

CHARITY REGISTRATION NUMBER: 1109314

Rolvenden Village Hall
Unaudited Financial Statements
31 March 2025

DAVID PAYNE
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Sportsman Farm
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Tenterden
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Rolvenden Village Hall

Financial Statements

Year ended 31 March 2025

	Page
Trustees' annual report	1
Statement of financial activities	5
Statement of financial position	6
Statement of cash flows	7
Notes to the financial statements	8
The following pages do not form part of the financial statements	
Detailed statement of financial activities	16
Notes to the detailed statement of financial activities	17

Rolvenden Village Hall

Trustees' Annual Report

Year ended 31 March 2025

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

Chair's report

RVH CHAIRMAN'S REPORT 31st March 2025.

The running and care of Rolvenden Village Hall is carried out by the Management Committee, consisting of trustees and officers, those being the secretary and treasurer. The day to day running of the hall is entrusted to our Hall Manager, our only employee, Ben Collins.

For many years the number of trustees had been in double figures ranging from 11 to 17. Up to about three years ago the trustees numbered eleven who shared the duties of maintenance and cleaning arrangements; policy making and implementation; clerical work and filing; carrying out regular premises assessments; financial management; assisting in the running of clubs and the arrangement of special or one-off events.

For the past two years, due to a decrease in numbers, the committee now consists of only three trustees (the minimum number needed according to the Deed of Trust for the hall); a secretary; a treasurer (who is soon to retire from the role) and the Hall Manager (who is also the cleaner).

Despite this dwindling number of trustees, the current committee has managed to have a productive year in relation to both the management and improvement of the hall facilities. The hall continues to provide a rented space for Rolvenden Preschool which operates four days per week during term time.

In September 2024 the alarm system was updated to replace a failing system. Combined with the Hallmaster online booking system, this allows hirers to enter via a numeric code, and disarm the building alarm via a proximity tag, without the necessity of the hall manager to be in attendance. In October 2024, following more than twenty years of wear, and after much research, Reflex Sports of Chertsey, were hired and carried out a total strip down of the wooden floor surface and then applied a protective layer of sealing material. The result was a great new surface for sports, exercise and dancing. The winter of 2024/5 hit the village hall with hefty energy costs due to the cold weather and spiralling fuel supply costs. The gas and electric bills for the last financial year were over £7000 pounds, more than double what it was 2 years ago. With no sign that energy costs would decrease in the future a decision was made to explore methods of energy saving systems that could be installed in the hall. Research showed that a company called Heating Save has a history of installation of BEMS in village halls, their advertisement showing an installation at Northiam Village Hall in 2020. Trustees made contact with the chairman of Northiam Village Hall and we were invited to inspect their building energy management system which links with their online booking system. Following an informative visit the decision was made to pursue the project of installation of a BEMS by Heating Save. After many emails and phone calls sharing building layouts and expectations, an

Rolvenden Village Hall

Trustees' Annual Report *(continued)*

Year ended 31 March 2025

estimate, was received and accepted, backed up by a site visit by their travelling representative, himself a trustee of a village hall.

The cost of installation will be approx. £7442.03 with an addition £800 to modify the present heating system, before the installation can take place. Grant funding was sought by the secretary and obtained to the tune of £4360. A deposit has been paid to Heating Save and work is expected to commence in May/June 2025.

A further energy saving project under consideration is the installation of solar roof panels and battery storage to supplement the electrical demand of the hall. This would be dependent upon the availability of grant funding to make the scheme viable.

Whilst it's easy to write cheques for capital projects, those costs need to be balanced by a healthy income. We are fortunate to have several groups which are regular hirers of the hall for recreational purposes, such as Kick Boxing, Pickleball, Badminton, Art Classes, Yoga, Pilates, Pokémon club, Village Market, Rhythm of Life Choir and ballroom dancing. All of these groups provide a regular income, coupled with various one-off events such as Gardening society shows, a Country and western event and private bookings.

Even with all the efforts of the trustees, officers and hall manager, it is vital for the future of the village hall and for the benefit of the local community, that the work to promote and prolong the success of the village hall is carried out by a strong and dedicated group of individuals working as a team. To that end, the hall needs more trustees and volunteers, perhaps with specific skills and attributes to carry out the tasks that are necessary for the health of this wonderful village facility. The current low level of trustees makes it almost impossible to continue to run the village hall.

Kevin May (Chairperson)

Reference and administrative details

Registered charity name Rolvenden Village Hall

Charity registration number 1109314

Principal office

The trustees

Mrs V Hodge	
Mr A Hinge	(Appointed 1 October 2024)
Mr R Woollett	(Resigned 31 March 2025)
Mr K May	
Mrs J May	(Resigned 30 September 2024)

Accountants

David Payne
Chartered accountants
Sportsman Farm
St Michaels
Tenterden
Kent
TN30 6SY

Rolvenden Village Hall

Trustees' Annual Report *(continued)*

Year ended 31 March 2025

Structure, governance and management

Rolvenden Village Hall was originally constituted under a lease and trust deed dated 14th April 2000. The charity status was temporarily suspended until the legal status of the new lease had been resolved. There is now a new trust deed dated 22nd March 2005 and the charity was registered as a charity again on 4th May 2005.

Objectives and activities

The objects of the management committee are to hold upon trust a property for the purposes of a village hall for the use of the inhabitants of Parish of Rolvenden, Kent without distinction of political, religious or other opinions including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the life of the said inhabitants.

Significant Activities

The main activity of the charity is that of providing the village hall for hire to various groups and for various activities.

Public Benefit

In accordance with the Charities Act 2011 the Trustees can report that the charitable public benefits provided by the Village Hall during the year include the following:

- a) The advancement of education
- b) The advancement of religion
- c) The advancement of health and saving lives
- d) The advancement of citizenship or community development
- e) The advancement of arts, culture, heritage or science
- f) The advancement of amateur sports
- g) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage
- h) Other purposes currently recognised as charitable and any new charitable purposes which are similar to another charitable purpose.

The Committee confirms that opportunities for the public benefit area not unreasonably restrictive either geographically or by means of ability to pay and fees charged.

The Management Committee have complied with the duty of Section 17(5) of the Charities Act 2011 to have regard to the public benefit guidance of the Charity Commission.

Achievements and performance

The aim of Rolvenden Village Hall Management Committee is to maintain and operate this important village resource for the benefit of parish residents and the wider community.

Financial review

It is the policy of the Management Committee to maintain unrestricted funds, which are the free reserves of the association, at a level which equates to approximately six months of unrestricted expenditure. This provides sufficient funds to cover management and administration costs and to respond to emergency expenditure which arises from time to time. Unrestricted funds were maintained at this level throughout the year.

Rolvenden Village Hall
Trustees' Annual Report *(continued)*
Year ended 31 March 2025

The trustees' annual report was approved on 10 May 2025 and signed on behalf of the board of trustees by:

Mr K May
Trustee

Rolvenden Village Hall
Statement of Financial Activities
Year ended 31 March 2025

		Unrestricted funds	2025 Restricted funds	Total funds	2024 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	4	–	6,060	6,060	919
Charitable activities	5	38,700	–	38,700	31,229
Investment income	6	885	–	885	657
Total income		<u>39,585</u>	<u>6,060</u>	<u>45,645</u>	<u>32,805</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising donations and legacies	7	41,238	1,700	42,938	32,551
Total expenditure		<u>41,238</u>	<u>1,700</u>	<u>42,938</u>	<u>32,551</u>
Net income and net movement in funds		<u>(1,653)</u>	<u>4,360</u>	<u>2,707</u>	<u>254</u>
Reconciliation of funds					
Total funds brought forward		381,198	–	381,198	380,944
Total funds carried forward		<u>379,545</u>	<u>4,360</u>	<u>383,905</u>	<u>381,198</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 8 to 14 form part of these financial statements.

Rolvenden Village Hall
Statement of Financial Position
31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible fixed assets	11	332,614	337,008
Current assets			
Cash at bank and in hand		52,191	45,090
Net current assets		<u>52,191</u>	<u>45,090</u>
Total assets less current liabilities		384,805	382,098
Accruals and deferred income		900	900
Net assets		<u>383,905</u>	<u>381,198</u>
Funds of the charity			
Restricted funds		4,360	–
Unrestricted funds		379,545	381,197
Total charity funds	13	<u>383,905</u>	<u>381,197</u>

These financial statements were approved by the board of trustees and authorised for issue on 10 May 2025, and are signed on behalf of the board by:

Mr K May
Trustee

The notes on pages 8 to 14 form part of these financial statements.

Rolvenden Village Hall

Statement of Cash Flows

Year ended 31 March 2025

	2025	2024
	£	£
Cash flows from operating activities		
Net income	2,707	254
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	4,394	4,439
Other interest receivable and similar income	(885)	(657)
Accrued expenses	–	900
<i>Changes in:</i>		
Trade and other creditors	–	(1,734)
Cash generated from operations	<u>6,216</u>	<u>3,202</u>
Interest received	885	657
Net cash from operating activities	<u>7,101</u>	<u>3,859</u>
Net increase in cash and cash equivalents	7,101	3,859
Cash and cash equivalents at beginning of year	45,090	41,231
Cash and cash equivalents at end of year	<u>52,191</u>	<u>45,090</u>

The notes on pages 8 to 14 form part of these financial statements.

Rolvenden Village Hall
Notes to the Financial Statements
Year ended 31 March 2025

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Rolvenden Village Hall, Maytham Road, Rolvenden, Tenterden, TN17 4ND, Kent.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Rolvenden Village Hall

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Rolvenden Village Hall

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Long leasehold property - 1% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Rolvenden Village Hall

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Grants			
Grants	–	6,060	6,060
	<u>–</u>	<u>6,060</u>	<u>6,060</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Grants			
Grants	919	–	919
	<u>919</u>	<u>–</u>	<u>919</u>

Rolvenden Village Hall

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

5. Charitable activities

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Hall & Equipment Hire	<u>38,700</u>	<u>38,700</u>	<u>31,229</u>	<u>31,229</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Bank interest	<u>885</u>	<u>885</u>	<u>657</u>	<u>657</u>

7. Costs of raising donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Costs of raising donations and legacies - Hall Rental	<u>41,238</u>	<u>1,700</u>	<u>42,938</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Costs of raising donations and legacies - Hall Rental	<u>32,552</u>	<u>—</u>	<u>32,551</u>

8. Net income

Net income is stated after charging/(crediting):

	2025 £	2024 £
Depreciation of tangible fixed assets	<u>4,394</u>	<u>4,439</u>

9. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025 £	2024 £
Wages and salaries	11,700	10,725
Social security costs	359	147
Employer contributions to pension plans	164	123
	<u>12,223</u>	<u>10,995</u>

The average head count of employees during the year was 1 (2024: Nil).

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

Rolvenden Village Hall

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

10. Trustee remuneration and expenses

no remuneration or other benefits from employment with the charity or a related entity were received by the trustees

11. Tangible fixed assets

	Freehold property £	Long leasehold property £	Total £
Cost			
At 1 April 2024 and 31 March 2025	<u>409,727</u>	<u>29,675</u>	<u>439,402</u>
Depreciation			
At 1 April 2024	94,894	7,500	102,394
Charge for the year	<u>4,097</u>	<u>297</u>	<u>4,394</u>
At 31 March 2025	<u>98,991</u>	<u>7,797</u>	<u>106,788</u>
Carrying amount			
At 31 March 2025	<u>310,736</u>	<u>21,878</u>	<u>332,614</u>
At 31 March 2024	<u>314,833</u>	<u>22,175</u>	<u>337,008</u>

12. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £164 (2024: £123).

13. Analysis of charitable funds

Unrestricted funds

	At 1 April 2024 £	Income £	Expenditure £	Transfers £	At 31 March 2025 £
General funds	<u>381,198</u>	<u>39,585</u>	<u>(41,238)</u>	<u>—</u>	<u>379,545</u>
	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 March 2024 £
General funds	<u>371,802</u>	<u>32,805</u>	<u>(32,552)</u>	<u>9,142</u>	<u>381,197</u>

Rolvenden Village Hall

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

13. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2024 £	Income £	Expenditure £	Transfers £	At 31 March 2025 £
Restricted Fund	<u>—</u>	<u>6,060</u>	<u>(1,700)</u>	<u>—</u>	<u>4,360</u>

	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 March 2024 £
Restricted Fund	<u>9,142</u>	<u>—</u>	<u>—</u>	<u>(9,142)</u>	<u>—</u>

14. Analysis of changes in net debt

	At 1 Apr 2024 £	Cash flows £	At 31 Mar 2025 £
Cash at bank and in hand	<u>45,090</u>	<u>7,101</u>	<u>52,191</u>

Rolvenden Village Hall
Management Information
Year ended 31 March 2025

The following pages do not form part of the financial statements.

Rolvenden Village Hall
Detailed Statement of Financial Activities
Year ended 31 March 2025

	2025 £	2024 £
Income and endowments		
Donations and legacies		
Grants	<u>6,060</u>	<u>919</u>
Charitable activities		
Hall & Equipment Hire	<u>38,700</u>	<u>31,229</u>
Investment income		
Bank interest	<u>885</u>	<u>657</u>
Total income	<u><u>45,645</u></u>	<u><u>32,805</u></u>
Expenditure		
Costs of raising donations and legacies		
Wages and salaries	11,700	10,725
Employer's NIC	359	147
Pension costs	164	123
Rates and water	1,105	841
Light and heat	6,241	4,379
Repairs and maintenance	11,466	3,081
Insurance	614	941
Telephone	172	606
Other office costs	1,148	790
Depreciation	4,394	4,439
Accounts fees	808	871
Cleaning	5,016	4,963
Subscriptions	(344)	549
Bank Charges	95	96
	<u>42,938</u>	<u>32,551</u>
Total expenditure	<u><u>42,938</u></u>	<u><u>32,551</u></u>
Net income	<u><u>2,707</u></u>	<u><u>254</u></u>

Rolvenden Village Hall

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2025

	2025	2024
	£	£
Costs of raising donations and legacies		
Costs of raising donations and legacies - Hall Rental		
Wages and salaries	11,700	10,725
Employer's NIC	359	147
Pension costs	164	123
Rates & water	1,105	841
Light & heat	6,241	4,379
Repairs & maintenance	11,466	3,081
Insurance	614	941
Telephone	172	606
Other office costs	1,148	790
Depreciation	4,394	4,439
Accountants Fees	808	871
Cleaning	5,016	4,963
Subscriptions	(344)	549
Bank Charges	95	96
	<u>42,938</u>	<u>32,551</u>
Costs of raising donations and legacies	<u>42,938</u>	<u>32,551</u>
