

HOLT VILLAGE HALL

England & Wales · Charity number 305527

Details

Other names THE HOLT WORKING MEN'S READING ROOMS

Status Registered

Legal form Other

Registered 1963-04-24

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

Contact

Address Village Hall
The Street
Holt
Trowbridge
Wiltshire
BA14 6QH

Phone 01225782906

Email holtvhtreasurer@gmail.com

Website www.holtvillagehall.com

Activities

Objects: THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF HOLT WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS INCLUDING USE FOR MEETINGS, LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS

Activities: Provision of a Village Hall in the community of Holt including organisation of entertainment and fund-raising events.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** PARISH OF HOLT
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£45,412	£29,579	-	-
2024-09-30	£45,373	£27,048	-	-
2023-09-30	£40,036	£56,068	-	-
2022-09-30	£35,148	£25,526	-	-
2021-09-30	£38,111	£18,869	-	-

Trustees

Name	Role	Appointed
SUSAN ENNIS	Chair	2019-02-02
Carol Foreman		2025-01-06
GRAHAM HILL		1984-03-12
MRS JO HOPKINS		1995-03-12
Mike Jordan		2025-01-06
ROBERT PAGE		2013-01-13
Sue Bolden		2016-10-01
TIM MASON		

HOLT VILLAGE HALL

England & Wales - Charity number 305527

Accounts

This document is a summary report for the year ending 30th September 2025 by the Board of Trustees. It is intended to provide a clear and concise overview of the financial performance of the charity for the year ended 30th September 2025 and to provide an overview of the activities of the charity for the year ended 30th September 2025. The report is intended to be read in conjunction with the Annual General Meeting of the charity which will be held at Holt Village Hall on Monday 27th January 2026.

The Trustees are pleased to report that the charity has achieved its objectives for the year ended 30th September 2025. The charity has continued to provide a high quality of service to the community and has maintained its reputation as a leading provider of community services. The Trustees are confident that the charity will continue to make a positive contribution to the community in the future.



Registered Charity No 305527

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH SEPTEMBER 2025**

The Trustees are pleased to report that the charity has achieved its objectives for the year ended 30th September 2025. The charity has continued to provide a high quality of service to the community and has maintained its reputation as a leading provider of community services. The Trustees are confident that the charity will continue to make a positive contribution to the community in the future.

The Trustees have met eleven times during the year and have kept in mind the Charity Commission's guidance on public interest in our trustee meetings. The object of the charity remains valid and we are confident that our activities fully reinforce the object.

Holt Village Hall
The Street, Holt, Trowbridge, Wilts, BA14 6QH

This document is the annual report for the accounting year ending 30th September 2025 by the chair of the of management committee of Holt Village Hall under the Charity Commission scheme 305527 dated 28th July 1995 as amended by an order dated 26th January 2005 and as amended on 2nd December 2019. This report covers activities since the last AGM report for the year ended 30th September 2023 and is to be presented to the Annual General Meeting of the trust to be held at Holt Village Hall on Monday 12th January 2026

List of trustees

The Volunteer Management Committee is responsible for the day-to-day running of the Village Hall, for its continued maintenance, and for planning for its improvement and future use. Those who have served as trustees are:

Mrs S Bolden	Mr T Hopkins (deceased 18 th Oct 2024)
Mrs S Ennis	Mr M Jordan (appointed 14 th Jan 2025)
Mrs C Foreman (appointed 3 rd Feb 2025)	Mr T Mason
Mrs J Haggett (Resigned 12 th May 2025)	Mr D McDonald (Resigned 14 th Jan 2025)
Mr G Hill	Mr S Morris
Mrs J Hopkins	Mr R Page

The objectives of Holt Village Hall are:

- to provide a meeting place for local community groups
- to maintain clean, safe & functional premises
- to ensure that the facilities provided comply with the necessary regulations (e.g. fire, health & safety, licensing act etc.)
- to improve facilities where possible
- to receive hiring fees from Hall users and to fund-raise when necessary to ensure income stays on a par with expenditure.

Strategies for Achieving Objectives

The strategies employed to achieve these objectives during the year reported were:

- to maintain a hall management committee of elected members.
- to assign key management roles i.e. chairperson, secretary, treasurer, bookings secretary to individuals
- to hold regular (monthly) management committee meetings with minutes (including agreed actions on individuals) being issued prior to the next meeting
- to review the financial position of the hall at the monthly meetings
- to source local (volunteer) help where necessary, in the interests of minimising costs
- to hold an Annual General Meeting (advertised in the Village Magazine) open to all villagers

Public Benefit

The trustees have met eleven times during the year and have kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The object of the charity remains valid, and we are confident that our activities fully reinforce the object.

Achievements and Performance

a) To stabilise the committee:

We have been fortunate that the resignation of Doug McDonald due to family commitments and Jan Haggett due to move away from the village has been balanced by the addition of Mike Jordan and Carol Foreman. The small committee is conducive to effective business meetings and decision making, but the committee is cognisant of the need for new members for the long-term stability of the committee.

b) To focus on on-going improvements to the hall supported by fund raising and events programme:

The trustees were able to:

- Reorganise and redecorate the small meeting room
- Carry out routine maintenance and repair work as needs dictate.
- Carry out an inspection by trustees of the building inside and out (March 2025) identifying areas where maintenance and other works are likely to be required over the next 5 years.

c) To bring new people into the hall:

- We held a second Family and friends Skittles evening which attracted additional teams with links to the village but not actually living here.
- Stephen Morris continued to arrange a variety of music evening of various genres to increase its appeal.
- Plan to host first aid/ defibrillator training FOC for villagers

Income and Expenditure on Activities of Public Benefit

Total figures as Accounts			
	2025	2024	2023
Total Receipts	45,412	46,363	40,036
Total Payments	29,579	28,038	56,068
SURPLUS/DEFICIT	15,833	18,325	-16,032

Figures as Activity			
	2025	2024	2023
Regular village lettings	2,944	4,416	1,282
Other regular lettings	18,963	19,514	18,795
Sundry lettings	3,563	4,401	5,845
TOTAL LETTINGS	25,470	28,331	£24,189
Donations	6,319	5,970	5,233
Interest	3,530	254	1,008
Misc	275	885	338
Fund raising INCOME	6,161	5,672	7,535
Fund Raising COST	-2,492	-1,797	-2,974
Fund Raising PROFIT	3,669	3,875	4,561
Hundred Club INCOME	2,757	2,826	
Hundred Club PAYOUT	-1,380	-1,421	
Hundred Club PROFIT	1,377	1,405	
TOTAL INCOME	40,640	40,720	35,329

Overheads			
Rates, water and insurance	2,657	2,319	1,920
Electricity	1,175	1,210	1,149
Gas	2,227	2,021	2,019
Accountancy and audit	1,006	1,955	918
Petty cash and stationery	205	134	83
Telephone	735	554	688
Miscellaneous	520	16	
Performing rights	150	292	522
Hallmaster	265	265	226
Community First	45	50	
Wiltshire Council Prem LIC	20	20	20
Overheads	9,005	8,836	7,545
Cleaning	9,577	9,508	9,078
Repairs and maintenance	6,152	5,248	34,762
Equipment	0	111	0
TOTAL EXPENDITURE	24,734	23,703	42,307

Car park

Our arrangement to allow Holt Minibus to park in the car park ceased during the year following the amalgamation of the bus with Melksham community bus. The space vacated

Our arrangement with the National Trust was reviewed in 2024 and increased by 5% to reflect general inflation and an additional day. This arrangement is due for review again in 2026 in addition, the NT staff and volunteers at The Courts continue to maintain the hedge around the car park at their own cost. We are ever grateful for this support which keeps up the appearance of the car park and its surrounds.

Cleaning

Our only employee (part time), as hall cleaner, Michelle Rafferty was appointed during October 2018 and is continuing to maintain a high level of cleaning. Michelle monitors and cleans the hall at strategic times and reports any issues.

Michelle salary was reviewed December 2024 and increased by 7% to keep in-line with the recommended living wage.

Licensing

We continue to operate a premises licence which allows for the sale of alcohol during normal licensing hours. This system works to our satisfaction.

Risk, Health & Safety

Health and Safety remains a standing agenda item and there were no reported incidents during the year.

Fundraising Activities and Public Benefit

The committee organised the following events during the year (last year's profit):

• Skittles Tournament	£742	(£799)
• Plant sale	£729	(£711)
• Barbecue in conjunction with the Holt scarecrow weekend.	£386	(£244)
• Flower and produce show.	£34	(£100)
• 200+ Club with 241 members	£1377	(£1,405)
• Concerts	£1778	(£1583)
• Craft Fair		(£437)

The fundraising activities produced a total profit of £4,770 profit compared with £5,279 in 2024. Whilst the profit is very useful, these events also get others who may not be regulars into the hall.

We offer continued thanks to all trustees and friends of the village hall for their help in making these events successful, but to Jo Hopkins who has again been the champion of the Plant Sale and the Flower and Produce show.

Village Hall web site

Following the resignation of Doug McDonald, Stephen Morris has relaunched the <https://www.holtvillagehall.com/> website.

Stephen and Mike also maintain the village hall Facebook/Instagram presence.

Hirers

The requirements and expectations of our hires can be a challenging task and we are grateful to our Booking Secretary Tim Mason for successfully managing those requirements and successfully nurturing new regular hires to fill voids.

Holt Village Hall is very aware of the need for safe place for vulnerable/less fortunate people to meet, to this end:

- The monthly community lunch has been continued by Tim and Joy Mason and their team with tacit support from the Village Hall
- Holt Village Hall continue to allow parents from Holt V C Primary School to park in the Village Hall car park at the beginning and end of the school day as part of their safe walking to school plan.
- The Village Hall offered space for poppy making as part of the very successful village wide poppy project
- The Youth club meets in the hall through the winter months with a nominal rent.

Regular bookings include:

WEEKLY

Art Group

Martial arts

Multiple Platies/Yogo Classes

Community singing

Youth Group

MONTHLY

Bradford-on-Avon Lions Club

Community Lunch

Holt Players (ad-Hoc bookings)

Flower club Meeting and Separate practice sessions
 Monthly County Councillor Surgery
 National Childbirth Trust ante natal classes.
 Parish Council meetings
 Strich Craft Lessons
 W.I.

OTHER RECURRING BOOKINGS

Family parties, Annual Parties, Works parties
 Bike Jumble, Craft Fair, Furniture Sales,
 Council area meetings,
 Youth mentoring meetings
 Village Hall fundraisers,

IN TERMS OF PUBLIC BENEFIT,

In addition to regular hiring, the hall may be booked for one off events. We aim to cater for people of all ages and currently hosting parties for preschool children up to Nonagenarian.
 The hall is equipped with high chairs, potty stands, a wheelchair and the suchlike and will endeavour to obtain other items on request.

Financial Review

Finances

- Fortunately, no major emergencies occurred in 2024/25 and no particular abnormal above the general expenditure to keep the hall opening and running
- Interest received has made a welcome return this year at £3,530 (last year £254)
- The end of year accounts shows a surplus of £15,833 which has topped up our reserves and continues our practice of having a sufficient reserve to enable large planned and unplanned expenditure to be spread over multiple years.

Monahans Chartered Accountants have completed an independent examination of our accounts that are prepared on a receipts and payments basis. The trustees have agreed a policy to retain £24,000 in reserve for unforeseen emergencies and to keep that sum separately identified in a fixed term interest bearing account/bond; however, the interest has been minimal particularly as Banks consider the Hall to be a small business.

Future Plans and Objectives

Our general aim is to use income from car park revenue, interest and fund raising for major improvements and repairs rather than covering day to day costs.

A provisional budget proposed and to be ratified by the new trustees following the AGM.

Action	Budget/Estimate
Overheads	£11,000
Cleaners' salary and NI	£11,000
Safety testing	£2,000
General Maintenance	£7,500
Improvement Project to be agreed	£10,500
Total	£42,000

Structure, Governance and Management

The charity is regulated by a scheme lodged with the charity commission. Following the 2019 AGM an update was submitted and accepted by the Charity Commission to amend scheme 305527 (our charity governing document) dated 28th July 1995 as amended by order dated and as amended on 2nd December 2019 to do away with the distinction between nominated and elected member as Trustees.

Trustees are appointed or reappointed annually at the Annual General Meeting. No trustee receives any remuneration.

Our banking arrangements are regularly reviewed in order to get best value without excessive risk from our substantial cash assets. We note that, as a charity, our options to get good rates of interest are limited, whilst adopting a low-risk investment strategy.

Sue Ennis continues in the role of Acting Treasurer in addition to that of Chairperson. Ideally, we would like to appoint another trustee to take on one of those roles.

We remain a member of the WVHA and have access to website facilities via their site and useful advice through their offices, including beneficial insurance rates.

In conclusion

The policy of building up and maintaining healthy financial reserves enables the Trustees to finance expensive repairs/improvements from reserves.

Looking forward, the Village Hall faces:

- Increases in electric, gas, water and insurance cost expected to be above inflation in the coming year as new contracts kick in.
- The need to recruit Trustees to provide a sustainable future.
- The need to continue fund-raising events which can be arranged with the limited number of resources.

The trustees intend to:

- draw up a budget within 3 months of the AGM based on projected booking income.
- strengthen the management team by recruiting new trustees

Holt village hall is an integral part of the village and often taken for granted by the community at large but would be severely missed if it was no longer here.

Sue Ennis – Chairperson on behalf of Holt Village Hall Trustees

Date:

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

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30th September 2025, which are set out in pages 8 to 10.

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').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records.

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



Simon Cooper FCA
Monahans Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

20 January 2026

HOLT VILLAGE HALL
Receipts and Payments Account for the Year ended 30 September 2025

	2025 General Fund £	2025 Restricted Fund £	2025 TOTAL FUNDS £	2024 TOTAL FUNDS £
Receipts				
Regular village lettings	2,944	-	2,944	4,416
Other regular lettings	18,963	-	18,963	19,514
Sundry lettings	3,563	-	3,563	4,401
Deposits	900	-	900	1,435
Donations	6,319	-	6,319	5,970
Interest	3,530	-	3,530	254
Miscellaneous	275	-	275	-
Fund raising events	6,161	-	6,161	5,672
Wessex Water Compensation	-	-	-	879
Phone Refund	-	-	-	6
200 Club	2,757	-	2,757	2,826
Total Receipts	<u>45,412</u>	:-	<u>45,412</u>	<u>46,363</u>
Payments				
Cleaning	9,577	-	9,577	9,508
Rates, water and insurance	2,657	-	2,657	2,319
Electricity	1,175	-	1,175	1,210
Gas	2,227	-	2,227	2,021
Accountancy and audit	1,006	-	1,006	1,955
Petty cash and stationery	205	-	205	134
Telephone	735	-	735	554
Deposit refunds	973	-	973	1,117
Repairs and maintenance	6,152	-	6,152	5,248
Equipment	-	-	-	111
Miscellaneous	520	-	520	16
Performing rights	150	-	150	292
Hallmaster	265	-	265	265
Fund raising events expenditure	2,492	-	2,492	1,797
Community First	45	-	45	50
200 Club	1,380	-	1,380	1,421
Wiltshire Council Prem LIC	20	-	20	20
Total payments	<u>29,579</u>	:-	<u>29,579</u>	<u>28,038</u>
Net of receipts	<u>15,833</u>	:-	<u>15,833</u>	<u>18,325</u>
Cash funds brought forward as at 1 October 2024	<u>110,499</u>	:-	<u>110,499</u>	<u>92,174</u>
Cash funds carried forward as at 30 September 2025	<u>126,332</u>	:-	<u>126,332</u>	<u>110,499</u>

HOLT VILLAGE HALL
Statement of Assets and Liabilities at 30 September 2025

		2025	2025	2025	2024
		General	Restricted	TOTAL	TOTAL
		Fund	Fund	FUNDS	FUNDS
		£	£	£	£
Cash funds					
Lloyds TSB Current Account		15,697	-	15,697	28,166
Lloyds Treasurers Savings Account		20,635	-	20,635	20,452
Lloyds Fixed Term 6 Months		-	-	-	-
Lloyds TSB Savings Account		90,000	-	90,000	61,881
Total Cash funds		<u>126,332</u>	-	<u>126,332</u>	<u>110,499</u>
Other Assets					
Fixed assets	1.	1,500,000	-	1,500,000	1,500,000
Total Other Assets		<u>1,500,000</u>	-	<u>1,500,000</u>	<u>1,500,000</u>
Liabilities - accruals	2.	<u>1,107</u>	-	<u>1,107</u>	<u>1,090</u>

These Accounts were approved by the Committee on 12 JAN 2026 and signed by:


 _____ Treasurer


 _____ Secretary

HOLT VILLAGE HALL

Notes to the financial statements for the year ended 30 September 2025

1. Building Valuation

The premises were valued for insurance purposes in December 2002 by Brian Fitchett Commercial Chartered Surveyors. They valued the re-building costs, i.e. replacement cost for insurance purposes only, at £507,000.

A second valuation was carried out in August 2014 by Quartley Chartered Surveyors. They valued re-building costs, i.e. replacement cost for insurance purposes only, at £830,000, and £580,000 if natural stone is not used for rebuild.

A third valuation was carried out in August 2024 by Quartley Chartered Surveyors. They valued re-building costs, i.e. replacement cost for insurance purposes only, at £1,500,000, and £1,075,000 if natural stone is not used for rebuild.

2. Accruals

	2025	2024
	£	£
Accounts and independent examination fee	<u>1,107</u>	<u>1,090</u>

HOLT VILLAGE HALL

England & Wales - Charity number 305527

Accounts



Registered Charity No 305527

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH SEPTEMBER 2024**

Holt Village Hall

The Street, Holt, Trowbridge, Wilts, BA14 6QH

This document is the annual report for the accounting year ending 30th September 2024 by the chair of the of management committee of Holt Village Hall under the Charity Commission scheme 305527 dated 28th July 1995 as amended by an order dated 26th January 2005 and 2nd December 2019. This report covers activities since the last AGM report for the year ended 30th September 2023 and is to be presented to the Annual General Meeting of the trust to be held at Holt Village Hall on Tuesday 14th January 2025.

List of trustees

The Volunteer Management Committee is responsible for the day-to-day running of the Village Hall, for its continued maintenance, and for planning for its improvement and future use. Those who have served as trustees are:

Mrs S Bolden	Mr T Hopkins (deceased 18 th Oct 2024)
Mrs S Ennis	Mr T Mason
Mr A Fox (deceased 31 st May 2024)	Mr D McDonald
Mrs J Haggett	Mr S Morris
Mr G Hill	Mr R Page
Mrs J Hopkins	

The objectives of Holt Village Hall are:

- to provide a meeting place for local community groups
- to maintain clean, safe & functional premises
- to ensure that the facilities provided comply with the necessary regulations (e.g. fire, health & safety, licensing act etc.)
- to improve facilities where possible
- to receive hiring fees from Hall users and to fund-raise when necessary to ensure income stays on a par with expenditure.

Strategies for Achieving Objectives

The strategies employed to achieve these objectives during the year reported were:

- to maintain a hall management committee of elected members.
- to assign key management roles i.e. chairperson, secretary, treasurer, bookings secretary to individuals
- to hold regular (monthly) management committee meetings with minutes (including agreed actions on individuals) being issued prior to the next meeting
- to review the financial position of the hall at the monthly meetings
- to source local (volunteer) help where necessary, in the interests of minimising costs
- to hold an Annual General Meeting (advertised in the Village Magazine) open to all villagers

Public Benefit

The trustees have met eleven times during the year and have kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The object of the charity remains valid, and we are confident that our activities fully reinforce the object.

Achievements and Performance

a) *To stabilise the committee:*

Membership of the trustees remained constant. However, Alan Fox passed away on 31st May 2024 and Terry Hopkins passed away (following the end of the current year) on 18th October 2024 Leaving nine serving members, one of whom is unable to attend regular meetings

b) *To focus on on-going improvements to the hall supported by fund raising and events programme:*

The trustees were able to:

- Complete the final stage of refurbishment to the upstairs Kitchen.
- Carry out a significant upgrade to the main kitchen, making it look fit for
- Carry out routine maintenance and repair work.as needs dictate.

c) *To bring new people into the hall:*

- We held a Family and friends Skittles evening which attracted 15 teams consisting of about 50 people.
- Stephen Morris instigated four musical evenings, each attracting between 60 and 90 people

Income and Expenditure on Activities of Public Benefit

Income from lettings was £28,331 compared with £25,922 in 2023, and £20,800 pre-covid in 2019. It is particularly encouraging that this increase since last year is primarily due to an increase in Regular Village Lettings:

	2024	2023	2019
Total lettings	28,331	£25,922	£20,800

It should however be noted that the 2024 overall income benefited from a £879 compensation from Wessex Water which related to a loss of income in 2023.

Our standing annual costs (excluding repairs and maintenance) were £21,800 compared with £21,306 last year.

Car park

The committee continues to allow Holt Minibus (Now operating as part of Melksham Community Transport) to park in the car park in return for a small donation to hall funds, also in recognition of the free servicing of the Village Minibus we continue to allow the neighbouring garage to park one vehicle, the proprietor also keeps an eye out for anything untoward in the car park.

Our arrangement with the National Trust was reviewed in February 2024 and increased by £1,031 reflecting general inflation and the additional opening days. This arrangement is due for review again in February 2026. The NT staff and volunteers at The Courts continue to maintain the hedge around the car park at their own cost. We are ever grateful for this support which keeps up the appearance of the car park and its surrounds.

Cleaning

Our only employee (part time), as hall cleaner, Michelle Rafferty was appointed during October 2018 and is continuing to maintain a high level of cleaning. Michelle monitors and cleans the hall at strategic times and reports any issues.

Michelle salary was reviewed January 23 and increased by 9.5% to keep in-line with the recommended living wage.

Licensing

We continue to operate a premises licence which allows for the sale of alcohol during normal licensing hours. This system works to our satisfaction.

Risk, Health & Safety

Health and Safety remains a standing agenda item and there were no reported incidents during the year.

Fundraising Activities and Public Benefit

The committee organised the following events during the year (last year's profit):

• Skittles Tournament	£799	(£446)
• Plant sale	£711	(£594)
• Barbecue in conjunction with the Holt scarecrow weekend.	£244	(£277)
• Flower and produce show.	£100	(£255)
• 200+ Club with 241 members	£1,405	(£1,454)
• Auction	£0	(£233)
• Table Top Sale	£0	(£456)
• Sam Evans	£469	(£787)
• Jazz night	£1114	
• Craft Fair	£437	

The additional fundraising activities produced £5,279 profit compared with a total of £4,561 in 2023 an increase of 15%.

We offer continued thanks to all trustees and friends of the village hall for their help in making these events successful, but in particular to Jo Hopkins who again been the champion of the Plant Sale and the Flower and Produce show.

Village Hall web site

Doug McDonald has continued to maintain <https://www.holtvillagehall.com/> to suit changing needs and expectations and Mike Jordan for updating the contents and incorporating his own artistic embellishments. Mike also adds to Holt Village Holt Facebook presence.

Hirers

The requirements and expectations of our hires is an arduous task, and we are grateful to our Booking Secretary Tim Mason for successfully managing those requirements and successfully nurturing new regular hires to fill voids.

Holt Village Hall is very aware of the need for safe place for vulnerable/less fortunate people to meet, to this end:

- The monthly community lunch has been continued by Tim and Joy Mason and their team with tacit support from the Village Hall

- Holt Village Hall continue to allow parents from Holt V C Primary School to park in the Village Hall car park at the beginning and end of the school day as part of their safe walking to school plan.
- The Village Hall offered space for poppy making as part of the very successful village wide poppy project
- The Youth club meets in the hall through the winter months with a nominal rent.

As of 1st November 2024, the Hall has secured the following regular bookings:

WEEKLY

Art Group
 Emmaus School (term-time)
 Martial arts
 Multiple Pilates / Yoga classes
 Pre and Post Natal Fitness classes
 Singing Group
 Youth Club
 Yoga

MONTHLY

Bradford on Avon Lions Club
 Community Lunch
 Flower club Meeting and practice sessions
 Mindfulness Classes
 Monthly County Councillor Surgery
 National Childbirth Trust ante natal classes.
 Parish Council meetings
 W.I.

OTHER RECURRING BOOKINGS

Annual Parties, Bike Jumble, Craft Fair, Furniture Sales, Holt Players, Village Hall fundraisers, and Youth mentoring meetings.

IN TERMS OF PUBLIC BENEFIT,

In addition to regular hiring, the hall may be booked for one off events. We aim to cater for people of all ages and currently hosting parties for preschool children up to Nonagenarian.

The hall is equipped with high chairs, potty stands, a wheelchair and the suchlike and will endeavour to obtain other items on request.

Financial Review

Finances

After major refit to the Skittle Alley roof in 2022-23 at a cost of £23,880 our overspend resulted in a deficit for the year of £16,032, so 23-24 has been a year of modest expenditure and rebuilding our reserves (luckily no major emergencies occurred)

The main expenditure for the year was:

- Refurbishment of the existing main kitchen, mainly strengthening cupboards, new flooring and new work surfaces. £3,766
- General repairs, maintenance and safety checks totalling £1,482

The end of year accounts shows a surplus of £110,499 which restores the reserves to a similar level to that held at 30th September 2022.

The practice of having a healthy reserve has enabled us to spread large unplanned expenditure over two years.

Monahans Chartered Accountants have completed an independent examination of our accounts that are prepared on a receipts and payments basis. The trustees have agreed a policy to retain £20,000 in reserve for unforeseen emergencies and to keep that sum separately identified in a fixed term interest bearing account/bond; however, the interest has been minimal particularly as Banks consider the Hall to be a small business.

Future Plans and Objectives

Our general aim is to use income from car park revenue, interest and fund raising for major improvements and repairs rather than covering day to day costs.

A provisional budget proposed and to be ratified by the new trustees following the AGM.

Action	Budget/Estimate
Gas Water Electric	£4,000
Cleaning, cleaners salary	£10,000
Safety testing	£1,000
General Maintenance	£1,600
Energy efficiency improvements	£10,000
Total	£26,600

Structure, Governance and Management

The charity is regulated by a scheme lodged with the charity commission. Following the 2019 AGM an update was submitted and accepted by the Charity Commission to amend scheme 305527 (our charity governing document) dated 28th July 1995 as amended by order dated 26th January 2005 to do away with the distinction between nominated and elected member as Trustees.

Trustees are appointed or reappointed annually at the Annual General Meeting. No trustee receives any remuneration.

Our banking arrangements are regularly reviewed in order to get best value without excessive risk from our substantial cash assets. We note that, as a charity, our options to get good rates of interest are limited, whilst adopting a low-risk investment strategy.

During the year Alan Fox a long serving trustee died, Alan had been our main link with Community first but due to failing health had been unable to attend regular management meetings for some time. Since year end, Terrey Hopkins has also died. Terry had also been a very long serving Trustee and chairman. The committee now although small but effective management team has reached a point where new members are urgently required to ensure the long-term continuity.

Sue Ennis continues in the role of Acting Treasurer in addition to that of Chairperson. Ideally, we would like to appoint another trustee to take on one of those roles.

We remain a member of the WVHA and have access to website facilities via their site and useful advice through their offices, including beneficial insurance rates.

In conclusion

The policy of building up and maintaining a healthy financial reserve has enabled the Trustees to finance essential repairs over a two year period

Looking forward, the Village Hall faces:

- Increases in electric, gas, water and insurance cost expected to be above inflation in the coming year.
- The need to recruit Trustees to provide a sustainable future.
- The need to find new fund-raising events which can be arranged with the limited number of resources.
- We were fortunate during 2023-24 not to have any surprises regarding maintenance. However, we will not be so fortunate as already in 2024-25 we have experienced problems regarding:
 - a) Leak in the main roof which has been fixed but further investigation is required.
 - b) A problem with guttering at the back of the hall which has been fixed, and further work is in hand.
 - c) Problems with the main heating heater requiring emergency call out.

The trustees intend to:

- draw up a budget within 3 months of the AGM based on projected booking income.
- strengthen the management team by recruiting new trustees

The trustees aim to continue to build on this year's success in providing additional entertainment/fundraising events

Holt village hall is an integral part of the village and often taken for granted by the community at large but would be severely missed if it was no longer here.

Sue Ennis – Chairperson on behalf of Holt Village Hall Trustees

Date: 14th January 2025

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

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30th September 2024, which are set out in pages 10 to 12.

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').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records.

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

Simon Cooper FCA
Monahans Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

HOLT VILLAGE HALL
Receipts and Payments Account for the Year ended 30 September 2024

	2024 General Fund £	2024 Restricted Fund £	2024 TOTAL FUNDS £	2023 TOTAL FUNDS £
Receipts				
Regular village lettings	4,416	-	4,416	1,282
Other regular lettings	19,514	-	19,514	18,795
Sundry lettings	<u>4,401</u>	-	<u>4,401</u>	<u>5,845</u>
Total Lettings	28,331	-	28,331	24,189
Deposits	1,435	-	1,435	-
Donations	5,970	-	5,970	5,233
Interest	254	-	254	1,008
Miscellaneous	-	-	-	338
Fund raising events	5,672	-	5,672	7,535
Wessex Water Compensation	879	-	879	-
Phone Refund	6	-	6	-
200 Club	2,826	-	2,826	-
Total Receipts	<u>45,373</u>	-	<u>45,373</u>	<u>40,036</u>
Payments				
Cleaning	9,508	-	9,508	9,058
Rates, water and insurance	2,319	-	2,319	1,920
Electricity	1,210	-	1,210	1,149
Gas	2,021	-	2,021	2,019
Accountancy and audit	965	-	1,955	918
Petty cash and stationery	134	-	134	83
Telephone	554	-	554	688
Deposit refunds	1,117	-	1,117	1,266
Repairs and maintenance	5,248	-	5,248	34,762
Equipment	111	-	111	-
Miscellaneous	16	-	16	483
Performing rights	292	-	292	522
Hallmaster	265	-	265	226
Fund raising events expenditure	1,797	-	1,797	2,974
Community First	50	-	50	-
200 Club	1,421	-	1,421	-
Wiltshire Council Prem LIC	20	-	20	-
Total payments	<u>27,048</u>	-	<u>27,048</u>	<u>56,068</u>
Net of receipts	<u>18,325</u>	-	<u>18,325</u>	<u>-16,032</u>
Cash funds brought forward as at 1 October 2023 (2022)	<u>92,174</u>	-	<u>92,174</u>	<u>108,206</u>
Cash funds carried forward as at 30 September 2024 (2023)	<u>110,499</u>	-	<u>110,499</u>	<u>92,174</u>

HOLT VILLAGE HALL
Statement of Assets and Liabilities at 30 September 2024

		2024	2024	2024	2023
		General	Restricted	TOTAL	TOTAL
		Fund	Fund	FUNDS	FUNDS
		£	£	£	£
Cash funds					
Lloyds TSB Current Account		28,166	-	28,166	11,173
Lloyds Treasurers Savings Account		20,452	-	20,452	20,198
Lloyds Fixed Term 1 Year		-	-	-	-
Lloyds TSB Fixed Term Savings Account		61,881	-	61,881	60,803
Total Cash funds		<u>110,499</u>	-	<u>110,499</u>	<u>92,174</u>
Other Assets					
Fixed assets	1.	1,500,000	-	1,500,000	830,000
Total Other Assets		<u>1,500,000</u>	-	<u>1,500,000</u>	<u>830,000</u>
Liabilities - accruals	2.	<u>1,090</u>	-	<u>1,090</u>	<u>1,068</u>

These Accounts were approved by the Committee on _____ and signed by:

_____ Treasurer _____ Secretary

HOLT VILLAGE HALL

Notes to the financial statements for the year ended 30 September 2024

1. Building Valuation

The premises were valued for insurance purposes in December 2002 by Brian Fitchett Commercial Chartered Surveyors. They valued the re-building costs, i.e. replacement cost for insurance purposes only, at £507,000.

A second valuation was carried out in August 2014 by Quartley Chartered Surveyors. They valued re-building costs, i.e. replacement cost for insurance purposes only, at £830,000, and £580,000 if natural stone is not used for rebuild.

A third valuation was carried out in August 2024 by Quartley Chartered Surveyors. They valued re-building costs, i.e. replacement cost for insurance purposes only, at £1,500,000, and £1,075,000 if natural stone is not used for rebuild.

2. Accruals

	2024	2023
	£	£
Accounts and independent examination fee	<u>1,090</u>	<u>1,068</u>

HOLT VILLAGE HALL

England & Wales - Charity number 305527

Accounts



Registered Charity No 305527

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH SEPTEMBER 2023**

Holt Village Hall
The Street, Holt, Trowbridge, Wilts, BA14 6QH

This document is the annual report for the accounting year ending 30th September 2023 by the chair of the of management committee of Holt Village Hall under the Charity Commission scheme 305527 dated 28th July 1995 as amended by an order dated 26th January 2005 and as amended on 2nd December 2019. This report covers activities since the last AGM report for the year ended 30th September 2022 and is to be presented to the Annual General Meeting of the trust to be held at Holt Village Hall on Tuesday 12th December 2023.

List of trustees

The Volunteer Management Committee is responsible for the day-to-day running of the Village Hall, for its continued maintenance, and for planning for its improvement and future use. Those who have served as trustees are:

Mrs S Bolden
Mrs S Ennis
Mr A Fox
Mrs J Haggett
Mr G Hill
Mrs J Hopkins

Mr T Hopkins
Mr T Mason
Mr D McDonald
Mr S Morris
Mr R Page

The objectives of Holt Village Hall are:

- to provide a meeting place for local community groups
- to maintain clean, safe & functional premises
- to ensure that the facilities provided comply with the necessary regulations (e.g. fire, health & safety, licensing act etc.)
- to improve facilities where possible
- to receive hiring fees from Hall users and to fund-raise when necessary to ensure income stays on a par with expenditure.

Strategies for Achieving Objectives

The strategies employed to achieve these objectives during the year reported were:

- to maintain a hall management committee of elected members.
- to assign key management roles i.e. chairperson, secretary, treasurer, bookings secretary, , to individuals
- to hold regular (monthly) management committee meetings with minutes (including agreed actions on individuals) being issued prior to the next meeting
- to review the financial position of the hall at the monthly meetings
- to source local (volunteer) help where necessary, in the interests of minimising costs
- to hold an Annual General Meeting (advertised in the Village Magazine) open to all villagers

Public Benefit

The trustees have met eleven times during the year and have kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The object of the charity remains valid, and we are confident that our activities fully reinforce the object.

Achievements and Performance

a) To stabilise the committee:

Membership of the trustees remained constant. The eleven trustees elected at the last AGM have remained in place throughout the year, all but two unable to attend regular meetings

b) To focus on on-going improvements to the hall supported by fund raising and events programme:

The trustees were able to:

- Complete outstanding Electrical work recommended following the 5year Inspection.
- Complete the new flooring and outstanding work in the downstairs toilets
- Replacement rear door to Boiler room.
- Undertake the first stage of refurbishment to the upstairs Kitchen.
- Carry out routine maintenance work. And a limited amount of redecoration.

Income and Expenditure on Activities of Public Benefit

Income from lettings was £24,189 compared with £21,743 in 2022, and £20,800 in 2019 pre-covid. The increase in letting income represents a 16% increase over those 4 years compared with a 21% in CPI and 30% in RPI over that same period.

It is reassuring that our income from bookings has returned to pre Covid levels and we are indebted to our booking secretary Tim Mason for the work that this entails.

	2023	2022	2021	2020	2019
Total lettings	£24,189	£21,743	£6,656	£14,512	£20,800
Covid related grants	N/A	£2,667	£20,863	£11,428	N/A
Grand Total	£24,189	£24,410	£27,519	£25,940	£20,800

Our standing annual costs (excluding repairs and maintenance) of £18,275 compared with £16,479 last year.

Car park

The committee continues to allow Holt Minibus (Now operating as part of Melksham Community Transport) to park in the car park in return for a small donation to hall funds. We also have an arrangement with a neighbouring garage for limited parking in recognition of the free servicing of the Village Minibus.

Our arrangement with the National Trust was reviewed in February 2022 and increased by 5% to reflect general inflation. This arrangement is due for review again in February 2024 In addition, the NT staff and volunteers at The Courts continue to maintain the hedge around the car park at their own cost. We are ever grateful for this support which keeps up the appearance of the car park and its surrounds. The National Trust has requested parking on Wednesdays for the coming year which we expect to reflect in donation income.

Cleaning

Our only employee (part time), as hall cleaner, Michelle Rafferty was appointed during October 2018 and is continuing to maintain a high level of cleaning. Michelle monitors and cleans the hall at strategic times and reports any issues.

Michelle salary was reviewed January 23 and increased by 9.7% to keep in-line with the recommended living wage.

Licensing

We continue to operate a premises licence which allows for the sale of alcohol during normal licensing hours. This system works to our satisfaction.

Risk, Health & Safety

Health and Safety remains a standing agenda item and there were no reported incidents during the year.

COVID-19

Holt Village Hall will continue to take cognisance of Covid related guidelines if and when issued.

Fundraising Activities and Public Benefit

The committee organised the following events during the year (last year's profit):

• Skittles Tournament	£446	(£484)
• Plant sale	£594	(£821)
• Barbecue in conjunction with the Holt scarecrow weekend.	£277	(£207)
• Flower and produce show.	£255	(0)
• 200+ Club with 241 members	£1,454	(£1,424)
• Auction	£223	
• Table Top Sale	£456	
• LPSO entertainment	£787	

Our fundraising total profit from these events was £4,561 compared with a total of £2,958 in 2022.

We offer continued thanks to all trustees and friends of the village hall for their help in making these events successful, but in particular to Jo Hopkins who has again been the champion of the Plant Sale and the Flower and Produce show.

Village Hall web site

Doug McDonald has continued to maintain <https://www.holtvillagehall.com/> to suit changing needs and expectations and Mike Jordan for updating the contents and incorporating his own artistic embellishments. Mike also adds to Holt Village Holt Facebook presence.

Hirers

The requirements and expectations of our hires is an arduous task and we are grateful to our Booking Secretary Tim Mason for successfully managing those requirements and successfully nurturing new regular hires to fill voids.

Holt Village Hall is very aware of the need for safe place for vulnerable/less fortunate people to meet, to this end:

- The monthly community lunch has been continued by Tim and Joy Mason and their team with tacit support from the Village Hall
- Holt Village Hall continue to allow parents from Holt V C Primary School to park in the Village Hall car park at the beginning and end of the school day as part of their safe walking to school plan.
- The Village Hall worked with the parish council and St Katharine's Church to provide a Warm Hub at a subsidised rate through the winter months, however this didn't attract sufficient uptake for it to continue.
- The Youth club resumed meeting in the hall from September 22 with a nominal rent.

As of 1st November 2023, the Hall has secured the following regular bookings:

WEEKLY

Art Group
Emmaus School (term-time)
Martial arts
Mindfulness Classes
Multiple Pilates / Yoga classes
Pre and Post Natal Fitness classes
Youth Club
Yoga

MONTHLY

Bradford on Avon Lions Club
Community Lunch
Flower club Meeting and practice sessions
Monthly County Councillor Surgery
National Childbirth Trust ante natal classes.
Parish Council meetings
W.I.

OTHER RECURRING BOOKINGS

Typically: Bike Jumble, Craft Fair, Furniture Sales, Holt Players, Village Hall fundraisers, and Youth mentoring meetings.

Currently, only one evening a week is available for regular weekly meetings.

In terms of public benefit, it is noted that the beneficiaries of events, meetings and classes held in the hall still caters for people of all ages.

Financial Review

Finances

After several years of 'make do' repairs to the flat roof over the Skittle Alley, the decision was made to recover the roof including; removing and capping redundant roof lights, modifying the decking to provide a positive slope, install a new supporting base and laying heavy duty rubber membrane and new lead flashing. After receiving three competitive quotes, the work was contracted at a cost of £23,880. Fortunately, in the anticipation of such an event the trustees had built up reserves over recent years to cover this.

In addition the following repairs and maintenance work was undertaken.

- Completion of remedial work following 5yr Electrical inspection £744
- New flooring in downstairs toilets £2,803
- Refurbishment of upstairs Kitchen & new door in downstairs Toilet £2,288
- Replace external door at rear of boiler room £425
- Repairs to external masonry £2,750
- Various, test, inspection, routine maintenance totalling £1,872

The end of year accounts shows a deficit of £16,032 for the year. The deficit being due to the one off expenditure of £23,880 on the new roof over the Skittle Alley, without this there would have been a surplus of £7,848.

The prudent setting aside of a healthy reserve over many years enabled the work on the Skittle Alley roof to be undertaken with a minimum of delay and minimal disruption to normal bookings. The profitability of normal operations should provide a good basis to withstand a period of uncertainty with regard to inflation, energy cost and labour rates.

Monahans Chartered Accountants have completed an independent examination of our accounts that are prepared on a receipts and payments basis. The trustees have agreed a policy to retain £20,000 in reserve for unforeseen emergencies and to keep that sum separately identified in a fixed term interest bearing account/bond; however, the interest has been minimal particularly as Banks consider the Hall to be a small business.

Future Plans and Objectives

Our general aim is to use income from car park revenue, interest and fund raising for major improvements and repairs rather than covering day to day costs.

A provisional budget proposed and to be ratified by the new trustees following the AGM.

Action	Budget/Estimate
Estimate	£14,000

Structure, Governance and Management

The charity is regulated by a scheme lodged with the charity commission. Following the 2019 AGM an update was submitted and accepted by the Charity Commission to amend scheme 305527 (our charity governing document) dated 28th July 1995 as amended by order dater 26th January 2005 to do away with the distinction between nominated and elected member as Trustees.

Trustees are appointed or reappointed annually at the Annual General Meeting held in December. No trustee receives any remuneration.

Our banking arrangements are regularly reviewed in order to get best value without excessive risk from our substantial cash assets. We note that, as a charity, our options to get good rates of interest are limited, whilst adopting a low-risk investment strategy.

During the year, we have retained the same number of trustees enabling a small but effective management committee.

Sue Ennis continues in the role of Acting Treasurer in addition to that of Chairperson. We would like to appoint another trustee with a view to being able to separate those two roles.

We remain a member of the WVHA and have access to website facilities via their site and useful advice through their offices, including beneficial insurance rates.

In conclusion

The policy of building up and maintaining a healthy financial reserve has enabled the Trustees to carry out essential repairs to the hall which far exceeds the income received during this year.

Looking forward, the Village Hall faces:

- Substantial increase in running cost once our current energy contracts come up for renewal in 2025.
- Increased running cost due to the current level of inflation.
- The need to recruit further active members to provide a sustainable future.
- The need to find new fund raising events which can be arranged with the limited number of resources.

The trustees intend to:

- draw up a budget within 3 months of the AGM based on projected booking income.
- strengthen the management team by recruiting new trustees

The trustees aim to continue to improve the facilities and features of the hall.

Holt village hall is an integral part of the village and often taken for granted by the community at large but would be severely missed if it was no longer here.



Sue Ennis – Chairperson on behalf of Holt Village Hall Trustees

Date: 12 December 2023

Independent examiner's report to the Trustees of Holt Village Hall -

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30th September 2023, which are set out in pages 8 and 9

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').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records.

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



18 January 2024

Simon Cooper FCA
Monahans Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

HOLT VILLAGE HALL
Receipts and Payments Account for the Year ended 30 September 2023

	2023 General Fund £	2023 Restricted Fund £	2023 TOTAL FUNDS £	2022 TOTAL FUNDS £
Receipts				
Regular village lettings	1,282	-	1,282	2,909
Other regular lettings	18,795	-	18,795	15,620
Sundry lettings	5,845	-	5,845	3,214
Deposits	-	-	-	-
Donations	5,233	-	5,233	4,860
Small business COVID Support Grant	-	-	-	2,667
Interest	1,008	-	1,008	57
Miscellaneous	338	-	338	-
Fund raising events	7,535	-	7,535	5,821
Total Receipts	<u>40,036</u>	-	<u>40,036</u>	<u>35,148</u>
Payments				
Cleaning	9,058	-	9,058	6,846
Rates, water and insurance	1,920	-	1,920	2,923
Electricity	1,149	-	1,149	530
Gas	2,019	-	2,019	2,000
Accountancy and audit	918	-	918	813
Petty cash and stationery	83	-	83	134
Telephone	688	-	688	590
Deposit refunds	1,266	-	1,266	397
Repairs and maintenance	34,762	-	34,762	6,185
Equipment	0	-	0	1,369
Miscellaneous	483	-	483	159
Performing rights	522	-	522	494
Hallmaster	226	-	226	224
Fund raising events expenditure	2,974	-	2,974	2,862
Total payments	<u>56,068</u>	-	<u>56,068</u>	<u>25,526</u>
Net of receipts	<u>-16,032</u>	=	<u>-16,032</u>	<u>9,622</u>
Cash funds brought forward as at 1 October 2022	<u>108,206</u>	=	<u>108,206</u>	<u>98,584</u>
Cash funds carried forward as at 30 September 2023	<u>92,174</u>	=	<u>92,174</u>	<u>108,206</u>

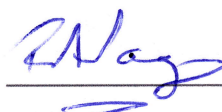
Statement of Assets and Liabilities at 30 September 2023

		2023 General Fund £		2023 Restricted Fund £		2023 TOTAL FUNDS £		2022 TOTAL FUNDS £
Cash funds								
Lloyds TSB Current Account		11,173		-		11,173		13,148
Lloyds Treasurers Savings Account		20,198		-		20,198		45,018
Lloyds Fixed Term 1 Year		-		-		-		24,024
Lloyds TSB Fixed Term Savings Account		60,803		-		60,803		26,016
Total Cash funds		<u>92,174</u>		-		<u>92,174</u>		<u>108,206</u>
Other Assets								
Fixed assets	1.	830,000		-		830,000		830,000
Total Other Assets		<u>830,000</u>		-		<u>830,000</u>		<u>830,000</u>
Liabilities - accruals	2.	<u>1,068</u>		-		<u>1,068</u>		<u>942</u>

These Accounts were approved by the Committee on 12 December 2023 and signed by:



Treasurer



Secretary

HOLT VILLAGE HALL

Notes to the financial statements for the year ended 30 September 2023

1. Building Valuation

The premises were valued for insurance purposes in December 2002 by Brian Fitchett Commercial Chartered Surveyors. They valued the re-building costs, i.e. replacement cost for insurance purposes only, at £507,000.

A second valuation was carried out in August 2014 by Quartley Chartered Surveyors. They valued re-building costs, i.e. replacement cost for insurance purposes only, at £830,000, and £580,000 if natural stone is not used for rebuild.

2. Accruals

	2023	2022
	£	£
Accounts and independent examination fee	<u>1,068</u>	<u>942</u>

HOLT VILLAGE HALL

England & Wales - Charity number 305527

Accounts



Registered Charity No 305527

**TRUSTEES' ANNUAL REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH SEPTEMBER 2022**

**Holt Village Hall
The Street, Holt, Trowbridge, Wilts, BA14 6RW**

This document is the annual report for the accounting year ending 30th September 2022 by the chair of the of management committee of Holt Village Hall under the Charity Commission scheme 305527 dated 28th July 1995 as amended by an order dated 26th January 2005 and as amended on 2nd December 2019. This report covers activities since the last AGM report for the year ended 30th September 2021 and is to be presented to the Annual General Meeting of the trust to be held at Holt Village Hall on Monday 12th December 2022.

List of trustees

The Volunteer Management Committee is responsible for the day-to-day running of the Village Hall, for its continued maintenance, and for planning for its improvement and future use. Those who have served as trustees are:

Mrs S Bolden
Mrs S Ennis
Mr A Fox
Mrs J Haggett
Mr G Hill
Mrs J Hopkins
Mr T Hopkins

The objectives of Holt Village Hall are:

- to provide a meeting place for local community groups
- to maintain clean, safe & functional premises

Mrs D Hughes
Mr P Lucas (deceased 18th Oct 2021) Mrs J Mason
Mr T Mason
Mr D McDonald
Mr S Morris (from 6th December 2021) Mr R Page

- to ensure that the facilities provided comply with the necessary regulations (e.g. fire, health & safety, licensing act etc.)
- to improve facilities where possible
- to receive hiring fees from Hall users and to fund-raise when necessary to ensure income stays on a par with expenditure.

Strategies for Achieving Objectives

The strategies employed to achieve these objectives during the year reported were:

- to maintain a hall management committee of elected members.
- to assign key management roles i.e. chairperson, secretary, treasurer, bookings secretary, health & safety, to individuals
- to hold regular (monthly) management committee meetings with minutes (including agreed actions on individuals) being issued prior to the next meeting
- to review the financial position of the hall at the monthly meetings
- to source local (volunteer) help where necessary, in the interests of minimising costs • to hold an Annual General Meeting (advertised in the Village Magazine) open to all villagers

With the reduction in numbers of trustees over the last few years our subcommittee structure (Admin, Finance and Planning, Maintenance, Decor & Aesthetics and events) has been disbanded.

Holt Village Hall Annual Report and Financial Statements for the year ended 30 September 2021 Page 1 of 11

Public Benefit

The trustees have met eleven times during the year and have kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The object of the charity remains valid, and we are confident that our activities fully reinforce the object.

Achievements and Performance

a) To stabilise the committee:

Membership of the trustees remained constant. Unfortunately, Phil Lucas died in October 2021 after a short illness, but we were pleased to welcome Mr Stephen Morris as a new trustee in December 2021. The committee failed to recruit a new treasurer following the retirement of Jo Hopkins after 30 years in that role. Sue Ennis has agreed to take on the role of Acting Treasurer in addition to Chairperson until a suitable candidate comes forward.

b) To focus on on-going improvements to the hall supported by fund raising and events programme:

After a slow start whilst we gauged the take up of bookings following the easing of Covid related restrictions we were able to:

- Complete the work on the fascia boards and such like improving the external appearance to the hall.
- Replace all fire extinguishers which had become date expired.
- Put in hand remedial work to the Electrical system following its 5year inspection and commit to completing that work over the 2022 end of year period.
- Put in hand replacement flooring in all the downstairs toilets and commit to completing that work prior to the AGM.
- Carry out routine maintenance work.

Income and Expenditure on Activities of Public Benefit

Income from lettings was £21,743 compared with £6,656 in 2021, £14,512 in 2020 and £20,800 in

2019. The difference was obviously due to the impact of COVID-19 restrictions; however, Holt Village Hall received Covid related grants which more than made up for the reduction in lettings as summarised below and also enabled us to pay our cleaner a proper wage through Covid which she greatly appreciated.

It is reassuring that our income from bookings has returned to pre Covid levels and we are indebted to our booking secretaries for the time and effort that they put in and unfortunately are not always fully appreciated by our clients.

	2022	2021	2020	2019
Total lettings	£21,743	£6,656	£14,512	£20,800
Covid related grants	£2,667	£20,863	£11,428	N/A
Grand Total	£24,410	£27,519	£25,940	£20,800

Our standing annual costs (excluding repairs and maintenance) of £16,479 compared with £13,571 last year and £16,542 in 2020. Again, the grants mentioned above subsidised our standing cost through Covid.

Car park

The committee continues to allow Holt Minibus to park in the car park in return for a donation to hall funds. We also came to an arrangement with a neighbouring business for limited parking in recognition of the free servicing of the Village Minibus.

Our arrangement with the National Trust was reviewed in February 2022 and increased by 5% to reflect general inflation. This arrangement is due for review again in February 2023 in addition, the NT staff and volunteers at The Courts continue to maintain the hedge around the car park at their own cost. We are ever grateful for this support which keeps up the appearance of the car park and its surrounds.

Cleaning

Our only employee (part time), as hall cleaner, Michelle Rafferty was appointed during October 2018 and is continuing to maintain a high level of cleaning. Michelle monitors and cleans the hall at strategic times and reports any issues.

Michelle salary was reviewed December 21 and increased by 5% to keep in-line with the recommended living wage.

Licensing

We continue to operate a premises licence which allows for the sale of alcohol during normal licensing hours. This system works to our satisfaction.

Risk, Health & Safety

Health and Safety remains a standing agenda item and there were no reported incidents during the year.

COVID-19

Following the government removal of Covid restrictions in England, Holt Village Hall has encouraged users to adopt any appropriate precautions as may be appropriate their activities and participants.

Holt Village Hall will continue to take cognisance of Covid related guidelines as and when issued.

Fundraising Activities and Public Benefit

The committee organised the following events during the year:

- Skittles Tournament £484 Profit
- Plant sale £821 Profit
- Barbecue in conjunction with the Holt; scarecrow weekend. £207 Profit
- Flower and produce show. Break even
- 200+ Club with 241 members £1,424

Our fundraising total profit from these events was £2,959 compared with a total of £2,293 in 2021 and £2,886 in 2020.

We offer continued thanks to all trustees and friends of the village hall for their help in making these events successful, but to Jo Hopkins who has again been the champion of the Plant Sale and the Flower and Produce show.

Village Hall web site

Doug Mc Donald has continued to maintain <https://www.holtvillagehall.com/> to suit changing needs and expectations and Mike Jordan updates the contents incorporating his own artistic embellishments. Mike also adds to Holt Village Holt Facebook presence.

Hirers

The resumption of bookings following the lifting of the Covid restrictions was gradual whilst hires establish demand. The discounts provided to regular hirers were well received and enabled them to minimise their financial risk whilst re-establishing post Covid demand.

Holt Village Hall is very aware of the need for safe place for vulnerable/less fortunate people to meet, to this end:

- The trial community lunch under the auspicious of the village hall started in September 2021 this has been continued by Tim and Joy Mason and their team with tacit support from the Village Hall
- Holt Village Hall worked with the Governors of Holt V C Primary School to allow them to offer a safe walking route from the Village Hall car park to the school at the beginning and end of the school day.

- The Village Hall worked with other organisations including the parish council and St Katharine's Church to provide a Warm Hub at a subsidised rate through the winter months.
- The Village Hall kept an open dialogue with the Youth Club to ensure suitable availability if/when they were able to resume. The Youth club resumed in September on a trial basis and have now confirmed that they will resume permanently in the new year.

As of 1st November 2022, the Hall has secured the following regular bookings:

WEEKLY

- Art Group
- Children's Ballet (term-time)
- Emmaus School (term-time)
- Martial arts
- Mindfulness Classes
- Pilates - five classes a week
- Youth Group
- Yoga
- Zumba

MONTHLY

- Community Lunch
- Holt Dramatic Society (ad-Hoc bookings)
- Flower club Meeting and Separate practice sessions
- Monthly County Councillor Surgery
- National Childbirth Trust ante natal classes.
- Parish Council meetings
- Yoga for pregnancy
- W.I.

OTHER RECURRING BOOKINGS

- Typically, Village Hall fundraisers, Furniture Sales and reoccurring meetings

In terms of public benefit, it is noted that the beneficiaries of events, meetings and classes held in the hall still caters for people of all ages.

Financial Review

Finances

Thankfully, during 2022 no significant incidents requiring emergency repairs occurred

As previously stated, we took a cautious approach to starting improvements to the hall but

- Carried out work on the facia £2,870.
- Replace time expired fire extinguishers £445.
- Instigated remedial work to the Electrical system £843 with further £843 of expenditure committed
- Instigated new flooring in downstairs toilets cost of £2,803 committed to be billed in the next financial year
- Carried out routine maintenance work.

The end of year accounts shows a surplus of £9,622 for the year. This figure is higher than normal due to the slow start in committing to spending, the committee has now committed to new toilet flooring and electrical work recommended in the 5 year inspection and those cost will be fully accounted for in the 2022-23 year.

The healthy position of the accounts will also stand the hall in good stead to withstand a period of great uncertainty particularly with regard to inflation, energy cost and labour rates.

MHA Monahans Chartered Accountants have completed an independent examination of our accounts that are prepared on a receipts and payments basis. The trustees have agreed a policy to retain £24,000 in reserve for unforeseen emergencies and to keep that sum separately identified in a fixed term interest bearing account/bond; however, the interest has been minimal particularly as Banks consider the Hall to be a small business.

Future Plans and Objectives

Our general aim is to use income from car park revenue, interest and fund raising for major improvements and repairs rather than covering day to day costs.

It is anticipated that the village hall will need to utilise moneys that it has prudently built up over many years to pay for the running of the hall, at the same time the trustees will endeavour to seek financial grants etc. where possible.

A provisional budget proposed and to be ratified by the new trustees following the AGM.

Action	Budget/Estimate
Completion of outstanding Electrical work	£1,000
New flooring in downstairs toilets (already committed)	£2,800
Other work in downstairs toilets	£1,200
Replacement rear door to Boiler room	£1,000
Refurbishment of upstairs Kitchen	£5,000
Decoration	£2,000
Repair and Maintenance	£5,000
Estimate	£19,000

Structure, Governance and Management

The charity is regulated by a scheme lodged with the charity commission. Following the 2019 AGM an update was submitted and accepted by the Charity Commission to amend scheme 305527 (our charity governing document) dated 28th July 1995 as amended by order dater 26th January 2005 to do away with the distinction between nominated and elected member as Trustees.

Trustees are appointed or reappointed annually at the Annual General Meeting held in December. No trustee receives any remuneration.

Our banking arrangements are regularly reviewed in order to get best value without excessive risk

from our substantial cash assets. We note that, as a charity, our options to get good rates of interest are limited, whilst adopting a low-risk investment strategy.

During the year, we have retained the same number of trustees enabling a small but effective management committee. Phil Lucas a longstanding trustee died in October 2021. We welcomed Mr Stephen Morris as a new trustee in December 2021.

Jo Hopkins retired as treasurer after more than 30 years, we are pleased that she continues as a very active member of the committee. Sue Ennis has taken on the role of Acting Treasurer in addition to that of Chairperson. We would like to appoint another trustee to become Chairperson allowing Sue Ennis to concentrate on the Treasures role.

We remain a member of the WVHA and have access to website facilities via their site and useful advice through their offices, including beneficial insurance rates.

In conclusion

The Village Hall has come through Covid with a healthy balance sheet due to receipt of grants, prudent management and the very fortunate absence of major repair/maintenance cost.

Looking forward, the Village Hall faces:

- Substantial increase in running cost once our current energy contracts come up for renewal.
- Increased running cost due to the current level of inflation.
- The need to recruit further active members to provide a sustainable future. • The need to find new fund raising events which can be arranged with the limited number of resources.

The trustees intend to:

- draw up a budget within 3 months of the AGM based on projected booking income.
- strengthen the management team by recruiting new trustees

The trustees will continue to improve the facilities and features of the hall.

Holt village hall is an integral part of the village and often taken for granted by the community at large but would be severely missed if it was no longer here.

Sue Ennis – Chairperson *on behalf of Holt Village Hall Trustees*

Date: 12 December 2022

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

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30th September 2022, which are set out in pages 9 to 11.

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').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records.

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

Simon Cooper FCA
Monahans Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

HOLT VILLAGE HALL **Receipts and Payments Account for the Year ended 30 September 2022**

2022	2022	2022	2021
General Fund	Restricted Fund	TOTAL FUNDS	TOTAL FUNDS
			£ £ £ £

Receipts

Regular village lettings 2,909 - 2,909 874 Other regular lettings 15,620 - 15,620 3,807 Sundry lettings 3,214 - 3,214 1,975 Deposits - - - 145 Donations 4,860 - 4,860 5,081 Small business COVID Support Grant 2,667 - 2,667 18,532 Coronavirus Job Retention Scheme Grant - - - 2,331 Interest 57 - 57 532 Miscellaneous - - - 131 Fund raising events 5,821 - 5,821 4,703

Total Receipts 35,148 - 35,148 38,111 **Payments**

Cleaning 6,846 - 6,846 6,604 Rates, water and insurance 2,923 - 2,923 1,562 Electricity 530 - 530 468 Gas 2,000 - 2,000 1,104 Accountancy and audit 813 - 813 778 Petty cash and stationery 134 - 134 20 Telephone 590 - 590 514 Deposit refunds 397 - 397 - Repairs and maintenance 6,185 - 6,185 2,568 Equipment 1,369 - 1,369 993 Miscellaneous 159 - 159 1,304 Performing rights 494 - 494 - Hallmaster 224 - 224 224 Fund raising events expenditure 2,862 - 2,862 2,410

Total payments 25,526 - 25,526 18,549

Net of receipts 9,622 - 9,622 19,562

Cash funds brought forward as at
1 October 2021 98,584 - 98,584 79,022

Cash funds carried forward as at
30 September 2022 108,206 - 108,206 98,584

HOLT VILLAGE HALL Statement of Assets and Liabilities at 30 September 2022

2022	2022	2022	2021
General Fund	Restricted Fund	TOTAL FUNDS	TOTAL FUNDS
			£ £ £ £

Cash funds

Lloyds TSB Current Account 13,148 - 13,148 13,583 Lloyds Treasurers Savings Account 45,018 - 45,018 35,011

Lloyds Fixed Term 1 Year 24,024 - 24,024 24,000 Lloyds TSB Savings Account 26,016 - 26,016 25,990

Total Cash funds 108,206 - 108,206 98,584 **Other Assets**

Fixed assets 1. 830,000 - 830,000 830,000 **Total Other Assets** 830,000 - 830,000 830,000

Liabilities - accruals 2. 942 - 942 834

These Accounts were approved by the Committee on and signed by:

Treasurer Secretary

Holt Village Hall Annual Report and Financial Statements for the year ended 30 September 2022 Page 9 of

10

HOLT VILLAGE HALL

Notes to the financial statements for the year ended 30 September 2022

1. Building Valuation

The premises were valued for insurance purposes in December 2002 by Brian Fitchett Commercial Chartered Surveyors. They valued the re-building costs, i.e. replacement cost for insurance purposes only, at £507,000.

A second valuation was carried out in August 2014 by Quartley Chartered Surveyors. They valued re-building costs, i.e. replacement cost for insurance purposes only, at £830,000, and £580,000 if natural stone is not used for rebuild.

2. Accruals

	2022	2021
	£	£
Accounts and independent examination fee	<u>942</u>	<u>834</u>

HOLT VILLAGE HALL

England & Wales - Charity number 305527

Accounts



Registered Charity No 305527

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH SEPTEMBER 2021**

Holt Village Hall
The Street, Holt, Trowbridge, Wilts, BA14 6RW

This document is the annual report for the accounting year ending 30th September 2021 by the chair of the of management committee of Holt Village Hall under the Charity Commission scheme 305527 dated 28th July 1995 as amended by an order dated 26th January 2005 and as amended on 2nd December 2019. This report covers activities since the last AGM report for the year ended 30th September 2021 and is to be presented to the Annual General Meeting of the trust to be held at Holt Village Hall on Monday 6th December 2021.

List of trustees

The Volunteer Management Committee is responsible for the day-to-day running of the Village Hall, for its continued maintenance, and for planning for its improvement and future use. Those who have served as trustees are:

Mrs S Bolden
Mrs S Ennis
Mr A Fox
Mrs J Haggett
Mr G Hill
Mrs J Hopkins
Mr T Hopkins

Mrs D Hughes
Mr P Lucas (deceased 18th Oct 2021)
Mrs J Mason
Mr T Mason
Mr D McDonald
Mr R Page

The objectives of Holt Village Hall are:

- to provide a meeting place for local community groups
- to maintain clean, safe & functional premises
- to ensure that the facilities provided comply with the necessary regulations (e.g. fire, health & safety, licensing act etc.)
- to improve facilities where possible
- to receive hiring fees from Hall users and to fund-raise when necessary to ensure income stays on a par with expenditure.

Strategies for Achieving Objectives

The strategies employed to achieve these objectives during the year reported were:

- to maintain a hall management committee of elected members.
- to assign key management roles i.e. chairperson, secretary, treasurer, bookings secretary, health & safety, to individuals
- to hold regular (monthly) management committee meetings with minutes (including agreed actions on individuals) being issued prior to the next meeting
- to review the financial position of the hall at the monthly meetings
- to source local (volunteer) help where necessary, in the interests of minimising costs
- to hold an Annual General Meeting (advertised in the Village Magazine) open to all villagers

With the reduction in numbers of trustees available to attend meetings in the year, our subcommittee structure (Admin, Finance and Planning, Maintenance, Decor & Aesthetics and events) has been temporarily suspended.

Public Benefit

The trustees have met nine times during the year and have kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The object of the charity remains valid, and we are confident that our activities fully reinforce the object.

Achievements and Performance

a) To stabilise the committee:

All members from 2020 have remained with the committee albeit several could not participate as fully as they would have wished due to COVID-19 related isolation. The committee failed to recruit a new treasurer following Jo Hopkins advising that she wished to step down from that role which she had held for over 30 years. Subsequent to the end of year, Sue Ennis has agreed to take on that role in addition to Chairperson until a suitable candidate comes forward. Also subsequent to the end of year, Phil Lucas, a longstanding committee member has passed away after a short illness.

b) To focus on on-going improvements to the hall supported by fund raising and events programme:

With the disruption and uncertainty surrounding COVID-19 pandemic, all major upgrades, improvements and fund raising events were put on hold and in essence the hall went into a care and maintenance mode and no budget was set. However, despite this we were able to raise some funds by holding the Annual Plant Sale thanks to the efforts of Jo Hopkins and in September the Flower & Produce show.

We also took the opportunity to extend the membership of our 100 club and which increased from 100 to 243 members.

Income and Expenditure on Activities of Public Benefit

Income from lettings was £6,656 compared with £14,512 in 2020 and £20,800 for 2019. The difference was obviously due to the impact of COVID-19 restrictions; however this was more than offset by £18,532 Covid support grants from Wiltshire Council (£10,000 in 2020).

Our standing annual costs (excluding repairs and maintenance) of £13,571 compared with £16,542 last year, however we were in receipt of £2,331 furlough payment (last year £1,428) which reduced the running cost.

As in 2020 we are again grateful for the COVID-19 support package which has more than covered the deficient in standing cost. We are using some of the surplus resulting from these grants to promote return to regular bookings going forward.

Car park

The committee continues to allow Holt Minibus to park in the car park in return for a donation to hall funds. We also came to an arrangement with a neighbouring business for limited parking in recognition of the free servicing of the Village Minibus.

Our 2-year arrangement with the National Trust was up for review in February 2021. In view of the uncertainty surrounding Covid it was agreed that the current arrangement should continue unchanged for a further year. In addition, the NT staff at The Courts has continued to maintain the hedge around the car park at their own cost. This improved the appearance and visibility of the car park and we are ever grateful for their continued support.

Cleaning

Our only employee (part time), as hall cleaner, Michelle Rafferty was appointed during October 2018 and is continuing to maintain a high level of cleaning. Michelle monitors and cleans the hall at strategic times and reports any issues.

Following Michelle being furloughed last year her pay continued to be supported utilising the government job support scheme with Holt Village Hall making up the shortfall in income. Since June 2021 Michelle has returned to full pay to the Village Hall account.

Licensing

We continue to operate a premises licence which allows for the sale of alcohol during normal licensing hours. This system works to our satisfaction.

Risk, Health & Safety

Health and Safety remains a standing agenda item and there were no reported incidents during the year.

COVID-19

Following the initial lockdown, the hall remained closed for everything other than essential maintenance and safety checks.

Holt Village Hall re-opened in September 2020, but there was restricted use up to the second lockdown. Limited lettings recommenced from May 2021 onwards with another step in June 2021 and a gradual increase to a more normal situation by the start of the autumn term.

Holt Village Hall has been tremendously grateful to Community First (#) and ACRE (*) for their COVID-19 advice and guidance which Holt Village Hall has worked to.

NOTE

Community First is a registered charity based in Devizes supporting rural communities across Wiltshire and Swindon through advisory services for village halls and local councils.

*ACRE (Action with Communities in Rural England) is the national body for 38 charitable local development agencies – the voice of rural communities

Fundraising Activities and Public Benefit

The committee were only able to organise 4 fundraising events during the year: a plant sale, a flower and vegetable show, a community breakfast and a community lunch

Our fundraising total profit was £2,293 from these events including £1,714 from the 100 club compared with a total of £2,886 in 2020.

As planned last year, we successfully expanded our "100 Club" and membership that now stands at 243.

We offer continued thanks to all trustees and friends of the village hall for their help in making these events successful.

Village Hall web site

Doug Mc Donald has continued to maintain <https://www.holtvillagehall.com/> to suit changing needs and expectations and Mike Jordan updates the contents incorporating his own artistic embellishments. Mike also adds to Holt Village Holt Facebook presence.

Hirers

We were fortunate to secure a booking in March from 'Forge' (a UK based independent drama company) in accordance with special COVID-19 rules relating to Film Productions to take over the whole hall for costumes and make up of 'extras' working on filming 'Becoming Elizabeth'. This was a new experience for the hall.

During the various Covid lockdowns, several of the exercise-based classes moved online which found favour with some of their clients, particularly those living outside the village. In an endeavour to stimulate a return to the hall discounts were offered to regular bookers to help with restarting and as of the year end things were getting back to a more normal level, bookings for parties have started to return in the new financial year

Unfortunately, the Luncheon Club, which had been meeting weekly in the hall for over 40 years ceased as they could no longer find sufficient volunteers to keep it running. A trial community lunch under the auspicious of the village hall has started in September on a monthly basis with help from volunteers. This is growing but will be reviewed in 6 months time.

The Youth Club has not restarted due to lack of staff, but is hoping to reopen in the near future.

Holt Village Hall was very pleased to reach agreement with Bridge WI to change their monthly meetings from Wednesday to Thursday evenings. Thursday evenings now host three different organisations over the month which has freed up Wednesdays for others who required a weekly slot.

As of 1st November 2021 the Hall has secured the following regular bookings:

WEEKLY

- Art Group
- Children's Ballet (term-time)
- Emmaus School (term-time)
- Martial arts
- Mindfulness Classes
- Pilates - five classes a week
- Yoga
- Zumba

MONTHLY

- Community Lunch
- Holt Dramatic Society (ad-Hoc bookings)
- Flower club Meeting and Separate practice sessions
- Monthly County Councillor Surgery
- National Childbirth Trust ante natal classes.
- Parish Council meetings
- Yoga for pregnancy
- Youth Group
- W.I.

OTHER RECURRING BOOKINGS

Wreath making classes

WI Regional Meetings

Village Hall

Auctions

Plant sale

Flower and produce Show

Annual Skittles event

In terms of public benefit, it is noted that the beneficiaries of the events held in the hall still caters for people of all ages.

Financial Review

Finances

Thankfully, during 2021 no significant incidents requiring emergency repairs occurred

Because of the uncertainty surrounding Covid, no major improvements or upgrades were made, however we did :

- Purchase 7 new folding tables £993
- Install remote operators for the Skittle Alley to make ventilation easier £589 (including 3 x replacement sealed units)
- Clean the main Hall curtains before returning them to position £408

The end of year accounts shows a surplus of £19,562 for the year because of the Covid Grants (£18,532) and Furlough payment (£2,331).

The healthy position of the accounts will stand the hall in good stead to withstand a period of great uncertainty due to

- Impact of COVID-19 on income stream from hall lettings
- Impact of COVID-19 on income fundraising events.
- Additional cost which may be incurred in making the Hall more Covid Secure
- Inflationary effects particular in respect of energy cost and labour rates.

MHA Monahans Chartered Accountants have completed an independent examination of our accounts that are prepared on a receipts and payments basis. The trustees have agreed a policy to retain £24,000 in reserve for unforeseen emergencies and to keep that sum separately identified in a fixed term interest bearing account/bond; however, the interest is minimal particularly as Banks consider the Hall to be a small business.

Future Plans and Objectives

Our general aim is to use income from car park revenue, interest and fund raising for major improvements and repairs rather than covering day to day costs.

Due to uncertainties surrounding the impact of the Covid crisis the Trustees feel that for the coming year all major projects must be put on hold and emphasis placed on essential maintenance and keeping the hall compliant with its legal obligations.

It is anticipated that the village hall will need to utilise moneys that it has prudently built up over many years to pay for the running of the hall, at the same time the trustees will endeavour to seek financial grants etc. where possible.

A provisional budget proposed and to be ratified by the new trustees following the AGM.

Action	Budget/Estimate
Refurbishment of upstairs Kitchen	£3,000
5 Year electrical Inspection and updating of consumer units	£6,000
Replace men's toilet floor covering	£1,000
Replacement of 10 fire extinguishers	£500
Work on exterior woodwork to roof	£2,750
Decoration	£2,000
Repair and Maintenance	£5,000
Estimate	£23,250

Structure, Governance and Management

The charity is regulated by a scheme lodged with the charity commission. Following the 2019 AGM an update was submitted and accepted by the Charity Commission to amend scheme 305527 (our charity governing document) dated 28th July 1995 as amended by order dated 26th January 2005 to do away with the distinction between nominated and elected member as Trustees.

Trustees are appointed or reappointed annually at the Annual General Meeting held in December. No trustee receives any remuneration.

Our banking arrangements are regularly reviewed in order to get best value without excessive risk from our substantial cash assets. We note that, as a charity, our options to get good rates of interest are limited, whilst adopting a low-risk investment strategy.

During the year, we have retained all of our trustees enabling a small but effective management committee. Since year-end, Phil Lucas a longstanding trustee has died and the committee are thankful for his input and sends condolences to his family.

Jo Hopkins wishes to relinquish the position of treasurer after more than 30 years she will continue with other activities. The committee are thankful to Jo for all the effort she has put into that role and her continued commitment. Sue Ennis has will take on the role of Treasurer in addition to that of Chairperson, this not an ideal arrangement and it is still our intention to appoint a new trustee to become treasurer.

We remain a member of the WVHA and have access to website facilities via their site and useful advice through their offices, including beneficial insurance rates.

In conclusion

As mentioned throughout this report, COVID-19 has had a tremendous impact on the village hall this year but the financial consequences have been minimised by the receipt of a small business Covid support grant and furlough payments. However, without this support the outlook for 2021/22 is potentially far more challenging and we may encounter some of the following:

- further constraints as a result of Covid.
- additional cost associated with keeping the hall Covid compliant.
- less income from lettings than we have become accustomed to.
- income from traditional fund raising events is likely to be restricted.
- use monies accrued to balance the accounts.

The trustees intend to:

- draw up a budget within 3 months of the AGM based on projected booking income.
- strengthen the management team by recruiting new trustees

Once the trustees have a clear vision of the way forward with respect to COVID-19 it will be the intention to continue to improve the facilities and features of the hall.

Holt village hall is certainly one of the larger village halls in Wiltshire and one of the best. The trustees intend to help keep it that way during the coming year.

Sue Ennis – Chairperson on behalf of Holt Village Hall Trustees

Date: 6 December 2021

A handwritten signature in black ink, appearing to be 'Sue Ennis', written in a cursive style.

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

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30th September 2021, which are set out in pages 9 to 11.

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').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records;

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



Simon Cooper FCA
MHA Monahans Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

23 December 2021

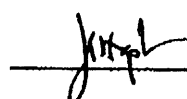
HOLT VILLAGE HALL
Receipts and Payments Account for the Year ended 30 September 2021


	2021 General Fund £	2021 Restricted Fund £	2021 TOTAL FUNDS £	2020 TOTAL FUNDS £
Receipts				
Regular village lettings	874	-	874	4,159
Other regular lettings	3,807	-	3,807	8,322
Sundry lettings	1,975	-	1,975	2,031
Deposits	145	-	145	-
Donations	5,081	-	5,081	4,637
Small business COVID Support Grant	18,532	-	18,532	10,000
Coronavirus Job Retention Scheme Grant	2,331	-	2,331	1,428
Interest	532	-	532	504
Miscellaneous	131	-	131	60
Fund raising events	4,703	-	4,703	8,366
Total Receipts	<u>38,111</u>	-	<u>38,111</u>	<u>39,507</u>
Payments				
Cleaning	6,604	-	6,604	7,581
Rates, water and insurance	1,562	-	1,562	2,380
Electricity	468	-	468	750
Gas	1,104	-	1,104	1,504
Accountancy and audit	778	-	778	737
Petty cash and stationery	20	-	20	16
Telephone	514	-	514	497
Deposit refunds	-	-	-	446
Repairs and maintenance	2,568	-	2,568	10,335
Equipment	993	-	993	1,685
Miscellaneous	1,304	-	1,304	223
Performing rights	-	-	-	499
Hallmaster	224	-	224	224
Fund raising events expenditure	2,410	-	2,410	4,371
Total payments	<u>18,549</u>	-	<u>18,549</u>	<u>31,248</u>
Net of receipts	<u>19,562</u>	-	<u>19,562</u>	<u>8,259</u>
Cash funds brought forward as at 1 October 2020	<u>79,022</u>	-	<u>79,022</u>	<u>70,763</u>
Cash funds carried forward as at 30 September 2021	<u>98,584</u>	-	<u>98,584</u>	<u>79,022</u>

HOLT VILLAGE HALL
Statement of Assets and Liabilities at 30 September 2021

		2021 General Fund £	2021 Restricted Fund £	2021 TOTAL FUNDS £	2020 TOTAL FUNDS £
Cash funds					
Lloyds TSB Current Account		13,583	-	13,583	4,295
Lloyds Treasurers Savings Account		35,011	-	35,011	25,009
Lloyds Fixed Term 1 Year		24,000	-	24,000	24,000
Lloyds TSB Savings Account		25,990	-	25,990	25,718
Total Cash funds		<u>98,584</u>	-	<u>98,584</u>	<u>79,022</u>
Other Assets					
Fixed assets	1.	830,000	-	830,000	830,000
Total Other Assets		<u>830,000</u>	-	<u>830,000</u>	<u>830,000</u>
Liabilities - accruals	2.	<u>834</u>	-	<u>834</u>	<u>794</u>

These Accounts were approved by the Committee on 6 December 2021 and signed by:

 _____ Treasurer

 _____ Secretary

HOLT VILLAGE HALL

Notes to the financial statements for the year ended 30 September 2021

1. Building Valuation

The premises were valued for insurance purposes in December 2002 by Brian Fitchett Commercial Chartered Surveyors. They valued the re-building costs, i.e. replacement cost for insurance purposes only, at £507,000.

A second valuation was carried out in August 2014 by Quartley Chartered Surveyors. They valued re-building costs, i.e. replacement cost for insurance purposes only, at £830,000, and £580,000 if natural stone is not used for rebuild.

2. Accruals

	2021	2020
	£	£
Accounts and independent examination fee	<u>834</u>	<u>794</u>