

## Trustees' Annual Report for the period

From 1<sup>st</sup> January 2023 Period start date  
To 31<sup>st</sup> December 2023 Period end date

Charity name: The Shalbourne Village Hall CIO

Charity registration number: 1190807

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are the provision and maintenance of a village hall for the use of the inhabitants of the Parishes of Shalbourne, Ham, Buttermere, Tidcombe and Fosbury, Grafton, Great Bedwyn, Little Bedwyn and Froxfield in the County of Wiltshire and the Parishes of Hungerford and Inkpen in the County of Berkshire without distinction of political, religious or other opinions, including use for: (a) meetings, lectures and classes, and (b) other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The CIO has continued with the programme of repair refurbishment and improvement initiated by the original charity (the Shalbourne Village Hall — 309309) and adopted by the CIO following the transfer of assets to it. During the year Listed Building Consent was obtained for the rebuilding of the boundary wall to the yard at the rear of the Hall and grants to cover the rebuilding costs were sought. An internet connection to the Hall has now been provided for the benefit of users of the Hall. Several public film shows took place making use of the cinema equipment and screen installed in the Hall. Although the equipment has proved to be most satisfactory, support for

		<p>the cinema has been disappointing and the venture has not proved financially successful. Further film shows have been suspended whilst the CIO considers a different format for the venture. However, the installation of the equipment has led to the Hall being hired by a local education authority to hold teacher training courses.</p> <p>The Hall has been available for hire throughout this period being used for Pilates and exercise classes, fencing, club meetings, council meetings, art classes, a pre-Christmas market, and for use by crafting and contact groups as well as for the sorting and packing of vegetables by a local community growers group. The Hall was also involved in the local celebration of the Coronation of King Charles III.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All Trustees have had sight of the document issued by the Charity Commission on public benefit as part of their approval of this Trustees Annual Report

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Throughout the year, the Village Hall has been made available by the CIO in accordance with its charitable objects as detailed above.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The total assets of the CIO were £42,571. These comprise unrestricted funds of £31,713 restricted income funds of £503 and endowment funds of £10,355. The reserve policy of the original charity being the retention of a sum equivalent to two years' expenditure was adopted by the CIO.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserve Policy remains unchanged from 2022 to preserve a working fund in the current account
Amount of reserves held	Para 1.22	£8 ,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The current trustees of the CIO are the first trustees specified in the constitution, other than the original chairman who resigned in November 2021. The maximum number of trustees that the CIO can have is 9, and the minimum is 3. New trustees are appointed by the existing trustees in accordance with the terms of the constitution., The trustees are constantly looking for potential appointees having regard to the diverse skills that any such new appointee can bring for the benefit of the CIO

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	The Shalbourne Village Hall CIO
Other name the charity uses	
Registered charity number	1190807
Charity's principal address	Holly Tree House Burr Lane Shalbourne Marlborough SN8 3PT

Names of the charity trustees who manage the charity				
	Office (if any)	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robert Ian Green	Chairman		
2	Ann Currie			
3	Jane Elizabeth Campbell	Honorary Secretary		
4	Nigel Kenneth Walter	Honorary Treasurer		
5	Polly Cox			
6	Erica Barker			
7				
8				

## Corporate trustees – names of the directors at the date the report was approved

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	
The Official Custodian for Charities		

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Additional information (optional)****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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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

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Position (eg Secretary,  
Chair, etc)

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Date

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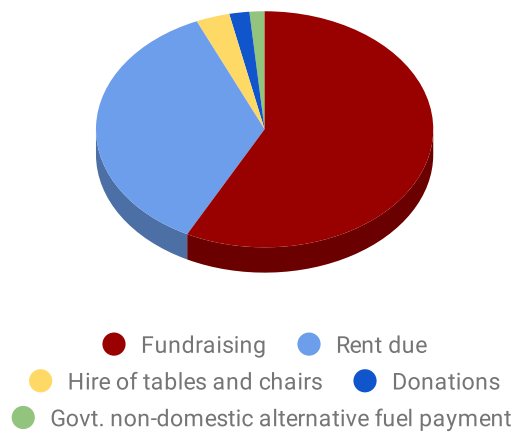


# **The Shalbourne Village Hall**

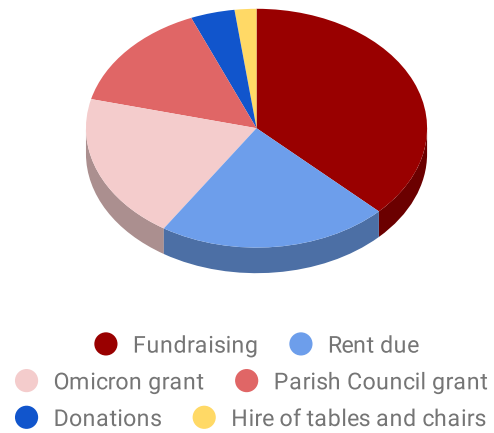
**Accounts for the Year Ended 31 December 2023**

**Registered Charity no. 1190807**

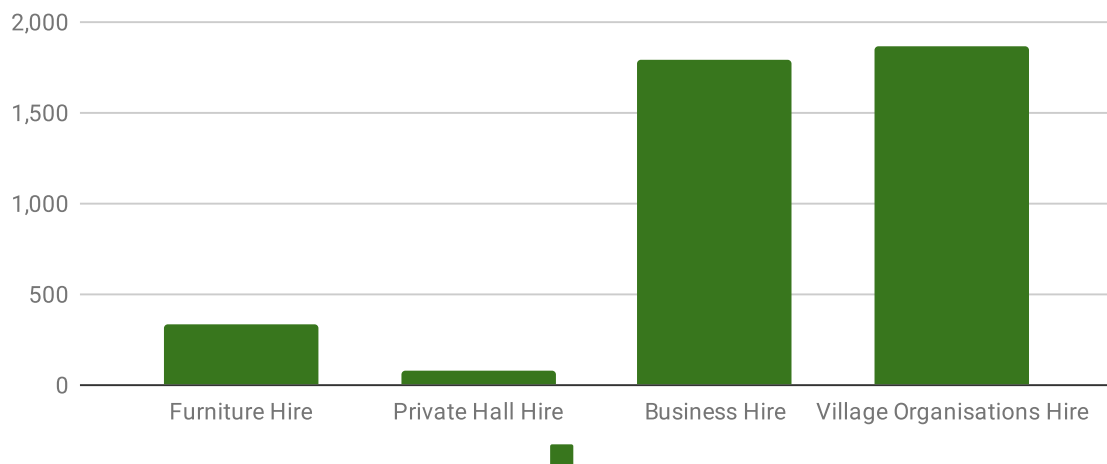
Sources of Income 2023



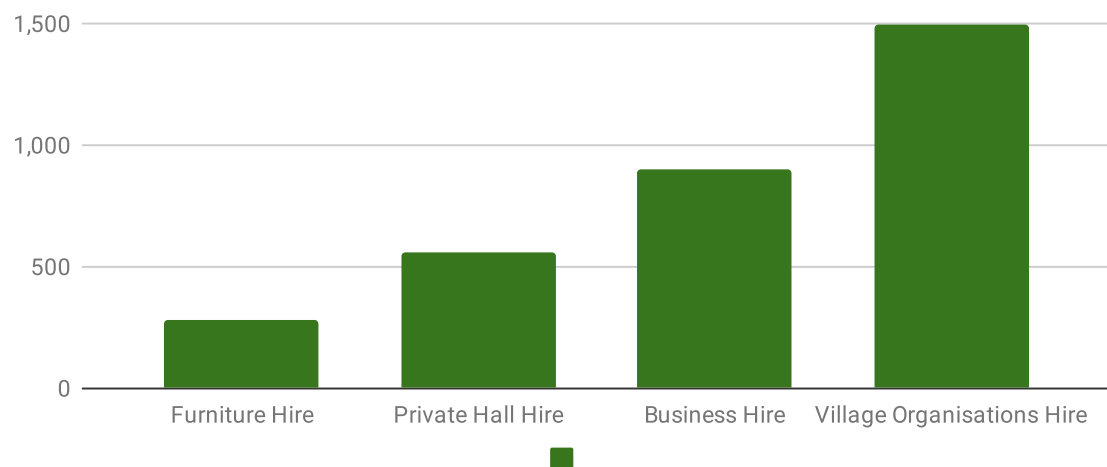
Sources of Income 2022

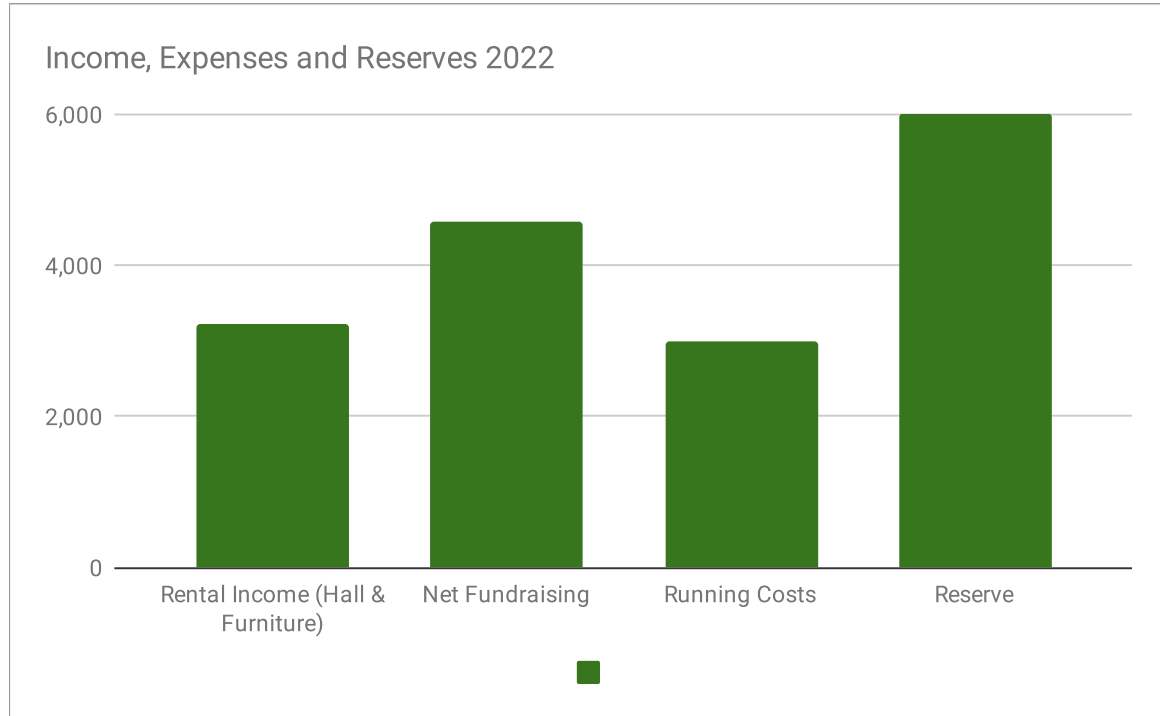
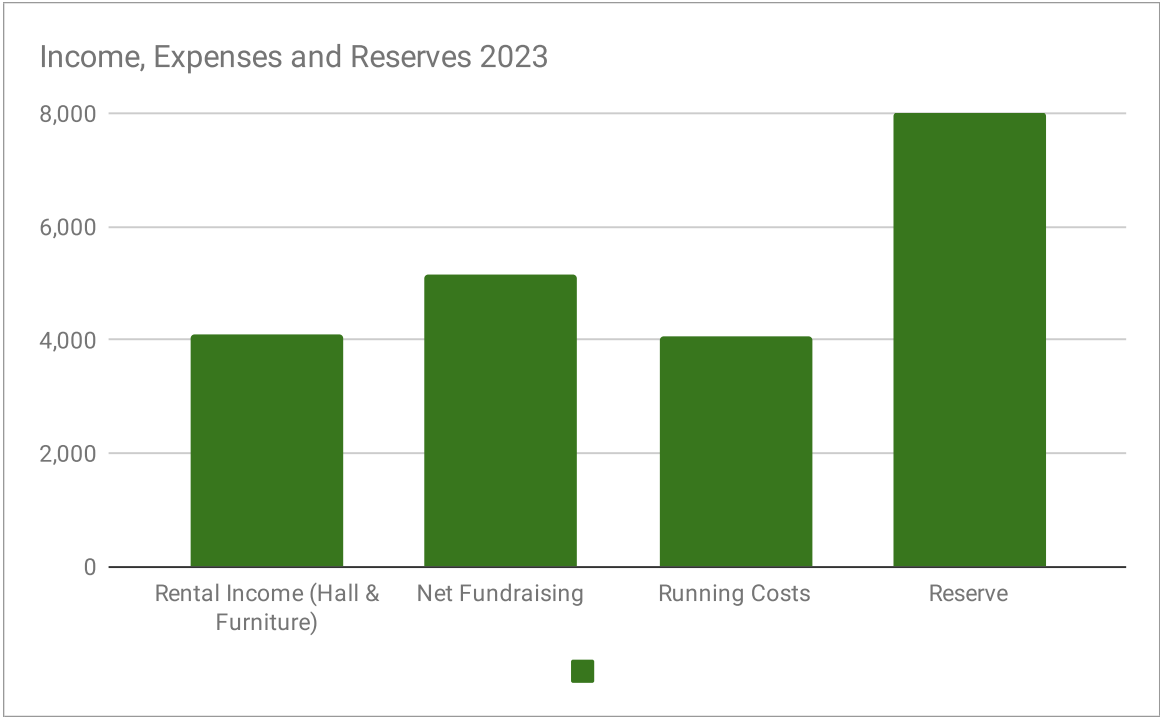


Sources of Rental Income this year



Sources of Rental Income last year





**The Shalbourne Village Hall**  
**Registered Charity no. 1190807**

**Income and Expenditure Account for the year ended 31/12/23**

		Unrestricted	Restricted		
	<u>Notes</u>	Funds	Income Funds	Endowment Funds	Total this year
		£	£	£	£
					Total last year
					£
<b><u>Income</u></b>					
Rent due		3,722.50			2,950.06
Electricity meter		29.00			37.00
Hire of tables and chairs		336.00			279.00
Fundraising	3	5,985.48			5,026.00
Grants	4				4,667.00
Govt. non-domestic alternative fuel payment		150.00			0.00
Donations	5	200.00			563.50
<b>Total income</b>		<b>£10,422.98</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£13,522.56</b>
<b><u>Expenditure</u></b>					
Electricity		284.62			383.14
Cleaning and sundries		783.96			494.65
Insurance		1,475.21			1,440.67
Water rates	2	733.89			112.96
Central heating oil		459.27			406.88
Subscription to Community Council		49.86			50.00
Alcohol licence		63.29			73.07
Cost of events	6	820.80			438.80
Advertising		91.98			49.84
Website costs		77.85			39.53
Wi-Fi		146.29			0.00
Equipment	7	131.30			8,237.56
Building works - initial work to yard roadside wall			1,332.00		0.00
<b>Total expenditure</b>		<b>£5,118.32</b>	<b>£1,332.00</b>	<b>£0.00</b>	<b>£11,727.10</b>
<b>Surplus / deficit of income over expenditure</b>		<b>£5,304.66</b>	<b>-£1,332.00</b>	<b>£0.00</b>	<b>£1,795.46</b>
<b>Net Current assets b/fwd</b>		<b>£26,408.86</b>	<b>£1,834.85</b>	<b>£0.00</b>	<b>£26,448.25</b>
<b>Net Current assets c/fwd</b>		<b>£31,713.52</b>	<b>£502.85</b>	<b>£0.00</b>	<b>£28,243.71</b>

**Balance Sheet as at 31/12/23****Registered Charity no. 1190807**

		Restricted				
	Notes	Unrestricted Funds	Income Funds	Endowment Funds	Total this year	Total last year
		£	£	£	£	£
<b><u>Property</u></b>						
Hall and adjoining land (nominal)				1.00	1.00	1.00
<b><u>Investments</u></b>						
41.75 COIF Accumulation shares				10,354.01	10,354.01	9,214.18
		£0.00	£0.00	£10,355.01	£10,355.01	£9,215.18
<b><u>Current Assets</u></b>						
Debtors	8	1,611.19			1,611.19	2,274.39
Deposit - Film licences		150.00			150.00	150.00
Cash at Bank and in hand		30,000.60	502.85		30,503.45	25,848.02
<b>Total current assets</b>		<b>£31,761.79</b>	<b>£502.85</b>	<b>£0.00</b>	<b>£32,264.64</b>	<b>£28,272.41</b>
<b>Total Assets</b>		<b>£31,761.79</b>	<b>£502.85</b>	<b>£10,355.01</b>	<b>£42,619.65</b>	<b>£37,487.59</b>
<b><u>Current liabilities</u></b>						
Creditors		48.27			48.27	28.70
<b>Net current assets</b>		<b>£31,713.52</b>	<b>£502.85</b>	<b>£0.00</b>	<b>£32,216.37</b>	<b>£28,243.71</b>
<b>Total Net assets</b>		<b>£31,713.52</b>	<b>£502.85</b>	<b>£10,355.01</b>	<b>£42,571.38</b>	<b>£37,458.89</b>
<b><u>Funds of the Charity</u></b>						
Unrestricted funds		23,713.52			23,713.52	20,408.86
Restricted income funds			502.85		502.85	1,834.85
Endowment funds				10,355.01	10,355.01	9,215.18
Reserve	1.6	8,000.00			8,000.00	6,000.00
		<b>£31,713.52</b>	<b>£502.85</b>	<b>£10,355.01</b>	<b>£42,571.38</b>	<b>£37,458.89</b>

The accounts were approved by the Trustees on the 02 October 2024 and were signed on their behalf by

Nigel Walter  
Hon. Treasurer

## **Internal Auditor's report to the Shalbourne Village Hall Management Committee**

I have audited the financial statements in accordance with approved auditing standards. In my opinion the financial statements give a true and fair view of the Charity's affairs as at 31 December 2023 and of its surplus and cashflow for the year then ended. The statements comply with clause 24 of the governing document dated 10 February 2020.

Erica Barker  
Hon. Internal Auditor

date 26/09/2024

### **Notes to the accounts**

#### **1 Accounting Policy**

- 1.1 The Hall's financial year ends on 31 December.
  - 1.2 Accounts are produced under the historic cost convention, on an accruals basis and using the natural activities method.
  - 1.3 Fund based accounts are prepared, in accordance with the Charities Commission guidelines, dividing the Hall's financial assets into unrestricted funds which may be used for the Hall's general charitable purposes, restricted income funds which may only be used for the purpose for which the income was received and endowment funds.
  - 1.4 The market value of the land and building is not known and therefore it is shown in the accounts with a nominal value.
  - 1.5 Fixed assets and equipment are not depreciated. The full cost of purchases is written off on acquisition.
  - 1.6 Reserves are maintained for the purpose of keeping the Hall going, even if not in use, for a period of two years. The policy is to hold the equivalent of two years' running costs in the reserve. The amount is adjusted at each year end to twice the running costs for the most recent year.
- 2 Water charges were much higher at £733.89 (2022 : £112.96). A price increase during the year caused overall bills for the year to go up by 19.75%. Also, estimated meter readings were updated to actual readings which added to this year's cost and there was a period of higher consumption last October and November.

**Notes to the accounts continued**

	Unrestricted Funds £	Restricted Income Funds £	Endowment Funds £	Total this year £	Total last year £
<b>3 <u>Fundraising</u></b>					
Online book sales	1,159.73			1,159.73	965.31
Hall book sales	1,112.75			1,112.75	1,267.40
May Day Fair teas	485.00			485.00	723.00
Open garden	1,454.00			1,454.00	957.29
Classic Car Show teas	1,024.00			1,024.00	720.00
Harvest lunch	318.00			318.00	0.00
Film shows	432.00			432.00	393.00
	<b>£5,985.48</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£5,985.48</b>	<b>£5,026.00</b>
<b>4 <u>Grants</u></b>					
Wiltshire Council - Omicron grant				0.00	2,667.00
Shalbourne Parish Council				0.00	2,000.00
	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£4,667.00</b>
<b>5 <u>Donations</u></b>					
Cinema equipment				0.00	233.50
General donations	200.00			200.00	330.00
	<b>£200.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£200.00</b>	<b>£563.50</b>
<b>6 <u>Cost of events</u></b>					
Classic Car Show teas - pitch fee				0.00	20.00
Film licences	820.80			820.80	418.80
	<b>£820.80</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£820.80</b>	<b>£438.80</b>
<b>7 <u>Equipment purchases</u></b>					
Wireless central heating programmer				0.00	231.19
Fire extinguisher				0.00	99.30
Cinema / PA system				0.00	7,330.29
Window blind (re: cinema installation)				0.00	576.78
Wi-Fi equipment	68.34			68.34	0.00
Standard kettle	23.00			23.00	0.00
Catering kettle	39.96			39.96	0.00
	<b>£131.30</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£131.30</b>	<b>£8,237.56</b>
<b>8 <u>Debtors</u></b>					
Debtors	837.60			837.60	1,410.41
Prepaid expenses	773.59			773.59	863.98
	<b>£1,611.19</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,611.19</b>	<b>£2,274.39</b>