

Annual Report and Unaudited Financial Statements of

Oving Jubilee Hall

for the Year Ended 31st March 2025

Oving Jubilee Hall

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for the Year Ended 31st March 2025

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Oving Jubilee Hall

Legal Information

for the Year Ended 31st March 2025

TRUSTEES:

Mrs A-M Eastwood (Chair)
Mr A Eastwood
Ms E Saunders
Mrs V Migliorini
Mrs C Blumenthal
Ms C Furnell
Ms C Richards
Mr J Upton

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
Report of the Trustees
for the Year Ended 31st March 2025

The trustees present their report with the financial statements for the year ended 31st March 2025.

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 1 7(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.

Hall Usage & Marketing

We have more regular hirers than ever, giving us a high usage percentage. I am very pleased that an additional indoor bowls booking has filled one of the few remaining weekly slots. We now need to focus our marketing on weekend usage. We have a great blend of private business hirers, charities and community groups, plus parishioner support via the well-established Chill & Chat Café, OPCW monthly tea parties and the Cow Shed.

We were very pleased to host the following community events: St Patrick's Day musical evening, Church Disco, Scarecrow Day activities, Church BBQ, Quiz Night, Monsters' Party and Christmas Fayre.

We are committed to following best practice in everything we do. Consistent with this, we have developed new and updated policies and procedures. including health & safety, risk management and safeguarding, regulating interaction with our hirers and everyone who uses the Hall.

Finances

We increased our bank holdings by £7,700 (19.6%) over the financial year and now have £22,000 free cash and £25,000 in reserve. Hire and fundraising income increased and the Cow Shed is now fully operational and contributing a significant amount via ground rent.

In summary, our finances are stable.

Oving Jubilee Hall
Report of the Trustees
for the Year Ended 31st March 2025

Maintenance & Development

This year was definitely more maintenance than development. Following very strong winds, we had to replace several roof tiles and carry out other repairs identified by the roofer. The costs were covered by an insurance claim. Several trees in the car park were damaging the surface and these were cut down and the stumps ground. We carried out the 5 yearly electrical report (EICR) and followed up on the findings. The other major issue is finalising the Hall floor re-sand and revarnish. This has been scheduled for Easter.

The Team

We continued to deliver excellent service with many complimentary testimonies from hirers and users. Having evaluated the workload of our team, it was agreed that a revised organisation structure was required to reduce the responsibilities of the officer trustees for day to day running of the Hall. A role was defined as 'Finance and Facilities Manager'. With financial support from OPC, we began recruitment in January and Peter Roberts joined us on the 10th March 2025.

During the year we were sad to receive the resignation of Dawn White as a trustee but welcomed her Community Warden successor, Jimmy Upton. Dawn contributed a great deal, involving herself with community events, particularly the Monsters Party. We have already been advised that our longest serving trustee, Veronica Migliorini, has stood down from the end of March. Veronica has been a trustee for over 20 years and her dedication, wisdom and support have been greatly appreciated. We are always looking out for potential trustees who can bring new ideas with them.

Oving Jubilee Hall
Report of the Trustees
for the Year Ended 31st March 2025

Looking Ahead

In the short term we have to integrate Peter into the team and utilise his skills to continue to improve our operations.

We also look forward to using the newly varnished Hall floor and improve the experience of our customers.

In conjunction with OPC, we need to finalise whether the Hall's car park will be used for Electric Vehicle Charging Points for the village. If so, we will incorporate this with an upgrade of the line markings and edges. If not, we will fund some improvements.

Further ahead, again in conjunction with OPC, we must secure our future energy requirements. The most likely starting point is additional energy creation by doubling the number of solar panels, backed up by a battery to store the electricity. Councillor Duncan Marston is leading this initiative, which will be funded, primarily, by a substantial grant.

Thank you to Dawn, Veronica, the current trustees and employees for such great teamwork and another very successful year during which we went a long way towards meeting our short and long term objectives. I am very proud of our Jubilee Hall as it stands today.

TRUSTEES

The following Trustees held office during the whole of the period from 1 April 2024 to the date of this report:

Mrs A-M Eastwood, Mr A Eastwood, Ms E Saunders, Mrs V Migliorini, Mrs C Blumenthal, Ms C Furnell and Ms C Richards.

The following Trustees held office for part of the period from 1 April 2024 to the date of this report:

Mr J Upton appointed on 28th October 2024

Ms D White resigned 28th October 2024

Oving Jubilee Hall
Report of the Trustees
for the Year Ended 31st March 2025

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

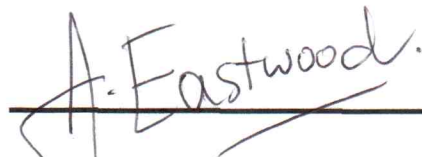
Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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 : 26/08/25

Oving Jubilee Hall
Receipts and Payments Account
for the Year Ended 31st March 2025

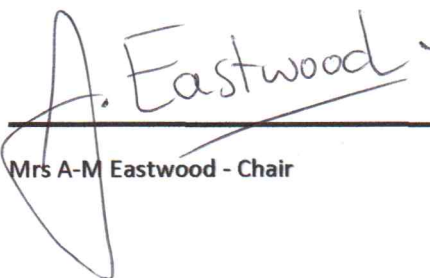
		Unrestricted Fund	Restricted Fund	Total 2025	Total 2024
Receipts					
Voluntary Receipts					
	Fundraising Events	£2,484	£0	£2,484	£1,514
Charitable activities	Charitable activities				
	Rents and hire	£31,733	£0	£31,733	£28,919
	Ground Rent	£5,355	£0	£5,355	£3,034
	Investment income	£627	£187	£814	£739
Total		£40,199	£187	£40,386	£34,206
Payments					
Raising funds					
Charitable Activities					
	Fundraising costs	£674	£0	£674	£745
	Heat & light	£1,490	£0	£1,490	£11,007
	Rates & water	£986	£0	£986	£779
	Insurance	£2,434	£0	£2,434	£2,022
	Repairs and maintenance	£2,969	£0	£2,969	£8,128
	Projects	£1,429	£0	£1,429	£262
	Cleaning and waste	£4,209	£0	£4,209	£3,661
	Staff wages	£13,372	£0	£13,372	£11,173
	Alarms and security	£1,443	£0	£1,443	£1,341
	Gardening	£1,955	£0	£1,955	£2,092
	Telephone	£459	£0	£459	£493
	Stationery	£0	£0	£0	£0
	Professional fees	£439	£0	£439	£487
	Licences	£0	£0	£0	£72
	Bank charges	£0	£0	£0	£60
	Sundries	£429	£0	£429	£412
Other costs					
	Independent Examination and Accountancy	£420	£0	£420	£420
Total Payments		£32,708	£0	£32,708	£43,154
	Net receipts/(payments)	£7,491	£187	£7,678	(£8,948)
Transfers between funds		£1,231	(£1,231)	£0	£0
		£8,722	(£1,044)	£7,678	(£8,948)
Total cash funds brought forward		£26,737	£12,605	£39,342	£48,290
Total funds carried forward		£35,459	£11,561	£47,020	£39,342

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 2025

	31 st March 2025	31 st March 2024
Cash Funds		
CAF Current Account	£14,034	£5,887
CAF Reserve Account	£25,000	£25,625
CAF Maintenance & Development Account	£7,983	£7,797
	<u>£47,017</u>	<u>£39,310</u>
 Cash in Hand	 £3	 £32
	<u>£47,020</u>	<u>£39,342</u>
 Liabilities		
Deposits held	<u>£1,000</u>	<u>£200</u>

The financial statements were approved by the Trustees on 29/04/25 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 2025

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 2025

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 2025

I report on the accounts of the charity for the Year Ended 31 March 2025, 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 Acthave 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

B4Bookkeeping Limited

1 Lincoln House, City Fields Business Park, City Fields Way, Tangmere, Chichester, England, PO20 2FS