



BASCHURCH VILLAGE HALL

Trustees Annual Report 2025



Baschurch Village Hall

Trustees Annual Report

2024-2025

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Address and Trustees:

Baschurch Village Hall
Eyton Lane
Baschurch
Shropshire
SY4 2AU

Registered Charity number 517312

Trustees elected at AGM 22nd April 2024:

- Chairperson – Rachel Greenley
- Treasurer – Emma Owen
- Secretary – Liz Ashton

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Lettings Secretary – Alison Bowen

Committee Members – David Grierson, Chris Mahon, Rachel Griffiths

Trustees resigned during 2024-2025: Liz Ashton, Rachel Griffiths

Trustees elected during 2024-2025: Helen Spencer, Sam Spencer, Anna Sadler, Michael Parker

The Committee:

Membership of the Committee is open to all adult residents in the Parish of Baschurch. Committee members must be 18 or over. The Committee will consist of no less than 6 members and no more than 12 members who shall be elected yearly at the annual general meeting (AGM).

The Committee can co-opt up to two people who will not necessarily be Residents of the Parish, but these co-opted people will not have voting powers.

The officers of the Management Committee are:

Chairperson

Treasurer

Secretary

Lettings Secretary

Other officers that the Committee shall deem necessary

Voting at Committee meetings shall be by show of hands on a majority basis. If there is a tied vote then the chairperson shall have a second vote.

The Committee will ensure that the Village Hall stays within budget and to charge appropriate and agreed fees and rental to organisations, groups or individuals using the Hall.

The committee will meet as regularly as required. One meeting will be the Annual General Meeting which will be open to the public.

The Committee may refuse an application to use the hall if it is believed detrimental to the building or to the community.

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Aims and Objectives

* To hold and maintain Baschurch Village Hall as an amenity for the benefit of the local community, to organise and encourage social and recreational events for the enjoyment of community members and as a means of raising funds for the upkeep of the hall.

The group will fulfil the aims and objectives by:

- * Promoting the health and well-being of the residents of the area and working together as residents regardless of age, ethnic origin, ability, sex, belief or political affiliation recognising the value of our many differences.
- * Involving local people in improving the area.
- * To carry out and promote both environmental improvement and practical conservation, to educate, encourage and support the local population in environmental practice by working with statutory and non-statutory agencies.
- * Promoting sport, community recreation and play facilities.
- * To raise funds and receive contributions where appropriate to finance the work.
- * We are fully wheelchair accessible
- * To keep the building in good condition and ensure repairs are done promptly to maintain a safe environment for all groups using the Village Hall.
- * We have safeguarding, equality and diversity policies in place which can be viewed online at www.baschurchvillagehall.co.uk

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Activities:

Our volunteer run committee aims to maintain our local village hall for all the local community to use for a wide range of activities

Currently, fitness and wellbeing clubs are held regularly in the hall for Metafit, Pilates, Yoga and – for the less mobile – Creaky Chairs. There are also weekly meetings of Slimming World; karate lessons and dance classes for children; gardening; and WI meetings.

We host meetings and AGMs for the local parish council and Allotment association.

The village hall is hired for both private functions and regular clubs.

We hold various events throughout the year including a quiz and run an annual Frost Fayre in November which allows local craftspeople to sell their wares and the local community to get together and have a mince pie or two (although due to volunteer shortage this had to be cancelled in 2024).

The last couple of years, in conjunction with other local charities (Scouts, Football Club and Preschool), we have organised the local bonfire which has proved very popular

AGM 2025 Reports for the year 2024-2025:

Chair's report:

Welcome everyone to the AGM for 2025. I would like to extend my thanks to the committee members present for their ongoing efforts and support over this year and thank the four new members for putting themselves forward to help. Committee members who have stood down are Liz Ashton (previous Secretary) and Rachael Griffiths and we recognise their contribution also. Emma Owen continues to do a valuable job with keeping a financial check on accounts, payments and forecasting of budgets which is the cornerstone of the efficacy of the committee for which I thank her. Alison has inherited the new online booking system and worked wonders with coaching hall users through its use, also keeping a timely eye on invoicing and payments which

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have significantly improved. Dave has exhausted all avenues of investigation regarding the hall's energy efficiency assessment and continues to plough through funding applications and gathering quotations for the hall energy provision. He has been hugely successful this year as the National Lottery grant fund advised this month that they have awarded the Trust committee £38750.00 for UV panels, battery and ASHP installation which is a testament to all his efforts in application. We hope the fruition of this project sees the hall become more self sufficient for energy provision, fulfilling a long term ambition to reduce energy costs for heating the hall over winter and creating some income from feed in tariffs if available. I have managed to open a NatWest business bank account in the Trust Committee name with myself & Emma Owen as signatories and we hope this new account will be suitable for the incoming grant monies and regular payments existing for the hall. Generally this past year has seen less events provided by the committee due to such small numbers of members. The bonfire went ahead and was by far the biggest fund raiser of the year – I hope it can be repeated this year but I will need to step back from leading the organising. Bookings continue to steadily increase and Emma completed some valuable energy, broadband and insurance provision negotiations which have increased cost efficiencies. I note that we will need to discuss any potential annual increase in hire fees once Alison is available at a future committee meeting. For the next 12 months I feel it will be important to carefully complete the requirements for the grant funding and provide the best system we can source for UV energy production for the hall. I will also be standing down as Chair due to further work commitments and advise the trust of this so members can consider if they would be interested in taking over the position of Chair. D Grierson stated he may be interested if I can gradually hand over to him. The pre-school lease payment issue with Shropshire Council remains unresolved with the council having again paid nothing this year. I will try to escalate efforts in June/July. I feel it will be important to formulate an ongoing maintenance plan to incorporate the statutory testing schedule and budget planning as the building ages. Perhaps there will be more money this year with which we can commission a comprehensive survey of the building with advisory on maintenance planning. We hope to take on a self employed caretaker in May as three people have applied in response to the advertised position. Interviews are scheduled for Tuesday 6 th May.

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Treasurer's Report:

The current account is looking healthy, standing at £17640 at March 31st with debtors amounts outstanding totalling £2449 – consisting of £437.10 of credit left with Octopus energy, £711.78 due in fundraising funds after the quiz night (but were not processed in this fiscal year) and £1300 ground rent payment from the council. (The amount is still in dispute. They suggested an increase to £1550 from August 2024, which pro rata'd meant an invoice created of £1462. The Council are disputing this was agreed so to reflect a possible truer amount, have included £1300 in the accounts. They also suggested a one-off payment of £235 towards maintenance of pathways/car park – but again is in dispute and haven't included this) As part of the switch to Octopus energy in 2023, we had to deposit a sum of £1623.60 as a safeguard for them on our account – this was refundable after 12 months. . Payments have been deducted from this credit rather than being debited from our bank account – there is £437.10 remaining of this credit. We have renewed our energy with Octopus on a new 2 year fixed contract which expires in October 2026. As can be seen in the profit and loss account, the energy costs are massively reduced as compared to last year. There have been issues with the temperature in the hall for various reasons, so we have spent £550 on getting Nest remote heating controls installed. Thanks to the work of Dave Grierson, we are hopeful of receiving a large grant from The National Lottery to cover the costs of installation of solar panels and heat pumps. Broadband costs increased last year, not only due to being with a new provider but also as the transition meant paying for the overlap of 2 providers. Water bills will most likely rise this year as well as broadband – unknown amounts at the moment. We received a grant of £4500 from the Parish Council towards the cost of groundworks on the car park and pathways which came to £4508.13. Other buildings work over the last 12 months includes £1740 for work on the toilet area In addition to the usual annual H&S checks, we have had Legionella testing carried out (£858) and EPC ratings which was advised for the heat pump / solar investment (£540). There have been some monies spent on some kitchenware for breakfast events mainly (£222), £390 on soil and plants for the new patio planters and £115 on portable radiators – but no other major investments. We have started using the Hallmaster online booking system for users to check hall availability, book for themselves, and invoices raised automatically. This incurs an annual fee of £265. Due to timings of start of use, this has been taken twice during the 24-25 period. The website has been switched to its own primary domain on BlueHost. Hosting has been paid for 3 years on a discounted

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intro rate (£92) so won't need renewing until Dec 2027. The domain is renewed annually in Feb at £15. Many utilities etc have been redirected to bvvh.services email address to avoid disruption on treasurer changeovers. For the 2nd year, the hall have hosted the bonfire night. This year, in conjunction with Boreatton Scouts and also sharing a proportion of the profits with the Preschool. The football Club were unable to assist this year. It is a huge investment both time and cost-wise but this year was very well attended – 1000 people as opposed to 450 last year – resulting in a profit for all groups combined of £5345. Which could have been far larger but due to the unexpected footfall, most stalls ran out of stock. Earlier in the year we successfully ran a quiz followed by a breakfast morning – and accompanying car boot sale which wasn't greatly attended. Other usual fundraising events have been unable to be carried out due to lack of volunteer committee members. We have hosted a quiz in March 2025 which resulted in a profit of about £400 and we may possibly host further events as we thankfully have more members now. Waste collection incurred a charge of £229 for the year 24-25. The council are charging for recycling as from 2025 so will increase to £340 next year Based on the previous few years' costs, we have worked out an amount that should be aimed to be kept in reserve as a contingency fund should there be another reason for shutting down the hall. Whether a pandemic or any other reason. This figure has been estimated at £10000 to cover 18 months. A very prudent and cautious amount that should keep the hall in a usable state without actual public access. This is still in our current account but will look to move into a reserve account when our new current account has been setup. This amount was calculated when energy prices were sky high so might want to be adjusted. Other than keeping a contingency, our balance is looking healthy. We do have a wishlist – new cooker etc – but also worth keeping a check on it in case of a need for contributions to solar costs etc

Amendment:

Added 25th July 2025.

The accounts and balance sheet have both been edited to reflect the now agreed ground rent amount. For the periods 2020 to 2024 it was set at £1300 to which the council were very reluctant to amend so included this amount in the accounts which at the time was thought to be a truer representation.

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The council did however, in early 2024, suggest an increase to £1550 to run from August 2024. They pro rata'd the increase and came to an amount of £1462.50 – which was invoiced and is the amount referenced above in the treasurer's report.

This was later disputed by the council. After much discussion, the council have agreed to the increase to £1550 and recalculated the pro rata'd amount to be £1460 - for the year 2024-2025. This has been paid after the fiscal year end so is amended in debtors and as income in the income statement.

Signatures:

1) 

Date: 12/01/26

Print Name: DAVID GRIERSON

Position: CHAIRMAN

2) 

Date: 12/1/26

Print Name: EMMA OWEN

Position: TREASURER

I confirm that the year end accounts for 2024-2025 have been completed and agreed by the Committee of the Baschurch Village Hall Trust:

Signatures:

1) 

Date: 12/01/26

Print Name: DAN BRIERS

Position: CHAIRMAN

2) 

Date: 12/1/26

Print Name: EMMA OWEN

Position: TREASURER

BASCHURCH VILLAGE HALL**INCOME AND EXPENDITURE YEAR ENDING 31st March 2025**

	2025	2024
FUND RAISING		
FUND RAISING INCOME	11196.96	5107.39
Fund raising Profit share out	2944.71	618.52
FUND RAISING COSTS	4685.19	2774.06
TOTAL FUND RAISING	3567.06	1714.81
HALL HIRE	14146.99	14278.21
GROUND RENT / Maintenance	1460.00	1300.00
GRANT (- Parish Council)	4500.00	
SALE of Goods	0.00	0.00
DONATIONS	3.00	220.00
TOTAL REGULAR INCOME	20109.99	15798.21
TOTAL INCOME	23677.05	17513.02
HALL EXPENDITURE		
MAINTENANCE	2884.83	2037.30
HALL INTERIOR / Hardware	746.97	995.59
BUILDING WORK	6248.13	11694.80
UTILITIES	2754.91	5311.96
Gas	971.03	2371.63
Electricity	708.80	2183.58
Water	720.66	540.16
Broadband	354.42	216.59
CLEANER	3414.00	3155.40
GARDEN	725.00	675.00
INSURANCE	887.78	861.02
MARKETING	0.00	104.97
SKIP HIRE	0.00	180.00
LICENCE	289.02	346.04
ADMIN / EXPENSES	976.70	321.76
SQUARE / BANK CHARGES	1.52	
HALL SUNDRIES	-	6.99
TOTAL EXPENDITURE	18928.86	25690.83
NETT PROFIT/LOSS	4748.19	-8177.81
INTEREST	0.00	0.00
PROFIT/LOSS AFTER INTEREST	4748.19	-8177.81

BASCHURCH VILLAGE HALL
BALANCE SHEET as at 31st March 2025

ASSETS	2025	2024
DEBTORS *	2,636.60	1,623.60
Petty Cash	151.57	151.57
CURRENT ACCOUNT	17,640.27	13,877.36
DEPOSIT ACCOUNT	-	-
	<u>20,428.44</u>	<u>15,652.53</u>
LIABILITIES		
CREDITORS	27.72	-
	<u>27.72</u>	<u>-</u>
	<u>20,400.72</u>	<u>15,652.53</u>
Represented by		
CAPITAL ACCOUNT	<u>15,652.53</u>	<u>23,830.34</u>
SURPLUS/DEFICIT	<u>4,748.19</u>	<u>- 8,177.81</u>
	<u>20,400.72</u>	<u>15,652.53</u>

* Debtors:

Octopus Credit	£437.10
Fundraising Due from Banks	£739.50
Ground Rent Unpaid from SCC	£1,460.00

**Creditors:

Ticketsource fees	£27.72
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**Independent examiner's report to the trustees of
Baschurch Village Hall Trust (Charity Number 517312)**

I report to the trustees on my examination of the accounts of the Baschurch Village Hall Trust (the Trust) for the year ended 31st March 2025.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

Signed:



Name: Mr Callum Jinks

Address: 34 Glebelands, Shawbury, Shropshire, SY4 4JT

Date: 12/01/2026