

HURSTPIERPOINT VILLAGE CENTRE

Charity No: 305265 c/o office@hurstpierpoint-pc.gov.uk 01273 833264
Parish Office, Village Centre, Trinity Road, Hurstpierpoint, WEST SUSSEX BN6 9UY

Annual Report

1 April 2024 to 31 March 2025Introduction

The Village Centre has continued to meet its objective to provide public space for hire to the community of Hurstpierpoint and the surrounding area. It aims:

“To promote the benefit to the inhabitants of Hurstpierpoint and neighbourhood without distinction of sex or political, religious or other opinions by the provision and management of a Village Centre for the advancement of education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants”.

The Charity's governing document is a constitution adopted 19/02/1965, as amended on 22/05/1975, as amended on 03/11/2003, as amended on 29/06/2011, as amended by order dated 18/04/2005, as amended on 20 February 2019.

The Charity is managed by 1 “sole and custodian” trustee - Hurstpierpoint & Sayers Common Parish Council.

Users

The Village Centre's main regular hirers continue to be Agnes Dance Classes, Hurstpierpoint Gymnastics Club and Hurstpierpoint Pre-School. The Village Centre is home to many other long-established groups such as the Scottish Country Dancing, Star Dance, Ballroom Glamour, Yoga, Pilates, Karate, Tai Chi, Kung Fu, Knit and Natter, Table Tennis and Heber Opera. The Sanctuary parent and toddler group on a Monday morning continues to be very well attended as do the newer hirers who have weekly session, such as the Groove Dance Class on Monday evenings and the Friday morning Fit Steps and the Move It or Lose It classes.



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The Conference Room and Small Meeting Room

There is still significant capacity for hiring the conference room as this has still not been fully utilised. New uses have been made of the Conference Room including Alcoholics Anonymous and a fun art class on a Wednesday evening and Friday morning.

The use of the small meeting room by the West Sussex Association of Local Councils has been successful and has also brought in additional hirings of the Conference Room. Further work will be done to try to promote the Conference Room for more activities, meetings, training sessions or events.

Usage

The Main Hall and Club Suite are almost full with nearly every session of the week booked. The Conference Room less so. A typical term time week of 21 sessions (7 days x morning, afternoon and evening sessions) shows:

Main Hall - 19 session booked out of 21 (week of 16 June 2025)

Club Suite - 14 sessions booked out of 21 (week of 16 June 2025)

Conference Room – 7 sessions booked out of 21 (week of 16 June 2025)

Maintenance Update

Regular servicing and maintenance continues to be undertaken, for example, the gas boilers are regularly serviced and safety checked. Repairs are undertaken as required such as to the thermostat.

The fire extinguishers, fire alarm, call points, exits and smoke detectors are independently checked and serviced every six months and weekly in-house check are made. Portable appliance testing is undertaken annually. The 5 yearly Fixed Wire Testing and actions were undertaken at a cost of £2,340.

Property maintenance also included the works to improve the main hall floor at £6,888 which received excellent reviews from hirers.



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Repairs included the broken paving slabs on the steps into the Club Suite which seem to be a continuous issue. There were also minor repairs to the boiler, main hall Velux windows, kitchen light, and power sockets.

Utilities

The electricity supply contract for the Village Centre from 1 June 2024 was with Ecotricity which uses all renewable and vegan friendly energy.

The Gas supply contract from 1 June 2023 was a 24 month contract with SSE Business Energy. From 1 June 2025 the Village Centre will switch to Crown Gas and Power.

The water supplier ADSM (Advanced Demand Side Management Ltd) which commenced on 17 July 2023 has no specific end date.

All the utility costs are carefully monitored to protect the risks to the budget as far as possible from fluctuations in energy prices. Ways to reduce the use of energy have also been explored in 2024/25 to cut any wastage. Further sustainability measures have also been implemented to help reduce, re-use and re-cycle e.g. encouraging hirer to compost their tea bags and coffee grinds.

Financial Position

The year end position was similar to last year, with a surplus of £3,366. It is pleasing that it continues to be a more positive outcome than the Covid years.

Income was above target as overall the Village Centre income was £62,987, some 129.4%, or £14,296 up against the original budget figure of £48,691. Bank interest returned £1,864 against a budget of £500 and room hire brought in an additional £12,374 against the budgeted income of £44,425.

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The total expenditure of £59,621 was an overspend of £239, against original budget of £59,382. The main underspend of £1,429 was against the electricity budget. This is due to credits on accounts; and also careful budgeting to ensure sufficient funds would be available in an uncertain market, budgets were increased at the budget setting time to cover worst case scenarios that did not entirely materialise. However, water was overspent by 25% due to industry increases.

The Waste Services budget was 123%/£929 overspent, due to the annual sanitary bin waste collection being taken from this budget, as well as both the 2023/4 and 2024/5 general waste collections coming from this code. The property maintenance budget was 5.5% overspent. The equipment costs were overspent by £1,037 (178%), which included a new dishwasher for the Club Suite (£360) the new floor scrubbing machine (£700) and new compost bin (£52) but these last two purchases were netted off by a grant to cover the costs.

Related Party Disclosure: The Parish Council provides management, administrative and financial support to the charity and during the year the Parish Council charged the charity £14,655. In return the Parish Council paid the charity £2,850 for use of the office space within the Village Centre.

The balance sheet shows the total current net assets of the Charity at 31 March 2025 as £92,993 (which was £89,627 on 31 March 2024), an increase of £3,366 on the previous year.

The annual independent inspection of the accounts took place on 18 July 2025 and the report was presented to the Trustees at the Annual General Meeting on 24 July 2025.

The annual return will be submitted by the Clerk, to the Charity Commission by its deadline of 31 January 2026.

Sarah Groom, Clerk to the Trustees