

Annual Report and Unaudited Financial Statements of

Oving Jubilee Hall

for the Year Ended 31st March 2024

Oving Jubilee Hall

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for the Year Ended 31st March 2024

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Oving Jubilee Hall

Legal Information

for the Year Ended 31st March 2024

TRUSTEES:

Mrs A-M Eastwood (Chair)
Mr A Eastwood
Ms E Saunders
Mrs V Migliorini
Mrs C Blumenthal
Ms D White
Ms C Furnell (Appointed on 10th May 2023)
Ms C Richards (Appointed on 10th May 2023)

REGISTERED ADDRESS:

MR ANTHONY EASTWOOD
1 BRIAR CLOSE
OVING
CHICHESTER
WEST SUSSEX
PO20 2BY

REGISTERED CHARITY NUMBER:

1077213

INDEPENDENT EXAMINER:

B4Bookkeeping Ltd
1 Lincoln House
City Fields Business Park
Chichester Fields Way
Tangmere
Chichester
West Sussex
PO20 2FS

Oving Jubilee Hall

of the Trustees

for the Year Ended 31st March 2024

The trustees present their report with the financial statements for the year ended 31st March 2024.

CONSTITUTION, OBJECTS AND PRINCIPAL ACTIVITIES

The Charitable Trust is constituted by a Charity Commission Scheme dated 13 July 1999. The Charity was registered on 27 August 1999.

The charity's objects and principal activities, having due regard to the Trustees duty in Section 17(5) of the Charities Act concerning public benefit, during the year were as follows:

1. The provision and maintenance of a village hall for use by the inhabitants of the Oving Community.
2. Letting the Village Hall to local users for community activities, meetings, lectures and classes.
3. Improving the conditions of life for the inhabitants of the Oving Community.

ACHIEVEMENTS AND PERFORMANCE AND FUTURE PLANS

We had another busy year in the Jubilee Hall and got lots done! We carried out all the repair & maintenance work, covering heating, lighting, exterior cladding & woodwork, roof, solar panels and painting of internal walls. The aim was to future proof the Hall and to minimise our costs. I would like to thank all the Trustees for their support. We worked together to secure its success and have, as in previous years, continued to liaise with the Church, Friends of St Andrew's, Oving Parish Community Watch, Community Wardens, the Scarecrow Team and Oving Parish Council.

Hall Usage & Marketing

Our regular exercise, dog training and other classes were well attended and we hosted many parties and celebrations. Two additional exercise classes are taking place, on a Wednesday morning and a Thursday evening, and Spanish lessons took off, using our meeting room. We offer a warm and safe environment for our monthly tea party attendees and visitors to the popular Chill & Chat Café and Harvest UK food distribution, which takes place every other week. I estimate that around 13,000 people walk through the Hall's doors every year. This number is a rough estimate and doesn't include the large number of people using the Cow Shed vending machines. The Cow Shed opened at the Jubilee Hall in September 2023 and is managed by the Woodhorn Group organic farm. It's a great addition to the facilities at the Hall and also helps with our finances.

Many events were organised for the community by volunteers, for example the Scarecrow evening do, Monsters Party, Quiz Night, Oving Christmas Fayre, Church disco and Irish Folk Night. All events were well attended and raised funds for the various local charities, including the Hall. Personally, I drive the marketing on social media. We doubled our followers on Facebook, resulting in there being new faces at our community events.

Oving Jubilee Hall
Report of the Trustees
for the Year Ended 31st March 2024

Finances

It has been a period of significant activity, achievement and expenditure. I am pleased to report that, with over £42,000 of resources at the year end and the continuing support of Oving Parish Council, our finances are still in very good shape.

Maintenance & Development

The repair of the heating system took many months to resolve. A leaking water pipe was discovered, and this was situated under the outside patio. The pipe was replaced and finally the heating is working well. Part of the repairs was covered by our insurance. Some of the Trustees have formed a sub-committee to identify long-term alternatives to replace gas as the power source and improve the heat delivery system.

The refurbishment of the gent's toilets was completed, funded by Oving Parish Council.

The whole outside of the Hall was stained and rotten woodwork replaced. Some small repairs were carried out on the roof and the solar panels were cleaned.

The Team

We recruited two more Trustees in Carol Furnell and Christine Richards, who live in Shopwyke, early last year. Leonie Lewis-Hall has just resigned as she now works full time and won't have the opportunity to contribute fully. Leonie had not been a Trustee for long but helped us a great deal with her insurance knowledge.

Katie, the bookings secretary and Nick and Doug, the caretakers, play a pivotal role in marketing and maintaining the Hall. They all do a great job and this is reflected in the compliments and feedback we receive.

Oving Jubilee Hall
Report of the Trustees
for the Year Ended 31st March 2024

Looking Ahead

The Hall was painted over the Easter weekend and, after 20 years, we finally replaced our window and acoustic curtains. Again, this is mostly funded by Oving Parish Council. In addition, the main Hall floor was revarnished.

Scarecrow Day is taking place on 11th May, with a Scarecrow Boogie night in the evening. The village BBQ, Quiz Night, Monsters Party and the Christmas Fayre are also in the diary for 2024.

It's all looking positive, although there are still some challenges to deal with. Installation of Electric Vehicle Charging Points and re-marking of the car park come to mind. Nevertheless, I am confident that we have now dealt with all the other major development projects and maintenance items. This puts us in a very good position.

I will continue to work with our key stakeholder, Oving Parish Council, who have been fantastic in helping us with the bigger projects, to ensure that the Hall is maintained in good order, is progressing and remains a fantastic venue for ANY event.

TRUSTEES

The following Trustees held office during the whole of the period from 1 April 2023 to the date of this report:

Mrs A-M Eastwood, Mr A Eastwood, Ms E Saunders, Mrs V Migliorini, Mrs C Blumenthal, Ms D White.

The following Trustees held office for part of the period from 1 April 2023 to the date of this report:

Ms C Furnell appointed on 10th May 2023 and Ms C Richards appointed on 10th May 2023.

Oving Jubilee Hall
Report of the Trustees
for the Year Ended 31st March 2024

TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. The law applicable to charities in England and Wales requires the trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity, and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

Select suitable accounting policies and apply them consistently; Observe the methods and principles of the Charities SORP;

Make judgements and estimates that are reasonable and prudent;

State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and

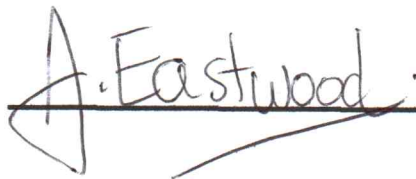
Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008, and the provisions of the Trust Deed. 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.

RESERVES POLICY

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

ON BEHALF OF THE BOARD:

 _____

Name : Mrs A-M Eastwood (Chair)

Date : 17/4/2024

Oving Jubilee Hall
Receipts and Payments Account
for the Year Ended 31st March 2024

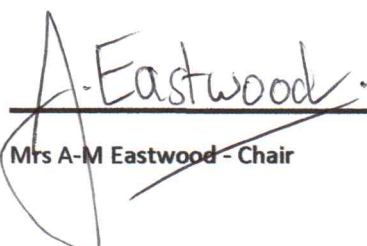
	Unrestricted Fund	Restricted Fund	Total 2024	Total 2023
Receipts				
Voluntary Receipts				
Fundraising Events	£1,514	£0	£1,514	£3,069
Charitable activities				
Charitable activities				
Rents and hire	£28,919	£0	£28,919	£32,148
Ground Rent	£3,034	£0	£3,034	£0
Investment income	£568	£171	£739	£231
Total	£34,035	£171	£34,206	£35,448
Payments				
Raising funds				
Charitable Activities				
Fundraising costs	£745	£0	£745	£2,087
Heat & light	£11,007	£0	£11,007	£5,056
Rates & water	£779	£0	£779	£965
Insurance	£2,022	£0	£2,022	£1,352
Repairs and maintenance	£8,128	£0	£8,128	£707
Projects (bench & drapes)	£262	£0	£262	£225
Cleaning and waste	£3,661	£0	£3,661	£3,287
Staff wages	£11,173	£0	£11,173	£10,467
Alarms and security	£1,341	£0	£1,341	£741
Gardening	£2,092	£0	£2,092	£250
Telephone	£493	£0	£493	£437
Stationery	£0	£0	£0	£123
Professional fees	£487	£0	£487	£500
Licences	£72	£0	£72	£216
Bank charges	£60	£0	£60	£75
Sundries	£412	£0	£412	£158
Other costs				
Independent Examination and Accountancy	£420	£0	£420	£420
Total Payments	£43,154	£0	£43,154	£27,066
Net receipts/{payments}	(£9,119)	£171	(£8,948)	£8,382
Transfers between funds	(£2,404)	£2,404	£0	£0
	(£11,523)	£2,575	(8,948)	£8,382
Total cash funds brought forward	£38,260	£10,030	£48,290	£39,908
Total funds carried forward	£26,737	£12,605	£39,342	£48,290

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's activities are classed as continuing.

Oving Jubilee Hall
Statement of Assets and Liabilities
for the Year Ended 31st March 2024

	31 st March 2024	31 st March 2023
Cash Funds		
CAF Current Account	£5,887	£13,178
CAF Reserve Account	£25,625	£25,075
CAF Maintenance & Development Account	£7,797	£10,030
	<u>£39,310</u>	<u>£48,283</u>
 Cash in Hand	 <u>£32</u>	 <u>£7</u>
	<u>£39,342</u>	<u>£48,290</u>
 Liabilities		
Deposits held	<u>£200</u>	<u>£950</u>

The financial statements were approved by the Trustees on 17/4/'24 and were signed on their behalf by:



 Mrs A-M Eastwood - Chair

Oving Jubilee Hall
Notes to the Financial Statements
for the Year Ended 31st March 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared on the receipts and payments basis, under the historical cost convention, and include the results of the Village Hall's operations, all of which are continuing.

The financial statements have been prepared in accordance with applicable accounting standards, the Charities Act 2011, Charities (Accounts and Reports) Regulations 2008, Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 10 2).

Funds

Unrestricted funds are general funds which can be used for village hall ordinary purposes. The restricted fund is money reserved for designated maintenance and development projects.

Receipts

Voluntary income and donations are accounted for as they are received. The related tax credit on gift aid donations is accounted for when received.

Investment income is included in the accounts when received.

All other income is recognised when it is received. All incoming resources are accounted for gross.

Payments

All expenditure is generally recognised when it is incurred. All expenditure is accounted for gross.

Governance costs

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy services.

2. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial year. No material transaction took place between the organisation and a trustee or any person connected with them.

Oving Jubilee Hall
Notes to the Financial Statements
for the Year Ended 31st March 2024

3. RISK ASSESSMENT

The trustees actively review the major risks which the hall faces on a regular basis and believe that maintaining the current level of free reserves, combined with the annual review of the controls over key financial controls, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate those risks.

4. RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the halls' needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives, even if there is a temporary shortfall in income, or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

5. PUBLIC BENEFIT

The trustees acknowledge their requirement to demonstrate clearly that the Jubilee Hall must have charitable purposes, or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the Jubilee Hall should undertake.

Independent Examiner's Report to the Trustees of
Oving Jubilee Hall
for the Year Ended 31st March 2024

I report on the accounts of the charity for the Year Ended 31 March 2024, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- to state whether matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - 1.1 to keep accounting records in accordance with section 130 of the 2011 Act; and
 - 1.2 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daniel Akerman

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