

**Barton under Needwood
Village Hall**

Trustee's Annual Report

and Receipts and Payments Accounts

for the Year ended 31st December 2025

Charity Number 502046

Barton under Needwood Village Hall

Charity Number 502046

The Charity's Governing Document is a Trust Deed dated 4th June 1991 as amended by a Schedule dated June 1998.

Barton under Needwood Parish Council is the Sole Trustee of Barton under Needwood Village Hall.

Village Hall Management Committee:

Sian Calder (Chair)

Lynn Bennett (Vice Chair)

Alison Jones

Cllr. Steve Naylor

Cllr. Ed Sharkey

Jeannette Taylor

Susanne van Daesdonk

Elizabeth Chamberlain

Stephen Taylor – April 2025

Office and Bankers:

Office: Village Hall, Crowberry Lane, Barton under Needwood, Staffs, DE13 8AF.

Bankers: Lloyds Bank plc. 16 High Street, Burton upon Trent Staffs, DE141AJ.

Epworth Cash Plus Fund for Charities, 9 Bonhill Street, London EC2A 4PE

Independent Examiner: Lifestyle Accounting, 58-60 Wetmore Road, Burton upon Trent, DE14 1SN

Barton under Needwood Village Hall

Trustee's Annual Report

For the Year ended 31st December 2025

Registered Charity

The Village Hall is a registered charity No.502046. The Parish Council of Barton under Needwood is the Sole Trustee. The Village Hall Management Committee is responsible for all aspects of the premises including the hiring out of the rooms and all general and specific maintenance. The Trustee may from time to time issue direct instructions to the committee on such matters as it thinks fit. Minutes of the Village Hall Management Committee are circulated to the Trustee on a regular basis and the Trustee meets quarterly.

Objects

The object of the Charity shall be the provision and maintenance of a Village Hall for the public benefit of the inhabitants of the Parish of Barton under Needwood and surrounds without distinction of political, religious or other opinions, including use of meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the condition of life for the said inhabitants.

Governance

The Trustee has adopted policies on Health and Safety, Risk Assessment, Safeguarding of Children and Adults, Lone Worker and Privacy and these are all reviewed periodically.

The Village Hall Management Committee manages the Village Hall on behalf of the Trustee. All are volunteers and give their time to actively run the Village Hall, a valuable asset to the village of Barton under Needwood.

Constitution

The Committee consists of ex officio Chair and Vice Chair of the Trustee and up to 10 committee members, of which 3 must be Parish Councillors.

Election of the Committee

Before the Annual Meeting of the Trustee, held in May, the Village Hall Management Committee will pass to the Trustee names of those interested in serving on the Committee for the following year. The Trustee will then appoint the Committee at the said Annual Meeting. If there are more nominees than places, a ballot will take place, with the Chair having the casting vote.

Chair's Annual Report

Chair's Annual Report

The Committee continued through 2025 to proactively manage the Hall to ensure continued stability.

The following improvements and actions have been carried out in 2025.

- Hallmaster has been implemented to manage bookings and invoicing.
- We introduced a price increase across the board mid-year which included removing all our pricing anomalies.
- A grant was received from the ESBC Ward Enhancement Programme which was used to purchase new sound and video equipment throughout the hall.
- Four theatrical events have been staged continuing the aim of bringing a wider audience to the Hall to see the facilities and hopefully encourage them to use the Hall. All delivered a surplus and the Christmas music event brought people in from all over the country.
- We have employed a marketing specialist who created a new website for us, looks after our social media presence and our general marketing.
- We have worked with a consultant to evaluate the current Hall usage and what opportunities might be available for furthering the usage of the Hall. This is an ongoing project to develop a three-year strategy.
- Due to a couple of serious issues with teenage birthday parties we have revised our hiring strategy and deposits.

The Hall has been booked for 345 days out of 365. I appreciate the tremendous effort by all the team to welcome in the diverse range of classes and events across all generations. We have things like a regular Place of

Welcome, Messy Play, Under 5s Football, various arts and crafts activities, meetings, dancing, yoga, birthday parties, wedding receptions, RBL Standard Bearer Training etc.

As stated above, the Committee organized four theatrical events under the heading of BVH-Promotions which generated additional income of £8904. All four events were successful and well attended and more such events are planned for 2026. We sadly cancelled our December 2025 pantomime due to lack of interest. My thanks go to Gerry for facilitating these productions, together with Jeannette for selling tickets.

Tamsyn, our Booking Clerk and Caretaker decided to step down in September. Lisa joined us as Booking Clerk and Susie joined Steve in the shared caretaking role.

I would like to thank the Committee for their commitment to the Village Hall, giving up much of their time to ensuring its future. Also, my thanks go to our employees, Steve, Tamsyn, Lisa, and Susie for their work in keeping the Hall running smoothly, which is also much appreciated by the hirers. I would like to thank Liz as Treasurer for managing the rollout of the Hallmaster system.

I am delighted that if we had not had to pay the VAT portion of our new AV system, we would have made a surplus for the first time since we reopened after Covid.

Treasurer's Annual Report

The hire fees of £47,724 are a slight increase over 2025 fees of £41941, however the Hall has still some way to go to get back to pre-pandemic hire fee income; especially with rising costs being incurred. The new booking and invoicing system is having a positive effect on collection of fees, with invoices being raised in a timely manner.

Interest rates decreased during the year with interest for 2025 being £1,994 compared to £2122 for 2024.

Property maintenance and repairs incurred during the year to keep the Hall up to standard and comply with regulations amounted to £3,721 (2024 £4,461).

Capital and equipment spend amounted to £29,988 (2024 £15,135) the major spend being an upgrade to the AV and sound system. The net cost of this upgrade being met by grant funding the VAT being borne by the Village Hall.

The cost of gas amounted to £2,778 (2024 £4,038) and electricity £6,866 (2024 £6,879)..

Salaries and wages amounted to £18,166 (2024 £15,135)

The deficit for the year amounted to £3,530 (2024 deficit £1,718), which resulted in the bank balance at 31.12.25 being £43,005 (2024 £46,535)

Reserves

The influencing factor on the Village Hall's balances is one of property repairs and putting aside sufficient funds to cover the ongoing expense of a relatively large suite of premises which need to be kept in good condition. To date, the Committee has had the funds to do that and would wish such a situation to continue. To ensure that remains the case, at least £20k has been earmarked for those maintenance and renewal expenses.

Our premises remain in good shape, but the Committee is conscious of the fact that to maintain them at the standard that our hirers expect and to always meet statutory requirements is costly, hence the need for adequate reserves. For those reasons, the Management Committee considers the current level of reserves to be in line for the size of the charity but keeps this matter under annual review.

Signed: 

Mrs S. Calder

Chair: Barton under Needwood Village Hall

Accepted by the Trustee at its Annual Meeting on ^{MARCH} 5 MARCH 2026

Signed: 

Councillor E Sharkey

Trustee: Chair

Independent Examiner's Report to the trustee of Barton under Needwood Village Hall

I report on the accounts for the year ended 31st December 2025 which are set out on the accompanying pages.

Respective responsibilities of the Trustee and Independent Examiner

The charity's trustee is responsible for the preparation of the accounts. The charity's trustee considers 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

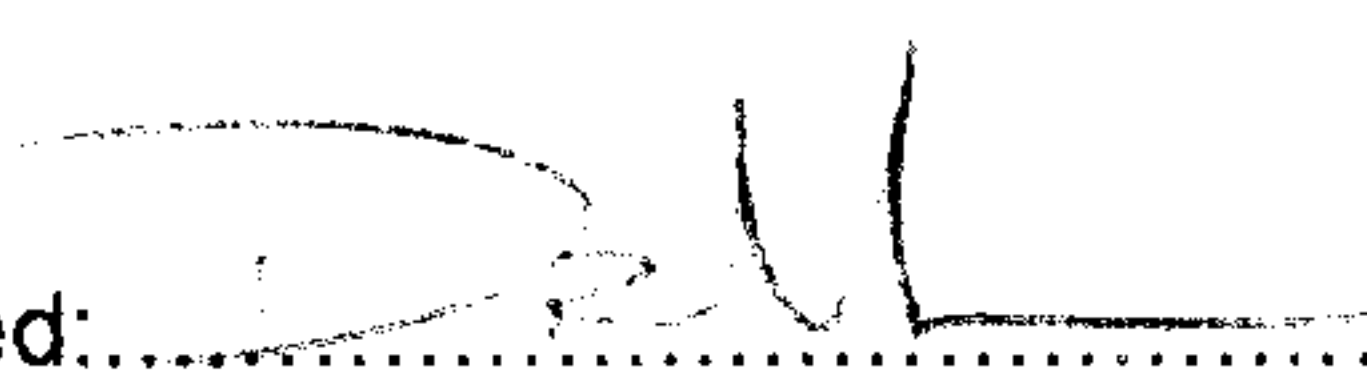
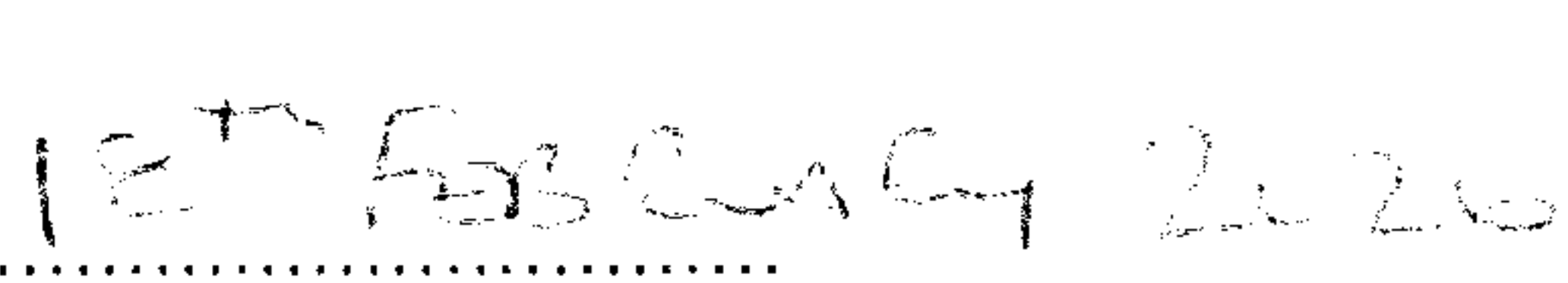
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustee 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.

Signed:  Date: 

David Robert Munro

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

MAAT – Membership Number 10176427.

Member of the Association of Accounting Technicians

Address: C/o Lifestyle Accounting Ltd., 58-60 Wetmore Road, Burton on Trent, Staffordshire, DE14 1SN

Barton under Needwood Village Hall
Receipts and Payments Account
For the year ended 31st December 2025

	Unrestricted 2025 £	Unrestricted 2024 £
Receipts		
Hire Fees	47,274	41,941
Other receipts Grant funding	25,148	
Bank Interest - Epworth/Lloyds	1,994	2,122
Other Sundry receipts	1,819	1,141
BVH - Promotions	8,904	4,856
Total other receipts	<u>37,865</u>	<u>8,119</u>
Total Receipts	<u>85,139</u>	<u>50,060</u>
Payments		
Insurance	3286	2,842
Electricity	6866	6,879
Gas	2778	4,038
Wheelie Bin emptying - Rainbow	617	638
ESBC - Business Rates	0	
SSWC - Water Rates	598	544
Telephone rental/calls	30	78
Printing, Post and Stationery	0	4
Property Maintenance/Repairs	3724	4,461
Salaries & Wages	18166	15,135
Cleaning Contract	11956	9,244
Consumables	1638	527
Capital and Equipment	29988	2,582
BVH - Promotions	5399	3,918
Professional Charges	300	300
Other payments	3324	588
Total payments	<u>88,669</u>	<u>51,778</u>
Net of (payments)/receipts	(3,530)	(1,718)
Cash funds as at 31st December 2024	46,535	48,253
Cash funds as at 31st December 2025	<u><u>43,005</u></u>	<u><u>46,535</u></u>

Barton under Needwood Village Hall
Statement of Assets and Liabilities
as at 31st December 2025

	2025	2024
	£	£
Cash Funds		
Lloyds Bank plc. - Current Account	3,878	5,901
Lloyds Bank plc. - Deposit Account	10	10
Epworth Cash Plus Fund for Charities	39,117	40,623
Total Cash Funds	<u><u>43,005</u></u>	<u><u>46,534</u></u>
 Other monetary assets		
Lloyds Bank plc. - Lettings Account	2,940	1,320
	<u><u>2,940</u></u>	<u><u>1,320</u></u>

The deposits are refundable to the hirers following the hire, providing the terms and conditions of the hire are satisfactorily met.

Assets retained for the Charity's own use

The following assets are used by the charity but have not been professionally valued:

Furniture and equipment in the halls, meeting room and kitchen, acquired in the current year and prior years are written off in the year of purchase. Details of new equipment and assets acquired in the current year are detailed in the Trustee's Annual Report.
All assets are in good condition and are serviced regularly.

The Parish Council is the Trustee of the Village Hall building and the Village Hall car park but the Charity is responsible for insuring the premises and its contents.

	2025	2024
Brief insurance details, as at November 2024 are as follows:		
Buildings - (including outbuildings)	£2,692,989	£2,513,955
Contents	£93,452	£65,371
Employers' Liability	£10m	£10m
Public Liability	£10m	£10m
Loss of Revenue	£94,000	£94,000
Fidelity Guaranteed (Previous Employee Dishonesty)	£25,000	£25,000

These notes do not form part of the Accounts

Barton under Needwood Village Hall Notes to the Accounts

For the year ended 31st December 2025

	2025	2024
	£	£
Other Sundry receipts		
Recharge car park electricity	1165	1016
Deposit retained	250	
Donation		125
Sumup Receipts on behalf of 3rd party	404	
	<u>1,819</u>	<u>1,141</u>
Property Maintenance/Repairs		
Fire extinguisher service	166	166
Lift annual contract fee and repairs	406	406
Air Conditioning Units and associated work	0	0
Gas repair and maintenance costs	500	500
Electrical repairs and maintenance		
Window cleaning	307	307
Pest control		
General property renewals, repairs and maintenance	797	797
Access control/door repair	290	290
Decorating interior of the Hall	0	0
PHS	1,299	1,299
Roof repairs/ inspection	0	0
Drainage inspection	0	0
Insurance claim re Foyer carpet tiles		
Fire Alarms	696	696
	<u>4,461</u>	<u>4,461</u>
Capital and Equipment		
Upgrade to AV and Sound System	29,988	
Printer		59
Scaffold Tower		200
Flooring Douglas Room		1,980
Laptop		343
	<u>29,988</u>	<u>2,582</u>
Professional Charges		
Independent Examiner's fee	300	300
	<u>300</u>	<u>300</u>
Other payments		
Advertising, Marketing & Consultancy	1,548	
PRS for Music - annual fee	248	248
Hallmaster licence	265	265
Sumup Receipts to 3rd Party	404	
DBS check fees	196	
Room Hire & Hire refund	90	
Other sundry expenses	573	75
	<u>3,324</u>	<u>588</u>