

# ASHDON VILLAGE HALL -A CHARITABLE TRUST

## TRUSTEE'S REPORT

YEAR ENDED 31 MARCH 2025

This report was approved by APC on 19th May 2025 and signed on its behalf by Councillor Moran

Structure, governance and management

Ashdon village hall is a registered charity number 802864

Ashdon Parish Council (APC) as a body is both the managing trustee and the custodian trustee of the charity. The charity's land and buildings at CB10 2HA comprise the new village hall, the old village hall and White Horse House and car park. They are held on trust for the purposes of a village hall for the use of the inhabitants of Ashdon without distinction of political, religious or other opinions. This includes use for meetings, lectures, and classes and other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

APC is run by councillors, who can be elected by the public or co-opted. The managing trustee appoints a secretary and treasurer to the charity and the independent examiner.

Much day-to-day management of the halls is delegated to Ashdon Village Hall Management Committee (AVMC) under Terms of Reference. Two APC councillors (currently Gray and Olley) are representatives of the trustee on AVHMC. During the year, there was an alteration to the Terms of Reference allowing an extra two places on the AVHMC. That means there are now a maximum of 12 non-council member places on the AVHMC. They either represent Ashdon village organisations or are appointed members. Village organisations select their own representatives and AVHMC has the power to co-opt members. APC hopes that the current vacancies for volunteers on AVHMC will be filled shortly. AVHMC appoints its own chair and secretary.

Achievements and activities

During the year the halls and facilities were used for council, trustee, gardening club, and other meetings, sport and pastimes including dog training, musical theatre, dance, yoga, pilates, kick boxing, indoor bowls and table tennis. They also hosted safari supper, a warm hub, wakes and various childrens' parties and adult gatherings. Such a range of activities has greatly benefited the lives of the local inhabitants.

The trustee has had regard to Charity Committee guidance on public benefit.

Report from the chair of the trustee

It has been a year of significant progress as outlined above and as described in the Management Committee's chair and treasurer's reports below.

Many thanks to all my fellow councillors who served during the financial year, for attending the trustee meetings and participating in the discussions on how the halls can progress. I also thank Alison Eddershaw for keeping our minutes, Stuart Hastie for maintaining the Charity's finances and all the other volunteers who keep the village hall in good shape at the heart of our community.

Councillor John Moran

Report from the chair of the Village Hall Management Committee

During the past twelve months, our Committee and Trustee have been busy with day to day maintenance, bookings and finance.

Our bookings are now being arranged through Hallmaster on-line booking system and we thank Laura Lloyd for setting up this new system for us. We now have a new Bookings Secretary in Clare Anstead. Bookings remain steady but could do with more weekend events. This seems to be the trend with most other halls. Many thanks to Clare for taking on this job.

We have ongoing maintenance work –our exterior painting is being done this spring and a new additional pump for the cellar. The lobby area is now repaired due to unfortunate flooding in the loft area, with a new carpet, mat, and redecoration. This was an insurance claim through the NFU. Disabled toilet area is now on hold for an upgrade although we have installed a baby changing unit. Garden work will be maintained periodically by a gardener and community volunteers and we will ensure strimming of the bank area once a year.

The White Horse House lease was renewed this April for a further year at an increased rent.

During the year health and safety work was undertaken and risk assessments made, including obtaining a satisfactory asbestos report, improved signage has been

erected for safety, including fire procedures. Many thanks to Martine and Jane for their hard work.

On the social side – we held a successful quiz night making a total of £644. Looking forward, a wine tasting evening is arranged, gardening club show also and Open Gardens in June.

I thank the Treasurer Stuart Hastie, who keeps our finances in good order. We have had a great deal of large maintenance work done so should now proceed with caution due to rising costs of water, electricity, servicing of equipment etc. Thanks also to Stuart for doing many other tasks.

Thank you to our Trustee for continued support and work on various projects, and to the Committee and Secretary for their input.

Janet and Malcolm Moore have now retired from the Committee and we thank them for their many years of service to the village. We are trying to recruit new members. The Gardening Club have been approached and All Saints church. Hopefully with a new vicar arriving in the summer we may be able to get a church representative. Barbara Marshall has been approached in the meantime and will hopefully attend the next few meetings.

We were sorry to hear of the passing of Ray Hammond, who for many years was our Treasurer and Chairman for three years.

Sue Smith

Report from the treasurer of the Village Hall Management Committee

I am pleased to report that unlike the previous year, receipts during the financial year significantly exceeded payments. One reason was the transfer made in April 2024 of over £20,000 from APC. It was for 6 years of the charity's investment property rental income, insofar as it had not been spent on maintaining the charity's properties. There was also a significant boost to VAT recovered on the charity's expenditure. The car park resurfacing was the largest of many maintenance projects paid for in the year.

During the year the trustee decided to set up a designated thatch reserve, as we have the only thatched village hall in Essex and it is a listed building. Our other reserves will help fund more maintenance projects and in due course improvements to the facilities, without borrowing.

Stuart Hastie



**ASHDON VILLAGE HALL**

Registered charity number 802864

Year ended

31 March

Year ended

31 March

2024

2025

**Receipts**

£

£

Hall lettings	14,582	13,671
White Horse House rent	7,170	7,170
VAT refunds	2,772	5,213
Quiz	0	644
Lottery	1,320	1,426
Insurance recharged	929	1,005
Maintenance contributions	0	305
Other Donations	193	63
Interest	319	745

**Receipts before exceptional items**

27,285 30,242

**APC Settlement (note 2)**

0 20,562

**Water leak insurance (note 3)**

0 501

**Total receipts**

27,285 51,305

**Payments****Routine**

Lottery prizes	862	939
Insurance	3,010	3,236
Electricity	8,588	3,902
Water	378	383
Cleaning	849	1,000
Fire extgrs. inspn & emgcy.exit	744	727
Minor repairs & renewals	573	651
Bookings software		185
Sundry	58	228
Pest control	372	276

**Sub-total**

15434 11527

**Water leak insurance (note 3)**

2,081

**Projects**

Car park	0	10,420
Electrical repairs	3,653	2,129
Trolley & chairs	3,587	1,569
Gutters	0	1,060
Outside paintwork	0	2,358
Vegetation & shed removal	1,725	610
Baby change & cig. Bin	0	337
Legionella & asbestos	0	883
Front door replacement	1,513	0
Kitchen heater & microwave	507	0
Decorating	6,864	0
Blinds	3,348	0
Roof repairs	2,940	0

**sub-total**

24,137 19,366

**Total expenditure**

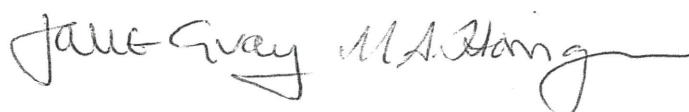
39,571 32,974

**Surplus/ (deficit) for period**

-12,286 18,331

These accounts were approved by the trustee  
and signed on their behalf by:

Date



19/5/25.

ASHDON VILLAGE HALL

STATEMENT OF ASSETS & LIABILITIES

	31 March 2024	31 March 2025
Cash and deposits	£	£
Current account Barclays	25,717	13,329
COIF Charity Deposit A/c	6,889	37,634
Cash in hand	242	216
<b>Total cash &amp; deposits: unrestricted funds</b>	<b>32,848</b>	<b>51,179</b>
Designated thatch reserve	0	18,000
Undesignated reserves	32,848	33,179
<b>Total reserves</b>	<b>32,848</b>	<b>51,179</b>
<b>1. Land and buildings-village halls, White Horse House &amp; car park</b>		

Ashdon Parish Council (APC) is custodian trustee

Their replacement cost for insurance is £1.8 million.  
That amount could not be realised on a sale, as a previous owner would get almost half of their value.

2. APC Settlement

In June 2024, the charity received £20,512 from the general bank account of APC, its trustee. It was rent from one of the charity's properties for the 6 years to March 2023 less what APC had spent from the same account, on partially maintaining the charity's properties.

3. Water leak and insurance

Receipts for VAT were £87 and electricity £415.  
Payments for repairs were £522, £250 insurance excess and recoverable VAT of £1,309.

4. Other monetary assets

The insurance premium paid includes cover for 8 months after the year end. Some hall lettings in the financial year were not settled until after the year end.

5. Other non-monetary assets: most of which have been held for many years.

Tables	Microwave oven	Baby change
Chairs	Fridge	Cigarette bin
Trolleys	Urn	
Electronic piano	Kettle	
Oven & hob	Table tennis tables	
Projector & AV equipment	Floor polisher	

6. Liabilities

Some utilities and services provided during the financial year are invoiced or paid later. Lottery fees paid in the period entitle the holder to be entered in draws up to 31 December.





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
ASHDON VILLAGE HALL

On accounts for the year  
ended

31 MARCH 2025

Charity no  
(if any)

802864

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

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 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 ~~(other than that disclosed below \*)~~ in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

28/05/25

Name:

BRIONY HOLMAN

Relevant professional  
qualification(s) or body  
(if any):

ACA

Address:

LOWICK COTTAGE, RADWINTER RD,  
ASHDON, CB10 2ET