BUSBRIDGE VILLAGE HALL

Registered Charity No. 304983

Trustees' Report and Annual Accounts

Year ended 31st January 2026

BUSBRIDGE VILLAGE HALL
TRUSTEES' REPORT FOR THE YEAR ENDED 31 JANUARY 2026

Address

Busbridge Village Hall
Heath Lane
Godalming
Surrey GU7 1XA

Trustees

Mrs Joan Heagin	Chair
Mr Hamish Robertson	Treasurer
Mrs Jennifer Lansdowne (appointed 2nd June 2025)	Secretary
Mr Alan Betts	
Mr Ian Macholl	
Mrs Helen Sturney	

Governance

Busbridge Village Hall was established as a charity by a Trust Deed dated 9th July 1948, when the land on which the hall stands was donated to the parish by a well-known local family of the day – the Pleydell-Bouveries. The hall itself was donated to the parish by Mrs Earle, the owner of Busbridge Hall, in memory of her son; it had previously been the cricket pavilion. The original Deeds conveyed title to the land to the Trustees of Busbridge Village Hall and a further small strip of glebe land was acquired from Busbridge Parish Church on 20th April 1949. The title to the land was transferred by the Trustees to the Official Custodian for Charities in trust for Busbridge Village Hall on 21st February 1950.

The hall has a Premises Licence (not including alcohol) registered with the local authority.

Appointment of Trustees

The Trust Deed governs the appointment of trustees and the management of the charity. Busbridge Village Hall is run by a management committee, the members of which were intended to be the nominated representatives of the organisations that use the hall along with five people elected by residents of Busbridge at the annual meeting. For some years the Charity has struggled to meet these criteria, and trustees are appointed on the basis of willingness to support the running of the Hall.

During the year we were pleased to welcome Jenny Landsdowne as a new trustee and secretary.

Objectives and Activities

The Trust Deed states that the land was given to the charity on the premise that it "shall be held upon trust for the purposes of physical and mental training and recreation and social and moral and intellectual development for the benefit of the inhabitants of the Parish of Busbridge in the County of Surrey and its immediate vicinity without distinction of sex or of political, religious or other opinions".

The hall is used for meetings, lectures, classes or other forms of recreation or leisure time occupation in the interests of social welfare and with the object of improving the social conditions of the life of the local residents. The Trustees consider these objectives to be consistent with Charity Commission guidance on providing for the public benefit as shown in the list of activities pursued this year.

Principal Activities in Pursuit of Objectives

The hall is in use most days of the week and provides premises for a variety of local groups including the following for at least part of the year:

- Various groups belonging to the Scout and Guide movements
- Busbridge Women's Institute
- Godalming School of Dance
- NHS Health Visitor Baby Clinic
- Pilates Yoga and Exercise Classes
- French for Fun Language Classes
- Parkinsong Voices / MbM Contemporary Gospel Choir

The hall is also available for hire for private functions including children's parties, wedding receptions and other social functions. Over 100 such functions were held at the hall during the year.

Financial Summary

The accounts have been prepared on a receipts and payments basis giving a summary of income and expenditure for the year and a statement of assets and liabilities at the year end. No accruals or prepayments have been accounted for. All income and expenditure items are unrestricted.

Total income for the year was considerably reduced; £24,612.96 compared with £33,489.43 in 2024/25. There are two principle reasons for this:

- The decision to take an impairment charge of £9,835.41, as the trustees were unable to identify the fixed assets to which the balance sheet valuation referred. The value had been included for many years and is now believed to have resulted from an error in the recording of expenditure in the distant past.
- Loss of Little Bears as a significant weekday hirer towards the end of the previous year.

Although new regular hirers joined during the course of the year, income from regular lettings was down 24% overall. Nevertheless, without the impairment charge, total income would have been almost 3% higher, despite the 3 weeks closure due to major projects; £34,448.37 (2025: £33,489.33).

Conversely total expenditure for the year was considerably increased; £70,405.41 compared with £27,110.00 the previous year. The major project to upgrade the electrical installation and heating system presented an opportunity to carry out other refurbishment and enhancements to facilities, resulting in significant expenditure:

- £30,245.36 for the core electrical/heating project, including new hot water supply, external power/lighting and sound system
- £6,071.50 for refurbishment of walls and floor
- £4,925.00 for redecoration
- £1,725.00 for security upgrades to doors and windows
- £1,080.00 for asbestos survey and removal

Taken together, these factors resulted in an overall deficit for the year of £45,792.45.

Despite this deficit the charity remains in a healthy state financially, with overall reserves of almost £110,000. The significant previous reserves of over £155,000 were being held to fund the types of capital expenditure that has taken place.

A decision was taken in December 2025 to increase hiring charges above inflation to seek to ensure that operational expenditure and routine maintenance can continue to be funded from income, despite an anticipated reduction in future investment income.

Bank and other interest during the year was £5,535.30, and whilst £85,000 was reinvested at a rate of 4.30% in April 2025, it is already known that this will not be repeated when the present Shawbrook investment matures in April 2026.

Future Plans

Further significant expenditure is planned during 2026/27, including:

- Removal of dead trees and large laurel, replacing them with native hedging
- Significant upgrades to the car park surface and drainage
- New external storage to facilitate internal rationalisation of storage space and upgrading of tables and chairs

It is also intended that a new charity will be formed to carry on the work of Busbridge Village Hall as a Charitable Incorporated Organisation (CIO). This may result in the transfer of all assets from the current charity (no. 304983) during the course of the year and an application to the Charity Commission for the winding up of this charity.

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

Signed on behalf of the Charity's trustees .....

Joan Heagin

Chair of Trustees

Date 3/11/26

INCOME AND EXPENDITURE ACCOUNT
YEAR ENDING 31 JANUARY 2025

		2025/26		2024/25
Operational Income				
Ad Hoc Lettings	£9,793.00		£9,075.25	
Regular Lettings	£15,121.68		£19,909.20	
Monies from electricity meters	£433.60		£824.20	
Parking charge income	£2,182.50		£988.00	
Storage income	£296.00		£100.00	
Other operational income	£1,086.29		£0.00	
Total Operational Income	£28,913.07	**£28,913.07**	£30,896.65	**£30,896.65**
Non Operational Income				
Bank and other interest	£5,535.30		£658.01	
Exceptional gain from COIF sale	£0.00		£1,934.77	
Impairment charge	-£9,835.41		£0.00	
Total Non Operational income	-£4,300.11	**-£4,300.11**	£2,592.78	**£2,592.78**
TOTAL INCOME		**£24,612.96**		**£33,489.43**
Operational Expenditure				
General Gardening	£2,304.00		£2,390.00	
IT / Comms / Broadband	£452.93		£633.30	
WBC Rates	£116.48		£46.83	
Waste disposal	£56.51		£157.25	
Water charges	£336.72		£140.95	
Electricity	£2,654.27		£3,132.82	
Cleaning	£3,518.55		£3,054.10	
Booking manager	£3,790.00		£3,584.88	
Finance manager	£1,518.20		£933.57	
Hall checker	£905.00		£0.00	
Insurance	£1,085.16		£1,036.83	
Marketing	£458.97		£0.00	
Other expenditure	£874.26		£1,411.92	
Total Operational Expenditure	£18,071.05	**£18,071.05**	£16,522.45	**£16,522.45**

		2025/26		2024/25
Other Expenditure				
Minor maintenance	£1,422.97		£1,255.38	
Planned maintenance	£13,729.66		£7,687.18	
Major projects	£34,616.76		£0.00	
Grounds maintenance	£2,564.97		£1,644.99	
Total Other Expenditure	**£52,334.36**	**£52,334.36**	**£10,587.55**	**£10,587.55**
TOTAL EXPENDITURE		**£70,405.41**		**£27,110.00**
OVERALL SURPLUS/DEFICIT		**-£45,792.45**		**£6,379.43**

STATEMENT OF ASSETS AND LIABILITIES
AT 31 JANUARY 2026

		2025/26		2024/25
Fixed Assets				
Village Hall (Book Value)	£0.00		£9,835.41	
		£0.00		**£9,835.41**
Current Assets				
Lloyds Current Account	£3,924.88		£6,538.84	
Lloyds Deposit Accounts	£21,960.85		£55,933.93	
Shawbrook Bank CAF Account	£85,000.00		£85,000.00	
	£110,885.73	**£110,885.73**	£147,472.77	**£147,472.77**
Current Liabilities				
Refundable damage deposits	£1,050.00		£1,800.00	
Long term key deposits	£120.00		£0.00	
	£1,170.00	**£1,170.00**	£1,800.00	**£1,800.00**
Net Current Assets		**£109,715.73**		**£145,672.77**
TOTAL ASSETS		**£109,715.73**		**£155,508.18**
Financed By				
BVH - Accumulated Surplus		£155,508.18		£149,128.75
Net surplus/deficit for year		-£45,792.45		£6,379.43
		£109,715.73		**£155,508.18**

Signed..Hamish Robertson..... Date.....31/1/26.....

Hamish Robertson

Treasurer

NOTES TO THE ACCOUNTS - YEAR ENDED 31 JANUARY 2026

1. Accounting policy

1. The accounts have been prepared on a receipts and payments basis giving a summary of income and expenditure for the year and a statement of assets and liabilities at the year end. No accruals or prepayments have been accounted for.

2. Hitherto fixed assets have been stated at historical cost. However, on review, the trustees were unable to identify which assets the £9,835.41 recorded in previous years refers to. They also recognise that under a receipts and payments basis of accounting all expenditure should be fully recorded in the year the expenditure is incurred. Consequently an impairment charge of £9,835.41 has been taken in 2025/26, thereby reducing fixed assets shown in the accounts to nil.

2. Unrestricted Reserves

All income and expenditure for the year was unrestricted. All reserves held at the year-end are unrestricted.

3. Refundable Deposits

The village hall asks for a refundable security and cleaning deposit from all ad hoc hirers and from new regular hirers. For ad hoc lettings, deposits are returned as soon as possible after the hire. For regular lettings, the deposits are typically returned after around six months. The balance sheet includes an amount of £1,050 (2025: £1,800) in respect of these refundable damage deposits.

A further deposit arrangement was introduced during 2025/26; £30 from each regular hirer wishing to have their own key, to reflect replacement cost in the event that their key is lost or not returned.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BUSBRIDGE VILLAGE HALL - Registered Charity No. 304983

I report on the accounts for the year ending 31st January 2026 which are set out on pages 4-6.

Responsibilities and basis of report

As 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 these 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

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:

- the accounting records were not kept in accordance with section 130 of the 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 not come across any 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.

Signed Ruth Thomson Date 9/6/26

Ruth Thomson FCA

97 Kings Road, Godalming, GU7 1EU