

Colwall Village Hall

Annual Report of Colwall Village Hall Management Committee

Year ending 31 May 2024

Colwall Village Hall is a registered Charity (No 1016958) established by the trust deed dated 15th January 1993. The Charity was established to manage the facility for the community and thereby enhance village and community life for the inhabitants of Colwall and its environs through their use of the Hall.

The address of the charity is Mill Lane, Colwall, Malvern, Worcs, WR13 6EQ

The day to day running and upkeep of the Village Hall is the responsibility of the trustees (Village Hall Management Committee). There are nine trustees, five of whom are elected for a maximum period of five years, two appointed by the parish council plus one representative of the Church Room Trustees (landlord of the village hall) and one representative of the Colwall Players (major user of the hall). A Secretary and Treasurer are appointed by the committee, neither of whom need necessarily be a member of the committee (trustee). A chairman and vice-chairman of the committee are elected for the following year, at the first committee meeting after the AGM held in June each year. The Management Committee can appoint a maximum of 2 co-opted members during the year. All trustees act voluntarily as required by the Charities Act, although they will receive recompense for any purchases made by them necessary to the running of the hall.

There have been a number of changes in the Management Committee this year by virtue of resignations and currently we are below the target of nine trustees. At the time of writing, the members and the body they represent (where applicable) were:

Keith Pieri: Acting Chairman - Parish Council
Vacant: Vice-Chairman -
Rod Lane: Secretary - elected
Allan Cottam: Treasurer - Parish Council
John Mills: Booking Clerk - non-trustee
Iain Young - elected
Irene Bentley: Colwall players
Vacant: The Church Room Trustees - landlord

The hall is available for hire by organisations and individuals in accordance with a standard hire agreement, subject to the nature of the event sitting within the remit of the hall's charitable aims, at the scale of charges current at the time. These charges are reviewed annually and designed to make the hire of the venue competitive with similar venues and to keep in step with inflation. There are discounted rates for regular users and volunteer-led educational purposes.

The scale of charges is set with the aim that the operation is self-financing but to provide a modest surplus over and above normal running costs, which is

then transferred into the dedicated Furniture & Equipment Fund and the Major Renovations Fund.

The charity now has only one part-time member of staff, being a cleaner. While we previously had a caretaker, we have over the year been encouraging regular groups to set out their own tables, chairs etc as is the practice in many other halls. For one-off parties and other functions, help will still be provided where necessary.

The officers of the management committee are responsible for all administrative duties and confer regularly by electronic means to make decisions on the day-to-day running.

The full management committee meets typically every month to review the overall status and for forward planning, but may also meet/vote electronically where a decision on some matter needs to be made urgently.

The Hall is available to hire throughout the year. Regular users this year, have been typically: the Colwall Players (local amateur dramatics group) the Horticultural Society, the Village Society, the Arts Society (Malvern Hills), The Ladies' Club, a Bridge club, an Indoor Bowls club, Pilates and Yoga groups, Art Classes, Admiral's Café (dementia support group) Colwall Flicks and the Colwall Parish Council. This year we gained bookings for Strengthology classes and also for children's and adult dance classes. Children's parties regularly take up slots at the weekends as the hall is large enough to accommodate bouncy castles indoors. We have not however hosted as many wedding receptions or full-day events this year.

During last summer we installed a new brighter, high-definition projector, partly funded by the profits from the Colwall Flicks group. This has meant that we now don't always have to black out the hall for daytime events or when the evenings get lighter. This year we also funded some essential repair work to the carpark which, with the increased use due to the school traffic, was starting to break up in areas. Some external painting and other minor work was done. We were fortunate to secure a lottery grant to allow us to change the emergency exit from the kitchen and install a ramp so that this is now wheelchair friendly; we continue to monitor the available grants for improvements to village halls. With the dramatic increase in fuel costs, gas in particular, we have had to raise our hire rates proportionately, but our users have understood this need and we have not lost any of our regulars. While we already had a smart electric meter, we have this year had installed a smart gas meter, although currently there seems to be an issue with our suppliers interfacing with this meter.

The hall continues to be a popular and well-used facility, witness that we have very few weekday slots now available to hire. We are very lucky in that unlike some other village halls we do not seem to have to work hard to promote the venue, as presumably our reputation and facilities speak for themselves and potential hirers come to us. The loss of the daily morning preschool group a year or so ago did cause us concern, but gradually most of the mornings in the hall are now filled again. We do of course have a list of projects we would like to pursue or purchases we would like to make and these will happen as and when the money becomes available.

Colwall Trustees
June 2024

Treasurer's report for year ending 31 March 2024

The total Operating Income for this year was £38,378. Income from lettings (our primary source of income) increased from £20,426 (2022/23) to £25,650 (2023/24).

However, overall there was a Net Deficit of £3,696.

The primary cause of the deficit was the decision by the Trustees to undertake three major projects:

- 1) Car park refurbishment, cost £7,440. This was fully paid from Hall funds.
- 2) Disabled Ramp and door, cost £11,924. This was partially funded by Lottery Funding of £9,000. The remainder (£2,924) was met from Hall Funds.
- 3) Projector Replacement, cost £2,179. This was partially funded by donations of £2,000 from Flicks in the Sticks. The remainder (£179) was met from Hall Funds.

There were two other items which exacerbated the deficit:

- 1) Hall insurance for the previous financial year (£1,470.18) was paid this financial year, not last year, and
- 2) The annual gas bill went up from £3,000 (2022/23) to £6,264 (2023/24). £500 was credited to our account by SSE as a goodwill gesture, following numerous complaints about the low quality of service.

To assist the Trustees in managing the Village Hall finances a number of improvements have been introduced by the Treasurer:

- 1) Migration of the accounts to an online Banking system. We started using the CAF Bank online Banking Service in June 2023. After running the old and new systems in parallel for three months, the HSBC accounts were closed in September 2023. All transactions can now be viewed by all Trustees in real time and payments made using an online payment system.
- 2) Successfully applying for £9,000 lottery funding towards the kitchen ramp and fire door.
- 3) The Accrual based accounting system was changed to a Cash based system. The major advantage of this is that it is simpler. A Cash based accounting records revenue and expenses when cash related to those transactions actually is received or dispensed. This provides the Trustees with an accurate and clear picture of cash flow.
- 4) Modernisation of the management reporting system. The attached sheets provide detailed information on a month by month basis of all income and expenditure.
- 5) Digitising of the Treasurer's records. All records, i.e. invoices, bills, and donations are now stored in digital format and can be accessed directly from the Treasurers reporting system.

Following the AGM I am standing down as both Treasurer and Trustee of the Village Hall. I would like to extend my best wishes to my fellow Trustees and say how much I have enjoyed working with you and to wish you all the very best for the future and the continued success of the Village Hall.

Allan Cottam, Treasurer

Colwall Village Hall Treasurer's Report: Annual Financials

Financial Year 2023/24

<u>OPERATING INCOME</u>	<u>2023/24</u>	<u>2022/23</u>
Bank Interest	706	162
Donations Grants	11,093	2,388
Electricity FiT	805	1,642
Equipment Hire	125	140
Lettings	25,650	20,426
Total operating income	38,378	24,757

<u>OPERATING EXPENDITURE</u>		
Administration	22	686
Ann. Svce Contrcts Licence	969	522
Bank Charges	90	83
Caretaker Cleaner	3,722	3,695
General Maint/Supplies	4,037	5,916
Insurance	3,008	0
Utilities	8,600	5,707
Total operating expenditure	20,448	16,609

Operating surplus/deficit	17,931	8,148
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<u>NON OPERATING INCOME</u>	0	0
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<u>NON OPERATING EXPENDITURE</u>		
Capital Expenditure	19,364	2,646
Equipment replacement	2,263	0
Non-Operating Surplus/Deficit	-21,626	-2,646

Net Surplus/Deficit	-3,696	5,502
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ASSET STATEMENT

Net Assets at 01 Apr 2023	46,215	40,713
Net surplus or deficit	-3,696	5,502
Net Assets at 31-Mar-23	<u>42,519</u>	<u>46,215</u>

Represented by (as at year end:31 Mar):

CAF Current Account	9,924	
HSBC Current Account		11,945
CAF Savings Account	32,595	
HSBC Savings Account		34,270
	<u>42,519</u>	<u>11,945</u>

Total Income	£38,378	£24,757
Total Expenditure	<u>-£42,074</u>	<u>-£19,255</u>
Net Surplus/Deficit	<u>-£3,696</u>	<u>£5,502</u>

Colwall Village Hall Treasurer's Report: Cashflow

Financial Year 2023/2024	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	
CAF current a/c month start				£1,655.30	£2,577.90	£3,795.14	£27,899.07	£7,688.85	£2,232.90	£4,967.35	£8,506.19	£10,373.60	
CAF savings a/c month start					£5,172.00	£5,172.00	£25,199.22	£35,199.22	£35,199.22	£32,393.47	£32,393.47	£32,393.47	
HSBC current a/c month start	£11,944.75	£11,452.19	£11,530.98	£20,444.10	£11,216.07	£10,987.06							
HSBC savings a/c month start	£34,270.36	£34,307.59	£34,349.26	£34,391.71	£34,438.69	£34,491.63							
All a/cs month start	£46,215.11	£45,759.78	£45,880.24	£56,491.11	£53,404.66	£54,445.83	£53,098.29	£42,888.07	£37,432.12	£37,360.82	£40,899.66	£42,767.07	Totals
Income	£1,629.28	£515.52	£11,011.51	£3,540.74	£1,550.23	£1,026.70	£3,531.88	£3,115.90	£1,530.91	£5,087.46	£2,598.17	£3,240.02	£38,378.32
Expenditure	-£2,084.61	-£395.06	-£400.64	-£6,627.19	-£509.06	-£2,374.24	-£13,742.10	-£8,571.85	-£1,602.21	-£1,548.62	-£730.76	-£3,487.67	-£42,074.01
Surplus/Deficit	-£455.33	£120.46	£10,610.87	-£3,086.45	£1,041.17	-£1,347.54	-£10,210.22	-£5,455.95	-£71.30	£3,538.84	£1,867.41	-£247.65	-£3,695.69
All a/cs month end	£45,759.78	£45,880.24	£56,491.11	£53,404.66	£54,445.83	£53,098.29	£42,888.07	£37,432.12	£37,360.82	£40,899.66	£42,767.07	£42,519.42	
Financial Year 2022/2023	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	
HSBC current a/c month start	£6,604.81	£6,223.84	£6,914.13	£6,813.93	£7,380.15	£7,541.29	£5,782.60	£5,542.82	£8,005.85	£8,745.40	£9,231.05	£10,726.24	
HSBC savings a/c month start	£34,110.00	£34,111.40	£34,112.85	£34,114.25	£34,116.82	£34,121.17	£34,129.68	£34,140.95	£34,156.38	£34,179.35	£34,206.65	£34,234.20	
All a/cs month start	£40,714.81	£40,335.24	£41,026.98	£40,928.18	£41,496.97	£41,662.46	£39,912.28	£39,683.77	£42,162.23	£42,924.75	£43,437.70	£44,960.44	Totals
Income	£1,370.92	£1,174.35	£383.30	£2,367.54	£3,358.41	£1,797.35	£1,530.22	£2,571.91	£1,423.40	£2,341.98	£2,017.00	£4,418.87	£24,755.25
Expenditure	-£1,750.49	-£482.61	-£482.10	-£1,798.75	-£3,192.92	-£3,547.53	-£1,758.73	-£93.45	-£660.88	-£1,829.03	-£494.26	-£3,164.20	-£19,254.95
Surplus/Deficit	-£379.57	£691.74	-£98.80	£568.79	£165.49	-£1,750.18	-£228.51	£2,478.46	£762.52	£512.95	£1,522.74	£1,254.67	£5,500.30
All a/cs month end	£40,335.24	£41,026.98	£40,928.18	£41,496.97	£41,662.46	£39,912.28	£39,683.77	£42,162.23	£42,924.75	£43,437.70	£44,960.44	£46,215.11	

CVH Income

		Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Totals	
Bank Interest	Bank Interest	£37.23	£41.67	£42.48	£46.98	£52.94	£77.41			£200.81			£206.17	£705.69	
Donations Grants	Donation Colwall Flicks				£1,000.00					£1,000.00				£2,000.00	
	Donation Lottery Fund			£9,000.00										£9,000.00	
	Donation Salv Army	£5.25		£14.96	£6.56		£29.34		£18.27		£9.81	£3.87	£4.53	£92.59	
Electricity FIT	FIT				£494.14				£311.29					£805.43	
Equipment Hire	Equipment Hire					£20.00	£40.00	£65.00						£125.00	
Lettings	Admirals Cafe			£239.72				£119.50	£90.80		£34.00			£484.02	
	Art Class (FR)								£32.00			£32.00	£32.00	£96.00	
	Art class Mon (TB)	£80.00			£96.00	£144.00			£112.00			£192.00		£624.00	
	Art Class Tues (AM)	£142.50			£171.00	£219.50		£244.00			£213.50	£152.50	£183.00	£1,326.00	
	Arts Society			£142.00							£336.00		£222.00	£700.00	
	Bridge Club			£239.40	£319.20			£541.10			£298.80	£213.50	£256.20	£1,868.20	
	Colwall Flicks		£54.40	£54.40	£54.40		£54.40	£54.40	£54.40	£54.40		£54.40	£108.80	£544.00	
	Colwall Ladies Club				£114.00						£216.40		£102.00	£432.40	
	Colwall Parish Council				£175.60					£147.60	£137.20		£155.50	£615.90	
	Colwall Players		£31.25				£77.19		£416.78		£675.81		£994.47	£2,195.50	
	Colwall Scout Group								£295.00			£201.60		£496.60	
	Colwall Village Society								£61.20			£32.40		£93.60	
	Dame Laura Knight Soc	£40.80							£61.20					£102.00	
	Dance Class (AL)									£207.40	£244.00	£219.60	£231.80	£902.80	
	Fitness class (ED)	£45.60			£42.40					£48.00	£48.80	£56.80		£241.60	
	Horticultural Society				£102.60		£257.50		£102.60		£122.40		£134.40	£719.50	
	Kum Nye Yoga	£90.00					£90.00					£90.00		£270.00	
	Misc Letting	£136.00	£170.00	£136.00	£570.70	£192.70	£288.80	£289.20	£469.80		£68.40			£2,321.60	
	Party - Children	£68.00	£136.00		£93.96	£212.40	£158.00	£158.00	£316.24		£853.80	£72.00	£72.00	£2,140.40	
	Pilates	£228.00		£256.50			£222.30		£188.10	£317.20	£250.10	£225.70	£210.45	£1,898.35	
	Recorder Allsorts	£60.00		£105.00					£247.50		£90.00		£60.00	£562.50	
	Rugby Tykes	£57.00		£68.40	£79.80										£205.20
	Short Mat Bowls	£68.40		£85.50			£136.80		£183.00		£128.10		£91.50	£91.50	£784.80
St. James Church											£50.40	£102.00		£152.40	
Strengthology	£399.50		£410.55					£155.70	£945.90		£1,013.20	£573.30		£3,498.15	
Tai Chi	£57.00		£68.40	£91.20				£167.00		£109.80	£73.20	£73.20		£639.80	
Tango Malvern		£82.20		£82.20				£90.00	£90.00		£117.00			£461.40	
Wedding							£121.25							£121.25	
Yoga (AM)	£114.00		£148.20			£182.40		£195.20		£170.80	£146.40			£957.00	
Young Colwall Players										£194.64				£194.64	
	Income Totals	£1,629.28	£515.52	£11,011.51	£3,540.74	£1,550.23	£1,026.70	£3,531.88	£3,115.90	£1,530.91	£5,087.46	£2,598.17	£3,240.02	£38,378.32	

CVH Income

	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Totals
Bank Interest	£37.23	£41.67	£42.48	£46.98	£52.94	£77.41			£200.81			£206.17	£705.69
Donations Grants	£5.25		£9,014.96	£1,006.56		£29.34		£18.27	£1,000.00	£9.81	£3.87	£4.53	£11,092.59
Electricity FiT				£494.14				£311.29					£805.43
Equipment Hire					£20.00	£40.00	£65.00						£125.00
Lettings	£1,586.80	£473.85	£1,954.07	£1,993.06	£1,477.29	£879.95	£3,466.88	£2,786.34	£330.10	£5,077.65	£2,594.30	£3,029.32	£25,649.61
Income Totals	£1,629.28	£515.52	£11,011.51	£3,540.74	£1,550.23	£1,026.70	£3,531.88	£3,115.90	£1,530.91	£5,087.46	£2,598.17	£3,240.02	£38,378.32

CVH Expenditure

		Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Totals
Administration	Gift											-£21.50		-£21.50
Ann. Svce Contrcts Licence	Auditor				-£270.00									-£270.00
	Car park lease										-£75.45	-£40.89		-£116.34
	Music Licence				-£93.72	-£93.71	-£93.71						-£52.26	-£333.40
	Premises Licence							-£180.00						-£180.00
	Website Fees				-£68.84									-£68.84
Bank Charges	Bank Charges	-£6.60	-£7.40	-£10.00	-£10.00	-£11.20	-£15.00	-£5.00	-£5.00	-£5.00	-£5.00	-£5.00	-£5.00	-£90.20
Capital Expenditure	Car Park Refurb								-£7,440.00					-£7,440.00
	New ramp & door							-£11,923.80						-£11,923.80
Caretaker Cleaner	Cleaning				-£151.84			-£155.00		-£98.50	-£498.00	-£101.42		-£1,004.76
	Cleaning (Mnthly)	-£247.00	-£247.00	-£247.00	-£247.00	-£247.00			-£741.00	-£494.00	-£247.00			-£2,717.00
Equipment replacement	Equipmnt replace						-£2,178.56		-£83.98					-£2,262.54
General Maint/Supplies	Decorating				-£954.00									-£954.00
	Fire Ext/Alarms							-£114.00		-£127.14			-£186.00	-£427.14
	Grounds Maintence									-£1,060.00				-£1,060.00
	Maint & Repair				-£1,156.09					-£72.00	-£287.58	-£80.00		-£1,595.67
Insurance	Insurance				-£1,470.18							-£1,538.22	-£3,008.40	
Utilities	BT Broadband	-£44.64	-£44.64	-£44.64	-£44.64	-£44.64	-£44.64	-£44.64	-£44.64	-£44.64	-£44.64	-£44.64	-£44.64	-£535.68
	SSE Electricity Bill	-£90.75	-£63.40	-£59.75	-£50.14	-£76.34			-£211.82	-£156.14		-£151.07	-£99.25	-£958.66
	SSE Gas Bill	-£1,567.90			-£1,984.56			-£1,211.95					-£1,499.32	-£6,263.73
	Trade Waste	-£90.48			-£90.48			-£90.48			-£90.48			-£361.92
	Water Bill	-£37.24	-£32.62	-£39.25	-£35.70	-£36.17	-£42.33	-£17.23	-£45.41	-£38.79	-£53.47	-£39.24	-£62.98	-£480.43
	Expenditure Totals	-£2,084.61	-£395.06	-£400.64	-£6,627.19	-£509.06	-£2,374.24	-£13,742.10	-£8,571.85	-£1,602.21	-£1,548.62	-£730.76	-£3,487.67	-£42,074.01

Administration												-£21.50		-£21.50
Ann. Svce Contrcts Licence				-£432.56	-£93.71	-£93.71	-£180.00				-£75.45	-£40.89	-£52.26	-£968.58
Bank Charges		-£6.60	-£7.40	-£10.00	-£10.00	-£11.20	-£15.00	-£5.00	-£5.00	-£5.00	-£5.00	-£5.00	-£5.00	-£90.20
Capital Expenditure								-£11,923.80	-£7,440.00					-£19,363.80
Caretaker Cleaner		-£247.00	-£247.00	-£247.00	-£398.84	-£247.00		-£155.00	-£741.00	-£98.50	-£992.00	-£348.42		-£3,721.76
Equipment replacement							-£2,178.56		-£83.98					-£2,262.54
General Maint/Supplies					-£2,110.09			-£114.00		-£1,259.14	-£287.58	-£80.00	-£186.00	-£4,036.81
Insurance					-£1,470.18								-£1,538.22	-£3,008.40
Utilities		-£1,831.01	-£140.66	-£143.64	-£2,205.52	-£157.15	-£86.97	-£1,364.30	-£301.87	-£239.57	-£188.59	-£234.95	-£1,706.19	-£8,600.42
	Expenditure Totals	-£2,084.61	-£395.06	-£400.64	-£6,627.19	-£509.06	-£2,374.24	-£13,742.10	-£8,571.85	-£1,602.21	-£1,548.62	-£730.76	-£3,487.67	-£42,074.01

Charity registration number: 1016958

Colwall Village Hall

Annual Report and Financial Statements
For the Year Ended 31st March 2024



The Practice
Chartered Management Accountants
2 New Street
Ledbury
Herefordshire
HR8 2DX

Colwall Village Hall

Annual Report of Colwall Village Hall Management Committee

Year ending 31st May 2024

Colwall Village Hall is a registered Charity (No 1016958) established by the trust deed dated 15th January 1993. The Charity was established to manage the facility for the community and thereby enhance village and community life for the inhabitants of Colwall and its environs through their use of the Hall.

The address of the charity is Mill Lane, Colwall, Malvern, Worcs, WR13 6EQ

The day to day running and upkeep of the Village Hall is the responsibility of the trustees (Village Hall Management Committee). There are nine trustees, five of whom are elected for a maximum period of five years, two appointed by the parish council plus one representative of the Church Room Trustees (landlord of the village hall) and one representative of the Colwall Players (major user of the hall). A Secretary and Treasurer are appointed by the committee, neither of whom need necessarily be a member of the committee (trustee). A chairman and vice-chairman of the committee are elected for the following year, at the first committee meeting after the AGM held in June each year. The Management Committee can appoint a maximum of 2 co-opted members during the year. All trustees act voluntarily as required by the Charities Act, although they will receive recompense for any purchases made by them necessary to the running of the hall.

There have been a number of changes in the Management Committee this year by virtue of resignations and currently we are below the target of nine trustees. At the time of writing, the members and the body they represent (where applicable) were:

Keith Pieri: Acting Chairman - Parish Council

Vacant: Vice-Chairman -

Rod Lane: Secretary - elected

Allan Cottam: Treasurer - Parish Council

John Mills: Booking Clerk - non-trustee

Iain Young - elected

Irene Bentley: Colwall players

Vacant: The Church Room Trustees - landlord

The hall is available for hire by organisations and individuals in accordance with a standard hire agreement, subject to the nature of the event sitting within the remit of the hall's charitable aims, at the scale of charges current at the time. These charges are reviewed annually and designed to make the hire of the venue competitive with similar venues and to keep in step with inflation. There are discounted rates for regular users and volunteer-led educational purposes.

The scale of charges is set with the aim that the operation is self-financing but to provide a modest surplus over and above normal running costs, which is then transferred into the dedicated Furniture & Equipment Fund and the Major Renovations Fund.

The charity now has only one part-time member of staff, being a cleaner. While we previously had a caretaker, we have over the year been encouraging regular groups to set

out their own tables, chairs etc as is the practice in many other halls. For one-off parties and other functions, help will still be provided where necessary.

The officers of the management committee are responsible for all administrative duties and confer regularly by electronic means to make decisions on the day-to-day running. The full management committee meets typically every month to review the overall status and for forward planning, but may also meet/vote electronically where a decision on some matter needs to be made urgently.

The Hall is available to hire throughout the year. Regular users this year, have been typically: the Colwall Players (local amateur dramatics group) the Horticultural Society, the Village Society, the Arts Society (Malvern Hills), The Ladies' Club, a Bridge club, an Indoor Bowls club, Pilates and Yoga groups, Art Classes, Admiral's Café (dementia support group) Colwall Flicks and the Colwall Parish Council. This year we gained bookings for Strengthology classes and also for children's and adult dance classes. Children's parties regularly take up slots at the weekends as the hall is large enough to accommodate bouncy castles indoors. We have not however hosted as many wedding receptions or full-day events this year.

During last summer we installed a new brighter, high-definition projector, partly funded by the profits from the Colwall Flicks group. This has meant that we now don't always have to black out the hall for daytime events or when the evenings get lighter. This year we also funded some essential repair work to the carpark which, with the increased use due to the school traffic, was starting to break up in areas. Some external painting and other minor work was done. We were fortunate to secure a lottery grant to allow us to change the emergency exit from the kitchen and install a ramp so that this is now wheelchair friendly; we continue to monitor the available grants for improvements to village halls. With the dramatic increase in fuel costs, gas in particular, we have had to raise our hire rates proportionately, but our users have understood this need and we have not lost any of our regulars. While we already had a smart electric meter, we have this year had installed a smart gas meter, although currently there seems to be an issue with our suppliers interfacing with this meter.

The hall continues to be a popular and well-used facility, witness that we have very few weekday slots now available to hire. We are very lucky in that unlike some other village halls we do not seem to have to work hard to promote the venue, as presumably our reputation and facilities speak for themselves and potential hirers come to us. The loss of the daily morning preschool group a year or so ago did cause us concern, but gradually most of the mornings in the hall are now filled again. We do of course have a list of projects we would like to pursue or purchases we would like to make and these will happen as and when the money becomes available.

Colwall Trustees
June 2024

Independent Examiner's Report to the Trustees of Colwall Village Hall

I report on the accounts of Colwall Village Hall, Charity (No.1016958), for the year ended 31st March 2024, which are set out on pages 5 to 7.

Respective responsibilities of the Trustees and examiner

As Trustees you are responsible for the preparation of the accounts. You consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you, as Trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view, and the report is limited to those matters set out in the statement below.

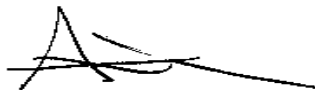
Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the Trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 130 of the Charities Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Charities Act; or
2. to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Andrew Tannatt Nash FCMA MBA

The Practice
2 New Street
Ledbury
Herefordshire HR8 2DX
25th February 2025



COLWALL VILLAGE HALL

Income and Expenditure for year ended 31st March 2024

<u>OPERATING INCOME</u>	<u>2023/24</u>	<u>2022/23</u>
Bank Interest	706	160
Donations Grants	11,093	2,373
Electricity Feed-in Tariff	805	1,642
Equipment Hire	125	140
Lettings	25,650	20,441
Miscellaneous Income		133
	<u>38,379</u>	<u>24,889</u>
 <u>OPERATING EXPENDITURE</u>		
Administration	22	686
Annual Service Contracts Licences	969	390
Bank Charges	90	83
Caretaker Cleaner	3,722	3,695
Crockery Glassware replacement	0	46
General Maintenance Supplies	4,037	5,870
Ground rent lease		0
Insurance	3,008	0
Performing Rights Levy		132
Utilities	8,600	5,707
	<u>20,448</u>	<u>16,609</u>
Operating surplus/deficit	17,931	8,280
 NON-OPERATING INCOME		
	0	0
 NON-OPERATING EXPENDITURE		
Capital Expenditure	19,364	2,646
Equipment replacement	2,263	0
Non-Operating Surplus/Deficit	<u>-21,627</u>	<u>-2,646</u>
 Net Surplus/Deficit	 <u>-3,696</u>	 <u>5,500</u>

COLWALL VILLAGE HALL
 Asset Statement as at 31st March 2024

	2023/24	2022/23
<u>Notes</u>	<u>£</u>	
Net Assets at 01 April 2023	46,215	40,581
Net Surplus/ Deficit	-3,696	5,634
Net Assets at 31 st March 2024	42,519	46,215

Represented by:

Bank Account Current	9,924	11,945
Deposit (Savings) Account	32,595	34,270
	42,519	46,215

COLWALL VILLAGE HALL
Notes to the Accounts for the year ending 31st March 2024

1. Accounting policies

General

The financial statements have been prepared under the cash accounting method in accordance with the provisions of the Charities Act 2011 and the applicable guidelines issued by the Charity Commission for England and Wales. The accounts are prepared on a receipts and payments basis, with transactions recorded at the point cash is received or paid out.

Receipts and Payments Basis:

Income is recorded when received, not when earned.

Expenditure is recorded when paid, not when incurred.

Fixed Assets

Fixtures, fittings, equipment and small improvements to Land and Buildings have traditionally been purchased from the designated fund for this purpose, amassed from fundraising efforts. They are written off in the year of purchase. However, the Committee has now decided to transfer any remaining balance from the annual surplus on the General Operations Account (remaining after the annual transfer to the Repairs Reserve Fund) to meet such expenses. These assets are insured to the value of £41,624.

Restricted and Unrestricted Funds:

The charity maintains records of restricted and unrestricted funds. Restricted funds are used in accordance with the donor's wishes, while unrestricted funds are used at the discretion of the trustees for the general purposes of the charity. Transfers between funds are recorded as cash movements.

Grants and Donations:

Grants and donations are recognised as income when received. Any grant conditions or performance obligations are disclosed separately if material to understanding the charity's financial position.

Going Concern:

The trustees consider the charity to be a going concern, with adequate resources to continue operations for the foreseeable future.

2. Legacy. The Legacy of £10,000, received in 1997, has now been fully spent.

3. Trustees remuneration and expenses

No remuneration, directly or indirectly, was paid, or was payable, out of the funds of the charity to any trustee or to any person, or persons known to be connected, with any trustee during the year. No reimbursement of expenses has been made or is due to be made.