

# Annual Report

1 April 2022 - 31 March 2023

Registered Charity number 1182315

## **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  
Mrs J Pozzoni  
Mr Richard Todd

## **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.

There has been three changes to the Board of Trustees this year with Jennie Pozzoni and Richard Todd joining us and John Rhodda resigning after over 20 years service. 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 some 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

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.

The Swan Allotments land has now been registered to the charity.

Legal titles to both the allotments and the Hall are vested in the Official Custodian for Charities. 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 £26,000. 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 refocused and we hope to achieve planning permission later this year (2023).

We are pleased to have been approved for gift aid status and so can benefit from this for future fundraising activities.

### **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.

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:**

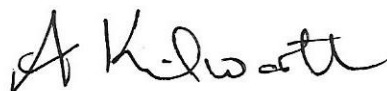
Our income remains steady at £26123 ( 2021-2022 £23902 ) and expenditure of £19198 (2021-2022 £10393 ). Giving a balance of £6925.

Our Balance Sheet shows our total account balances at 31/3/23 was £55765.

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

# Balance Sheet to 31st March 2023

		31/03/2023	31/03/2022
Property	Old School House	£ 34,266	£ 34,266
Bank	Current Account	£ 9,900	£ 30,508
	COIF Account	£ 45,865	£ 18,332
		£ <b>90,031</b>	£ <b>83,106</b>
General Fund	Balance at start of year	£ 83,106	£ 69,597
	Surplus (deficit) for the year	£ 6,925	£ 13,509
	Balance at the end of Year	£ <b>90,031</b>	£ <b>83,106</b>

## Receipts and Payment Account for the Year Ending 31st March 2023

		31/03/2023	31/03/2022
<b>Receipts</b>			
Hall Letting and Furniture Hire	£	17,009	£ 9,918
Current and Deposit Account Interest	£	526	£ 8
Allotments/Wayleave	£	238	£ 237
Grants and Donations	£	5,561	£ 10,837
Fundraising	£	2,789	£ 2902
Sundry	£		£
	£	<b>26,123</b>	£ <b>23,902</b>
<b>Payments</b>			
Repairs and Maintenance	£	2,607	£ 311
Utilities (water, gas, electric)	£	3,248	£ 1,704
Insurance	£	1,267	£ 1,181
Caretakers and Cleaners	£	5,460	£ 4,580
Cleaning Materials	£	322	£ 145
New Equipment / Improvements	£	3,479	£ 227
Performing Rights Society	£	255	£ 132
Subscriptions	£	638	£ 931
Stationery/Post/ Telephone	£	3	£ 11
Advertising	£	165	£ 165
Sundry Expenses	£	1,300	£ 860
Fundraising Costs	£	454	£ 146
	£	<b>19,198</b>	£ <b>10,393</b>
<b>Surplus (Deficit) For the Year</b>	<b>£</b>	<b>6,925</b>	<b>£ 13,509</b>

	31/03/2023	31/03/2022
Old School House	£ 34,266	£ 34,266
Current Account	£ 9,900	£ 30,508
COIF Account	£ 45,865	£ 18,332
	£ 55,765	£ 48,840
	£ 90,031	£ 83,106
Balance at start of year	£ 83,106	£ 69,597
Surplus for the year	£ 6,925	£ 13,509
Balance at the end of Year	£ 90,031	£ 83,106

A Kilworth, Chair

*A. Kilworth*

G Kent Hon Treasurer

*G Kent*

18/1/2024

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

*K. N. Jackson*

28/1/2024

## Receipts and Payments Account for the Year Ending 31st March 2023

	31/03/2023	31/03/2022
<b>Receipts</b>		
Hall Letting and Furniture Hire	£ 17,009	£ 9,918
Current and Deposit Account Interest	£ 526	£ 1,018
Allotments/Wayleave	£ 238	£ 237
Grants and Donations	£ 5,561	£ 10,837
Fundraising	£ 2,789	£ 2,902
Sundry		
<b>Total Receipts</b>	<b>£ 26,123</b>	<b>£ 23,902</b>
<b>Payments</b>		
Utilities (water, gas, electric)	£ 3,248	£ 1,704
Insurance	£ 1,267	£ 1,181
Caretakers and Cleaners	£ 5,460	£ 4,580
Cleaning Materials	£ 322	£ 145
New Equipment/Improvements	£ 3,479	£ 227
Repairs and Maintenance	£ 2,607	£ 311
Performing Rights Society	£ 255	£ 132
Subscriptions & Licences	£ 638	£ 931
Stationery/Post/Telephone	£ 3	£ 11
Advertising	£ 165	£ 165
Sundry Expenses	£ 1,300	£ 860
Fundraising Costs	£ 454	£ 146
<b>Total Payments</b>	<b>£ 19,198</b>	<b>£ 10,393</b>
<b>Surplus (Deficit) For the Year</b>	<b>£ 6,925</b>	<b>£ 13,509</b>

## Notes to the accounts and balance sheet as at 31st March 2023.

Stewart Village Hall Registered Charity number 1182315 with effect 4 March 2019, previously registered under 2016148

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

The Receipts and Payments Account has been prepared in accordance with the Charity Commission requirements



STEWART VILLAGE HALL

BALANCE SHEET 31st MARCH 2023

	31/03/2023	31/03/2022
Property		
Old School House	£ 34,266	£ 34,266
Bank		
Current Account	£ 9,900	£ 30,508
COIF Account	£ 45,865	£ 18,332
	£ 55,765	£ 48,840
	£ 90,031	£ 83,106
General Fund		
Balance at start of year	£ 83,106	£ 69,597
Surplus for the year	£ 6,925	£ 13,509
Balance at the end of Year	£ 90,031	£ 83,106

Signed

A Kilworth, Chair

*A. Kilworth*

G Kent Hon Treasurer

*G Kent*

18/1/2024

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

*K. N. Dookhan*

28/1/2024