



FLEET MEADOW COMMUNITY HALL TRUST
REGISTERED CHARITY NO: 1200789

TRUSTEES' ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST JANUARY 2025

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The Trustees present their second Annual Report for the financial year ended 31st January 2025.

(On the 31st January 2023 all the assets of Fleet Meadow Community Association (FMCA) registered charity number 900345, were transferred to Fleet Meadow Community Hall Trust (FMCHT), registered Charitable Incorporated Organisation number 1200789.)

The charity's address is Fleet Meadow Community Association Hall, Sandringham Road, Didcot OX11 8TP.

GOVERNING DOCUMENT

Fleet Meadow Community Hall Trust was founded in February 2023 as a charitable incorporated organization (CIO). The organization is governed by a constitution which is based on the model Constitution for Community Associations produced by the National Federation of Community Associations.

OBJECTS OF THE CHARITY

The objects of the charity is “*to promote for the benefit of the inhabitants of Didcot and the surrounding area the provision of facilities for recreation or 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 condition of life of the said inhabitants.*”

TRUSTEES

The Trustees are defined as members of the Committee. Didcot Town Council is the overall Charity Trustee of the CIO. The Committee has seven serving Didcot Town Councillors elected every May to serve for one year – with voting rights. Two non-voting members also served on the Committee.

Name of Trustee	Voting or non-voting	From	To
M Khan - Chair	V	February 2024	February 2025
D Rouane – Vice Chair	V	February 2024	February 2025
T Worgan - Treasurer	V	May 2024	February 2025
H Macdonald	V	May 2024	February 2025
A Jones	V	May 2024	February 2025
L Hislop	V	May 2024	February 2025
Z Mohammed	V	May 2024	February 2025
Monica Kendall	NV	February 2024	February 2025

The management of the Hall follows the following process:

- Chair – to be elected at the AGM held annually from April.
- Honorary Officers – to be elected at the AGM held annually from April.
- Remainder of the Committee confirmed at the Annual Meeting of Didcot Town Council held every May.
- Non-voting members confirmed at the AGM held annual from April.

ACTIVITIES AND ACHIEVEMENTS DURING THE YEAR

FINANCIAL

The second financial year of the Trust ran from 31st January 2024 to 1st February 2025. Most of the regular hirers continued seamlessly from one year to another without interruption. All regular hirers are invoiced monthly in advance of their hire.

Regular/recurring bookings

Fleet Meadow Community Hall was hired out on a regular basis to approximately 24 different groups for a wide variety of activities.

Single bookings

The hall was booked for 1,793 single bookings – 242 more than last year. These hires were for a range of social, educational and physical activities and for religious purposes within the community. The hall provides a facility for recreation and leisure time occupation.

Receipts

Income from regular bookings was £45,080. Rates of room hire remain unchanged along with the new storage charges -1 box @ £10 to the full cupboard @ £40 per month.

Space	Daytime (before 6pm)	Evening (after 6pm and weekend)	HIRE RATES - FOR 25/26
Main hall per hour	£11	£17	NO CHANGE
Committee Room per hour	£8	£12	NO CHANGE
Whole Facility (main hall, Committee and kitchen per hour)	£19	£29	NO CHANGE
Kitchen hire per hour	£5	£5	NO CHANGE
Whole facility all day		£218	NO CHANGE
Whole facility 3pm – midnight		£185	NO CHANGE
Whole facility 6pm – midnight		£160	NO CHANGE
Set damage deposit		£100	NO CHANGE
Additional 1 hour clean up post midnight		£73	NO CHANGE
Storage costs remain unchanged at a cost of one box £10; half a cupboard £20; full cupboard £40 per month.			

There were no grants received in this period although the application for a grant for the solar panels will be applied for again in the new year.

Payments

Expenditure on up-dating the building include:

- Replacement flooring in building entrance - £1,611.60 inc VAT
- Fence posts fix around the site - £938 inc VAT
- Boiler repairs - £582 inc VAT
- Up-grade of lights, timer for outside lights and PIR - £1,041.03 inc VAT
- Renovation of office area for Riverside - £16,373.14 (£14,045 initial works; £1,330.60 to upgrade the doors; £997.50 for additional sound-proofing).
- Business Watch system installation - £3,912 inc VAT
- Defib cabinet - £201.36
- Asbestos Survey - £594
- New microwave for kitchen - £60
- Independent examination of accounts - £612.00

The Trust was granted a free Energy Efficiency Scheme assessment. The estimation included a range of recommendations to improve the energy efficiency of the building which is currently rated at G – the lowest Energy Performance Operational Rating. As a result the Estate team will be working on projects to improve the running of the building including:

- Installation of solar PV panels (a new grant has been applied for)
- Replacement windows and doors
- Installation of an air conditioning unit in the main hall
- Installation of de-stratification fans
- Improvements to the insulation

Receipts and Payments

The receipts and payment accounts show the total bank balances at the end of the financial year. The opening balance (cash at the bank and in-hand) as at 1st February 2024 was £54,305.10. Total net assets - £60,660. The only income throughout the 24/25 year was room hire @ £ 45,080 – reflecting well on the previous year of £32,153. Expenditure was consistent @ £34,998 (£35,574 previous year). Funds carried forward show an increase of £10,082 to £70,742.

CHALLENGES

The legal situation regarding the RESTORE organization is ongoing and Didcot Town Council is communicating with the Charity.

Didcot Town Council staff are fitting in the management of this building along with their other duties. Bookings are also being managed by Town Council staff. The Estates Team at Didcot Town Council has extended their staff to manage this building along with others in their portfolio.

Fleet Meadow Community Hall enjoy substantial management savings from the use of Town Council staff. The Centre also benefits from the expertise and skills from the Town Council staff – training and qualifications all paid for by the Town Council. Hours spent managing Fleet Meadow Community Centre are invoiced at the usual hourly rate for the different staff.

OUTSTANDING ACTIONS

The Asbestos Management Survey was carried out. The result was very low risk and the action to monitor the blue boards on the outside of the building. No asbestos was found within the building. Staff will monitor the blue boards weekly. Another outstanding action is to draft a policy to capitalize the charities assets and to open a higher rate bank account to earn some interest.

DECLARATION

I declare, in my capacity as Chair of the Fleet Meadow Community Hall Trust, that the Trustees have approved the report above and have authorized me to sign it on their behalf.

Signature

Full Name

Position

Date

Statement of financial activities

(incorporating an income and expenditure account)

For the year ended 31 January 2025

	Note	2025 Total £	2024 Total £
Income from:			
Donations and legacies		-	-
Charitable activities: Hall rental		45,080	32,153
Investment income		-	-
Other income	2	-	64,081
Total income		45,080	96,234
Expenditure on:			
Raising funds		-	-
Charitable activities:			
- Staff costs		7,904	3,156
- Direct costs		22,675	30,246
- Support costs		4,419	2,172
Total expenditure	3	34,998	35,574
Net income / (expenditure) before net gains / (losses) on investments		10,082	60,660
Net gains / (losses) on investments		-	-
Net income / (expenditure) for the year		10,082	60,660
Transfers between funds		-	-
Net movement in funds		10,082	60,660
Reconciliation of funds:			
Total funds brought forward		60,660	-
Total funds carried forward		70,742	60,660

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

Balance sheet

As at 31 January 2025

	Note	2025 £	2025 £	2024 £	2024 £
Fixed assets:					
Tangible assets	4	26,780		7,731	-
Investments		-		-	-
			<u>26,780</u>		<u>7,731</u>
Current assets:					
Debtors		4,286		-	
Cash at bank and in hand		<u>41,194</u>		<u>54,305</u>	
		45,480		54,305	
Liabilities:					
Creditors: amounts falling due within one year	5	<u>(1,518)</u>		<u>(1,376)</u>	
Net current assets / (liabilities)			<u>43,962</u>		<u>52,929</u>
Total net assets / (liabilities)			<u><u>70,742</u></u>		<u><u>60,660</u></u>
Funds					
Unrestricted Funds			<u>70,742</u>		<u>60,660</u>
Total funds			<u><u>70,742</u></u>		<u><u>60,660</u></u>

The financial statements were approved and authorised for issue by the Trustees on
.....7/11.....2025 and signed on their behalf by:

 26/11/25
Name
Trustee David Rowan

The attached notes form part of the financial statements.

Notes to the financial statements

For the year ended 31 January 2025

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 - effective 1 January 2015) - (Charities SORP FRS 102).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

f) Fund accounting

All funds received are unrestricted and available for use by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Staff costs, being the cost of staff employed by Didcot Town Council recharged to the
 - Premises costs, being the costs of maintaining the building and renting it out for use by members of the community.
 - Support costs, being those administrative costs necessary to support the purposes of the
- Irrecoverable VAT is charged as a cost against the activity for which the expenditure was

i) Property

The freehold of the property is held by Didcot Town Council. The lease is held by Fleet Meadow Community Association (FMCA) registered charity number 900345 and is in the process of being

j) Tangible fixed assets

Building improvements and items of equipment and furniture have been capitalised and their costs depreciated using the straight line method over their expected useful lives with a full year's depreciation being charged in the year of purchase. The expected useful lives used are:

Building improvements	10 years
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Fixtures and fittings	5 years
Furniture	5 years

k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar

m) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Notes to the financial statements
For the year ended 31 January 2025

2 Other Income

	2025	2024
	Total	Total
	£	£
Funds transferred from previous trust		
Cash at bank and in hand	-	63,481
Furniture at trustees valuation	-	600
Total	-	64,081

3 Net income / (expenditure) for the year

This is stated after charging / (crediting):	2025	2024
	£	£
Depreciation	4,317	1,442
Independent examiner's remuneration:		
Independent examination fees	-	510

The charity employs no staff. The staff costs charged are for Didcot Town Council staff who have worked to deliver the services of the charity for which the council charges the charity at an hourly rate.

4 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes

Notes to the financial statements
For the year ended 31 January 2025

5 Tangible fixed assets	improvement s	Fixtures and fittings	Furniture	Total
	£	£	£	£
Cost				
At the start of the year	3,928	4,645	600	9,173
Additions in year	17,985	5,235	146	23,366
Disposals in year	-	-	-	-
At the end of the year	21,913	9,880	746	32,539
Depreciation				
At the start of the year	393	929	120	1,442
Charge for the year	2,192	1,976	149	4,317
Eliminated on disposal	-	-	-	-
At the end of the year	2,585	2,905	269	5,759
Net book value				
At the end of the year	19,328	6,975	477	26,780
At the start of the year	3,535	3,716	480	7,731

All of the above assets are used for charitable purposes.

6 Debtors	2025	2024
	£	£
Trade debtors	2,070	-
Other debtors including accrued income	1,602	-
Prepayments	614	-
	4,286	-

7 Creditors: amounts falling due within one year	2025	2024
	£	£
Trade creditors	1,273	-
Taxation and social security	-	-
Other creditors	-	-
Accruals	245	1,376
	1,518	1,376

8 Contingent assets or liabilities

There are no contingent liabilities.

9 Legal status of the charity

The Fleet Meadow Community Hall Trust is a charitable incorporated organisation (CIO) registered with the Charity Commission (registration number 1200789) on . Its governing document is its constitution and the only voting members are the trustees.

10 Related party transactions

Didcot Town Council is the overall trustee of the charity and the voting members of the board are elected members of the council. The council provides services to the charity which are charged at cost to the charity. This year the total amount of such charges was £7,604.31.

Report of the independent examiner to The Fleet Meadow Community Hall Charity

Report on the accounts of The Fleet Meadow Community Hall for the year ended 31st January 2025, which are set out in the Statement of Accounts attached.

Respective responsibilities of trustee and independent examiner

The Charity's trustee is responsible for the preparation of the accounts. The Charity's trustee considers that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts (under section 43(3)(a) of the 1993 Act)
- Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- State whether particular matters have come to my attention.

This report is made solely to the Trustees of The Fleet Meadow Community Hall in accordance with the Charities Act 1993. My work has been undertaken so that I might state to the Trustees those matters I am required to in an examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Trustees of The Fleet Meadow Community Hall for my work, for this report, or for the opinions I have formed.

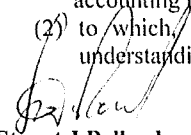
Basis of independent examiner's report

My examination was carried out in accordance with the General Direction for Independent Examination issued by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking of explanations from you as trustee concerning such matters. The procedures undertaken do not provide all the evidence that would be required if a full audit was undertaken, and consequently I do not express an audit opinion on the view given by the accounts.

Examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act, have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Stuart J Pollard

21st November 2025

For and on behalf of Auditing Solutions Ltd