

## **TRUSTEES REPORT**

The trustees present their report together with the unaudited financial statements for the year ended 31 March 2025. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

### **Reference and administrative details**

Trustees at 31 March 2025 were:

Paul Burgum  
Annette Duffell  
Wendy Goddard  
Jeremy Taylor  
Dawn Burt  
Sara Dickinson  
Kevin Swann

These financial statements have been independently examined by Nicola Cadwallader FCCA,AIT,CTA

Our bankers are Lloyds Bank

North Leigh War Memorial Hall Charitable Incorporated Organisation (CIO) is a registered charity with the number 1175776 formed as a CIO on 16 November 2017

### **OBJECTIVES AND ACTIVITIES**

The Charity's objectives are the provision and maintenance of a village hall for the use of the inhabitants of the Parish of North Leigh and the repair and maintenance of the Memorial Cross in North Leigh Churchyard.

#### **Public Benefit**

In setting the objectives of the Charity and planning our activities, the Trustees have paid due regard to the public benefit guidance published by the Charity Commission.

### **ACHIEVEMENTS AND PERFORMANCE**

#### **Investments**

There has been no capital investment in the financial year.

#### **Incoming Funds**

The income for the year has been very much in line with budget and expectation In November we held the festive craft fair which is a popular event and generated £1,094 towards hall funds. The film nights generated £1,623 with costs totalling £1,383 giving us a modest surplus. Hall hire in the year was £15,730 and rental income from the Youth project, Library and Post Office totalled £19,630 . Included in this was £4,000 of exceptional rental income from the library received in backdated rent from the onset of the rent review two years previously. We received £1,552 as Feed in tariff from SSE from the solar panels and £2,085 from OCC which is a pre agreed percentage contribution to the overall running costs of the library.

## **TRUSTEES REPORT (CONTINUED)**

### **FINANCIAL REVIEW**

During the current year our major expenditure has been on the general upkeep of the hall. We have had the block paving in front of the hall repaired and replaced at a cost of £4,908, the mechanism to open the windows in the roof has been replaced at a cost of £4,190 and we have had an electrical condition survey undertaken at a cost of £2,509. Whilst these were all budgeted expenditure we still have to find the funds to pay for them. In the current year we will be replacing the window blinds in the hall at a cost in excess of £20,000 and we know that there will be electrical work required as a result of the findings of the condition survey. We will also be having the main hall floor polished and treated.

We have ended the financial year with a deficit of £12,061, which is an improvement on 2024 when the deficit was £19,476. The trustees are aware that running a regular deficit is not a sustainable financial model and with this in mind we engaged in conversations with the Youth project, to review rent, and with representatives of the Parish Council to consider fund raising initiatives. We are delighted that two new members have joined the committee to help us to look for ways to improve the income stream and we have grant applications in process to secure funding towards the replacement blinds.

Our cash position remains sound with £80,538 in the bank but we can only spend more than we make for a limited time and so there is a need for donations, grants and fundraising to help the hall to continue to thrive.

### **STRUCTURE GOVERNANCE AND MANAGEMENT**

North Leigh War Memorial Hall is a registered Charitable Incorporated Organisation with the number 1175776, and was registered on 16 November 2017. It commenced activities on 1<sup>st</sup> April 2018, after the completion of the transfer of the assets and liabilities of its predecessor, an unincorporated charitable trust, registered with the Charity Commission in England and Wales under number 250459.

#### **Appointment of Trustees**

The selection of Trustees is designed to supplement the existing skills and expertise of the Board and is governed by an informal skills assessment. Appointment of Trustees is made in accordance with the Articles of Association. Trustees are trained in their duties informally and inducted by their fellow Trustees in the duties and responsibilities involved.

#### **Risk Assessment**

The Trustees recognise and accept their responsibility for ensuring that risks to which the Charity is exposed are reviewed and steps taken to mitigate potential damage by the use of appropriate preventative controls and corrective actions. They are aware of the Charities SORP (FRS102) and accept the requirement, in relation to all aspects of their work, for regular assessment of operating strengths and weaknesses. To this end the risk management strategy comprises an annual review of the risks which the Charity may face; the establishment of systems and procedures to mitigate those risks identified; and the implementation of procedures designed to minimise any potential impact on the Charity should any of those risks materialise.

## **TRUSTEES REPORT (CONTINUED)**

### **PLANS FOR THE FUTURE**

The Trustees aim to continue to run and maintain the Hall for the benefit of the village.

There are no major plans for the coming year other than to ensure that the hall is in a good state of repair for the users.

### **TRUSTEES' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS**

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with general applicable law and United Kingdom Accounting Standards (United Kingdom General Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act, the Charities (Accounts and Reports) Regulations 2008. They are also responsible for safekeeping the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

P Burgum

ON BEHALF OF THE TRUSTEES

24<sup>th</sup> June 2025

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF NORTH LEIGH WAR  
MEMORIAL HALL**

**YEAR ENDED 31 MARCH 2025**

I report on the accounts of the charity for the year ended 31 March 2025 set out on pages 7 to 11

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Charities Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

My examination was carried out in accordance with the General Directions given by the Charities Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present 'a true and fair view' and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- (a) to keep accounting records in accordance with section 130 of the Charities Act 2011; and
  - (b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
- have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Nicola Jane Cadwallader FCCA**  
**David Cadwallader and Co Limited**  
**Unit 3 Bignell Park Barns**  
**Chesterton**  
**Oxon**  
**OX26 1TD**

## **PRINCIPAL ACCOUNTING POLICIES**

### **BASIS OF ACCOUNTING**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

### **INCOME**

#### **Donations**

All monetary donations and gifts are included in full in the statement of financial activities when receivable, provided that there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred until the pre-condition has been met.

Donations are credited as income when the donations are received. Any associated Gift Aid is only credited when claimed and received

#### **Grants receivable**

Revenue grants are credited as incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable. Depreciation on the fixed assets purchased with such grants is charged against the restricted fund.

### **EXPENDITURE**

Expenditure is recognised on an accruals basis. It includes VAT which the charity is unable to recover which is reported as part of the expenditure to which it relates.

## **PRINCIPAL ACCOUNTING POLICIES (Continued)**

### **FUND ACCOUNTING**

Restricted funds are to be used for specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objectives of the charity.

### **TANGIBLE FIXED ASSETS AND DEPRECIATION**

All fixed assets are initially recorded at cost.

Depreciation is calculated to write off the cost of the freehold property, less its estimated residual value, over its useful economic life, estimated at 80 years. Fixtures and equipment are written off over a five year period.

### **DEBTORS**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **CASH AT BANK AND IN HAND**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **CREDITORS AND PROVISIONS**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **FINANCIAL INSTRUMENTS**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### **DEFINED CONTRIBUTION PENSION**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

**STATEMENT OF FINANCIAL ACTIVITIES** (incorporating an income and expenditure  
account) **FOR THE YEAR ENDED 31 MARCH 2025**

	Note	Unrestricted funds	Restricted funds	Combined Total 2025	Unrestricted funds	Restricted funds	Combined Total 2024
		£	£	£	£	£	£
<b>Income from</b>							
Donations		246	-	<b>246</b>	0	-	<b>0</b>
Grants		0	-	<b>0</b>	500	-	<b>500</b>
Fund raising events		2,717	-	<b>2,717</b>	2,847	-	<b>2,847</b>
Investments							
Rents and hiring		35,360	-	<b>35,360</b>	27,322	-	<b>27,322</b>
charges receivable							
Other trading activities		3,638	-	<b>3,638</b>	2,535	-	<b>2,535</b>
<b>Total incoming</b>		<b>41,961</b>		<b>41,961</b>	<b>33,204</b>		<b>33,204</b>
<b>resources</b>							
<b>Expenditure on</b>							
Raising funds– cost of		1,383	-	1,383	1,350	-	<b>1,350</b>
goods sold and other	1						
costs							
Charitable activities							
Salaries	2	8,582	-	<b>8,582</b>	7,675	-	<b>7,675</b>
Rates and water		838	-	<b>838</b>	1,038	-	1,038
Light and heat		8,594	-	<b>8,594</b>	4,175	-	4,175
Repairs and maintenance	3	14,956	-	<b>14,956</b>	17,955	-	17,955
Insurance		2,019	-	<b>2,019</b>	1,857	-	1,857
Office expenses		1,175	-	<b>1,175</b>	1,408	-	1,408
Legal		1,476	-	<b>1,476</b>	1,878	-	1,878
Interest		-	-	-	-	-	-
Depreciation		3,097	9,528	<b>12,625</b>	3,097	9,528	<b>12,625</b>
Other		2,374	-	<b>2,374</b>	2,719	-	<b>2,719</b>
<b>Total expenditure</b>		<b>44,494</b>	<b>9,528</b>	<b>54,022</b>	<b>43,152</b>	<b>9,528</b>	<b>52,680</b>
<b>Net (expenditure)/income</b>		<b>(2,533)</b>	<b>(9,528)</b>	<b>(12,061)</b>	<b>(9,948)</b>	<b>(9,528)</b>	<b>(19,476)</b>
<b>Total Funds at 1 April</b>		<b>91,398</b>	<b>610,330</b>	<b>701,728</b>	<b>101,346</b>	<b>619,858</b>	<b>721,204</b>
<b>2024</b>							
<b>Total Funds at 31 March</b>		<b>88,865</b>	<b>600,802</b>	<b>689,667</b>	<b>91,398</b>	<b>610,330</b>	<b>701,728</b>
<b>2025</b>							

## BALANCE SHEET AT 31 MARCH 2025

	Note	2025 £	2024 £
<b>Fixed assets</b>			
Tangible assets	4	<u>608,948</u>	<u>621,573</u>
<b>Current assets</b>			
Stock		0	0
Debtors	5	5,119	5,936
Cash at bank and in hand		<u>80,538</u>	<u>77,148</u>
		<u>85,657</u>	<u>83,084</u>
<b>Creditors: amounts falling due within one year</b>	6	<u>4,938</u>	<u>2,929</u>
<b>Net current assets</b>		<u>80,719</u>	<u>80,155</u>
Total assets less current liabilities		<b>689,667</b>	<b>701,728</b>
<b>Creditors: amounts falling due after more than one year</b>		-	-
<b>Net assets</b>		<u>689,667</u>	<u>701,728</u>
<b>Income Funds</b>			
Unrestricted funds		88,865	91,398
Restricted funds	7	<u>600,802</u>	<u>610,330</u>
		<u>689,667</u>	<u>701,728</u>

### Trustees' Responsibilities

- The members have not required the Charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts were approved by the members of the committee and authorised for issue on 24 June 2025 and are signed on their behalf by

..... Trustee  
P Burgum



## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2025

#### 1. FUNDRAISING – COST OF GOODS SOLD AND OTHER COSTS

	2025	2024
	£	£
Film costs	1,383	1,350
Cost of other purchases for fundraising purposes	0	0
	<u>1,383</u>	<u>1,350</u>

#### 2. STAFF COSTS

Costs of £8,582 (2024: £7,675) relate to the employment of approximately one third of one full time equivalent employee. This includes £210 Employers Pension contribution (2024: £199).

#### 3. REPAIRS AND MAINTENANCE

	2025	2024
	£	£
Repairs to, and servicing of, the fire alarm system	1,002	573
Replace roof window mechanism	4,190	0
Electrical condition survey	2,509	
Roof Repairs	0	10,657
Repairs to entrance doors	126	896
Maintenance to fire escape doors	40	540
Plumbing repairs	0	251
Repair and replace various light bulbs and fittings	1,800	640
Other minor electrical repairs	309	0
Paving renovation	4,980	0
Decorating	0	120
Replacement Fire doors	0	4,278
	<u>14,956</u>	<u>17,955</u>

#### 4. TANGIBLE FIXED ASSETS

	Freehold property	Fixtures & equipmen t	Total
	£	£	£
Cost			
At 1 April 2024	<u>762,206</u>	<u>40,198</u>	<u>802,404</u>
Additions	-	0	0
At 31 March 2025	<u>762,206</u>	<u>40,198</u>	<u>802,404</u>
Depreciation			
At 1 April 2024	<u>152,505</u>	<u>28,326</u>	<u>180,831</u>
Provided in the year	9,528	3,097	12,625
At 31 March 2025	<u>162,033</u>	<u>31,423</u>	<u>193,456</u>
Net book amount at 31 March 2025	<u>600,173</u>	<u>8,775</u>	<u>608,948</u>
Net book amount at 31 March 2024	<u>609,701</u>	<u>11,872</u>	<u>621,573</u>

All tangible fixed assets were used for charitable purposes.

#### 5. DEBTORS

	2025	2024
	£	£
Trade debtors	3,706	4,476
Other debtors	280	389
Prepayments	<u>1,133</u>	<u>1,071</u>
	<u>5,119</u>	<u>5,936</u>

#### 6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade Creditors	0	0
Accruals/Sundry Creditors	<u>4,938</u>	<u>2,929</u>
	<u>4,938</u>	<u>2,929</u>

## 7. RESTRICTED FUNDS

	At 1 April 2024 £	Donation received £	Expenditure £	At 31 March 2025 £
Donations to fund the building of the Hall	609,701	-	9,528	600,173
Donation to purchase and install acoustic panels	-	-	-	-
Donation for PA system	399	-	-	399
Donation for new doors	-	-	-	-
Donation for Energy saving	230	-	-	230
<b>Total</b>	<b>610,330</b>	<b>-</b>	<b>9,528</b>	<b>600,802</b>

## 8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total £
Tangible fixed assets	8,775	600,173	608,948
Net current assets	80,090	629	80,719
	<b>88,865</b>	<b>600,802</b>	<b>689,667</b>

## 9. CAPITAL COMMITMENTS AND CONTINGENT LIABILITIES

The charity had no capital commitments or contingent liabilities at 31 March 2025 or 31 March 2024

## 10. RELATED PARTY TRANSACTIONS

There were no transactions with Trustees or other related party transactions that are required to be disclosed under FRS 102