

# GREAT OAKLEY VILLAGE INSTITUTE CIO

England & Wales · Charity number 1190627

## Details

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**Other names** GREAT OAKLEY VILLAGE HALL

**Status** Registered

**Legal form** CIO

**Registered** 2020-07-29

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 1a Brooke Road  
Great Oakley  
Corby  
NN18 8HG

**Phone** 07774 210933

**Email** [govillagehall@gmail.com](mailto:govillagehall@gmail.com)

**Website** [www.govillagehall.org.uk](http://www.govillagehall.org.uk)

## Activities

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**Objects:** TO PROVIDE A VILLAGE INSTITUTE FOR THE USE OF THE INHABITANTS OF GREAT OAKLEY WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS INCLUDING USE FOR MEETINGS, LECTURES, CLASSES AND OTHER FORMS OF RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

**Activities:** To provide a Village Institute for the use of the inhabitants of Great Oakley without distinction of political, religious or other opinions including use for meetings, lectures, classes and other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- Northamptonshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£30,330	£34,325	-	-
2024-12-31	£30,850	£25,439	-	-
2023-12-31	£27,456	£26,479	-	-
2022-12-31	£14,770	£11,677	-	-
2021-12-31	£0	£0	-	-

## Trustees

Name	Role	Appointed
<b>TREVOR ANTHONY HAYNES FCILT GCJ</b>	Chair	2020-07-29
Gordon Steed		2020-07-29
<b>JOHN CHRISTOPHER GODBOLD FRSA FCILT</b>		2020-07-29
John Allen Pearson		2020-07-29
<b>ROGER VICTOR SKOYLES</b>		2020-07-29
Vivien Watson		2020-07-29

**GREAT OAKLEY VILLAGE INSTITUTE CIO**

England & Wales - Charity number 1190627

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# Accounts

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## **REPORT AND ACCOUNTS FOR THE YEAR TO DECEMBER 31, 2025**

### **1. INTRODUCTION**

The trustees are pleased to present their Report and Accounts, which have been drawn up on an accruals basis using the historical cost convention in accordance with the accounting policies set out in the notes to the accounts. They comply with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' (FRS 102) (updated January 1, 2019).

The trustees are responsible for the production of these accounts, which have been prepared to give a true and fair view of the charity's affairs.

income exceeded £25,000 and an independent examination of these accounts was therefore necessary.

All funds are unrestricted.

### **2. CHARITY NAME, REGISTRATION NUMBER AND ADDRESS**

The name of the charity is Great Oakley Village Institute CIO, though it is known by many users and residents as Great Oakley Village Hall. It is registered in England & Wales (No. 1190627).

The Secretary, Vivien Watson, is the correspondent and her address is 1A Brooke Road, Great Oakley, CORBY, NN18 8HG.

The charity does not accept service of documents through the Institute itself, which is unstaffed and has no receptacle for the receipt of correspondence.

### **3. TRUSTEES**

There were six trustees throughout the year. They are Chris Godbold, Trevor Haynes, John Pearson, Roger Skoyles, Gordon Steed and Vivien Watson.

The trustees have appointed the following of their number as officers: Chair (Trevor Haynes), Secretary (Vivien Watson) and Treasurer (Chris Godbold).

### **4. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity has the legal form of a Charitable Incorporated Organization. It is governed by the Constitution dated July 29, 2020 and managed by the trustees shown in Paragraph 3. There has to be between three and twelve trustees and these persons, properly appointed by their fellow trustees, constitute the sole membership of the charity.

Under the Constitution, trustees must be resident within Great Oakley (defined in the Trust Deed as being within the area known as Great Oakley and within one kilometre of the historic Oakley Hall), but with the possibility of one being resident other than within Great Oakley. Every effort is made to encourage residents and users to take an interest in the affairs of the Institute and to encourage residents to consider putting themselves forward to become trustees.

The trustees are required under the Constitution to meet at least twice each year, but normally meet more often. In addition, there is frequent personal and telephone contact and e-mail correspondence between them to ensure that the Institute is managed effectively between meetings.

## **5. OBJECTS**

As set down in the Constitution, the charity exists to provide a village institute for the use of the inhabitants of Great Oakley without distinction of political, religious or other opinions including use for meetings, lectures, classes and other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

## **6. PREMISES**

The trustees lease the Institute building (which opened in August 2011) from the head lessee, North Northamptonshire Council. The land is owned by Great Oakley Farms Limited (the superior landlord). The annual rental was set in 2011 and is subject to increase each two years in line with the Retail Prices Index. The lease was re-assigned to the CIO by the former unincorporated charity on March 19, 2022 and expires on September 28, 2060.

## **7. ACTIVITIES**

The trustees seek to maximize use of the Institute by regular users. While its purpose is to benefit the inhabitants of Great Oakley, it is not possible (or, in the view of the trustees, desirable) to restrict use to such residents. Accordingly, bookings are accepted not only from Great Oakley residents, but from those in the wider area (predominantly elsewhere within the area of the former Corby Borough Council). The income generated by such bookings helps ensure the financial security of the Institute; without this security, there would be no facility for the residents of Great Oakley.

Following a public consultation exercise, the trustees of the unincorporated charity determined during 2016 that hiring of the Institute would henceforth be restricted to regular hirers. The trustees of the CIO have endorsed this decision.

## **8. PUBLIC BENEFIT**

The trustees have considered the guidance provided by the Charity Commission and believe that their activities are wholly charitable and provide public benefit. A full statement about public benefit is available on request from the Secretary.

## **9. RESERVES POLICY**

The trustees have determined that a reserve should be established, to represent approximately two years' income. This is to enable sufficient funds to be available to ensure the long-term security and development of the Institute, including provision for major repairs and enhancements. The sum required to meet this objective was of the order of £58,000 during 2025.

The trustees wish to prevent the continued build-up of reserves unless or until they cease to represent two years' income or there are firm plans to spend additional funds on either improvements or repairs to the Institute, but do not propose to reduce hiring charges as the impact on hirers would be limited, and there remain many financial uncertainties with continued inflation and a generally uncertain economic situation.

The hourly rate for hiring the Institute was increased to £12 early in 2023 and is considered appropriate given the general condition of the hall. This is judged to be good, but the trustees are aware that major maintenance and repairs could always become necessary as the hall nears its fifteenth birthday.

The cash reserve is held in a building society account, providing security under the FSCS scheme and a reasonable amount of income. Part of the total reserves is held in the form of fixed assets.

Towards the end of the previous year, the trustees became aware of a potential liability in respect of VAT on electricity charges. It was not possible to quantify the extent of this, but it was discharged through British Gas with only a limited impact on reserves.

## **10. POLICIES AND PROCEDURES**

Being responsible for the provision of a safe, attractive and financially secure facility, the trustees have examined the risks to which they, users and the general public are exposed and they have adopted policies and procedures to minimize these.

The principal risks and uncertainties are regularly examined and appear to the trustees to be:

- A shortfall in bookings
- Lack of suitable activists
- Failure of a banker
- Cash-flow difficulties
- Users permitting inappropriate use of alcohol, tobacco or illegal products
- Users failing to secure the premises when vacating them

Controls are in place to minimize the impact of these risks as well as others identified.

## **11. STAFF**

The charity does not formally employ any staff, but has engaged the services of a cleaner/handyman for some while. The decision was taken during 2024 to engage a dedicated cleaner so that the existing occupant could devote more time to maintenance matters. The new arrangements came into force at the start of 2025 and are working well. Payment is made in accordance with the recommendations of the Living Wage Foundation, which exceed the statutory minimum wage but are felt by the trustees to be ethically sustainable.

## **12. REVIEW OF THE YEAR AND FINANCIAL STANDING OF THE CHARITY**

We believe that the hall remains the most affordable in Corby and the trustees have no wish to move from this position. A loss of £4,044.73 occurred after meeting the historic VAT liability referred to earlier, the building of an additional storage cupboard and the purchase of more of the stronger chairs. There was no change to the number of fixed (depreciating) assets. We lost one of the greatest users of the hall during the year and prepared to increase the hire charge to ensure sufficient income, but it proved possible to secure two additional bookings which more than compensated, so the charge remains £12 an hour. The hall is being used more than at any time in its history.

Our employees, David and Karen, make a vital contribution to the running of the Institute, and we are indebted to them, as well as to Ian who helps. We receive much praise for the condition of our premises.

The cost of electricity remains by far and away our greatest expense, even without meeting the bill for historic VAT liabilities. We intend to instal air-conditioning to increase the comfort of hirers and prevent those running exercise classes having to cancel because of the heat - an issue on several occasions this year. We are also considering the possibility of using part of our reserves to instal solar panels to reduce electricity costs, but the case is not clear-cut.

As a result of the revaluation of all business premises, the Institute no longer has the benefit of small business rates relief, but retains statutory charitable relief. The increase in the rates bill has not been welcome and further costs are expected as transitional relief is phased out.

Overall, we rate the financial standing of the charity as 'excellent', but we are never complacent.

## **13. PLANS FOR FUTURE PERIODS**

We are confident that the Institute is providing an appropriate and attractive environment for a range of activities which benefit the local and wider communities and see no need to change our hiring policies.

### 13. PLANS FOR FUTURE PERIODS (continued)

As mentioned in Paragraph 12, we are considering the installation of air-conditioning and solar panels. The former should be seen as a health and safety requirement, while the latter would only be undertaken if the financial case is strong. We have a programme of planned maintenance (intended to be met from current income) and believe that we shall be able to ensure that the Institute remains safe, attractive and up-to-date. Where funds permit and this is judged necessary, we shall endeavour to continue to enhance the facilities. We continue to monitor the adequacy of car parking and continue to seek a solution to the shortage of this. A further payment was made to Great Oakley Cricket Club to assist with repairs to their car park, which is used by our hirers. All hirers will again be exhorted to make use of the local bus services, so as to reduce the need for parking space and to benefit the environment.

We shall continue to try to identify new trustees, as there is a limit to how long we can continue to rely on the existing six, all of whom have already enjoyed their 70<sup>th</sup> birthdays.

### 14. CONCLUSION

We believe we are running the Institute in the best interests of the people of Great Oakley, which now consists of around 1,000 properties. Our biggest single challenge is to find a few people within the village to join us as trustees.

### 15. BALANCE SHEET AT DECEMBER 31, 2025 (Please see the notes in Section 17 of this report)

	At 31/12/25	At 31/12/2024
<b>CURRENT ASSETS</b>		
At bank - current account	£20,088.42	£14,012.44
At Building Society	£50,746.58	£59,360.40
Net value of assets (Note A)	£3,373.44	£4,121.92
<b>Total</b>	<b>£74,208.44</b>	<b>£77,494.76</b>
<b>Debtors</b>		
Pre-payments to traders	£641.92	£526.58
Interest due from Building Society	£500.00	£750.00
Hiring charges receivable	-	£263.00
<b>Add Total Debtors</b>	<b>£1,141.92</b>	<b>£1,539.58</b>
	<b>£75,350.36</b>	<b>£79,034.34</b>
<b>Trade Creditors - due within one year</b>		
British Gas - electricity	£1,135.69	£1,086.94
North Northamptonshire Council - Insurance	£1,000.00	£850.00
Accounts Examination	£700.00	£588.00
	<b>(£2,835.69)</b>	<b>(£2,524.94)</b>
<b>Other Creditors</b>		
Key deposits (Note B)	£400.00	£350.00
	<b>(£400.00)</b>	<b>(£350.00)</b>
<b>Deduct Total Creditors</b>	<b>(£3,235.69)</b>	<b>(£2,874.94)</b>
<b>Funds available at period end</b>	<b>£72,114.67</b>	<b>£76,159.40</b>

15. **BALANCE SHEET AT DECEMBER 31, 2025 (continued)**

(Please see the notes in Section 17 of this report)

RECONCILIATION OF FUNDS		
Total funds brought forward	£76,159.40	£70,747.88
Surplus (loss) for the period	(£4,044.73)	£5,411.52
Total funds carried forward	£72,114.67	£76,159.40

16. **STATEMENT OF FINANCIAL ACTIVITIES** (Please see the notes in Paragraph 17 of this report)

INCOME	2025	2024	EXPENDITURE	2025	2024
Hire of Institute	£29,175.00	£29,302.00	Electricity (Note G)	£13,185.65	£8,724.82
Building Soc Interest	£1,136.18	£1,470.81	Premises Upkeep (Note C)	£7,466.52	£5,559.99
Bank Interest	£19.41	£17.56	Enhancements	£4,187.80	£4,309.20
Bowls equipment sold	-	£60.00	Grass cutting (Note F)	£1,200.00	£900.00
			Labour	£3,079.18	£2,031.95
			PPL/PRS	£328.58	£285.89
			Insurance (Note D)	£690.41	£731.06
			Water (Note E)	£531.00	£497.17
			Rent	£433.77	£402.86
			Business Rates	£602.27	£354.43
			Printing and stationery	£50.00	£96.99
			Postage and telephone	£18.39	£5.00
			Miscellaneous	£195.27	£95.01
			Bank charges	£60.00	£60.00
			Depreciation	£748.48	£748.48
			Accounts Examination	£748.00	£636.00
			Car parking	£800.00	-
<b>Total</b>	<b>£30,330.59</b>	<b>£30,850.37</b>	<b>Total</b>	<b>£34,325.32</b>	<b>£25,438.85</b>

17. **NOTES TO THE ACCOUNTS**

- A. The trustees have determined that individual fixed assets acquired at a cost in excess of £500 shall be capitalized, and their value depreciated on a straight-line basis over ten years starting in the year of acquisition. The following such assets have been purchased:

ITEM	BOUGHT	COST	CUMULATIVE DEPRECIATION	CURRENT VALUE
CCTV system	2019	£2,658.00	£1,860.60	£797.40
Defibrillator	2019	£856.80	£599.76	£257.04
Bowls mat roller	2019	£1,150.00	£805.00	£345.00
CCTV enhanced	2023	£2,820.00	£846.00	£1,974.00
		£7,484.80	£4,111.36	£3,373.44

- B. Most hirers pay a key deposit of £25, which is refunded if and when they cease hiring the Institute and return the keys. The total value of deposits held at the date of the balance sheet is shown as a creditor (liability). Variations in this figure affect the overall profit or loss for the year concerned, but are very minor given the overall level of the charity's activities.
- C. 'Premises Upkeep' covers all expenses essential to the day-to-day running of the Institute, including routine fixtures and fittings, minor improvements, appliances, repairs, consumables, maintenance, inspections and servicing (but not costs of labour or grass cutting, which are separately identified). No account is taken in these accounts of the value of consumables of any kind on hand.

17. NOTES TO THE ACCOUNTS (continued)

- D. Despite the efforts of our predecessor charity, it has never proved possible to say with certainty what period is covered by any premium charged by Corby Borough Council/North Northamptonshire Council (NNC) in respect of buildings insurance. It is believed to be charged in arrears for the Council financial year concerned, and costs are accrued on this basis. In practice, no advice of charges has been received from NNC since its formation in April 2021, continuing the situation encountered with Corby Borough Council since 2015 with costs fluctuating according to charging periods in earlier years and no charges made since 2016 despite regular enquiries. The premium for the remaining risks is paid to a commercial insurer and is straightforward.
- E. No provision is made in these accounts for any pre-payments or liabilities in relation to water as liabilities cannot easily be calculated without access to the water meter and - in any case - they are not considered likely to be material in normal circumstances. The supplier (Wave) provides accounts twice per year.
- F. One trustee received payments totalling £1,200 for grass-cutting. No other trustees received payments other than by way of reimbursement of actual expenditure incurred on items required for the effective operation of the Institute.
- G. The increase in costs includes settlement of the historic VAT liability and payment of VAT at 20% throughout the year.

Adopted by the trustees on March 27, 2026 and signed by the Chair, Trevor Haynes.



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**Independent Examiner's Report to the Trustees of Great Oakley Village Institute CIO**

We report on the accounts of the charity for the year ended 31 December 2025.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

**Basis of independent examiner's report**

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Moore  
Chartered Accountants  
Oakley House  
Headway Business Park  
3 Saxon Way West  
Corby  
Northamptonshire  
NN18 9EZ

Dated: 27 February 2026

**GREAT OAKLEY VILLAGE INSTITUTE CIO**

England & Wales - Charity number 1190627

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# Accounts

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## **REPORT AND ACCOUNTS FOR THE YEAR TO DECEMBER 31, 2024**

### **1. INTRODUCTION**

The trustees are pleased to present their Report and Accounts, which have been drawn up on an accruals basis using the historical cost convention in accordance with the accounting policies set out in the notes to the accounts. They comply with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' (FRS 102) (updated January 1, 2019).

The trustees are responsible for the production of these accounts, which have been prepared to give a true and fair view of the charity's affairs.

income exceeded £25,000 and an independent examination of these accounts was therefore necessary. In fact, for the first time in the history of the Institute, income exceeded £30,000.

All funds are unrestricted.

### **2. CHARITY NAME, REGISTRATION NUMBER AND ADDRESS**

The name of the charity is Great Oakley Village Institute CIO, though it is known by many users and residents as Great Oakley Village Hall. It is registered in England & Wales (No. 1190627).

The Secretary, Vivien Watson, is the correspondent and her address is 1A Brooke Road, Great Oakley, CORBY, NN18 8HG.

The charity does not accept service of documents through the Institute itself, which is unstaffed and has no receptacle for the receipt of correspondence.

### **3. TRUSTEES**

One trustee (Robert Morrison) resigned during the year, leaving six trustees. They are Chris Godbold, Trevor Haynes, John Pearson, Roger Skoyles, Gordon Steed and Vivien Watson.

The trustees have appointed the following of their number as officers: Chair (Trevor Haynes), Secretary (Vivien Watson) and Treasurer (Chris Godbold).

### **4. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity has the legal form of a Charitable Incorporated Organization. It is governed by the Constitution dated July 29, 2020 and managed by the trustees shown in Paragraph 3. There has to be between three and twelve trustees and these persons, properly appointed by their fellow trustees, constitute the sole membership of the charity.

Under the Constitution, trustees must be resident within Great Oakley (defined in the Trust Deed as being within the area known as Great Oakley and within one kilometre of the historic Oakley Hall), but with the possibility of one being resident other than within Great Oakley. Every effort is made to encourage residents and users to take an interest in the affairs of the Institute and to encourage residents to consider putting themselves forward to become trustees.

The trustees are required under the Constitution to meet at least twice each year, but normally hold four meetings a year. In addition, there is frequent personal and telephone contact and e-mail correspondence between them to ensure that the Institute is managed effectively between meetings.

## **5. OBJECTS**

As set down in the Constitution, the charity exists to provide a village institute for the use of the inhabitants of Great Oakley without distinction of political, religious or other opinions including use for meetings, lectures, classes and other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

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The trustees lease the Institute building (which opened in August 2011) from the head lessee, North Northamptonshire Council. The land is owned by Great Oakley Farms Limited (the superior landlord). The annual rental was set in 2011 and is subject to increase each two years in line with the Retail Prices Index. The lease was re-assigned to the CIO by the former unincorporated charity on March 19, 2022 and expires on September 28, 2060.

## **7. ACTIVITIES**

The trustees seek to maximize use of the Institute by regular users. While its purpose is to benefit the inhabitants of Great Oakley, it is not possible (or, in the view of the trustees, desirable) to restrict use to such residents. Accordingly, bookings are accepted not only from Great Oakley residents, but from those in the wider area (predominantly elsewhere within the area of the former Corby Borough Council). The income generated by such bookings helps ensure the financial security of the Institute; without this security, there would be no facility for the residents of Great Oakley.

Following a public consultation exercise, the trustees of the unincorporated charity determined during 2016 that hiring of the Institute would henceforth be restricted to regular hirers. The trustees of the CIO have endorsed this decision.

## **8. PUBLIC BENEFIT**

The trustees have considered the guidance provided by the Charity Commission and believe that their activities are wholly charitable and provide public benefit. A full statement about public benefit is available on request from the Secretary.

## **9. RESERVES POLICY**

The trustees have determined that a reserve should be established, to represent approximately two years' income. This is to enable sufficient funds to be available to ensure the long-term security and development of the Institute, including provision for major repairs and enhancements. The sum required to meet this objective was of the order of £62,000 during 2024.

The trustees wish to prevent the continued build-up of reserves unless or until they cease to represent two years' income or there are firm plans to spend additional funds on either improvements or repairs to the Institute, but do not propose to reduce hiring charges as the impact on hirers would be limited, and there remain many financial uncertainties with continued inflation and a generally uncertain economic situation.

The hourly rate for hiring the Institute was increased to £12 early in 2023, following significant increases in electricity prices and is considered to be appropriate given the general condition of the hall. This is judged to be good, but it is expected that major maintenance and repairs will be necessary as the hall nears its fifteenth birthday.

The cash reserve is held in a building society account, providing security under the FSCS scheme and a reasonable amount of income. Part of the total reserves is held in the form of fixed assets.

Towards the end of the year, the trustees became aware of a potential liability in respect of VAT on electricity charges. It is not possible to quantify the extent of this, but it is believed that it may constitute around 10% of the reserves. Discussions with the supplier, British Gas, continue.

## **10. POLICIES AND PROCEDURES**

Being responsible for the provision of a safe, attractive and financially secure facility, the trustees have examined the risks to which they, users and the general public are exposed and they have adopted policies and procedures to minimize these.

The principal risks and uncertainties are regularly examined and appear to the trustees to be:

- A shortfall in bookings
- Lack of suitable activists
- Failure of a banker
- Cash-flow difficulties
- Users permitting inappropriate use of alcohol, tobacco or illegal products
- Users permitting the viewing of television programmes
- Vandalism
- Continued increases in the cost of electricity

Controls are in place to minimize these risks as well as others that have been identified.

## **11. STAFF**

The charity does not employ any staff, but engages the services of a cleaner/handyman. Payment is made in accordance with the recommendations of the Living Wage Foundation, which exceed the statutory minimum wage but felt by the trustees to be ethically sustainable.

## **12. REVIEW OF THE YEAR AND FINANCIAL STANDING OF THE CHARITY**

We believe that the hall remains the most affordable in Corby and the trustees have no wish to move from this position. A surplus of £5,411.52 was achieved, which has been added to the reserves.

There was less need for expensive maintenance or repairs this year than last, but enhancements were made to the fire safety protection systems and an experimental supply of new (and stronger) chairs was purchased following a review of those which have served the Institute and its hirers to date. None of these items are considered fixed assets.

As a result of repeated vandalism within the hall, it was necessary to make further changes to the coverage of the CCTV cameras and there is some evidence that this improved matters.

The cleaner/handyman makes a vital contribution to the running of the Institute, and we are indebted to him and to his partner who also helps. We receive much praise for the condition of our premises.

The cost of electricity reduced during the year despite greater use being made of the Institute, but attention is drawn in Paragraph 9 of this report to the possible liability for additional VAT on supplies, both past and future, and weather conditions always affect the consumption of electricity.

As a result of the revaluation of all business premises, the Institute lost the benefit of the small business rates relief, but retains statutory charitable relief. The increase in the rates bill has not been welcome and further costs are expected as transitional relief is phased out.

Overall, we rate the financial standing of the charity as 'excellent'.

## **13. PLANS FOR FUTURE PERIODS**

We are confident that the Institute is providing an appropriate and attractive environment for a range of activities which benefit the local and wider communities and see no need to change our hiring policies.

### 13. PLANS FOR FUTURE PERIODS (continued)

We have a programme of planned maintenance (intended to be met from current income) and believe that we shall be able to ensure that the Institute remains safe, attractive and up-to-date. Where funds permit and this is judged to be necessary, we shall endeavour to enhance the facilities. We continue to monitor the adequacy of car parking and continue to seek a solution to the shortage of this. All hirers will again be exhorted to make use of the local bus services, so as to reduce the need for parking space and to benefit the environment.

We shall continue to try to identify new trustees, as there is a limit to how long we can continue to rely on the existing six, all of whom have already enjoyed their 70<sup>th</sup> birthdays.

### 14. CONCLUSION

We believe we are running the Institute in the best interests of the people of Great Oakley, which now consists of around 1,000 properties. Our biggest single challenge is to find a few people within the village to join us as trustees.

### 15. BALANCE SHEET AT DECEMBER 31, 2024 (Please see the notes in Section 17 of this report)

	At 31/12/2024	At 31/12/2023
<b>CURRENT ASSETS</b>		
At bank - current account	£14,012.44	£9,638.85
At Building Society	£59,360.40	£57,889.59
Net value of assets (Note A)	£4,121.92	£4,870.40
<b>Total</b>	<b>£77,494.76</b>	<b>£72,398.84</b>
<b>Debtors</b>		
Pre-payments to traders	£526.58	£413.48
Interest due from Building Society	£750.00	£750.00
Hiring charges receivable	£263.00	-
<b>Add Total Debtors</b>	<b>£1,539.58</b>	<b>£1,163.48</b>
	<b>£79,034.34</b>	<b>£73,562.32</b>
<b>Trade Creditors - due within one year</b>		
British Gas - electricity	£1,086.94	£1,274.44
North Northamptonshire Council - Insurance	£850.00	£650.00
Accounts Examination	£588.00	£540.00
	<b>(£2,524.94)</b>	<b>(£2,464.44)</b>
<b>Other Creditors</b>		
Key deposits (Note B)	£350.00	£350.00
	<b>(£350.00)</b>	<b>(£350.00)</b>
<b>Deduct Total Creditors</b>	<b>(£2,874.94)</b>	<b>(£2,814.44)</b>
<b>Funds available at period end</b>	<b>£76,160.34</b>	<b>£70,747.88</b>
<b>RECONCILIATION OF FUNDS</b>		
Total funds brought forward	£70,747.88	£69,771.14
Surplus (loss) for the period	£5,411.52	£976.74
Total funds carried forward	£76,159.40	£70,747.88

16. STATEMENT OF FINANCIAL ACTIVITIES (Please see the notes in Paragraph 17 of this report)

INCOME	2024	2023	EXPENDITURE	2024	2023
Hire of Institute	£29,302.00	£26,012.00	Electricity	£8,724.82	£10,879.30
Building Soc Interest	£1,470.81	£1,439.59	Premises Upkeep (Note C)	£5,559.99	£10,533.82
Bowls equipment sold	£60.00	-	Enhancements	£4,309.20	-
Bank Interest	£17.56	£4.26	Grass cutting (Note F)	£900.00	£720.00
			Cleaner/Handyman	£2,031.95	£1,276.66
			PPL/PRS	£285.89	£154.13
			Insurance (Note D)	£731.06	£663.61
			Water (Note E)	£497.17	£273.98
			Rent	£402.86	£372.08
			Business Rates	£354.43	£77.70
			Printing and stationery	£96.99	£25.00
			Postage and telephone	£5.00	£34.08
			Miscellaneous	£95.01	£101.42
			Bank charges	£60.00	£78.85
			Depreciation	£748.48	£748.48
			Accounts Examination	£636.00	£540.00
<b>Total</b>	<b>£30,850.37</b>	<b>£27,455.85</b>	<b>Total</b>	<b>£25,438.85</b>	<b>£26,479.11</b>

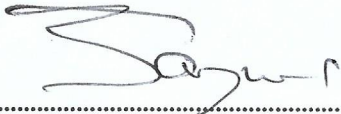
17. NOTES TO THE ACCOUNTS

- A. The trustees have determined that individual fixed assets acquired at a cost in excess of £500 shall be capitalized, and their value depreciated on a straight-line basis over ten years starting in the year of acquisition. The following such assets have been purchased:

ITEM	BOUGHT	COST	CUMULATIVE DEPRECIATION	CURRENT VALUE
CCTV system	2019	£2,658.00	£1,594.80	£1,063.20
Defibrillator	2019	£856.80	£514.08	£342.72
Bowls mat roller	2019	£1,150.00	£690.00	£460.00
CCTV enhanced	2023	£2,820.00	£564.00	£2,256.00
		£7,484.80	£3,362.88	£4,121.92

- B. Most hirers pay a key deposit of £25, which is refunded if and when they cease hiring the Institute and return the keys. The total value of deposits held at the date of the balance sheet is shown as a creditor (liability). Variations in this figure affect the overall profit or loss for the year concerned, but are very minor given the overall level of the charity's activities.
- C. 'Premises Upkeep' covers all expenses essential to the day-to-day running of the Institute, including routine fixtures and fittings, minor improvements, appliances, repairs, consumables, maintenance, inspections and servicing (but not costs in respect of the cleaner/handyman or grass cutting, which are separately identified). No account is taken in these accounts of the value of consumables of any kind on hand.
- D. Despite the efforts of our predecessor charity, it has never proved possible to say with certainty what period is covered by the premium charged by Corby Borough Council/North Northamptonshire Council (NNC) in respect of buildings insurance. It is believed to be charged in arrears for the Council financial year concerned, and costs are accrued on this basis. In practice, no advice of charges has been received from NNC since its formation in April 2021, continuing the situation encountered with Corby Borough Council. The premium for the remaining risks is paid to a commercial insurer and is straightforward.
- E. No provision is made in these accounts for any pre-payments or liabilities in relation to water as liabilities cannot easily be calculated without access to the water meter and - in any case - they are not considered likely to be material in normal circumstances. The supplier (Wave) provides accounts twice per year.
- F. One trustee received payments totalling £900 for grass-cutting. No other trustees received payments other than by way of reimbursement of actual expenditure incurred on items required for the effective operation of the Institute.

Adopted by the trustees on September 9, 2025 and signed by the Chair, Trevor Haynes.



A handwritten signature in black ink, appearing to read "Trevor Haynes", is positioned above a horizontal dotted line.

.....

**Independent Examiner's Report to the Trustees of Great Oakley Village Institute CIO**

We report on the accounts of the charity for the year ended 31 December 2024.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

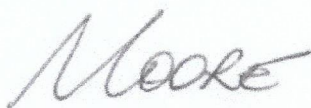
**Basis of independent examiner's report**

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Moore  
Chartered Accountants  
Oakley House  
Headway Business Park  
3 Saxon Way West  
Corby  
Northamptonshire  
NN18 9EZ

Dated: 7 August 2025

**GREAT OAKLEY VILLAGE INSTITUTE CIO**

England & Wales - Charity number 1190627

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# Accounts

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**REPORT AND ACCOUNTS FOR THE YEAR TO DECEMBER 31, 2023**

**1. INTRODUCTION**

The trustees are pleased to present their Report and Accounts, the first representing a full year's activity following extensive delays in the re-assignment of the lease from the unincorporated charity (Registered Charity No. 1109690) which preceded us. The re-assignment finally took effect on March 19, 2022, following which the unincorporated charity ceased to trade and all assets and liabilities were re-assigned to the CIO that day. That process was questioned by the Charity Commission during 2023, but it is believed that it has accepted the logic of the transfer and the unincorporated charity has been wound up.

These accounts have been drawn up on an accruals basis using the historical cost convention in accordance with the accounting policies set out in the notes to the accounts. They comply with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' (FRS 102) (updated January 1, 2019).

The trustees are responsible for the production of these accounts, which have been prepared to give a true and fair view of the charity's affairs.

income exceeded £25,000 and it was therefore necessary for there to be an independent examination of these accounts.

All funds are unrestricted.

**2. CHARITY NAME, REGISTRATION NUMBER AND ADDRESS**

The name of the charity is Great Oakley Village Institute CIO, though it is known by many users and residents as Great Oakley Village Hall. It is registered in England & Wales (No. 1190627).

The Secretary, Vivien Watson, is the correspondent and her address is 1A Brooke Road, Great Oakley, CORBY, NN18 8HG.

The charity does not accept service of documents through the Institute itself, which is unstaffed and has no receptacle for the receipt of correspondence.

**3. TRUSTEES**

There are seven trustees. They are Chris Godbold, Trevor Haynes, Robert Morrison, John Pearson, Roger Skoyles, Gordon Steed and Vivien Watson. There were no changes during the period.

The trustees have appointed the following of their number as officers: Chair (Trevor Haynes), Secretary (Vivien Watson) and Treasurer (Chris Godbold).

The trustees and their positions have not altered since the transfer of engagements to the new charity.

#### **4. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity has the legal form of a Charitable Incorporated Organization. It is governed by the Constitution dated July 29, 2020 and managed by the trustees shown in Paragraph 3. There has to be between three and twelve trustees and these persons, properly appointed by their fellow trustees, constitute the sole membership of the charity.

Under the Constitution, trustees must be resident within Great Oakley (defined in the Trust Deed as being within the area known as Great Oakley and within one kilometre of the historic Oakley Hall), but with the possibility of one being resident other than within Great Oakley. Every effort is made to encourage residents and users to take an interest in the affairs of the Institute and to encourage residents to consider putting themselves forward to become trustees.

The trustees are required under the Constitution to meet at least twice each year, but normally hold four meetings a year. In addition, there is frequent personal and telephone contact and e-mail correspondence between them to ensure that the Institute is managed effectively between meetings.

#### **5. OBJECTS**

As set down in the Constitution, the charity exists to provide a village institute for the use of the inhabitants of Great Oakley without distinction of political, religious or other opinions including use for meetings, lectures, classes and other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

#### **6. PREMISES**

The trustees lease the Institute building (which opened in August 2011) from the head lessee, North Northamptonshire Council. The land is owned by Great Oakley Farms Limited (the superior landlord). The annual rental was set in 2011 and is subject to increase each two years in line with the Retail Prices Index. The lease expires on September 28, 2060 and has been re-assigned to the CIO.

#### **7. ACTIVITIES**

The trustees seek to maximize use of the Institute by regular users. While its purpose is to benefit the inhabitants of Great Oakley, it is not possible (or, in the view of the trustees, desirable) to restrict use to such residents. Accordingly, bookings are accepted not only from Great Oakley residents, but from those in the wider area (predominantly elsewhere within the area of the former Corby Borough Council). The income generated by such bookings helps ensure the financial security of the Institute; without this security, there would be no facility for the residents of Great Oakley.

Following a consultation exercise, the trustees of the unincorporated charity determined during 2016 that hiring of the Institute would henceforth be restricted to regular hirers. The trustees of the CIO have endorsed this decision.

#### **8. PUBLIC BENEFIT**

The trustees have considered the guidance provided by the Charity Commission and believe that their activities are wholly charitable and provide public benefit. A full statement about public benefit is available on request from the Secretary.

#### **9. RESERVES POLICY**

The trustees have determined that a reserve should be established, to represent approximately two years' income. This is to enable sufficient funds to be available to ensure the long-term security and development of the Institute, including provision for major repairs. The sum required to meet this objective was of the order of £55,000 during 2023.

## **9. RESERVES POLICY (continued)**

The trustees wish to prevent the continued build-up of reserves unless or until they cease to represent two years' income or there are firm plans to spend additional funds on either improvements or repairs to the Institute.

The hourly rate for hiring the Institute remained at £8 at the start of 2023, but the very significant increases in electricity prices impacted finances very quickly and the charge was increased to £10; when even that would clearly not cover the increased costs, it was increased again, to £12. As a result of these increases, it was possible to retain the reserves at around the same value as in 2022. The general condition of the hall is good, but it is expected that major maintenance and repairs will continue to be necessary for at least the next few years.

The cash reserve is held in a building society account which provides a combination of security under the FSCS scheme and a reasonable amount of income. Part of the total reserves is held in the form of fixed assets.

## **10. POLICIES AND PROCEDURES**

Being responsible for the provision of a safe, attractive and financially secure facility, the trustees have examined the risks to which they, users and the general public are exposed and they have adopted policies and procedures to minimize these.

The principal risks and uncertainties are regularly examined and appear to the trustees to be:

- A shortfall in bookings
- Lack of suitable activists
- Failure of a banker
- Cash-flow difficulties
- Users permitting inappropriate use of alcohol, tobacco or illegal products
- Users permitting the viewing of television programmes
- Vandalism
- Continued increases in the cost of electricity

Controls are in place to minimize these risks as well as others that have been identified.

## **11. STAFF**

The charity does not employ any staff, but engages the services of a cleaner/handyman.

## **12. REVIEW OF THE YEAR AND FINANCIAL STANDING OF THE CHARITY**

2023 was challenging, with the rapid increase in electricity prices forcing the trustees to implement two increases in hire charges in very quick succession. We believe it is a tribute to our good relations with our hirers that all accepted the increases with good grace. The hall remains the most affordable in Corby and the trustees have no wish to move from this position. A surplus of £976.74 was achieved.

As a result of repeated vandalism within the hall, we extended the number of CCTV cameras and there is some evidence that this improved matters.

The cleaner/handyman makes a vital contribution to the running of the Institute, and we are indebted to him and to his partner who also helps. We receive much praise for the condition of our premises.

Overall, we rate the financial standing of the charity as 'excellent', but with continuing concern about future electricity charges.

### **13. PLANS FOR FUTURE PERIODS**

We are confident that the Institute is providing an appropriate and attractive environment for a range of activities which benefit the local and wider communities and see no need to change our hiring policies.

We have a programme of planned maintenance (intended to be met from current income) and believe that we shall be able to ensure that the Institute remains safe, attractive and up-to-date. Where funds permit, we shall endeavour to enhance the facilities. We continue to monitor the adequacy of car parking and will take whatever action we can to ensure this is sufficient for hirers.

We shall continue to try to identify new trustees, as there is a limit to how long we can continue to rely on the existing seven.

### **14. CONCLUSION**

We believe we are running the Institute in the best interests of the people of Great Oakley, which now consists of around 1,000 properties. Our biggest single challenge is to find a few people within the village to join us as trustees.

15. BALANCE SHEET AT DECEMBER 31, 2023 (Please see the notes in Section 17 of this report)

	At 31/12/2023	At 31/12/2022
<b>CURRENT ASSETS</b>		
At bank - current account	£9,638.85	£1,471.63
At Building Society	£57,889.59	£67,000.00
Net value of assets (Note A)	£4,870.40	£2,798.88
<b>Total</b>	<b>£72,398.84</b>	<b>£71,270.51</b>
<b>Debtors</b>		
Pre-payments to traders	£413.48	£266.44
Interest due from Building Society	£750.00	£200.00
<b>Add Total Debtors</b>	<b>£1,163.48</b>	<b>£466.44</b>
	<b>£73,562.32</b>	<b>£71,736.95</b>
<b>Trade Creditors - due within one year</b>		
British Gas - electricity	£1,274.44	£568.41
North Northamptonshire Council - Insurance	£650.00	£500.00
Bank charges	-	£7.40
Accounts Examination	£540.00	£540.00
	<b>(£2,464.44)</b>	<b>(£1,615.81)</b>
<b>Other Creditors</b>		
Key deposits (Note B)	£350.00	£350.00
	<b>(£350.00)</b>	<b>(£350.00)</b>
<b>Deduct Total Creditors</b>	<b>(£2,814.44)</b>	<b>(£1,965.81)</b>
<b>Funds available at period end</b>	<b>£70,747.88</b>	<b>£69,771.14</b>
<b>RECONCILIATION OF FUNDS</b>		
Total funds brought forward	£69,771.14	£66,603.12
Surplus (loss) for the period	£976.74	£3,168.02
Total funds carried forward	£70,747.88	£69,771.14

16. STATEMENT OF FINANCIAL ACTIVITIES (Please see the notes in Section 17 of this report)

INCOME	2023	2022	EXPENDITURE	2023	2022
Hire of Institute	£26,012.00	£14,420.00	Electricity	£10,879.30	£2,651.03
Building Soc Interest	£1,439.59	£325.20	Premises Upkeep (Note C)	£10,533.82	£4,202.67
Donations	-	£25.00	Additional car parking	-	£394.00
Bank Interest	£4.26	-	Enhancements	-	-
			Grass cutting (Note F)	£720.00	£720.00
			Cleaner/Handyman	£1,276.66	£1,138.19
			PRS/PPL	£154.13	£107.46
			Insurance (Note D)	£663.61	£915.40
			Water (Note E)	£273.98	£141.59
			Rent	£372.08	£268.92
			Business Rates	£77.70	-
			Printing and stationery	£25.00	£50.00
			Postage and telephone	£34.08	£10.44
			Miscellaneous	£101.42	-
			Bank charges	£78.85	£71.00
			Depreciation	£748.48	£466.48
			Accounts Examination	£540.00	£540.00
<b>Total</b>	<b>£27,455.85</b>	<b>£14,770.20</b>	<b>Total</b>	<b>£26,479.11</b>	<b>£11,677.18</b>

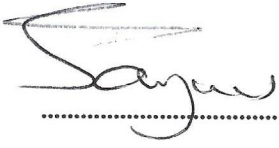
17. NOTES TO THE ACCOUNTS

- A. The trustees have determined that individual fixed assets acquired at a cost in excess of £500 shall be capitalized, with their value being depreciated on a straight-line basis over ten years starting in the year of acquisition. The following such assets have been purchased:

ITEM	BOUGHT	COST	CUMULATIVE DEPRECIATION	CURRENT VALUE
CCTV system	2019	£2,658.00	£1,329.00	£1,329.00
Defibrillator	2019	£856.80	£428.40	£428.40
Bowls mat roller	2019	£1,150.00	£575.00	£575.00
CCTV enhanced	2023	£2,820.00	£282	£2,538.00
		£7,484.80	£2,614.40	£4,870.40

- B. Most hirers pay a key deposit of £25, which is refunded if and when they cease hiring the Institute and return the keys. The total value of deposits held at the date of the balance sheet is shown as a creditor (liability). Variations in this figure affect the overall profit or loss for the year concerned.
- C. 'Premises Upkeep' covers all expenses essential to the day-to-day running of the Institute, including routine fixtures and fittings, minor improvements, appliances, repairs, consumables, maintenance, inspections and servicing (but not costs in respect of the cleaner/handyman and grass cutting, which are separately identified). No account is taken in these accounts of the value of consumables of any kind on hand.
- D. Despite the efforts of our predecessor charity, it has never proved possible to say with accuracy what period is covered by the premium charged by Corby Borough Council/North Northamptonshire Council (NNC) in respect of buildings insurance. It is believed to be charged in arrears for the Council financial year concerned, and costs are accrued on this basis. No advice of charges has been received from NNC since its formation in April 2021. The premium for the remaining risks is paid to a commercial insurer and is straightforward.
- E. No provision is made in these accounts for any pre-payments or liabilities in relation to water as liabilities cannot easily be calculated without access to the water meter and - in any case - they are not considered likely to be material in normal circumstances. The supplier (Wave) provides accounts twice per year.
- F. One trustee received payments totalling £720 for grass-cutting. No other trustees received payments other than by way of reimbursement of actual expenditure incurred on items required for the effective operation of the Institute.
- G. Comparison figures for 2022 cover a period of only 287 days.

Adopted by the trustees on March 12, 2024 and signed by the Chair, Trevor Haynes.



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**Independent Examiner's Report to the Trustees of Great Oakley Village Institute CIO**

We report on the accounts of the charity for the year ended 31 December 2023.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

**Basis of independent examiner's report**

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Moore  
Chartered Accountants  
Oakley House  
Headway Business Park  
3 Saxon Way West  
Corby  
Northamptonshire  
NN18 9EZ

Dated

28 February 2024

**GREAT OAKLEY VILLAGE INSTITUTE CIO**

England & Wales - Charity number 1190627

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# Accounts

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**REPORT AND ACCOUNTS, COVERING THE YEAR TO DECEMBER 31, 2022, DURING WHICH THE CHARITY WAS OPERATING FOR THE 287 DAYS FROM MARCH 19, 2022**

**1. INTRODUCTION**

The trustees are pleased to present their Report and Accounts, the first representing the charity's activities following extensive delays in the re-assignment of the lease from the unincorporated charity (Registered Charity No. 1109690). The re-assignment finally took effect on March 19, 2022, following which the unincorporated charity ceased to trade and all assets and liabilities were re-assigned to the CIO that day. We remain deeply concerned about the delays to this process caused by the lack of understanding of firstly Corby Borough Council and then of its successor authority, North Northamptonshire Council, followed by their total failure to inject the slightest energy into the process. We trust that they do not treat all community organizations with such contempt.

These accounts have been drawn up on an accruals basis using the historical cost convention in accordance with the accounting policies set out in the notes to the accounts. They comply with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' published on July 16, 2014.

The trustees are responsible for the production of these accounts, which have been prepared to give a true and fair view of the charity's affairs.

income exceeded £25,000 because of the receipt of the assets of the unincorporated charity, and it was therefore necessary for there to be an independent examination of these accounts.

All funds are unrestricted.

**2. CHARITY NAME, REGISTRATION NUMBER AND ADDRESS**

The name of the charity is Great Oakley Village Institute CIO, though it is known by many users and residents as Great Oakley Village Hall. It is registered in England & Wales (No. 1190627).

The Secretary, Vivien Watson, is the correspondent and her address is 1A Brooke Road, Great Oakley, CORBY, NN18 8HG.

The charity does not accept service of documents through the Institute itself, which is unstaffed and has no receptacle for the receipt of correspondence.

**3. TRUSTEES**

There are seven trustees. They are Chris Godbold, Trevor Haynes, Robert Morrison, John Pearson, Roger Skoyles, Gordon Steed and Vivien Watson. There were no changes during the period.

The trustees have appointed the following of their number as officers: Chair (Trevor Haynes), Secretary (Vivien Watson) and Treasurer (Chris Godbold).

The trustees and their positions have not altered since the transfer of engagements to the new charity.

#### **4. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity has the legal form of a Charitable Incorporated Organization. It is governed by the Constitution dated July 29, 2020 and managed by the trustees shown in Paragraph 3. There has to be between three and twelve trustees and these persons, properly appointed by their fellow trustees, constitute the sole membership of the charity.

Under the Constitution, trustees must be resident within Great Oakley (defined in the Trust Deed as being within the area known as Great Oakley and within one kilometre of the historic Oakley Hall), but with the possibility of one being resident other than within Great Oakley. Every effort is made to encourage residents and users to take an interest in the affairs of the Institute and to encourage residents to consider putting themselves forward to become trustees.

The trustees are required under the Constitution to meet at least twice each year, but normally hold four meetings a year. In addition, there is frequent personal and telephone contact and e-mail correspondence between them to ensure that the Institute is managed effectively between meetings.

#### **5. OBJECTS**

As set down in the Constitution, the charity exists to provide a village institute for the use of the inhabitants of Great Oakley without distinction of political, religious or other opinions including use for meetings, lectures, classes and other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

#### **6. PREMISES**

The trustees lease the Institute building (which opened in August 2011) from the head lessee, North Northamptonshire Council. The land is owned by Great Oakley Farms Limited (the superior landlord). The annual rental was set in 2011 and is subject to increase each two years in line with the Retail Prices Index. The lease expires on September 28, 2060 and has been re-assigned to the CIO.

#### **7. ACTIVITIES**

The trustees seek to maximize use of the Institute by regular users. While its purpose is to benefit the inhabitants of Great Oakley, it is not possible (or, in the view of the trustees, desirable) to restrict use to such residents. Accordingly, bookings are accepted not only from Great Oakley residents, but from those in the wider area (predominantly elsewhere within the area of the former Corby Borough Council). The income generated by such bookings helps ensure the financial security of the Institute; without this security, there would be no facility for the residents of Great Oakley.

Following a consultation exercise, the trustees of the unincorporated charity determined during 2016 that hiring of the Institute would henceforth be restricted to regular hirers. The trustees of the CIO have endorsed this decision.

#### **8. PUBLIC BENEFIT**

The trustees have considered the guidance provided by the Charity Commission and believe that their activities are wholly charitable and provide public benefit. A full statement about public benefit is available on request from the Secretary.

#### **9. RESERVES POLICY**

The trustees have determined that a reserve should be established, to represent approximately two years' income. This is to enable sufficient funds to be available to ensure the long-term security and development of the Institute, including provision for major repairs. The sum required to meet this objective was of the order of £45,000 during 2022.

## **9. RESERVES POLICY (continued)**

The trustees wish, however, to prevent the continued build-up of reserves unless or until they cease to represent two years' income or there are firm plans to spend additional funds on either improvements or repairs to the Institute.

We retained the hourly rate for hiring the Institute at £8, and do not feel that any lower rate would be sustainable despite reserves being higher than intended. We are concerned that our fixed-price electricity contract will terminate in January 2023, with the need to make provision for a major increase in costs at that time. In addition, while the general condition of the hall is good, it is expected that a programme of repairs will become necessary in the next few years.

The cash reserve is held in a building society account which, despite the poor returns available from all forms of cash investment at present, provides a combination of security under the FSCS scheme and a reasonable amount of income. Part of the total reserves are held in the form of fixed assets.

## **10. POLICIES AND PROCEDURES**

Being responsible for the provision of a safe, attractive and financially secure facility, the trustees have examined the risks to which they, users and the general public are exposed and they have adopted policies and procedures to minimize these.

The principal risks and uncertainties appear to the trustees to be:

- A shortfall in bookings
- Lack of suitable activists
- Failure of a banker
- Cash-flow difficulties
- Users permitting inappropriate use of alcohol, tobacco or illegal products

Controls are in place to minimize these risks as well as others that have been identified. The principal risks are regularly examined and the decision has been taken to withdraw the policy document drawn up by the trustees of the unincorporated charity in relation to Covid-19.

## **11. STAFF**

The charity does not employ any staff, but engages the services of a cleaner/handyman.

## **12. REVIEW OF THE YEAR AND FINANCIAL STANDING OF THE CHARITY**

2022 was the first period since Spring 2020 when the hall was open throughout, with no Covid-related interruptions. We did not have to offer any incentives to hirers, though there were more cancellations than usual as hirers experienced Covid themselves. Funding by HM Government ceased early in 2022, before this charity assumed responsibility for the hall.

The cleaner/handyman makes a vital contribution to the running of the Institute, and we are indebted to him and to his partner who also helps. We receive much praise for the condition of our premises.

Overall, we rate the financial standing of the charity as 'excellent', but with concerns about future electricity charges.

## **13. PLANS FOR FUTURE PERIODS**

We are confident that the Institute is providing an appropriate and attractive environment for a range of activities which benefit the local and wider communities and see no need to change the hiring policies of our predecessor charity.

### **13. PLANS FOR FUTURE PERIODS (continued)**

We have a programme of planned maintenance (met from current income) and believe that we shall be able to ensure that the Institute remains safe, attractive and up-to-date. Where funds permit, we shall endeavour to enhance the facilities, continuing the practice of the former charity.

At £8 an hour our hiring charge is believed to be the lowest for a long way around, and we hope not to have to increase it, but the rate of inflation generally (and of electricity in particular) makes us very cautious in predicting how long we shall be able to retain this.

### **14. CONCLUSION**

We expect to continue with the policies adopted by the unincorporated charity which have stood the Institute in such good stead over the years.

15. BALANCE SHEET AT DECEMBER 31, 2022 (Please see the notes in Section 17 of this report)

	At 31/12/2022	At 19/3/2022
<b>CURRENT ASSETS</b>		
At bank - current account	£1,471.63	£11,555.41
At Building Society	£67,000.00	£50,039.39
Net value of assets (Note A)	£2,798.88	£3,265.36
<b>Total</b>	<b>£71,270.51</b>	<b>£64,860.16</b>
<b>Debtors</b>		
Pre-payments to traders	£266.44	£524.44
Interest due from Building Society	£200.00	£125.00
Payments due from hirers	-	£3,133.00
<b>Add Total Debtors</b>	<b>£466.44</b>	<b>£3,782.44</b>
	<b>£71,736.95</b>	<b>£68,642.60</b>
<b>Trade Creditors - due within one year</b>		
British Gas	£568.41	£200.00
North Northamptonshire Council - Insurance	£500.00	-
Hire charge paid in advance	-	£44.00
Legal expenses	-	£1,163.00
Bank charges	£7.40	-
Accounts Examination	£540.00	-
	<b>(£1,615.81)</b>	<b>(£1,407.00)</b>
<b>Other Creditors</b>		
Premises	-	£207.48
Key deposits (Note B)	£350.00	£425.00
	<b>(£350.00)</b>	<b>(£632.48)</b>
<b>Deduct Total Creditors</b>	<b>(£1,965.81)</b>	<b>(£2,039.48)</b>
<b>Funds available at period end</b>	<b>£69,771.14</b>	<b>£66,603.12</b>
<b>RECONCILIATION OF FUNDS</b>		
<b>Total funds brought forward</b>	<b>£66,603.12</b>	<b>£64,497.95</b>
<b>Surplus (loss) for the period</b>	<b>£3,168.02</b>	<b>£2,105.17</b>
<b>Total funds carried forward</b>	<b>£69,771.14</b>	<b>£66,603.12</b>

16. STATEMENT OF FINANCIAL ACTIVITIES (Please see the notes in Section 17 of this report)

INCOME	2022	2021	EXPENDITURE	2022	2021
Hire of Institute	£14,420.00		Electricity	£2,651.03	
Building Soc Interest	£325.20		Premises Upkeep (Note C)	£4,052.67	
Donations	£25.00		Additional car parking	£394.00	
Miscellaneous	-		Enhancements	-	
			Grass cutting (Note F)	£720.00	
			Cleaner/Handyman	£1,138.19	
			PRS/PPL	£107.46	
			Insurance (Note D)	£915.40	
			Waste collection	£150.00	
			Water (Note E)	£141.59	
			Rent	£268.92	
			Miscellaneous expenses	-	
			Printing and stationery	£50.00	
			Postage and telephone	£10.44	
			Legal costs	-	
			Bank charges	£71.00	
			Depreciation	£466.48	
			Accounts Examination	£540.00	
<b>Total</b>	<b>£14,770.20</b>		<b>Total</b>	<b>£11,677.18</b>	

17. NOTES TO THE ACCOUNTS

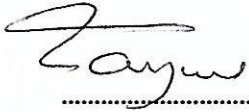
- A. The trustees have determined that individual fixed assets acquired at a cost in excess of £500 shall be capitalized, with their value being depreciated on a straight-line basis over ten years starting in the year of acquisition. The following such assets have been purchased:

ITEM	BOUGHT	COST	CUMULATIVE DEPRECIATION	CURRENT VALUE
CCTV system	2019	£2,658.00	£1,063.20	£1,594.80
Defibrillator	2019	£856.80	£342.72	£514.08
Bowls mat roller	2019	£1,150.00	£460.00	£690.00
		£4,664.80	£1,865.92	£2,798.88

- B. Most hirers pay a key deposit of £25, which is refunded if and when they cease hiring the Institute and return the keys. The total value of deposits held at the date of the balance sheet is shown as a creditor (liability). Variations in this figure affect the overall profit or loss for the year concerned.
- C. 'Premises Upkeep' covers all expenses essential to the day-to-day running of the Institute, including routine fixtures and fittings, minor improvements, appliances, repairs, consumables, maintenance, inspections and servicing (but not costs in respect of the cleaner/handyman and grass cutting, which are separately identified). No account is taken in these accounts of the value of consumables of any kind on hand.
- D. Despite the efforts of our predecessor charity, it has never proved possible to say with accuracy what period is covered by the premium charged by Corby Borough Council/North Northamptonshire Council (NNC) in respect of buildings insurance. It is believed to be charged in arrears for the Council financial year concerned, and costs are accrued on this basis. No advice of charges has been received from NNC since its formation in April 2021. The premium for the remaining risks is paid to a commercial insurer and is straightforward.
- E. No provision is made in these accounts for any pre-payments or liabilities in relation to water as these charges are met monthly by direct debit. Pre-payments or liabilities could not easily be calculated as there is no access to the water meter and - in any case - they are not considered likely to be material in normal circumstances. The supplier (Wave) provides an annual account and adjusts the direct debit payments as necessary.

- F. One trustee received payments totalling £720 for grass-cutting. No other trustees received payments other than by way of reimbursement of actual expenditure incurred on items required for the effective operation of the Institute.

Adopted by the trustees on September 12, 2023 and signed by the Chair, Trevor Haynes.



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## Independent Examiner's Report to the Trustees of Great Oakley Village Institute CIO

We report on the accounts of the charity for the year ended 31 December 2022.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

### Basis of independent examiner's report

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with our examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Moore*

.....  
Moore  
Chartered Accountants  
Oakley House  
Headway Business Park  
3 Saxon Way West  
Corby  
Northamptonshire  
NN18 9EZ

Dated *05/09/2023*

**GREAT OAKLEY VILLAGE INSTITUTE CIO**

England & Wales - Charity number 1190627

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# Accounts

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**ANNUAL REPORT AND ACCOUNTS FOR THE PERIOD JULY 29, 2020 UNTIL DECEMBER 31, 2021**

**1. INTRODUCTION**

The trustees present their Report and Accounts for the period from the registration of the Charitable Incorporated Organization (CIO) until December 31, 2021. Unfortunately, there was no activity on the part of the CIO during this period.

The principal asset of the CIO will be the Institute building, currently under the care of the unincorporated charity, the Great Oakley Village Institute (Registered Number 1109690) ('the old charity'). As soon as the CIO was registered at the Charity Commission (a very straightforward process concluded in late-July, 2020), the trustees of the old charity asked Corby Borough Council to arrange the re-assignment of the lease to the CIO. Seventeen months later, after many dozens of e-mails to that Council and its successor authority (North Northamptonshire Council) repeated failures to understand the nature and purpose of a CIO and an alarming number of staff changes at the councils, the lease has still not been re-assigned.

It is frankly pointless to suggest a likely timescale for this to occur, and we shall not attempt to. Each time we believe the re-assignment is about to take place, a new issue arises - the latest being a desire on the part of the Council to conduct an asbestos survey on a hall built to its predecessor's specification under the supervision of that same council, and effected ten years after the use of asbestos was banned.

Until the lease is re-assigned, all of the Institute's responsibilities must continue to be exercised by the old charity, and nothing can be transferred to the CIO. The CIO will be governed by the same trustees as is the old charity and we are aware of everything that takes place in that charity. We know that the Institute is well-managed and that there are sufficient reserves to allow the CIO to assume responsibility without any financial risk. All we need is for North Northamptonshire Council to agree the re-assignment (we understand all parties had signed the documents well before the end of this period) and let us get on with managing the Institute in the interests of the people of Great Oakley - who appear, like us, not to be very important to the council.

The trustees are responsible for the production of these accounts (such as they are).

All funds (when received) are expected to be unrestricted.

**2. CHARITY NAME, REGISTRATION NUMBER AND ADDRESS**

The name of the charity is Great Oakley Village Institute CIO, though it is known by many users and residents as Great Oakley Village Hall. It is registered in England & Wales (No. 1190627).

The Secretary, Vivien Watson, is the correspondent and her address is 1A Brooke Road, Great Oakley, CORBY, NN18 8HG.

The charity does not accept service of documents through the Institute itself, which is unstaffed and has no receptacle for the receipt of correspondence.

**3. TRUSTEES**

There are seven trustees. They are Chris Godbold, Trevor Haynes, Robert Morrison, John Pearson, Roger Skoyles, Gordon Steed and Vivien Watson. There were no changes during the reporting period.

The trustees have appointed the following of their number as officers: Chair (Trevor Haynes), Secretary (Vivien Watson) and Treasurer (Chris Godbold).

#### **4. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity has the legal form of a Charitable Incorporated Organization. It is governed by a Constitution dated July 29, 2020.

The trustees determine how many trustees are needed for the effective governance of the charity and will select new or replacement trustees, who will be appointed for three-year terms. Only persons residing within Great Oakley are eligible for appointment except that the trustees may (at their absolute discretion) agree to the continued appointment of a trustee who has removed from Great Oakley or to the appointment of a person residing other than within Great Oakley, but the number of trustees at any time residing other than within Great Oakley shall not exceed one.

In addition to acting within the Constitution, the trustees will devise procedures for the effective administration of the charity, but these cannot be drawn up until it finally assumes responsibility for the Institute. The trustees are required to meet at least twice each year, but no meetings have been held during the reporting period as there has been no business to discuss. The trustees have, however, continued to conduct business under the auspices of the old charity.

#### **5. OBJECTS**

As set down in the Constitution, the charity exists for the purposes of a village institute for the use of the inhabitants of Great Oakley without distinction of political, religious or other opinions including use for meetings, lectures, classes and other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

#### **6. PREMISES**

The trustees will lease the Institute building (which opened in August 2011) from the head lessee, North Northamptonshire Council. The land is owned by Great Oakley Farms Limited (the superior landlord). The annual rental was set in 2011 and is subject to increase each two years in line with the Retail Prices Index. The lease expires on September 28, 2060.

#### **7. ACTIVITIES**

The trustees will seek to maximize use of the Institute by regular users. While its purpose is to benefit the inhabitants of Great Oakley, it is not possible (or, in the view of the trustees, desirable) to restrict use to such residents. Accordingly, bookings will be accepted not only from Great Oakley residents, but from those in the wider area (predominantly elsewhere within the area of the former Corby Borough Council). The income generated by such bookings will help ensure the financial security of the Institute; without this security, there would be no facility for the residents of Great Oakley.

Following a consultation exercise, the trustees of the old charity determined during 2016 that hiring of the Institute would henceforth be restricted to regular hirers. There has been no detrimental impact on the finances of the Institute and no evidence of hardship to residents. Costs have been saved and a considerable burden lifted. The trustees remain convinced that the correct decision was taken by the old charity and (as trustees of the CIO) they have no intention of re-visiting it.

#### **8. PUBLIC BENEFIT**

The trustees have considered the guidance provided by the Charity Commission and believe that their activities are wholly charitable and provide public benefit. A full statement about public benefit is available on request from the Secretary.

## **9. RESERVES POLICY**

The trustees have determined that, once the assets of the old charity are vested in them, a reserve should be retained, to represent approximately two years' income. This is to enable sufficient funds to be available to ensure the long-term security and development of the Institute, including provision for major repairs. The sum required to meet this objective is of the order of £45,000. We are aware that the old charity has reserves in excess of that level and will be considering whether to maintain them at their value at vesting, or whether to reduce hiring charges in some way or to effect improvements to the building to utilize any surplus.

## **10. POLICIES AND PROCEDURES**

The CIO will be responsible for the provision of a safe, attractive and financially secure facility and will re-examine the risks to which they, users and the general public are exposed and adopt policies and procedures to minimize these.

The principal risks and uncertainties appear to the trustees of the old charity to be:

- A shortfall in bookings
- Lack of suitable activists
- Failure of a banker
- Cash-flow difficulties
- Users permitting inappropriate use of alcohol, tobacco or illegal products
- And (for the present) Covid-19

Controls are in place to minimize these risks as well as others that have been identified. The principal risks are regularly examined, and the trustees of the CIO expect to adopt the same controls as the old charity.

## **11. STAFF**

The charity will not employ any staff, but will continue to engage the services of a cleaner/handyman.

## **12. REVIEW OF THE PERIOD AND FINANCIAL STANDING OF THE CHARITY**

We are unable to provide a review, as we have not been responsible for managing the Institute during this period. We must ask anyone who wishes to obtain a view to see the report and accounts of the old charity for the year ended December 31, 2021.

We are aware that the old charity has provided £4,000 in its 2021 accounts for legal costs in association with the transfer to the new charity, but the CIO is expected to implement the details of the transfer and meet the legal costs involved.

On the basis of our knowledge of the affairs of the old charity, we rate the likely financial standing of the CIO as 'excellent'.

## **13. PLANS FOR FUTURE PERIODS**

Just as we cannot report on past activities, it is not considered appropriate to set down plans for the future. We expect to take over and implement the plans of the old charity.

14. BALANCE SHEET AT DECEMBER 31, 2021

	2021
Current Assets	0
Debtors	0
Trade Creditors - due within one year	0
Other Creditors	0
Funds available at December 31, 2021	0

15. STATEMENT OF FINANCIAL ACTIVITIES

There have been no financial activities during the reporting period.

Adopted by the trustees on January 18, 2022 and signed by the Chair, Trevor Haynes.

  
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