

This document is a copy of the annual report for the year ended 30th September 2025. It is a summary of the work of the management committee and the trustees of Holt Village Hall. The report is prepared for the Annual General Meeting of the hall, which will be held at Holt Village Hall on Monday 17th November 2025.

The report is prepared for the Annual General Meeting of the hall, which will be held at Holt Village Hall on Monday 17th November 2025. The report is a summary of the work of the management committee and the trustees of Holt Village Hall.

The report is prepared for the Annual General Meeting of the hall, which will be held at Holt Village Hall on Monday 17th November 2025. The report is a summary of the work of the management committee and the trustees of Holt Village Hall.



Registered Charity No 305527

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

The trustees of Holt Village Hall are pleased to present this annual report and financial statements for the year ended 30th September 2025. The report provides a summary of the work of the management committee and the trustees of Holt Village Hall.

The trustees of Holt Village Hall are pleased to present this annual report and financial statements for the year ended 30th September 2025. The report provides a summary of the work of the management committee and the trustees of Holt Village Hall.

The trustees of Holt Village Hall are pleased to present this annual report and financial statements for the year ended 30th September 2025. The report provides a summary of the work of the management committee and the trustees of Holt Village Hall.

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
Mrs S Ennis
Mrs C Foreman (appointed 3rd Feb 2025)
Mrs J Haggett (Resigned 12th May 2025)
Mr G Hill
Mrs J Hopkins

Mr T Hopkins (deceased 18th Oct 2024)
Mr M Jordan (appointed 14th Jan 2025)
Mr T Mason
Mr D McDonald (Resigned 14th Jan 2025)
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:

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 General Fund £	2025 Restricted Fund £	2025 TOTAL FUNDS £	2024 TOTAL 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>