sound financial position, with reserves £10,000 above the minimum £42,000 we need. We plan to go ahead with the next urgent stage of the roof renewal in 2022, being the upper West section. We also reviewed hiring charges and, thanks to the Montessori agreeing an increase, we have been able to reduce the rate for the Function Room to other users. Once we have a better handle on energy costs, we may be able to do more.


Christopher Hitchings
 Hon Treasurer

Statement of Assets and Liabilities as at 31 December 2021

	Notes	2021		2020	
		£	£	£	£
Fixed Assets					
Village Hall Property	1	365,901		365,901	
Equipment			0		0
Current Assets					
Debtors and pre-payments		1,482		89	
Lloyds current account		14,671		29,994	
Lloyds deposit account		30,002		0	
COIF Charities Deposit Fund		10,211		10,210	
		<u>56,366</u>		<u>40,293</u>	
Current Liabilities					
Creditors and accruals	2	4,087		1,257	
		<u>4,087</u>		<u>1,257</u>	
Net Current Assets			52,279		39,036
Total Assets			<u>£418,180</u>		<u>£404,937</u>
Unrestricted Funds					
General Funds	3		52,279		39,036
Designated Funds - Village Hall	4		365,901		365,901
			<u>£418,180</u>		<u>£404,937</u>

Signed on behalf of the Trustees:

Trustee.....  Dated..... 23.3.2022
 Name Ann Myers, Chairman

Hon Treasurer.....  Dated..... 23/3/2022
 Name Christopher Hitchings

Notes to Statement of Assets and Liabilities as at 31 December 2021

£

1	Village Hall Property	
	At 1997 valuation	297,000
	Subsequent improvements	68,901
	At 1 January 2021	<u>365,901</u>
	At 31 December 2021	<u>365,901</u>

The property is insured for £2.63m as at 31 December 2021

	2021	2020
	£	£
2	Creditors and Accruals	
	Accounts payable	2,189
	Accruals	-182
	Customer deposits and pre-payments	1,971
	Defibrillator fund	109
	Total Creditors and Accruals	<u>4,087</u>
		<u>678</u>
		<u>0</u>
		<u>470</u>
		<u>109</u>
		<u>1,257</u>

Over 2018/19, £526 was raised towards the cost of a defibrillator. In March 2020, Southbourne Lions donated the actual unit (value £1,806) and we incurred costs of £517 installing the dedicated power supply required. The £9 balance in the defibrillator fund plus a further £100 donation will be applied to maintenance costs.

3	General Fund	
	Brought forward at 1 January 2021	39,036
	Surplus for Year	13,243
	At 31 December 2021	<u>52,279</u>

4	Designated Funds - Village Hall	
	Brought forward at 1 January 2021	365,901
	At 31 December 2021	<u>365,901</u>

Statement of Financial Activities Year Ending 31 December 2021

	Notes	2021 £	2020 £
Income and Expenditure			
Hiring income	1	18,637	13,132
Bank interest		3	27
Grants	2	22,435	11,334
Total Income		41,075	24,493
Expenditure			
Caretaker fees		3,000	2,018
Performing Rights license		775	688
Insurance		2,330	2,544
Repairs and maintenance	3	15,074	3,093
Fire checks		248	267
Gardening		195	575
Rates		261	101
Electricity		1,389	1,416
Gas		1,671	1,363
Water		177	173
Telephone and internet		259	64
Cleaners fees		845	1,302
Window cleaning		160	80
Cleaning materials		203	260
Waste disposal		277	299
General expenses		383	204
IT software and consumables		216	360
Audit and accountancy fees		125	125
Piano tuning		100	0
Subscriptions		144	144
Total Expenditure		27,832	15,076
Surplus (Deficit) of Income over Expenditure for Year		£13,243	£9,417

Notes to Statement of Financial Activities Year Ending 31 December 2021

	2021	2020
	£	£
1 Hiring Income		
Montessori nursery	5,047	3,650
Short tennis	2,420	2,366
Badminton (various)	2,050	1,352
Bingo	930	744
Bridge (Monday and Friday)	930	657
Table tennis	660	342
Yoga	620	441
Others	5,980	3,580
Hiring Income	<u>18,637</u>	<u>13,132</u>

Those organisations or activities generating more than £500 income in either 2021 or 2020 are shown above.

2 Grants Received		
Chichester District Council Covid support	8,574	11,334
Bosham Parish Council for roof repairs	13,861	0
	<u>22,435</u>	<u>11,334</u>

Chichester District Council awarded £8,574 in February/March to help businesses hit by Covid (£11,334 in 2020). We applied to Bosham Parish Council in March for a grant towards roof repairs. This was granted in full and paid on completion of the repairs in July.

3 Repairs and Maintenance		
Roof repairs	13,861	0
Lighting upgrades	618	936
Decorating	0	900
Other	595	1,257
Repairs and Maintenance	<u>15,074</u>	<u>3,093</u>

Independent examiner's report to the Trustees of Bosham Village Hall

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Responsibilities and basis of report

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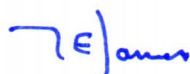
Basis of the independent examiner's report

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Independent examiner's statement

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Trevor James FCA DchA
Dormer Cottage
West Broyle
Chichester PO19 3PR

24 February 2022