Cottered Village Hall Trust

Charity No 302358

Trustees' Annual Report 2025–2026

Introduction

The Trustees are pleased to present their Annual Report for the year ending 31 December 2025. The report outlines the activities of Cottered Village Hall Trust, reviews progress made during the year and highlights priorities for the year ahead.

Purpose and Governance

The Trust continues to operate under the Declaration of Trust (1963) and the Charity Commission Scheme (1977). The Village Hall exists for the benefit of the inhabitants of Cottered and the surrounding area, providing recreational, social and educational opportunities. The trustees remain committed to ensuring that the hall is managed responsibly and remains accessible to both local residents and wider user groups whose support contributes to the charity's financial sustainability.

Activities and Operations

The year was characterised by steady use of the hall and continued attention to the many practical issues involved in managing a busy community facility. Trustees and volunteers dealt with a wide range of operational matters including utilities, insurance, maintenance, security, plumbing, lighting, heating, fire safety, gates and fencing, equipment management and routine building upkeep. These activities, while often unseen, are essential to maintaining a safe, welcoming and functional facility.

Financial Overview

The Trust remains a self-financing charity and therefore relies heavily on income generated through hall lettings. During the year income from lettings increased compared with 2024. Expenditure increased compared with the previous year, largely due to rising energy costs, cleaning, insurance and maintenance expenditure. The Trustees continue to monitor expenditure carefully whilst maintaining appropriate standards of service and upkeep.

Hall Usage and Community Benefit

Bookings continued to be received regularly throughout the year. The hall remains well used by local groups and organisations, while also attracting users from outside the village. This balance helps secure the income needed to maintain and improve the facility while ensuring that the hall continues to serve as an important community asset and village hub.

Achievements and Progress

Trustees reviewed progress against objectives identified during the previous year and noted that significant progress had been made across a range of operational and maintenance matters. In addition to planned improvements, the committee successfully addressed a number of unexpected issues arising during the year. The Trustees consider this to be evidence of an active, responsive and ambitious organisation.

Volunteers and Trustees

The Trustees wish to record their sincere thanks to all committee members and volunteers for their time, expertise and commitment. Particular appreciation is extended to Tina Reed for her service as Lettings Secretary and to John Harwood-Bee for serving as Acting Secretary. The Trustees were pleased to welcome back Elisa Bellomo as Secretary and to welcome Daniele de Paola as Letting and Facilities Manager.

Elected Trustees at the AGM (April 2026)

- Colin Bayles, Chairman
- Alison Tregoning, Treasurer
- Elisa Bellomo, Secretary
- Daniele de Paola, Letting Secretary and Facility Manager
- Allen Chamberlain
- Brian Murchie
- John Harwood-Bee
- Tina Reed
- Nigel Bentley
- David Browup
- Trish Agnew

Looking Ahead

The Trustees believe the hall is in a strong position to continue serving the local community. Priorities for 2026–2027 include promoting wider use of the hall, improving efficiency in operations, maintaining high standards of facility management and exploring opportunities to enhance the hall's role as a focal point for community activity. The Trustees remain committed to balancing ambition with prudent financial management.

Cottered Village Hall Accounts at 31 December 2025

Income	**2025**	**2024**
Lettings	32,479.19	24,624.05
Interest	675.03	760.18
Bar	1,560.00	375.00
Deposit cash & cheques	1,845.00	2,125.00
Football Pitches	1,315.00	630.00
Miscellaneous		990.00
Total	37,874.22	29,504.23

Expenditure

Oil	1,281.00	2,582.94
Electricity	8,505.00	4,199.52
Waste disposal	878.80	1,094.60
Telephone	0.00	233.29
Broadband	0.00	1,083.27
Joint Telephone & Broadband	704.27	149.46
Premises Licence	350.00	
Water and sewage	714.24	422.36
Garden maintenance	135.00	175.00
Radiator and Boiler maintenance	117.00	379.80
Fire extinguisher service	94.20	435.00
Fire alarm maintenance contract	610.48	581.36
Electrical repairs & Equipment	336.00	
Pristine Services	669.77	412.90
Insurance	3,771.10	2,305.23
Maintenance	3,683.00	352.00
Cleaning	5,070.04	1,475.00
Parish Council Pitch & grass cutting	0.00	2,764.80
Cleaning Materials	558.33	
Miscellaneous	2,570.90	4,891.51
Total	30,049.13	23,538.04

Excess of income over expenditure	7,825.09	5,966.19
Last years balance	93,409.30	87,443.11
Total Funds	101,234.39	93,409.30

Independent Examiner's Report
to the Committee of Cottered Village Hall

I report on the accounts of Cottered Village Hall for the year ended 31st December 2025, which comprise the Income and Expenditure Account, the Balance Sheet and the related notes.

Respective responsibilities of the Committee and the Examiner

The Committee is responsible for the preparation of the accounts in accordance with applicable accounting principles for small non-profit entities. My responsibility is to examine the accounts and to report whether any particular matters have come to my attention.

Basis of independent examination

The examination was conducted by reference to the accounts prepared by the Treasurer, the year-end bank reconciliation, a selection of bank statements, and explanations provided by the Treasurer. The original underlying accounting records are held at a distance and were not available for physical inspection. The examination, therefore, relied upon the documentation and information supplied. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no audit opinion is expressed.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements

   (a) to keep proper accounting records and

   (b) to prepare accounts which accord with the accounting records 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.

Principal observations

Total income for the year rose by 28% to £37,874, reflecting strong growth in hall lettings and football pitch hire. Expenditure increased by a similar proportion to £30,049. The most significant variance was in electricity costs, which rose from £4,200 in 2024 to £8,505 in 2025.

Enquiries have confirmed that the increase resulted from an unauthorised upward adjustment of the monthly direct debit by the supplier, Scottish Power, with effect from August 2025. The supplier has since agreed to reimburse the Hall in a sum of approximately £7,000. This reimbursement will be recognised in the accounts for the

year ending 31 December 2026. Therefore, no adjustment is required in the 2025 figures.

The Balance Sheet, cash balances and fund allocations are consistent with the bank statements and reconciliation provided as at the 31st December 2025. Fixed assets continue to be stated on a conservative historic-cost basis appropriate for an entity of this nature.

On the basis of the information and explanations provided to me, the accounts give a true and accurate view of the state of affairs of Cottered Village Hall as at the 31st December 2025 and of its surplus for the year then ended.



James Mason CDipA&F (ACCA)

Independent Examiner

Date: 22nd October 2026