

BADBY VILLAGE HALL MANAGEMENT COMMITTEE

Registered Charity No: 304158

Committee Report on the year to 13 April 2026 to the 2026 Annual General Meeting held on 22 June 2026

The village hall operates according to the principles contained in the conveyance and deed of 1 May 1951, although since that date it has become a charity registered with the Charity Commission for England and Wales and complies with relevant legislation and guidance.

It is the function of the Badby Village Hall Management Committee (BVHMC) to manage and use the hall for the benefit of the residents of Badby and Fawsley parishes and the immediate vicinity. As such it is responsible for keeping the hall in good order and ensuring that it meets all relevant regulatory and legal requirements relating to village halls. It is also responsible for ensuring that the finances of the hall, which is self-funding, are effectively and competently managed.

As defined in the 1951 deed, the Committee consists of two members elected by the AGM, up to ten members appointed by local organisations, and up to three members co-opted by the Committee. Appointees of local organisations do not act as delegates for those organisations; as members of the managing body of the charity, they must always act in the best interests of the village hall, conforming with Charity Commission regulations and the principles of the deed.

At the 2025 AGM Chris Lofts was re-elected to the Committee in the position of Chair and Peter Cooper to the position of Treasurer and Invoicing Secretary. During the year, Patricia Plaskett resigned from the Committee and was replaced by the Badby & District Film Society by Pen Keyte. Sadly, during the year Karen Alexander resigned from the Committee on health grounds – the Committee thanks her for her outstanding and long service to the Committee.

Therefore, the committee for the 2024/25 year comprised:

Chris Lofts (<i>Chair</i>)	Elected	Also a Trustee
Peter Cooper (<i>Treasurer</i>)	Elected	Also a Trustee
Zelda Shapter (<i>Minutes Secretary</i>)	Committee	Horticultural Society
Janet Cooper	Committee	T4U
Pen Keyte	Committee	Badby & District Film Society (from 11 February 2026)
Angela Murphy	Committee	Parish Council
Patricia Plaskett	Committee	Badby & District Film Society (to 1 December 2025)
Ann Cotton	Committee	WI
Karen Alexander	Co-opted	(To 11 November 2025)
Kay Purnell	Co-opted	
Monique Shortt	Co-opted	

The Committee has agreed governance rules and policies covering: Internal charity financial controls, Safeguarding and vulnerable adults, Financial reserves, Complaints, Equality and diversity, Food safety, Social Media Use and Fire safety. During the year it drew up policies relating to the use of Social media.

Chairman's overview

I am pleased to update residents and other users of the Village Hall on the activities of the Management Committee over the past year. Our efforts have continued to focus on boosting the use of the hall which continues to gradually recover from the impact of Covid. The hall is a community facility and as a committee we strive to make it attractive and to publicise its availability.

We repeated the successful events we offer over Christmas with Santa's Grotto and Community Singing both of which were well supported by the community, but unfortunately the Wreath Making event proved less popular. These events were not primarily used to raise funds, but to provide fun and enjoyment for local people of all ages.

In June 2025 the exterior paintwork to the windows and doors was redecorated thanks to local contractor Robert Shrimpton.

During the year we successfully applied for Planning Permission to refurbish the hall courtyard improving access and appearance. In January the work was carried out by local contractor, Toner Landscapes, and the improvement welcomed by hall users. Part of the new look includes a single, larger, raised wooden plant bed, the design, planting and management of which has been carried out by Pen Keyte and Jocelyn Hartland-Swann as part of their work with Parkinson's UK promoting accessible gardening. In addition, improvements were made to the footpath to the Village Hall, including new lighting, upgrading all lights in the Hall to more efficient and environmentally-friendly LEDs, and better storage in the Committee Room and Storeroom, all of which benefit hirers and users of the Hall.

We took part in the national Village Hall week in March when an open afternoon and official celebration of the new courtyard were held and well supported by the community.

The committee also supported the Parish Council's refurbishment of the wooded area behind the hall which is now a more accessible and attractive site.

Finally, I want to thank hard working colleagues on the committee and other community volunteers who make our key fund-raising events such a success especially Bluebell Teas and Burns Night. And, of course, a thank you to everyone who has hired the hall or attended events during the last year as without your support we could not balance the books.

Chris Lofts

Chair, Badby Village Hall Management Committee

20 May 2026

Treasurer's Report on the accounts for year 14 April 2025 to 13 April 2026

Attached are the Badby Village Hall Management Committee (BVHMC) accounts for the financial year 14 April 2025 to 13 April 2026. They have been approved by the Committee and by the Independent Examiner.

In summary, the outcomes for 2025/26 were (figures for 2024/25 in parentheses):

Total income	£16,916.80	(£14,071.43)
Total expenditure	<u>-£30,350.98</u>	<u>(-£10,016.28)</u>
Surplus on the year	<u>-£13,434.18</u>	<u>(£4,055.15)</u>
Bank balances at 13 April 2026:		
HSBC Charitable Account	£2,999.91	(£17,085.06)
HSBC Money Manager Account	£36,484.04	(£35,833.07) (expendable)
	<u>£7,500.00</u>	<u>(£7,500.00)</u> (unspendable endowment)
Total funds	<u>£46,983.95</u>	<u>(£60,418.13)</u>

The accounts show a deficit for the year of £13,434.18. This is the result of decisions to undertake a series of improvements to the Hall described in the Chairman's overview, costing £19,336.71.

Applications for grants were pursued but without success. The Committee had received several Government grants during the Covid-19 pandemic to compensate for the loss of income from lockdowns and restrictions on gatherings, and the Committee agreed to use some of that income to invest in these improvements to the Hall to attract more hirers by offering more and better facilities.

The deficit on the year still leaves the Committee with Reserves at a level within the range of its Reserves policy (see below).

The final figure for Hall hire of £8,841.50 is encouraging and substantially up on the 2024/25 figure of £6,941.45. In the main, this was a result of greater Hall use stimulated by increased advertising and active promotion leading to new Regular Hirers and more *ad hoc* use for parties and other one-off events. It is especially pleasing that the increase in income from our room hire has achieved our target, set following the decline during the pandemic, of covering all our regular outgoings (which totalled £8,554.87).

Fund-raising was very successful, adding £4,901.35 to the Hall funds (compared with £3,753.10 in 2024/25). Note 1 to the accounts shows how this was made up, with both Bluebell Teas and Burns Night being particularly successful. Congratulations and thanks to all who were involved in organising and attending these events.

The cost of utilities remains a concern, with a rise of 30% over 2024/25 costs. The upgrading of the lighting the LED and use of timers is helping to hold electricity usage down, but an inevitable outcome of increased Hall usage is that more electricity and water are being used.

Subscriptions costs for 2025/26 omit the cost of the 2026 PPL-PRS music licence as the renewal quote was not received at the proper time and the payment will consequently fall into the 2026/27 year.

Governance and training costs include the costs associated with the AGM as well as training undertaken by members of the Management Committee and Caretaker, inc. food safety courses.

The figure under Miscellaneous expenditure is mainly for events to advertise the Hall for hire – a flier delivered to all Badby households, and costs of an event marking the opening of the new Courtyard as part of National Village Halls Week.

The Committee has agreed a Reserves Policy, recognising the likelihood and scale of possible challenges to the fabric of the building or income levels, as follows:

Element	Purpose	Scale and indexing
Building Reserve	To meet significant unexpected building works (e.g. major roofing repairs)	£25,000–£35,000, indexed against rebuilding costs
Facilities Enhancement	To improve equipment and facilities so as to increase income from hirings	£5,000–£10,000 reviewed annually
Emergency Reserve	To meet running costs should other income be halted due to unforeseen circumstances	£5,000 or six months' expenditure

Peter Cooper, Treasurer, Badby Village Hall Management Committee

Badby Village Hall Management Committee

Registered charity no. 304158

Receipts & Payments Account for the year 14 April 2025 to 13 April 2026

	Unrestricted Funds	Restricted Funds	Endowment Funds	2025/26	2024/25
Receipts					
Income from lettings	£8,841.50			£8,841.50	£6,941.45
School House Land Rent	£100.00			£100.00	£100.00
Income from charitable events	£69.82			£69.82	£55.00
Income from Fund-raising (Note 1)	£6,897.22			£6,897.22	£5,180.62
Grants received (Note 2)	-	-		-	£750.00
Donations received (Note 2)	£351.00			£351.00	£155.00
Miscellaneous income (Note 7)	£6.29			£6.29	£80.00
Bank interest (HSBC Money Manager Account)	£650.97			£650.97	£809.36
Total Receipts for the year	£16,916.80	-	-	£16,916.80	£14,071.43
Payments					
Maintenance & building upkeep	£2,109.63			£2,109.63	£1,762.10
Improvements & equipment purchase (Note 3)	£19,336.71			£19,336.71	£708.67
Caretaker costs	£1,939.38			£1,939.38	£1,817.35
Rates (Note 4)	£254.48			£254.48	£202.15
Utilities (Electricity, Water, Waste, Internet)	£2,701.76			£2,701.76	£2,071.94
Insurance	£1,278.91			£1,278.91	£1,238.58
Refunds (Note 5)	£107.60			£107.60	£100.40
Costs of charitable events	£245.93			£245.93	£230.65
Costs of Fund-raising (Note 1)	£2,105.87			£2,105.87	£1,427.52
Subscriptions - ACRE, PPL/PRS	£48.00			£48.00	£159.95
Governance & training	£53.12			£53.12	-
HSBC Bank charges (Note 6)	£39.01			£39.01	£75.42
Miscellaneous expenditure (Note 7)	£130.58			£130.58	£221.55
Total Payments for the year	£30,350.98	-	-	£30,350.98	£10,016.28
Transfers between Funds	-	-	-	-	-
Net increase/(decrease) in funds	(£13,434.18)	-	-	(£13,434.18)	£4,055.15
Cash funds at 13 April 2025	£52,918.13	-	£7,500.00	£60,418.13	
Cash funds at 13 April 2026	£39,483.95	-	£7,500.00	£46,983.95	

Assets and liabilities at 13 April 2026

	Unrestricted Funds	Restricted Funds	Endowment Funds (Note 8)	Total 2025/26
Cash Funds				
HSBC Charitable Account (11372475)				
Balance at 14 April 2025	£17,085.06	-		£17,085.06
Receipts	£16,265.83			£16,265.83
Payments	(£30,350.98)			(£30,350.98)
Transfers (to)/from other funds/accounts	-	-		-
Balance at 13 April 2026	£2,999.91	-	-	£2,999.91
HSBC Business Money Manager Account (11372483)				
Balance at 14 April 2025	£35,833.07		£7,500.00	£43,333.07
Interest	£650.97			£650.97
Transfers (to)/from other funds/accounts	-			-
Balance at 13 April 2026	£36,484.04	-	£7,500.00	£43,984.04
Total Funds	£39,483.95	-	£7,500.00	£46,983.95
Other Assets				
Unbanked cash, cheques, credit notes, etc.	-			
Invoices issued	£354.25			
Liabilities				
Uncashed cheques issued	-			
Outstanding invoices, refunds and deposits (Note 9)	(£9.36)			
Signed	Signed		Signed	
Chris Lofts	Peter Cooper		Steve Hupfield	
Chairman	Treasurer		Independent Examiner	
Date: 27 April 2026	Date: 27 April 2026		Date: 9 June 2026	

Notes to the Accounts

1 Income from and costs of fund-raising (including grants and donations, see Note 2):	Income	Donations & Grants	Costs	Profit
Bluebell Teas (4 & 5 May 2025)	£3,022.60	-	£198.82	£2,823.78
Race Night (8 Nov 2025)	£1,928.52	-	£949.06	£979.46
Wreath-making (5 Dec)	£149.74	-	£102.02	£47.72
Burns Night (23 Jan 2026)	£1,796.36	£110.00	£855.97	£1,050.39
Totals	£6,897.22	£110.00	£2,105.87	£4,901.35

2 The charity received donations totalling £351.00 as follows:

- From loans of equipment – £70
- From BadbySings – £165
- Anonymous donation to Burns Night – £110
- Miscellaneous donations – £6

3 The Committee undertook a series of improvements to the premises:

- Equipment for Bluebell Teas and other events – £227.35
- Improvement of the pathway to the Village Hall – £1,482.32
- Refurbishment of the front Courtyard – £15,751.09
- Improved storage in the Storeroom and Committee Room – £537.57
- Upgrading of lighting to LED – £1,338.38

4 The charity receives 80% mandatory relief on its Business Rates.

5 Refunds includes cancelled bookings and event tickets, and the return of deposits charged in some circumstances.

6 In addition to HSBC bank charges shown, charges of £45.06 were taken by Zettle on card payments before transfer to the BVHMC account.

7 Miscellaneous income of £6.29 and expenditure of £130.58 is made up of:

- Incorrect refund of monthly Direct Debit by DaventryNorse (waste), subsequently reversed – £6.29
- Payment for flowers for Karen Alexander – (£38.00)
- Payment for flier to Badby residents advertising Hall for hire (pro rata costs with Dec & Jan events poster) – (£49.68)
- Payment for laminating pouches for posters – (£6.90)
- Payment for posters for Courtyard Opening event as part of National Village Halls week – (£36.00)

8 The charity holds as a Permanent Endowment Fund the sum received when The Old School House was sold on its behalf by Badby Parish Council in 1973. Income from investment of the Fund is expendable and incorporated into the income to the General (Unrestricted) Funds of the charity.

9 This figure represents debts in the form of one credit note to a hirer and one invoice received but not due until after the year-end.