



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Boreham Village Hall

On accounts for the year  
ended

31 January 2025

Charity no  
(if any)

301257

Set out on pages

1 - 10

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn 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:

Date:

27/03/2025

Name:

Neil Spooner

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

ACCA

**Address:** 7 Priory Close

Nounsley

Essex

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.



# Trustees' Annual Report for the period

From	Period start date			Period end date		
	01	02	2024	31	01	2025

## Section A Reference and administration details

Charity name

Boreham Village Hall

Other names charity is known by

Registered charity number (if any)

301257

Charity's principal address

MAIN ROAD  
 BOREHAM  
 CHELMSFORD  
 Postcode CM3 3JD

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	SUSAN POTTER	CHAIR		
2	PETER KEVIN FAIRMAKER		30/08/24	
3	DAVID POTTER			
4	BRIAN COLE			BOREHAM INDOOR BOWLS
5	LINDA TAYLOR			BOREHAM GARDENING CLUB
6	SIMON BASS	TREASURER		
7	LYNN MANN			BOREHAM P.C.C.
8	CYNTHIA CROWIN			USA ART GROUP
9	JOHN HEATCOTE			BOREHAM VILLAGE MARKET
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

TRUST DEED

How the charity is constituted  
(eg. trust, association, company)

ASSOCIATION

Trustee selection methods  
(eg. appointed by, elected by)

ELECTED BY MEMBERS

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

For the purposes of the physical and mental recreation and social, moral and intellectual development through the medium of reading and recreation rooms, library, lecture, classes, recreations and entertainments or otherwise as may be found expedient for the benefit of the inhabitants of the Parish of Boreham and its immediate vicinity without distinction of sex or of political or other opinions.

To hire out the Village Hall facility for the benefit of the local community. It is important that the Village Hall is well used, is kept clean and tidy and in a safe condition for use by people of different groups, organizations and of all ages.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

A large, empty rectangular box with a thin black border, occupying the majority of the page. It is intended for the user to provide a summary of the charity's main achievements during the year.

**Section E****Financial review**

Brief statement of the charity's policy on reserves

IN VIEW OF THE FUNDS HELD THERE IS NO CURRENT POLICY ON RESERVES.

Details of any funds materially in deficit

NONE

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F****Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Susan Potter	S BASS
Full name(s)	SUSAN POTTER	SIMON BASS
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date	24 MAY 2025	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Boreham Village Hall

No (if any)

301257

## Receipts and payments accounts

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For the period from	01/02/2024	To	31/01/2025
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Letting Income	57,910	-	-	57,910	60,165
Donation	25,901	-	-	25,901	21,400
Interest received	420	-	-	420	280
Government grant	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>84,231</b>	<b>-</b>	<b>-</b>	<b>84,231</b>	<b>81,845</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>84,231</b>	<b>-</b>	<b>-</b>	<b>84,231</b>	<b>81,845</b>
<b>A3 Payments</b>					
Wages	30,818	-	-	30,818	26,843
Repairs	10,773	-	-	10,773	18,412
Premises	22,666	-	-	22,666	26,945
Administration	5,973	-	-	5,973	7,106
Equipment	357	-	-	357	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>70,587</b>	<b>-</b>	<b>-</b>	<b>70,587</b>	<b>79,306</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>70,587</b>	<b>-</b>	<b>-</b>	<b>70,587</b>	<b>79,306</b>
<b>Net of receipts/(payments)</b>	<b>13,644</b>	<b>-</b>	<b>-</b>	<b>13,644</b>	<b>2,539</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	40,033	-	-	40,033	37,494
<b>Cash funds this year end</b>	<b>53,677</b>	<b>-</b>	<b>-</b>	<b>53,677</b>	<b>40,033</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank	53,677	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>53,677</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Susan Potter	SUSAN POTTER	27/5/25
S RASS	S RASS	27/5/25