

Buckland Memorial Hall

Annual Report and Accounts for the year ending 30 September 2024

Trustees Committee

Diana Bagnall
Claire Connolly
Paul Dean
David Jackson
Rob McLellan
Nicola Stoner
Louise Wellesley

Management Committee

Gavin Bartholomew
Shirley Chaddock
Karen Collins
Claire Connolly (Chair)
Paul Dean (Treasurer)
Paul Hancock
David Jackson
David Page
Mike Sheil (resigned 21 June 2024)
Nicola Stoner (Secretary)
Les Stump
Craig Thompson (resigned 1 September 2024)

Address

Buckland Memorial Hall
Buckland
SN7 8QT

Registered Charity Number

1161541

Independent Examiner

Andrew James, FCA

Buckland Memorial Hall

Annual Report and Accounts for the year ending 30 September 2024

Trustees Report

The Trustees present the annual report with the accounts of Buckland Memorial Hall for the year ending 30 September 2024 and confirm that the accounts comply with the current statutory requirements.

The accounts for the year ending 30 September 2024 have been prepared on a receipts and payments basis meaning that transactions are recorded according to the date of cash receipt or payment.

Structure, governance, and management

Constitution:

Buckland Memorial Hall was established as a Charitable Incorporated Organisation (CIO) and entered on the Register of Charities by the Charities Commission on 6 May 2015.

The objects of the CIO are:

The provision and maintenance of a village hall for the use of the inhabitants of the village of Buckland, Oxfordshire, and nearby localities without distinction of political, religious, or other opinions, including use for:

- I. meetings of local, social and sports clubs
- II. sports and leisure activities
- III. use by Buckland Primary School for classes and sports activities
- IV. other forms of recreation and leisure-time occupation

with the object of improving the conditions of life for those inhabitants.

Charity Trustees:

The charity trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. It is the duty of each charity trustee:

- a) to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- b) to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
 - I. any special knowledge or experience that he or she has or holds himself or herself out as having; and,
 - II. if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

Trustees Committee:

The Trustees Committee shall consist of at least three charity trustees, consisting of not less than two nor more than six appointed trustees, and not less than one nor more than three nominated trustees.

Apart from the first charity trustees, every appointed trustee must be appointed by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

The charity trustees must comply with the requirements of the Charities Act 2011 with regard to the keeping of accounting records, to the preparation and scrutiny of statements of account, and to the preparation of annual reports and returns. The statements of account, reports and returns must be sent to the Charity Commission, regardless of the income of the CIO, within 10 months of the financial year end.

Buckland Memorial Hall

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Trustees Report (continued)

The charity trustees may delegate any of their powers or functions to a committee or committees, and, if they do, they shall determine the terms and conditions on which the delegation is made. The charity trustees may at any time alter those terms and conditions or revoke the delegation.

Management Committee:

The members of the Management Committee are responsible for the day-to-day running of the Memorial Hall.

During the year ended 30 September 2024, no member of the Trustee Committee or Management Committee received any remuneration for services as a member of that Committee.

Recruitment and Training of Trustees

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- a) a copy of the current version of this constitution; and
- b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts; and
- c) a copy of the Trustee Induction document

Achievements and performance

It has been another successful year for Buckland Memorial Hall though this year has seen a slight change in hall hire. This is mainly down to Buckland Primary School no longer using the hall kitchen for their school dinners, breakfast club & after school club. The school does however continue to support the hall using it for PE & many school activities. This compounds the community support that ensures the hall continues to be the centre of the local community.

The regular weekly and monthly activities are still going strong so the hall diary is full with fitness classes, yoga, pilates, table tennis, toddler group, musical theatre group to name a few. The WI host a popular monthly coffee morning and the monthly Buckland Kitchen is always busy.

The hall continues to fundraise (quiz night, car boot sale, village Christmas card) and there are many external bookings that hire the hall for birthday parties, Christenings and even dog training. There are also more building/maintenance projects in the pipeline which will ensure the continued success of the hall in the wider community.

We are very grateful to all the generous contributions from the local community and the Parish Council, along with the grants from the Charity of John Southby & Others.

Plans for the Future

The Management Committee will continue to operate and provide a facility for use by the local community.

Buckland Memorial Hall

Accounts for the year ending 30 September 2024

Trustees Report (continued)

Financial Reports for the year

A surplus of £8,296 was recorded in the year ended 30 September 2024 which compares to a deficit of £874 in the previous year. At 30 September 2024, total cash funds were £39,564.

Income:

Total income during the current year was £22,942.

Hall hire generated receipts of £10,622: a similar figure to the prior year of 10,703. Receipts from wedding hire were well down on the prior year, but this was offset by increased hire for private functions and a catch-up in receipts from Buckland Primary School, where the contract has been renegotiated.

The Memorial Hall benefits from generous donations, all of which are greatly appreciated and enable improvements to the building fabric and facilities to be undertaken. In the current year, the Parish Council gave £1,000 and the proceeds from the spring opening of Buckland Lake (£357) were also donated. The Hall also received private donations of £309.

Income of £9,000 was received in the current year from the 'Charity of John Southby & Others' to fund general operations and maintenance to alleviate the burden of fundraising on the volunteers of the Memorial Hall and the local community.

Fundraising activities generated £1,654 (net of direct associated costs). This was down on last year due to the absence of a World War 1 event this year.

Expenditure:

Total operational expenditure during the current year was £14,645, a substantial decrease compared to £37,095 in the previous year.

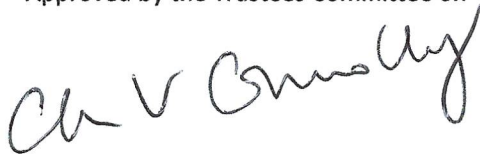
Last year there was considerable expenditure on enhancements and improvements: new bi-fold doors in the small hall and a new boiler and oven. No major investment took place this year but planning is underway for projects in 2025/6.

Day-to-day operating expenses fell slightly. The main reason being electricity and gas, a combined total of £4,868, which was a decrease of £4,848. New contracts are in place should result in less volatility moving forward.

Approved by the Trustees Committee on

8 MAY

2025 and signed on its behalf by:



Mrs. Claire Connolly (Trustee)



Mrs. Nicola Stoner (Trustee)

Buckland Memorial Hall

Accounts for the year ending 30 September 2024

Independent Examiner's Report to the Trustees of Buckland Memorial Hall

I report to the trustees on my examination of the accounts of Buckland Memorial Hall (the Charity) for the year ended 30 September 2024.

Responsibilities and basis of report

As the charity trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 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 in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Signed:



Name: Mr Andrew James, FCA

Relevant professional qualification or membership of professional bodies:

Fellow of the Institute of Chartered Accountants in England & Wales, Moorgate Place, London, EC2R 6EA

Date: 8 MAY 2025

Buckland Memorial Hall
Accounts for the year ending 30 September 2024
Statement of Receipts & Payments

		12-months to 30 Sep 2024	12-months to 30 Sep 2023
	Note	£	£
Hall Hire	1	10,622	10,703
Donations & Gift Aid	2	1,666	1,367
Grant Income	3	9,000	21,000
Fundraising	4	1,654	3,393
Jubilee Weekend Celebration	5		(588)
Other			346
Total Receipts		22,942	36,221
Enhancements & Improvements	6	-	(19,151)
Maintenance & Repairs	7	(3,269)	(2,183)
Pest control		(549)	(523)
Electricity		(2,825)	(4,367)
Gas		(2,043)	(5,349)
Water		(845)	(222)
Insurance		(1,897)	(1,540)
Cleaning		(2,760)	(2,760)
Leases & legal fees		(250)	(250)
Website & music licences		(124)	(613)
Other		(84)	(137)
Total Payments		(14,646)	(37,095)
Surplus		8,296	(874)

Buckland Memorial Hall
Accounts for the year ending 30 September 2024
Statement of Assets & Liabilities

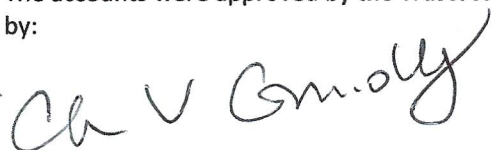
	30 Sep 2024	30 Sep 2023
	£	£
Cash	39,564	31,268
Total Assets	39,564	31,268
Total Liabilities	-	-

Cash balances represent petty cash and funds held in the bank that are immediately available. The Memorial Hall operates one principal bank account. Within that account, it holds a minimum of £10,000 as a reserve for unforeseen events.

The Memorial Hall does not have any loans.

The accounts were approved by the Trustees Committee on
by:

8 MAY 2025 and signed on its behalf



Mrs. Claire Connolly (Trustee)



Mrs. Nicola Stoner (Trustee)

Buckland Memorial Hall

Accounts for the year ending 30 September 2024

Notes to the Accounts

Note 1 – Hall Hire

	12-months to 30 Sep 2024	12-months to 30 Sep 2023
	£	£
Buckland School	3,300	2,149
Toddler Groups	657	255
Fitness Classes	2,000	2239
Table Tennis Club	400	470
Wedding Hire	-	1,830
Women's Institute	320	390
Funerals	-	790
Council Elections	700	350
Other Private Hire	3,245	2,230
Total Hall Hire	10,622	10,703

Note 2 – Donations & Gift Aid

	12-months to 30 Sep 2024	12-months to 30 Sep 2023
	£	£
Buckland Parish Council	1,000	1,000
Buckland lake open Day	357	367
Private Donations	309	-
Total Donations & Gift Aid	1,666	1,367

Buckland Memorial Hall

Accounts for the year ending 30 September 2024

Notes to the Accounts (continued)

Note 3 – Grant Income

	12-months to 30 Sep 2024 £	12-months to 30 Sep 2023 £
Charity of John Southby & Others – operations & maintenance grant	9,000	6,000
Charity of John Southby & Others – building improvements grant	-	15,000
Total Grant Income	9,000	21,000

Note 4 – Fundraising

	12-months to 30 Sep 2024 £	12-months to 30 Sep 2023 £
100 Club	40	684
Quiz Night	810	513
Village Christmas Card (50% split with Mulberry Bush School)	456	1,066
Car Boot sale	210	
Rock & Roll	98	
WW1 event		1,130
Other	40	
Total Fundraising	1,654	3,393

All fundraising above is net of expenditure directly incurred to support the respective event.

Buckland Memorial Hall
Accounts for the year ending 30 September 2024
Notes to the Accounts (continued)

Note 5 - Jubilee Weekend Celebration

In 2021/2, the Hall acted as Treasurer of the various Jubilee events. The balance was used in 2022/3 to pay for a printing invoice and a contribution to the Jubilee bench funded by the 'Charity of John Southby & Others'.

Note 6 – Enhancements & Improvements

	12-months to 30 Sep 2024 £	12-months to 30 Sep 2023 £
Chairs and tables		
Boiler		(3,092)
Oven		(1,776)
Kitchen decoration		(700)
Radiator		(679)
Replacement doors and windows		(12,350)
Stage improvements		(215)
Other		(339)
Total Building Improvements		(19,151)

There have been no material improvements in the year.

Note 7 – Maintenance & Repairs

	12-months to 30 Sep 2024 £	12-months to 30 Sep 2023 £
Total Maintenance & Repairs	(3,269)	(2,183)

Maintenance and repairs include maintenance of the garden, including tree-cutting, and plumbing and electrical repairs.