



Chairmans Annual Report 2023 - 2024

Since taking over the Chairmanship of the Charity on 09 May 2022 with the Village Hall (VH) having been through a long period of closure during Covid, it was struggling financially to get it back on its feet.

The hall was built in 1994 and still had much the same décor, resources, and processes in place. Somewhat archaic and in need of upgrades and updates to make it a viable business and guarantee its future within the community.

With three months of detailed research, time, and commitment, we set about deconstructing and reconstructing the business.

In this financial year we have achieved the following: _

- We continued to streamline resources, created further new processes, and incorporated new updated systems.
- Maintained monthly 'engaged' Committee Meetings, staff and volunteers included in these meetings as part of the 'team'.
- Further enhanced our brand profile AWH Village Hall, refreshed the logo, added a 'what's on' page to the website and created regular announcements Facebook. FB Followers now 600.
- 1 additional part-time employee has started. A Housekeeper. This has taken the pressure off the caretakers' role and enhanced our standards within the venue.
- Our Charity Administrator works alongside our appointed accountancy company who were recruited to ensure our Charity accounts and payroll are now fully transparent, correct and delivered on time.
- Continuous building repairs and maintenance prioritised and completed.
- Local and national grants are annually researched and applied for to be able to complete projects. To date the overall refurbishment project is 90% completed.
- Now completed 24 months of marketing the venue. The Charity receives free ads in the local magazine. This has built up a much wider community base. (Dist. 7500)
- VH used annually as a Polling Station, great free PR as captive audiences.
- A boards ads are created regularly. We advertise for our regular 'passing' trade on foot and roadside.
- We enhanced our offer of free marketing to our group hirers to help build up their profiles and in return we retained their business.
- We have built up excellent relationships with local families, and we are seeing a lot of repeat business on family events.

- Our Kids book swap club has raised us £70, which goes towards new games for 'waiting' siblings/kids. All purchases made are from Charity shops.
- We have created our 'own' events such as Craft Fairs, Open Days and a new OAP Festive Tea to build up new business awareness and gain revenue.
- We believe that we have created a much more welcoming atmosphere, we are now a 'go to' place. Our 'drop in' Wednesdays are now very popular.
- We are now so much more than JUST A VILLAGE HALL! We are the community hub.
- We have a very motivated, great team, of 5 staff, and very supportive Committee of 5 Trustees.

We, the team, and trustees, have all put in a lot of effort to get the hall back on its feet and once again stand proud amongst the community and wider community.

Nikki J Hawkins J.P

Charity Chair

awhillagehall@outlook.com

Accounting insight ltd

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Hawkesyard Hall
Armitage Road
Rugeley
Staffordshire
WS15 1PU

29/01/2025

Armitage Village Hall Management Committee

c/o Mrs Nikki Hawkins
Shropshire Brook Road
Armitage
WV15 2UZ

Dear Nikki

Annual Audit 2023/24

I thank the Village Hall Management Committee for inviting me to undertake your annual audit
I am confident that the records represent a true and fair picture of the Committee finances for
the year ending March 2024.

Yours sincerely

Gillian Fitzpatrick
29/01/2025

ARMITAGE WITH HANDSACRE VILLAGE HALL
Financial Statements 2023-24

Income	Actual 31.03.2024	Actual 31.03.2023
Hirings	30,859.47	25,818.85
Bar Hire	330.00	
Interest	42.82	97.25
Staffs Police rent/etc	6,450.20	3,000.00
Parish Council Rent	5,369.00	3,000.00
Table Cloth Hire	413.00	
Sweet Cart Hire	60.00	
Other Hire	167.00	645.00
Other Revenue	1,108.60	
Donations	1,090.00	
TOTAL	45,890.09	32,561.10
Payments		
Salaries	15,617.14	11,850.34
Purchases	3,009.26	2,122.17
IT Software and Consumables	462.38	137.97
Rates	560.00	972.80
ICO	35.00	35.00
Light, Power, Heating	9,179.36	8,024.77
British Gas BoilerCareplan		105.32
Insurance	1,553.37	1,490.77
Audit	531.12	354.08
Cleaning & Repairs	5,488.47	5,523.36
Printing & stationery	1,516.86	
Telephone & internet	536.43	
License Fee	180.00	180.00
SSW	299.87	200.45
Rtnd Deposit		3,527.19
Subscription	260.00	
Sundry expenses	203.27	
Laptop Purchase		705.37
TOTAL	39,432.53	35,229.59
Bank		
Lloyds TSB	17,433.32	12,971.79
COIF	0.00	5,581.78
Lloyds Deposit	5,524.60	-
Petty Cash	0.00	33.80
TOTAL	22,957.92	18,587.37

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