

# COSBY VILLAGE HALL

Victory Park, Park Road, Cosby, Leicestershire LE9 1RN

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Purpose: **Annual General Meeting – Year Ending 31 March 2025.**

Date/time: 7.00pm Thursday 7 August 2025

Venue: Heritage Room, Cosby Village Hall

## Attendees:

Graham Anderson	(Trustee) Chair
Vin Munton	(Trustee) Treasurer
Jane Munton	(Trustee) Bookings Secretary
Colin Bills	(Trustee)
Jenny Whitby	(Trustee)
Louise Quinney	(Village Hall Committee)
Lionel Humphreys	(Village Hall Committee)
Vanessa Rye	(Cosby Resident)
Helen Stevenson	(Cosby Resident)

## 1 Welcome and Apologies

1.1 Graham welcomed all. Apologies received from Mike Howkins (Trustee). Veronica Rye and Helen Stevenson introduced to the Committee Members. Veronica (Chair) and Helen are members of the Parish Council.

## 2 Approval of 2023-24 Minutes

2.1 The Minutes of the 2023-4 Annual General Meeting were unanimously approved. Proposed Vin Minton, Seconded Colin Bills

## 3 Chairs Report GA

3.1 Overview of year.

Another successful year, hosting a wide range of regular users. Bookings covered all ages from pre-school through theatre arts groups for the Under 18s, exercise and dance classes for all ages, art classes including the Yarn Bomb group. Blood Donors have also returned to the Hall.

The Heritage Room is used for meetings, Parish Council, Village Hall Committee, 13<sup>th</sup> Club etc.

The Hall continues to fulfill its functions as The Village Hall, a major asset to the Village.

- 3.2 Again special thanks to Vin Munton for his work as Treasurer. Also, to Jane Munton, Bookings Secretary, whose efficiency in the role continue to increasing income from room hire. Jane also maintains our Facebook presence.

Lionel keeps the Hall in good repair and offers his wide experience on building matters. Louise and Paul look after day to day opening, meeting, cleaning, liaising with Users etc.

My thanks to the whole Committee.

- 3.3 One area of concern is the use of the Changing Rooms. Both Cosby Adult Football and Cosby Rugby teams have stopped playing on the Park and no longer use the Changing Rooms. By contrast the Youth Football goes from strength to strength. While the Park is used for traing it cannot provide the facilities needed for matches.

This results in a significant loss of income. For the moment the Village Hall Committee is able to support the deficit and the Changing Rooms continue to be used by the Cricket Club.

- 3.3 During December 2024 it was noticed that the wall of the Changing Rooms adjacent to the path through the Park was crumbling. This was deemed a danger and the path cordoned off and the wall repaired. Less immediately serious was leakage of the roof to the Main Hall Annex. The roof was stripped and fully rebuilt and the inside ceiling replaced. These two structural works were paid for out of the Hall's assets and account for the slight loss made in the year.

- 3.4 Jane reported on the continued use of the Hall which is now well used seven days of the week. Meditation of Fridays, Yoga on Thursdays, Mother and Baby sessions of Friday and a new Art Group on Wednesday are all new regular Hall users.

#### **4 Treasurer's Report/Acceptance of Accounts**

Copies of the Statement of Income and Expenditure together with the Independent Examiner's Report by Accountability were circulated prior meeting.

The continuously rising cost of Utilities is a concern and will probably result in a need to increase the cost of renting the hall within the next twelve months.

The Accounts were unanimously accepted. Proposed Louise Quinney, Seconded Colin Bills.

#### **4 Election of Officers of The Committee**

- 4.1 In line with the constitution all officers stood down. All expressed their willingness to serve a further year and there being no other nominations were appointed for a further 12 months.

Graham Anderson	Chair
Vin Munton	Treasurer
Jane Munton	Bookings Secretary
Mike Howkins	Vice Chair

#### **Conclusion of AGM.**

#### **5 AOB**

- 5.1 The Hall is showing its age, insulation is poor, toilet facilities are basic and do not include a full disabled toilet. The heating system is for the whole Hall and therefore particularly inefficient if just the Meeting Room is in use.

The Parish Council, in the form of the Recreational Ground Charity have agreed that they are prepared to take over the running of the Hall. Their substantial financial presence gives access to more funds both for the Hall as well as the Changing Rooms.

To this end it is planned to pass full responsibility for the Hall over to the Parish Council/Recreation Ground Charity from 31 March 2026.

**Charity No: 521404**

**COSBY VILLAGE HALL**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**

## COSBY VILLAGE HALL

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# REPORT OF THE EXECUTIVE COMMITTEE OF COSBY VILLAGE HALL FOR THE YEAR ENDED 31 MARCH 2025

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The Executive Committee presents its report along with the accounts of the charity for the year ended 31 March 2025. The accounts have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's trust deed, Charities Act 2011, and the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in 2008.

## Reference and administrative details

Charity name: Cosby Village Hall

Charity registration number: 521404

Operational address: Cosby Village Hall  
Park Road  
Cosby  
Leicester  
LE9 1RN

Trustees: JG Anderson (Chair)  
C Bills (Secretary)  
V Munton (Treasurer)  
J Munton  
M Howkins  
J Whitby

## Structure, Governance and management

### Organisational Structure

The Charity is governed by its conveyance dated 21<sup>st</sup> February 1974. The hall is completely run by volunteers.

### Recruitment and appointment of trustee

Nominations for members of the committee must be made in writing to the Secretary two weeks before the Annual General Meeting. The Officers and Committee members are elected for one year at the Annual General Meeting. Retiring Officers are eligible for re-election unless they have served on the committee for 10 consecutive years. Should nominations exceed vacancies, election shall be held by ballot.

### Objectives and Activities

The objectives of the charity are that of a Village Hall for use by inhabitants of the parish of Cosby. We aim to provide a community hall for the village that can be used for various purposes.

### Main activities undertaken for public benefit

In running the village hall, the Charity Commission's guidance on public benefit is taken into consideration. The focus is to provide facilities for use by all inhabitants of the parish of Cosby to allow community activities to take place.

# REPORT OF THE EXECUTIVE OF COSBY VILLAGE HALL FOR THE YEAR ENDED 31 MARCH 2025

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## Achievements and Performance

### Review of activities

During the year the number of bookings started to increase as covid restrictions eased and booking for the year have returned to normal levels.

### Reserves policy

The trustees consider that free reserves equivalent to 6 months costs should be maintained as a contingency in the event that hall hire revenue falls and to allow us to cover any unexpected costs of maintenance to the property. The charities balance sheet shows reserves that more than cover this.

### Statement of Management Committee and Trustee's Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the executive Committee on \_\_\_\_\_ 2025 and signed on its behalf.

J G Anderson  
Chair

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COSBY VILLAGE HALL**

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We report on the accounts of the charity for the year ended 31 March 2025 which comprise the Income and Expenditure account, Statement of assets and liabilities and related notes.

### **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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our 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 our attention.

### **Basis of independent examiner's report**

Our 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 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 our examination, no matter has come to our attention:

- 1 which gives us 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 Acthave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Kay O'Brien  
Accountability gb Limited  
Chartered Accountants  
Portland House  
21 Narborough Road  
Cosby  
Leicester  
LE12 7PL**

\_\_\_\_\_ 2025

# COSBY VILLAGE HALL

## STATEMENT OF INCOME AND EXPENDITURE

FOR THE YEAR ENDED 31 MARCH 2024

### ACTIVITY AND INCOME AND EXPENDITURE

	Notes	2025		2024	
		£	£	£	£
<b>Unrestricted funds</b>					
<b>Incoming resources:</b>					
<i>Gifts donations and other voluntary receipts:</i>					
Panto and disco ticket sales		-		875	
					875
<i>Receipts from trading activities:</i>					
Hire of premises		39,239		37,986	
			39,239		37,986
<b>Total incoming resources</b>			<b>39,239</b>		<b>38,861</b>
<b>Resources expended:</b>					
Lease costs			375		750
Bar purchases			281		331
Panto and disco costs			-		1,660
Wages			3,310		3,155
Insurance			3,005		2,965
Light, heat and water			24,600		17,125
Telephone			793		715
Repairs and maintenance			13,361		4,515
Cleaning			3,875		3,140
Professional fees			300		300
Miscellaneous expenses	4		163		155
Depreciation			420		406
<b>Total resources expended</b>			<b>50,483</b>		<b>35,217</b>
<b>(Defecit) / Surplus for the year</b>			<b>(11,244)</b>		<b>3,644</b>
<b>Total funds brought forward</b>			<b>60,297</b>		<b>56,653</b>
<b>Total funds carried forward</b>			<b>49,053</b>		<b>60,297</b>

The accounting policies and notes on pages 6 to 7 form part of these accounts

## COSBY VILLAGE HALL

### STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2025

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	Notes	2025 £	2024 £
<b>Fixed Assets</b>			
Equipment		791	1,200
Fixtures		1	12
		<hr/>	<hr/>
		792	1,212
<b>Current assets</b>			
Debtors		7,871	6,176
Cash at bank and in hand		46,756	53,409
		<hr/>	<hr/>
		54,627	59,585
<b>Current liabilities</b>			
Accruals		6,366	500
		<hr/>	<hr/>
		6,366	500
<b>Net assets</b>		<b>49,053</b>	<b>60,297</b>

#### Other assets held for functional use by the charity

##### Freehold land and buildings

Property situated at Park Road, Cosby is used by the charity. The freehold title vest with the trustees. The property has been insured for £2,017,528.

##### Other assets

Furniture and equipment in the building and such assets. These assets are insured for £18,956.

The accounts on pages 2 to 7 were approved by the trustees on \_\_\_\_\_ 2025 and signed on its behalf:

V Munton  
Treasurer

J G Anderson  
Chair

*The accounting policies and notes on pages 6 to 7 form part of these accounts*

## COSBY VILLAGE HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

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#### 1. Accounting policies

##### **Accounting convention**

The accounts have been prepared on an accruals basis and have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in 2008 and in accordance with the Charities Act 2011.

#### 2. Statement of trustees' responsibilities in respect of the accounts

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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- select suitable accounting policies and then apply them consistently;
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- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## COSBY VILLAGE HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

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#### 3. Tangible fixed assets

	Equipment £	Fixtures and fittings £	Total £
<b>Cost:</b>			
As at 1 April 2024 and 31 March 2025	<u>10,432</u>	<u>3760</u>	<u>14,192</u>
<b>Depreciation:</b>			
As at 1 April 2024	9,232	3,748	12,980
Charge for the year	409	11	420
As at 31 March 2025	<u>9,641</u>	<u>3,759</u>	<u>13,400</u>
<b>Net book value:</b>			
As at 31 March 2024	<u>1,200</u>	<u>12</u>	<u>1,212</u>
As at 31 March 2025	<u>791</u>	<u>1</u>	<u>792</u>

#### 4. Miscellaneous expenses

	2025 £	2024 £
Software	95	95
Advert	60	60
Sundry	8	-
	<u>163</u>	<u>155</u>

#### 5. Controlling party

The charity is under the ultimate control of the executive board.

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**Kay O'Brien**  
**Accountability gb Limited**  
**Chartered Accountants**  
**Portland House**  
**21 Narborough Road**  
**Cosby**  
**Leicester**  
**LE12 7PL**

\_\_\_\_\_ **2025**