



## Trustees' Annual Report for the period

From 01/04/2024 Period start date To 31/03/2025 Period end date

Charity name: Elston Village Hall

Charity registration number: 522214

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The original schedule that created Elston Village Hall dedicated its purpose to be the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Elston and the neighbourhood thereof without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>To provide and maintain suitable premises for social, educational, health and fitness, hobbies and other activities in the village of Elston and surrounding area.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The purpose and objectives stated above on the guidance issued by the Commission and local needs.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p><b>Elston Village Hall Committee of Trustees (Trustees) - who are all volunteers - encourages everyone to help with a wide range of tasks at the hall so the facility can be used to its full potential for the benefit of the local community.</b></p> <p><b>The Trustees are committed to involving volunteers directly to:</b></p> <ul style="list-style-type: none"> <li>• <b>Contribute to the running of the facility.</b></li> <li>• <b>Ensure we are responsive to the needs of users.</b></li> <li>• <b>Provide different skills and perspectives.</b></li> <li>• <b>Offer opportunities for volunteer participation by all.</b></li> <li>• <b>Offer opportunities to develop and learn new skills.</b></li> </ul>
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The hall is a well-used and popular venue for regular hirers such as the Garden Club, Singing Group, Photography Class, Pilates Class, Art Group etc. providing much-needed social activities for the inhabitants of Elston and the surrounding villages. Being closed during the pandemic made it very obvious that these activities are vital to prevent social exclusion and loneliness. And the Trustees are working hard to encourage the resumption and provision of as many varied activities as is possible for the benefit of the local population. In addition it is also a very popular venue of choice for children's birthday parties.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p><b>The feedback to the trustees indicates that we provide a venue that encourages people of all ages to attend the many varied events run at the hall.</b></p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p><b>A recent bequest in a will has meant that Elston village Hall can make improvements and additions to the hall that were not formerly possible. It has also meant that the trustees have not had to increase hiring charges.</b></p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p><b>N/A</b></p>
<p>Other</p>		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>A recent bequest has meant that the hall is financially secure and has ample reserves.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We hold any reserves within our current account to meet unexpected or routine capital expenditure.</b>
Amount of reserves held	Para 1.22	<b>£75,000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Hire charges</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>A lack of volunteers willing to help run it. An appeal for more volunteers is underway.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Charity Commission Scheme under the Charities Act, 1960</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Unincorporated Charity</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Trustees are either elected or appointed annually at the Annual General Meeting held in May. The Committee elects two members and may also co-opt another two members. The Parish Council appoints four representative members</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>The following policies are in place and are used as part of the Trustees Induction: Health and Safety Volunteer Policy Protection of Children and Vulnerable Adults Finance Policy Booking Policy Privacy Policy Terms and Conditions of Hire Environment Policy Social Media Policy Wifi Policy Equal Opportunities Statement Data Protection Policy Trustees are given a copy of the Trust Deed, and Charity Commission Responsibilities of Charity Trustees.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>The Hall is run by a Management Committee of Trustees, made up of 2 elected members, 4 representative members and 2 co-optative members. The current officers are: a. Chair b. Secretary c. Treasurer</b>
Relationship with any related parties	Para 1.51	<b>N/A</b>

Other		
-------	--	--

### Reference and Administrative details

Charity name	Elston Village Hall
Other name the charity uses	N/A
Registered charity number	522214
Charity's principal address	Elston village Hall Top Street Elston Newark NG23 5NP

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Stuart Blair	Chair		
2	Russell Boulton	Treasurer		
3	Ann Sankey	Secretary		
4	Steph North			
5	Jamie McFadyen			
6	Richard Hargreaves			
7	Pete Clark			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-----------------	------	---------


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

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

--

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

--	--

Full name(s)

Stuart Blair	Ann Sankey
--------------	------------

Position (eg  
Secretary, Chair, etc)

Chair	Secretary
-------	-----------

Date

--

Elston Village Hall													
Cash Flow for Period from 1st April 2024 to 31st March 2025													
	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	
Cash balance b/f	11,399	11,482	12,696	12,888	13,349	13,537	13,876	14,076	13,853	119,332	118,765	119,261	11,399
<b>Cash Inflows</b>													
Regular Hall Hire	380	847	528	508	488	468	433	708	608	448	758	783	6,957
Hall Hire	505	650	255	500		560	315	470	70	120	345	240	4,030
Elston Village Shop		370	181		246	358			333	164	146	259	2,057
Fundraising	8	11	15	325		6	13		4	5	8	9	404
Grants													-
Other Inflows									105,597				105,597
Sub-Total	893	1,878	979	1,333	734	1,392	761	1,178	106,612	737	1,257	1,291	119,045
<b>Cash Outflows</b>													
EON	(496)	(311)	(311)	(237)	(303)	(310)	(239)	(335)	(387)	(639)	(513)	(287)	(4,368)
NFU	(117)	(117)	(117)	(117)	(117)	(117)	(117)	(117)	(117)	(122)	(122)	(122)	(1,419)
Water Plus	(28)	(28)	(29)	(25)	(26)	(26)	(25)	(26)	(25)	(26)	(26)	(23)	(313)
NSDC (Trade Waste)	(76)	(76)	(76)	(146)	(80)	(80)	(80)	(80)	(80)	(80)			(854)
LYNX								(158)					(158)
Cleaning	(57)	(132)	(134)	(127)		(466)	(100)	(30)	(131)	(128)	(100)	(232)	(1,637)
Cathedral Leasing			(47)			(55)			(55)			(55)	(212)
Bank Charges													-
Equipment Repairs/Renewals	(35)		(33)	(219)	(20)			(55)	(38)	(140)			(540)
Other Outflows			(41)					(600)	(300)	(169)		(265)	(1,375)
Sub-Total	(809)	(664)	(788)	(871)	(546)	(1,054)	(561)	(1,401)	(1,133)	(1,304)	(761)	(984)	(10,876)
Net Movement	84	1,214	191	462	188	338	200	(223)	105,479	(567)	496	307	108,169
Cash balance c/f	£ 11,483	£ 12,696	£ 12,887	£ 13,350	£ 13,537	£ 13,875	£ 14,076	£ 13,853	£ 119,332	£ 118,765	£ 119,261	£ 119,568	£ 119,568
Check per statement	£ 11,482	£ 12,696	£ 12,888	£ 13,349	£ 13,538	£ 13,876	£ 14,076	£ 13,853	£ 119,332	£ 118,765	£ 119,261	£ 119,568	
Difference	£ 1	£ (1)	£ (1)	£ 1	£ (1)	£ (1)	£ -	£ -	£ -	£ -	£ -	£ -	£ 119,568

Hi Russell,

I have now had the opportunity to review the 24/25 documents and information provided to me.

As with last year, I have not seen source information regarding the grants provided from either the Lottery Fund or the Methodist Church and so cannot consider / review any conditions or liabilities (onerous or otherwise) attached to these or their subsequent fulfilment, but the cash movements appear to be appropriate, and the other aspects of the accounting records all appear to be well maintained and in order.

I would suggest that, given the size / regularity of the recurring contribution from the Parish Council, that it is possibly shown a separate income line. Also, as there are no itemised hire accounts in the documents provided, it is not easy equating the individual bank transactions with the summarised income lines eg "Hall Hire". Finally, there is no supporting information for a number of the monthly transactions that make up the item descriptions on the spreadsheet eg NFU, equipment repairs, although I can see the various transactions on the bank statements which are in line with your summarised items on the spreadsheet.

Accordingly, I am happy to submit the following:

"I have carried out a brief examination of the accounting records kept by the charity and comparison of the accounts presented with those records and confirm that no matters of concern have come to my attention as a result of the examination"

Simon Eccleston  
BA(Hons), ACIS, ACMA

Best regards,

Simon