

Charlbury Corner House and Memorial Hall Trust

Registration No.: 1196206

Annual Report and Financial Statements for the year ended 31st December 2024

The Trustees present their report together with financial statements for the year ended 31st December 2024. The financial statements comply with the Charities Act 2011, the Constitution, and Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1st January 2019.

Overview

The Corner House is a historic listed building at the very heart of Charlbury and was gifted to the town many years ago for recreational and educational purposes. The adjacent Memorial Hall, opened in 1956, has a main hall capable of accommodating 130 people seated in rows, theatre style and a smaller Green Room and Garden Room. It has a fully equipped kitchen, a stage and disabled access. The two buildings are administered by the Charlbury Corner House and Memorial Hall Trust. The charity is responsible for the running and maintenance of these two community assets.

There are many rooms and facilities available within the Corner House and Memorial Hall. The Corner House provides space for meetings and group activities. It is home to Cornerstone and a Community second hand Bookshop. The Cornerstone project started at the Corner House in August 2020. Open Monday to Saturday 10am to 1pm and staffed by volunteers, Cornerstone enables Charlbury residents to have a year round place to share excess local produce, available daily, and it continues to support a number of local vulnerable families with food boxes each week, supported by donations of food and money. Advisory support is provided for pupils from the local primary school and other individuals and households in Charlbury.

The in-house second-hand bookshop, selling fiction and non-fiction books, provides the charity with a significant source of donations. It was decided in 2023 to devote further space within The Corner House to book sales, which has been successful. There are further plans to consolidate the bookshop into a larger space on the first floor. The Memorial Hall is used on a daily basis for all manner of activities and events, including weekly Meals on Wheels, Charlbury Day Centre, baby and toddler group and keep fit groups. It is in regular use by local societies for various events.

Achievements and Performance

Maintenance is an on-going issue, especially for The Corner House, given that parts of the building date back to the 17th Century. In 2024 the charity continued to maintain its financial viability through a number of income streams, including the short-term hire of individual rooms, and longer-term agreements with a social welfare support hub; a small international charity (office space); the local Art Society (a studio); and Charlbury Museum, which has occupied a significant portion of The Corner House for some 60 years. Other income was derived from Town Council support, donations, and the major contribution made through the fund-raising efforts of Charlbury Street Fair, which was established in the 1950s to raise money for the upkeep of the Corner House and Memorial Hall. It takes place in September each year, with stalls and activities for children and adults, complete with a fairground on the Playing Close.

A large project to improve the insulation value of windows began in the year, and other large costs included the maintenance of heating systems.

Occupants of both the Corner House and the Memorial Hall continue to fulfil the trust's charitable objectives by providing food and welfare support to residents facing financial hardship, through the office of an international health information charity, the provision of

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space for arts and crafts, and the local museum. The large hall is used for community concerts, exhibitions, and a variety of health and welfare activities plus community educational and information meetings of benefit to the community.

Reference and Administrative Details

The Trustees at 31st December 2024 were:

Name	Office	Appointing body
Roy Scott	Chairman	Initial Trustee
Paddy Gallagher		OCC and WODC
Brian Ford	Treasurer	PCC
Simon Walker	Secretary	Initial Trustee
John Partington		The Trustees
Timothy Crisp		Charlbury Town Council

Charlbury Town Council acts as the charity's custodian trustee in respect of the freehold of the properties under our management. Our bankers are Unity Trust Bank.

Objects

The objects are: The provision and maintenance of The Corner House and the War Memorial Hall for the use of the inhabitants of Charlbury and the surrounding area without distinction of political, religious or other opinions, including use for:

- (a) meetings, lectures and classes;
- (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants; *and*
- (c) any other charitable activity for community benefit as the trustees shall think appropriate.

Governing document

The Charlbury Corner House and Memorial Trust is a Charitable Incorporated Organization (CIO) registered with the Charity Commission with number 1196206.

The Constitution adopted on 11th October 2021 sets out the way in which The Charlbury Corner House and Memorial Trust is to be governed.

Recruitment and Appointment of Trustees

The charity may have up to nine trustees, who are appointed for initial three-year terms and may stand for reappointment. Charlbury Town Council may appoint up to three charity trustees, and a committee comprising the Oxfordshire County Council councilor representing Charlbury and the two West Oxfordshire District Council councilors representing Charlbury may appoint up to two charity trustees, and the

Parochial Church Council for Charlbury may appoint one charity trustee. The trustees themselves may also appoint or reappoint members to the trustee board. New

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trustees are appointed in cognizance of the skills and experience that they can offer to the charity. Several board members are also trustees of other charities. New trustees are also provided with appropriate support and guidance to enable them to fulfil their responsibilities to the charity.

Risk Management

The charity aims to provide a safe environment for the individuals and organisations that make use of its facilities to do so without coming to harm. In this context, one of the trustees has responsibility for all aspects of health and safety as it relates to the property. The trustees require safety and safeguarding during the use of our facilities by others to be the responsibility of those individuals and organisations. The charity maintains sufficient reserves to cover its immediate requirements, with surplus funds being held in secure current and savings bank accounts.

There are no serious incidents that have occurred during 2024 which have not been reported to the Charity Commission.

Organisational Structure

Trustees meet monthly to make appropriate decisions regarding The Charlbury Corner House and Memorial Trust. In this they are supported by a book-keeper, who also has responsibility for managing the booking system used by hirers of our facilities.

Public Benefit

In providing the charity's facilities for use by others in the community, the trustees are mindful of the Charities Act 2011 'public benefit requirement' in all of their activities. Our objective is to provide The Corner House and the Memorial Hall for the use of the residents of Charlbury and the surrounding area.

In our view, our activities help towards achieving the following public benefits:

- The relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage;
- Helping to counteract loneliness and isolation;
- Providing facilities for education, entertainment and other social activities; *and*
- Supporting other local organisations such as the Charlbury Museum and Heritage Centre.

Membership

Our trustees are our sole members. Once a trustee leaves office they cease to be a member.

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Financial Review

Principal funding sources

On a day-to-day basis, the charity receives most of its income from hiring spaces within its facilities to other users within the community. In addition to regular and occasional short-term users, the charity has three longer-term users who have office or studio space with The Corner House. Since the 1960s it has also provided premises for the Charlbury Museum and Heritage Centre, albeit at a peppercorn annual fee.

The charity also benefits from the contributions donated specifically for the maintenance of The Corner House by the organisers of Charlbury's annual Street Fair. In this context, we wish to acknowledge with full gratitude the input that the charity receives from local volunteers, both individuals and the organisers of Street Fair. It would not be able to function without them. Donations have also been received from Charlbury Green Hub and Charlbury Museum.

The charity has a policy of pursuing applications for grants from local government when these are available, and of seeking support from other donor organisations particularly for funding our longer-term renovation projects for The Corner House. Grant aid has been received from Charlbury Town Council, Charlbury Beer Festival and the Headley Trust, together with fundraising by Sustainable Charlbury and others.

Results for the year

The charity recorded total income of £56,536 for the full year, against total expenditure of £39,495, resulting in a surplus of £17,042. Of the income, just over £26,000 was achieved from space hire charges, with Street Fair contributing £8,000 from its fundraising activities on our behalf. Various small development projects at The Corner House incurred costs totalling just over £4,600.

Major expenditure items included utilities, insurance, cleaning and regular maintenance, together with the fees charged for book-keeping services.

Reserves policy

The charity has instituted a system of ring-fencing a proportion of its cash assets for use in a major renovation project that is being planned for The Corner House. These funds are kept in a separate bank account, and are augmented whenever possible from donations received from various sources, including the Street Fair. In addition to these, the charity holds sufficient reserves to cover its immediate requirements.

Plans for Future Periods

Building on work that was started by its predecessor organization, the charity has been developing plans for the renovation of The Corner House, with the aim of improving its facilities as a community hub. This will require substantial investment to make the building more sustainable and energy-efficient, and to provide it with better accessibility. In particular, the trustees recognize that major improvements are needed to the kitchen in the Corner House and that in the future it will be necessary to upgrade the existing toilets. The trustees believe that there are good opportunities for securing funding to cover a major part of this work from a range of heritage-focused donor bodies.

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Trustees' Responsibility for the Financial Statements

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with general applicable law and United Kingdom Accounting Standards (United Kingdom General Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safekeeping the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signed on behalf of the trustees:

Roy Scott, Chairman



John England, Trustee



21st October 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charlbury Corner House & Memorial Hall Trust

No.
1196206

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jan-24

To

Period end date
31-Dec-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
see Notes 1 to 5					
Interest		808	-	808	340
Donations	8,707	7,000	-	15,707	1,077
Fund Raising	6,303	-	-	6,303	10,000
Grant	4,700	-	-	4,700	3,104
Book sales	3,000	-	-	3,000	3,267
Corner House Fixed term lettings	8,221	-	-	8,221	10,859
Corner House Short term lettings	-	-	-	-	-
Memorial Hall cash income	17,797	-	-	17,797	21,511
Sub total (Gross income for AR)	48,728	7,808	-	56,536	50,158
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	48,728	7,808	-	56,536	50,158
A3 Payments					
see Note 6					
Cost of sales	13,900	-	-	13,900	15,279
Running expenditure	20,966	-	-	20,966	22,329
Corner House development	4,629	-	-	4,629	9,443
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	39,495	-	-	39,495	47,051
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	39,495	-	-	39,495	47,051
Net of receipts/(payments)	9,234	7,808	-	17,042	3,107
A5 Transfers between funds	- 11,000	11,000	-	-	-
A6 Cash funds last year end	7,821	20,214	-	28,035	24,928
Cash funds this year end	6,055	39,022	-	45,077	28,035

Section B Statement of assets and liabilities at the end of the period


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
		6,055	39,022	-
		-	-	-
		-	-	-
	Total cash funds	6,055	39,022	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds	Restricted funds	Endowment funds

	Details	to nearest £	to nearest £	to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	See Note 7		N/A	N/A
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
			-	

Signed on behalf of all the trustees	Signature	Print Name	Date of approval
		Dr John England	20/10/2025

Independent examiner's report to the trustees of Charlbury Corner House and Memorial Trust

I report to the trustees on my examination of the accounts of Charlbury Corner House and Memorial Trust for the year ended 31 December 2024.

Respective responsibilities of trustees and examiner

As the trustees of Charlbury Corner House and Memorial Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the accounts of Charlbury Corner House and Memorial Trust carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Charlbury Corner House and Memorial Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *A.J. Brander*

Name: *ALICE BRANDER, CPFA (retired)*

Date: *22 October 2025*

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PRINCIPAL ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention with items recognised at cost. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS 102.

The financial statements present a true and fair view and the principal accounting policies of the charity. They have been prepared using the going concern basis of accounting as the trustees believe the charity has sufficient resources to continue in operation and meet its liabilities and obligations to its members.

INCOMING RESOURCES

Recognition of income is included in the Statement of Financial Activities ("SoFA") when:

- the Charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

There has been no material offsetting of assets and liabilities, or income and expenses.

Grants and donations are only included in the SoFA when the general income recognition criteria (as set out above) are met.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

RESOURCES EXPENDED

Expenditure is recognised where it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. Expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

TAXATION

For taxation purposes, the Charity is treated as a non-profit making organisation and as such there is no corporation tax liability.

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NOTES TO THE FINANCIAL STATEMENTS

NOTE 1: GRANTS AND DONATIONS

Grants received by the charity contain various conditions that have to be followed. In the event that a grant-maker determines reasonably that these have not been followed, repayment might be requested. The trustees are, however, not aware of any circumstance that might result in repayment being requested.

NOTE 2: PAYMENTS TO TRUSTEES AND CONNECTED PERSONS

No trustee or person with a family or business connection with a trustee, received remuneration in the period, directly or indirectly, whilst serving as a trustee from the charity.

NOTE 3: CAPITAL COMMITMENTS AND CONTINGENT LIABILITIES

At 31st December 2024 the charity had no capital commitments or contingent liabilities.

NOTE 4: FUNDRAISING

For many years, the charity and its predecessor organisations have been reliant on funds raised by Street Fair to help cover the costs of running the buildings for which it is responsible to the community. More recently, the trustees have opted to separate out these donations with the aim of building-up a reserve for future renovation projects in The Corner House.

NOTE 5: SPACE-HIRE INCOME

Different income streams are generated by The Corner House and the Memorial Hall. Most of the Corner Hall income is from long-term users, with only occasional short-term hire. By contrast, all of the income from the Memorial Hall comes from short-term space hire, a considerable amount of which is repeat business.

NOTE 6: CORNER HOUSE DEVELOPMENT

Differentiated from regular maintenance expenditure, development costs are incurred for items such as installing low-energy lighting, improving insulation and any other projects aimed at making the building more sustainable and accessible.

NOTE 7: LAND AND PROPERTY

The charity, for the benefit of the residents of Charlbury, manage and maintain two community buildings: the Corner House, in accordance with a gift to the town in 1946, and the Memorial Hall which is the principal war memorial of Charlbury. Charlbury Town Council are Custodian Trustees and hold the title to the properties at the Land Registry. The gifts remain in perpetuity for the benefit of the town and thus have no marketable value.