

The Village Hall, Littlemore Chairman's Annual report for 2021

The impact of the Covid-19 pandemic continued to be felt throughout 2021, with the Hall again completely closed in the early part of the year. The easing of government restrictions as the year went on saw a gradual return to regular use, but we continued to be cautious in our approach to accepting bookings. Careful control of expenditure, and continued government support, have enabled us to maintain our position financially, and even add to our buildings fund.

Administration. In addition to the AGM, the committee met five times during the year, once in person, and on four occasions by Zoom. We have not yet succeeded in finding a new Treasurer but the reduced level of activity during the year has allowed us to keep our finances under tight control.

Finance. Once again, lockdown restrictions have limited our usual sources of income. Bookings improved as the year went on, but we continued only to admit organised groups with limited numbers. As a result, our income from hire of the hall was only around forty percent of pre-pandemic levels. We did not hold major fundraising fairs during the year, but two smaller events before Christmas made a useful contribution to our funds.

Utility bills have again reflected lower usage of the hall, and we have kept other expenses to a minimum.

This year, we have received grant aid from the government, amounting to total of £16, 573. This alone accounts for the healthy surplus which we bring forward at the year end.

Improvements. Plans for the rear access to the hall were submitted to building control. As a result of concerns over adequate fire exits for disabled users, we are now seeking planning permission for improvements to the ramp at the front entrance, to be carried out alongside the work on the rear access. We have so far received one quote for the rear access work. We are seeking a second before we make a final decision on a contractor, but are now confident that we have sufficient funds to carry out this work during 2022.

Use of the hall. Keeping to government guidelines has limited use of the hall in 2021, and some previous clients have either ceased to operate or found other ways of doing so. We were particularly sorry to say goodbye to the Friday night Bingo, which has run at the hall for over 20 years.

As restrictions were lifted, we saw the return of the New Life Church, Pilates, the Village Band, and Oxfordshire Woodturners. We now have regular yoga sessions at the hall, and occasional visits from the Coptic Church. A major new user is Daybreak, which runs dementia daycare sessions on Mondays. The Parish Council is also using us for some of its meetings.

Events. Saturday Afternoon Teas have replaced our previous Saturday Coffee Shop events. After a first very successful alfresco event on the Spring Bank Holiday, we held teas every month.

There were no large fundraising fairs in 2021, but we invited a limited number of stall holders to join us in November and December, which boosted takings for those two months.

Volunteers. I would like to thank all our trustees and volunteers for their hard work throughout this difficult year. Especial thanks go to Maggie Willis for all her work on bookings and caretaking and to June White for her help at events and with work in the garden. Julian Armistead has continued to be a most efficient minutes secretary, and Saroj Patel-Hall has kept us supplied with the most delicious cakes for our events. We are delighted to welcome Judith Godslan, who is now assisting with publicity and administration.

Claire Drinkwater
Chair of Trustees
March 2022

2021

Balance Sheet

THE VILLAGE HALL, LITTLEMORE (Reg no: 1168882)
formerly Littlemore Village Hall

BALANCE SHEET
AS AT 31 DECEMBER 2021

	2021	2020
Current Assets		
Cash in hand	67.00	60.30
Lloyds Bank Current Account	21,435.78	36,370.42
Lloyds Bank Business Savings Account	31,001.32	
	<u>52,504.10</u>	<u>36,430.72</u>
 Represents:		
Accumulated Funds:		
Unrestricted		
Balance Brought forward	34,043.72	26,906.98
Surplus/ (Deficit) for the period	16,073.38	3,040.74
Release from Restricted Funds	2,112.00	4,096.00
Balance carried forward	<u>52,229.10</u>	<u>34,043.72</u>
 Restricted Funds:		
Children and Youth Fund	0.00	1,169.00
Elderly Fund #1	0.00	143.00
Elderly Fund #2	0.00	800.00
Safeguarding/First Aid Training	275.00	275.00
	<u>275.00</u>	<u>2,387.00</u>

RECEIPTS AND PAYMENTS ACCOUNT
Year ended 31 December 2021

Receipts	23,595.35	17,670.27
Payments	(7,521.97)	(14,629.53)
Surplus/(Deficit)	<u>16,073.38</u>	<u>3,040.74</u>
 This represents:		
Unrestricted funds	18,185.38	7,136.74
Restricted Funds		
- Movement on other restricted funds	(2,112.00)	(4,096.00)
	<u>16,073.38</u>	<u>3,040.74</u>

Income

THE VILLAGE HALL, LITTLEMORE (Reg no: 1168882)
 formerly Littlemore Village Hall

	2021	2020
	£	£
INCOME:		
Non-recurrent hire:		
One-off Hall Hire	102.00	785.00
Polling	323.00	270.00
Regular Hall Hire:		
Bingo	144.00	336.00
Ceilidh Band	32.00	
Coptic Church	240.00	
Dance classes - Dynamix	1,177.50	1,361.25
Dance classes - Zuzanna	346.00	154.00
Daybreak Dementia Day Club	0.00	
Hounam String Quartet	432.00	204.00
Little Professors	0.00	330.00
Littlemore Parish Council	144.00	
Move it or Lose it	0.00	146.00
Music and Movement	225.00	
New Life Church	1,632.00	752.00
Pilates	832.00	822.00
Soundabout Disabled Music class	0.00	370.00
Village Band	536.00	0.00
Woodtumers	0.00	192.00
Yoga	0.00	66.00
Zumba	0.00	42.00
Fundraising:		
Fayres	0.00	0.00
Coffee Shop and Bakery	658.50	460.52
Fundraising - cartridge recycling	0.00	45.50
Council COVID-19 grants	16,573.43	11,334.00
Donations	20.00	0.00
Other:		
Scottish Power refund	22.26	
Direct services refund	154.34	
Bank interest	1.32	
TOTAL INCOME	23,595.35	17,670.27

Expenditure

THE VILLAGE HALL, LITTLEMORE (Reg no: 1168882) formerly Littlemore Village Hall

	2021 £	2020 £
Yearly Running Costs and Maintenance:		
Insurance	918.97	1,727.62
Gas safety	78.00	78.00
Training	90.00	0.00
* Refuse disposal	78.41	290.62
Gas	355.61	382.00
Electricity	309.92	167.88
Business Rates	0.00	0.00
Water	95.18	26.77
Subscriptions	75.00	75.00
Cleaning Services	1,155.00	854.00
Cleaning consumables, caretaking supplies	46.64	957.52
Hardware	39.40	0.00
Advertising	0.00	0.00
Bakery consumables and small equipment	56.00	9.99
Administrative expenses	2.00	160.80
Window Cleaning	0.00	0.00
Fire extinguishers - testing and replacement	136.56	208.14
Repair and maintenance – small	80.00	173.89
Kitchen and ceiling repairs	0.00	1,375.00
Grass cutting and gardening	580.00	710.00
Security	38.78	407.26
Piano tuning	0.00	80.00
Outdoor equipment	172.00	0.00
	<u>4,307.47</u>	<u>7,684.49</u>
Larger Projects:		
Architect- Manifest		4,421.04
Disability access project	3,035.00	
Carbon footprint project	179.50	
Asbestos survey (disability access project)		640.00
Structural engineer (disability access project)		780.00
Website development – funded partially via grant	0.00	1,104.00
	<u>3,214.50</u>	<u>6,945.04</u>
TOTAL EXPENSES	<u>7,521.97</u>	<u>14,629.53</u>

Movement on Restricted Funds

THE VILLAGE HALL, LITTLEMORE (Reg no: 1168882)
formerly Littlemore Village Hall

MOVEMENTS ON RESTRICTED FUNDS 31 December 2021

	B/wd	Movement in year		C/fwd
		In	Out	
Children and Youth Fund	1,169.00		(1,169.00)	0.00
Elderly Fund #1	143.00		(143.00)	0.00
Elderly Fund #2	800.00		(800.00)	0.00
Safeguarding/ First Aid training	275.00			275.00
	<u>2,387.00</u>	<u>0.00</u>	<u>(2,112.00)</u>	<u>275.00</u>

Net Movement on restricted funds (2,112.00)

Reserves held at 31 December

THE VILLAGE HALL, LITTLEMORE (Reg no: 1168882)
formerly Littlemore Village Hall

RESERVES HELD AT 31 DECEMBER 2021

RESTRICTED

Safeguarding/ First Aid training	275.00
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<u>275.00</u>

UNRESTRICTED

Unrestricted balances at 31 December 2021 are	<u>52,229.10</u>
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Of these there is a prudent reserve of	10,000.00
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Other designated reserves:

Disability access project	17,000.00
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Carbon footprint project	20,000.00
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Unallocated	5,229.10
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<u>52,229.10</u>

Bank Reconciliation

THE VILLAGE HALL, LITTLEMORE (Reg no: 1168882)
formerly Littlemore Village Hall

Main Account

Opening Balance				36,370.42
	Income	Expenses		
January	14.00	(108.53)	(94.53)	36,275.89
February	4,000.00	(1,160.78)	2,839.22	39,115.11
March	4,171.26	(76.19)	4,095.07	43,210.18
April	720.43	(314.93)	405.50	43,615.68
May	351.00	(214.58)	136.42	43,752.10
June	46.00	(24,355.36)	(24,309.36)	19,442.74
July	8,042.00	(166.40)	7,875.60	27,318.34
August	112.00	(8,605.24)	(8,493.24)	18,825.10
September	1,315.00	(276.89)	1,038.11	19,863.21
October	196.00	(734.69)	(538.69)	19,324.52
November	640.00	(1,344.01)	(704.01)	18,620.51
December	3,979.64	(1,164.37)	2,815.27	21,435.78
Closing Balance	23,587.33	(38,521.97)		<u>21,435.78</u>

Independent examiner's report to the trustees of THE VILLAGE HALL, LITTLEMORE

(reg no. 1168882)

I report to the trustees on my examination of the accounts of The Village Hall, Littlemore for the year ended 31st December 2021

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trusts 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

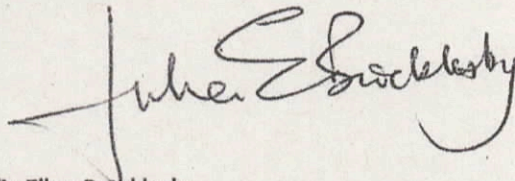
Independent examiner's statement

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 Trust 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 contents 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 the 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: Julia Ellen Brocklesby

Professional qualification: Association of Accounting Technicians (AAT)

Address: 29, Long Lane, Oxford OX4 3TN

Date: 29th September 2022