

Chiddingfold Village Hall Charity
(Charity No 305001)

Trustees' Annual Report for the Year
Starting 1st April 2024 and Ending 31st March 2025

Objectives and Activities

The stated objects of the Charity under its governing scheme are “the provision and maintenance of a village hall and facilities ancillary thereto for the use of the inhabitants of the Parish of Chiddingfold without distinction of political, religious or other opinions including 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”.

The main activities of the Charity are:

- the provision of indoor rental spaces (the Main Hall and the smaller Charles Watts Room) in a well maintained, attractive village hall for the use of village organisations and, to the extent not used by village organisations, for use by others; and
- the running of a village cinema.

The Trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and Performance

2024-25 saw lettings income increase to £51,811 (an improvement of 12.8%), with increased usage by all user categories.

Chiddingfold Village Cinema contributed a profit of £3,926 (a reduction of 40.8%). This is due to the continued paucity of new film releases suitable for our local audience. Showings were therefore reduced to only once per month for the latter half of the year. This situation will continue until the number of suitable films available increases (hopefully in 2025-26).

The PV electricity system generated tariff income of £1,605 during the year.

Total income (including cinema receipts but excluding project grants/donations received (see below)) was £64,268 whilst operational outgoings were £38,836 – an annual operating surplus of £25,432. The operating surplus is taken to the Charity’s reserves which are used to fund project work and major maintenance activities.

During the year, the Trustees undertook the following projects to improve the facilities, funded from the Charity’s reserves:

- (i) updating of the cinema website (£1,966);
- (ii) replacement of the water softener for the dishwasher (£1,542);
- (iii) installation of a new entrance sign (£1,086); and
- (iv) replacement of the hearing loop amplifier in the Main Hall (£632).

The Charity also received donations from Chiddingfold Fete (£500), Chiddingfold Bonfire Committee (£500) and other donations (totalling £225).

Financial Review

The sources of the Charity's income and its principal areas of expenditure are tabulated in the attachment.

At the end of March 2025, the Charity's reserves were a total of £70,066, comprising:

General Fund - £18,228: This reserve provides funds to enable the Charity to continue to provide a reasonable level of service to the community in the event of exceptional or unforeseen circumstances such as:

- Emergency repairs to the facilities
- The loss of a significant income source
- Enforced closure

This fund must also support the replacement of items which are subject to general wear and tear, such as tables, chairs and minor kitchen equipment, crockery, utensils, etc.. As the cinema's operating surplus is assigned entirely to the Designated Improvements Fund, Kitchen Fund and Cinema Equipment Fund, increases in the General Fund rely on making a profit on lettings and on the income generated by the PV electricity system.

Designated Improvements Fund (unrestricted) - £26,460: This reserve provides funds to meet or contribute towards the cost of developing/maintaining the facilities in furtherance of the Charity's objectives. It is anticipated that specific projects (e.g. replacement of the Main Hall floor in Summer 2026) will be funded by both drawdowns from this fund and project specific grants/donations. It benefits from 50% of the cinema's annual operating surplus.

Kitchen Fund (unrestricted) - £5,361: This reserve is a "sinking" fund to allow the Charity to redevelop the newly refurbished kitchen when it reaches the end of its working life. It benefits from 25% of the cinema's annual operating surplus.

Cinema Equipment Fund (unrestricted) - £3,821: This reserve is a "sinking" fund to allow the Charity to replace the AV facilities at the end of their working life – e.g. the projection screen is estimated to require replacement in the next 2-3 years. It benefits from 25% of the cinema's annual operating surplus.

Cinema Equipment Fund (restricted) - £1,000: This reserve holds funds which were specifically donated towards the replacement of the AV facilities at the end of their working life.

Building Dilapidations Fund - £15,000: The Trustees decided during the year to establish this new reserve as a "sinking" fund towards the eventual replacement of the village hall (built in 1994). Although the Charity will undoubtedly seek grants towards the cost of this work at the appropriate time, most grant providers require applicants to provide their own

funds towards the project (typically 25-50% of the total cost). At current rates, this means that the Charity could have to provide a contribution of at least £500,000.

These reserves are primarily held as monetary assets in a current account and two income-generating savings accounts held with Lloyds Bank (£35,330) together with a deposit (£34,334) in COIF funds. A small amount of cash is held by the Cinema Sub-Committee for use as floats at cinema performances.

Structure, Governance and Management

The Charity was established as an unincorporated association under a scheme for the regulation of the Charity approved by the Charity Commission (dated 4th August 1992) which combined the administration and management of two former charities – known as the Physical Training and Recreation Ground and the Chiddingfold Village Hall. This restructuring arose as part of the plan for the building of a new village hall (the current building).

The Charity is managed by a Committee of Management (CoM) of a maximum of 8 persons – however the Charity continues to experience difficulty in attracting new Trustees, currently there are only 6 Trustees. The Committee of Management is responsible for all major decisions regarding the Charity and for approving all significant expenditures. It meets at least quarterly.

The Charity has a Finance and Compliance Committee (FCC) which meets every quarter and has delegated responsibility for financial matters, which are reported to the CoM. All members of the FCC are Trustees.

Day-to-day decisions regarding the operation of the cinema are delegated to the Cinema Sub-Committee, which includes Trustees as members.

During this year, the following persons were Trustees:

Name	Office (if any)	Date Acting (if not whole year)		Appointed By
		Start	End	
Valissa Burnett				Elected
Adam Stebbings	Treasurer			Elected
Ian McKie	Chairman			Parish Council
Georgia Lacey				Elected
Sheila Rapley				Elected
Sue Mitchell				Elected

Custodian Trustee

Chiddingfold Parish Council acts as custodian trustee for the Charity, as the Charity is an unincorporated association and cannot itself hold land/property assets. The Parish Council holds the freehold title to the village hall site on behalf of the Charity.

Reference and Administrative Details

Charity's Name: Chiddingfold Village Hall Charity
Registered Charity No.: 305001

Charity's Principal
Address:

Chiddingfold Village Hall
Coxcombe Lane
Chiddingfold
Surrey GU8 4QA

The Future

The Trustees are pleased that the Charity has continued to strengthen its position following the COVID pandemic. They wish to record their sincere thanks to the volunteers, grant givers and donors whose continued support is vital to the future of the Charity and the services which it provides to the local community.

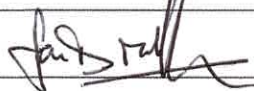
The Charity (in common with similar organisations) faces continual financial pressures and must husband its resources carefully. Higher general inflation impacts on the Charity's costs and typically necessitates increases in charges for use of the facilities – however, the Trustees have chosen to hold charges for the 2025-26 financial year at the 2024-25 levels. This decision was particularly driven by the UK government's changes to minimum wage and National Insurance provisions which notably impact organisations such as the facilities' largest user – Chiddingfold Nursery School.

In addition to managing day-to-day operations, the Trustees will focus on sourcing funding for and executing the remaining key projects (e.g. replacing the Main Hall floor and improving security) to ensure that the standard of the facilities is maintained and they remain a valued resource for the local community.

Declarations

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

Signed on behalf of the Charity's Trustees

Signature	
Full Name	Ian McKie
Position	Chairman
Date	19 th May 2025

Chiddingfold Village Hall Charity

(Registered Charity 305001)

Financial Statements for the Year Ended 31 March 2025

STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2025

	Note	This Year Total £	Last Year Total £
MONETARY ASSETS			
Lloyds Treasurers a/c		8,580	10,920
Lloyds Instant Access a/c		15,296	15,128
Lloyds 32 Days Notice a/c		11,454	11,139
CCLA COIF Deposit a/c		34,334	13,757
Pay Pal a/c		nil	162
Cinema Floats		205	205
		69,869	51,310
REPRESENTED BY:			
General Fund (<i>unrestricted</i>)		18,228	21,497
Designated Improvement Fund (<i>unrestricted</i>)		26,460	22,095
Kitchen Fund (<i>unrestricted</i>)		5,361	4,380
Cinema Equipment Fund (<i>unrestricted</i>)		3,821	2,839
Cinema Equipment Fund (<i>restricted</i>)		1,000	500
Building Dilapidations Fund (<i>unrestricted</i>)	8	15,000	nil
		69,869	51,310
NON-MONETARY ASSETS & LIABILITIES (Notes 6 & 8)			
Assets			
Buildings		1,819,751	1,766,749
Contents		60,676	50,625
		1,880,427	1,817,374
Debtors			
Trade debtors		340	nil
Amounts owing by hirers for bookings in 2024/25		726	1,193
		1,066	1,193
Creditors & Loan			
Deposits repayable to hirers for bookings in 2024/25		45	70
Hire charges and deposits received from hirers for bookings in 2025/26		230	181
Loan from ACRE taken out on 15th July 2021 for 8 years bearing interest @ 3.0% p.a.		12,500	15,000
		12,775	15,251

Approved by the Management Committee on:

19 May 2025

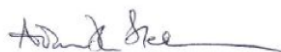
and signed on its behalf by:

Name

Signature

Date

Adam Stebbings (Honorary Treasurer)



19 May 2025

Chiddingfold Village Hall Charity

(Registered Charity 305001)

Financial Statements for the Year Ended 31 March 2025

RECEIPTS AND PAYMENTS ACCOUNT

	General Fund (unrestricted)	Designated Improvement Fund (unrestricted)	Kitchen Fund (unrestricted)	Cinema Equipment Fund (unrestricted)	Cinema Equipment Fund (restricted)	Buildings Dilapidation Fund (unrestricted)	This Year Total	Last Year Total
Note	£	£	£	£	£	£	£	£
RECEIPTS								
Lettings	2	51,811					51,811	45,930
Chiddingfold Cinema receipts	3		4,760	2,380	2,380		9,521	13,378
Grants	4						nil	16,873
Donations	4	225	500		500		1,225	1,205
Solar panel Income	5	1,605					1,605	1,671
Interest on COIF and Lloyds deposit accounts		1,331					1,331	904
Sundry income							nil	439
Total Receipts		54,972	5,260	2,380	2,380	500	65,493	80,399
PAYMENTS								
Business rates		158					158	152
Electricity & gas	5	7,452					7,452	7,514
Water		1,237					1,237	1,167
General maintenance		2,249					2,249	2,012
Gardener		480					480	1,080
Main Hall floor annual service							nil	1,320
Insurance	6	2,564					2,564	2,606
Security, alarm and fire systems		1,217					1,217	3,038
Refuse collection		1,819					1,819	2,170
Cleaning supplies		1,784					1,784	944
Cleaner/Caretaker		6,612					6,612	5,418
Telephone/Broadband		600					600	436
Licences		1,521					1,521	1,653
Advertising/Website		249					249	295
Banking charges		3					3	4
Sundries							nil	165
Booking Clerk		2,750					2,750	3,850
Projects	7		8,098				8,098	23,497
Chiddingfold Cinema payments			2,798	1,399	1,399		5,595	6,741
Loan repayments including interest		2,545					2,545	2,545
Total Payments		33,241	10,895	1,399	1,399		46,934	66,605
NET RECEIPTS / (PAYMENTS)		21,731	(5,635)	981	981	500	18,559	13,794
RESERVES								
Balance Brought Forward 1 April 2024		21,497	22,095	4,380	2,839	500	51,310	37,516
Net Receipts / (Payments)		21,731	(5,635)	981	981	500	18,559	13,794
Transfers		(25,000)	10,000				15,000	nil
Balance Carried Forward 31 March 2025		18,228	26,460	5,361	3,821	1,000	69,869	51,310

Summary of Key Revenue Sources (excluding projects, related grants and donations)

	Lettings		Chiddingfold Village Cinema	
	This Year	Last Year	This Year	Last Year
	£	£	£	£
Receipts	51,811	45,930	9,521	13,378
Payments	33,241	36,367	5,595	6,741
Net receipts	18,570	9,562	3,926	6,637

Chiddingfold Village Hall Charity

(Registered Charity 305001)

Financial Statements for the Year Ended 31 March 2025

NOTES TO THE FINANCIAL STATEMENTS

1 Basis of Accounts

These accounts have been prepared on a receipts and payments basis and in accordance with s.133 of the Charities Act 2011.

2 Lettings

Lettings receipts include all monies received during the year from the letting of the Main Hall and the Charles Watts Room. This income includes a total of £1,193 received as late payments for lettings made by hirers in the previous year, but excludes receipts of £726 for bookings taking place in 2024/25 which were uncollected at the year-end. Income also includes receipts of £230 relating to bookings in 2025/26. Returnable event deposits amounting to £45 were owing at the year-end.

3 Chiddingfold Village Cinema

Cinema receipts and payments for the year have been taken to reserves and split between the Designated Improvement Fund (unrestricted) (50%), the Kitchen Improvement Fund (unrestricted) (25%) and the Cinema Improvement Fund (Unrestricted) (25%).

4 Grants and Donations

No grants were applied for or received during the financial year.

The following donations towards various projects were received during the year:

Chiddingfold Fete (Kitchen Fund)	£ 500
Chiddingfold Bonfire Committee (Cinema Equipment Fund)	500
Other donations	225
	<u>1,225</u>

5 PV (Solar) Panel Income and Utilities' Costs

The PV solar panel system was operational throughout the year and generated receipts of: £1,671.= 1,605

Coupled with the recent investment in an air-sourced heating system throughout the building, the use of LED lighting in the main hall, insulation of the Charles Watts Room ceiling and six years of fixed price electricity supply contracts at approximately the same unit price until 2028/29, the Charity has seen its net cost of its electricity fall by over 14% in real terms since 2019/20.

6 Insurance

The valuation shown for the Charity's non-monetary assets are those taken from the Charity's most recent insurance policy's asset valuations plus the value of any other asset purchases made during the period.

The Charity's insurance coverage includes £500,000 of trustees indemnity insurance.

7 Projects

During the period, the Charity expended £8,098 on the following projects which were funded from grants and donations received, plus brought forward designated reserves:

	£
	-
Fence/gate renewal	2,871
Cinema website	1,966
Water softener	1,542
Entrance sign	1,086
Hearing loop amplifier	632
	<u>8,098</u>

8 Building Dilapidations Fund

The trustees have decided to start making provision for the eventual rebuilding of the premises by means of a Building Dilapidation Fund to which the sum of £15,000 has been transferred this financial year. Additional transfers will be made to this fund as and when other funding requirements allow.

9 Non-Monetary Assets

The freehold of the village hall's land and building is held by Chiddingfold Parish Council as Custodian Trustee of the Charity which is unincorporated.

The lease from Waverley Borough Council for the tennis courts on Coxcombe Lane Recreation Ground is also held by Chiddingfold Parish Council, nominally for the Charity. However, the Charity no longer has any involvement in the operation and maintenance of these courts - they are operated and funded solely by Chiddingfold Parish Council.

REPORT OF THE INDEPENDENT EXAMINER TO THE COMMITTEE OF MANAGEMENT OF THE CHIDDINGFOLD VILLAGE HALL AND RECREATION GROUND CHARITY

In accordance with the provisions of s.145 of the Charities Act 2011, I have examined the receipts and payments accounts and statement of assets and liabilities of the Chiddingfold Village Hall Charity relating to the year ended 31st March 2025.

This examination did not extend to a comprehensive audit of such accounts or statement. I confirm that the accounts and statement accord with the accounting records of the Charity and that such records satisfy the requirements of the Act.

I am not aware of any matter to which attention needs to be drawn in order to obtain a proper understanding of the accounts.

Signed:



Independent Examiner

Date: 24 April 2025

Name: Vic Bradford
(Qualified with CIPFA in 1978, and a member between then and 2015 but no longer a Member of the Institute)

Address: 10 Oak Close, Chiddingfold, Surrey, GU8 4SA

Chiddingfold Village Hall Charity

(Registered Charity 305001)

Financial Statements for the Year Ended 31 March 2025

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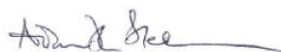
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19 May 2025

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