

WEST MALLING VILLAGE HALL

England & Wales - Charity number 308209

Details

Status Registered

Legal form Other

Registered 1973-06-13

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

Contact

Address Norman Road
West Malling
ME19 6RW

Phone 07947 924713

Email westmallingshall@gmail.com

Website <https://www.westmallingspc.org/west-malling-village-hall.html>

Activities

Objects: A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF WEST MALLING, 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: West Malling Village Hall is located in Norman Road, West Malling, Kent, ME19 6RW. It was established in 1973 for the benefit of local people, groups and organisations in order to provide a facility they could use for recreational activities.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** THE PARISH OF WEST MALLING IN THE COUNTY OF KENT
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£33,665	£28,030	-	-
2024-03-31	£32,666	£25,134	-	-
2023-03-31	£20,505	£26,874	-	-
2022-03-31	£31,753	£46,328	-	-
2021-03-31	£32,003	£26,858	-	-

Trustees

Name	Role	Appointed
Peter Graham Stevens	Chair	2025-10-24
Eileen Mary Vago		2025-11-21
Gwyneth Villanelle Barkham		2025-10-24
Keith Nicholas Mann		2025-10-24
Linda Javens		2021-06-29
Miranda Jane Stacpoole		2025-10-24
Sara Ann Margetts		2025-10-24

WEST MALLING VILLAGE HALL

England & Wales - Charity number 308209

Accounts

West Malling Village Hall

Abbreviated (Unaudited) Accounts

For the year ended 31st March 2025

Accounts prepared by:

Claire Holly FMAAT
CH Bookkeeping Services Limited
22 Bramley Gardens
Paddock Wood
Kent TN12 6BD

West Malling Village Hall

Receipts and Payments Account

For the Period Ended 31st March 2025

	2024-2025		2023-2024	
	£	£	£	£
<u>Receipts</u>				
Bookings	28,029.75		29,122.75	
Gratuities TMBC Yearly Payment	2,135.00		2,000.00	
Renewable Energy	623.55		1,117.88	
Bank Interest Received	293.84		210.14	
Other Income	2,583.03		100.00	
O/S Cheque written off	0		115.06	
	<hr/>		<hr/>	
	33,665.17		32,665.83	
<u>Payments</u>				
Booking Secretary / Treasurer		1,350.00		600.00
Accountants		420.00		650.00
Utilities		14,366.20		6,678.21
Waste Collection		625.25		693.50
Insurance		1,904.43		1,809.16
Cleaner & Windows		8,250.00		7,300.00
Cleaning Materials		963.60		885.02
Capital Expenditure				
Performing Rights Society (Music Licence)		355.21		368.76
Premises Licences		180.00		180.00
General Expenses		223.22		330.07
Electrical Repairs		85.00		521.38
Plumbing Repairs		2,075.00		4,070.96
Fire & Alarm Maintenance		108.00		228.00
Other Repairs		246.00		819.00
		<hr/>		<hr/>
		31,151.91		25,134.06
Excess of Payments over Receipts		<hr/>		<hr/>
		2,513.26		7,531.77

West Malling Village Hall

Balance Sheet

As at 31st March 2025

	31/03/2025 £	31/03/2024 £
Current Assets		
Natwest Current Account	140.00	50.00
Natwest Reserve Account	16,564.95	14,141.69
60 Day A/C - Shawbrook bank	13,000.00	13,000.00
Cash in Hand	* 4.81	4.81
	<hr/> 29,709.76	<hr/> 27,196.50
Liabilities		
Insurance Accrual	0	- 1,055.32
	<hr/> 0	<hr/> - 1,055.32
Net Assets	<hr/> 29,709.76 <hr/>	<hr/> 26,141.18 <hr/>

* We have been unable to verify the closing balance on the Cash in Hand.

WEST MALLING VILLAGE HALL

England & Wales - Charity number 308209

Accounts

West Malling Village Hall

Abbreviated (Unaudited) Accounts

For the year ended 31st March 2024

Accounts prepared by:

Claire Holly FMAAT
CH Bookkeeping Services Limited
22 Bramley Gardens
Paddock Wood
Kent TN12 6BD

West Malling Village Hall

Receipts and Payments Account

For the Period Ended 31st March 2024

	2023-2024		2022-2023	
	£	£	£	£
<u>Receipts</u>				
Bookings	29122.75		17489.20	
Gratuities TMBC Yearly Payment	2000.00		2000.00	
Renewable Energy	1117.88		869.20	
Bank Interest Received	210.14		96.15	
Other Income	100.00		50.00	
O/S Cheque written off	115.06			
	<u>32665.83</u>		<u>20504.55</u>	
<u>Payments</u>				
Booking Secretary / Treasurer		600.00		450.00
Accountants		650.00		0.00
Utilities		6678.21		6715.02
Waste Collection		693.50		1889.64
Insurance		1809.16		1625.26
Cleaner & Windows		7300.00		7450.00
Cleaning Materials		885.02		1114.61
Capital Expenditure				
Performing Rights Society (Music Licence)		368.76		403.44
Premises Licences		180.00		180.00
General Expenses		330.07		570.43
Electrical Repairs		521.38		1406.47
Plumbing Repairs		4070.96		2664.00
Lock Repairs				380.81
Fire & Alarm Maintenance		228.00		114.00
Other Repairs		819.00		1909.90
		<u>25134.06</u>		<u>26873.58</u>
Excess of Payments over Receipts		<u>7531.77</u>		<u>-6369.03</u>

West Malling Village Hall

Balance Sheet

As at 31st March 2024

	31/03/2024 £	31/03/2023 £
Current Assets		
Natwest Current Account	50.00	50.00
Natwest Reserve Account	14,141.69	5,669.66
60 Day A/C - Shawbrook bank	* 13,000.00	13,000.00
Cash in Hand	* 4.81	4.81
	<hr/> 27,196.50	<hr/> 18,724.47
Liabilities		
O/S Cheques Issued	+ -	- 115.06
Insurance Accrual	- 1,055.32	
	<hr/> - 1,055.32	<hr/> - 115.06
Net Assets	<hr/> 26,141.18 <hr/>	<hr/> 18,609.41 <hr/>

* We have been unable to verify the closing balance on the Shawbrook 60 Day A/C or the Cash in Hand.

We have verified the balance of the Shawbrook Account as at 24.03.2023 and the interest paid on this account for the year ending 05.04.2024

+ O/S cheque written off through P&L Account

WEST MALLING VILLAGE HALL

England & Wales - Charity number 308209

Accounts

Charity registration number: 308209

WEST MALLING VILLAGE HALL

**Trustees' Annual Report and
Accounts**

For the year ended 31 March 2022

WEST MALLING VILLAGE HALL
TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

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Reference and Administrative Details

Registered Charity Number	308209
Address	West Malling Village Hall Norman Road West Malling Kent ME19 6RW
Trustees	Mr J Jacobs (Chairman) Mrs S Jacobs (Secretary) Mrs C De Silva Mrs L Javens Mr L Schwarz Mrs A Turner Mr J Turner
Bankers	Nat West Bank plc 43 Swan Street West Malling Kent ME19 6HF
Independent Examiner	Lisa Western FCCA Coleman Harris LLP The Teston Suite Barham Court Teston, Maidstone Kent ME18 5BZ

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2022.

Reference and Administrative Information

Details of the Charity's trustees, advisors and other reference and administrative information is given on page 2.

Structure, Governance and Management

A Trust Deed dated 30 March 1973 established the Charity. The Charity is run by a Management Committee of Trustees. Trustees, of whom there are a minimum of seven, are elected on an annual basis.

Objectives and Activities

The Village Hall exists for the use of the inhabitants of the Parish of West Malling, 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.

The facilities of the Hall are available for hire by an individual or organisation in accordance with the standard Hiring Agreement and scale of charges adopted for the year. It is the Trustees' intention that the charges be sufficient to meet all expenditure incurred in providing the community with this facility.

Achievements and Performance

Regular Hirers, for the majority of the year have only been the Pre-School.

The Parish Council continues to support the Village Hall and has awarded us with Loss of Income and Restart Grants. This was given in recognition of the cost of maintaining an amenity for the benefit of the whole community.

No capital expenditure has been spent during the Financial Year.

Financial Review

The Village Hall generated an excess of expenditure over income for the financial year of £(14,574.75) (2020/2021: £4,804.44 - Excess of Income over Expenditure).

Reserves Policy

The policy of the Management Committee is to retain unrestricted funds to cover any significant unforeseen changes in the levels of its regularly income or expenditure. The amount of these reserves should equate to no more than approximately six to twelve months of the normal expenditure of the Charity.

Investment Policy

The Charity has surplus funds in a 60 day notice account that enables us to obtain a higher rate of interest.

Restricted Funds

There are no restricted funds controlled by the Charity.



Mr J Jacobs
Chairman of the Trustees
On behalf of the Management Committee of West Malling Hall

Date: 31st JANUARY.....2023

Independent Examiner's Report to the Trustees of West Malling Village Hall

I report on the accounts of the Charity for the year ended 31st March 2022, which are set out on pages 6-8.

Respective responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for the year ended 31st March 2022 under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

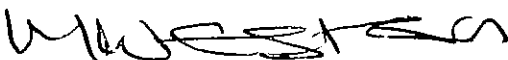
Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

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



.....
Lisa Western FCCA
Coleman Harris
The Teston Suite
Barham Court
Teston, Maidstone
Kent ME18 5BZ

31 January 2023

**Receipts and Payments Account
For the Year Ended 31 March 2022**

	2021 – 2022	2020-2021
	£	
<u>Receipts</u>		
Bookings	£17,644.75	£8,303.73
Gratuities TMBC Yearly payment	£2,000.00	£2,000.00
Grants	£10,993.43	£20,193.00
Renewable Energy	£686.51	£1,012.64
Refund from EDC	-	£236.94
Refund Rates TMBC	-	£73.76
Refund water charges	£285.97	-
Bank Interest Received	£92.59	£182.57
Other income	£50.00	
	<u>£31,753.24</u>	<u>£32,002.64</u>
 <u>Payments</u>		
Booking Secretary	£2,400.00	£2,400.00
Accountants	£300.00	£300.00
Cleaner ex Gratia Payment	-	£500.00
 <u>Utilities</u>		
Gas, Electric, Water, Rates & Waste	£4,171.37	£3,584.88
Waste Collection	£1,221.71	£1,044.88
 <u>Insurance</u>		
Buildings/Contents	£1,518.50	£1,459.26
 <u>General Expenses</u>		
Cleaner & Windows	£8,410.00	£4,325.00
Cleaning Materials	£1,282.84	£436.71
Computer & Word	-	£429.00
Stationery/Stamps/Ink/Copy Paper	-	£22.75
Capital expenditure- Flooring (2021: Plumbing)	£20,000.00	£6,603.11
Performing Right Society Royalties	£833.98	£602.76
Licensing Act Regulations	£922.00	£180.00
Subscription ACRK	-	£52.00
aca-Legionella Risk Assessment	-	£300.00
General Expenses	£119.45	£340.19
 <u>Repairs & Maintenance</u>		
Flooring-(Crown)		£648.00
Cooling System service		£156.00
Electrical repairs	£3,068.02	0.00

Lock repairs	£1,108.13	0.00
Decorating Hall – T Geddes	-	£540.30
Hall Sign/Soffits – The Fixer	-	£1,165.00
Plumbing	-	£420.00
Chris Gosney General Works	-	£1,288.62
Fire & Alarm Maintenance	£168.00	£100.74
Gutter Cleaning – RJG	-	£299.00
Other repairs	£804.00	-
Total Payments	<u>£46,328.00</u>	<u>£27,199.20</u>
<u>Excess of Payments over Receipts</u>	£(14,574.75)	£4,804.44
Balance as at 1 April 2021	<u>£39,553.19</u>	<u>£34,748.75</u>
Balance as at 31 March 2022	<u>£24,978.44</u>	<u>£39,553.19</u>

Balance Sheet as at 31 March 2022

	31 st March 2022	31 st March 2021
Current Assets		
Bank Current Account	50.00	50.00
Bank Reserve Account	10,038.69	22,773.00
60 Day A/C – Shawbrook Bank	15,000.00	22,220.00
Cash in Hand (Secretary)	4.81	4.81
	<hr/>	<hr/>
<u>Sub Total</u>	25,093.50	39,905.20
(Less Cash Owed to Secretary)	-	(7.01)
	<hr/>	<hr/>
<u>Total Assets</u>	25,093.50	39,898.19
<u>Liabilities</u>		
O/S Cheques Issued	(115.06)	(345.00)
	<hr/>	<hr/>
<u>Net Assets</u>	£24,978.44	£39,553.19

WEST MALLING VILLAGE HALL

England & Wales - Charity number 308209

Accounts

WEST MALLING VILLAGE HALL

TRUSTEES' ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

(REGISTERED CHARITY NO: 308209)

WEST MALLING VILLAGE HALL
TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2021

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WEST MALLING VILLAGE HALL
TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2021

REFERENCE AND ADMINISTRATION DETAILS

Registered Charity Number	308209
Address	West Malling Village Hall Norman Road West Malling Kent ME19 6RW
Trustees	Mr J Jacobs (Chairman) Mrs S Jacobs (Secretary) Mrs H Hill (Treasurer) Mr J Turner Mrs C De Silva Miss K Usher
Bankers	Nat West Bank plc 43 Swan Street West Malling Kent ME19 6HF
Independent Examiner	Precision Accountants (Accounts Examined) Paddock Wood

WEST MALLING VILLAGE HALL
TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2021

The trustees present their report for the year ended 31st March 2021

Reference and Administrative Information

Details of the Charity's trustees, advisors and other reference and administrative information is given on page one.

Structure, Governance and Management

A trust deed dated 30th March 1973 established the charity. The charity is run by a Management Committee of trustees. Trustees, of whom there are a minimum of seven, are elected on an annual basis.

Objectives and Activities

The Village Hall exists for the use of the inhabitants of the Parish of West Malling, 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.

The facilities of the Hall are available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is the trustees' intention that the charges be sufficient to meet all expenditure incurred in providing the community with this facility.

Achievements and Performance

Regular Hirers, for the majority of the year have only been the Pre-School.

The Parish Council continues to support the Village Hall and has awarded us with Loss of Income and Restart Grants. This was given in recognition of the cost of maintaining an amenity for the benefit of the whole community.

No Capital expenditure has been spent during the Financial year.

Financial Review

The Village Hall generated an excess of Income over Expenditure for the financial year of £5,144.63 (2019/2020: £6,598.24) Excess of Expenditure over Income).

Bookings were obviously down due to Covid Restrictions for this period but amounted to £8,303.73 (including 6 months arrears from a Hirer) (2019/2020: £25,115.25). The Government ruling to close the Hall to all Hirers, bar the Pre-School, resulted in higher running costs. The lockdown was lifted from the end of September up to 5th November but reinstated for most of December to the end of March.

Having received complaints from Hirers about the poor performance of the heating system in the building, it was decided to replace the radiators and associated plumbing. This was carried out in June at a cost £7,215.11.

The largest expense has been the Hall internal cleaning and cleaning materials at a cost of £5,277.19. The costs for the Bookings Secretary were £2,400.00.

Utilities costs were down to £4,556.75, this due to the income from the solar panels (£1,012.64) and less usage of the Hall. We have changed Gas supplier as the Contract with Scottish Power had ended and are now with British Gas Lite (recommended by Energy Advice Line) at a better rate and with a 3-year guaranteed price.

A huge amount of running repairs have been carried out at the Hall. This includes the installation of new radiators and plumbing and redecoration to make good. The flooring has been relaid in places where it had lifted. The soffits and gutters have been cleaned and the Village Hall sign has had a long-needed restoration.

The Borough Council has granted the Hall several payments due to Covid Restrictions with Loss of Income and a Restart Grant to a total of £20,193.00 for this financial year. For which we are very, very grateful.

Reserves Policy

The policy of the Management Committee is to retain unrestricted funds to cover any significant unforeseen changes in the levels of its regular income or expenditure. The amount of these reserves should equate to no more than approximately six to twelve months of the normal expenditure of the charity.

Investment Policy

The charity has surplus funds in a 60 day notice account that enables us to obtain a higher rate of interest.

Restricted Funds

There are no restricted funds controlled by the charity.

Heather Hill

Treasurer

On behalf of the Management Committee of West Malling Hall

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2021

	2020 - 2021	2019 - 2020
	£	£
<u>Receipts</u>		
Bookings	8,303.73	25,115.25
Gratuities TMBC Yearly payment	2,000.00	2,000.00
Grants	20,193.00	0.00
Renewable Energy	1,012.64	0.00
Refund from EDF	236.94	141.63
Refund Rates TMBC	73.76	0.00
Bank Interest Received	182.57	199.21
	<u>32,002.64</u>	<u>27,456.09</u>
<u>Payments</u>		
Booking Secretary	2,400.00	2,600.00
Accountants	300.00	
Cleaner ex Gratia Payment	500.00	6100.00
<u>Utilities</u>		
Gas, Electric, Water, Rates & Waste	3,584.88	6,843.55
Waste Collection (Refunds see above)	1,044.88	
<u>Insurance</u>		
Buildings/Contents	1,459.26	1,444.30
<u>General Expenses</u>		
Cleaner + Windows	4,325.00	
Cleaning materials	436.71	589.90
Computer + Word	429.00	
Stationery/Stamps/Ink/Copy Paper	22.75	
Capital Expenditure-Radiators plumbing	6,603.11	0.00
Performing Right Society Royalties	602.76	618.98
Licensing Act Regulations	180.00	180.00
Subscription ACRK	52.00	52.00
aca-Legionella Risk Assessment	300.00	
General Expenses		287.34
<u>Repairs & Maintenance</u>		
Flooring-(Crown)	648.00	
Cooling System service	156.00	248.88
Boiler Service	0.00	844.80
Service of Fire Extinguishers	0.00	1,048.10
Decorating Hall -T Geddes	540.30	
Hall Sign/Soffits-The Fixer	1,165.00	
Plumbing	420.00	
Chris Gosney General Works	1,288.62	
Fire & Alarm Maintenance	100.74	
Gutter Cleaning -RJG	299.00	
Total Payments	<u>26,858.01</u>	<u>20,857.85</u>
<u>Excess of Receipts over Payments</u>	5,144.63	6,598.24
Balance as at 1st April 2020	34,748.75	28,150.51
Balance as at 31st March 2021	<u><u>39,893.38</u></u>	<u><u>34,748.75</u></u>

WEST MALLING VILLAGE HALL
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31ST MARCH 2021.

	31st March 2021 £	31st March 2020 £
<u>Assets</u>		
Bank Current Account	50.00	50.00
Bank Reserve Account	22,773.02	13,050.76
60 Day A/C - Shawbrook Bank	22,219.92	22,000.00
Cash In Hand (Secretary)	4.81	0.00
Sub Total	45,047.75	35,100.76
(Less Cash Owed to Secretary)	0.00	7.01
Total Assets	45,047.75	35,093.75
<u>Liabilities</u>		
O/S Cheques Issued	0.00	345.00
Total Liabilities	0.00	345.00
Net Assets	45,047.75	34,748.75

I have examined the above Receipts and Payments Account and Statement of Assets and Liabilities and have obtained all the information and explanations I consider necessary to confirm that in my opinion the Account and Statement give a true and fair view of the state of the West Malling Village Hall affairs as at 31st March 2021

Independent Examiner

INDEPENDENT EXAMINER'S REPORT

Report to the trustees/members of West Malling Village Hall

On accounts for the year ended 31st March 2021 Charity number 308209

Set out on pages 1 to 5

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the charities act 2011 (the 2011 act) and that independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the act.
- To follow the procedure laid down in the general directions given by the charity commissioners (under section 145(5)(b) of the 2011 act); and to state whether particular matters have to come under attention.

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination no matter has come to my attention

- (1) Which gives me reasonable cause to believe that in any material respect the requirements:
 - (a) To keep accounting records in accordance with section 130 of the 2011 act:
 - (b) And to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 act have not been met: or
- (2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed



Date 15 TH NOVEMBER 2021.

Name PRECISION ACCOUNTANCY LLP

Address 15 COMMERCIAL ROAD

PADDOCK WOOD
KENT
TN12 6EN