St. MARGARET SOUTH ELMHAM VILLAGE HALL
RECEIPTS AND PAYMENTS 2025

Income 2025		2025	
Events		£3,723.27	
Hire		£2,583.80	
Misc			
Non grant income			£6,307.07
Grant income		£19,157.00	
Gross income			£25,464.07
Cost of events	£1,133.65		
	£197.82		
	£1,331.47		
Nett income			£4,975.60
			£19,157.00
			£24,132.60
Cleaning	£829.40		
Bank charges	£76.32		
Electric	£753.58		
Insurance	£587.53		
Maint	£0.00		
Running costs	£317.78		
Misc	£34.97		
TOTAL	£2,599.58		£2,599.58
Capital expenditure			£23,839.34
Nett surplus/(loss) for year			-£2,306.32

St. MARGARET SOUTH ELMHAM VILLAGE HALL
Statement of Assets and Liabilities 2025

Assets		
Bank	£5,247.02	
Investment	£20,889.00	
Cash	£308.02	
Debtors	£156.00	
	£26,600.04	£26,600.04
Accruals	£369.46	
Other	£0.00	
Liabilities	£369.46	-£369.46
Net Assets		£26,230.58

Trustees' Annual Report
For the Period: 1 January 2025 to 31 December 2025

Section A: Reference and Administration Details

- **Charity Name:** St. Margaret South Elmham Village Hall
- **Registered Charity Number:** 304818
- **Charity's Principal Address:** St. Margaret South Elmham Village Hall, IP20 0PJ
- **Names of Charity Trustees (Management Committee):**
    - Phillip Kidner, Chair
    - Graham Hammond, Treasurer
    - Jenni Baker, Secretary
    - Jannine Parry
    - Dean Shreve
    - Sue Glazier
    - Bernard Duffield
    - Tracy Pierre

Section B: Structure, Governance and Management

- **Governing Document:** Conveyance and Trust Deed dated 1954 (recorded by the Ministry of Education on 3 May 1954).
- **Charity Constitution:** Trust / Unincorporated Association managed by a Committee of Management.
- **Trustee Selection Method:** In accordance with Clauses 3, 4, and 6 of the Trust Deed, up to 8 members are elected annually at the Annual General Meeting (held in April or as soon as practicable thereafter), with provision for appointed representatives from local community organisations and power to co-opt up to 4 additional members.

Section C: Objectives and Activities

- **Summary of Charitable Objects:** The trust property is held upon trust for the purposes of physical and mental training and recreation, and social, moral, and intellectual development through the medium of reading and recreation rooms, library, lectures, classes, recreations, and entertainments, or otherwise as may be found expedient, for the benefit of the inhabitants of the Parish of St. Margaret South Elmham and its immediate vicinity, without distinction of sex or of political, religious, or other opinions.
- **Summary of Main Activities:** The provision and ongoing operation of the village hall as a communal venue for community meetings, educational and social gatherings, recreational activities, and local fundraising events.
- **Public Benefit Statement:** The trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when planning their activities and exercising their powers.

Section D: Achievements and Performance

During 2025, the hall continued to serve as an important community hub for local residents:

- **Community Events:** The committee organised a series of community social events throughout the year, bringing residents together and raising £3,723.27 in gross ticket and refreshment receipts.
- **Hall Bookings:** The hall was hired regularly by local groups, private functions, and community meetings, generating £2,583.80 in hire income.
- **Capital Improvement Project:** The hall was awarded a major capital grant of £19,157.00. Using this grant funding alongside allocated charity reserve funds, the

trustees completed essential capital improvement works totalling £23,839.34 e.g., solar system / kitchen refurbishment / floor refurbishment / projector system. These works help to ensure the hall remains safe, comfortable, and sustainable for community use for years to come.

Section E: Financial Review

- **Financial Summary:**
  - Total gross receipts for the year were £25,464.07 (including the £19,157.00 capital grant and £6,307.07 in normal operational income).
  - Total payments amounted to £27,770.39, consisting of £1,331.47 in event costs, £2,599.58 in general operational and administrative overheads, and £23,839.34 in capital improvement works.
  - The resulting net deficit for the year of -£2,306.32 was planned and budgeted, representing the hall's own cash contribution toward the capital works beyond the grant received.
- **Year-End Financial Position:** At 31 December 2025, the charity held total monetary assets of £26,230.58 (£5,247.02 held in the bank account, £20,889 invested, and £308.02 held in cash).
- **Reserves Policy:** The trustees aim to maintain unrestricted free reserves equivalent to approximately 6 to 12 months of standard operating costs (approximately £2,000–£3,000) to cover essential running costs, utilities, and emergency repairs. The closing bank/cash balance of £5,555.04 and the investments of £20,889 leaves the charity in a sound operating position entering 2026.

Section F: Declaration

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees:

Signature: .....

Full Name: Graham Paul Hammond
Position: Treasurer
Date: April 20th 2026

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: SOUTH ELMHAM ST MARGARET VILLAGE HALL

On accounts for the year ended 31/12/2025 **Charity no (if any)** 304818

Set out on pages 1 and 2 (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 31/12/2025

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: SM Riseborough **Date:** 5/10/26

Name: SUSAN MARY RISEBOROUGH

Relevant professional qualification(s) or body (if any): None

Address: VALLEY FARM
ST MARGARET SOUTH ELMHAM
HARLESTON NORFOLK IP20 0PQ