Twyning Village Hall

Trustees' Annual Report Charity Number: 203797

Reporting Period: 01/01/2025 – 31/12/2025

1. Introduction

Charity Name: Twyning Village Hall **Charity Number:** 203797

Principal Address: Fleet Rd, Twyning, Tewkesbury GL20 6DG

Trustees during the reporting period:

- Marguerite Joan Ball – Chair
- Claire Harvey – Secretary
- Hilary Caudle – Treasurer
- Other Trustees:
  Francois Chatron-Michaud
  Katerina Draper
  Catherine Goode
  Nigel Guilding
  Judith Mendelssohn
  Lucinda Morgan
  Clive Stanley
  Susan Stievenart
  Anthony John Westcott

Charitable Purpose: Twyning Village Hall exists to provide a safe, accessible and affordable community space for residents, local organisations and social groups within Twyning and the surrounding area.

2. Objectives & Activities

The trustees confirm that they have complied with their duty to have regard to the Charity Commission's guidance on public benefit.

Our objectives for the year were to:

- Provide a welcoming venue for community activities
- Support local groups and organisations
- Maintain and improve the hall facilities
- Ensure the hall remains financially sustainable

Activities delivered:

- Regular hire by community groups, including Parish Council, Fitness Groups, Women's Institute, Luncheon Club, Twyning Players, Patchwork Group, Playgroup.
- Social events and private functions
- Fundraising activities
- Routine maintenance and building management

3. Achievements & Performance

Key achievements this year:

- Total number of bookings: 16 Regular Users of the hall on a weekly basis throughout the year, 49 bookings per week 10 months of the year except August and December when there are only approx. 14 bookings a month.
- New groups using the hall: 22 (parties)
- Centenary Party held in June to promote the hall - NOT to raise funds
- Volunteer contributions: Continual control of the running of the hall

Challenges faced:

- Nil

4. Public Benefit Statement

The trustees have considered the Charity Commission's guidance on public benefit. Twyning Village Hall provides a community facility that is open to all residents and organisations. The hall supports social wellbeing, recreation, education and community cohesion by offering an affordable and accessible venue for a wide range of activities.

5. Financial Review

Summary of financial performance:

- Total income: £25,335
    - Hire fees: Range from £8 - £20 per hour, dependant if you are a resident of Twyning
    - Fundraising: NIL
- Total expenditure: £20,080.49
    - Utilities: £3951.29
    - Insurance: £1,185.36

- Repairs/maintenance: £6,270.31
- Improvements: Exterior and gutter repair £2,947.00

6. Governance & Management

Structure: Twyning Village Hall is managed by a committee of trustees who meet monthly (except August and December) to oversee operations, finances and maintenance.

Key governance arrangements:

- Financial controls in place
- Insurance maintained
- Risk assessments carried out
- Safeguarding considerations for groups using the hall
- Policies reviewed annually

Trustee changes:

- Appointments: Katerina Draper, Susan Stievenart
- Resignations: Simon Clayson

7. Risk Management

The main risks identified by the trustees include:

- Building maintenance and unexpected repair costs
- Financial sustainability
- Health & safety compliance
- Safeguarding responsibilities for hirers

Mitigation measures:

- Regular inspections
- Maintaining adequate reserves
- Ensuring appropriate insurance
- Clear hire agreements and safety procedures

8. Plans for the Coming Year

Priorities for next year include:

- Planned maintenance: Floor Polish

- Equipment or facility upgrades: Upgrade the Cooker; upgrade hall lights to LED
- Increasing community engagement and hall
- Improving accessibility or energy efficiency

9. Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the Charities Act 2011. They must ensure proper accounting records are kept, safeguard the charity's assets, and take reasonable steps to prevent fraud and financial mismanagement.

10. Approval of the Report

This report was approved by the trustees on 7 October 2026.

Signed:

Chair: Marguerite Joan Ball

Secretary: Claire Harvey

Twyning Village Hall Management Committee

Summary Financial Performance

	2024 Actual	Dec-25	Year to Date	Budget
Income				
Existing lettings/income	13,222.00	1,090.00	12,669.10	13,500.00
Casual Lettings	2,092.50	-5.00	2,015.75	2,500.00
Film Night	0.00	0.00	0.00	0.00
Total lettings income	15,314.50	1,085.00	14,684.85	16,000.00
Village Lottery net income	5,047.20	845.75	5,229.77	6,000.00
Interest	759.84	62.68	744.85	850.00
Barclays Interest	95.86	76.92	343.42	200.00
Fundraising/Donations	0.00	0.00	1,020.00	400.00
Feed in Tarrif	2,417.92	430.71	3,312.26	2,500.00
TOTAL INCOME	23,635.32	2,501.06	25,335.15	25,950.00
Expenditure				
Capital Account Expenses	499.00	0.00	945.24	1,000.00
Cleaning	228.07	0.00	386.54	500.00
Wages	3,906.00	387.50	4,452.50	5,500.00
Insurance	1,156.59	0.00	1,185.36	1,200.00
Equipment servicing and testing	819.71	0.00	253.06	2,000.00
Licences	668.43	0.00	847.65	900.00
Repairs and maintenance	4,674.31	867.00	6,270.31	5,000.00
Water	614.58	70.49	936.52	800.00
Electricity	2,329.82	132.00	2,671.85	5,000.00
Telephone	331.62	30.99	342.92	450.00
Miscellaneous	59.99	15.00	1,732.55	350.00
Postage and Stationery	193.37	0.00	55.99	250.00
TOTAL EXPENDITURE	15,481.49	1,502.98	20,080.49	22,950.00
Operating income/(loss)	8,153.83	998.08	5,254.66	3,000.00
Funds B/Fwd	112,622.16		120,775.99	120,775.99
Funds C/Fwd	120,775.99	998.08	126,030.65	123,775.99

Represented By		
Current Account	10547.2	9,525.82
Petty Cash	0	0.00
Lottery Bank Account	10989.44	15,724.11
Barclays Business Saving	26095.86	26,439.28
Deposit Account	73125.45	73,870.30
Total Bank and Cash	120,757.95	125,559.51
Net (Creditors)/Debtors	18.04	471.14
Total funds	120,775.99	126,030.65

I certify that I have checked the records of the Twyning Village Hall Management Committee for the 12 months 1-1-2025 to 31-12-2025 and believe that this summary reflects their activities for this period.

A.J. Tombs (ACMA) 16/2/2026

Twyning Village Hall Management Committee

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