



Sunnyside Hall

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

Company No: 04774580

Registered Charity No: 1101737

Trustees' Annual Report for year ended 31st May 2026

Board of Trustees:

Chair - Eugene Gardner (Appointed 31 March 2008)

Other Trustees:

- Rachel Gough (co-opted 17 September 2024)
- Ronald Williams (appointed 23 July 2023)

Outgoing Trustees during the year:

- Toby Odone (resigned 17 July 2025)
- Elizabeth Day (resigned 17 July 2025)

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 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, community gatherings, and private hires, with a focus on inclusivity and accessibility.

3. Achievements and Performance

- Entrance Canopy: In September 2025, a new canopy was installed over the entrance path to provide shelter for visitors, including parents collecting nursery children and attendees queueing for cinema screenings.
- Car Park Resurfacing: In April 2026, the gravel car park was rejuvenated by removing the old surface and laying down tarmac. This significantly improves safety against falls and presents a welcoming, tidy appearance for hall visitors.
- Signage: A new street-side illuminated sign was installed in February 2026 to promote hall activities and upcoming screenings for the Rusthall Community Cinema.
- Hall Hire and Community Events: The hall accommodated 19 private events over the course of the year alongside regular group bookings and internal community events.
- Facilities and Equipment: A new commercial-grade dishwasher and replacement fridge were installed in the kitchen in May 2026. Sports court lines were painted on the main floor to expand recreational use.
- Property Maintenance: Ongoing maintenance included repainting the kitchen and lavatory blocks, fitting new thermostatic radiator valves to maintain consistent heating levels, and routine hedge trimming. Gardening tools were acquired and stored in a new bin pending the appointment of a volunteer gardener.
- Booking Systems: In January 2026, a new online reservation system was trialled but found unsuitable for hirers. Alternative systems will be evaluated in the coming months.

4. Financial Review

Total turnover for the year was £36,999 (compared to £32,169 in 2025). This included £20,754 from regular hires, £4,937 from one-off hires, £3,470 from internal hires, £1,612 in interest, £953 in Repair Cafe donations, and £273 in Gift Aid tax recovery. In addition, £5,000 was received as other revenue in settlement of a long-outstanding grant towards the external storage facility constructed in the prior year.

Administrative costs for the year totalled £32,897 (compared to £15,384 in 2025) including depreciation of fixed assets. The increase in expenditure reflects planned property maintenance and essential facility upgrades. Key expenditures included:

- Repairs and Maintenance (£16,125 total), which included £9,150 representing a 50% contribution towards the new tarmac car park surface, £1,415 for painting sports court lines on the floor, £1,153 for repainting the lavatories, and £881 for the new street-side illuminated sign.
- Items of Equipment (£5,687 total), which included £2,938 for the new kitchen dishwasher. The larger items are included in our fixed assets and therefore only the depreciation is seen in the accounts

The net gain for the year was £4,102 (compared to £16,786 in 2025). Total net assets at 31 May 2026 stood at £280,447. All assets of the charity continue to be employed in pursuing its charitable objects.

The Trustees aim to maintain a general operating reserve equivalent to 3 to 6 months of annual operating expenditure (excluding non-cash items such as depreciation). Based on typical operating costs of approximately £25,000 per annum, the target operational buffer is £6,000. Unrestricted reserves held as current assets and liabilities at the end of the year stood at £53,326.

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 comprehensive insurance coverage, implementing safety policies, and maintaining strict financial controls.

6. Plans for the Future

Looking ahead to the coming financial year, the Trustees plan to carry out several key enhancements:

- Install a wall-mounted baby change facility in the disabled lavatory, creating additional dedicated storage space for regular hirers, the nursery, and board games.
- Replace the kitchen sink to better suit the layout following the dishwasher installation.
- Install a dedicated cleaner's sink in the disabled lavatory equipped with a removable tap head to ensure safety.
- Fit a thermostatically controlled extractor fan in the store room to optimize the performance and efficiency of refrigeration equipment.
- Install a new bicycle stand in the garden area to encourage green travel to the hall.

7. Trustees

During the year, Trustees Toby Odone and Elizabeth Day stepped down on 17th July 2025. The Trustees express their sincere gratitude to outgoing Trustees for their time, service, and dedication to the management of Sunnyside Hall.

8. Acknowledgements

The Trustees extend their heartfelt thanks to all volunteers, hall users, local groups, and supporters whose ongoing contributions make Sunnyside Hall a vibrant and essential resource for the community.

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 applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

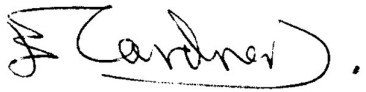
Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources 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 Companies Act 2006, the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. They 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.

This report was approved by the Board of Trustees signed on their behalf by:

A handwritten signature in black ink, appearing to read 'E. Gardner', followed by a period.

Eugene Gardner

6th October 2026

Chair of the Board of Trustees