

WOOTTON COURTENAY VILLAGE HALL

Registered Charity No. 1180907

REPORT OF THE TRUSTEES

AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

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REPORT OF THE TRUSTEES

AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

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)

Bill Hodgson

Nichola Scott

Paul Scott

Katharine McKenzie (retired June 2024)

Dee Binnie (retired July 2024)

Mark Oxtoby (appointed September 2024)

Daphne Wilbraham (appointed November 2024)

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:

- Servicing of the acoustic partitions between the main hall and kitchen.
- Addition of four new external seats on the veranda which fold back against the hall when not in use to avoid constricting access routes.
- Installation of a bigger notice board in the lobby.
- Repairs to the heating system, roof ridge and decking areas.
- Addition of a surge protection device to protect the hall in the event of an electrical surge.

Further ongoing matters include the provision of an emergency generator, so that the hall can provide a 'warm safe place' in the event of power cuts. This is a joint project in conjunction with Wootton Courtenay Parish Council.

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 £48,828 and concluded the year with a balance of £48,381, a deficit of £447. This compares with a surplus of £2,228 generated in the previous year.

At £4,172 Hall Hire Income rose significantly from last year's total of £3,270. However, income from the solar panels dropped slightly to £2,327, from £2,766 during the previous year.

The 100-club donated a further £750.

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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 £6,882 to £8,251. The main reasons for this increase are a one-off payment of £1,191 for the new external seats, £594 for servicing partition doors (not an annual requirement), and £866 for additional servicing, maintenance, and repairs on the boiler and heating system. Other areas of expenditure include:

- Oil, electricity and water £1,513
- Insurance £ 1,267
- Cleaning £1,028

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 24/25.

TRUSTEES APPOINTMENTS

During the year, Katharine McKenzie and Dee Binnie retired as Trustees.

Mark Oxtoby and Daphne Wilbraham were appointed as new Trustees. Both appointments were unanimously approved at the 2025 AGM.

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

Mary Noble and Bill Hodgson

Both of them agreed to stand for re-election for a further three year term, and this was unanimously approved at the 2025 AGM.

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 9th August 2025

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RECEIPTS AND PAYMENTS ACCOUNTS

Annual accounts have been submitted in a separate file.

WOOTTON COURTENAY VILLAGE HALL

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REPORT OF THE TRUSTEES

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FOR THE YEAR ENDED 31 MARCH 2025

STATEMENT OF ASSETS AND LIABILITIES AS OF 31st MARCH 2025

	Restricted funds	General funds	2025	2024
TSB current account	---	£48,381.00	£48,381.00	£48,828 .00
	---	£48,381.00	£48,381.00	£48,828 .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 9th August 2025

WOOTTON COURTENAY VILLAGE HALL ANNUAL ACCOUNTS 2024/25

Year Ending 31st March 2025 2025 2024

PROFIT & LOSS

INCOME

Lettings	4,172	3,270
Energy Generation	2,327	2,766
Events - Take Art	462	1,010
100 Club	750	750
Film & Theatre Group (combined)	2,244	2,387
Miscellaneous (Sale Jester Lighting Equip)	404	2,000
	<u>10,359</u>	<u>12,184</u>

EXPENDITURE

Hall Running Costs	8,251	6,882
Film & Theatre Group (combined)	1,459	1,595
Events - Take Art	380	768
Subscriptions	390	391
Miscellaneous	326	320
	<u>10,806</u>	<u>9,956</u>


Surplus of Expenditure over Income	-447	2,228
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BALANCE SHEET

Opening Cash at Bank	48,828	46,600
Deficit	-447	2,228

Closing Balance	48,381	48,828
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These Accounts have been inspected and found to be in order


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M Hill

Date: 19/05/25

Hall Running Costs - Summary**2025****2024**

Oil	704	837
Electricity	530	272
Water	279	122
Insurance	1,267	1225
Cleaning	1,028	1468
Gardening	72	150

Building Costs:

Crockery replacement	90	Urinals service	107
Servicing partition doors	594	Roof Survey	758
Noticeboard	67	Fire Protection	217
Window repairs	234	AV Equipment	142
External Chairs-purchase & carpentry	1,191	Laser measure	150
PAT Testing & Electrical works	650	Cable covers	65
Heating-service, repairs & maint	866	Boiler service	127
Toilet Repairs	193	Electrical Work- PA	803
WOEFE- Fire Extinguisher service	55	Fire Protection Syst	162
Greenflow - urinals service	53	Miscellaneous	276
Fire Door adjustment	120		
Miscellaneous	256		

4,3712807**8,251****6,882**