

Annual Report

1 April 2024 - 31 March 2025

Registered Charity number 1182315

Information:

Trustees

Mrs A Kilworth (Chair)
Mr G Kent (Treasurer)
Mr C Baines
Mrs C Collett
Mr G Gilgrass
Mr P Jones
Mr S Luck
Mrs J Pozzoni
Mr R Todd

Independent Financial Examiner

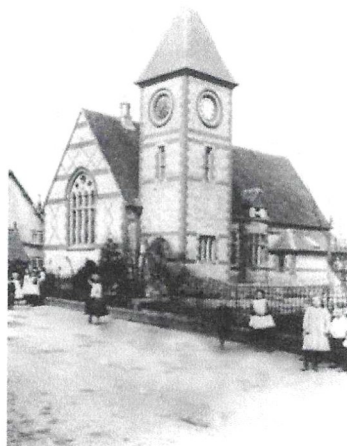
Mr K Templeton

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.

Report of the Trustees:

There has been one change to the Board of Trustees this year with Clive Collett resigning and Celia Collett being appointed as a Trustee as representative of Brightwell-cum-Sotwell Village Stores, a community run shop and Post Office located at the rear of the Village Hall. We continue to be ably supported by Gris Davis as Minute Secretary and Shena Luck as Hall Manager.

As Trustees of the Stewart Village Hall, we are responsible for both the Village Hall (reg no 1182315) and the Swan Allotments (reg no 1182315-1) the allotments are constituted as a linked charity. It has been noted by the Trustees that after the creation the CIO and closing of the 'old' registered charity (reg no 206148) this was not registered with the Charity Commission Register of Mergers, this is now being addressed.

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 title number ON377699

Legal titles to both the Village Hall and the Allotments are held by the Stewart Village Hall.

The hall continued to operate successfully during the year; our annual income has increased mainly due to our fundraising efforts which raised £15,282 a significant increase on the 2023/24 figure of £6,575.

We appreciate the support of all the groups and individuals who use the hall regularly and the people who book it for meetings, lectures, workshops, parties and celebrations. Whether for education, fun or fundraising, the Hall remains at the heart of the village. The range of activities carried out in the Hall has increased and include keep fit, pilates, the Village Toddler group, WI, indoor bowls, badminton, dance groups, war gamers, lectures, and exhibitions. The hall is also regularly booked by a group who carry out one-to-one coaching with children and young adults with special educational needs.

The Trustees have noted occasional use of the hall by individuals and groups from outside of the Village and are therefore applying to the Charity Commission for permission to change the Object in our Constitution to reflect this, requesting that the Object reads 'for the use of the inhabitants of the Parish of Brightwell-cum-Sotwell **and surrounding areas**'.

We acknowledge the support we continue to receive from the Community Association and the Parish Council, and 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 its facilities for all users and have continued to carry out regular maintenance tasks.

During this year several successful fundraising events have taken place including repeating successful, popular events such as the Ladies Disco and a Bridge Afternoon and some new and inventive events such as A Forensic Experience led by an ex-Metropolitan Police Forensic Officer. More events are already planned for this year along with our continued attendance at Village Events.

To support our fundraising, in October 2024 we launched a small society lottery, under licence from SODC. The take up of this lottery grows steadily, we promote it through posters displayed around the Village and on local face book pages. The monthly draws are carried out at village events and monthly reporting to SODC is completed in a timely manner.

In February 2024 we were granted planning permission to carry out a major restoration and enhancement project. This will include extending the hall and upgrading all the essential elements, new roof and clay tile covering, electrics and heating, bringing some much-needed improvements to the insulation and structure of the building as well as giving additional hiring spaces, saving this important Village facility for future generations.

In developing the plan we carried out 2 village surveys, had an information stand at all village events and had regular updates in the village magazine which is delivered by hand to every house in the parish. We believe that these activities have ensured the plan developed is one the community approve of, and the overriding feedback has been 'it will be a great improvement to this vital community building'. We continue to communicate with the community by attending the main village events, articles in every edition of the Village magazine, and inviting feedback, suggestions and comments.

The focus of the project has turned to fundraising the monies required to achieve this ambitious project. We believe securing the funding could take another 18 months or more and we have a dedicated fundraising team working on this. We have sought support and advice from several other local Village Halls who have carried out renovation projects, from Community First Oxfordshire, Oxfordshire Community for Voluntary Action (OCVA), the National Lottery and from South Oxfordshire District Council (SODC). Fundraising for this ambitious project will be the focus in the year ahead.

Review of Financial Activities

The Village Hall bookings and invoicing is managed by use of the Hallmaster system (Hallmaster Ltd, Hallmaster.co.uk).

Stewart Village Hall and Swan Allotment Trust accounts are produced based on receipts and payments. The Surplus/(Deficit) and the Balance of General Funds for the Swan Allotments (Registered CIO 1182315-1) are included in the accounts (copied below). 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 was £42,021 with expenditure of £19,855. Giving a surplus balance of £22,166.

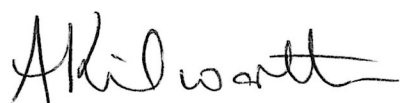
The Balance Sheet shows our total bank account balances at 31/3/25 was £84,403. With the prospect of a Restoration project in the future we have been actively fundraising and seeing grants and donations to assist with the running costs of the hall and to continue to build our reserves to put us in a stronger position when seeking funding for the project.

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 is it 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

Annette Kilworth
Chair of Trustees



Date 10/6/2025

Balance Sheet at 31st March 2025

	31/3/2025	31/3/2024
Property:		
Old School House	£ 34,266	£34,266
Bank:		
Current Account	£ 33,926	£14,143
COIF Deposit Account	£ 50,477	£48,094
Total	£118,669	£96,503
General Fund:		
Balance at start of year	£ 96,503	£90,031
Surplus for the year	£ 22,166	£ 6,472
Balance at the end of the year	£118,699	£96,503

Receipts and Payment account for year ending 31st March 2025

	31/3/2025	31/3/2024
Receipts:		
Hall letting & furniture hire	£18,253	£17,306
Current and Deposit account interest	£ 2,382	£ 2,229
Allotments/Wayleave	£ 238	£ 238
Grants & donations	£ 5,864	£ 4,344
Fundraising income	£15,282	£ 6,575
Sundry income	£ 2	
Total	£42,021	£30,692
Payments:		
Utilities (water, gas, electric)	£ 4,636	£ 4,496
Insurance	£ 1,675	£ 1,411
Caretakers and cleaners	£ 5,505	£ 5,520
Cleaning materials	£ 307	£ 346
New equipment/improvements	£ 270	£ 95
Repairs & maintenance	£ 1,455	£ 3,494
Performing Rights Society	£ 185	£ 204
Subscriptions & Licences	£ 690	£ 676
Stationery/Post/Telephone	£ 99	£ 4
Advertising	£ 180	£ 272
Sundry Expenses	£ 918	£ 1,246
Project Costs		£ 5,331
Fundraising Costs	£ 3,985	£ 1,125
Total	£19,855	£24,220
Surplus (Deficit)	£22,166	£ 6,472

STEWART VILLAGE HALL

Balance Sheet 31st March 2025

	31/03/2025	31/03/2024
Property		
Old School House	£ 34,266	£ 34,266
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Current Account	£ 33,926	£ 14,143
COF Account	£ 50,477	£ 48,094
	£ 84,403	£ 62,237
	£ 118,669	£ 96,503
General Fund		
Balance at start of year	£ 96,503	£ 90,031
Surplus for the year	£ 22,166	£ 6,472
	£ 118,669	£ 96,503
Balance at the end of Year	£ 118,669	£ 96,503

Signed

A Kilworth, Chair

G Kent Hon Treasurer

Auditors Report

A Kilworth
6/6/2025

G Kent
6/6/2025

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

Ken Templeton

K. N. Templeton

6/6/2025.

STEWART VILLAGE HALL

Receipts and Payment Account for the Year Ending 31st March 2025

	31/03/2025	31/03/2024
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Notes to the accounts and balance sheet as at 31st March 2025

- 1 Stewart Villa ge Hall Registered CIO 1182315 with effect 4th March 2019, previously registered under 2016148.
- 2 In addition Swan Allotments Registered CIO 1182315-1 is a linked charity to Stewart Village Hall Registered CIO with effect 4th March 20 19, previously registered under 2016148.
- 3 The Receipts and Payments Account has been prepared in accordance with the Charity Commission requirements
- 4 The Surplus/(Deficit) and the Balance of the General Funds for the Swan Allotments Registered CIO 1182315-1 included in the above are both zero

Sundry expenses

£155.80	Development Costs
£15.07	Credit Card Charges
£180.00	Web Site Maintenance
£153.98	Gifts
£343.62	Clock Tower Lottery Set Up
£21.50	Dbs Check
£47.94	Notice Board Signs
£917.91	

Sundry income

£0.00	

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STEWART VILLAGE HALL

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Surplus for the year	£ 22,166	£ 6,472
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G Kent Hon Treasurer

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6/6/2025

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6/6/2025

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