

Lechlade Village Hall and Recreation CIO (charity number 1175718)

Report of the Trustees for the year ended 31st December 2023

The trustees present their annual report and financial statements and confirm that they comply with the Charities Act 2011, the constitution of Lechlade Village Hall and Recreation Charitable Incorporated Organisation (CIO) and the Charities Statement of Registered Practice SOPR (FRS 102).

Section A: Reference and Administrative Details

Charity Name: Lechlade Village Hall and Recreation CIO

Charity Registration Number: 1175718

Principal Office Address: Lechlade Memorial Hall, Oak Street, Lechlade GL7 3AY

Names of the CIO trustees

Trustee Name	Office (if any)	Dates acted if not for the whole year	Name of person (or body) entitled to appoint trustee (if any)
Brian Britton			Lechlade Art Society
Susan Brooks			Lechlade Scottish Country Dancers
Neal Cotton			Lechlade Gardening Club
Alwyn Davies			The Probus Club of Lechlade and District
Christine Eatwell		Appointed June 2023	Lechlade Town Council
Grenville King			Lechlade Community Cinema
Mike Keegan			The Arts Society Upper Thames
Jaime Maskell		Resigned June 2023	Lechlade Town Council
Tommy McLardie	Treasurer		
Gay Oliver			Lechlade Tennis Club
Simon Paul BEM	Chairman		
Gill Saunders	Secretary		
Hazel Watkins			Lechlade Tuesday Club
Marian Winckles			Lechlade History Society
Simon Winckles			
Ashley Wood			

Section B: Structure, Governance and Management

Governing Document; Lechlade Village Hall and Recreation CIO is constituted as a Charitable Incorporated Organisation registered with the Charity Commission in November 2017 under charity number 1175718.

Trustee selection methods

The CIO maintains a list of “User bodies” (Lechlade based community organisations which use facilities provided by the CIO.) Each User body has the right to appoint one charity trustee. Up to six Trustees may be elected and a further three may be appointed as co-opted Trustees.

New Trustees are provided with an induction pack which includes a copy of the constitution and the most recent Trustee’s Annual Report and financial statements.

Organisational structure

The CIO trustees are responsible for the control and management of the assets of the CIO. Trustees give their time freely and receive no remuneration, expenses or other financial benefits.

A buildings group committee has responsibility for all building related activities, which includes work to maintain and improve the fabric and contents of the facilities.

Full Trustee meetings took place five times during the year, taking all decisions in relation to running the Memorial Hall, Pavilion, All Weather Pitch, skatepark and recreation ground as well as other activities organised by the CIO.

The CIO employs a booking clerk (part time).

There have been no party related transactions in the reporting period that require disclosure.

Section C: Objectives and Activities

The objects of the CIO are set out in the CIO constitution and are summarised as follows:

To manage the community facilities owned by the CIO including the Memorial Hall, Pavilion, All Weather Pitch, skatepark, car park and recreation ground for the benefit of residents of Lechlade.

The main activities of the CIO undertaken for public benefit are summarised as follows:

Trustees work to make sure that the facilities managed by the CIO are of high standard and continue to meet the needs of the local community. Trustees promote the use of these facilities through marketing leaflets, a local magazine as well as online communications and social media.

Trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance (PB3) when exercising their powers or duties to which the guidance is relevant.

Section D: Achievement and Performance

D1 Community Use of CIO facilities

To encourage organisations and individuals to use CIO community facilities, Trustees agreed that there would be no increase in hire charges. The following regular activities continued from 2022: Yoga, Pilates, Badminton, History Society, Jolly Tots, Tuesday Club, Circuits Class, Adult Ballet, Ballroom Dancing, Tai Chi, Beavers/Cubs, Fitness Class, Hartbeeps, Martial Arts, Antiques and Vintage Market, Craft Activities, Lechlade Repair Café, Lechlade & District Probus and NHS Blood Donor sessions. New regular activities which started in 2023 included. Baby Yoga/Sensory sessions, Memory Lane Singers, Childrens Dance, Spiritualists and the P3 charity which run drop in clinics to provide advice on issues relating to tenancy and housing.

A series of defibrillator training sessions were held in the Memorial Hall. These events were very well attended and of great benefit to the local community. Our thanks to the local First Responders who provided this training.

In the school easter and summer holidays, World Jungle organised “Go Wild” fun activities for families, children and young people on the playing field. These free events were funded by Gloucestershire County Council and Cotswold District Council.

In May, we were delighted to host a ceilidh to celebrate the Coronation of King Charles III.

At the end of their five year lease of the office in the Memorial Hall, Lechlade Town Council confirmed that they wished to continue to use the office for a further five year period. Moore Allan Estate agents were asked to provide an independent valuation. Our thanks to Stephen Clarke of C&R legal solicitors for drawing up the revised lease.

In June, a serious incident on Halfpenny Bridge, which caused structural damage to the bridge, resulted in the closure of the A361. As a Grade II listed monument, repair work took several months to complete. The bridge was re-opened to traffic at the start of November. The closure of this bridge caused significant difficulty to many local businesses and people travelling to/from Highworth/Swindon. We are very grateful to all the groups and people who organised events at the Memorial Hall and Pavilion throughout this period and to everyone who attended these events in spite of the travel disruption.

With the support of CIO Trustees, for the start of the 2023/24 season, Fairford Youth Football Club U18 started training and playing their home league matches on the playing field. To comply with league regulations, they bought roll on-off full sized goals. Trustees are delighted that the football pitch and changing rooms are being regularly used after a lengthy period when they were not in use.

A Lechlade resident with FA coaching qualification and refereeing experience expressed an interest in setting up a new youth football club for a younger age group. Trustees were happy to give permission for this new club to use the playing field and changing rooms.

The CIO is a member of the Gloucestershire Playing Fields Association.

D2 Maintaining and Improving CIO facilities

Built in 1993, the roof of the pavilion was in need of substantial renovation work to resolve a water leak and some signs of rot on wooden fascia boards. The upgrade work took place in February and the pavilion now has PVC soffits, fascia and dry verge with new deeper guttering and downpipes. New vents have also been fitted to improve ventilation of the roof space.

Work has continued during the year to replace the internal and exterior light fittings in the pavilion with more modern, energy efficient LED lighting.

In April, a new maintenance contractor was appointed for the heating, air conditioning and hot water systems.

The flagpole was moved to a more prominent position adjacent to the pavilion and was used to celebrate the Coronation of HM King Charles III.

The Memorial Hall 5 yearly Electrical Condition Inspection was carried out. There were several unsatisfactory test results. Work to rectify the defects was promptly carried out.

In August, six bicycle stands were installed to encourage more people to travel to the Memorial Hall, Pavilion and Playing Field by bike. These stands, together with their installation, were funded by Cotswold District Council.

Following the May election of Town Councillors, Lechlade Town Council identified five main areas of focus to improve the town. As a result of this exercise, work to enhance the Children's Play Space on the playing field was no longer seen as a key priority.

Little progress has been made regarding the proposal to install Electric Vehicle Charging Points in the Memorial Hall car park. It has been clarified that, as Lechlade Town Council does not own the land, it is outside of the scope of the contract set up by Gloucestershire County Council. Further work to take this forward will take place in 2024.

Dealing with issues/complaints;

Following a further complaint of noise nuisance and anti-social behaviour from neighbours who live opposite the skatepark, Trustees installed an additional sign to make it clear that no music should be played on or near to the skatepark and to limit the time when the skatepark can be used. We are pleased to report that we have had no further complaints since this extra sign was installed.

Section E: Financial Review

The principal sources of funding for the CIO are from lettings income and rental of the office space to Lechlade Town Council and donations.

Taking into account significantly higher energy costs as well as substantial costs associated with the work to upgrade the pavilion roof and the Five Year Electrical Condition Inspection, Trustees set a deficit budget for 2023 which forecast an income of £61,000 and expenses of £69,550 leaving an overall deficit of £8,500. The final Revenue and Expenditure figures at our year end of 31 December 2023, were £64,030 and £70,374 respectively, resulting in a smaller than forecast deficit of £6,344. Subtracting this from our cash balance of £86,941 at the beginning of the year meant that the CIO had total cash in its Business accounts of £80,597 (comprises £30,177 in Business current account and £50,420 in Reserve account). The cash total of £80,597 is sub divided into £74,530 of Unrestricted funds and £6,067 of Restricted funds.

The CIO Reserves Policy is to set aside the sum of £10,000 at the end of each financial year over a minimum period of 5 years from 2019, to go into a separate Reserves account, providing funds allow. Trustees approved the transfer of this sum into the reserves account at the end of 2023.

The CIO does not currently have any investments.

Declaration

The Trustees declare that they have approved the trustee's report above

Signed on behalf of the CIO's trustees

Signature:



Full names: Simon Colin Neil Paul

Position: Chairman of Trustees

Date: 22 April 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
Lechlade Village Hall & Recreation CIO	

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	1/1/2023		12/31/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year 2022
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Lettings	55,186		-	55,186	49,929
All Weather Pitch lettings	1,703		-	1,703	256
Grants/Donations	238		-	238	6,296
Sundries			-	-	118
refunds			-	-	6,918
LTC rent	6,500		-	6,500	5,000
Other	23		-	23	791
Interest	380		-	380	29
Sub total (Gross income for AR)	64,030	-	-	64,030	69,337
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	64,030	-	-	64,030	69,337
A3 Payments					
Utilities(gas,electric,water)	18,077		-	18,077	21,193
Payroll	3,545		-	3,545	3,735
Licenses & Insurances	6,608		-	6,608	5,830
Hall equip/repairs	26,082		-	26,082	17,063
Cleaning Materials,Maintenance(incl AWP)	12,443		-	12,443	10,612
Expenses	176		-	176	240
Waste	592		-	592	543
Gardening	1,170		-	1,170	390
Telephone	539		-	539	609
Other/Refunds	1,142		-	1,142	2,680
Sub total	70,374	-	-	70,374	62,895
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	70,374	-	-	70,374	62,895
Net of receipts/(payments)	- 6,344	-	-	- 6,344	6,442
A5 Transfers between funds					
A6 Cash funds last year end	80,874	6,067	-	86,941	80,499
Cash funds this year end	74,530	6,067	-	80,597	86,941
Total in Cash year end	74,530	6,067		80,597	

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Business Reserve Account	50,420		-
			-	-
	Barclays Community Account	24,110	6,067	-
	Total cash funds	74,530	6,067	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	MEMORIAL HALL LAND & BUILDINGS	RESTRICTED	1,650,000	1,815,000
	MEMORIAL HALL FIXTURES & FITTINGS	RESTRICTED	28,600	28600
	PAVILION LAND & BUILDINGS	RESTRICTED	715,000	786500
	PAVILION FIXTURES & FITTINGS	RESTRICTED	22,000	22000
	SKATEBOARD PARK	RESTRICTED	123,209	135530
	ALL WEATHER PITCH	RESTRICTED	64,172	70588
	YOUTH SHELTER	RESTRICTED	25,669	28236
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval

		Total	Main hall Retention (Kings)	Skate Park Retention (Gravity)	Final Project Manage ment	Kitchen Shutters etc	Plaque	Arts in Lechlade Stage Lights	Lech Theatre Stage Lights
1/1/2019	B/F	23,338.27	19,779.27	2,400.00	600.00	448.00	111.00	0.00	0.00
	Arts in Lechlade Stage Lights	654.86						654.86	
	Paul Cobb plaque	50.00					50.00		
	CDC plaque	1,719.00					1,719.00		
	Lech Theatre Stage Lights	5,000.00							5,000.00
	Transfer unrestricted/restructured	0.00							
	Streetwise Plaque	(1,880.00)					(1,880.00)		
12/31/2019	C/F	28,882.13	19,779.27	2,400.00	600.00	448.00	0.00	654.86	5,000.00
1/1/2020	B/F	28,882.13	19,779.27	2,400.00	600.00	448.00	0.00	654.86	5,000.00
	Transfer unrestricted/restructured	0.00							
	Six Nations - stage lighting	661.86							
	LCC/AWP lights	(250.00)							
12/31/2020	C/F	29,293.99	19,779.27	2,400.00	600.00	448.00	0.00	654.86	5,000.00
2/22/2021	Payment to Kings	(13,361.00)	(13,361.00)						
4/26/2021	Restricted funds write-offs	(6,418.27)	(6,418.27)						
4/26/2021	Restricted funds write-offs	(2,400.00)		(2,400.00)					
4/26/2021	Restricted funds write-offs	(600.00)			(600.00)				
4/26/2021	Restricted funds write-offs	(448.00)				(448.00)			
12/31/2021	C/F	6,066.72	0.00	0.00	0.00	0.00	0.00	654.86	5,000.00

Six Nations -
stage lighting Project

0.00	0.00
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0.00	0.00
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661.86
(250.00)

411.86	0.00
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411.86	0.00
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2018	DONOR/REASON	RESTRICTION	PAID	CONTINUE
	Main hall Retention (Kings)	13361		13361
	Skate Park Retention (Gravity)	0		0
	Kitchen Shutters etc	7281.25	7281.25	
	Archaeology final invoice	7860	7860	
	WF Assoc plaque	111	111	
2019	Arts in Lechlade Stage Lights	654.86		654.86
	Paul Cobb plaque	50	50	
	CDC plaque	1719	1719	
	Eric Cole PM	1200	1200	
	Lech Theatre Stage Lights	5000		5000
2020	Six Nations - stage lighting	411.86		411.86
	LCC/AWP lights	250	250	
		37898.97	18471.25	
			C/FWD	19427.72
2021	Main hall Retention (Kings)	13361	13361	6066.72
	Skate Park Retention (Gravity)	0	0	6066.72



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

**Lechlade Village Hall and Recreation Charitable
Incorporated Organisation (CIO)**

**On accounts for the year
ended**

01 January 2023 to 31 December 2023

**Charity no
(if any)**

1175718

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period 30 January 2023 to 31 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Philip Woolley

Date:

4 July 2024

Name:

Philip Woolley

**Relevant professional
qualification(s) or body
(if any):**

Institute of Chartered Accountants in England & Wales

Address:

76 Perrinsfield

Lechlade

Gloucestershire, GL7 3SD