

# Harwell Village Hall 2023-2024

Charity Number 1157858

## Chair's report

April 2023 to 2024 has in general been a good year for the hall with a usage as per pre-covid levels. Our thanks to Amy our bookings administrator for her sterling work in keeping the bookings coming in.

On the downside, the utilities bill is still high and will increase again in 2023-24 when the current fixed price arrangement finishes, however with the installation of solar panels in the summer the electricity bills should start to come down. There were also issues with the heating system which required multiple engineer visits with the associated costs.

The Trustee numbers increased by one as the new Treasurer, Victoria Dorman-Smith joined as a trustee. The Trustees decided to take on a caretaker (Martin Ricketts) to keep on top of the maintenance of the hall. Just recently Maureen, our cleaner for many years has handed in her resignation so the search is on for a replacement, and we are also looking for additional help for the Amy our Bookings Administrator.

Giles Barwell has been leading the project to make the hall Carbon Net Zero in line with government targets. Phase One of this project has been completed with the installation of the solar panels and Phase Two is now being investigated with the aim of replacing the gas boiler with a more efficient.

The Trustees acknowledge and thank the cleaning team and those volunteers who help maintain the hall and those who get called out to deal with the occasional user problem.

# Treasurer's Report

## Basis of accounting and special items

The accounts are maintained and prepared on a Receipts and Payments basis.

## Unrestricted funds

These can be regarded as the "operational account", covering all transactions appropriate to the hire and running of the village hall.

## Restricted funds

These are "ringfenced" funds provided for a specific purpose, and include

- deposits for the hire of the hall
- grants and donations granted for specific projects

There are no additional special items.

## Review

Use of the hall, and receipts from hire fees have remained consisted to the previous year at £48,817 for the financial year ending 31<sup>st</sup> March 2024. Utility costs decreased by £3,500 (~18% of total hire fees received) due mainly to a reduction in electricity costs compared to 2022/23. Gas costs are constrained by a long-term contract and will remain at the same level for another year.

Payments include the remaining instalment of £34,061 for the supply of solar panels and an associated battery system. This payment came out of reserves, but it, and the full cost of the solar system, is covered by the anticipated receipt of S106 money.

Trustees have established a designated fund for dilapidations and improvements to forecast each year the costs for specific projects over and above the routine management of the hall premises. This year money was spent on cellar door repairs, AV equipment in the Cherry Hall, as well improvements to stage lighting.



## Restricted Funds and transfers between funds

Main receipt of restricted funds relates to £40,466 S106 grant from the Vale of White Horse District Council for solar panels and £2,500 grant from Sustainable Harwell.

## Looking ahead

Annual budgeting now includes a five year forecast. Receipts should continue to exceed payments to enable trustees to retain a contingency fund and allocate money to the designated fund for dilapidations and improvements.

During the next year, trustees anticipate receiving further S106 monies which will be allocated to the solar panel project.

Fuel costs have been a major concern, but fixed term contracts have been secured for electricity and gas so that, although much higher than in the past, trustees have some certainty about future utility costs and provided that hire fees hold up, the immediate financial threat to the viability of the hall has been removed.

## Contingency

On 31 March 2024, trustees had total reserves of £63,987 and a mortgage loan amount outstanding of £48,004.

The Charity Bank recommend that a balance of approximately six months income is retained as a general contingency fund.

## Assets and liabilities

The Charity Bank loan is secured against the value of the hall and the underlying land.

The hall was valued in July 2016 by Lambert Smith Hampton as follows:

Market Value	£700,000
Gross Development Value	£950,000

The hall buildings are insured for £2,164,660 and the contents for £131,462.

For the purpose of this financial report, the value of the assets retained for Village Hall use are:

Fixed assets (building)	<b>£700,000</b>
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The value of the outstanding loan from the Charity Bank, as of 31 March 2024, was **£46,945**

## CIO conformance

No guarantees have been provided by the Village Hall trustees.

Outstanding debt, the Charity Bank loan, is secured against a charge on the Village Hall assets, which are valued at £700,000.

Victoria Dorman-Smith

Treasurer



**Approved by all the trustees, and signed on their behalf**

Duncan Chappell

Chair



Date 6/8/24

# Independent Examiner's Report

To the Trustees of Harwell Village Hall

On Accounts for Year Ended 31<sup>st</sup> March 2024

## Responsibilities and basis of Report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act 2011.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Charities Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

## Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me reasonable cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



(Independent Examiner)  
Mr Nicholas Clarke CPFA

Date: 6<sup>th</sup> August 2024

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Harwell  
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**Harwell Village Hall. Charity no. 1157858**  
**Accounts - 1st April 2023 to 31 March 2024**

GBP£	Unrestricted Funds	Restricted Funds	Total 2023/24	Total 2022/23
<b>Receipts</b>				
Grants	0	42,966	42,966	1,750
Donations (Safari Supper)	50	-2,488	-2,438	2,718
Hire Fees	49,617	-800	48,817	52,587
Bank interest	681	0	681	95
<b>Total Receipts</b>	<b>50,348</b>	<b>39,678</b>	<b>90,026</b>	<b>57,150</b>
<b>Payments</b>				
Gas	2,340		2,340	2,369
Electricity	5,366		5,366	7,868
Telephone	1,105		1,105	953
Water	55		55	1,181
Maintenance and repairs	3,856		3,856	2,470
Service contracts	1,884		1,884	6,517
Cleaning	4,982		4,982	7,997
Administration	5,791		5,791	5,580
Insurance	2,813		2,813	2,344
Licences	631		631	717
Purchases	2,095	35,381	37,476	15,973
other payments	203	0	203	2,324
Loan Costs	5,318		5,318	4,375
<b>Total Payments</b>	<b>36,438</b>	<b>35,381</b>	<b>71,819</b>	<b>60,668</b>
<b>Excess of Receipts over Payments</b>	<b>13,910</b>	<b>4,297</b>	<b>18,207</b>	<b>-3,518</b>
Transfers between Funds	0	0	0	
Opening balances	52,648	11,339	63,987	67,505
Closing balances	66,558	15,636	82,194	63,987

**Statement of Assets and Liabilities**

GBP£	Unrestricted Funds	Restricted Funds	Total 2023/24	total 2022/23
<b>Cash Funds</b>				
Cash			0	0
Current Account	16,375	0	16,375	13,848
Deposit Account	50,183	15,636	65,819	50,138
<b>Total Cash Funds</b>	<b>66,558</b>	<b>15,636</b>	<b>82,194</b>	<b>63,987</b>
<b>Debtors</b>				
<b>Liabilities</b>				
Loan	46,945		46,945	48,004

Accounts prepared by  
Victoria Dorman-Smith (Treasurer)

Accounts approved on behalf of the Trustees  
Duncan Chappell (Chair)

*Victoria Dorman-Smith*

*Duncan Chappell*