

Hacheston Village Hall (Registered Charity 304756)

AGM 17 May 2024 – 7.30pm

Chairman's Report

1. Trustees and Personnel

There have been no changes to Trustees since those advised at the last AGM. Zoe Potter has advised that she will stand down as a Trustee in May 2025.

The incumbent Booking Clerk and Cleaner / Caretaker remained in position for the whole of the year maintaining stability in hall operations.

Our long-term volunteer bar managers, Niki Accott and Peter Etheridge, stood down at the end of 2023. Chris and Leigh White have taken on the role. The Trustees thank both the old and new bar managers for their service to the Village Hall.

2. Meetings and Governance

The Trustees met three times in 23/24. The planned meeting in December 2023 was cancelled as the Chairman was indisposed. At each meeting Health and Safety issues, safeguarding and financial performance were reviewed along with other current issues.

The required independent examination of the accounts was successfully completed in August 2023 by Chris Dobson. The most significant issues raised were better monitoring of bar petty cash and the need for the Charity to become a registered employer with HMRC.

The payroll is now run by a third party (North Yorkshire Centre for Independent Living), who in addition to paying our employees manage our relationship with HMRC and the Pensions Regulator.

The Register of Trustees on the Charities Commission website was updated as required. A full annual return for 22/23 was made in December 2023 consisting of the Chairman's Report, the accounts and the Independent Examiner's Report.

3. Health and Safety Activity

Following the annual third-party Playground Inspection in October 2023, necessary remedial works were agreed and undertaken in December 23 and January 24. Routine monthly inspection of the playground equipment continues to be undertaken. There have been no reported incidents in the hall in the year.

4. Financial Position

The hall continues to rebuild its financial position, underpinned by our core regular hirers and buoyed by the many successful resident events organised by the Volunteer group. Adhoc hires for events etc have still not recovered to pre-covid levels.

Although rising costs have been observed throughout the year, hire rates have not been increased. This situation is kept under continuous review and should it be deemed necessary rates will be increased in the second half of 2024.

Although revenue levels have improved in 23/24 so have costs with significant expenditure again incurred in maintaining the playground equipment. Hacheston Parish Council (HPC) continues to support the maintenance of Fairfield Green. Grants from East Suffolk Council and EDF were received to help fund maintenance of the playground. The Trustees are grateful for this support

With the ending of long-term contracts for electricity and gas, new 1-year contracts for both electricity in June 2023 and gas in April 2024 saw prices virtually double. It is hoped that when the electricity contract renews in June 2024 similar or improved prices will be achieved.

The continued ageing of the hall, means that the Trustees must also begin to provide for such large maintenance items as replacement of the heating system and internal and external redecoration.

The Trustees remain confident that the hall will be viable despite having to face these considerable challenges.

5. Leases with Hacheston United Charities (HUC)

No progress has been made with HUC in acquiring either the freehold or extending the lease term for the land upon which both Fairfield Green and the hall are located.

HUC is now actively considering the matter but as it owns several pieces of land in the village a number of other parties are involved and it is taking more time than initially thought required to get all these different parties ready to proceed.

6. CIL Funding

The Trustees submitted three proposals to HPC for potential funding from the CIL funds HPC has available. These were an outdoor gym and table tennis table, battery storage for the solar panels and replacement benches for the green. HPC consulted with residents as to which projects to support and the majority of support was for traffic calming measures in the village. The replacement benches may get funded if there are any funds remaining.

7. Volunteers

The Volunteer Group continued its good work throughout the year putting on resident events every month. An exciting calendar of events is planned for the next year, however it is noted that the number of volunteers is dwindling and the work falling on fewer people each month.

As ever we need more residents to come forward and volunteer to help. Not only with events but grounds maintenance and routine inspection of the playground equipment.

Nevertheless, the Trustees thank all volunteers for their massive efforts throughout this year without whose help the hall would not be as successful as it is.

Malcolm Robinson
Chairman of Trustees – Hacheston Village Hall

16 May 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Hacheston Village Hall

304756

Receipts and payments accounts

CC16a

For the period from	01/04/2023	To	31/03/2024
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Bar	7994		-	7,994	4,254
Events	1594		-	1,594	362
Hire	19611		-	19,611	18,481
Hacheston Parish Council	1165		-	1,165	1,000
Solar Panels	624		-	624	605
Donations	1746		-	1,746	415
Other	-		-	-	540
Interest	384		-	384	64
Hire Deposits		3600	-	3,600	4,070
Sub total (Gross income for AR)	33,118	3,600	-	36,718	29,789
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	33,118	3,600	-	36,718	29,789
A3 Payments					
Bar Purchases	4348		-	4,348	2,262
Events	623		-	623	31
Booking, Caretaking and Cleaning	7,793		-	7,793	5,993
Hall Maintenance and Services	8,712		-	8,712	8,359
Insurance	1423		-	1,423	1,296
Green Miantenance	4071		-	4,071	2,710
Petty Cash	8		-	8	100
Hire Deposit Refunds		3345	-	3,345	4,714
	-	-	-	-	-
Sub total	26,979	3,345	-	30,324	25,466
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	26,979	3,345	-	30,324	25,466
Net of receipts/(payments)	6,140	255	-	6,395	4,323
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,323	1,200	-	21,523	17,200
Cash funds this year end	26,463	1,455	-	27,918	21,523

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 £
B1 Cash funds	Current account	1244	1,455	-
	Deposit Account	25219	-	-
		-	-	-
	Total cash funds	26,463	1,455	-
	(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 £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Village Hall and Equipment	Restricted	-	-
	Play Equipment on Green	Restricted	-	-
	Petanque Court	Restricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-

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

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

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name: HACHESTON VILLAGE HALL

On accounts for the year ended

31.3.2024

Charity no (if any)

304756

Set out on pages

(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 31/03/2024.

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 (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

28 June 2024

Name:

CHRISTOPHER NIEL YOUNG SABON

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

ACCOUNTANT

Address:

THE OLD STABLES, ROOKERY FARM, HACHESTON, WOODBRIDGE IP13 0DJ

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.

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