BLUNHAM VILLAGE HALL CIO

Registered Charity No. 1183856

TRUSTEES' ANNUAL REPORT

For the Year Ended 4 April 2026

Names of Trustees Who Served During the Year

The following persons served as trustees during the year:

- **Robin Boothby** – Treasurer
- **Michelle Grice**
- **Phil Rose –** Maintenance & Contracts
- **Nigel Aldis** – Blunham Parish Council Liaison
- **Lindsay Rose**
- **Dee Bartholomew –** Marketing & Social Media
- **Shell Eves** – resigned 1 December 2025
- **Lee Harrison** – Appointed 10 December 2025 Bookings Clerk – Appointed 25 March 2026
- **David Warlow** – appointed 25 March 2026
- **Laura Edgar** – Secretary - appointed 25 March 2026
- **Jo Ziccardi** – Events Co-ordinator - appointed 25 March 2026
- **Louise Jenkins** – appointed 25 March 2026

The CIO had eleven trustees at the end of the financial year.

Chair

At the date of preparation of this report, the position of Chair remains vacant.

The trustees are collectively managing the charity's activities and governance responsibilities while continuing to consider the appointment of a suitable Chair. The trustees remain committed to ensuring the effective running and governance of the charity in accordance with its charitable objects and governing document.

Sources of Advice and Support

The trustees have received advice and support from a range of organisations and professionals, including:

- Barclays Bank plc
- Norris & Fisher Insurance Brokers
- Bedfordshire Rural Communities Charity
- Blunham Parish Council
- Independent Examiner: Dr Roy Tipping

Governance

Blunham Village Hall was originally established by a Trust Deed and Lease dated 20 July 1928.

The trustees now manage the site through Blunham Village Hall CIO, a Charitable Incorporated Organisation registered with the Charity Commission on 12 June 2019.

The CIO Constitution governs the administration of the charity and sets out the responsibilities and powers of the trustees.

Appointment of Trustees

The CIO Constitution governs the appointment and responsibilities of trustees and provides for a minimum of three and a maximum of twelve trustees.

During the previous year, the trustees identified the recruitment of additional trustees and officers as an important priority. A successful recruitment campaign during 2025–26 resulted in the appointment of additional trustees and the filling of key operational roles.

The trustees consider that the strengthened trustee body has placed the CIO in a good position to continue operating and progressing its activities in accordance with its charitable objects.

Hiring Agreement

Use of the Hall is subject to a Hiring Agreement which sets out the conditions of hire and the responsibilities of hirers and the charity.

Licences

The Hall holds the appropriate licences and registrations required for its activities, including a Premises Licence for regulated entertainment, a PPL PRS music licence and the necessary arrangements for film exhibition.

Hirers are responsible for obtaining any additional permissions or licences required for their individual events.

Risk Management

The trustees regularly consider the principal risks facing the charity and take appropriate action to manage those risks.

The main areas of risk include the maintenance of an ageing building, unexpected repair costs, fluctuations in income, health and safety, and the availability of sufficient trustees and volunteers to support the effective operation of the charity.

Appropriate arrangements are maintained for insurance, statutory inspections, maintenance and financial management.

The successful recruitment of additional trustees during the year has strengthened the charity's governance and reduced a significant risk identified in the previous year's Trustees' Annual Report.

Insurance and Building Maintenance

The trustees maintain appropriate insurance to protect the Village Hall, its users, volunteers and trustees.

Routine statutory inspections and servicing were undertaken during the year, including the boiler service, electrical installation inspection, fire extinguisher inspection and portable appliance testing.

Other routine maintenance and minor repairs were conducted as required.

No significant one-off maintenance works were required during the year, although the trustees remain conscious of the potential for future maintenance and repair costs arising from the age of the building.

Objectives of the Charity

The objects of Blunham Village Hall CIO are to provide and maintain a Village Hall for the use of the inhabitants of Blunham and the surrounding community, without distinction as to political, religious or other opinions.

The Hall provides facilities for meetings, classes, recreation, leisure and community activities, with the aim of improving the conditions of life for local inhabitants.

The trustees have had regard to the Charity Commission's guidance on public benefit and consider that the charity's activities during the year have furthered its charitable objects and provided benefit to the local community.

Principal Activities in Pursuit of the Charity's Objectives

The Village Hall continued to provide facilities for a range of regular community activities, meetings and private functions during the year.

These included:

- Regular Pilates and Boot Camp sessions
- St Edmunds Fellowship
- Gardening Club activities
- Weekly Monday Coffee Mornings
- Blunham Parish Council meetings
- Blunham Community Cinema
- Other meetings and activities involving local organisations and community groups
- Children's parties, wedding receptions, funeral teas and other private and social functions

The trustees continue to encourage use of the Hall by local organisations and the wider community.

2025–2026 Achievements

During the year, the trustees continued to maintain and develop the Village Hall as an important community facility.

Particular achievements included:

- A successful recruitment campaign resulting in the appointment of additional trustees and the filling of key operational roles
- The strengthening of the charity's governance and management capacity
- The continued provision of a wide range of regular community activities
- The continued operation of the weekly Monday Coffee Morning
- The celebration of the 10-year anniversary of Blunham Community Cinema
- The replacement of the Hall's tables and chairs through Section 106 funding

The replacement tables and chairs represent a significant improvement to the facilities available to Hall users and an investment in the future of the Village Hall.

Financial Review

The charity's financial position remained stable during the year.

For the year ended 4 April 2026, total income was **£9,092.60** and total expenditure was **£8,882.32**, resulting in a surplus of **£210.28**.

Hall hire income increased during the year, with regular hirers continuing to provide the principal source of income. Expenditure was lower than in the previous year, principally because no significant one-off maintenance works were required.

Utility costs increased following the introduction of new fixed-rate energy contracts, but the overall financial position remained stable.

The detailed Receipts and Payments Account and Statement of Assets and Liabilities are attached to these accounts and provide further information on the charity's financial position.

During the year, new tables and chairs with a value of **£6,582.40** were acquired through Section 106 funding arranged through Blunham Parish Council. As the funding and payment were made directly through the Section 106 process with the Parish Council, the transaction does not appear in the CIO's Receipts and Payments Account. The tables and chairs are, however, assets of Blunham Village Hall CIO and are included in the Statement of Assets and Liabilities.

At 4 April 2026, the charity's total net assets were **£24,588.37**, compared with **£17,383.77** in the previous year.

Reserves Policy

The trustees maintain a formal Reserves Policy and review reserve levels annually as part of the budgeting and accounts approval process.

The policy aims to maintain unrestricted reserves within a target range of **£10,000 to £20,000**. This is considered appropriate to provide financial stability, meet normal operating costs, and provide a contingency for unexpected repairs and maintenance to the ageing Village Hall building.

At 4 April 2026, cash funds were **£17,433.93**. The trustees consider the current level of reserves to be appropriate and consistent with the charity's Reserves Policy.

The trustees will continue to review reserve levels in the light of the condition of the building, anticipated income and expenditure, future maintenance requirements and planned projects.

Volunteers

The Village Hall continues to benefit from the time, skills and commitment given by trustees and volunteers.

Their contributions assist with the management, maintenance and operation of the Hall and help reduce the charity's operating costs.

The trustees wish to record their sincere thanks to everyone who has contributed during the year.

Continued community involvement and volunteer support will remain important to the long-term sustainability of the Village Hall.

Future Plans

The trustees are encouraged by the progress made during the year.

The successful recruitment of additional trustees and the filling of key operational roles have addressed the principal governance concerns identified in the previous year's Trustees' Annual Report.

The trustees therefore consider the CIO to be in a good position to continue operating and progressing its activities in accordance with its charitable objects.

A significant programme of improvements to the Village Hall is planned for the following financial year through Section 106 funding. This includes:

- Installation of solar panels – £16,102
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- Replacement of windows and doors – £16,500
- New range Cooker - £1,369

These improvements represent a significant investment in the Hall and will improve the building's energy efficiency, condition and long-term sustainability.

The Trustees also wish to thank Blunham Parish Council and Central Bedfordshire Council for their continued support and assistance, in delivering these projects, including its role in arranging and managing contracts on behalf of the Village Hall

The trustees will continue to focus on:

- Maintaining and developing the Hall as a community facility
- Delivering the planned programme of building improvements
- Supporting existing users and encouraging new hirers
- Managing the financial and maintenance risks associated with an ageing building
- Maintaining appropriate financial reserves
- Encouraging continued trustee and volunteer involvement
- Developing community activities and events
- Considering the appointment of a suitable Chair

The trustees remain committed to ensuring that Blunham Village Hall continues to provide a sustainable and valuable community facility for the benefit of local residents.

Declaration

The trustees declare that they have approved this Trustees' Annual Report.

Signed on behalf of the charity's trustees:

Signature: _____

Full Name: Laura Edgar

Position: Secretary

Date: 2^{8th} October 2026