

WOOTTON COURTENAY VILLAGE HALL

Registered Charity No. 1180907

REPORT OF THE TRUSTEES

AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

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AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

REFERENCE AND ADMINISTRATION

TRUSTEES

Trustees who served during the year were:

Alan Rowe (Chair)

Brian Matthews (Vice-Chair)

Barbara O'Keefe (Treasurer)

Mary Noble (Secretary)

Deryn Binnie

Bill Hodgson

Katharine McKenzie

Nichola Scott (appointed May 2023)

Paul Scott (appointed May 2023)

PRINCIPAL ADDRESS

West Drayton, Wootton Courtenay, Minehead, TA24 8RH

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is a Charitable Incorporated Organisation (CIO) established by a Constitution dated 29 November 2018.

MANAGEMENT

The general management of the CIO is undertaken by a committee of trustees (the Trustees) comprising a minimum of four and a maximum of thirteen trustees in total. Every trustee must be appointed for a term of three years by a resolution passed at the AGM. Trustees shall retire from office at the end of the Annual General Meeting, three years after the date on which they came into office, but they may be re-elected or re-appointed.

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STRUCTURE, GOVERNANCE AND MANAGEMENT (cont'd)

MANAGEMENT (cont'd)

Those persons holding the roles of Chairman, Vice Chairman and Treasurer (Officers) respectively, shall be charity Trustees for as long as they hold those roles and shall be elected to those positions at the AGM. The Nominated Trustees shall be appointed by each of the clubs and organisations that use the hall facilities from time to time along with a representative of the Wootton Courtenay Parish Council and All Saints Church. The Co-opted Trustees may be appointed if the Trustees decide additional Trustees are required for the effective administration of the CIO.

OBJECTIVES AND ACTIVITIES

The objectives of the CIO are to establish and run a village hall and to promote for the benefit of the inhabitants of Wootton Courtenay without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the objective of improving conditions of life of the said inhabitants. In furtherance of this purpose but not otherwise to hold the land and buildings known as Wootton Courtenay Village Hall.

Decisions involving capital expenditure and hire of the hall take into account the Charity Commission's public benefit guidance and are specifically aimed at providing a Community Facility for 365 days of the year. During the year the hall was used for a wide range of activities for the benefit of the local community, including:

- Regular village clubs: art group, pilates, yoga and table tennis amongst others.
- Film and theatre nights: showing box-office films and recorded theatrical performances.
- Other village events: fund-raising events, lectures, celebrations, etc.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives in planning future activities.

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ACHIEVEMENTS AND PERFORMANCE

The following actions were taken to further the purposes of the CIO during the year:

- Three large display boards were installed so that the Art Group, Dunkery Players dramatic society and the Photography Club could display examples of their work in the hall. These have proven very popular with visitors.
- A new Smart Meter was installed, and our power consumption was monitored. As a result, we added an additional timer to the hot water system to take better advantage of free solar power during daylight hours to heat the water. This has resulted in a useful saving in heating oil, so the benefits are both environmental and financial.
- Our statutory five-year fixed wiring inspection was successfully completed. Only a few very minor issues were identified, and these will be addressed as soon as possible.

Further ongoing matters include the provision of Apex Blinds for the Film Club, and a possible extension to provide further facilities.

FINANCIAL REVIEW

RESERVES POLICY

Free reserves are maintained at such a level as to provide a contingency fund for all essential repairs and maintenance of the Hall to be undertaken whenever the need arises.

FINANCE REPORT

The year started with an opening cashbook balance of £46,600 and concluded the year with a balance of £48,828, a surplus of £2,228. This compares with £2,641 generated in the previous year.

At £3,270 Hall Hire Income fell slightly since last year's total of £3,898. However, income from the solar panels improved slightly to £2,766, from £2,621 during the previous year.

The Village Hall received a generous bequest of £2000, and the 100-club donated a further £800.

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As a committee we continue to invest in the Hall, helping to ensure that the fabric of the building is well looked after. Hall premises running costs increased from £4,978 to £6,882. The two main reasons for this increase are the cost of the Roof Survey £758, which is a one-off payment, and £803 for the five-year electrical check. Other major areas of expenditure include:

- Oil, electricity and water £1,231
- Insurance £ 1,225
- Cleaning £1,468
- Gardening £150
- Buildings repairs and maintenance: £613

ADDITIONAL INFORMATION

OFFICERS APPOINTMENTS

In accordance with the Constitution, committee officers retain their post until they resign. There were no changes to the committee officers during the year 23/24.

TRUSTEES APPOINTMENTS

The following Trustees reached the end of their three-year appointment term:-

Claire Lynch and Paddy Parnell

Both of them decided not to stand for re-election, and they were thanked for their work on the committee.

SUMMARY

I am satisfied that the Trustees took all appropriate actions in order for the Charity to fulfil its charitable purposes and that the Commission's Public Benefit guidance has been taken into account when exercising such decisions.

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DECLARATION

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature A. J. Rowe

Name **Alan Rowe**

Position **Chair**

Date 20th July 2024

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RECEIPTS AND PAYMENTS ACCOUNTS

Annual accounts have been submitted in a separate file.

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REPORT OF THE TRUSTEES

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FOR THE YEAR ENDED 31 MARCH 2024

STATEMENT OF ASSETS AND LIABILITIES AS OF 31st MARCH 2022

	Restricted funds	General funds	2024	2023
TSB current account	---	£48,828.00	£48,828 .00	£46,600.00
	---	£48,828 .00	£48,828 .00	£46,600.00

Other monetary assets

None.

Investment assets

None.

Assets retained for the CIO's own use

The CIO owns, and has registered title to, Wootton Courtenay Village Hall and the land on which it stands. The CIO also owns all of the fixtures and most of the equipment in the hall.

Liabilities

None.

Approved by the board of trustees, and signed on their behalf by:

Signature A. J. Rowe

Name **Alan Rowe**

Position **Chair**

Date 20th July 2024

WOOTTON COURTENAY VILLAGE HALL ANNUAL ACCOUNTS 2023/24

Year Ending 31st March 2024 2024 2023

PROFIT & LOSS

INCOME

Lettings	3,270	3,898
Miscellaneous	2,000	0
Energy Generation	2,766	2,621
Events - Take Art	1,010	600
100 Club	750	800
Fim & Theatre Group (combined)	2,387	1,999

12,184	9,918
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EXPENDITURE

Hall Running Costs	6,882	4,978
Film & Theatre Group (combined)	1,595	934
Events - Take Art	768	472
Subscriptions	391	331
Miscellaneous	320	562
	9,956	7,277

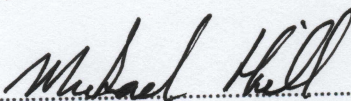
Surplus of Income over Expenditure	2,228	2,641
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BALANCE SHEET

Opening Cash at Bank	46,600	43,959
Surplus	2,228	2,641

Closing Balance	48,828	46,600
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These Accounts have been inspected and found to be in order


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M Hill

Date: 23/05/24

Hall Running Costs - Summary		2024	2023
Oil		837	866
Electricity		272	140
Water		122	200
Insurance		1,225	1,176
Cleaning		1,468	1,342
Gardening		150	285
Building Costs:			
Urinals service	107		
Roof Survey	758		
Fire Protection	217		
AV Equipment	142		
Laser measure	150		
Cable covers	65		
Boiler service	127		
Electrical Work- PAT and EICR	803		
Fire Protection Systems	162		
Misc - Noticeboard, keys, chair spacers, step lights	276		
		2,807	969
Hall Running Costs		6,882	4,978