TRUSTEES' ANNUAL REPORT

1. Reference and Administrative Details

- **Charity name:** West Pennard Village Hall
- **Charity number:** 233127
- **Reporting period:** 1st January 2025 to 31st December 2025
- **Principal address:** West Pennard Village Hall, Newtown, West Pennard, Glastonbury, Somerset BA6 8NL
- **Trustees:** Patrick Boyle, Alan Forscutt, Jane Susan Hobbs, Karen Patricia Russell and Holly Jeane Smith.

Throughout this report, West Pennard Village Hall is referred to as WPVH.

2. Structure, Governance and Management

- The charity is governed by its constitution, dated 16th February 1938.
- The trustees are responsible for the overall management and administration of the charity, ensuring that its activities are carried out in accordance with its charitable purposes and that its funds are used appropriately.
- During the year, the trustees met four times to discuss the management, finances, maintenance and activities of the charity.
- Please note Warren Cowan became a trustee in 2025, he resigned in August 2026.

3. Charitable Purposes and Activities

- The charity's purpose is to provide and maintain a village hall for the use and benefit of the inhabitants of West Pennard and the surrounding area, without distinction of political, religious or other opinions, for recreational, social, educational and other charitable purposes that promote community life and social wellbeing.
- During the year, the charity continued to further its purposes through fundraising events organised by the Events Committee, regular and occasional hall hire, and additional fundraising activities, including bar sales. The Maintenance Committee continued to focus on ensuring that the Hall and its facilities remain safe, well-maintained and fit for community use.
- These activities help to ensure that WPVH remains a welcoming, accessible and well-maintained facility for the local community. The Hall provides an important space for residents and local groups to come together, socialise, participate in activities and enjoy community events. Income generated through hall hire and fundraising enables the charity to maintain and improve the facilities, ensuring they continue to benefit both current and future generations.
- The trustees have had due regard to the Charity Commission's guidance on public benefit when making decisions relevant to the charity's activities.

4. Achievements and Performance

- During the reporting period, the charity achieved the following:
  - The WPVH Events Committee delivered a varied and engaging programme of events throughout 2025, successfully raising valuable funds for the Hall while providing inclusive, enjoyable and interactive activities for all ages. The events encouraged community participation, brought residents together and helped strengthen community spirit. Please see section 5 for specific events listing.
  - The WPVH Maintenance Committee continued to make improvements to the Hall and its facilities throughout 2025, while identifying and recording future maintenance and refurbishment requirements to support forward planning and ongoing monitoring.
  - WPVH continued to benefit from strong community support throughout 2025, with valuable contributions through volunteering, event sponsorship and ongoing support for the Hall and its activities.
  - Other benefits delivered to the community: First Aid Courses, complimentary community gatherings to ensure inclusivity within our community (such as the Christmas social – Christmas film & light-switching on) and beautiful gardens for those to reflect/enjoy in their own time.
- These activities furthered the charity's objectives by generating funds to maintain and improve a safe, welcoming and enjoyable community facility, while enabling continued investment in the building and equipment for the benefit of current and future generations.
- The trustees are grateful to all volunteers, supporters, donors and members of the community who contributed to the charity's work during the year.

5. Financial Review

- Financial summary for 2025:
  - Income = £35,049
  - Expenditure = £18,985
  - Gross Profit = £16,064
  - Funds excluding Reserved Funds = £6,146
  - Distributable Reserves / Retained Profit carried forward = £31,041
- The principal sources of income were:
  - Fundraising events organised by the WPVH Event Committee: Monthly Craft Mornings, Monthly Coffee Mornings, Monthly Pop-up Pubs, Horse Racing Evening, Lunch & Bingo events (x2), Lunch & Quiz, Skittles Social (x3), Darts Social (x2), Live Music events (x2), Table Tennis Socials (3-4 per month), Quiz and Cinema in the Hall.
  - Regular hall hire, such as: Yoga, Pilates, Ukulele Group, West Pennard Gardening Club, Badminton Group, Pickle Ball Group and Fitness Classes.
  - Private hire, such as: Birthday/anniversary parties, wakes, business hire (conferences/presentations), charity fundraisers (for other charities), yoga retreats, Glastonbury Festival training and dog training.
  - Application for grants
  - Donations e.g. individual's arranging plant & fruit/vegetable sales with all proceeds being donated to WPVH. Gift Aid forms are completed by donors where applicable.
- The main areas of expenditure included:
  - Maintenance – The Maintenance Committee undertook various maintenance, DIY and improvement projects throughout the year, such as the installation of new ceiling panels over the stage, additional electrical sockets & repainting the main Hall area. The projects are to enhance the appearance, safety and overall condition of the Hall and its facilities.
  - Utilities – water, electricity, oil & Wi-Fi.
  - Equipment – improvement/investment/replacement of equipment such as new kitchenware, new safety signs and cleaning kit.

- Bar Stock – stock holding for the onsite sale of alcohol, non-alcohol and light snacks (ready-to-eat products, purchased from wholesaler) for consumption on site.
- The trustees consider these funds sufficient to meet the charity's ongoing commitments and anticipated expenditure.

Reserves policy:

- **WPVH Reserve Policy:** The NatWest Reserve Account is maintained with a minimum balance of £5,000 to provide a financial contingency for unforeseen emergencies and unexpected expenditure.
- **New Kitchen Project:** £23,111 was raised by year-end (31st December 2025) for the new kitchen fund through fundraising and donations. Please note this includes the £9,000 illustrated within the listed restricted accounts, this accounts for one specific donation to this specific project.
- **Key deposit (£70):** holding for deposit of keys held by regular hall users.
- **200 Club (£680):** money donation for a fundraising scheme for 2026 membership, membership opened on 15th October and closes on 31st January 2026 for 2026 membership.
- **Garden Group (£2,905):** specific fundraising and donations for the Hall's garden and hanging baskets.
- **Secret Gardening Event 2027 (£200):** donation made for a specific fundraising event scheduled for the Summer of 2027.

6. Plans for the Future

- During the coming year (2026), the trustees intend to:
  - The WPVH Events Committee will plan, organise and review fundraising activities throughout 2026, ensuring events are inclusive, accessible and welcoming to residents of West Pennard and the surrounding area.
  - Regularly monitor the condition of the Hall through monthly inspections by the Hall Agent, ad-hoc reviews and formal committee meetings. Identify and prioritise maintenance, repairs and refurbishment projects, scheduling works according to safety requirements, available budgets and overall priority.
  - Explore additional fundraising opportunities, potential grant funding and other emerging priorities as they arise.
- The charity will continue to focus on delivering its charitable purposes and providing benefit to its intended beneficiaries.

7. Approval of the Report

We, the trustees of West Pennard Village Hall take our financial responsibilities seriously and seek to ensure that the charity's funds are managed appropriately and transparently. Although an independent examination was not legally required for the reporting period, the trustees chose to arrange one as an additional measure of financial oversight and due diligence.

This report was approved by the trustees on 27th October 2026.

Signed on behalf of the trustees:

Name: HOLLY JEANE SMITH

Position: CHAIRMAN

Signature: H.J.Smith

Date: 27th OCTOBER 2026

	A	B	C	F	G	H
1	**West Pennard Village Hall**					
2						
3		2025	2025		2024	
4	Balance sheet as at 31 December 2025	Dr	CR		Dr - Cr	Movement
5	Balance sheet items	£	£		£	£
9	**Current Assets(toggle additional rows)**	**£48,799**			**£30,273**	
10	Stock Adjustment	£3,187			£1,023	£2,164
11	Deferred Costs	£1,199			£3,317	£2,118
12	Trade Debtors	£1,480			£935	£546
13	Cash & Float in Till	£140			£0	£140
14	Bank Account: Business Current Account	£2,671			£19,956	£17,285
15	Bank Account: West Pennard Village Hall	£40,122			£5,042	£35,080
16	**less Current Liabilities(toggle additional rows)**		**£15,534**		**£4,921**	
17	Deferred Income		£1,480		£935	£2,415
18	Key Deposit (Hall Users)		£70		£110	£180
19	Restricted Funds-200 Club (Next Yr's) Y-End		£680		£125	£805
20	Restricted Funds-Garden Group		£2,905		£434	£3,339
21	Restricted Funds-Kitchen '25 Project		£9,000			£9,000
22	Restricted Fund-Secret Gardening Event 2027		£200			£200
23	Trade Creditors		£1,199		£3,317	£4,516
24	**Net Current Assets**	**£33,265**			**£25,352**	£7,913
25	**Total Assets**	**£33,265**			**£25,352**	£7,913
26	WPVH Charity - Equity					
27	**Retained Profit at Year End 2025**		**£31,041**			
28	**Total Owner's Equity**		**£33,265**		**£25,352**	£7,913
29						
30	**Roll**	**Date**			**Signature**	
31	**Independent Examiner (See IE Report)**	16/10/26			R.G.White	
32	**Chair**	19/10/2026			H.V. Smith	
33	**Treasurer**	19/10/2026			P. Bye	

West Pennard Village Hall Balance Sheet as of: 31st December 2025

Reserves	£23,639
Nat West Current Account	£2,671
Nat West Saver Account	£40,122
Petty Cash	£140
Total at Bank	£42,933
Stock	£3,187
Debtors	£1,480
Creditors	(£1,199)
Net Assets	£46,401

Independent Examiner's Report.

I am a retired Chartered Accountant and understand that this report will be attached to the accounts filed with the Charity Commission.

I have not carried out an audit of the accounts and procedures of West Pennard Village Hall.

I have examined the above balance sheet at the 31st of December 2025 prepared by your treasurer for 2025 David Johnson.

I have confirmed by examination that the relevant bank balances agree with statement for the two bank accounts.

I have reviewed the list of debtors and creditors and have discussed these with Mr. Johnson; I am satisfied that these have been prepared on a reasonable basis.

I am also satisfied that the stock summary has been prepared on a reasonable basis.

In conclusion I am satisfied that the assets and liabilities of the West Pennard Village Hall are correctly reflected in the balance sheet at the 31st of December 2025.

I have not reviewed internal controls procedures and do not express a view on the details of the income and expenditure statement or the breakdown of the reserves between restricted and unrestricted funds for the year to the 31st of December 2025.

Signed: R. A. White

Roger A. White

Date 16th October 2026