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	Bredfield Village Hall and Playing Field Charitable Trust		
On accounts for the year ended	31st March 2026	**Charity no (if any)**	304714
Set out on pages	1 to 2		

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:**	13/10/2026
Name:	*Linda Button*		
Relevant professional qualification(s) or body (if any):	MAAT - Member of the Association of Accounting Technicians		
Address:	239 Sidegate Lane Ipswich Suffolk IP4 3DG		

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).

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

BREDFIELD VILLAGE HALL & PLAYING FIELD

Registered Charity 304714

TRUSTEES' ANNUAL REPORT

1 April 2025– 31 March 2026

A: REFERENCE AND ADMINISTRATION

Trustees

Elected (4)

1	Anne Henderson	Chair
2	Stephen Cook	Treasurer
3	David Harker	Secretary
4	Tony Bence	Booking Secretary

Appointed Members of Organisations (up to 10):

Bowls Club	Chris Norman
Parish Council & Village Shop	David Hepper
Parochial Church Council	Paul Cannard / Christine Johnson

Elected In lieu organisations, i.a.w. Clause 8:

Play Area and Tennis Courts	Stephen Seargeant
Book Club	Lynn Taylor

Co-opted (up to 4):

1	Tim Dean
2	Christopher Woods

B: STRUCTURE GOVERNANCE and MANAGEMENT

DESCRIPTION OF THE CHARITY

Bredfield Village Hall is a Registered Charity (304714), run and maintained by Trustees, for the benefit of the residents of Bredfield and its immediate vicinity. Its status arises from and is defined by a Trust Deed dated 5 April 1949 in which William Kenneth Richardson conveyed a four-acre field to the Trustees. The Charity is considered to include both the activities on behalf of Bredfield Village Hall and the physical property described in the Trust Deed.

The Charity is managed and administered by a Committee of Management, to act as the Charity's Trustees within the meaning of Section 46 of the Charities Act 1960. The Committee is to comprise not more than fourteen members, exclusive of members co-opted: There are four Elected members and up to ten of Appointed or Representative Members. The Appointed members are from organisations within the village and are nominated by their organisation. In addition, the Committee may co-opt not more than four members to represent interests other than the organisations. Under Clause 8 of the Trust Deed, if any organisation ceases to exist the Committee can appoint members to represent any new village organisations at the Annual General Meeting. These members assist with specific areas for management of the Hall and Playing Field.

All members retire from office at the next Annual General Meeting after they come into office but may be re-elected or re-appointed at the same meeting.

POLICIES AND PROCEDURES

The Trustees have adopted a Constitution, Governance and Operating Procedures that defines their responsibilities and the management of the Hall. The use of the Hall is subject to a Hiring Agreement, which sets out the conditions of hire and identifies the responsibilities of each party.

The Hall has a Premises Licence to include the sale or supply of alcohol, with the Trustees as the licensees. The Booking Secretary will establish whether it is intended to sell or supply alcohol during an event that is not covered by the Premises Licence and if so, advise of the necessity of applying for a Temporary Event Notice (TEN).

The Committee purchases the combined annual licence from the Performing Right Society (PRS) and a Phonographic Performance Licence (PPL) which allows the playing of incidental music in the Hall.

The Charity holds a licence for Small Society Lotteries under the Gambling Act 2005.

The Hall is licensed for Public Entertainment under the Licensing Act 2003 which allows the premises to be used for such purposes until 12.00 midnight.

The Committee maintains building, contents and liability insurance to reasonably discharge its duties regarding its own responsibilities and activities. The Certificate of Insurance is on display in the Hall.

The Committee of Trustees recognises its responsibility in law, to maintain a safe environment for users and hirers of the Hall. and reviews the provisions arising annually.

C: OBJECTIVES AND ACTIVITIES

OBJECT OF THE CHARITY

The Charity exists to maintain and provide a Hall and associated Playing Field for the use of the inhabitants of the Parish and its immediate vicinity, without distinction of political, religious or other opinions etc. It works to advance education and provide facilities in the interest of social welfare for recreational and leisure time activities, with the object of improving the conditions of life for the community.

ACTIVITIES IN PURSUIT OF THE OBJECTIVE

The Hall continued to attract a wide variety of regular hirers including:

- Yoga and Chi Kung exercise classes
- Scottish, Morris and Ballroom dancing
- Music and Drama courses and rehearsals
- Adult and Children's parties and weddings
- Sewing group
- Book Club
- Specialist education sessions
- Cardiac Rehabilitation Classes
- Parish Council meetings
- Youth football on the playing field

The hall was hired for a wide range of one-off events including children and adult parties, wedding receptions and wakes.

The Hall organised community functions through a Pop-Up-Bar, Quiz Nights and a Xmas Fair.

CONTRIBUTION OF VOLUNTEERS

Management costs are kept to a minimum by the Trustees giving many hours of their time at no cost to the Hall. Such tasks include maintenance and development, upkeep of the playing field and sports courts; organising and supporting fund raising events; keeping accounts and taking bookings.

D. ACHIEVEMENTS AND PERFORMANCE

MAIN ACHIEVEMENTS DURING 2025 - 2026

The main project undertaken this year was the replacement of the entrance doors with uPVC units, which have been fitted with a smart digital lock that records entry and exit times by hirers' individual key codes.

Routine maintenance work included upgrading of electrical sockets to cater for the Cotton Club's sewing machines. The annual deep clean of the Hall took place in September.

The Constitution, Governance and Operating Procedures document has been maintained and updated with Version 12 issued on 28 April.

The Hall has been adopted by the Suffolk Joint Emergency Planning Unit as an Emergency Rest Centre, in addition to being designated in the Bredfield Parish Council Emergency Plan. The Hall has a Box for Emergency Equipment supplied by the Parish Council.

E: FINANCIAL REVIEW

RESERVES POLICY

The level of reserves is reviewed by the Committee regularly. At present it has been agreed that a reserve fund of £10,000 be maintained to cover unforeseen emergencies and requirements.

The level of funds available at year end was £28,135, an increase of £6,656 from last year.

PRINCIPAL SOURCE OF FUNDS & FUNDRAISING

Hiring of the Hall continued to be strong during the year with hiring income of £14,978; this was £681 more than the previous year. This was augmented by net income from the Bar of £2,691 and fundraising of £4,486.

No grants were received during the year.

The regular source of funds normally comes from the hire of the Hall. The level of charges is set to achieve a reasonable income to secure the day to day running of the Hall, with a surplus available for maintenance and improvements. The charges are reviewed each year and were agreed in February for 2025/26 and published on the Hall's website.

F: FUTURE PLANS

We continue to plan for the ongoing maintenance of the Hall premises, Playing Field, Play Area and Sports Courts, using surplus income from the Hall's hire and fundraising events, with larger projects supplemented by grants.

Projects for the coming year are identified an annual meeting of elected Officers in February for discussion at the AGM in April. This year we are looking at the installation of acoustic panels in the main hall and the provision of a 3-phase emergency generator connection, in line with the Hall's designation as an Emergency Rest Centre.

The Trustees declare that they have approved the above report.

Signed on behalf of the Charity's Trustees:

Signature: David Harker

Full name: David Harker Position: Secretary Date: 19-10-26

BREDFIELD VILLAGE HALL AND PLAYING FIELD CHARITABLE TRUST

INCOME AND EXPENDITURE FOR THE YEAR ENDING 31st MARCH 2026

		31.03.26	31.03.25
INCOME			
Hire of Village Hall:		14,978	14,297
Village Shop (electricity payment)		1,624	1,806
Interest received - Deposit account		147	204
Refund Electricity		666	
Fund raising		4,486	3,743
Grants			12,000
Charges & Fees		430	380
Bar Income		5,010	5,956
Donations		200	66
Refund for Electrical Repair			348
TOTAL INCOME		**27,541**	**38,801**
EXPENDITURE			
Bar Stock		2,319	3,275
Broadband and Web Hosting		506	510
Event Expediture		1,119	3,006
Cleaning - Labour		1,543	1,196
Heating Oil		541	496
Insurance		1,156	1,086
Licences		220	595
Music Licence		471	377
New equipment			30,454
Audit Fee		80	80
Maintenance Hall		9,781	9,595
Electricity		1,925	3,405
Waste management		340	325
Water		885	273
Depreciation of Solar Panels		883	883
	TOTAL EXPENDITURE	21,768	55,556
Surplus for the year		**£5,773**	**(16,754)**

BREDFIELD VILLAGE HALL AND PLAYING FIELD CHARITABLE TRUST
REGISTERED CHARITY No 304714

BALANCE SHEET AS AT 31st MARCH 2026

FIXED ASSETS		
Solar Panels at Cost	17,665	17,665
Less: Accumulated Depreciation on straight line basis over 20 years	(4,365)	(3,482)
Written Down Value carried forward	13,300	14,183
CURRENT ASSETS		
Cash at bank : Current account	7184	10,784
: Deposit account	20781	10,634
: PayPal	391	282
Cash in hand	0	0
Total Assets represented by General Fund:	**41,656**	**35,883**
Restricted Funds - BADS	221	221
Total Funds	41,435	35,662
Available funds	28,135	21,479
GENERAL FUND		
Balance brought forward - 1st April:	**35,883**	**52,637**
Add Surplus of Income over expenditure for the year:	**5,773**	**(16,754)**
Balance carried forward – 31st March	**41,656**	**35,883**