HVH
Management Committee
Serving the Community of Hempstead

Registered Charity No. 252744

Hempstead Village Hall Management Committee

Hempstead Village Hall
169 Hempstead Road
Hempstead
ME7 3QG

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Trustees' Report for the year ended 31 March 2026

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Registered Charity No. 252744

The Trustees present their report and accounts for the year.

Structure, governance and management

All of the Trustees listed under 'Administrative Information' (page 5) have served throughout the year.

The Trustees form the Management Committee of the Hempstead Village Hall which is elected/confirmed at the AGM under its constitution. Four trustees are elected at the Annual General Meeting held in June: each trustee serves for a minimum of 1 year. In addition, each regular user group are invited to nominate two affiliated trustees. The trustees form the Management Committee of the Village Hall has the power to co-opt further trustees on an annual basis.

The committee met five times this year in May, September, November and March. The AGM took place in June.

Object

1. The object of the Committee shall be to manage the Hempstead Village Hall for the benefit and welfare of the people of Hempstead on behalf of the Managing Trustees of the Diocese of Rochester.

The Committee shall be registered as a charity and shall be responsible for all matters relating to the use, administration and maintenance of the Hall.

Aim and Purposes

The Committee are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. They shall submit the independently examined accounts at the AGM next following the end of the financial year.

They shall dispose of and apply the income and equipment of the Hall for:

a. The proper maintenance for the Hall
b. The payment of insurance, rates and other expenses incurred in the management of the Hall
c. The provision of equipment and furniture
d. The benefit of the people of Hempstead or any other charitable purpose.

They may assist the Church Committee of All Saints in their responsibility of maintaining the whole site including the access paths and car park.

Objectives and Activities

The Committee are dedicated to serving the Community of Hempstead in providing a facility for regular and occasional recreational activities and an independent pre-school. The Village Hall is hired out to villagers and non-villagers and is used by a number of community organisations as well as being used for parties, etc.

Hiring Agreement
Use of the Village Hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Achievements and Performance

Regular Users
This year regular bookings have continued to be consistent. Hedgehogs Preschool continue to occupy the Hall Mon – Fri during the day (term-time only). In the evenings the Hall is used weekly by a children's dance school (term-time only), yoga classes, Zumba class and Martial Arts. Regular weekend users include All Saints Church, Parish of South Gillingham and the children's dance school (term-time only).

Occasional Users
Regular enquiries are made regarding the booking of the Hall from a wide variety of organisations and the local community for anniversary parties, baby showers, children's birthday parties and charity fundraising events (eg Quiz Nights). This year enquiries and occasional bookings have been regular.

We continue to receive positive feedback from users regarding the standard of cleanliness and maintenance of the Hall. Vast improvements have been made to the Hall in recent years including a complete refurbishment of the ladies toilets, male toilets and the disabled toilet.

Maintenance and Cleanliness
A caretaker and cleaner are employed to undertake the daily servicing of the hall. On top of this, regular maintenance continues including annual checks and necessary inspections including emergency lighting, electronics and appliance testing, fire safety tests and boiler maintenance and certificates obtained. The Committee has a desire to continuously improve the facility for the benefit of all regular and occasional users.

Marketing and Fundraising
The Hall operates a website and Facebook page offering updated user information and bookings contact information. A noticeboard in the entrance hall displays information regarding all the regular users of the Hall.

Policies and Procedures

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been adopted: Risk Management Policy, Health and Safety Policy, Safeguarding and Vulnerable Persons Policy, Complaints Handling Policy, Conflicting Interests Policy, Reserves Policy, Data Protection and Privacy Policy, Emergency Closure Policy.

Reserves/Investment Policy

It is management policy to maintain a balance on unrestricted funds which equates to £15,000 held in a bond to cover emergency situations that may arise and to ensure maintenance of the hall can continue should our income from hirers be prevented. The account to be spent by the management committee for the benefit of the hall.

Volunteers

The committee provide their services on a voluntary basis to this village amenity and thanks is extended to each and every one of them for their continued commitment. Many have served for several years and for their dedication and support we are extremely grateful.

Administrative Information

Trustees	Mrs M Chipperfield Mrs S Cross Mr D Fuller Mrs V Fuller Mr D Gorf Mrs V Gorf Mrs N Jarvis Mrs A Salter Mr J Gilbourne
Charity Number	252744
Charity Address	169 Hempstead Road Hempstead Gillingham Kent ME7 3QG
Independent Examiner	JAD Accountants 4 Bloors Lane Rainham Gillingham Kent ME8 7EG
Bankers	HSBC Bank plc 231 High Street Chatham Kent ME4 4BQ

Hempstead Village Hall

Financial Reports

Year ending 31 March 2026

Hempstead Village Hall - 252744

Balance Sheet detailed

		As at 31/03/2026	As at 31/03/2025
Current assets			
	3000: HSBC Bank Account	61,034.82	53,277.53
	3001: Scottish Widows Bond	15,000.00	15,000.00
	3002: Money Manager Account	1.20	1.20
	3003: Petty Cash	—	—
	Z05: Accounts Receivable	82.50	1,115.50
	Total Current assets	**76,118.52**	**69,394.23**
Liabilities			
	6699: Agency collections	900.00	600.00
	Z04: Accounts Payable	468.00	—
	Total Liabilities	**1,368.00**	**600.00**
	Net Asset surplus (deficit)	**74,750.52**	**68,794.23**
Reserves			
	Excess / (deficit) to date	5,956.29	—
	Z01: Starting balances	68,794.23	68,794.23
	Total Reserves	**74,750.52**	**68,794.23**

Represented by Funds

Unrestricted	74,750.52	68,794.23
Designated	—	—
Restricted	—	—
Endowment	—	—
Total	**74,750.52**	**68,794.23**

Hempstead Village Hall - 252744

Fund movement by type

Selected period: 01 April 2025 to 31 March 2026

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
Projects						
Designated	—	—	—	—	—	—
Sub-totals	—	—	—	—	—	—
General						
Unrestricted	68,794	40,222	34,266	—	—	74,750
Sub-totals	**68,794**	**40,222**	**34,266**	—	—	**74,750**
None						
Restricted	—	—	—	—	—	—
Sub-totals	—	—	—	—	—	—
Totals	**68,794**	**40,222**	**34,266**	—	—	**74,750**

There may be minor discrepancies in the totals if the pence are not being shown

Hempstead Village Hall - 252744
Receipts and payments - combined funds
Selected period: 01 April 2025 to 31 March 2026

Note		From To	01 April 2025 31 March 2026	01 April 2024 31 March 2025
	Receipts			
	Incoming resources from generated funds			
	Voluntary income			
	Donations		558	100
		Total: Voluntary income	*558*	*100*
	Activities for generating funds			
	Fund raising		—	68
	Lets - General Public		5,479	4,132
	Rents - Pre-School		23,820	23,364
	Rents - Regular Users		9,668	9,107
		Total: Activities for generating funds	*38,967*	*36,673*
	Investment income			
	Interest from Investments		696	788
		Total: Investment income	*696*	*788*
	Total receipts		**40,222**	**37,562**
	Payments			
	Cost of generating funds			
	PAYE & National Insurance		46	—
		Total: Cost of generating funds	*46*	*—*
	Investment management costs			
	Bank Charges		25	60
		Total: Investment management costs	*25*	*60*
	Charitable activities			
	Boiler/heating maintenance		222	222
	Building Works		15,750	30,683
	Business Rates		197	197
	Charity Donations		—	100
	Cleaning & Drains		4,923	6,427
	Electricity		1,290	1,510
	Fire Protection		139	602
	Fund raising		—	12
	Gas		1,081	1,349
	General Admin		373	575
	General Maintenance		4,165	2,617
	General running costs		32	33
	Housekeeper's Wages		2,393	2,768
	Insurance		1,532	1,449
	Performing Rights		387	349
	Water Rates		1,143	1,107
	Wi-Fi/Telephone		224	106
		Total: Charitable activities	*33,858*	*50,113*

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Note		From To	01 April 2025 31 March 2026	01 April 2024 31 March 2025
	Governance costs			
	Accountancy		336	324
		Total: Governance costs	*336*	*324*
	Total payments		**34,266**	**50,498**
	Excess of Incoming resources over Resources used		5,956	(12,935)
	Brought forward balance		68,794	81,812
	Total carried forward balance		**74,750**	**68,794**

There may be minor discrepancies in the totals if the pence are not being shown

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	Charity Name Hempstead Village Hall Management Committee		
On accounts for the year ended	31 March 2026	**Charity no (if any)**	252744
Set out on pages	One to Four (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 31/03/2026.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

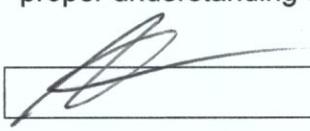
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:		**Date:**	29/05/2026
Name:	Adam Dowdy		
Relevant professional qualification(s) or body (if any):	FCCA ACA		
Address:	JAD Associates Ltd 4 Bloors Lane. Rainham Kent, ME8 7EG		

Section B Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).