

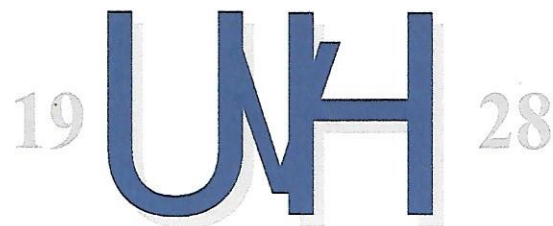
UPTON-BY-CHESTER VILLAGE HALL

28 Heath Road, Upton, Chester, CH2 1HX

www.uptonbychestervh.org.uk

Reg. Charity No. 520128

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 30TH APRIL 2025**



UPTON-BY-CHESTER VILLAGE HALL

Annual Report for the Year to 30th April 2025

The Upton Village Hall charity has a correspondence address at 31 Church Lane, Upton, Chester, CH2 1DJ. The charity is registered with the Charity Commissioners (number 520128) and constituted by Deed of Trust dated 1929 and amended 1953.

For the year ended 30th April 2025, the Board of Management comprised the following:

Chairman	Mr. I. Hughes
Hon. Secretary & Treasurer	Mr. P. O'Neill (not seeking re-election)
Treasurer	Mr. C. R. Hedley (appointed *****)
Booking Secretary	Mr. P. Pearn (not seeking re-election)
Booking Secretary	Mr. M. D. Prescott (appointed *****)
Maintenance Manager	Mr. S. Turner
Caretaker	Mrs. J. Jones
Health & Safety Officer	Mrs. S. Clarke
Non executive Trustees	Mrs. J. Smith
	Mrs. S. Fearnall

Upton-by-Chester Village Hall is situated on Heath Road, Upton-by-Chester, and the object of the charity is to operate and maintain the Village Hall for the communal benefit of the inhabitants of Upton-by-Chester and the surrounding areas of Bache, Caughall, Moston, Wervin and Newton. The charity enjoys the continuing help of local volunteers and employs a part time caretaker who is also a trustee.

For the methods, policies and procedures for the recruitment, appointment, induction and training of new Trustees we closely follow the guidance offered in the Charity Commission booklet CC3, "The Essential Trustee: what you need to know", May 2018. New appointees are chosen for the particular skills, experience and time commitment that we need and that they have to offer. They are given a copy of the above booklet so that they can understand their responsibilities and possible liabilities before accepting. Our induction pack includes our Deed of Trust, past minutes of board meetings and management accounts. Training is through discussions with other members of the Board of Management. All this is set out in a policy document available on our website.

It is the aim of the Board of Management to provide first class hall facilities at an affordable cost to the community. Usage of the Village Hall continues to be buoyant. Hirers participate in a wide variety of activities, including dance, drama, music, keep fit, yoga, parent & baby classes, presentations, indoor bowls, badminton, children's dance and sport, art and computing classes. We are justly proud of the extent and diversity of these activities, which are genuinely providing something for everyone in the community, of all ages from pre-school to pensioners. The Trustees have at all times complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Two of our Trustees will not seek re-election this year. Phil Pearn steps down having played a pivotal role in developing Upton Village Hall to the successful organization we find today. Working alongside him Phil O'Neil who is also stepping down has been instrumental in establishing robust financial processes which see UVH in a strong financial position. We thank them both for their enormous contribution and wish them both well. We welcome to the Board of Management Mark Prescott who has taken over responsibility for hall bookings and Colin Hedley who has taken over as Treasurer.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities

preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

During the year, Total Incoming Resources were £36,077. Within this, the Main Hall hiring income was £30,352, £1,823 up on the previous year. Meeting Room bookings brought in £1,758, down £1,699. The Main Hall increases reflect a continued good level of regular bookings whereas the reduction in income from the Meeting Room follows reduced useage by the one of the main users.

Direct Charitable Expenditure was £27,573, £2,616 up on the previous year.

Utilities costs of £7,935 were £1,200 higher than the previous year. This is the first full year of increased electricity and gas prices following the renewal of our long term contracts in October 2023. Repairs & Maintenance at £5,139 were down £640 on the previous year. Caretaking, Cleaning & Gardening costs at £9,737 were £10 up on the previous year.

Total Purchases were £591 compared with £403 the previous year. Total project expenditure was £3,136, up £1,827 the previous year mainly due to work on the hall floor.

Other Expenditure at £2,139 was £829 up on the previous year principally arising from the work on a new village hall website.

As a result, Net Incoming Resources were £6,365 compared with £8,405 last year.

Our reserves policy, updated in December 2016, states that the current minimum level of reserves that we wish to maintain is £25,000 which is required for the following:

1. Unexpected major repairs to the building not included in our maintenance plans, the principal areas of risk being the roof, the sprung floor and drains.
2. The unexpected loss in the short to medium term of our 4 highest income generating user groups, which would amount to almost £11,000 per year.

Our reserves at the end of the year stood at £69,114 as we continue to build up funds for major project expenditure covering a new roof, and further down the line a new hall floor and heating system.

The Upton Village Hall charity is a member of Cheshire Community Action and benefits from their advice on best practices and current legislation.

Signed:

I.A. Hughes, Chairman

Date:

For and on behalf of the Board of Management

UPTON-BY-CHESTER VILLAGE HALL

Accounts for the year ended 30th April 2025

Income & Expenditure Account	£	£	£	£
	2025	Totals '25	2024	Totals '24
Incoming Resources				
Trading Activities				
Main Hall Bookings	30,352		28,529	
Meeting Room Bookings	1,758		3,457	
UVH Events	1,703	33,813	1,100	33,086
Other Income				
Miscellaneous	2	2	-	-
Investment Income				
Bank Interest	2,262	2,262	1,586	1,586
TOTAL INCOMING RESOURCES		<u>36,077</u>		<u>34,672</u>
Resources Expended				
Direct Charitable Expenditure				
Insurance	1,035		1,004	
Lighting & Heating	7,249		6,099	
Water Charges	686		636	
Repairs & Maintenance	302		2,274	
			-	
			710	335
			0	200
			2,788	1,240
			331	324
			864	843
			144	563
Caretaker, Cleaning & Gardening	8,220		8,520	
			319	105
			0	52
			404	532
			222	185
			572	333
Purchases	295		297	
			253	35
			43	71
Projects	2,440		-	
			696	-
			0	27,573
			1,309	24,957
Other Expenditure				
Licences & Fees	624		644	
Hallmasterbooking system fee	185			
Stationery & Postage	32		97	
Accounting System Service Plan	209		202	
Website and internet charges	704		178	
Professional Fees	50		50	
UVH Hospitality	11		15	
Other Sundry Expenses	324	2,139	124	1,310
TOTAL RESOURCES USED		<u>29,712</u>		<u>26,267</u>
NET INCOMING RESOURCES FOR THE YEAR		<u>6,365</u>		<u>8,405</u>
Balances brought forward at 1st May 2024		<u>62,749</u>		<u>54,344</u>
Balances carried forward at 30th April 2025		<u>69,114</u>		<u>62,749</u>

UPTON-BY-CHESTER VILLAGE HALL

Statement of Assets & Liabilities as at 30th April 2025

	Notes	£ 2025	£ 2024
Monetary Assets			
Current Assets			
Debtors and Accrued Income		4,585	3,983
Other Debtors		221	1,220
Cash at Bank and in Hand	1.	67,100	60,109
Stock	2.	<u>272</u>	<u>759</u>
		72,178	66,071
Current Liabilities			
Accrued Expenses		2,585	1,759
Receipts in Advance		<u>479</u>	<u>1,563</u>
		3,064	3,322
Net Monetary Assets		<u>69,114</u>	<u>62,749</u>
Reserves			
Unrestricted Fund	3.	<u>69,114</u>	<u>62,749</u>

Non - Monetary Assets

Permanent Endowment:

Buildings & land used by the Upton Village Hall
(Freehold title vested with the Official Custodian for Charities)

Other Assets

Held for functional use by the Upton Village Hall and expensed at time of purchase:
Furniture and equipment in the hall and meeting rooms
Equipment for badminton and table tennis
Piano, chairs, tables, kitchen and cleaning equipment
All in good condition

Signed:

I. A. Hughes, Chairman

Date:

For and on behalf of the Board of Management

Notes to the Accounts for the year to 30th April 2025

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

1. Cash at Bank and in Hand

	£ 2025	£ 2024
Savings Accounts	47,449.41	45,377.50
Deposit	14,832.00	11,641.88
Current	4,765.53	2,172.50
Cash in Hand	42.95	20.18
Bar Float	0.00	255.00
Events Account	10.00	642.00
Total	<u>67,099.89</u>	<u>60,109.06</u>

Current Account Reconciliation

	£ 2025	£ 2024
Current Account Closing Balance	4,861.53	2,172.50
Uncleared Deposits & Other Credits	-	-
Unpresented Cheques	-	-
Bank Account Closing Balance	<u>4,861.53</u>	<u>2,172.50</u>

2. Stock

Stock consists solely of bar stocks

3. Reconciliation of Movement in Funds

	Balance at 01.05.24	Net Income for the Year	Balance at 30.04.25
Unrestricted Fund	62,749	6,365	69,114

Independent Examiners Report to the Trustees of the Upton-by-Chester Village Hall Charity

I report on the accounts of the Upton Village Hall for the year ended 30th April 2025, which are set out on pages 3 to 5.

Respective Responsibilities of Trustees and Examiners

As the charity's trustees, you are responsible for the preparation of the accounts and you consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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 you as 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 matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met, or ,

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Peter Lloyd

Relevant professional qualification or body:

Address: 69 Mill Lane, Chester, CH2 1BS

Signature: 
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Date: 1st JUNE 2025