



# Sunnyside Hall

Rusthall Road, Rusthall, Tunbridge Wells, Kent TN4 8RA

Company No: 4774580

Registered Charity No: 1101737

## Trustees' Annual Report For year ended 31<sup>st</sup> May 2025

### REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner: Kate Metcalfe, Wadhurst

### FINANCIAL REVIEW

The trustees report a positive outcome for the year with net gain of £16,786 (Gain of £17,948 in 2022) over all funds. All the charity assets were employed in pursuing the charitable objects of the charity. More detailed information is set out on the following pages. The accountancy basis has changed from Receipts and Payments to Accruals whereby assets have been moved into the accounts as per the financials below and the previous year reinstated due to this.

### 1. Structure, Governance, and Management

Sunnyside Hall is a charitable company limited by guarantee, registered with Companies House (Company Number: 04774580) and the Charity Commission (Charity Number: 1101737). The hall is governed by its Memorandum and Articles of Association.

Trustees are appointed in accordance with the governing document. During the year, Trustees met, largely virtually, to oversee hall management, activities, and finances. New Trustees receive induction and guidance on their legal responsibilities.

### 2. Objectives and Activities

The objects of the charity are to provide a hall and facilities for use by the local community for educational, recreational, and social activities.

During the year, the hall supported a wide range of community activities, including sports, cultural events, and private hires, with a focus on inclusivity and accessibility.

### 3. Achievements and Performance

- **Keyholder and Security:** No Trustees were willing to act as keyholder at the start of the year. While most Trustees' decisions were unrelated to the absence of CCTV, the minority who voted to retain CCTV protection considered it unfair to assume the role without wider support.

- **CCTV Incident:** Six weeks after internal CCTV was disabled, a child was involved in a car park accident. CCTV evidence was requested, and the matter proceeded without Trustee involvement.
- **Sports Activities:** Trustees established a “pay and play” racket-sports group, running badminton and pickleball sessions every Friday. The initiative grew in popularity, quickly recouping the initial equipment costs.
- **Facilities Improvements:** External storage was consolidated into a new internal store, freeing the rear area for potential development, including a secure children’s play area. A stray bush was removed from the front lawn, enlarging the grassed area for bouncy castles and croquet as part of hall hire. The installation of a permanent canopy over the entrance was approved, with work scheduled for the new financial year.

#### **4. Financial Review**

The hall’s finances, previously managed via spreadsheet, were migrated to an online subscription-based accounting system to handle increased usage more effectively. The financial position remains sound, with income sufficient to cover ongoing expenses and minor improvements.

As the year closed, our long-serving independent financial inspector, Kate Metcalfe, stepped down after 13 years of invaluable service.

#### **5. Risk Management**

Trustees regularly review principal risks, including health and safety, safeguarding, financial management, and property security. Measures are in place to mitigate these risks, such as maintaining insurance coverage, implementing safety policies, and monitoring financial controls.

#### **6. Plans for the Future**

Trustees plan to develop the rear area for community use, potentially including a secure children’s play area. The permanent canopy installation will commence, and ongoing improvements will continue to support hall users.

#### **7. Trustees**

During the year, Trustees Phil Winter and Barrie Stringer stepped down. We welcomed Rachel Gough to the hall management team. Trustees remain committed to ensuring the hall continues to serve the community effectively.

#### **8. Acknowledgements**

The Trustees thank all volunteers, hall users, and supporters whose contributions make Sunnyside Hall a vibrant community resource.

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of Sunnyside Hall for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

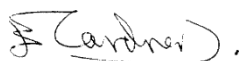
Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply With the Charities Act 2011, the Charities Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information Included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the Trustees, on 30th September 2025 and signed on their behalf by:



Eugene Gardner

Chair of the Board of Trustees

Date: 30th September 2025