



Annual Report

1 April 2021 - 31 March 2022

Registered Charity number 1182315

Information:

Trustees

Mrs A Kilworth (Chair)
Mr G Kent (Treasurer)
Mr C Baines
Mr C Collett
Mr G Gilgrass
Mr P Jones
Mr S Luck
Mr M Moore

Independent Financial Examiner

Mr K Templeton

Hall and Correspondence Address:

Stewart Village Hall
West End
Brightwell-cum-Sotwell
Oxfordshire
OX10 0RY

Background information

The Stewart Village Hall is embedded in the history of our Village. It started life in 1870 as the Village School and village publications tell the story of those halcyon days when classes were held in what is now the main hall and of legendary teachers that are still remembered fondly today. An old abacus on the wall of the main hall bears the legend, "Manners makyth man" and is a lovely reminder of the hall's original role.

There have been many changes since the Hall opened in 1976, it is maintained and run as a charitable trust to support and maintain this historic building on behalf of Brightwell-cum-Sotwell villagers, community groups, local businesses and all hall users, and to remain at the heart of our Village.

Report of the Trustees:

There have been two changes to the Board of Trustees this year with Alison Bloomfield resigning and Micky Moore joining us. We continue to be ably supported by Gris Davis as minute secretary and Shena Luck as Hall Manager.

Although the incorporation process was completed on 1st November 2019 we are still awaiting completion of the transfer of assets from the 'old' charity to the new entity. As trustees we are responsible for both the Hall and the Swan Allotments – the allotments are constituted as a separate charity (reg charity no 1182315-1).

Background: There are two parcels of land:

1. The Village Hall land and building, HM Land Registry title number BK124947 ("the Village Hall Land"); and
2. The Swan Allotments land – this is unregistered land.

With regard to the Village Hall Land, we submitted a Vesting Declaration dated 31 October 2019 which transferred the legal title from the unincorporated charity to the CIO.

So far as the Swan Allotments land is concerned, the title deeds to this could not be located and we submitted a Statement of Truth which was also filed with the Land Registry.

Legal titles to both the allotments and the Hall are vested in the Official Custodian for Charities. The request to transfer the Hall and the The Hall has a registered title, so it is less of a problem, but unfortunately we only have a copy of a 1923 conveyance of the allotments – to our predecessors almost a hundred years ago. The Charity Commission are now making a decision on behalf of the Official Custodian to vest the Hall and the allotments in the CIO. This process is still ongoing.

The hall continued to operate successfully during the year, our annual income remains steady at around £24,000. We appreciate the support of all the local groups who use the hall regularly and the people who book it for meetings, parties and celebrations. Whether for fun or fundraising, the Hall remains at the heart of the village. We must also acknowledge the support we received from the Community Association and the Parish Council.

Because ongoing support from our community is key to the success and future of the Hall we try to maintain and improve the hall and our facilities for all users and have continued to carry out regular maintenance tasks.

We have continued to consider the long-term future of the hall; we had previously appointed an architect to work with us on this redevelopment project however due to the delay in this progressing (due to Covid and other issues) we restarted the project and looked again for an architect who would work with us. The project is now refocusing and will continue with renewed energy into 2022-23 year.

As with all Halls and businesses we were affected by the Covid 19 pandemic, and the hall had to close for periods and groups and classes we less comfortable meeting indoors when restrictions were lifted. However, we successfully applied for the Government support grants which meant the financial security of the hall was maintained. This was a lifesaver for the hall meaning we did not have to eat into our reserves to cover utility bills etc.

Review of Financial Activities

First, we must acknowledge and thank Shena Luck for her continued help and support, as always this is key to how smoothly the accounts process works, she has mastered the use of Hallmaster, an online booking and invoicing system and it is now firmly embedded into our ways of working and has benefits for both Hall users and for Hall management.

Stewart Village Hall accounts are produced based on receipts and payments. Although we are not required to have these audited under The Charity Commission reporting guidelines, we believe it is good practice to have our accounts reviewed independently annually.

Our accounts:

Our income remains steady at £23,902 (2020-21 £24,382) and expenditure* of £13,509 (2020-21) £17,424). Giving a balance of £13,509.

*Covid restrictions meant the Hall was closed/less used and therefore our outgoings were reduced while income benefitted from the Covid grants

Our Balance Sheet shows our total account balances at 31/3/22 was £48,840.

Looking forward, we will continue to work to maintain the hall for all our users. Any maintenance expenditure will be weighed against future proofing of the work (ie will it exist after refurbishment) or if it is essential maintenance that must be carried out to allow hall hirers to safely and comfortably use the hall thus securing our income.

Annual report Balance Sheet and Income/Expenditure reports are copied below.

Approved by the Trustees and signed on their behalf by

Chair of Trustees

Date

STEWART VILLAGE HALL

Balance Sheet to 31st March 2022

		31/03/2022		31/03/2021	
Property	Old School House	£		£	
		34,266		34,266	
Bank	Current Account	£	30,508	£	17,001
	COIF Account	£	18,332	£	18330
		£		£	
		83,106		69,597	
General Fund	Balance at start of year	£		£	
		69,597		62,639	
	Surplus (deficit) for the year	£		£	
		13,509		6,958	
	Balance at the end of Year	£		£	
		83,106		69,597	

STEWART VILLAGE HALL

Receipts and Payment Account for the Year Ending 31st March 2022

		31/03/2022	31/03/2021
Receipts			
Hall Letting and Furniture Hire	£	10,138	£ 2,459
Current and Deposit Account Interest	£	8	£ 22
Allotments/Wayleave	£	17	£ 238
Grants and Donations	£	10,837	£ 20,632
Fundraising	£	2,902	£ 519
Sundry	£		£ 512
	£	23,902	£ 24,382
Payments			
Repairs and Maintenance	£	311	£ 780
Utilities (water, gas, electric)	£	1,704	£ 2,061
Insurance	£	1,181	£ 1,140
Caretakers and Cleaners	£	4,580	£ 3,881
Cleaning Materials	£	145	£ 567
New Equipment / Improvements	£	227	£ 76
Performing Rights Society	£	132	£ 408
Subscriptions	£	931	£ 183
Stationery/Post/ Telephone	£	11	£ 15
Advertising	£	165	£ 55
Sundry Expenses	£	860	£ 8,036
Fundraising Costs	£	146	£ 222
	£	10,393	£ 17,454
Surplus (Deficit) For the Year	£	13,509	£ 6,958

STEWART VILLAGE HALL

Balance Sheet 31st March 2022

		3/31/2022	3/31/2021
Property	Old School House	£ 34,266	£ 34,266
Bank	Current Account	£ 30,508	£ 17,001
	COIF Account	£ 18,332	£ 18,330
		£ 48,840	£ 35,331
		£ 83,106	£ 69,597
General Fund	Balance at start of year	£ 69,597	£ 62,639
	Surplus for the year	£ 13,509	£ 6,958
	Balance at the end of Year	£ 83,106	£ 69,597

Signed A Kilworth, Chair G Kent Hon Treasurer

Auditors Report The Accounts as set out on Pages 1 and 2 are in accordance with the books and records presented to me and to the best of my knowledge and belief are a true representation based upon my examination of those said books and records.

Hon Auditor

STEWART VILLAGE HALL

Receipts and Payment Account for the Year Ending 31st March 2022

		3/31/2022	3/31/2021
Receipts			
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	Sundry		£ 512
		£ 23,902	£ 24,382
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	Utilities (water, gas, electric)	£ 1,704	£ 2,061
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	Advertising	£ 165	£ 55
	Sundry Expenses	£ 860	£ 8,036
		£ -	
	Fundraising Costs	£ 146	£ 222
		£ 10,393	£ 17,424
Surplus (Deficit) For the Year		£ 13,509	£ 6,958

Notes to the accounts and balance sheet as at 31st March 2019

- 1 Stewart Village Hall Registered Charity number 1182315 with effect 4 March 2019, previously registered under 2016148
- 2 In addition to the assets shown in the Balance Sheet, land known as Swan Allotments is vested in the Official Custodian for Charities under a scheme registered on the 7th December 1967, Registered Charity number 1182315-1
- 3 The Receipts and Payments Account has been prepared in accordance with the Charity Commission requirements

Sundry expenses

£23.00	DBS Check
£192.69	Various Gifts
£265.00	VH website Update
£363.67	VH Hall Survey Costs
£15.99	Misc Costs
£860.35	

Sundry income

£0.00	

Fundraising costs

£60.00	Strictly Dancing Tickets
£85.93	Rocketman Tickets
145.93	