VINGTON VILLAGE HALL
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Stevington Village Hall
Court Lane
Stevington
MK43
7QT

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Stevington Village Hall

Trustees Report for the year ended 31 December 2025

STEVINGTON VILLAGE HALL
REGISTERED CHARITY

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Introduction

The village of Stevington with a population of circa 750 people is situated approximately 6 miles northwest of Bedford. The Village Hall in Stevington is managed by Stevington Village Hall, a Charitable Incorporated Organisation (CIO), in conjunction with Stevington Parish Council who hold the land and buildings in trust on behalf of the residents of the village of Stevington.

The CIO was created in September 2023 with the closing down of Stevington Social Centre (an Unincorporated Charitable) who previously managed the Village Hall. The CIO (Charitable Incorporated Organisation), is a legal structure specifically for charities in the UK, providing them with corporate benefits like limited liability for trustees and the ability to hold assets and contracts in their own name.

The assets managed include: the village hall building; car park; play area; and the recreation area including football pitch. In addition to managing the Village Hall assets, Stevington Village Hall promote cultural and social events on behalf of the village.

The Stevington Village Hall CIO, had formerly requested the transfer of the land and buildings from Stevington Parish Council to the Stevington Village Hall CIO. Further discussions have been held during the year and it has been decided that there will be no change in the ownership of the land and buildings.

Objectives and Activities

Charitable Objectives

The objectives of the CIO are to establish and run a village hall and to promote for the benefit of the inhabitants of the parish of Stevington and the surrounding area ("area of benefit") without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Activities

The activities of Stevington Village Hall are to:

(1) Support the recreational and sporting use of the hall and grounds for all ages (2) Organise, provide and promote educational and cultural activities throughout the year reflecting the interests of the residents

(3) Increase and widen the participation for events in the Village Hall

(4) Ensuring that the hall and grounds comply with all statutory requirements

(5) Maintaining the assets of the Holding Trustees (Stevington Parish Council) and those of Stevington Village Hall CIO
(6) Providing a safe environment for all users of the hall
(7) Operating the hall and grounds in a manner which is financially independent from Stevington Parish Council, with a limited number of exceptions such as insurance and certain aspects of grounds maintenance. These activities are delivered along semi commercial lines by making the assets available for hire to people and organisations who are residents and non-residents, reflecting those differences in the charging structure.

Guidance issued by the Charity Commission

The trustees have had regard to the guidance issued by the Charity Commission on public benefit

Contribution made by volunteers

All of the Stevington Village Hall activities are delivered by volunteers. The Stevington Village Hall does not directly employ any people. It is estimated that throughout the year we have approximately 60 volunteers. All activities are delivered by volunteers or contractors and we need to take steps to ensure that their status as regular contractors are maintained and that they are not classed as employees.
We would like to thank all volunteers for their services in 2025 with a particular mention to Hugo Van Kempen for managing the 100 Club.

Achievements and Performance

2025 has been a good year with the new team working very well together. The outgoing committee have been available to offer support where needed which has been much appreciated.

Hall Management

During the year, Debbie Collins took on the role of Hall and Bookings Manager and is doing a great job in increasing bookings and improving the general efficiency of the booking process.

Along with the routine tasks that this role is required to undertake, a key part of it, is to promote the Hall as a good venue available for hire.

Events organised during the Year

- 12k race
- Barn dance
- Cheese and Wine evening
- An evening presentation by a former Concorde pilot
- Fireworks display
- Christmas party

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- Guitar concerts

Regular Clubs

- Cinema Club
- Bowls club
- 100 club (thanks to Hugo Van Kempen).
- Football Club (Oakley) ▪ Table Tennis ▪ Yoga

Bookings General Update

- The same clubs have continued in the year with the tariffs on some being increased
  - NHS bookings started again
- Hall enquiries and hires increased in the year
- Tariffs have been updated
- Booking process has been improved with a better booking form and a feedback form is automatically sent after each hire

Website & Marketing

- The website is regularly updated
- A Facebook page is kept up to date to promote Village Hall and events
- Contributions to the Village Magazine articles are made every quarter

Structure, Fabric and commercial updates

- Roof repairs completed on the west side
- Solar panel and storage battery installation completed
- Paving repaired outside main entrance
- Block paving repaired at the rear terrace
- Goal post hangers installed
- Car park lighting fixed
- Electrical wiring remedial works have been completed
- New racking to container completed
- New bar pricing and stock taking regime

Emergency Resilience Centre

- The committee continues to offer the hall as a resilience centre for emergencies. The groups also has access to the rear compound for thé storage of equipment for the Village Flood Group.

Achievements and Performance Summary

- The Trustees are satisfied that the Charity objectives have been met.

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Financial Review

The figures being presented in this report are for the year to 31 December 2025.

There were no employees and all work was carried out by volunteers or contractors. The accounts have been prepared on a cash basis.

Income

Income for the period totalled E49,709. A significant part of this income was a lottery grant and local funding for the installation of solar panels at the hall. The grants received in the year totalled E24,769.

Events held in the period provided a positive cash flow to the Village Hall.

The cinema club has continued to be successful and made a net contribution to funds of 2,881

The 100 Club with a membership of about 83 people provides regular income for the hall through a monthly lottery.

One-off hall hires increased significantly in the year to E5,623, in the prior reporting period they totalled E3459

A Total of E751 was received from the hosting of the Guitar concerts, of which €524 was from ticket sales and the balance from bar sales.

For bar and kitchen stock we would normally expect wastage of between 5 and 10% as stock goes out of date or only part consumed. We aim to add a 100% markup to the purchase cost of snacks and drinks to cover profit, overheads and wastage and this will be reviewed regularly.

Expenses

Expenses in the period totalled f45723, of which E25,137 was for the installation of solar panels at the village hall. A breakdown of all other costs is shown in the attached.

Utility charges remained a significant cost in the year. As noted in the previous report it was found that electricity had not been charged at the correct rate. This has now been rectified and an agreed payment plan spread over 12 months was agreed with the supplier. Now that the solar panels have been installed, we should see a decrease in the electricity bill going forward.

Repairs and Maintenance costs increased compared to the prior period and information on works undertaken is shown on page 6 of this report.

Fixed assets

Assets are valued at their net realisable value, ie their depreciated value rather than their replacement value.

Bar stock

In prior periods a large level of stock has been held. This was as a result of wanting to take advantage of special offers ie 25% off on multiple purchases of wine etc. Given that these offers are now very frequent and to improve cash flow, it was decided that a stock system should be introduced. This system took effect from 1 January 2026.

Bank accounts

There are 4 bank accounts held by the Village Hall, 3 with Barclays and I Natwest account. The Natwest Account is purely for flOO club. There is a general Barclays account, A cinema Club account and a premium account into which some surplus funds were transferred in the year. These surplus funds earnt interest of €128.

Reporting Public Benefit

The Village Hall does not make general donations or provide financial support unless linked to the Charity objectives. Public Benefit is delivered through the provision of hall and recreational spaces together with community events and activities as listed earlier in this report. Sometimes these events and activities make a loss but are still delivered as they are perceived to be delivering a public benefit.

Independent Inspection of Accounts

With Income (excluding donations and grants) exceeding E25,000, we are required to have the accounts independently examined by the Charity Commission. The Trustees wish to thank Gareth King for carrying out an inspection of the accounts and making recommendations for improving financial management. The inspection report is attached.

Reserves Policy

A Finance Policy has been developed and adopted by the executive to operate the finances to ensure a minimum bank balance of €1,000 is available to deal with emergency repairs. The balance of any cash reserves is held in current account bank accounts. While interest rates have risen recently providing an opportunity to transfer reserves into savings accounts, interest rates are expected to fall back again soon, hence this doesn't need to be a priority. A maximum float of €250 for cash payments is held by the Treasurer, mainly in coins, to support bar and kitchen turnover in connection with the Cinema Club and live events.

The Management of Cash

Where possible receipts and payments are managed electronically through our bank accounts, typically online and using debit cards with very occasional payment via cheques. Since Covid there has been a policy of taking cashless payments and these have been met through the use of card reading machines purchased for that purpose in combination with iPads to track the expenditure categories and as Trustees we welcome that change. There is no longer large amounts of cash from events and bar sales and only one club pays hire costs in cash, all of which is used to fund any floats and the IOOclub winnings.

Structure Governance and Management

Governing Document

The structure, governance and management of the Charity is set out in the new CIO Stevington Village Hall governing document.

How the Charity is constituted

For practical purposes the Charity is managed through:

- an Executive (Chair, Treasurer, Secretary);
- a Committee that represents users of the hall together with the Executive;
- Trustees who are also Committee members.

The Trustees

There were five Trustees during 2025. The trustees who held office during the year were:

Mr S Cole

Mrs B Collins

Mr G Thomas

Mrs L Penney

Mr J Surtees (Stevington Parish Council representative)

Governance updates

We have a range of policies and procedures covering:

- Financial controls • Safeguarding
- Financial reserves
- Trustee conflicts of interest
- Health and Safety
- Risk management
- Booking Terms and conditions

These continue to be reviewed and amended as and when needed.

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REGISTERED CHARITY: 12

Financial Statementfor the year Ended 31st December 2025

Accounts at 31 December 2025

Stevington Village Hall

Income and Expenditure Statement

Receipts E

Income

Events	14,097
100 Club	2,211
Hire of Hall & Grounds	5,623
Grants received in the year	24,769
Cinema Club	2,881
Other income	128
TOTAL INCOME	49,709

Caretaking & Cleaning	5,193
Utility Charges	5,075
Licences/Software	596
Repairs & Maintenance	3,450
Food and Wine	4143
Mobile	108
Equipment/F&F	25,381
Other Costs	1,777
EXPENDITURE	45,723

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A **Independent Exami**

Report to the trustees	Stevington Village Hall		
On accounts for the year ended	31 December 2025	Charity no (if any)	1204630

Set out on pages

(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 31/1212025

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 statement I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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:

Mr Gareth King

Date: 19 AUG 26

Name:

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

Address:

17 Burridges Close
Stevington
Bedfordshire. MK43 7QE

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.	I am happy to see that a stock control system for the bar was put in place with effect from IJanuary 2026. It is important that as this is a bar for the Village Hall, that there is good stock control. Consideration needs to be given to the variety of products that are offered which will reduce stock wastage. It is also important that a first in first out system is used which in tum will reduce stock wastage. Given that costs have increased a great deal over the last few years, I would like to see that the sales price of bar items and food offerings at events are reviewed on an annual basis.

VILLAGE HALL

STEVINGTON VILLAGE HALL
REGISTERED CHARITY

All as approved by the Trustees:

Steve Cole .....

25/8/26

Signature..Dated.

Gary Thomas

.....

Signature.. Dated.

24/8/26

Linda Penney

.....

S ignature.. Dated.

I +/p/2L

Barbara Collins

Signature.. B.R. Collins Dated..

17/8/26

James Surtees

S ignature,.. .....

Dated . . 26/08/2026

Prepared on behalf of the Trustees by:

Fiona Hart Ives (Treasurer) .....

.date

d. 26.8.26