

NEWICK VILLAGE HALL CHARITY

REGISTERED CHARITY NUMBER 305287

TRUSTEES REPORT AND FINANCIAL STATEMENTS

for the

YEAR ENDED 31 DECEMBER 2024

INDEX

	Page Nos
Legal and Administrative Information	2
Report of the Trustees	3-6
Independent Examiners' Report	7
Statement of Financial Affairs	8-9
Notes to Accounts	9-10

NEWICK VILLAGE HALL CHARITY

REGISTERED CHARITY NUMBER 305287

Legal and Administrative Affairs

**Trustees
(as at 31 Dec 2024)**

David Read – Chairman
Michael Berry – Treasurer
Hilary Bryan – Secretary – Newick Tennis Club
Barbara Bone – Newick Amateur Dramatic Society
Jennifer Walton – Newick Horticultural Society
David Tobbit – Newick Twinning Society
Sara Asprey – Newick Badminton Club
Bronja Whitlock – Newick Parish Council
Anthony Bailey – St. Mary's Church

Registered Office

55 New Heritage Way
North Chailey
Lewes
East Sussex BN8 4GD

Independent Examiner Mr Paul Sentance

Bankers

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent, ME19 4JQ

Investments

M & G Charities
PO Box 9038
Chelmsford
Essex CM99 2XF

NEWICK VILLAGE HALL CHARITY

Report of Trustees for the year ended 31 December 2024

The Trustees present their report along with the financial statements of the Newick Village Hall Charity ("Charity") for the year ended 31 December 2024.

Public Benefit

The object of the Charity is to provide premises which should be held on 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 Newick aforesaid and its immediate vicinity including in particular that part of the Parish of Chailey which lies to the east of the Southern Railway from Lewes to East Grinstead without distinction of sex or of political religious or other opinions but subject to the provisions of these presents.

The Charity maintains the Village Hall and makes it available for hire at reasonable rates to all local societies, clubs, groups, residents and other suitable hirers who wish to use it.

The Charity has studied the Charity Commission's guidance on public benefit and confirms that it considers the services provided to be fully in line with that guidance.

Structure, Management and Governance

The Charity is an unincorporated Trust constituted under a trust deed dated 10 March 1947.

The Trustees meet regularly throughout the year and agree the broad strategy and areas of activity including maintenance, refurbishment, finance and risk management policies.

The general management and control of the Charity premises and the arrangements for their use is vested in the Management Committee consisting of no more than 18 members nominated by local clubs and societies along with a maximum of 3 co-opted members. All members are required to stand down at the AGM for a new committee to be constituted. Currently all 9 committee members are Trustees.

Newick Parish Council is the Custodian Trustee and if the Management Committee ceases to function then the hall would transfer to the Parish Council for that body to manage the hall.

The Charity is a member of the Action in Rural Sussex Community Buildings Advice Service and receives regular advice and support on many aspects of running a village hall.

The Management Committee members are all volunteers. In addition to Committee matters, some Committee members, free of charge, assist with hall maintenance, applying for grants and managing the Village Hall's refurbishment projects.

Risk Management

The Trustees consider that the major risks to continued viable operation of the Village Hall are those listed below. The procedures adopted to manage those risks are also given below:

- **Loss of income due to one or more of the major users ceasing to hire the hall.**

We have progressively refurbished and improved the Hall's facilities to make it more attractive to existing and new hires. It is anticipated that this will maintain our level of rental and storage income at around £20-25,000 per annum and is an on-going process. We also actively promote the premises for parties for the under 10s as well as aged persons groups. We now hold 9 month's rental income in reserve to cover for any major user ceasing to hire the hall.

- **Unexpected problem with premises.**

We maintain a renewal and repairs reserve to allow any such problem to be remedied quickly. We would also be supported by the Parish Council, donations and charitable bodies through grant income (see reserve policy below).

In 2024 we completed a 5 year fixed wire electrical test which included remediation work (£3,070) and drainage work (£708)

Reserves Policy

In 2023 we agreed a policy to ensure that we have a reserve at all times of £15,000 in the Operational Reserves Fund and £24,000 in the Maintenance and Renewals Fund. It has been agreed to increase the former fund to £18,500. The balance of the hall funds is held in the Facilities Upgrade Fund which at 31 December 2024 is £20,397.

Achievements and Performance – Chair's comments

At the beginning of 2024 the Management Committee was concerned that the cost of maintaining the hall would become a major problem as a result of the increase in the price of utilities. We responded to this by actively seeking new business, keeping the hall attractive to current and new users, as well as looking at our administrative costs. This has resulted in a significant increase in the number of groups and individuals using the hall. Our projected income for 2025 indicates that we are able to cover our costs, both running and maintenance, without having to increase our charges. We are now confident that we can avoid the need for an increase in fees during 2025 which will be welcome to the Newick community.

The committee remain committed to support a wide range of activities with the intension of supporting as many clubs and societies based in Newick and surrounding villages as possible.

Financial Review - Summary

The Charity's income from lettings and storage was £29,182 in 2024 compared with £21,249 in 2023 and £19,595 in 2022.

The near £8,000 increase in booking fees was as a result of securing 3 additional regular hires as well as significant additional one off hires such as local and parliamentary elections.

At the start of 2024 we budgeted to break even as there was a continued concern that our income would not cover our costs for the year. There was still a degree of uncertainty how energy costs would move during the year but these reduced significantly when we agreed a 2 year contract with our supplier. We also embarked on fundraising holding 3 events which proved to be successful with net receipts of nearly £1,200.

After charging all costs there was an operating surplus of £12,371 (2023: Surplus £2,340).

There has been a significant positive change to our energy costs. From April our tariffs reduced for gas and electricity but this reduction was offset to a degree by a significant increase in standing charges. The winter months were still at the very high unit rate so our cost only reduced by £500 compared to 2023.

With respect to the Renewals and Repair Fund. £4,380 was spent (see accounts for details) but we were able to make an equivalent transfer from the 2024 surplus. The fund remains at £24,000. The Trustees will continue to review of assets, planning for future commitments.

The operational balance reserve has been increased to £18,500 which is approximately 9 month's hire and storage income. The balance of the surplus was transferred to the Facilities Upgrade Fund.

The Facilities Upgrade Fund balance now totals £20,397 (2023: £16,516). There was no expenditure in the year but we received a grant from Newick Parish Council (£783) to support the replacement of the hearing loop in 2025.

The Charity has no long-term investments but does hold £38,128 (2023: £39,521) in a fixed interest Charibond account with M&G holdings. The value has reduced in the last 3 months of the year. The interest received for this account (£1,800) is being used to further the objectives of the Charity as it is recognised as part of our annual ongoing income. These funds are available on request but in the immediate future the Charity has no immediate plans of using them.

The Charity also opened an easy access savings account with the CAF Bank. This generated £100 per quarter in the last 6 months of the year. We will continue to see the benefit of this account in 2025.

Overall, net funds increased £7,381 (2023 decrease £1,236) giving a total of £62,897.

The Trustees considered the financial state of the Charity to be satisfactory but are acutely aware of the financial uncertainties that exist in 2025.

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

Signed on behalf of Trustees

DH Read.

D Read – Chairman

Date: *24-3-2025*

Independent Examiners Report to The Trustees of Newick Village Hall

I report on the accounts of Newick Village Hall Charity for the year ending 31 December 2024 which are set out on pages 8 to 10.

Respective responsibilities of Trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

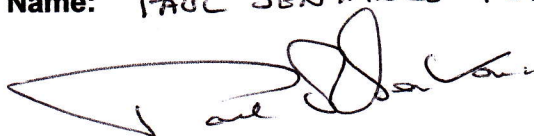
Independent Examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I 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.

Name: PAUL SENTANCE FCA Date: 3rd March 2025



NEWICK VILLAGE HALL CHARITY

Statement of Financial Activities for The Year Ended 31 December 2024

		2024	2024	2023	2023
		£	£	£	£
Hall Upgrade					
Income	Donations/ Grants	783	783	6,679	6,679
Expenditure					
	Refurbishment	-		2,512	
	Main Hall Floor	-		8,460	
			<u>0</u>		<u>10,972</u>
Cash (outflow)/inflow on projects			783		(4,293)
Hall Renewal and Repairs					
	Electrical work	3,070		-	
	Replacement Tables	209		360	
	Memorial Plaque	-		170	
	Drainage Work	708		-	
	Ladder	84		-	
	Floor cleaning machine	209		-	
	Freezer	100		-	
			<u>4,380</u>		<u>530</u>
Cash (outflow) on renewals			(4,380)		(530)
Normal Operating Activities					
Income					
	Lettings	28,510		20,609	
	Storage	672		640	
	Donations / Fundraising	3,133		3,080	
	Newick Cinema	2,536		3,024	
	Investment Interest	1,979		1,446	
			<u>36,830</u>		<u>28,799</u>
Expenditure					
	Gas / Electricity	4,230		4,731	
	Water	845		798	
	Insurance	2,559		443	
	Repairs / Mtnce	1,446		1,702	
	Caretaking/Cleaning	4,146		7,650	
	Newick Cinema	2,488		2,612	
	Booking Secretary	5,617		5,045	
	Fees and Licenses	333		315	

	363	630	
BBand / telephones			
Fundraising	1,641	1,759	
Sundries/Admin	791	774	
	24,459	26,459	
Cash Inflow on normal activities	12,371	2,340	
Total inflow/(outflow) for the year	8,774	(2,483)	
Funds Brought Forward	55,516	56,752	
Adjustment on Investment Value	(1,393)	1,247	
Funds Carried Forward	62,897	55,516	
Represented			
By:			
CAF Current Account	4,660	15,796	
CAF Savings Account	20,010	-	
M & G Holdings	38,128	39,521	
Petty Cash	99	199	
Total	62,897	55,516	
Allocated to:			
Operational Surplus	18,500	15,000	
Maintenance and Renewals Fund	24,000	24,000	
Facilities Upgrade	20,397	16,516	
	62,897	55,516	

Assets

The principle assets held by the Charity are the village hall fixtures and fittings, funds on deposit/bank account, and a small amount of petty cash. The freehold of land and building is owned by the Custodian Trustee, Newick Parish Council.

Hall Refurbishments

There was no expenditure on hall upgrades in 2024 but further work is required on the stage wall which is planned in the long term.

Hall Repairs and Renewals

We undertook the 5 yearly electrical fixed wire test. This test, along with the remedial work cost £3,070. £708 was spent on essential drainage work and £602 was spent on purchasing additional equipment such as tables and a freezer for the bar.

Normal Operating Income

Hire income was up compared to 2023. This was as a result of 3 new regular hires, 2 elections and a significant increase in "one-off" hires for parties and events.

The interest received from M&G Holdings Charibond continued to be at an acceptable level. Additionally, we now received interest from CAF Bank for a savings account.

£285 was received in ad-hoc donations. There was 3 fundraising planned events resulted in a net surplus of £1,200.

As at 31 December 2024 £1,568 was held in respect of deposits for 2025 bookings.

As at 31 December 2024 the sum of £2,400 was outstanding in hire charges. These amounts were only outstanding due to the holiday period and were all cleared in January 2025. This hire income will be included within the 2025 accounts.

Normal Operating Expenditure

In 2024 there has been a decrease of £1,758 compared to 2023 in ongoing operational expenditure excluding Newick Cinema fees and fundraising costs.

Utility bills were £501 lower in 2024 as a result of the new gas and electricity contract from April 2024.

Repairs and maintenance decreased by £500 which is a continued reflection of the proactive management of the fabric of the hall.

The hall's insurance payment increased by £2,116 as a result of returning to interest free monthly payments rather than paying a full year's premium in one go.

Caretaking, Cleaning and Booking Secretary costs decreased by-£2,832. This a reflection of a full year saving of hiring a cleaner and the Trustees carrying out the caretaker duties themselves. Both contracts have been renewed with higher hourly rates and time requirements as a reflection of the additional work required due to the hall been hired more.

The Operational Surplus account has been increased to £18,500, which is the equivalent to about 9 month's income from hire and storage fees. This is to ensure there are sufficient funds to allow for any further risk of hall closures during 2025.

Newick Cinema

In 2024 9 shows were held where a surplus of £48 was achieved (2023 – £412 surplus). Since the cinema has been running a cumulative surplus of about £4,000 has been achieved due to this initiative. Newick Amateur Dramatic Society continue to provide the refreshments and have and have donated the profits (cumulatively in excess of £6,000) back to the hall to fund upgrade work.