

Headington Quarry Village Hall (HQVH)

Annual Return and Statement of Accounts for the Year: 1st October 2021 to 30th September 2022

Administrative Information:

Registered Charity Number: 202215

Address: 67 Quarry Road Headington Quarry Oxford OX3 8NX

HQVH Officers for the Year: Chairman 2021#2022:

Mrs Rosalind Rogers (a.k.a. Cllr Roz Smith)
12 Weyland Road
Headington Quarry
Headington
Oxford OX3 8PD

Treasurer 2021#2022:

Dr Alan C. Edwards
51 Quarry High Street
Headington Quarry
Oxford OX3 8JU

REVIEW OF ACTIVITIES

Overview: The Charity is governed by deed dated 12th August 1929; transfer of Trusteeship from the National Council of Social Services (Inc) to the Charity Commission dated 12th January 1972. The objects of the Charity are to provide village hall facilities for the inhabitants of Holy Trinity Parish, Headington, Oxford, for various activities without distinction of political, religious or other opinions with the object of improving the conditions for the life of local residents. The building itself includes a main hall, a stage area, a smaller room called the Jubilee Room (with a kitchenette), and a kitchen, with a toilet block to the side and rear.

Area served: Parish of Holy Trinity Church, Headington Quarry and its environs.

Hosted Activities: The main activities of the Charity are in managing and maintaining the hall for the benefit of the parishioners. The hall is used by local church and community groups which include Brownies, a nursery, exercise, dance and music lessons, a Book Club, the Oxford Fiddle Group, and is also hired for local family parties and celebrations.

Committees: Headington Quarry Village Hall is run and maintained via a Management Committee comprising the Trustees and local community representatives consisting of volunteers from the local area and from the clubs etc. whose activities are hosted by the Hall.

The Trustees and Representatives for the year 2021#2022 were:

Chairman: Mrs Rosalind Rogers (also known as Cllr Roz Smith)

Treasurer: Dr Alan C. Edwards Secretary: Dr Katharine Bull

Bookings Secretary: Mr Hussain Ali (part year) Ms Jodie McMin

Mr Paul Rogers Ms Frances Farrar Ms Ros Simms

Mrs Sandra Bourgois Mrs Patricia Medlicott Mr Chris Mills

REVIEW OF FINANCIAL ACTIVITIES

Overview: The drive to generate and accumulate funds to further renovate and improve our facilities has continued. The Charity's bank accounts continue to be held with Barclays Bank although our local branch has closed. We now use a Post Office facility to deposit funds.

Income and Expenditure:

Income: The majority of our reliable income is from long term hirers. The prime long term hirer is the nursery, known as Kiddies Korner, which occupies the hall on weekdays from 7am to 4pm. Voluntary and National groups generate the second source of income. There are then the short term hirers, e.g., family parties at weekends. The Charity itself engages in fund raising activities such as craft fairs, concerts etc. Covid certainly affected income but activities are picking up again. A final Government Restart Grant helped.

Expenditure: The maintenance of the hall is the essential ongoing expense. This includes insurance, rates, gas, electricity, water, cleaning, and repairs, e.g., plumbing.

Balance Sheet: The balance sheet remains healthy.

HQVH INCOME AND EXPENDITURE ACCOUNT for the Year 1st October 2021 to 30th September 2022

INCOME	2021#2022	Notes	2020#2021
	£		£
Nursery	13932.50 (8)		5160.00
Long term hire: Exercise Groups	26.00 (8)		0.00
Long term hire: Voluntary Groups	3205.00 (8)		352.00
Long term hire: National Groups	1997.00 (8)		136.50
Short term hire & retained deposits	3801.30 (9)		135.00
Donations	0.00 (10)		872.00
Grants	2667.00 (12)		17907.43
Fundraising income	169.14 (11)		0.00
COIF and Bank Interest (net of tax)	15.21 (13)		0.53
Other	383.05 (15)		1047.99
Profit on Disposal of Assets	0.00 (5)		0.00
Total Income:	26196.20		25611.45

EXPENDITURE	2021#2022	Notes	2020#2021
	£		£
Premises	8196.84 (17)		8416.89
New Build Expenditure	3435.47 (18)		4046.76
Loan interest	0.00		0.00
Office costs	287.82 (19)		635.87
Fundraising costs	0.00		0.00
Depreciable Purchases	270.00 (5)		275.78
Other	579.50 (15)		97.99
Loss on disposal of assets	0.00 (5)		0.00
Total Expenditure:	12769.63		13473.29
Surplus/(Deficit):	13426.57		12138.16

HQVH BALANCE SHEET
for the Year 1st October 2021 to 30th September 2022

2021#2022

2020#2021

Fixed assets

Property	-	-
Fixtures and fittings	0.00	0.00
Hall and Office equipment	0.00	0.00
Investment property	-	-
Other investments	2520.47 (13)	2520.47
Total Fixed Assets:	<u>2520.47</u>	<u>2520.47</u>

Current assets

Stock	0.00	0.00
Debtors and Pre-payments	36.00 (6)	32.00
Loans	0.00	0.00
Cash at bank and in hand	59707.91	46464.74
Total Current Assets:	<u>59743.91</u>	<u>46496.74</u>

Creditors falling due in less than one year ()

Creditors and Accruals	(769.00) (7)	(763.00)
Other (incl. uncleared cheques)	(205.00)	(390.40)
Loan repayments	(0.00)	(0.00)

Net current assets/(liabilities):	<u>58769.91</u>	<u>45343.34</u>
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Total assets less (liabilities):	<u>61290.38</u>	<u>47863.81</u>
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Creditors due in more than one year (0.00)	(0.00)
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Provisions for liabilities and charges (0.00)	(0.00)
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Net Assets:	<u>61290.38</u>	<u>47863.81</u>
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Financed by:

Accumulated fund at start of year	47863.81	35725.65
Surplus/(Deficit) for the current year	13426.57	12138.16
Accumulated Fund at end of year:	<u>61290.38</u>	<u>47863.81</u>

Distributed at end of year as:

Fixed Assets	2520.47	2520.47
Net Current Assets (Liabilities)	(-938.00)	(-731.00)
Current Account {day-to-day}	50983.83	35124.56
Building Project Account	8724.08	10949.78
Total:	<u>61290.38</u>	<u>47863.81</u>

NOTES TO THE 2021#2022 ACCOUNTS

1. Accounting policies: The financial statements have been prepared in accordance with applicable standards and guidance issued by the Charities Commission.

2. Accounting convention: The statements are prepared on a historical basis with adjustments according to the wishes of the Charities Commission.

3. Change in basis: There is no change in basis over last year.

4. Related Parties: HQVH has had no transactions with related parties this year.

5. Fixed Assets: No disposals were made this year. The only acquisition was new curtains for the hall windows. Total cost £270.

	Property £	Fixtures & Fittings £	Equip- ment / IT £	Equip- ment / IT £	Equip- ment / IT £	TOTAL £
Asset Cost						
<u>Balance brought forward</u>	0.00	1774.74	0.00	0.00	957.05	2731.79
Additions	-	270.00	-	-	-	270.00
Disposals	-	-	-	-	-	0.00
Balance carried forward	0.00	2004.74	0.00	0.00	957.05	3001.79
Depreciation						
Method:	n/a	Straight line over 2 years	Straight line over 5 years	Straight line over 4 years	100% instant	
<u>Balance brought forward</u>	0.00	638.00	0.00	0.00	2093.79	2731.79
Disposals	-	-	-	-	-	0.00
Charge for the year	-	0.00	0.00	0.00	270.00	270.00
Theft	-	-	-	-	-	0.00
<u>Balance carried forward</u>	0.00	638.00	0.00	0.00	2363.79	3001.79
Net Book Value brought forward	0.00	0.00	0.00	0.00	0.00	0.00
Net Book Value carried forward	0.00	0.00	0.00	0.00	0.00	0.00
Stock						
<u>Balance brought forward</u>	0.00					
Increase		0.00				
Decreases		(0.00)				
Balance carried forward		0.00				

6. Debtors and Prepayments:	Amounts falling due within one year		Amounts falling due exceeding one year	
	2021#2022	2020#2021	2021#2022	2020#2021
	£	£	£	£
Other debtors	36.00	32.00	0.00	0.00
Prepayments	0.00	0.00	0.00	0.00
Investment income	0.00	0.00	0.00	0.00
Totals:	36.00	32.00	0.00	0.00

7. Creditors and Accruals:	Amounts falling due within one year		Amounts falling due exceeding one year	
	2021#2022	2020#2021	2021#2022	2020#2021
	£	£	£	£
Trade creditors	0.00	0.00	0.00	0.00
Accruals	769.00	763.00	0.00	0.00
Short-term loans & overdrafts	0.00	0.00	0.00	0.00
Totals:	769.00	763.00	0.00	0.00

8. Hire Agreements and Long-term hire: The Covid pandemic loosened its grip. Activities for most groups resumed but some have gone entirely and their pre-paid events cancelled. Otherwise, income has recovered somewhat. The Nursery soldiered on throughout.

9. Short-term hire: One pre-booking was cancelled during the year. However, the public have been keen to get going again and the number of bookings, and income, has picked up considerably.

10. Donations: Excuding events (see next) none this year.

11. Fundraising income and expenditure: Just one event, Covid still suppressing large gatherings.

Event	Donation	Income	Expenses	dik	eik	Net profit
OFG OPEN DOORS	169.14	0	0	0	0	169.14

12. Grants: The continuation of the Government's Small Business Grants scheme has been a blessing. This year we applied for and received £2667 through the Restart Scheme.

13. Investments: The Charity's only investment is a COIF account (Charities Deposit Fund) amounting to £2520.47 from which we derive a paltry income.

14. Property & rental income/Office services: HQVH owns no property other than its Trustee's interest in the Village Hall itself nor offers any office services.

15. Miscellaneous income and expenditure: Such income arose from uncashed refund cheques, and the expenditure from the return of funds following cancellations of various pre-paid events.

16. Profit/loss on disposal of assets: The Village Hall has disposed of no assets this year, the NBV of which would have been £0.

17. Premises: The figure given in the Expenditure column incorporates the following costs:

Utilities: Gas £1729.70 ; Electricity £707.65 ; Water £314.48 ; Hygeine £374.40

Maintenance: £437.24 ... including repair costs, plumbing, cleaning materials etc.

Cleaning: £ 2813.00 ... a continuing contract with Plugz Services.

Insurance: £1577.17 (For information, the rebuilding sum insured for the premises is £962,567)

Oxford City Council Business Rates: £243.20

18. New Build Expenditure: New fencing installed at the start of the year cost £2229.51. Preparation for the installation of new triple glazed windows in the main hall and kitchen (as part of the forward-looking environmental improvement plan) required a deposit of £1205.96.

19. Office costs: Fees: £150.80; Supplies: £137.02

20. Staff costs: The Charity employs no staff.

21. Financing charges and Taxation: HQVH has incurred no charges nor any tax liability in 2021#2022.

This report was prepared by the HQVH 2021#2022 Management Committee.

We confirm that the above Statement of Accounts has been prepared in accordance with guidance issued by the Charities Commission and is correct to the best of our knowledge. In addition we confirm that these accounts have been approved by the Management Committee of Headington Quarry Village Hall.

Signed and Dated: 24th November 2022
Treasurer 2021#2022: Dr Alan C. Edwards

Signed and Dated: 24th November 2022
Chairman 2021#2022: Mrs Rosalind Rogers

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Provisions for liabilities and charges (0.00)	(0.00)
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Additions	-	270.00	-	-	-	270.00
Disposals	-	-	-	-	-	0.00
Balance carried forward	0.00	2004.74	0.00	0.00	957.05	3001.79
Depreciation						
Method:	n/a	Straight line over 2 years	Straight line over 5 years	Straight line over 4 years	100% instant	
<u>Balance brought forward</u>	0.00	638.00	0.00	0.00	2093.79	2731.79
Disposals	-	-	-	-	-	0.00
Charge for the year	-	0.00	0.00	0.00	270.00	270.00
Theft	-	-	-	-	-	0.00
<u>Balance carried forward</u>	0.00	638.00	0.00	0.00	2363.79	3001.79
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Net Book Value carried forward	0.00	0.00	0.00	0.00	0.00	0.00
Stock						
<u>Balance brought forward</u>	0.00					
Increase		0.00				
Decreases		(0.00)				
Balance carried forward		0.00				

	Amounts falling due within one year		Amounts falling due exceeding one year	
	2021#2022	2020#2021	2021#2022	2020#2021
	£	£	£	£
Other debtors	36.00	32.00	0.00	0.00
Prepayments	0.00	0.00	0.00	0.00
Investment income	0.00	0.00	0.00	0.00
Totals:	36.00	32.00	0.00	0.00

	Amounts falling due within one year		Amounts falling due exceeding one year	
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	£	£	£	£
Trade creditors	0.00	0.00	0.00	0.00
Accruals	769.00	763.00	0.00	0.00
Short-term loans & overdrafts	0.00	0.00	0.00	0.00
Totals:	769.00	763.00	0.00	0.00

8. Hire Agreements and Long-term hire: The Covid pandemic loosened its grip. Activities for most groups resumed but some have gone entirely and their pre-paid events cancelled. Otherwise, income has recovered somewhat. The Nursery soldiered on throughout.

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11. Fundraising income and expenditure: Just one event, Covid still suppressing large gatherings.

Event	Donation	Income	Expenses	dik	eik	Net profit
OFG OPEN DOORS	169.14	0	0	0	0	169.14

12. Grants: The continuation of the Government's Small Business Grants scheme has been a blessing. This year we applied for and received £2667 through the Restart Scheme.

13. Investments: The Charity's only investment is a COIF account (Charities Deposit Fund) amounting to £2520.47 from which we derive a paltry income.

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19. Office costs: Fees: £150.80; Supplies: £137.02

20. Staff costs: The Charity employs no staff.

21. Financing charges and Taxation: HQVH has incurred no charges nor any tax liability in 2021#2022.

This report was prepared by the HQVH 2021#2022 Management Committee.

We confirm that the above Statement of Accounts has been prepared in accordance with guidance issued by the Charities Commission and is correct to the best of our knowledge. In addition we confirm that these accounts have been approved by the Management Committee of Headington Quarry Village Hall.

Signed and Dated: 24th November 2022
Treasurer 2021#2022: Dr Alan C. Edwards

Signed and Dated: 24th November 2022
Chairman 2021#2022: Mrs Rosalind Rogers

HEADINGTON QUARRY VILLAGE HALL Registered Charity Number 202215: Accounts

INDEPENDENT EXAMINERS STATEMENT

Financial Year 1st October 2021 to 30th September 2022

My examination of the accounts for the year ended 30th September 2022 has been carried out in accordance with section 41 of the Charities Act 1993. The examination includes a review of the accounting records kept by the Charity's officials and a comparison of the accounts with these records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from the Charity concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

In connection with my examination, no matter has come to my attention 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 comply with the requirements of the Act, have not been met or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed and Dated: Peter John Wiltshire 23rd November 2022

Examiner's name

and his/her address 15 Forest Road
Risinghurst
Oxford OX3 8LF