

# PULBOROUGH VILLAGE HALL

(Pulborough Social Centre)  
Registered Charity No. 305409/2

SWAN VIEW, LOWER STREET, PULBOROUGH, WEST SUSSEX, RH20 2BF

Telephone 01798 874647  
Email [admin@pulbvh.org.uk](mailto:admin@pulbvh.org.uk)  
Web [www.pulbvh.org.uk](http://www.pulbvh.org.uk)

Manager  
Denise Newson

Chairman of Trustees Mr Ray Qusted

**Minutes of the AGM of Pulborough Village Hall, held on**  
**Monday 25<sup>th</sup> March 2024**  
**at 11.00am**

**PRESENT** Mr R Qusted (Chairman), Mrs B Thomas (Vice Chairman), Mrs E Henly, Mrs G Chandler, Mrs G Wilson, Mr P Clarke, Mr W Dean Taylor (Treasurer), Ms D Newson (Manager), Mrs E Latter (Administrator), Mr J Dunstan

**APOLOGIES** Mrs J Esdaile

**MINUTES OF THE LAST MEETING** – signed by the Chairman as a true representation of the meeting.

**MATTERS ARISING** - None

**CHAIRMAN'S REPORT** – This was circulated to all in attendance

**ADOPTION OF CHAIRMAN'S REPORT** - Proposed by Mrs G Wilson and seconded by Mrs B Thomas

**PRESENTATION OF ACCOUNTS –**

**Y/E 31/12/2023** - WDT gave everyone present a copy of the latest accounts and explained that although our income was down on the previous year (£86K as opposed to £93K for 2022) we had done surprisingly well considering the impact of losing an annual income of £24000 from WSCC Children & Family Centre.

The COIF account, did well and made up for some of the overall loss.

Mr Clarke enquired as to the purpose of the recoupment fund. WDT explained that because some of the charity land was sold off for residential development, the Charity Commission insisted that a Recoupment Investment Fund was set up, whereby an agreed amount was to be paid into the fund annually (currently £500) over a 100-year period. The idea being this accumulated sum would be sufficient to cover re-building costs.

Finally WDT advised that the overall cash available of £91k, was a strong position to be in.

WDT requested that Mrs Ball who examined our accounts last year, be asked to do so again this year.

**ADOPTION OF ACCOUNTS and PROPOSED ACCOUNT EXAMINER** – Proposed by Mrs B Thomas and seconded by Ms G Chandler

**ELECTION OF TRUSTEES** All of the Trustees, indicated that they were willing to stand again.

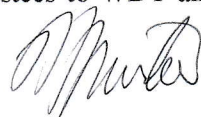
**ANY OTHER BUSINESS**

Mrs Chandler mentioned the need for cleaning cover for when our current cleaner will be off sick and also mentioned the higher rates of pay that temporary cleaners charge in comparison to a permanent position. Mr Dunstan pointed out that a permanent position does though come with other benefits, i.e paid holiday, pension contributions etc.

The electricity contract renewal was discussed and Trustees approved a 12-month contract with Smartest Energy from mid-April 2024.

Mrs Thomas asked to minute the thanks of the Trustees to WDT and Mr Dunstan for all of their input and hard work throughout the year.

The meeting closed at 11.20am

 24/3/25

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**Manager**  
Denise Newson

**Chairman**  
Raymond Qusted

## Chairman's Report for y/e 31<sup>st</sup> December 2024

The last year has been somewhat challenging.

Lettings have remained reasonably constant and we have started to show a slight increase in bookings which is encouraging.

The main problem we are encountering is the cost of energy that has gone up considerably over the past year. We have lost the advantage of a well negotiated long-term gas and electric contracts that have expired and new contracts are extremely higher.

We are seeking to encourage of lessees, particularly regular service users to not be wasteful when it comes to energy usage.

The grass bank opposite the Village Hall appears to be an area of concern in respect of its upkeep and maintenance. In this respect and for the purposes of clarity, we have undertaken the process of establishing ownership of the bank.

All our staff continue to carry out their work in an exemplary manner, many times going the extra mile to ensure users are well served and that security and safety is paramount.

There is still much to be done over the coming years to maintain the Hall in a fit and proper state and we hope that both the local council and the district council will support our efforts in that regard.

Finally, many thanks to our trustees and to our accountant Warwick, for the support that I have received over the past year.



# PULBOROUGH SOCIAL CENTRE

(Registered Charity No 305409)

## Statement of Financial Activities for the year ended 31 December 2024

Notes	INCOMING RESOURCES	General Income Fund £	Endowment Fund £	Total Funds 2024 £	2023 £
1	Hall Rental	83971		83971	85898
	Sundry Income	148		148	328
	Grants & Donations	50		50	1930
	COIF Deposit Interest	<u>2023</u>		2023	<u>1411</u>
	<b>TOTAL INCOMING RESOURCES</b>	<b><u>86192</u></b>		<b><u>86192</u></b>	<b><u>89567</u></b>
<b>RESOURCES EXPENDED</b>					
<b>Direct Charitable Expenditure</b>					
<b>Village Hall Costs</b>					
	Wages Administration	30291			29087
	Caretaking	7376			6920
	Cleaning	14285			12130
	Mainten & Gdn	8134			<u>5853</u>
		<b>60086</b>			<b>53990</b>
	Cleaning Contractors/Materials	3365			3328
	Light & Heat	15281			9279
	Water	1712			1194
	Insurance	4892			4453
	Licences	159			298
	Telephone	809			406
	Postage & Stationery	591			840
	Repairs & Renewals	5930			12097
	General Expenses	437			708
	Advertising	105			90
	Bank Charges	105			141
	Horsham District Council Rates	534			475
2	Depreciation	<u>2672</u>			<u>2983</u>
		<b>96678</b>		<b>96678</b>	<b>90282</b>
	<b>Other Expenditure</b>				
	Accountancy	<u>4920</u>		<u>4920</u>	<u>4900</u>
	<b>Total Expenditure</b>	<b><u>101598</u></b>		<b><u>101598</u></b>	<b><u>95182</u></b>
	<b>Profit / Loss on COIF Invest (Note 5)</b>		<u>2634</u>	<u>2634</u>	4385
	<b>NET SURPLUS / -LOSS</b>	<b>-15,406</b>	<b>2634</b>	<b>-12772</b>	<b>-1,230</b>
	<b>Fund Balances b/forward</b>	1,142,852	141,140	1,283,992	1,285,222
3	<b>Transfers between Funds</b>	-500	500		
	<b>Fund Balances c/forward</b>	<b><u>1,126,946</u></b>	<b><u>144,274</u></b>	<b><u>1,271,220</u></b>	<b><u>1,283,992</u></b>

# PULBOROUGH SOCIAL CENTRE

(Registered Charity No 305409)

## Balance Sheet as at 31 December 2024

Notes

	2024 £	2023 £
<b>4 FIXED ASSETS</b>		
Land at Valuation	100,000	100,000
Buildings	1,026,182	1,026,182
Fixtures & Fittings	20,454	22,727
Other Fixed Assets	3,290	3,656
Computer	<u>62</u>	<u>96</u>
	<b>1,149,988</b>	<b>1,152,661</b>
<b>Recoupment Investment</b>		
<b>5 COIF Fund</b>	<u>42,164</u>	<u>39,640</u>
	<b>1,192,152</b>	<b>1,192,301</b>
<b>CURRENT ASSETS</b>		
Nat West Current Account	21,152	31,541
COIF Deposit Fund	54,045	51,411
Debtors	2,005	4,468
Insurance paid in advance	4,146	4,063
United Hygiene Paid in Advance		462
Cash Float	<u>50</u>	<u>50</u>
	<b>81,398</b>	<b>91,995</b>
<b>CURRENT LIABILITIES</b>		
Rental Income in Advance	134	
Creditors & Accruals	<u>2196</u>	<u>304</u>
Damage Deposits Held		
	<b>2,330</b>	<b>304</b>
<b>NET CURRENT ASSETS</b>	<u><b>79,068</b></u>	<u><b>91,691</b></u>
<b>NET ASSETS</b>	<u><b>1,271,220</b></u>	<u><b>1,283,992</b></u>
<b>FUNDS</b>		
General Income Fund	1,126,946	1,142,852
Endowment Fund	<u>144,274</u>	<u>141,140</u>
<b>TOTAL FUNDS</b>	<u><b>1,271,220</b></u>	<u><b>1,283,992</b></u>

Signed

(Chairman) on behalf of The Trustees

Date



24/3/25

# PULBOROUGH SOCIAL CENTRE

(Registered Charity No 305409)

## Notes to the Accounts for the year ended 31 December 2024

### Accounting Policies

These Accounts have been prepared under the historic cost convention & in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting for Charities.

### Notes

#### 1 Hall Rental

An analysis of the separate halls is attached to these Accounts

#### 2 & 4 Fixed Assets & Depreciation

	<i>Land</i>	<i>Buildings</i>	<i>Fix &amp; Fits</i>	<i>Others</i>	<i>Office</i>	<i>Total</i>
	£	£	£	£	£	
Values at 01 01 2024	100,000	1,026,182	22,727	3,656	96	<b>1,152,661</b>
	100,000	1,026,182	22,727	3,656	96	1,152,661
Depreciation per annum			10.00%	10.00%	35.00%	
<b>Depreciation</b>			<b>2,273</b>	<b>366</b>	<b>34</b>	<b>£ 2,672</b>
Net Book Value at 31 12 2024	<b>100,000</b>	<b>1,026,182</b>	<b>20,454</b>	<b>3,290</b>	<b>62</b>	<b>1,149,988</b>

The Land and Buildings have not been re-valued and remain at Book Value. Having taken heed of the relevant Accounting Conventions, the Trustees have agreed that the Buildings will not be depreciated as from 1 January 2003. It has been confirmed by a Chartered Surveyor in 2000 that the buildings had a useful life of at least 100 years and a Recoupment Order is in place for this period of time.

**3** The Charity Commissioners agreed a new Recoupment Order on 25 May 2000. The New Order is to recoup £500 per annum for a further 96 years from 2000. (£2124, representing 4 years plus accrued interest, was paid into the COIF fund in the year 2000)

This replaces the previous arrangement which would have been paid.

Years 2000 & 2001	£3,176.40	per annum
Years 2002 to 2006	£4,073.00	per annum
<b>Years 2007 to 2056</b>	<b>£9,165.20</b>	<b>per annum</b>

#### 5 Recoupment Investment

161.78 units each valued at 24800.03p and totalling £42,163.59 were held in the Charities Official Investment Fund (COIF) as at 31 December 2024

This represented a Gain of £2023.22 (5%) for the year 2024

The following units have been purchased:

		B/fwd	111.59 units
2000	35.15 units	2011	6.08 units
2001	8.22 units	2012	5.92 units
2002	9.56 units	2013	5.22 units
2003	11.81 units	2014	4.66 units
2004	9.77 units	2015	4.18 units
2005	8.55 units	2016	3.92 units
2006	7.10 units	2017	3.37 units
2007	Nil units	2018	3.14 units
2008	7.23 units	2019	2.71 units
2009	7.34 units	2020	2.58 units
2010	6.86 units	2021	2.23 units
C/fwd	111.59 units	2022	2.10 units
		2023	2.14 units
		2024	1.94 units
			<b><u>161.78</u> units</b>



Section A

Independent Examiner's Report

Report to the trustees of	PULBOROUGH SOCIAL CENTRE		
A/Cs for On year ended	31 <sup>st</sup> December 2024	Charity no	305409
	Set out on pages ONE to THREE		

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2024**

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

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 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: Linda Ball Date: 09/04/2025

Name: LINDA BALL

Relevant professional qualification(s) or body (if any): West Sussex Local Authority School Business Manager

Address: 2 Thatch Cottages  
Kings Lane  
Coldwaltham, RH20 1LF

Section B

Disclosure

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Signed: Linda Ball Date: 09/04/2025

Name: LINDA BALL

Relevant professional qualification(s) or body (if any): West Sussex Local Authority School Business Manager

Address: 2 Thatch Cottages Kings Lane Coldwaltham, RH20 1LF

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