

The Village Hall, Littlemore Chairman's Annual Report for 2023

2023 has been a busy year, with bookings at a high level, and a number of new users. This has put pressure on our small team for care-taking duties, but has also resulted in a healthy income stream. Our regular community events have continued with a small but steady band of supporters. We have begun to look to the future with plans for improvements, but need to recruit more volunteers to help take things forward.

Administration. In addition to the AGM, the committee met six times during the year. These were all face-to-face meetings, either at the Hall, or the home of the Chair. We still have no Treasurer, and urgently need to recruit more volunteers and committee members. The accounts were inspected and the annual return to the Charity Commission submitted on time.

Finance. With no further government support, it is pleasing to report that our income for 2023 has increased compared with the previous year. We once again received a small grant from the Parish Council, this time towards the cost of curtains for the new garden door. Apart from this, and the contribution from our Afternoon Tea events, all our income has come from use of the Hall. Regular running costs have remained at a fairly steady level. There has been some further outlay in finishing the building work, and also re-sealing the floor, but no other major projects were undertaken, and we finished the year with a small surplus.

Improvements. Completing the final details of the disabled access work has dragged on through the year, as our contractor seems to have gone out of business, but with the bulk of the work done, the new ramps have proved a very real improvement to the Hall.

We have embarked on the development of comprehensive plans for further improvements and renovations. These include works to reduce our carbon footprint, and to replace our failing extensions. The first phase of the work is internal, and will only require building regulations consent. After discussion of various options, our architect is now developing the detailed plans needed to apply for planning permission for the extensions, replacing the kitchen and toilets. Meantime, the floor has been sanded and re-sealed, and other repairs and maintenance work are under consideration.

Use of the hall. Regular use of the hall has increased, especially during the day. Our long-standing hirers, including Mother and Baby yoga, Pop-up Pilates, the Village Band, Oxfordshire Woodturners, bingo and New Life Church, continue to book regularly. In addition, we now have Sing and Sign (also for very young children and their carers), Growing Minds (for pre-school children), Brownies (7-10 year olds), Le Petit Club Francais (for French families) and some training sessions for NHS staff. Oxford Insight Meditation and Mini First Aid also make periodic use of the Hall, and private parties continue to be popular.

Events. Saturday Afternoon Teas have continued through the year. They are now regularly attended by members of the Local History Society, after a local walk, as well as other local residents. Although not a major fundraiser, they provide some useful additional income, and are appreciated as a community focus.

Volunteers. I would like to thank all our Trustees and volunteers for their hard work during the year. My committee has continued to be most supportive, and undertake essential tasks without which we could not operate. Thank you to Maggie Willis for continuing to deal with bookings and caretaking in spite of the pressure of other responsibilities, to Julian Armistead for providing the minutes of all our meetings, and to June White for her work in the garden and at events. Saroj Patel-Hall continues to make wonderful cakes, and organise our stall holders, and Judith Godsland to provide excellent posters for our events.

We are, however, now in urgent need of more volunteers, committee members and Trustees, especially as we contemplate a major renovation project.

Claire Drinkwater
Chair of Trustees
March 2024

Balance Sheet

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

BALANCE SHEET **AS AT 31 DECEMBER 2022**

	2023	2022
Current Assets		
Cash in hand	65.20	67.00
Lloyds Bank Current Account	3,608.38	6,274.58
Lloyds Bank Business Savings Account	40,285.81	35,020.52
	<hr/>	<hr/>
	43,959.39	41,362.10
 Represents:		
Accumulated Funds:		
Unrestricted		
Balance Brought forward	40,942.30	52,229.10
Surplus/ (Deficit) for the period	2,597.29	(11,142.00)
Change in Restricted Funds	(355.20)	(144.80)
	<hr/>	<hr/>
Balance carried forward		40,942.30
 Restricted Funds:		
Safeguarding/First Aid Training	275.00	275.00
WiFi	0.00	144.80
Ccurtains	500.00	
	<hr/>	<hr/>
	775.00	419.80

RECEIPTS AND PAYMENTS ACCOUNT **Year ended 31 December 2021**

Receipts	24,090.39	22,369.74
Payments	(21,491.30)	(33,511.74)
Susplus (deficit) on cash	(1.80)	
	<hr/>	<hr/>
Surplus/(Deficit)	2,597.29	(11,142.00)
 This represents:		
Unrestricted funds	2,242.09	(11,286.80)
Restricted Funds	355.20	144.80
 - Movement on other restricted funds		
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	2,597.29	(11,142.00)

Income

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

	2023	2022
INCOME:		
Non-recurrent hire:		
One-off Hall Hire	3,417.00	2,716.00
Polling	325.00	350.00
Regular Hall Hire:		
Acute Training	4,596.00	
Bingo	1,080.00	582.50
Ceilidh Band	34.00	64.00
Choir		102.00
Coptic Church		96.00
Dance classes - Zuzanna	112.00	42.00
Daybreak Dementia Day Club		3,077.50
Growing Minds	270.00	
Littlemore Parish Council	1,055.25	713.50
Mini First aid	120.00	
New Life Church	4,091.50	3,632.50
Oxford Insight Meditation	630.00	540.00
Petit Club Francais	600.00	
Pilates	1,560.00	1,432.00
Sing and Sign	705.00	
Village Band	1,060.00	1,000.00
Woodtumers	745.50	891.50
Yoga	1,814.75	2,553.50
Zumba		348.00
Fundraising:		
Coffee Shop and Bakery	1,078.40	987.54
Council COVID-19 grants		2,667.00
Littlemore Parish Council Grant	500.00	500.00
Donations		55.00
Other:		
Manifest refund	0.70	0.00
Bank interest	265.29	19.20
Chair hire	30.00	
TOTAL INCOME	24,090.39	<u>22,369.74</u>

Expenditure

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

	2023	2022
	£	
Yearly Running Costs and Maintenance:		
Insurance	1,031.51	1,014.95
Gas safety	102.00	0.00
Training	24.00	40.00
* Refuse disposal	271.23	261.60
Gas	638.26	681.79
Electricity	463.73	633.22
Business Rates	81.06	153.60
Water	468.07	201.84
Subscriptions	110.00	75.00
Cleaning Services	1,540.00	1,725.00
Cleaning consumables, caretaking supplies	258.04	136.53
Hardware	63.31	41.99
Advertising	0.00	99.54
Bakery consumables and small equipment	0.00	39.74
Administrative expenses	35.00	45.00
Window Cleaning	0.00	0.00
Fire extinguishers - testing and replacement	355.53	163.92
Repair and maintenance – small	584.00	436.86
Drains	216.00	135.00
Grass cutting and garden services	685.00	400.00
Garden expenses	0.00	539.73
Security	377.31	24.00
Piano tuning	0.00	60.00
Outdoor equipment	0.00	0.00
Storage trolleys	0.00	311.28
Website	0.00	168.00
Wi-Fi	460.80	355.20
Refund of deposit		25.00
Fund raising - cards	29.95	
	<hr/> 7,794.80	<hr/> 7,768.79
Larger Projects:		
Architect (Manifest) - Centenary project	2,564.02	0.00
Planning meeting fee	679.93	0.00
Architect (Manifest) - Disability access project	112.50	4,270.48
Asbestos survey (disability access project)	0.00	287.50
Structural engineer (disability access project)	0.00	540.00
Building contractor	8,840.05	17,823.12
Executive security		2,821.85
Other major repairs - floor	1,500.00	
	<hr/> 13,696.50	<hr/> 25,742.95
TOTAL EXPENSES	<hr/> 21,491.30	<hr/> 33,511.74

Movement on Restricted Funds

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

MOVEMENTS ON RESTRICTED FUNDS 31 December 2023

	B/wd	Movement in year		C/fwd
		In	Out	
Safeguarding/ First Aid training	275.00			275.00
WiFi	144.80		144.80	0.00
Curtains		500.00		500.00
	<u>419.80</u>	<u>500.00</u>	<u>144.80</u>	<u>775.00</u>
Net Movement on restricted funds		<u>355.20</u>		

Reserves held at 31 December

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

RESERVES HELD AT 31 DECEMBER 2023

RESTRICTED

Safeguarding/ First Aid training	275.00
Curtains	500.00
	<u>775.00</u>

UNRESTRICTED

Unrestricted balances at 31 December 2021 are	<u>43,184.39</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	2,000.00
Boundary wall repairs	15,000.00
Car park re-surfacing	5,000.00
Buildings project	5,000.00
Unallocated	6,184.39

<u>43,184.39</u>

Bank Reconciliation

THE VILLAGE HALL, LITTLEMORE (Reg no: 1168882)
formerly Littlemore Village Hall
Accounts 2023

	Main Account				Business savings account			
Opening Balance				6,274.58				35,020.52
	Income	Expenses			Income	Expenses		
January	6,380.50	(9,446.59)	(3,066.09)	3,208.49	14.87	(6,000.00)		29,035.39
February	697.50	(321.30)	376.20	3,584.69	14.80	0.00		29,050.19
March	2,181.00	(726.32)	1,454.68	5,039.37	13.69	0.00		29,063.88
April	1,077.70	(324.02)	753.68	5,793.05	18.39	0.00		29,082.27
May	2,769.00	(531.02)	2,237.98	8,031.03	16.53	0.00		29,098.80
June	1,501.60	(332.60)	1,169.00	9,200.03	18.54	0.00		29,117.34
July	2,484.90	(3,528.46)	(1,043.56)	8,156.47	19.78	0.00		29,137.12
August	2,748.25	(812.40)	1,935.85	10,092.32	21.55	0.00		29,158.67
September	956.00	(124.80)	831.20	10,923.52	27.24	0.00		29,185.91
October	2,708.00	(2,095.85)	612.15	11,535.67	26.87	0.00		29,212.78
November	2,419.70	(8,463.00)	(6,043.30)	5,492.37	6,032.68	0.00		35,245.46
December	3,900.95	(5,784.94)	(1,883.99)	3,608.38	5,040.35	0.00		40,285.81
Closing Balance	29,825.10	(32,491.30)		<u>3,608.38</u>	11,265.29	(6,000.00)		40,285.81

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 2023

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

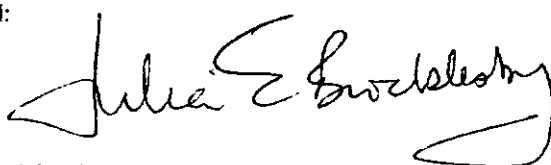
Independent examiner's statement

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: 1st September 2024