



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 04	Year 24		Day 31	Month 03	Year 25

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

School Close,
Bisley,
Woking
Postcode GU249EG

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)
Graham Davey	Chair		Almac Bisley Brass Band
Ray Colvin	Secretary		Bisley Residents' Association
Carol Timpson	Bookings Officer		
Russ Hayes	Projects management		
Suzie Miles			
Barbara Rothwell			Women's Institute
Cathy Corner			

Our Treasurer, Jill Biden, is not a Trustee but takes part in all management discussions

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Conveyance dated 11 September 1961
How the charity is constituted (eg. trust, association, company)	Charitable Trust, unincorporated
Trustee selection methods (eg. appointed by, elected by)	Election/re-election at annual AGM

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.

Organisational structure and wider network/relationships

The 1961 Conveyance provides for a Management Committee of Trustees comprising 3 elected members, up to 7 representatives of organisations that use the Hall and up to three co-opted members. The election of representative members at the AGM follows prior nomination/appointment by their organisations. The Management Committee of Trustees meets monthly and has one main sub-committee - Business & Strategy – which also meets monthly. Two other committees – Strawberry Fayre and Heritage - meet less frequently.

The Strawberry Fayre each June is the Hall's principal fundraising event and is organised by a committee comprising volunteers and Trustees. This Committee is directly accountable to the Management Committee of Trustees but exercises autonomous responsibility for all aspects of the organisation and financing of the event.

Induction and training of Trustees

New trustees are introduced to key policies, procedures and issues. Our Secretary enables secure access to OneDrive where there is a comprehensive record of everything that is important.

Consideration of major risks

The Management Committee adopts a systematic approach to reviewing and updating policies and procedures, including risk management. The assessment and management of risk is particularly important for premises that are 150 years old and are used by many people for many purposes

Our Risk Management Policy identifies and analyses a number of issues to which we need to pay particular attention if the Hall is to survive and thrive. We pay the greatest attention to ensuring that the Management Committee of Trustees is equipped to recognise and deal with:

- anything that could affect its ability to act cohesively proactively, decisively and effectively, e.g. loss of key skills or tension/ disagreement among Trustees.
- anything that could significantly impact the use and income of the Hall to the extent that there is a risk of insolvency, e.g. the withdrawal of a major user, lack of sufficient funding, competition from elsewhere or the departure of a number of users because of failure on our part to meet their needs;
- an emergency affecting the structure and fabric of the premises, or significant parts of it, which could lead to prolonged closure and loss of income;
- any deterioration of the Hall and its facilities that could render the Hall, or significant parts of it, unusable;
- the impacts of a major external event (e.g. pandemic) that could significantly affect the Hall's use and income.

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

Our purpose, under the terms of the Conveyance, is to:
“hold upon trust a Village Hall for the use of the inhabitants of Bisley and the neighbourhood without distinction of sex or of political, religious or other opinions and, in particular, for use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants”

Our main responsibilities, under the Conveyance, are for “the maintenance, upkeep and insurance of the Hall”; the payment of “rates, tax and other expenses” and, generally, for ensuring that the purposes set out in the Conveyance are met.

Our current mission and objectives (see next section) reflect the public benefit requirement; and our activities support our objectives.

Our objectives, priorities and activities are kept under ongoing review, mainly through monthly Management Committee and Business Sub-Committee meetings.

In the reporting year 2024-25:

Fulfilling the charity’s purpose as set out in the 1961 Conveyance

We continued to fulfil the charity’s original purposes and current objectives with regard to use of the Hall. The number of community events and uses to which the Hall is put by the community of Bisley continue to grow. In general, more people are using the Hall than ever before and they, and the activities for which they use the Hall, are more diverse than ever.

Staying solvent and keeping the Hall in good condition

See Section B above and Section D below. Our main fund-raising event is the annual Strawberry Fayre, held in June. In 2024 it raised £7000, which will go towards significant energy improvements, including replacement of our gas fired heating system. We have continued to ensure that the Hall is fit for purpose and to meet the many demands on its fabric and facilities.

“Improving the conditions of life for the inhabitants of Bisley” (1961 Conveyance) and contributing to community life

Throughout the year, except during the summer months, Trustees run a well-attended and well-regarded Monday-morning Community Café. During the reporting year the local Church has continued to use the Hall regularly, as does the Parish Council (whose administrative office is at the Hall) and Bisley Residents’ Association. The Hall is also a polling station. Brass band concerts, quizzes, Christmas Teas are among the many community events held at the Hall which residents regularly hire for celebratory and commemorative gatherings.

Commemorating the Hall’s history and heritage

The Hall is the former chapel of two Shaftesbury Society Schools, opened in 1868 and 1873 respectively and subsequently amalgamated to form the Bisley Boys’ School. The Schools were the first Shaftesbury Society schools outside of London. The present Hall therefore has a rich heritage. In October 2024 we held a special event to mark the 150th Anniversary of the opening of the chapel.

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)

Our mission is:

“To provide a community facility, in good working order, for as diverse a range of users and uses as possible”

We aim to achieve the following objectives:

- the charity is solvent. Our income covers operational costs; we are able to cope with shocks and emergencies; in deploying our income and procuring work and services we minimise costs and achieve best value for money;
- our buildings and facilities are safe, secure, comfortable, adaptable and attractive for a wide range users – from Bisley and beyond - and of groups and interests. Our arrangements, policies and approaches safeguard the health and safety and wellbeing of all users;
- the Village Hall is seen as an integral part of the community of Bisley;
- the Hall and its systems are energy efficient and have minimal adverse environmental impacts;
- our arrangements, policies and approaches safeguard children and vulnerable adults.

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

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

We are not a grant-making charity. Nor do we have investments.

We have no paid staff. All of our Trustees are unpaid volunteers, as is our Treasurer (who is not a Trustee). We depend on them, and other volunteers, to support us with the running of such activities as the Community Café. A lot of the general maintenance work that does not require specialised expertise is also done by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

In 2024-25 Bisley Village Hall continued to thrive. Significant achievements were:

Financial

At the end of the reporting year our finances were in good shape. Our total income of £62,607 was just over £10,000 more than in 2023-24 with sales from bookings amounting to £48,857 and donations of £12,151 which included £7,000 from the Strawberry Fayre held in June 2024. Income exceeded expenditure by £21,810 and total current assets/reserves stood at £101,154 over £20,000 more than in 2024-25. Of these reserves, we have been able to keep £30,000 aside for future energy efficiency projects

Diversity of users and uses

See Section C. We always endeavour to treat our users and potential users well by communicating with them about what we are able to offer and making things as easy as possible for them. We try to ensure that our website and linked booking system are accessible and that people know what's going on via social media promotion. Word-of-mouth recommendations are also very important. As a result, the levels of regular and ad hoc bookings have continued to increase as has the diversity of users and uses.

Keeping the Hall in good shape

The Village Hall is the only community facility in Bisley (a village with about 4000 residents) that can accommodate quite large numbers of people and a range of uses. It is well-supported by people in the village and beyond. It is, however, a Victorian building which takes a lot of time, effort and money to maintain (let alone improve!). In 2024-25 additional energy efficient lighting was installed. Our next big challenge will be to further improve the Hall's energy efficiency (and save money on energy costs) by replacing the present heating system.

Commemorating the Hall's heritage

The Hall has a remarkable history. 2024 marked the 150th anniversary of the opening, in 1874, of the chapel that served two Shaftesbury Schools and a special 150th Anniversary event was held in October 2024. This was supported by the research of the Heritage Team and superbly organised by them.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves of at least £20,000 are held in case of emergency or financial crisis. We also hold funds (in a separate account) to go towards major projects such as improving energy efficiency.

Details of any funds materially in deficit

n/a

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.

See Section D above

Strawberry Fayre

Section F


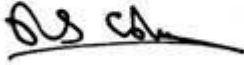
Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Graham Davey	Raymond Colvin
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	21 st January 2026	21 st January 2026

BISLEY VILLAGE HALL
ACCOUNTS FOR THE YEAR ENDED 31.03.25

	2024/25	£	2023/24	£
INCOME				
Hall hire	46,857		41,350	
Grants	1,465			
Donations & Fund raising	12,151		10,023	
Interest received	1,623		1,229	
	62,097		52,602	
EXPENDITURE				
Gas	5,160		3,615	
Electricity	3,420		2,225	
Water	1,510		655	
Premises - major work	-		8,040	
Premises - repair & renewal	11,318		8,256	
Premises expenses	3,659		5,260	
Cleaning	6,966		6,365	
Kitchen & cleaning supplies	583		550	
Insurance	3,240		3,109	
Licences	117		874	
Subscriptions	392		269	
Internet	353		343	
Advertising & promotion	153		153	
Sundries	346		242	
Heritage Day expenses	2,571		69	
Donations	500		375	
	40,287		40,400	
INCOME LESS EXPENDITURE	21,810		12,202	

	2024/25	£	2023/24	£
	AS AT		AS AT	
	31.03.25		31.03.24	
CURRENT ASSETS				
Lloyds Bank Treasurers A/c	1,042		1,713	
Lloyds Bank Business Deposit A/c	21,057		21,344	
Lloyds Bank Donations & Fundraising A/c	23,774		11,982	
Lloyds Bank 32 Day Notice A/c	54,415		43,138	
Cash in hand	100,288		78,277	
	4,248		4,206	
Debtors - regular & adhoc hirers				
Total Current Assets	104,536		82,483	
CURRENT LIABILITIES				
Creditors	2,107		2,152	
Deposits refundable	1,275		987	
Total Current Liabilities	3,382		3,139	
CURRENT ASSETS LESS CURRENT LIABILITIES	101,154		79,344	
RESERVES				
Balance b/f	79,344		67,141	
Income & Expenditure A/c 2023/24	21,810		12,203	
	101,154		79,344	
Project Funding	45,000		35,000	
General reserves	56,154		44,344	
	101,154		79,344	



Section A

Independent Examiner's Report

Report to the trustees

Bisley Village Hall

On accounts for the year
ended

31/03/2025

Charity no
(if any)

304978

Set out on pages

1 & 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 DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*


I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

19-01-2026

Name:

Mr Howard Quinnell

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

Address:	38 Snowdrop Way, Bisley, Woking, Surrey, GU24 9BL

Section B	Disclosure
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Only complete if the examiner needs to highlight material 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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