



Trustees' Annual Report for the period

From

Period start date
01 01 2023

 To

Period end date
31 12 2023

Section A

Reference and administration details

Charity name

Otterhampton Village Hall

Other names charity is known by

Registered charity number (if any)

1186747

Charity's principal address

Riverside

Combwich

Bridgwater

Postcode

TA5 2QZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Susan Barton	Chair		
2	Lindsey Parsons	Secretary		
3	Helen Jowett			
4	Nicola Rowland			
5	Steven Lang			
6	Rachel Szaruta			
7	Kate Narraway			
8	Richard Navoy		From 27.07.2023	Voted in at AGM
9	Sheila Thomas		From 27.07.2023	Voted in at AGM
10	Mike Narraway		From 27.07.2023	Voted in at AGM
11	Peter Cashin		To 27.07.2023	
12	Roger Marcus Ford		To 27.07.2023	
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Trust Deed
How the charity is constituted <small>(eg. trust, association, company)</small>	CIO
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Up to 7 Trustees may be elected at an Annual General Meeting. Up to 11 may be appointed by User bodies Up to 5 may be co-opted by the Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To establish and run a village hall and to promote for the benefit of the inhabitants of the Parish of Otterhampton and surrounding area.

Administration of all the day to day requirements of running a building for public hire and ensuring all health and safety requirements are adhered to and all relevant licenses obtained. The village hall has a large hall with stage, kitchen, social bar area, skittle alley and a separate hall used specifically for short mat bowls.

All Trustees are aware of, and ensure that, the Hall is run solely for the benefit of the public.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Continued to provide a hub for community activities including keep fit, arts, crafts, Brownies and a monthly market to meeting venues for the Parish Council and other groups.

Regular social and fund raising events are arranged by the Trustees to bring the community together including Celebrations for the Kings Coronation, bingo and social evenings. The Hall is also hired for private events e.g. birthday celebrations and corporate events such as public meetings and as a polling venue.

Continued to complete o/s actions from refurbishment, and ensuring the building is maintained to a high standard, including required remedial works to the roof.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity continues to hold reserves to cover emergency / exceptional spend

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

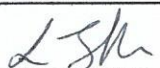
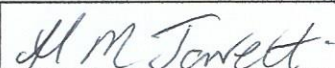
Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Lindsey Parsons	Helen Jowett
Position (eg Secretary, Chair, etc)	Secretary	Trustee
Date		

OTTERHAMPTON VILLAGE HALL**Income and Expenditure Account at 31st December 2023**

	Year to 31/12/2023		31/12/2022	
	Unrestricted Funds £	Restricted Funds £	Total for year £	Total for year £
INCOME				
Donations	10		10	20
Hall Hire	11,203		11,203	10,043
Grants towards Maintenance Costs	1,297		1,297	1,379
Village Market	1,317		1,317	1,106
Other Fundraising activities	1,877		1,877	2,528
RHL Grants re Covid	-		-	2,667
Grants towards Refurbishment	-	5,701	5,701	-
Interest Received	172		172	-
	<u>15,875</u>	<u>5,701</u>	<u>21,576</u>	<u>17,744</u>
EXPENDITURE				
Direct Costs against Income				
Village Market Costs	439		439	378
Fundraising Costs	724		724	1,539
	<u>1,162</u>	<u>-</u>	<u>1,162</u>	<u>1,917</u>
Property Costs				
Hall Maintenance Costs	6,569	6,880	13,448	26,500
Furniture, Fittings and Equipment	353		353	3,479
Professional fees for Refurbishment	-	(-1,200)	(-1,200)	873
Storage and waste disposal			-	-
Fire prevention and testing	869		869	1,202
Utility Costs	4,092		4,092	2,736
Cleaning	5,623		5,623	5,138
Insurance	1,385		1,385	1,324
	<u>18,890</u>	<u>5,680</u>	<u>24,570</u>	<u>41,253</u>
Administration Costs				
Subscriptions and Licences	739		739	301
Marketing and Social Media	-		-	1,220
Gifts for volunteers & retiring Trustee	-		-	-
Miscellaneous Costs	902		902	392
	<u>1,641</u>	<u>-</u>	<u>1,641</u>	<u>1,912</u>
Total Expenses	<u>21,694</u>	<u>5,680</u>	<u>27,373</u>	<u>45,082</u>
NET INCOME	(-5,818)	21	(-5,797)	(-27,338)
Total Funds brought forward	25,667	1,006	26,673	54,012
TOTAL FUNDS CARRIED FORWARD	£ 19,848	£ 1,027	£ 20,876	£ 26,673

OTTERHAMPTON VILLAGE HALL
Balance Sheet as at 31st December 2023

	Year to 31/12/2023		31/12/2022	
	Unrestricted Funds	Restricted Funds	Total for year	Total for year
	£	£	£	£
CURRENT ASSETS				
Stock of heating oil	588		588	212
Debtors	1,608		1,608	1,696
Cash at Bank and in hand	24,743	1,027	25,770	26,636
	26,939	1,027	27,966	28,544
Less Creditors:				
Amounts falling due within one year	7,090	-	7,090	1,871
TOTAL NET ASSETS	£ 19,848	£ 1,027	£ 20,876	£ 26,673

Represented by:

Unrestricted Funds

General Fund	19,147	25,100
Reserve for Fun Day	702	567
	<u>19,848</u>	<u>25,667</u>

Restricted Funds

1,027	1,006
<u>£ 20,876</u>	<u>£ 26,673</u>

Notes to the Accounts

Accounting Policies

Capital expenditure

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a) All capital expenditure is charged directly to Income and Expenditure Account in the year in which incurred.

Accruals Basis

b) These Accounts are prepared on the Accruals basis, where income and expenditure is applied to the accounting period in which it is incurred, rather than when it is paid / received.

Pete Cashin
Volunteer



6th December 2024