

LITTLEWORTH READING ROOM & PLAYING FIELD CIO

REGISTERED CHARITY NO. 1193083

VORTH RF

ANNUAL REPORT FOR PERIOD 1 MAY 2024 - 30 APRIL 2025

VORTH RF

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LITTLEWORTH READING ROOM & PLAYING FIELD CIO

CHARITY INFORMATION

NAME:	LITTLEWORTH READING ROOM & PLAYING FIELD CIO
CHARITY NUMBER:	1193083
TRUSTEES AS AT 30 APRIL 2025	Leah Baigel Nikki Radcliffe Michael Wilson Talisker Tracey-McLeod (ex officio) Lala Phillips (resigned 30.09.2024) Alice Margey (resigned 30.11.2024) Simon Thompson (resigned 03.12.2024) Nick Codd (resigned 14.02.2025)
ADDRESS FOR CORRESPONDENCE:	Littleworth Reading Room Littleworth Faringdon SN78ED United Kingdom Email: ciotrustee@gmail.com

Trustees' Annual Report

For the year ended 30 April 2025

Littleworth Reading Room and Playing Field CIO

1. Reference and Administrative Details

Littleworth Reading Room and Playing Field CIO is a Charitable Incorporated Organisation registered in England and Wales. The charity is governed by its Constitution dated 20 December 2020.

The charity is managed by a Board of Trustees. As at 30 April 2025 the trustees were:

- Mike Wilson (Chair) (appointed January 2024)
- Leah Caroline Baigel (appointed March 2023)
- Nicola Radcliffe (appointed June 2024)
- Revd Talisker MacLeod (ex officio)

Former trustees during the year:

- Lala Phillips (appointed March 2023, resigned September 2024)
- Alice Margey (appointed March 2023, nominated by Gainfield PCC, resigned November 2024)
- Simon Thomson (appointed January 2024, resigned December 2024)
- Nicholas Codd (appointed November 2024, resigned February 2025)

The trustees receive no remuneration or benefits from the charity.

2. Structure, Governance and Management

The charity is a small CIO established under the Charities Act and governed by its Constitution. The Constitution provides for a minimum of three and a maximum of five appointed trustees, together with nominated and ex officio trustees where applicable.

Trustees are appointed in accordance with the Constitution and are recruited through open advertisement and community networks to ensure an appropriate balance of skills and experience. Trustees are appointed for three-year terms but may resign at any time.

The Board of Trustees meets regularly to set strategic direction, oversee finances and ensure compliance with legal and regulatory obligations. The charity does not employ staff and all day-to-day operations are carried out by the trustees on a voluntary basis.

The trustees are committed to transparency and accountability. The charity's annual report and accounts are prepared in accordance with the Charities SORP (FRS 102) and are submitted to the Charity Commission as required. The charity does not have any trading subsidiaries.

3. Objectives and Activities

The objects of the charity are to establish and run a village hall (the "Reading Room") and playing field for the benefit of the inhabitants of the Parish of Littleworth, near Faringdon, SN7 8ED (interpreted to date as the rural parishes of Littleworth, Wadley and Thrupp), without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation and other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

The Reading Room was built in the 1920s by Oriel College, Oxford, as a First World War memorial and was conveyed to trustees in 1923 with the wish that it should be for the use of the whole parish and promote the welfare and happiness of all inhabitants without distinction of class or creed. The building comprises a hall with 1970'3 kitchen and toilet extension, and a self-contained one-bedroom flat above, together with a small surrounding garden.

The playing field was gifted to the village in 1951 by Harry and Millicent Rose. A pole barn was erected in 1999 and part of the land was planted to create a community woodland known as Weaver's Walk in 1999-2000.

In pursuing these objects, the trustees focus on:

- Managing, maintaining and investing in the Reading Room and flat, the playing field, playground equipment, the pole barn and Weaver's Walk;
- Facilitating and promoting use of the facilities; and
- Undertaking fundraising activities to support the charity's work.

The trustees have had regard to the Charity Commission's guidance on public benefit in carrying out these activities and exercising their powers and duties.

4. Achievements and Performance

The Reading Room

Following a successful trial, a permanent Wi-Fi contract was confirmed during the year. The Reading Room was used for trustee and Parish Council meetings and hosted a range of community events open to all, including monthly coffee mornings and whist evenings, pop-up pubs, Valentine's drinks, a scam awareness talk from Age UK, and a Macmillan coffee morning.

The Reading Room continues to be made available free of charge for these events and for events held by Holy Ascension Church, which does not have its own kitchen or toilet facilities. No contribution towards running or maintenance costs were received for usage during the year.

The hall and its equipment (including tables, urns, glasses and mugs) were also used by members of the community for private events such as birthday parties and weddings, with donations kindly made to the charity.

The Flat

Following a change of tenant and significant investment in improvements in the previous year, the rent was increased from £850 to £1,050 per month in line with market rates and the managing agent's recommendation.

Electrical works to the fuse board were completed to ensure compliance with current regulations.

The trustees note that tenancy lengths have shortened in recent years, typically to 12–18 months, and this has been reflected in budgeting considerations due to the costs associated with each change of tenancy.

The rental income from the flat remains the charity's primary source of income and is essential to cover utilities, insurance, inspections and certification, and the repair and maintenance of the Reading Room, the flat, the playground, Weaver's Walk, and trustee and public liability insurance. Without this income, the charity's ability to deliver public benefit would be significantly reduced.

The trustees continue to monitor proposed changes to landlord and tenant legislation and EPC requirements, which may require additional expenditure in the short-medium term. Until the new requirements are finalised and a further EPC assessment can be undertaken to identify the new measures required, the trustees consider it financially imprudent to carry out major insulation works or further improvements at this time. However, these currently unquantifiable future costs were taken into account during budgeting discussions.

The Playing Field

A highly successful community maintenance weekend followed by a pop-up pub was held in May, bringing together volunteers from across the parish to repair and restore the playground equipment.

The trustees recognise that the wooden play frame is nearing the end of its life and that replacement will be required in the near future. Community feedback has confirmed this as a priority, and options for replacement equipment, costings and funding will be explored.

The 80th anniversary of D-Day was commemorated in June with a beacon lighting, tribute from members of the armed forces and NHS and pop-up pub.

The annual Church Family Fun Day and Dog Show was also held on the playing field. No contribution towards maintenance costs was received for these events.

In July, the wooden play frame was damaged by vandalism and had to be temporarily closed at the start of the summer holidays. The trustees are grateful to local volunteers who donated their time and expertise to assist with repairs.

The village bonfire was held on the playing field in November.

In March 2025, the inaugural Littleworth Big Run took place, with 150 runners participating across three distances. Over £1,700 was raised towards new playground equipment, and the trustees plan to use these funds to purchase and install a disability-friendly swing. Following its resounding success, the trustees intend to make this an annual fundraising event.

The community's enthusiasm and support for these events underline what a special and generous parish and community the charity serves. The trustees wish to record their sincere thanks to everyone who contributes their time, energy, expertise, support and goodwill, without which the charity could not operate.

Capital Improvements

A community meeting was held in January 2025 to present the charity's financial position and update proposals for improvements to the Reading Room, including internal wall insulation, French doors and thermal and acoustic ceiling insulation and related works.

An independent energy assessment was undertaken which concluded that internal wall insulation would achieve a maximum energy reduction of 2%, with a payback period of 772-1487 years. On this basis, the majority of trustees concluded that it would not be appropriate to proceed and that the associated restricted funding should be returned, unless the providers would be amenable to the funds being used for the installation of thermal and acoustic ceiling insulation.

A revised proposal for automated, push-button, disability-compliant, ramped step-free access was developed in order to support certain funding applications, but this significantly increased costs above the originally contemplated £15,000-£20,000. Following a number of delays, a contractor's quote of £55,300 (including several provisional sums) was received in November 2024. This figure excluded contingencies, insurance, surveys, building control and other professional fees, bringing the realistic total cost to an estimated £67,500-£75,000. Having carefully considered the charity's financial position and their fiduciary responsibilities, the majority of trustees concluded that it would not be prudent to proceed on this basis and that the project, as proposed, was not economically viable.

The remaining trustees noted that the proposals would have left insufficient funds to address accessibility issues to internal doors, kitchen and toilets, the replacement of the wooden play frame, and potential future costs arising from renters' rights reforms and EPC changes.

The remaining trustees agreed that more modest works, including thermal and acoustic ceiling insulation, redecoration, improved lighting, additional sockets and hot water repairs, would be more appropriate at this time.

5. Financial Review

Cash funds held at the bank as at 30 April 2025 were £52,095.38, of which £24,000 represented restricted funds.

During the year, the charity had income of £20,352.10 and expenditure of £11,812.92. Income comprised rental income, interest, donations for Reading Room use and £7,948 of restricted donations.

The charity does not hold any funds as custodian trustee on behalf of others.

The principal source of income remains the rental income from the flat, which is essential to support the maintenance and operation of the charity's assets and activities.

6. Plans for Future Periods

The trustees will continue to prioritise the maintenance and improvement of the Reading Room and playing field. Key areas of focus include planning for the replacement of the wooden play frame, implementing thermal and acoustic insulation, hot water, electrical improvements and redecoration of the Reading Room, and monitoring regulatory changes affecting the rental property, including EPC requirements and renters' rights reforms. The trustees also intend to build on the success of the Littleworth Big Run as an annual fundraising event.

7. Reserves Policy

The charity maintains a reserve of £10,000, representing approximately one year's running costs. The trustees consider this prudent given the age and construction of the Reading Room (rubble stone with stone slate roof and located in a Conservation Area) and the potential for significant unexpected repair costs.

8. Principal Risks and Uncertainties

The trustees consider the main risks facing the charity to be the condition and maintenance costs of its ageing buildings and facilities, reliance on rental income from the flat as the primary source of funding, and potential future regulatory changes affecting landlords and energy efficiency requirements. These risks are managed through regular inspection and maintenance, prudent financial planning and maintaining appropriate reserves.

9. Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

10. Declaration

The trustees declare that they have approved this Trustees' Annual Report.

Signed on behalf of the trustees:

.....MICHAEL WILSON.....

Chair of Trustees

Full Name:MICHAEL R WILSON.....

Date:13/02/25.....

Signed on behalf of the trustees:

.....NICOLA RADCLIFFE.....

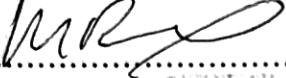
In capacity as Trustee

Full name:NICOLA RADCLIFFE.....

Date:13/02/25...

The trustees declare that they have approved this Trustees' Annual Report.

Signed on behalf of the trustees:

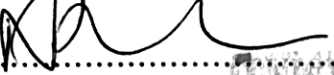
.....

Chair of Trustees

Full Name:MICHAEL R. WILSON

Date:13/2/25

Signed on behalf of the trustees:

.....

In capacity as Trustee

Full name:NICOLA RADCLIFFE

Date:13.2.26

LITTLEWORTH READING ROOM & PLAYING FIELD CIO

REGISTERED CHARITY NO. 1193083

**RECEIPTS AND PAYMENTS ACCOUNT FOR FINANCIAL
YEAR ENDING 30 APRIL 2025**

IND PAY

YEAR

IND PAY

YEAR

LITTLEWORTH READING ROOM & PLAYING FIELD CIO

CHARITY INFORMATION

NAME:	LITTLEWORTH READING ROOM & PLAYING FIELD CIO
CHARITY NUMBER:	1193083
TRUSTEES AS AT 30 APRIL 2025	Leah Baigel Nikki Radcliffe @gmail.com Michael Wilson Talisker Tracey-McLeod (ex officio) Lala Phillips (resigned 30.09.2024) Alice Margey (resigned 30.11.2024) Simon Thompson (resigned 03.12.2024) Nick Codd (resigned 14.02.2025)
ADDRESS FOR CORRESPONDENCE:	Littleworth Reading Room Littleworth Faringdon SN78ED United Kingdom Email: ciotrustee@gmail.com

A1 Receipts	Period 01.05.2024 -30.04.2025
Reading Room Flat Rental Income	£11800
Donations for Reading Room Use	£140.00
Unrestricted Donations	£0
Restricted Donations and Grants	£7948.47
Gift Aid	£0
Interest	£463.63
Sub total	£20,352.10
A2 Asset & investment sales	£0
Total Receipts	£20,352.10
A3 Payments¹	
Utility - Water	£335.54
Utility - Electricity	£917.42
Utility - Oil	£309.49
Insurance	£1118.53
Wifi	£432.00
Littleworth Big Run Expenses	£622.75
Maintenance of Playing Fields	£72.00
Maintenance and Inspection of Playground Equipment	£513.12
Flat – Maintenance, Testing & Certification, Inventory	£867.50
Maintenance of Reading Room	£335.40
Management of Flat Tenancy	£1434.00
Reading Room Development Project Fees Expenditure – Energy Audit	£420.00
Reading Room Development Project Fees Expenditure – Architect Fees	£1759.00
Transfer of Restricted Donation to Parish Council Bank Account at request of Bethia Thomas	£1000
Cash Repayment of Restricted Donation from Littleworth Village Events Group	£1676.17
Sub total	£11,812.92
A4 Asset & investment purchases	£0
Total Payments	£11,812.92
Net of receipts/payments	£8,539.18
A5 Transfers between Funds	
Transfers out of General Account into CIO Commercial Access Account	-£59,512.40

¹ The VOWH Council charges for this period were paid in April 2024 and May 2025 so do not appear in this set of accounts.

13/02/2026

13/02/2026

Transfers into CIO Commercial Instant Access Account from General Account	£59,512.40
Transfers out of CIO Commercial Instant Access Account into General Account	-£600
Transfers into General Account from CIO Commercial Instant Access Account	£600
A6 Cash funds last year end	13/02/2026
Account Balance in General Account as at 01.05.2024	13/02/2026 £52,095.38
Account Balance in CIO Commercial Instant Account as at 01.05.24	£0
Total Cash funds at Bank as at 30.04.2024	£52,095.38
B1 Cash funds	
Cash funds in General Account as at 30.04.25	£1264.70
Cash funds in CIO Commercial Interest Account as at 30.04.25	£59376.03
Cash held as Float	£100
Total cash funds²	13/02/2026 £60,734.56
B2 Other monetary assets	13/02/2026 £0
B3 Investment assets	£0
B4 Assets retained for the charity's own use	£0
B5 Liabilities	£0
NET TOTAL FOR THE YEAR	£60,734.56

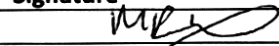
Signed by two trustees on behalf of all the Trustees:

Signature	Print Name	Date of Approval
MICHAEL WILSON	MICHAEL R WILSON	13/02/2026
LEAH BAIGEL	LEAH BAIGEL	13/02/2026

² This includes £26,000 restricted donations provided for various purposes which are to be used for the specified purpose or returned if the specified purposes are unable to proceed on the basis of the terms agreed.

Transfers into CIO Commercial Instant Access Account from General Account	£59,512.40
Transfers out of CIO Commercial Instant Access Account into General Account	-£600
Transfers into General Account from CIO Commercial Instant Access Account	£600
A6 Cash funds last year end	
Account Balance in General Account as at 01.05.2024	£52,095.38
Account Balance in CIO Commercial Instant Account as at 01.05.24	£0
Total Cash funds at Bank as at 30.04.2024	£52,095.38
B1 Cash funds	
Cash funds in General Account as at 30.04.25	£1264.70
Cash funds in CIO Commercial Interest Account as at 30.04.25	£59376.03
Cash held as Float	£100
Total cash funds²	£60,734.56
B2 Other monetary assets	£0
B3 Investment assets	£0
B4 Assets retained for the charity's own use	£0
B5 Liabilities	£0
NET TOTAL FOR THE YEAR	£60,734.56

Signed by two trustees on behalf of all the Trustees:

Signature	Print Name	Date of Approval
	MICHAEL R. WILSON	13/2/25
	LEAH BAGILL	13/2/25

² This includes £26,000 restricted donations provided for various purposes which are to be used for the specified purpose or returned if the specified purposes are unable to proceed on the basis of the terms agreed.