



Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1	April	2023		31	March

Section A Reference and administration details

Charity name	Leintwardine Village Hall and Community Centre	
Other names charity is known by		
Registered charity number (if any)	516248	
Charity's principal address	Leintwardine Centre	
	High Street	
	LEINTWARDINE	
Postcode	SY7 0LB	

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Martin VINCENT	Chairman		
2	Matthew FLOWERDAY			
3	Kim SMITH	Secretary		
4	Roger BLAKE			Leintwardine Group Parish Council
5	Malcolm TURNER			
6	Mark TAIT			
7	Martin GODDARD			
8	Paul COOPER JAMES			
9	Matthew LLOYD			
10	Joanna COMINO			
11	Mike RIX	Treasurer	Until 31 Mar 24	
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Leintwardine Group Parish Council	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (Scheme) dated 15 September 1988, amended on 4 August 1997.
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	All of the Committee members are volunteers who have offered their skills or experience to the Committee. Their appointment is ratified by the Committee.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

During the period, the Committee met monthly. Various Committee members have good contacts with the principal regular users of the Centre. The Committee is involved with many areas of the Community and aims to develop a good working relationship whilst extending our reach into areas where we have been under-represented. The Committee works closely with our Custodian Trustee, Leintwardine Group Parish Council and we are grateful for their support.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aim of the Charity is to manage the Leintwardine Village Hall and Community Centre (the Leintwardine Centre) so as to provide an attractive, well-equipped venue for events for the benefit of the Parish of Leintwardine and the surrounding area and to maintain and where possible, improve the facilities on offer. The primary objective of the charity is to raise funds to cover the costs of operating and maintaining the Centre (which is entirely self-supporting) and to improve the facilities as resources permit

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The principal focus of the Charity's Committee of Management is to maintain revenue streams so that the charity has the resources to meet its aims. The main sources are hiring income, letting income, fundraising events and donations.

The Centre has hosted a number of fundraising events during the period, including quizzes, entertainment, Flicks in the Sticks, a wide variety of theatrical performances by professionals, concerts and the village players. As usual, an "open Gardens" event was held in June and generated a significant amount of income for the centre. The Centre continued to hold its highly popular "First Saturday " coffee mornings and table top sales throughout the year. In addition, the centre received a number of donations and gifts from local people and users of the Centre.

One very important regular event is "Lazy Lunches", held once a month for the elderly residents of the village. This regularly attracts over 30 participants, who pay a modest sum for a 2-course meal. It is as much a social event as a meal. Lazy Lunches has made a modest but steady profit, even after the cost of purchasing the ingredients has been deducted. Any surplus is returned to the Centre funds, principally for the purchase of equipment for the kitchen and catering facilities (table cloths, food heaters etc).

The hall has been hired regularly throughout the year for a wide range of private social events.

During the year, a Wildlife Group has formed and attracts many people to the variety of lectures and visits.

The Reading Room is used as the permanent base of the Leintwardine Community Library and the Leintwardine History Society.

Regular maintenance and repairs have continued to be a significant item this year. We have undertaken a review of potential maintenance costs in the structure of the buildings of the Centre and are using it to form the basis of regular maintenance.

Rental of office space has been consistent and all but one of the offices have permanent tenants which contributes significantly to the financial stability of the Centre.

The Old School Room has been rented to one tenant for the period and he runs his design business from there.

The centre has a regularly-maintained Facebook page to publicise events in the Centre. The website is active and covers the management activities and booking arrangements.

As for the committee itself, the May AGM saw a number of retirements, including two members of the catering sub-committee. Fortunately, all of those leaving the Committee have continued to contribute to its work on an ad hoc basis. The Committee launched a recruitment drive during the year which has begun to pay dividends with new Trustees joining in 2024.

The Committee began an update of the Centre's business plan for the period until 2025.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Centre is very fortunate to be able to count on the support of a large number of volunteers. While these individuals do not wish to be involved in the management of the Centre, they may be relied upon to help prepare or run fundraising events

Summary of the main achievements of the charity during the year

The aim of the charity is to maintain and, where possible, improve the amenities provided to the local residents. Seen in these terms, the committee has achieved its goals. It has kept the facilities in good condition and improved them where funds have permitted. Moreover, it has amassed a comfortable contingency reserve, which will undoubtedly be called upon in the coming years as the burden of repairing and maintaining the fabric of the buildings increases.

Section E Financial review

Brief statement of the charity's policy on reserves

The trustees have adopted a Financial Policy regarding our funds. The policy is to hold unrestricted funds in two accounts: a General Operating Fund and a High Interest Earning account for Major long term issues and refurbishment costs.

Details of any funds materially in deficit

Nil

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	
Full name(s)	Kim Smith
Position	Secretary
Date	02 January 2025



Receipts and payments accounts

For the period from	Period start date 1st April 2023	To	Period end date 31st March 2024
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Rent	14,554	-	-	14,554	12,002
Hire	7,216	-	-	7,216	5,636
Fundraising	11,052	-	-	11,052	7,181
Other Donations: Holiday Club	3,478	-	-	3,478	2,111
Investment Grants received	5,926	-	-	5,926	5,627
Interest	25	-	-	25	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	42,251	-	-	42,251	32,557
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	42,251	-	-	42,251	32,557
A3 Payments					
Centre Equipment	507	-	-	507	-
Kids Club/Other Projects	891	-	-	891	-
Jubilee Garden	2,667	-	-	2,667	-
Wages and Salaries	2,287	-	-	2,287	-
Premises Rent Rates Power	6,252	-	-	6,252	-
Repairs & Maintenance	9,659	-	-	9,659	-
General Administrative Expenses	980	-	-	980	-
Cleaning & Sanitation	327	-	-	327	-
Event Expenses	4,289	-	-	4,289	-
What's On	537	-	-	537	-
Insurance and Licences	2,596	-	-	2,596	-
Other Expenses	2,500	-	-	2,500	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	33,491	-	-	33,491	40,400
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	33,491	-	-	33,491	40,400
Net of receipts/(payments)	8,760	-	-	8,760	7,843
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	37,199	-	-	37,199	45,042
Cash funds this year end	45,959	-	-	45,959	37,199

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-

(agree balances with receipts and payments account(s))

Agreement Error OK OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Kim Smith	31-Dec-24

Monthly Management Accounts Profit and Loss Account	Total Year 05-Apr-24	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
	£	£	£	£	£	£	£	£	£	£	£	£	£
Rent	14,553.95	1,284.93	872.00	782.00	1,028.84	979.55	704.00	2,719.43	1,131.55	648.00	1,182.00	1,055.00	2,166.65
Hire	7,215.95	400.68	381.00	715.50	479.00	725.12	905.50	433.00	865.50	402.00	620.15	585.50	703.00
Events	11,052.14	394.82	385.95	4,096.47	169.00	1,712.95	315.85	521.00	608.97	370.00	755.70	1,192.38	529.05
Other Donations Refunds Holiday Club	3,477.93	264.00	54.28	1,442.36	80.00	1,044.35	30.00	428.03	24.91	60.00	0.00	0.00	50.00
Sales Turnover	36,299.97	2,344.43	1,693.23	7,036.33	1,756.84	4,461.97	1,955.35	4,101.46	2,630.93	1,480.00	2,557.85	2,832.88	3,448.70
Investment Grants received	5,926.00	0.00	126.00	5,000.00	0.00	0.00	0.00	200.00	400.00	100.00	100.00	0.00	0.00
Direct Costs													
Centre Equipment	506.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	506.70
Grant Aided Projects/Holiday Club	890.94	748.58	0.00	142.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jubilee Garden Restricted	2,667.39	109.62	7.77	0.00	0.00	2,150.00	0.00	0.00	0.00	400.00	0.00	0.00	0.00
Cost of Sales	4,065.03	858.20	7.77	142.36	0.00	2,150.00	0.00	0.00	0.00	400.00	0.00	0.00	506.70
Gross Profit	38,160.94	1,486.23	1,811.46	11,893.97	1,756.84	2,311.97	1,955.35	4,301.46	3,030.93	1,180.00	2,657.85	2,832.88	2,942.00
Administrative Expenses													
Wages and Salaries	2,287.00	175.00	212.50	175.00	175.00	131.75	175.00	175.00	367.75	175.00	175.00	175.00	175.00
Premises Rent Rates Power	6,252.03	221.48	657.64	139.56	504.04	215.45	237.02	667.50	489.75	837.82	94.51	1,443.46	743.80
Repairs & Maintenance	9,658.67	2,504.39	2,286.24	108.00	159.46	100.00	919.53	108.00	1,378.00	275.53	682.83	825.78	310.91
General Administrative Expenses	979.87	69.98	49.98	0.00	87.65	211.87	148.98	117.17	49.98	49.98	66.28	78.02	49.98
Cleaning & Sanitation	326.92	0.00	0.00	0.00	0.00	267.97	58.95	0.00	0.00	0.00	0.00	0.00	0.00
Event Expenses	4,288.63	303.95	619.94	161.57	525.18	90.87	569.69	93.00	150.65	172.68	659.76	405.97	535.37
What's On	536.86	0.00	102.00	102.00	59.78	0.00	54.32	54.69	54.69	0.00	0.00	109.38	0.00
Insurance and Licences	2,596.14	0.00	0.00	0.00	84.00	0.00	0.00	0.00	180.00	2,254.69	77.45	0.00	0.00
Bad Debts written off	196.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	196.00
Bank Interest Paid	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HP Interest Lease Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Expenses	2,304.26	133.32	0.00	34.25	1,368.50	350.00	0.00	155.00	43.19	0.00	120.00	0.00	100.00
Loss (profit) disposal of assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Expenses	29,426.38	3,408.12	3,928.30	720.38	2,963.61	1,367.91	2,163.49	1,370.36	2,714.01	3,765.70	1,875.83	3,037.61	2,111.06
Operating Profit	8,735	-1,922	-2,117	11,174	-1,207	944	-208	2,931	317	-2,586	782	-205	831
Interest received Lloyds Account	25.19	2.41	2.11	2.36	2.52	2.75	1.47	1.46	2.03	2.10	1.90	2.04	2.04
Profit (Loss) before Tax	8,760	-1,919	-2,115	11,176	-1,204	947	-207	2,933	319	-2,584	784	-203	833

I, Lyddia Pearson, have independently examined these accounts and I am satisfied with their accuracy.

A handwritten signature in black ink, appearing to read 'Lyddia Pearson', written in a cursive style.

Lyddia Pearson FMAAT

22/12/2024

I, Lyddia Pearson, have independently examined these accounts and I am satisfied with their accuracy.

A handwritten signature in black ink, appearing to read 'Lyddia Pearson', with a large, stylized initial 'L'.

Lyddia Pearson FMAAT

22/12/2024