

# **Hacheston Village Hall (Registered Charity 304756)**

## **AGM**

**26 May 2023 – 7.30pm**

### **Chairman's Report**

#### **1. Trustees and Personnel**

There have been no changes to Trustees since those advised at the last AGM. Michael Dawe will stand down as a Trustee after the Village Hall AGM on 26.5.23.

The Booking Clerk and Cleaner / Caretaker have both been in position for the majority of the year creating welcomed stability in hall operations.

#### **2. Meetings and Governance**

The Trustees met four times in 22/23. At each meeting Health and Safety issues and financial performance were reviewed along with other current issues.

The Register of Trustees on the Charities Commission website was updated as required. The annual return for 21/22 was made in December 2022.

A Safeguarding Policy was formulated and adopted in January 2023. All Trustees signed the Charities Commission Declaration of Eligibility to be a Trustee. All regular hirers have complied with the requirements of the Village Hall's Policy.

#### **3. Health and Safety Activity**

Following the annual third party Playground inspection in October 2022, necessary minor remedial works were agreed and undertaken in January 2023. Routine monthly inspection of the playground equipment is undertaken by the Trustees.

#### **4. Financial Position**

With a full year of unrestricted operation, the hall has returned to profitability for the first time since 19/20. The viability of the hall is underpinned by regular weekday hirers. Adhoc hires for events etc have not recovered to pre-covid levels.

Hire Rates were reviewed for the first time in several years in September 2022 and a c.10% increase in rates implemented. With the implementation of the Safeguarding Policy the opportunity was taken to create separate hire agreements for regular and adhoc hires, facilitating the inclusion of the clauses required by the Safeguarding Policy in the Regular Hire Agreement.

Although revenue levels have improved in 22/23 significant expenditure has been incurred in refurbishing the main hall west window and other areas of external

woodwork, and maintaining the playground equipment, the sewage system, the heating boiler and the dishwasher. Hacheston Parish Council continues to support the maintenance of Fairfield Green for which the Trustees are grateful.

Long term contracts for electricity and gas, a thermally efficient building and solar panels which help to reduce electricity consumption, mean that the hall has been shielded from the extreme effects of recent energy prices. However, the electricity and gas contracts come to an end over the next 12 months and will need to be replaced on the most favourable terms available.

It is also anticipated that in the next 12 months the water softener will have to be replaced and further repainting / refurbishment will be required externally.

The Trustees remain confident that the hall will be viable despite having to face these considerable challenges.

## **5. Leases with Hacheston United Charities**

The land upon which both Fairfield Green and the hall are located is leased from Hacheston United Charities under two 99 year leases which expire in 2104. The Trustees are seeking to acquire either the freehold from Hacheston United Charities or extend the lease term.

## **6. CIL Funding**

With the support of Hacheston Parish Council the pétanque piste was upgraded to improve access and all year use. The aim was to improve utilisation by all residents. The works consisted of a rabbit proof palisade fence and paving and was made possible through CIL funding.

In order to provide further amenity at the Village Hall the installation of an outdoor gym adjacent to the car park is being evaluated. If implemented, it is proposed that this project will also utilise CIL funding.

## **7. Volunteers**

Following an appeal for Volunteers at last year's Village Hall AGM, a group of residents met in September 2022 and formed a new Volunteers Group. Since that time this vibrant group of people have put on 6 successful events, including the Coronation Big Lunch and have 5 more planned for 2023. The Trustees thank these volunteers for reinvigorating resident events at the Village Hall.

**Malcolm Robinson**  
**Chairman of Trustees – Hacheston Village Hall**

**25 May 2023**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hacheston Village Hall

304756

## Receipts and payments accounts

CC16a

For the period from	01/04/2022	To	31/03/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Bar	4,254	-	-	4,254	1,860
Events	362	-	-	362	1,098
Hire	18,481	-	-	18,481	9,799
Hacheston Parish Council	1,000	-	-	1,000	1,000
Solar Panels	605	-	-	605	499
Donations	415	-	-	415	-
Other	540	-	-	540	1,577
Interest	64	-	-	64	2
Hire Deposits	-	4,070	-	4,070	2,500
<b>Sub total (Gross income for AR)</b>	<b>25,719</b>	<b>4,070</b>	<b>-</b>	<b>29,789</b>	<b>18,334</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>25,719</b>	<b>4,070</b>	<b>-</b>	<b>29,789</b>	<b>18,334</b>
<b>A3 Payments</b>					
Bar Purchases	2,262	-	-	2,262	1,021
Events	31	-	-	31	98
Booking, Caretaking and Cleaning	5,993	-	-	5,993	5,423
Hall Maintenance and Services	8,359	-	-	8,359	6,115
Insurance	1,296	-	-	1,296	1,225
Green Maintenance	2,710	-	-	2,710	4,252
Petty Cash	100	-	-	100	-
Hire Deposit Refunds	-	4,714	-	4,714	2,497
	-	-	-	-	-
<b>Sub total</b>	<b>20,752</b>	<b>4,714</b>	<b>-</b>	<b>25,466</b>	<b>20,631</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>20,752</b>	<b>4,714</b>	<b>-</b>	<b>25,466</b>	<b>20,631</b>
<b>Net of receipts/(payments)</b>	<b>4,967</b>	<b>- 644</b>	<b>-</b>	<b>4,323</b>	<b>- 2,298</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>4,967</b>	<b>- 644</b>	<b>-</b>	<b>4,323</b>	<b>- 2,298</b>

## 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 £
<b>B1 Cash funds</b>	Reconciled Current account	1,597	-	-
	Deposit Account	19,927	-	-
		-	-	-
	<b>Total cash funds</b>	<b>21,523</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Village Hall and Equipment	Restricted	-	-
	Play Equipment on Green	Restricted	-	-
	Petanque Court	Restricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Hacheston Village Hall

On accounts for the year  
ended

31.03.2023

Charity no  
(if any)

304756

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Date:

29/8/23

Name:

CHRISTOPHER DAGGAN

Relevant professional  
qualification(s) or body  
(if any):

—

Address:

THE OLD STABLES, ROOKERY FARM,  
HACHESTON, WOODBRIDGE IP13 9JY

Only complete if the examiner needs to highlight 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.**