

## **The Village Hall, Littlemore Chairman's Annual Report for 2024**

In 2024 the Village Hall has continued to play host to a wide range of groups and events. We celebrated reaching one hundred years, from first opening our doors in 1924, We caught up with a backlog of maintenance on building and grounds, and made further progress with our plans for improvements. We have continued to receive support from a small number of dedicated volunteers, but urgently need to involve more people from across the community.

**Administration.** In addition to the AGM, the committee met seven times during the year. The accounts were produced and inspected, and the annual return to the Charity Commission submitted on time. Unfortunately, we still have no Treasurer and only a small managing committee.

**Finance.** In 2024, we received no outside support or grants of any kind, so it is pleasing to report that our income has increased slightly compared to the previous year. This is due to higher levels of use and successful events. Outgoings have, however, also been high, as a result of the completion of a number of outstanding maintenance projects, including rebuilding a section of the boundary wall and re-surfacing the car park. As a result, we end the year with our accumulated funds considerably reduced.

**Improvements.** The Disability Access project was finally brought to a close early in the year, with all outstanding work completed and final payments made. This has taken much longer than we expected when we embarked on the work, as a result of problems with our contractor, but the improved access is already much appreciated.

Preparations for Stage Two of our improvement plan, work to reduce our carbon footprint has continued through the year. The work involves removing the false ceiling, insulating at roof level, opening up the blocked window in the west gable, and installing new energy efficient lighting. We have now received Buildings Regulations approval for this work, and by the end of the year were ready to go out to tender.

Early in the year we had a meeting with representatives of the City Council Planning Department to discuss our proposed Stage Three improvements: the replacement of the existing extensions to provide the hall with a new kitchen, toilets and lobby. They seemed generally in favour of the proposal, but with concerns about some details of design; unfortunately, it has taken months to get the written feedback from this meeting to enable us to proceed with developing our plans. We hope to make more progress in the next year.

**Use of the hall.** Regular use of the hall continues to provide the bulk of our income. Pop-up Pilates, the Village Band, Oxfordshire Woodturners, Bingo and New Life Church, continue to book regularly. Sing and Sign (for very young children and their carers), is now well established, as is Le Petit Club Francais (for French families). Training sessions for care staff provided useful day time income for the first part of the year, until the providers lost their contract. The Parish Council meets monthly at the Hall, Oxford Insight Meditation continues to visit periodically, and one-off

bookings include many family celebrations, including birthdays, anniversaries, weddings and wakes. New users include Living in Fitness (for over 55s) and Inspires Tuition (for school aged children).

**Events.** The major event of the year was our Centenary Celebration, organised for us by Saroj Patel-Hall and held on 1<sup>st</sup> June. Highlights included a cake baking competition, a very popular tombola, a silent auction and several other stalls. Altogether the event raised over £500, as well as helping to raise our profile in the community. Saturday Afternoon Teas have been held every month except August, and continue to grow in popularity. In March we provided refreshments to those taking part in the annual Littlemore Litterpick, and in November we held a small Christmas Fair, both very successful afternoons.

**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 dealing with bookings and caretaking, to Julian Armistead for providing the minutes of all our meetings, and to June White for her work in the garden and at events. Special thanks go to Saroj Patel-Hall for the enormous amount of work she put in to running our Centenary Celebration, as well as continuing to provide lovely cakes for our Afternoon Teas.

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  
February 2025

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

**BALANCE SHEET**  
**AS AT 31 DECEMBER 2024**

	<b>2024</b>	<b>2023</b>
<b>Current Assets</b>		
Cash in hand	95.60	65.20
Lloyds Bank Current Account	2,839.42	3,608.38
Lloyds Bank Business Savings Account	25,607.10	40,285.81
	<hr/>	<hr/>
	28,542.12	43,959.39

Represents:

**Accumulated Funds:**

**Unrestricted**

Balance Brought forward	43,184.39	40,942.30
Surplus/ (Deficit) for the period	(15,417.27)	2,597.29
Change in Restricted Funds	500.00	(355.20)
	<hr/>	<hr/>
Balance carried forward	28,267.12	43,184.39

**Restricted Funds:**

Safeguarding/First Aid Training	275.00	275.00
Curtains	0.00	500.00
	<hr/>	<hr/>
Balance carried forward	275.00	775.00

**RECEIPTS AND PAYMENTS ACCOUNT**  
**Year ended 31 December 2024**

Receipts	26,748.60	24,090.39
Payments	(42,196.27)	(21,491.30)
Surplus (deficit) on cash	30.40	(1.80)
	<hr/>	<hr/>
Surplus/(Deficit)	(15,417.27)	2,597.29

This represents:

Unrestricted funds	(14,917.27)	2,242.09
Restricted Funds	(500.00)	355.20
	<hr/>	<hr/>
	(15,417.27)	2,597.29

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

	<b>2024</b>	<b>2023</b>
<b>INCOME:</b>		
<b>Non-recurrent hire:</b>		
One-off Hall Hire	2,952.00	3,417.00
Polling	750.00	325.00
<b>Regular Hall Hire:</b>		
Acute Training	3,366.00	4,596.00
Bingo	1,910.00	1,080.00
Brownies	57.50	
Ceilidh Band		34.00
Coptic Church	110.00	
Dance practice - Zuzanna	28.00	112.00
Growing Minds	270.00	270.00
Inspires Tuition	110.00	
Littlemore Parish Council	997.00	1,055.25
Living in Fitness	105.00	
Mini First aid		120.00
New Life Church	4,909.50	4,091.50
Oxford Insight Meditation	513.00	630.00
Petit Club Francais	1,209.00	600.00
Pilates	1,644.00	1,560.00
Sing and Sign	1,847.00	705.00
Village Band	1,084.00	1,060.00
Woodturners	663.80	745.50
Yoga	2,069.00	1,814.75
<b>Fundraising:</b>		
Coffee Shop and Bakery	1,682.51	1,078.40
Council COVID-19 grants		
Littlemore Parish Council Grant		500.00
Donations	50.00	
<b>Other:</b>		
Manifest refund		0.70
Refund for card reader	80.00	
Bank interest	321.29	265.29
Chair hire		30.00
Gazebo hire	20.00	
<b>TOTAL INCOME</b>	<b>26,748.60</b>	<b>24,090.39</b>

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

**2024                      2023**

**Yearly Running Costs and Maintenance:**

Insurance	1,090.52	1,031.51
Gas safety	102.00	102.00
Training	0.00	24.00
* Refuse disposal	531.93	271.23
Gas	739.31	638.26
Electricity	455.16	463.73
Business Rates	86.45	81.06
Water	405.52	468.07
Subscriptions	50.00	110.00
Cleaning Services	1,505.00	1,540.00
Cleaning consumables, caretaking supplies	387.46	258.04
Hardware	95.99	63.31
Advertising	0.00	0.00
Bakery consumables and small equipment	103.11	0.00
Administrative expenses	0.00	35.00
Window Cleaning	330.00	0.00
Fire extinguishers - testing and replacement	0.00	355.53
Repair and maintenance – small	1,780.00	584.00
Drains	0.00	216.00
Pest control	180.00	
Grass cutting and garden services	590.00	685.00
Tree surgery	1,022.00	
Garden expenses	6.68	0.00
Security	0.00	377.31
Piano tuning	0.00	0.00
Outdoor equipment	0.00	0.00
Storage trolleys	13.50	0.00
Website	168.00	0.00
Wi-Fi	460.80	460.80
Fund raising - cards		29.95
Curtains	621.75	
	<hr/> 10,725.18	<hr/> 7,794.80

**Larger Projects:**

Centenary project stage 2 - ceiling		
Building regs fee	1,540.00	
Architect (Manifest)	1,680.00	
Centenary project stage 3		
Architect (Manifest) -	273.00	2,564.02
Planning meeting fee		679.93
Centenary project stage 1 (disability access)		
Architect (Manifest)	237.26	112.50
Building contractors	2,265.83	8,840.05
Other major repairs - floor		1,500.00
Other repairs	2,725.00	
Car park re-surfacing	4,750.00	
Boundary wall repairs	18,000.00	
	<hr/> 31,471.09	<hr/> 13,696.50

<b>TOTAL EXPENSES</b>	<hr/> <b>42,196.27</b>	<hr/> <b>21,491.30</b>
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# Movement on Restricted Funds

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

## MOVEMENTS ON RESTRICTED FUNDS 31 December 2024

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

# Bank Reconciliation

THE VILLAGE HALL, LITTLEMORE (Reg no: 1168882)  
formerly Littlemore Village Hall  
Accounts 2024

## Main Account

## Business savings account

<b>Opening Balance</b>				3,608.38				40,285.81
	Income	Expenses			Income	Expenses		
January	12,320.70	(12,397.09)	(76.39)	3,531.99	41.61	(10,000.00)	(9,958.39)	30,327.42
February	4,275.00	(5,560.77)	(1,285.77)	2,246.22	35.46	(4,500.00)	(4,464.54)	25,862.88
March	1,272.00	(1,155.94)	116.06	2,362.28	28.56	0.00	28.56	25,891.44
April	3,565.75	(2,923.04)	642.71	3,004.99	26.74	0.00	26.74	25,918.18
May	1,734.50	(829.75)	904.75	3,909.74	27.69	0.00	27.69	25,945.87
June	3,855.10	(4,220.20)	(365.10)	3,544.64	29.57	(1,000.00)	(970.43)	24,975.44
July	4,371.95	(4,762.21)	(390.26)	3,154.38	25.62	(2,000.00)	(1,974.38)	23,001.06
August	3,061.25	(2,995.25)	66.00	3,220.39	2,522.75	0.00	2,522.75	25,523.81
September	1,420.50	(2,019.15)	(598.65)	2,621.74	1,520.38	0.00	1,520.38	27,044.19
October	5,373.50	(6,848.55)	(1,475.05)	1,146.69	21.53	(3,000.00)	(2,978.47)	24,065.72
November	2,084.50	(1,682.19)	402.31	1,549.00	23.48	(1,000.00)	(976.52)	23,089.20
December	4,592.56	(3,302.14)	1,290.42	2,839.42	2,517.90	0.00	2,517.90	25,607.10
<b>Closing Balance</b>	47,927.31	(48,696.28)		<u>2,839.42</u>	6,821.29	(21,500.00)		25,607.10

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

**RESERVES HELD AT 31 DECEMBER 2024**

**RESTRICTED**

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

**UNRESTRICTED**

Unrestricted balances at 31 December 2024 are	<u>28,267.12</u>
Of these there is a prudent reserve of	10,000.00
Other designated reserves:	
Buildings project	12,000.00
Unallocated	6,267.12
	<u>28,267.12</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 31<sup>st</sup> December 2024

**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: 21<sup>st</sup> June 2025

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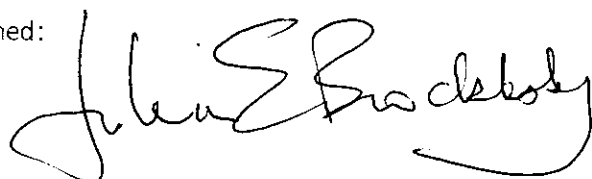
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