HOUGHAM & MARSTON VILLAGE HALL and PLAYING FIELD COMMITTEE

SECRETARY'S ANNUAL REPORT 1st APRIL 2025 – 31st MARCH 2026

Constitutional Matters

Representative Committee members

Marston Parish Council	Simon Brown
Hougham Parish Council	Pam MacAllister
Marston Parochial Church Council	Faith Ballaam
Hougham Parochial Church Council	Berni Chalklin *Resigned Nov 2025*
Womens Institute	Sybil Howard
Marston School	Lucy Jones

*The History Society no longer meet so there is no representative from them

Elected Committee members

Josh Richardson
Tim Deal

Co-opted Committee Members

Nick Sauer *Joined May 2025*
Christina Joachim *Joined Dec 2025*

Ex-Officio Committee Member

Caroline Brown – General Secretary

Elected Officers

Chairman	Simon Brown
Vice Chair	Pam MacAllister
Treasurer	Lucy Jones
Booking Secretary	Tim Deal

Trustees

As Trustees of a registered charity, committee members are aware of their legal responsibilities which they have carried out with diligence. They have met on 10 occasions throughout the past twelve months maintaining an average attendance of 85%; and are mindful of the importance of attendance or the submission of apologies. Beyond the legal requirements members have willingly undertaken tasks of general maintenance, repairs and cleaning.

Insurances and Licences

The Village Hall and Playing Fields are insured through Allied Westminster Insurance Services Ltd, underwritten by Ecclesiastical Insurance. As well as a Community Premises Licence from SKDC, the hall holds a Performing Rights Licence, and a Small Lotteries Licence. The Hall is affiliated to the YMCA Village Hall Advisory Service for Lincolnshire, and also supports the local Village Magazine.

Financial

It is a legal requirement that the approved accounts are reported to the Charity Commission by the Treasurer following their adoption at the AGM. Addition or removal of trustees is reported by the Secretary. The charity is entirely self-supporting, not registered for V.A.T. A grant of £1550 was received during the year from Moor Bioenergy towards replacement of badly deteriorated external doors at the west end of the hall. Other income is from lettings, and fundraising, especially the well supported Christmas Fair and Hamper Draw.

Further financial information will be given in the Treasurer's report and balance sheet.

Maintenance

Annual servicing and maintenance of the security system, fire alarms and extinguishers is undertaken by Allsecure Systems of Grantham. The annual PAT test was carried out by Josh Czarnecki PAT Testing Services, with other checks being undertaken by Committee members. The general servicing and repair of the central heating is undertaken by Newman Moore.

The Hall continues to undergo a scheme of upgrading and maintenance, as outlined in the Chairman's report.

Playing Field

The Committee are indebted to Karl Ballaam and Richard Pearson for their tireless work in mowing and maintaining the grounds and hedging, supported by committee members who strim, mow smaller areas and other jobs as necessary.

A monthly rota of volunteers checks the play area equipment and records their findings. A ROSPA inspection will take place in August 2026.

Key Holders

A key holder policy is in place and and the list of keyholders is revised annually at the AGM.

Cleaning

This task is carried out by volunteers, mainly by Lucy & Nik Jones, and Tim Deal, which reduces costs for the Hall, and the Trustees are very grateful for their hard work. A Spring Cleaning Day was held in May at which the Committee were joined by several villagers and the Hall was given a good airing.

Regular Users

Sadly there are fewer local groups now but the Women's Institute continue to meet on the second Thursday of each month; Marston Parish Council on the first Thursday. Hougham Parish Council meet every three months. Great Gonerby Youth Football Club have games on the field most weekends during the season and meet regularly for training during the summer. There are facilities for indoor bowls and table tennis should anyone be interested in forming a group for playing.

Casual Users

Children's parties continue to be popular, as are evening parties, fundraisers and wedding receptions. Ballroom dancing classes are held, and Superstars Childrens Activity Club during the school holidays. Earlier in the year pre school childrens sensory classes were held, also Brownie sleepovers, and Marston School sports day.

Bookings

Tim Deal took on the role of Booking Secretary at the beginning of 2025. His prompt and efficient response to enquiries has resulted in a significant increase in bookings. Close working with the Treasurer, ensures deposits are paid and full hire fees are received in a timely manner.

Conclusion

The hall survives through the dedication of the Management Committee who give freely and willingly of their time to ensure that the facilities are maintained for future use. It is much appreciated that there are residents of our two villages who generously contribute in many ways, with help with fund raising, by donating prizes, manning stalls, washing up etc. Without this community support the expense of running the property would be extremely onerous.

Caroline Brown
General Secretary

Hougham & Marston Village Hall and Playing Field Committee



Chairman's report to the AGM held on Tuesday 14th April 2026 at 7.30pm

As Chair of Hougham & Marston Village Hall & Playing Field Committee, I would like to use the 2026 AGM to report on the 2025/2026 year.

Firstly, and most importantly, I would like to say thank you to all the members of the Committee that have served in the previous 12 months, their continued hard work and enthusiasm in looking after the hall keeps the facility a key and important hub for the parishioners of Hougham & Marston. I would also like to thank Berni Chalklin who stood down through leaving the area. This year, we have welcomed Christina Joachim to the committee as a new member.

Regular users of the Hall continue to be the WI and both Marston and Hougham Parish Councils. Marston Parish Council are renting the former doctor's surgery room as a parish office and storeroom. Tim Deal, as bookings secretary, continues to grow the utilisation of the hall. This year we saw a baby sensory class trying to establish itself along with a children's holiday club company organising play days during the school holidays. Ballroom dancing is back in the Hall on a Friday evening which is making use of the freshly polished floor.

In the last twelve months, we have seen the hall used for a wedding weekend, in excess of 20 parties, The Stroke Club, The Thorold annual meeting, regular visits from the Grantham Tamils, the Lincs DogOscar ceremony, Marston Thorold School for their sports day and Hough Community Hub held their inaugural HoughFest here last summer with a follow up event in May 2026. Great Gonerby Youth Football Club continue to use the playing fields on a regular basis which is good to see. We have also welcomed back the Brownies having sleepovers as well as some mini gaming.

The play equipment also is well utilised, especially the area for older visitors that play in on goal area.

Two fundraising events were held at the end of 2025; a dance in November which raised in excess of £400 and the Christmas Fair in December, which raised a magnificent £2,000. My thanks go to Judy Byrom and Caroline Brown for putting on the dance and to all the Trustees who contributed to making the Christmas Fair so successful. The 150 Club has also been well supported again, supplying a regular income. Even though the Hall has seen massive improvements which have incurred some expense, the amount of lettings and these fundraisers have ensured that the hall has a positive balance sheet this year.

We again managed this year to receive some more grant funding which has been put towards replacing the last of the shabby fire doors. We are seeking some further help from the same source in this financial year. The financial results will be available as a separate report.

A community spring clean day was held in April to spruce up the hall.

I would also like to take this opportunity to thank the 'grounds team' of Karl Ballaam, Richard Pearson and Nick Sauer for their unstinting input into keeping the grass in respectable order. The mower continues to give cause for concern, but Karl and Richard have done sterling work this year in keeping it running. Richard has also cleared up fallen trees, levelled out the mole runs and weed killed around the building. I would also like to thank Lucy & Nik Jones for keeping the hall clean and tidy on a regular basis, a soulless task at best.

In 2026/2027, we hope to continue investing in the hall with potentially a kitchen upgrade to add value to the hirer experience.

We will also be holding a ceilidh and a Quiz supper in the months to come which we hopoe will be well supported as usual.

Hougham and Marston Village Hall and Playing Field Accounts 2025

2025 Summary Jan-Dec

Row Labels	Sum of CASH - Recei	Sum of CASH - Paid	Sum of Bank a/c - Re	Sum of Bank a/c - Pa	Sum of Savings a/c -	Count of Savings a/c	Sum
150 club	£675.00		£1,350.00				£2,025.00
150 club prize		-£1,190.00		-£30.00			-£1,220.00
account transfer		-£2,208.20	£2,208.20	-£20,000.00	£20,000.00		£0.00
Alarms				-£436.20			-£436.20
badminton	£15.00						£15.00
boiler				-£150.00			-£150.00
broadband				-£627.90			-£627.90
car park			£2,500.00	-£7,605.46			-£5,105.46
cleaning		-£14.50		-£1,452.86			-£1,467.36
clothes bin			£213.52				£213.52
dance	£404.34						£404.34
donation	£5.00		£25.00				£30.00
doors				-£12,042.04			-£12,042.04
Easy Fundraising			£38.75				£38.75
electricity				-£1,051.65			-£1,051.65
Electrics				-£4,802.55			-£4,802.55
fencing				-£960.00			-£960.00
Fitt			£3,209.52				£3,209.52
floor				-£2,450.00			-£2,450.00
football			£540.00				£540.00
grant			£26,550.00				£26,550.00
insulation				-£1,243.30			-£1,243.30
insurance				-£1,584.40			-£1,584.40
interest					£102.15		£102.15
lettings	£75.00		£9,257.79	£0.00			£9,332.79
lettings deposit			£350.00	-£1,970.50			-£1,620.50
licences				-£101.00			-£101.00
lottery			£0.50				£0.50
mower				-£307.89			-£307.89
oil				-£793.80			-£793.80
paper towels				-£63.80			-£63.80
PAT testing				-£65.00			-£65.00
patio				-£1,795.00			-£1,795.00
plumbing				-£2,910.00			-£2,910.00
rates				-£129.08			-£129.08

SCB

Simon Broad

Lucy Jones

LUCY JONES.

14.4.26.

Hougham and Marston Village Hall and Playing Field Accounts 2025

refuse				-£277.33			-£277.33
service charges				-£44.68			-£44.68
together				-£12.00			-£12.00
water				-£851.53			-£851.53
wayleave			£1.15				£1.15
Xmas Fair	£1,809.14		£176.00				£1,985.14
(blank)							
Grand Total	**£2,983.48**	**-£3,412.70**	**£46,420.43**	**-£63,757.97**	**£20,102.15**		£2,335.39

Balance in accounts		cash		current		savings	total
		£186.40		£22,103.57		£26,047.26	£48,337.23

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees

Charity Name
Hougham and Marston Village Hall and Playing Fields

On accounts for the year ended 2025 | **Charity no (if any)** 521849

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete* [ ] *if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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: S Pearson **Date:** 7-4-26

Name: SARAH PEARSON

Relevant professional qualification(s) or body (if any):	AAT
Address:	THE FARMHOUSE, STONEPIT LANE, MARSTON GRANTHAM LINCS NG32 2JH

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.