

BROADBRIDGE HEATH VILLAGE CENTRE  
MANAGEMENT COMMITTEE

REPORT AND  
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025

Charity No: 1011613

BROADBRIDGE HEATH VILLAGE CENTRE  
YEAR ENDED 31ST MARCH 2025

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**BROADBRIDGE HEATH VILLAGE CENTRE**  
**YEAR ENDED 31ST MARCH 2025**  
**LEGAL AND ADMINISTRATIVE INFORMATION**

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Committee	Chairperson:	E Mclennan-Murray
	Secretary:	K Thomson
	Treasurer:	
	Elected members:	R Cole R Wood I Thomson
	Co-opted members:	P Bannister C Alltraine
	Representative members:	
Charity Offices	Broadbridge Heath Village Centre Wickhurst Lane Broadbridge Heath West Sussex RH12 3LY	
Independent Examiner	Magdalena Charman FCCA Accountant 24 Smugglers Way Barns Green West Sussex RH13 0PP	
Bankers	National Westminster Bank PLC 47 Carfax Horsham West Sussex	

# BROADBRIDGE HEATH VILLAGE CENTRE

YEAR ENDED 31ST MARCH 2025

## REPORT OF THE COMMITTEE

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The committee present their report along with the financial statements for the year ended 31st March 2025. The financial statements have been prepared in accordance with our accounting policies set out below and comply with the trust deed and applicable law.

### **ACCOUNTING POLICIES:**

#### **Basis of Preparation of Accounts**

The financial statements are prepared under the accruals basis and in accordance with the Financial Reporting Standard for Smaller Entities (eff June 2002). In preparing the financial statements the charity follows the best practice as laid down in the Statement of Recommended Practice Accounting by Charities (FROS2) and the Charities Act 2011.

#### **Funds**

All funds administered by committee are unrestricted funds.

#### **Depreciation of Assets**

All assets are depreciated at 25% straight line per annum.

### **MEMBERS**

The committee consists of up to nine elected members, including chairman, treasurer and secretary. It can also co-opt up to three members. Officers and committee members are elected for one year at the AGM and are eligible for re-election.

### **CONSTITUTION, OBJECTS AND POLICIES**

The charity's governing instrument is a trust deed dated 10th April 1991. It was registered with the Charities Commission on 4<sup>th</sup> June 1992 (no 1011613).

The aim of the centre is to provide a village hall for the use of the inhabitants at the Parish of Broadbridge Heath in the County of West Sussex without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure occupation with the object of improving the conditions of life of the said inhabitants.

**BROADBRIDGE HEATH VILLAGE CENTRE**  
**YEAR ENDED 31ST MARCH 2025**  
**REPORT OF THE COMMITTEE (CONTINUED)**

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**DEVELOPMENT, ACTIVITIES AND ACHIEVEMENTS**

The trust was successful in its application for a solar energy grant and the project was completed on time and to the correct specification. Bistro Branas has continued to meet the trust's needs and has been a positive addition to the village centre and local community. The trust completed and implemented a pricing review for hall hire.

**FINANCIAL REVIEW**

The financial statements show the current state of finances, which the committee consider to be sound.

**STATEMENT OF THE COMMITTEE'S RESPONSIBILITIES**

Law applicable to charities in England and Wales requires the committee to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing

those financial statements, the committee is required to:

- a) select suitable accounting policies and apply them consistently
- b) make judgements and estimates that are reasonable and prudent
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the committee will continue in operation.

**BROADBRIDGE HEATH VILLAGE CENTRE**  
**YEAR ENDED 31ST MARCH 2025**  
**REPORT OF THE COMMITTEE (CONTINUED)**

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The committee is responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**APPROVAL**

This report was approved by the committee on 24/09/2025 and signed on their behalf.



**Mr E McLennan-Murray – Chairperson**  
For and on behalf of the Committee

Date:  
24/09/2025



**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Broadbridge Heath Village Centre

**On accounts for the year  
ended**

31st March 2025

**Charity no (if  
any)**

1011613

**Set out on pages**

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I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

**Responsibilities and basis  
of report**

As the charity's trustees, 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**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- \* the accounting records were not kept in accordance with section 130 of the Charities Act; or
- \* the accounts did not accord with the accounting records; or
- \* the accounts did 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.

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

**Signed:**

**Date:**

**Name:**

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

**Address:**

**Section B Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**Broadbridge Heath Village Centre**  
**Financial statements for the year ended 31st March 2025**  
**Charity Office: Wickhurst Lance**  
**Broadbridge Heath, Horsham, RH12 3LY**

**1st April Accounts**

**Balance Brought Forward from 31 March 2024:**

Current Account	£22,600.00	
Deposit Account	£5,234.00	
Debtors	£149.00	
Creditors and accruals	(£12,632.00)	
	<b>Total</b>	<b>£15,351.00</b>

**INCOME:**

Hall Lettings	£84,690.00	
Rent receivable from Social Club	-	
Interest receivable	-	
Grants	£3,903.00	
Other	£665.00	
	<b>Subtotal</b>	<b>£89,258.00</b>

**EXPENDITURE:**

**establishments expenses**

Utilities	£18,888.00	
Rates	£469.00	
Insurance	£2,049.00	
Premises expenses	£699.00	
Service, Repairs and Maintenance	£15,849.00	
Parish council repair		
Cleaning	£12,330.00	
		<b>£50,284.00</b>

**administrative expenses**

Salaries & Wages	11145.00	
Pension	£276.00	
Stationary, printing & postage	£313.00	
Telephone & Internet	£842.00	
Computer	£847.00	
Licences and Fees	£3,540.00	
		<b>£16,963.00</b>

**professional and other expenses**

Accountancy fees	£1,111.00	
Professional expenses	£312.00	
Other	£4,246.00	
		<b>£5,669.00</b>
	<b>Subtotal</b>	<b>£72,916.00</b>

**INCOME/EXPENDITURE for 2024/2025: £16,342.00**

**TOTAL FUNDS: £31,693.00**

**Represented by:**

Tangible Assets	£73,956.00	
Current Account	£35,977.00	
Current Account	£1,858.00	
Deposit Account	£5,234.00	
Debtors	£990.00	
	<b>Total</b>	<b>£118,015.00</b>

Loan from Parish Council	(£9,204.00)	
Creditors and accruals	(£2,951.00)	
Deferred income- Grant	(£74,167.00)	
	<b>Total</b>	<b>(£86,322.00)</b>

**TOTAL FUNDS: £31,693.00**

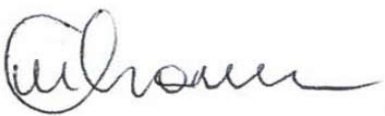
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Unrestricted funds b/f	£15,351.00
Net profit/loss	<u>£16,342.00</u>

**TOTAL FUNDS £31,693.00**

**Accounts prepared and examined by**  
Magdalena Charman FCCA Accountant

**Date**  
**08/09/2025**



**Accounts approved by**  
Mr E McLennan-Murray - Charman of Committee

**Date**  
**24/09/2025**

