



# Financial Statements

**YEAR ENDED 31<sup>ST</sup> DECEMBER 2025**

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**Woodbridge Community Hall Management  
Committee.**

**Registered Charity 1153286**

# Woodbridge Community Hall Management Committee

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# Woodbridge Community Hall Management Committee

## REFERENCE AND ADMINISTRATIVE DETAILS

**Registered  
Charity No:**

1153286

**Trustees:**

Mr John Leming  
Mr Philip Seurre  
Ms Anne Keen  
Ms Gill Wright  
Ms Sue Sharpe

Chair  
Honorary Treasurer  
Honorary Secretary  
Hall Inspector  
Minutes Secretary

**Associate**

**Trustees:**

Mr Ben Osborne  
Mr Steve Lemon  
Ms Shona Hardie

Resigned 8<sup>th</sup> October 2025

**Booking  
Secretary:**

Ms Ann Rolph

**Bankers:**

National Westminster Bank Plc  
2 Tavern Street  
Ipswich  
Suffolk IP1 3BO

**Investment:**

Suffolk Building Society  
The Thoroughfare  
Woodbridge  
Suffolk IP12 1AQ

**Address:**

Station Road  
Woodbridge  
Suffolk IP12 4AU

**Website:**

[woodbridgecommunityhall.co.uk](http://woodbridgecommunityhall.co.uk)

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**Email:**

[woodbridgecommunityhall@gmail.com](mailto:woodbridgecommunityhall@gmail.com)

**Telephone:**

01394 446098

**Independent**

**Examiner:**

Vanessa Shorten FMAAT

# **Woodbridge Community Hall Management Committee**

## **REPORT OF THE TRUSTEES**

### **GOVERNANCE**

**Woodbridge Community Hall Management Committee is a charitable incorporated organisation registered as a charity with the charity commission on 7<sup>th</sup> August 2013 and amended on 2<sup>nd</sup> November 2016. The trustees have an agreement with the Town Council to manage Woodbridge Community Hall expiring in 2029. Our objective is to provide the community hall for the benefit of the inhabitants of Woodbridge Town and surrounding districts. This can include lectures and meetings as well as suitable forms of recreation and leisure. The Trustees have regard to the guidance issued by the Charity Commission regarding public benefit.**

**New trustees are appointed by the existing Trustees and serve a term of three years. Retiring trustees are eligible for re-appointment. Trustees are volunteers and give their time freely though reasonable expenses can be covered. One Trustee is employed, see note 2 of the financial statements for details.**

**The Trustees met nine times in 2025.**

### **FINANCIAL REVIEW**

**Income from lettings and other sources in 2025 resulted in an excess of income over expenditure of £1,375 (2024 £12,360) The Trustees have maintained the current hire rates since 2022.**

**The major uninsured risk continues to be bad debts. The trustees have reviewed the procedures in place and have found the risk to be minimal.**

### **GENERAL REVIEW**

**The Trustees have updated a number of items in the hall during the last two years including the speaker system and renewing the whole sewerage installation. We are aware that the superstructure of the hall is showing it's age and needs bringing up to date. Our plans for the coming years include improvements to the toilet blocks in each of the halls, refreshing the front elevation to update the appearance of the building and a review of our kitchen facilities. This all involves a considerable amount of work and time so if anyone can help or knows someone**

## **Woodbridge Community Hall Management Committee**

### **REPORT OF THE TRUSTEES (cont..)**

**who is prepared to help as a volunteer, not necessarily as a trustee please contact any of the current committee members to discuss options.**

**My thanks go to the Trustees, our Booking Secretary and our single volunteer Steve Lemon for their engagement and participation during the year. Finally and most importantly my thanks go to users of the hall especially our regular hirers.**

**John R Leming. C.Build.E. F.Cabe: Retd.Chair**

**15<sup>th</sup> February, 2026**

## **Woodbridge Community Hall Management Committee**

### **REPORT OF THE INDEPENDENT EXAMINER**

**The trust is a charitable incorporated organisation having a turnover less than £250,000.**

#### **Responsibilities and basis of my 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. 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**

**I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:**

- 1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or**
- 2. the accounts do not accord with those records; or**
- 3. the accounts do 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 are 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.**

**Vanessa Shorten FMAAT**

**Dated 22<sup>nd</sup> January 2026**

**Vine Cottage  
Woodbridge Road  
Debach  
IP13 6BY**

# Woodbridge Community Hall Management Committee

## Statement of Financial Activities for the year ended 31<sup>st</sup> December 2025.

	<u>Note</u>	<u>2025</u> £	<u>2024</u> £
<b>Incoming Resources</b>			
<b>Voluntary Income:</b>			
Individual donations		50	50
<b>Generated Income:</b>			
Hire of the Hall and facilities		40,920	49,590
Interest Received		1,807	2,124
Solar Panel "feed in Income"		5,151	4,513
WTC Repair Contribution.		0	3,707
<b>Total Income</b>		<b>47,928</b>	<b>59,984</b>
<b>Resources Expended:</b>			
Salaries	2	4,866	5,888
Honorarium		6,000	6,000
Trustee Training		15	0
Maintenance to premises		12,536	14,318
Repairs to Equipment		208	0
Electricity & Water		13,601	13,294
Telephone		825	811
Refuse Collection		488	465
Insurance		1,931	1,781
Licences		1,305	1,177
Consumables		788	1,160
Postage, stationery, IT & Office Expenses		1,881	1,909
Donations & Gifts		190	190
Professional Fees.		1,200	100
Bad Debt		0	92
Depreciation	3	444	349
<b>Restricted Expenditure:</b>			
Advertising/Website Design costs.		275	90
<b>Total Resources expended</b>		<b>46,553</b>	<b>47,745</b>
<b>Net increase / (decrease) in funds</b>		<b>1,375</b>	<b>12,360</b>
<b>Total funds brought forward</b>		<b>90,992</b>	<b>78,753</b>
<b>Total Funds carried forward</b>		<b>92,367</b>	<b>90,992</b>

The notes on page 10 form part of these Statements.

# Woodbridge Community Hall Management Committee

## Balance Sheet as at 31<sup>st</sup> December 2025

	<u>Note</u>	<u>2025</u> £	<u>2024</u> £
<b>Fixed Assets</b>			
Net value of equipment.	3	1,426	1,217
<b>Current Assets</b>			
Cash at Bank		8,762	3,738
Cash on Deposit		32,555	28,238
Cash at Building Society		58,904	57,364
Debtors		2,621	2,750
Prepayments		2,173	2,048
Woodbridge Town Council		617	617
PAYE overpaid		0	10
		<u>105,632</u>	<u>94,765</u>
<b>Current Liabilities</b>			
Accounts payable		13,362	3,484
Accruals		264	100
PAYE payable		0	0
Hire deposits		874	1,215
		<u>14,500</u>	<u>4,799</u>
<b>Net Current Assets</b>		<u>91,132</u>	<u>89,966</u>
<b>Total Assets &amp; Liabilities</b>		<u>92,558</u>	<u>91,183</u>
<b>Fund value at 1<sup>st</sup> January 2025</b>		<b>91,183</b>	<b>78,823</b>
<b>Net income / (expenditure) for the year</b>		<u><b>1,375</b></u>	<u><b>12,360</b></u>
<b>Fund Value at 31<sup>st</sup> December 2025</b>		<u><b>92,558</b></u>	<u><b>91,183</b></u>
<b>Reserve Fund</b>	<b>4</b>	<b>40,000</b>	<b>40,000</b>
<b>Unrestricted Fund</b>		<b>52,558</b>	<b>51,183</b>
<b>Total Fund Value</b>		<u><b>92,558</b></u>	<u><b>91,183</b></u>

The notes on pages 9 form part of these statements

# Woodbridge Community Hall Management Committee

## Notes to the Financial Statements for the year ended 31<sup>st</sup> December 2025

### 1 .ACCOUNTING POLICIES

The financial statements have been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice and Reporting FRS 102 by the charities Commission.

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis.

### 2. TRUSTEE REMUNERATION AND BENEFITS

The charity employs one Trustee, salary for the year was £4,513 (2024: £3,094) There were no related party transactions in the period nor any significant matters requiring disclosure.

### 3. FIXED ASSETS

	Cost	Addition	Disposal	Depr. To 31.12.24	Depr. 2025	Net Value @ 31,12.25
	£	£	£	£	£	£
Desktop Computer	760	653	(760)	0	(120)	533
Kitchen Equipment	1,267	0	0	(852)	(121)	294
Cleaning Equipment	521	0	0	(319)	( 53)	149
Defibrillator		750	0	(150)	(150)	450
	<u>2,548</u>	<u>1,403</u>	<u>(760)</u>	<u>(1,321)</u>	<u>(444)</u>	<u>1,426</u>

Other assets, catering equipment, furniture etc. were written off in the year of purchase.

### 4. RESERVE FUND

The trustees resolved to maintain a reserve of £40,000 to cover continuing expenditure during the possible closure of the hall for major repairs or building works.