



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2024 To 31st March 2025

Charity name: Steeple Aston Village Hall

Charity registration number: 1197962

Please note that the minutes of the AGM and the accompanying Chairperson's and Treasurer's Report form part of this Trustee's Report and have been incorporated into this document.

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The provision and maintenance of a village hall for the use of the inhabitants of Steeple Aston and the surrounding area without distinction of political, religious or other opinions, including use for: a) meetings, lectures and classes, and b) other forms of recreation and leisure
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	Maintenance of Steeple Aston Village Hall in order that it is available for hire. Running of fund raising activities to keep costs low for village residents.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit

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	See Chairman's report

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See treasurer's report
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The policy is to hold the approximate equivalent of one year's expenditure. This is reviewed periodically.
Amount of reserves held	Para 1.22	£11,000
Reasons for holding zero reserves	Para 1.22	Not Applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

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	Principal income is from Letting the hall for social, educational and exercise classes. Some additional income is derived from specific fundraising events (eg Village Quiz).
Investment policy and objectives including any social investment policy adopted	Para 1.46	Investment is low risk in a bank deposit account.
A description of the principal risks facing the charity	Para 1.46	The charity has no long term liabilities or debts and therefore no financial risks. The building structure is maintained by the Parish Council and leased for a peppercorn rent from the Parish Council.
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	Trustees are proposed by societies that use the facility and are then elected by the existing trustees.

Reference and Administrative details

Charity name	Steeple Aston Village Hall
Registered charity number	1197962
Charity's principal address	Contact address (Secretary); 32, Grange Park, Steeple Aston, Bicester, OX25 4SR

Names of the charity trustees who manage the charity - see attached AGM Minutes

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

--	--

Full name(s)

--	--

Position (eg Secretary,
Chair, etc)

--	--

Date

--

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE STEEPLE ASTON VILLAGE HALL TRUSTEES
COMMITTEE**

Monday 12 May 2025

Present: B. Brewer (Chair); M. Bullement (Secretary); C. Clarke; V. Clifton; J. Coley; S. Cooper; S. Cummins; C. Ferguson; A. Haymes; T. McLusky; A. Moran; D. Morris; R. Preston.

Apologies J. White.

1. Minutes of the Meeting were approved and accepted – J. Coley and A. Moran.

2. Matters Arising: Sally Cooper, Village Representative has resigned, from the committee.

3. Chairperson's Report:

Barbara Brewer had circulated her report to the Committee in advance:

Another year has flow by rapidly and unfortunately, we have lost two sources of income. *Gurgle and Co.* a regular hire during term time, has had to finish for personal reasons and the Annual Open Gardens, will not take place this year. However, I am pleased to say that other regular events, Bonfire Night, the Wassail and the Annual Quiz Night will continue and are well supported.

The valuable S106 funding has enabled us to install internet connection; new LED lighting in the main hall, the kitchen and on the stage; a new sound system including a 'snake,' which is part of the system and a high-level step ladder. Two new tables are due to arrive and an additional radiator for the Committee Room, is being installed in May.

We completed the transfer to a *CIO* (Charity Incorporated Organisation) this year culminating in the closing of the old charity.

We are still trying to update the marketing for the hall and our thanks are due to John Coley, for his work in this connection.

The bookings for the hall continue to be well managed by Angela Smith and the cleaning by Amy Green and we continue to support and appreciate their roles.

My thanks are due to John White and to Stuart Cummins for their help with various jobs in the hall, and to John for all the work involved in gathering information required for the S106 funding and submitting the application on our behalf and in addition, for all his hard work relating to the sublease. Thanks are also due to John and Helen White, for keeping our accounts in order and to Margaret Bullement, for maintaining our paperwork and her valuable work as secretary.

Finally, my thanks to all the Trustees and their partners and to my husband, Alan, for your continued and invaluable help and support over the past year – my last as chairperson.'

4. Treasurer's Report: John White had circulated his report to the Committee in advance:

'At the end of the year – **Total Funds are £43.3K.**

Reserve Fund £11.0K

Sink Fund £6.9K

General Fund £25.4K

Overall deficit for the year is **£1,128.08**, however we have put £2.1K into the Sink Fund, over the year and have spent £960 from the Sink Fund on the floor.

In round figures, the **income of £9.0K**, splits into roughly **£6.7K from lettings** and **£1.7 from fundraising**, £1K down on last year.

Although lettings overall are only down £600, it is our **regular lettings that have significantly declined**, by about a third, over the year. The **decrease in fundraising** is about £600.

Our outgoings of £10.1K were reduced by about £300 from last year (mostly saved on utilities, despite £100 of new expenditure on the internet.) Staff costs were held constant at £4.6K, as was Insurance/Licences at £750.

Capital projects continue to be underway using S106 funding from the Town End housing development (these of course will not be shown in our accounts, as they go directly through the Parish Council.) We have now upgraded the lighting and sound systems (LED lighting, new amplifier, communications snake and a high-level step ladder.) We have purchased some new tables, installed the internet and will shortly put a new radiator into the Committee Room.

Whilst the trend on income is downward, there is no need to panic. We have control over the expenditure and have even been able to reduce it slightly, in difficult times of rising inflation. We also carry at least one year's income in the Reserve Fund and have nearly £7K in the Sink Fund to cover major expenditures in the coming years.

It is still of major concern however, that income is down by 8% and with that in mind we have now started to market the hall, both in the village and beyond, with a view to attracting business from a wider cross-section of the community.

The hall would clearly benefit from increased letting income, particularly from outside the village. This will enable us to fund further capital projects and/or subsidise use of the village hall for local residents.'

5. Election of Officers:

Richard Preston thanked Barbara Brewer and took over the Chair to elect the following –

		<i>Proposed by:</i>	<i>Seconded by:</i>
Chairperson:	Victoria Clifton	John Coley	Christina Clarke
Secretary:	Margaret Bulleyment	Barbara Brewer	Richard Preston
Treasurer:	John White	Christina Clarke	Barbara Brewer

6. Election of Representatives:

Two new Trustees were elected –

		<i>Proposed by:</i>	<i>Seconded by:</i>
Village Representative	Anne Haymes	Barbara Brewer	Alison Moran
Village Representative	Christina Ferguson	Barbara Brewer	Margaret Bulleyment

It was decided to elect the remaining serving Representatives en bloc and that Barbara Brewer, who remains on the committee carrying out some of the duties she previously carried out as Chair, be appointed Operations Co-ordinator.

Archive: Stuart Cummins

Badminton – Tuesday/Operations Co-ordinator Barbara Brewer

Badminton – Thursday	Alison Moran
Choral Society:	Margaret Bulleyment
Garden Club:	John Coley
Valentine Club/Deputy Chair:	Richard Preston
PCC:	Christina Clarke
Sports and Recreation Trust:	Torquil McLusky
Utilities/Audio-Visual Co-ordinator:	John White
W.I. :	Deborah Morris
Village Rep :	Christina Ferguson
Village Rep.:	Anne Haymes

7. Any other Business:

There being no other business the AGM meeting closed at 8.07.

**The 2026 AGM will be held on Monday 11 May at 8pm
in the Committee Room**

Chairperson's Report for the Trustees of Steeple Aston Village Hall

May 12th 2025

Another year has flown by rapidly, and unfortunately we have lost two sources of income, Gurgle & Co, a regular hire during term-time, have had to finish for personal reasons and the Annual Open Gardens will not take place this year. However, I am pleased to say that other regular events, Bonfire Night, The Wassail and the Annual Quiz night will continue and are well supported.

The valuable S106 funding has enabled us to install internet connection, new LED lighting in the main hall, the kitchen and the stage, a new sound system including the 'snake' which is part of the system and a high level step ladder. Two new tables are due to arrive and an additional radiator for the committee room is being installed in May.

We completed the transfer to a CIO this year, culminating in the closure of the old Charity.

We are still trying to update the marketing for the hall and our thanks are due to John Coley for his work in this connection.

The bookings for the hall continue to be managed well by Angela Smith and the cleaning by Amy Green, and we continue to support and appreciate their roles.

My thanks are due to John White and to Stuart Cummins for their help with various jobs in the hall, and to John for all the work involved in gathering information required for the S106 funding and submitting the application on our behalf and in addition, for all his hard work relating to the sub-lease. Thanks are also due to John and Helen White for keeping our accounts in order, to Margaret Bulleyment for maintaining our paperwork and her valuable work as secretary.

Finally my thanks to all the Trustees and their partners and to my husband Alan for your continued and invaluable help and support over the past year, my last as chairperson.

Barbara Brewer

Chairperson.

Steeple Aston Village Hall

Treasurer's report for 2024-2025

At the end of the year total funds are £43.3K, being £11K in the reserve fund, £6.9K in the sink fund and £25.4K in the general fund.

Overall deficit for the year is £1,128.08 however we have put £2.1k into the sink fund over the year and have spent £960 from the sink fund on the floor.

In round figures the income of 9.0K splits into roughly £6.7K from lettings and £1.7k from fundraising, £1K down on last year. Although lettings overall are only down £600 it is our regular lettings that have significantly declined over the year (by about 1/3). The decrease in fundraising is about £600. Our outgoings of £10.1K were reduced by about £300 from last year (mostly saved on utilities despite £100 of new expenditure on the internet). Staff costs were held constant at £4.6K, as was Insurance/Licences at £750.

Capital projects continue to be underway using s.106 funding from the Town End housing development (these will of course not be shown in the accounts as they go directly through the Parish Council). We have now upgraded the lighting and sound systems (LED lighting, new amplifier, communications snake and high level step ladder). We have purchased some new tables, installed the internet and will shortly put a new radiator into the small meeting room.

Whilst the trend on income is downward there is no need for panic. We have control over our expenditure and have even been able to reduce it slightly in difficult times of rising inflation. We also carry at least one year's income in the reserve fund and have nearly £7K in the sink fund to cover major expenditures in the coming years. It is still of major concern however that income is down by 8% and with that in mind we have now started to market the hall both in the village and beyond with a view to attracting business from a wider cross-section of the community. The hall would clearly benefit from increased letting income, particularly from outside of the village. This will enable us to fund further capital projects and/or subsidise use of the village hall for local residents.

John White,

Treasurer



Receipts and payments accounts

CC16a

For the period
from

01/04/24

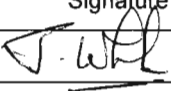
To

31/03/25

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					
Interest	585	-	-	585	281
Lettings	6,740	-	-	6,740	7,350
Fundraising	641	-	-	641	1,099
Donations	1,032	-	-	1,032	1,249
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	8,998	-	-	8,998	9,979
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	8,998	-	-	8,998	9,979
A3 Payments					
Cleaning	3,120	-	-	3,120	3,120
Letting Agent Fees	1,500	-	-	1,500	1,500
Utilities	1,930	-	-	1,930	2,081
Insurance and Licences	752	-	-	752	470
Maintenance	1,540	-	-	1,540	881
Miscellaneous	144	-	-	144	291
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	8,986	-	-	8,986	8,343
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	8,986	-	-	8,986	8,343
Net of receipts/(payments)	12	-	-	12	1,636
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	41,637
Cash funds this year end	12	-	-	12	43,273

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	Barclays Current	6,691	-	-
	Barclays Deposit	36,395	-	-
	Cash	200	-	-
	Total cash funds	43,286	-	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			JOHN WHITE	22 nd Jan 2026