

Littleworth Reading Room & Playing Field Charitable Incorporated Organisation

(Charity number: 1193083)

Annual Report May 2022 – April 2023

Charity Trustees:

David Mackay (resigned 20 December 2022)
Nicola Frances Simpkins (resigned 20 December 2022)
Adam David Viner
Robert John McInnes
Jeremy Russell Flawn
Leah Caroline Baigel (appointed 30 March 2023)
Lala Elizabeth Phillips (Chair) (appointed 30 March 2023)

Ex-Officio Trustee:

Reverend Talisker MacLeod

Nominated Trustee:

Alice Sarah Margey (on behalf of Gainfield Parochial Church Council User Body) (appointed 24 March 2023)

Contact details: Lala Phillips, Apple Tree Farm, Littleworth, Faringdon SN7 8ED

Purpose

2022 to 2023 represented the first full year in operation of the Littleworth Reading Room & Playing Field Charitable Incorporated Organisation (LRR&PF CIO) following the merger of the two charities. The purposes of charity are to manage and raise revenue for the purpose of maintaining the Littleworth Reading Room building and land as a community hall facility for the residents of the parish of Littleworth; and the Littleworth Playing Field as an area for social events, recreation and exercise for all of the Littleworth parish population.

Littleworth Reading Room, built as a First World War Memorial by Oriel College, is a two storey, early 1900's, building containing the hall on the ground floor with a kitchen and toilet extension, and a small one-bedroom residential flat above, which provides a modest income for the CIO. The land and building were conveyed to the care of trustees in 1923, with the specific wish of the donors (Oriel College, Oxford) '*that the Reading Room should be for the use of the whole parish and as such should promote the welfare and the happiness of all the inhabitants without distinction of class or creed*'.

The Littleworth Playing Field was given to the village in September 1951 by Harry Rose, of Solicitors Crowd & Rose, and his wife Millicent. The land had previously been used as allotment gardens for the community.

The modest income from the Reading Room finances the facilities and maintenance as and when necessary, whereas the Playing Field generates no income of its own.

Structure and Management, Appointment of Trustees.

Between three and five trustees are required as defined in the charity's constitution. The charity trustees are appointed by existing trustees. There are currently five charity trustees, all of whom currently do or have recently lived in the parish. The CIO also has one nominated trustee on behalf of a listed user body along with an ex-officio trustee.

The trustees collectively manage the affairs of the LRR&PF CIO. Lala Phillips acts as the Chair for the trustees. The individual trustees all provide different fields of knowledge and experience relevant to the operation of the CIO.

Activities and Objectives in the Year

The objectives are to ensure that the two assets are maintained and, wherever possible, improved for the benefit of the people of the parish both now and into the future. To achieve this on an annual basis requires the Reading Room and the Playing Field to be available and safe to use for the community.

In addition to the routine activities that take place in the Reading Room and the Playing Field, in 2022 to 2023, a particular focus has been on obtaining planning permission to create a new footpath, upgrade the existing footpath in the adjacent churchyard, construct a new opening in boundary wall between Reading Room garden and the churchyard, and install a new external door in the eastern wall of the Reading Room.

Achievements and Performance

Reading Room

Activities: Whist drives, coffee mornings, informal meetings.

Maintenance. Routine maintenance of the residential flat.

Playing Field

Activities: Bonfire and sparklers night, family dog show

Maintenance. Routine grass cutting. Replacement of football goal net.

Financial Review Including any Debts and Details of Reserves Policy

Cash funds held at the bank as of 30th April 2023 were £29,208.04. The main source of income for the CIO is the rent received from letting the residential flat in the Reading Room.

There are no funds held as a custodian trustee on behalf of the CIO. The CIO holds no debts.

The trustees have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The CIO has an approved Financial Management and Accounting Policy which details the Reserves Policy. For the period 2022-2023, the Reserves Policy specified the following:

1. In order to accommodate an unexpected termination of the Reading Room flat tenancy for any reason a reserve of three month's rent must be set aside. Currently amounting to £1,620.00.
2. Set aside £10,000 due to the age and type of construction of the Reading Room Building being rubble stone walls with dressed stone lintels, sills and mullions to window openings and doorways. Also, stone slate roof construction.
3. Set aside £10,000 for Playing Field children's play equipment, as the age of twin towers indicates that the timber legs are suffering from the start of deterioration due to rot.

4. Arrival of invoices prior to funds being raised being available. Not currently anticipated but needs consideration whenever a large project is planned. Should be set at least 20% of the project value.

5. Therefore, the total Reserves for 2022-2023 are currently set at £21,620.00.

This report was approved by the Trustees on 4th December 2023.

Signed on behalf of the Trustees

A handwritten signature in black ink, appearing to read 'R. McInnes', with a long horizontal flourish extending to the right.

Robert McInnes.
Trustee

1st January 2024

LITTLEWORTH READING ROOM & PLAYING FIELD CIO

REGISTERED CHARITY NO. 1193083

**RECEIPTS AND PAYMENTS ACCOUNT FOR FINANCIAL
YEAR ENDING 30 APRIL 2023**

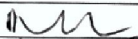
LITTLEWORTH READING ROOM & PLAYING FIELD CIO**CHARITY INFORMATION**

NAME:	LITTLEWORTH READING ROOM & PLAYING FIELD CIO
CHARITY NUMBER:	1193083
TRUSTEES AS AT 30 APRIL 2023:	Lala Phillips Leah Baigel Alice Margey Jeremy Flawn Adam Viner Robert McInnes
ADDRESS FOR CORRESPONDENCE:	Littleworth Reading Room Littleworth Faringdon SN78ED United Kingdom Email: ciotrustee@gmail.com

Section A Receipts and payments	
A1 Receipts	Period 01.05.2022 - 30.04.2023
Reading Room Flat Rental Income	£9,300.00
Donations for Reading Room Use	£195.00
Utilities Refund	£150.00
Sub total	£9645.00
A2 Asset & investment sales	£0
Total Receipts	£9645
A3 Payments	
Utility - Water	-£228.63
Utility - Electricity	-£649.00
Insurance	-£1,020
Council Waste Disposal Charges	-£94.25
Maintenance of Playing Fields	-£804.00
Reading Room and Flat Maintenance, Testing & Certification	-£642.09
Cash Float	-£100
Sub total	£3,537.97
A4 Asset & investment purchases	£0
Total Payments	£3,537.97
Net of receipts/payments	£6107.03
A5 Transfers between Funds	£0
A6 Cash funds last year end	
Account Balance as at 01.05.2022	£21,424.84
Monies in Account held on Behalf of Littleworth Village Events Group	£1,676.17
Cash funds at Bank as at 30.04.2023	£29,208.04
Section B Statement of assets and liabilities for period ending 30.04.2023	
B1 Cash funds	
Funds held in Bank Account	£27,531.87
Monies in Bank Account held on Behalf of Littleworth Village Events Group	£1,676.17
Cash held as Float	£100.00
Total cash funds	£29,308.04
B2 Other monetary assets	£0
B3 Investment assets	£0
B4 Assets retained for the charity's own use	£0
B5 Liabilities	
£1,676.17 held on behalf of the Littleworth Village Events Group as at 30.04.2023	£1,676.17

NET TOTAL FOR THE YEAR	£27,631.87

Signed by two trustees on behalf of all the Trustees:

Signature	Print Name	Date of Approval
	LEAH DAIGZE	23.01.2024.
Lala Phillips	LALA PHILLIPS	23.01.2024