

**Trustees' Annual Report 2023/2024**  
**The Bourtons Community Hall, Main Street, Great Bourton, Banbury,**  
**Oxfordshire, OX17 1QU**  
**Charity Number 1186010**

The Bourtons Community Hall, a Charitable Incorporated Organisation, manages a Community Hall in a North Oxfordshire village. The Hall is owned by the Bourtons Parish Council, but the daily running of the Hall is undertaken by the CIO. The construction of the Hall was completed in 2020 and the original Trustees were appointed by the Parish Council. A Parish Council representative is also invited to management meetings.

The officers are:-

**Chairman:** Simon Pepper

**Vice Chairman:** Elizabeth Rowe-Jones

**Treasurer:** John Hicks

**Secretary:** Claire Yates

The Trustees have had regard to the Commission's guidance on public benefit.

The Community Hall offers a main hall of 100 square metres, together with a spacious kitchen and small bar area, plus a meeting room which can be hired separately. There is a car park and also a fenced, grassed garden area which can be used by hirers

In the 2023/24 year The Bourtons Community Hall continued to receive increased bookings from regular hirers and for one-off events. There are now weekly yoga classes from three different teachers, plus other fitness and martial arts classes. There are regular activity sessions for young children on weekdays and private children's parties continue to be popular at weekends and during school holidays. A local choir and an amateur dramatic group also use the facilities for rehearsals. Various caravan clubs visiting a nearby caravan site are regular hirers, too, especially during the winter months. Although the Meeting Room is still relatively underused, there are occasional business users, tuition sessions and this year we also saw one-off bookings increase, for example, to replace working from home during planned power outages. The Meeting Room is also regularly used for meetings by the Parish Council, the Community Hall Management Committee and a drama group.

The Hall and garden were made available to the village for Coronation Celebrations in May 2023 and sixty or seventy people attended the event. Following the closure of The Bell Inn in Great Bourton, a number of 'Drop Inn', 'bring your own bottle' pub evenings were held during the year, taking advantage of good weather to use the garden on occasions. In March 2024 the Hall offered an open afternoon with refreshments and science themed children's activities. This successful event attracted families with primary school age children, who might otherwise not use the hall and will be considered again in the future.

Maintenance issues have been dealt with as necessary during the year. We commenced internal redecoration of the building and this will be a rolling programme to keep the premises looking fresh. Contact has been maintained with the Parish Council concerning long standing issues, including with the heating system and exterior doors. All required inspections, such as fire safety, emergency lighting and portable appliance testing have been undertaken.

The Hallmaster Booking System is always live and can be viewed on the Bourtons village website. No grants were received during the year, but an overpayment of a grant previously received was repaid, resulting in a very small operating deficit for the year. The Hall has no debts and remains in a good financial position, but some changes to our hire rates will be necessary for the coming year.

We continue to look at ways to manage costs, in particular energy costs, and renegotiated our electricity contract price in January. The possibility of installing solar panels is still being considered, but there is more progress with a potential scheme for the installation of Electric Vehicle charging infrastructure in the car park, in association with Oxfordshire County Council, which would be available to hall users and also village residents.

## THE BOURTONS COMMUNITY HALL

### INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 31 March 2024

<u>INCOME</u>						<b>2024</b>
						£
Booking Fees						17,365
Grants						(500)
Refundable Deposits						(1,680)
Donations						59
						<b>15,244</b>
<u>EXPENDITURE</u>						
Day to Day Equipment						450
Salary						5,100
Tax and NI						67
Insurance						519
Improvements and Additions						1,980
Cleaning						590
Licences						592
Electricity						1,105
Maintenance						2,023
Water						630
Rates						173
Heating Oil						1,616
Internet						310
Misc						158
						<b>15,313</b>
Operating Surplus/(Deficit)						<b>(69)</b>
Interest Received						
Surplus/(Deficit) for the Year						<b>£(69)</b>

<b><u>BALANCE SHEET AS AT 31 March 2024</u></b>						
						<b>2024</b>
					£	£
<b><u>FIXED ASSETS</u></b>						
	Equipment at Valuation				0	
	Less Depreciation				0	
					<u>0</u>	
	<b><u>NET FIXED ASSETS</u></b>					0
<b><u>CURRENT ASSETS</u></b>						
	Refundable Deposits				(1,680)	
	Cash at Bank and in Hand				37,038	
	Sundry Debtors					
						<u>35,358</u>
<b><u>CURRENT LIABILITIES</u></b>						
	Deposits					
	Sundry Creditors					
					<u>0</u>	0
	<b><u>NET CURRENT ASSETS</u></b>					35,358
	<b><u>TOTAL NET ASSETS</u></b>					<u>£35,358</u>
<b><u>REPRESENTING</u></b>						
	Share Capital					
	Accumulated Fund					
	Balance at 1 April 2023				35,428	
	Surplus/(deficit) for the Year				(70)	
	Balance at 31 March 2024					<u>£35,358</u>