



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' annual report (including Directors' report) for the period

From: 1<sup>st</sup> May 2024 To: 30<sup>th</sup> April 2025

Charity name: Swinford Village Hall

Charity registration number: 521503

Company number: N/A

### Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>As below</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Provision of venue for leisure, social, entertainment and cultural activities, by, for and to the benefit of the residents of Swinford.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Confirmed.</b> <b>The Charity's Governance document provides the most significant proportion of the content of the Hall's policies.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>In abeyance. Attention is still focussed on repairing the Hall's finances, which suffer from unacceptable levels of energy cost.</b>
Policy on social investment including program related investment	Para 1.38	<b>No formal policy, other than to "help where we can". All local groups have standing invitations/request to provide a representative to the Hall's Management Committee. In addition, the Hall makes its car park available to parents delivering/collecting children at each end of the school day. This is because of traffic congestion at choke points due to local building work, and has been agreed with the school as a means of reducing danger at each end of the school day.</b>

		<p>The Hall initiated two new activities aimed at improving the social life within the community across the generations, namely table tennis and indoor bowls.</p> <p><b>The bowls failed because of unsuspected unevenness in the timber floor – beyond sensible correction, so the Hall will attempt to recover some of the cost of the equipment by resale. The table tennis never got started as a separate activity.</b></p> <p>A "breakfast club" is run within the Hall, operating on every school day. This is a major family support for those families in which both parents have to leave the village to work before school "drop-off" times. The children arrive from 07:30 to a safe, warm environment, and receive breakfast (and social contact with class mates) before being escorted to the school by responsible adult(s).</p> <p><b>The organisation has appropriate safeguarding in place, and also runs sporadic child based activities during school closure periods. These activities do use the table tennis table.</b></p>
Contribution made by volunteers	Para 1.38	<p>Significant, entirely via volunteers, and donation of time, ability and effort. This has included maintenance on the fabric of the Hall. <b>The Hall has no employees.</b></p>
Other		

## Achievements and performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	Para 1.20	<p>The Hall is achieving an increase in usage.</p> <p>Major efforts have been directed to renovation of the hall, to improve heating and energy efficiency – and dramatically reduce its electricity costs.</p> <p><b>Completed so far: Installation of major insulation; replacement of guttering – and of flashing/soakers over kitchen roof; replacement of broken/faulty slates; Solar PV + battery storage. Ability to export surplus energy is still WIP. Installation of ASHP to improve main hall &amp; kitchen heating while reducing costs awaits planning approval (requested). Redecoration is deferred until such work is completed.</b></p>
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		These efforts have the acceptance and approval of both the Parish Council and the District Councillor representing our District. Furthermore, the Hall has been offered, subject to successful completion of the renovation, as one of the facilities for the RESILIENT COMMUNITIES PROGRAMME of the local authority.
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### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>The website is in a stage of change, as a licence expires – and has some issues with user facility.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>Fundraising was concluded with donations from 3 separate sources – some of which required a degree of match funding from the Hall's own resources. The final stage of the renovation is fully funded, with only the necessary redecoration to be dealt with.</b>
Investment performance against objectives	Para 1.41	<b>None set – no external investments are held by the Hall.</b>
Other		

### Financial review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Stable and satisfactory.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Hall has no policy for holding reserves.</b>
Amount of reserves held	Para 1.22	<b>Nil</b>
Reasons for holding zero reserves	Para 1.22	<b>No clear requirement defined.</b>
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going	Para 1.23	<b>Currently no uncertainties – providing the renovation achieves the objective of almost eliminating the Hall's energy</b>

concern		<b>costs.</b>
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### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Income from lettings; Grants from the windfarm fund; Grants via local authority. Currently no grant is received from the Parish Council – none has been sought for more than 11 years.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>None adopted.</b>
A description of the principal risks facing the charity	Para 1.46	<b>Costs exceeding income, through lack of use, and/or careless use by hirers leading to un-attributable repair costs, and not turning off heat/light at the end of a hire period.</b>
Other		<b>Impact of the age of the Hall's fabric, and maintenance thereof in hand - much of this has been resolved.</b>

## Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, <a href="#">trust deed</a> , <a href="#">memorandum and articles of association</a> etc	Para 1.25	<b>Trust deed.</b>
How is the charity constituted? <a href="#">for example limited company</a> , <a href="#">unincorporated association</a> , <a href="#">CIO</a>	Para 1.25	<b>Registered Charity.</b>

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Not documented, but compliant with the guidance from the Charities Commission.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Not formally documented.</b>
	Para 1.51	<b>Management Committee plus 3 trustees. Wider network is made up of all regular,</b>

The charity's organisational structure and any wider network with which the charity works		<b>occasional and potential users including, but not restricted to:</b> Parochial Church Council Mothers & toddlers group Parish Council Women's Institute Venue provision to: Local amateur dramatics group; Local music group rehearsals; Keep fit and Yoga groups; Social events such as regular whist drives; Ad hoc events such as: celebrations and events for families; special interest exhibitions (pets etc); Film/TV outdoor shooting location. Provision of Polling Station Exhibitors requiring a venue for public consultation
Relationship with any related parties	Para 1.51	<b>Membership of ACRE (ACTION with COMMUNITIES RURAL ENGLAND) and/or with RCC (Rural Community Council).</b>
Other Fabric of the building		The Building is now in its 115 <sup>th</sup> year. Although additions and improvements have been carried out over the last 40 years, it is becoming increasingly difficult to maintain the facilities the Hall provides for the community. The managers of the Hall are considering the longer-term provision of the facilities, especially in view of the expected rise in the population of the village. Since the major problem - as ever – will be funding, the VH management should formulate a strategy for long-term funding to provide for all eventualities. This should embrace fund-raising, grant support sources etc. It is suggested that formulation of a strategy (and potential time-frame) be undertaken by the trustees, for consideration by the management team.

## Reference and administrative details

Charity name	<b>Swinford Village Hall</b>
Other name the charity uses	
Registered charity number	<b>521503</b>
Charity's principal address	<b>Swinford Village Hall, Chapel Street, Swinford LE17 6AZ</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Keith Kilbane		March 2013 to date	
2	Julie Morris		22 March 2022 to date	
	Jim Dunn		14/11/2017 to 22/10 2024	
3	Nicola Atkin		23/10/2024 to date	

Corporate trustees – names of the directors at the date the report was approved

Director name	
None	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
None	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

## Additional information (optional)

### Names and addresses of advisers (optional information)

Type of adviser	Name	Address
None		

### Name of chief executive or names of senior staff members (optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

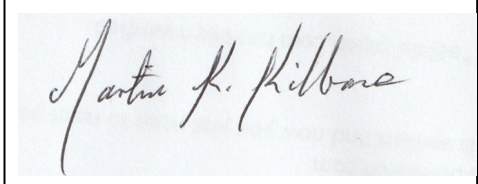
Other optional information

Declarations

The company has taken advantage of the small companies’ exemption in preparing the report above.

The trustees declare that they have approved the trustees’ report (including directors’ report) above.

Signed on behalf of the charity’s trustees/directors

Signature(s)		

Full name(s)	Martin Keith Kilbane	
	Julie Morris	
	Nicola Atkin	

Position (for example Secretary, Chair, etc)	Trustee, since March 2013	

Date	29 <sup>th</sup> April 2025
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# Accounts summary 2024/25 for SWINFORD VILLAGE HALL - CHARITY NO. 521503

Year 01/04/2024 to 31/03/2025

INCOME		To 31/03/2025	To 31/03/2024
Hall hire	WI	240.00	0
	PCC	420.00	440.00
	PC	0	182.00
	Spanish class	63.00	224.00
	Breakfast Club	1390.00	1815.00
	After school Club	610.00	(Reiki) 215.00
	Holiday Club	850.00	(Yoga) 114.00
	Parties/one off	1303.00	1181.00
	HDC – polling stn	400.00	160.00
	SODS	1333.00	1362.00
	Skirts	0	48.00
	Rat/Mice Shows	80.00	215.00
	Dog training	0	56.00
	Visiting Churches	340.00	693.00
Whist Drive		436.00	560.00
Western power		0	3.72
Grants	Severn Trent	33727.00	0
	HDC	13500.00	
Donations		24.00	0
Sale of Lead		70.00	0
Bank interest		22.03	13.06
<b>TOTAL INCOME</b>		<b>54808.03</b>	<b>7281.78</b>

EXPENSES		To 31/03/2025	To 31/03/2024
Services	Electricity	1611.32	3895.56
	Water	474.99	434.77
	Insurance	1256.82	1225.74
	Music Licence	90.00	154.80
Maintenance	General Repairs	244.18	75.00
	Fire ext service	87.60	87.60
	Plumbing repairs	385.00	(PAT) 66.25
	Woodworm treatment	200.00	
	Gutters/roof repairs	5820.00	
Cleaning	Windows	120.00	120.00
	Weekly clean/laundry	275.00	942.50
	Products/Hygiene/equip	113.75	96.64
Projects via grant	Insulation	31671.80	0
	Electrical work/upgrade	3713.00	
	Solar	21465.00	
Miscellaneous	HDC Pre & planning	668.00	(Piano) 192.00
	5 yr electrical inspection	822.00	(kitchen) 49.00
	Carpet bowls	160.00	0
	Booking Refunds	143.00	(Surveyor) 600.00
	Gifts	110.49	(SF ad) ,, 60.00
	Postage	8.59	
<b>TOTAL EXPENSES</b>		<b>69440.54</b>	<b>7999.86</b>



**Opening balances 01/04/2024**

Bank c/acc	33944.18
Deposit/acc	2096.85
Cash	38.27
Whist float	10.00
<b>TOTAL</b>	<b>36089.30</b>

**Closing balances 31/03/2025**

28371.47
2118.88
60.44
10.00
<b>30560.79</b>

2 cheques presented in 25/26 total £9104  
but counted in these accounts

**Financial check**

Year start		36089.30
Income	+	54808.03
<b>TOTAL</b>		<b>90897.33</b>
Expenses	-	69440.54
<b>TOTAL</b>		<b>21456.79</b>
Chqs	+	9104.00
<b>Total</b>		<b>30560.79</b>
Year end		<b>30560.79</b>

**Figures balance.**

I certify that this summary shows a true and accurate record of the accounts for the year  
01/04/2024 to 31/03/2025

Signed	<i>C. h. Smith</i>	(Treasurer)	Date	12 <sup>th</sup> April 2025
Signed	<i>Nigel Waters</i>	(Auditor)	Date	27 <sup>th</sup> April 2025