

# Oake & District Village Hall and Recreation Ground

Registered Charity 205829

## Trustees' Annual Report 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025

### Names of Trustees

Mrs C Grove	Chair
Mrs K Horton	Secretary
Ms P Archer	Treasurer
Mrs S Earthrowl	Mrs C Fletcher
Mrs T Bellamy	
Mr M Sharland	Mr A Antill

## Governance

The charity was established by a trust deed dated 20<sup>th</sup> May 2002

## Appointment of Trustees

The trust deed governs the appointment of committee members who are the charity trustees. It allows for 5 elected members together with appointed members for user organisations. The term of office of all members will end at the end of the annual general meeting following the date on which they came into office. They may be re-elected or re appointed.

## Sources of Support and Advice

Somerset Community Council, Victoria House, Victoria St Taunton TA1 3JZ  
Oake Parish Council

## Policies and Procedures

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been formulated:

Safe Guarding; Energy and Environment; Health and Safety;  
Equal Opportunities; Vulnerable Adults; Financial; Noise; Alcohol Provision;  
Data Protection.

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### Hiring Agreement

Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

### Licences

The hall has a Premises Licence and is registered with the local authority for small society lotteries. The hall also holds licences for sale of alcohol; and with the Performing Right Society for live and recorded music.

### Risk Management

#### Insurance

The village hall is insured with Ansvar Insurance: with respect to Buildings insurance £1,805,105 cover, Property Owners Liability £5,000,000, Contents £55,642, Public Liability £5,500,000, Employer's Liability £10,000,000, Business Interruption £90,000, Legal Expenses £250,000, and Trustees Liability £1,000,000.

The Management Committee recognises that it is under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance.

### Building Issues

Gas appliances and portable electrical appliances are tested by qualified personnel regularly.

The mains electrical installation is periodically checked by a qualified engineer within the 5 years period as required by law. The fire alarm system is checked every 6 months.

A Fire Safety Risk Assessment is now in place.

Firefighting appliances are inspected annually under contract with the supplier.

Volunteers from the Committee carry out other regular maintenance and checks where appropriate.

### Objectives of the Charity

The object of the charity is, in the interests of social welfare, to improve the conditions of the lives of the inhabitants of the area of benefit, without distinction of political, religious or other opinions, by the provision and maintenance of a village hall and recreation ground.

# **Oake & District Village Hall and Recreation Ground**

Registered Charity 205829

## **Trustees' Annual Report 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025**

### **Principal Activities in Pursuit of Objectives**

The hall is available every day of the week for a variety of activities and is available for hire for private functions.

### **Funding Strategy**

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. The contributions made by users of the hall are set to achieve this.

### **Volunteers' Efforts**

Management costs are minimised by the input of many voluntary hours by the Committee Members, Booking Secretary and Hall users throughout the year, in general running activities and organizing various fundraising events.

### **2024/2025 Achievements**

Efforts continued to promote the Hiring levels and Income in view of the cost of living crises and increase in energy costs.

Significant additional repair work was incurred in internal repainting, Car Park Repairs, and upgrading lighting. which contributed to a deficit of £10609..

### **Reserves Policy**

The Charity has over £19,000 in bank current and savings accounts as unrestricted reserves at the year end. These balances are available for unforeseen expenditure in relation to building maintenance or equipment and fixtures replacements and any uninsurable losses. It is the Trustee's policy to maintain unrestricted reserves equivalent to at least annual revenue and it is intended to reinstate this position in due course.



# Oake & District Village Hall and Recreation Ground

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## Trustees' Annual Report 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025

### Future Plans

The committee wish to continue to offer an excellent facility to the village, and assist with any community projects where possible.

The main aim is to continue to rebuild the full use of the hall and maximise Income commensurate with offering the facilities in accordance with the Charity's Governance.

The committee continue efforts to recruit members in order to offer a more comprehensive service.

The Trustees declare that they have approved the forgoing report.

Signed on behalf of the charity's Trustees

Signature:

Full Name *L. Fyfe*  
*CAROLINE TRACEY GROVE*

Position *Chair*

Date *01-09-25*

**Oake & District Village Hall  
Charity 205829**

**Notes to the Accounts**

**Year ended  
31<sup>st</sup> March 2025**

Note	2025 £	2024 £
<b>1 Grants Receivable</b>		
PCC : Play and Recreation Area	1120	1120
Somerset Community Council	2000	2000
Somerset Community Foundation	0	1500
<b>Total</b>	<b>3120</b>	<b>4620</b>
<b>2 Fundraising (Gross Income)</b>		
100 Club	990	959
Bingo	1764	2895
Christmas Events	821	785
Plant Sale	395	0
Whist	0	350
Fete	1020	1435
Coffee Mornings	1184	550
20 <sup>th</sup> Hall Party	0	194
<b>Total</b>	<b>6174</b>	<b>7168</b>

Note	2025 £	2024 £
<b>3 Repairs:</b>		
Carpark Repairs	3240	0
Lighting and Electrical Work	5136	554
Replace Kitchen	0	12104
Cleaning Expenses	3212	2891
Hall Painting	8657	574
Carpet Replace – Part Cost	2400	0
Resurface Floor	0	1890
Ground Maintenance	2416	3564
General	4080	2780
<b>Total</b>	<b>29141</b>	<b>24357</b>
<b>4 Administrative Running Costs</b>		
Booking Secretary	5400	5422
Energy Costs	7821	8312
Water	797	831
Insurance	2221	2109
Advertising	40	80
Internet & Telephone	735	712
Music Licence	348	155
Examiners Fees	72	72
Other	338	385
<b>Total</b>	<b>17772</b>	<b>18078</b>

**Oake & District Village Hall  
Charity 205829**

**Income and Expenditure**

**Year ended  
31<sup>st</sup> March 2025**

		2025			2024		
	Notes	Restricted	Unrestricted	Total	Restricted £	Unrestricted £	Total £
<b><u>Receipts</u></b>							
Grants	1	3120		3120	4620		4620
Hall Bookings			30234	30234		28734	28734
Fundraising	2		6174	6174		7168	7168
Donation			0	0			
Investment Income			495	495		405	405
Other						60	60
<b>Total</b>		<b>3120</b>	<b>36903</b>	<b>40023</b>	<b>4620</b>	<b>36367</b>	<b>40987</b>
<b><u>Payments</u></b>							
Fundraising			1850	1850		3878	3878
Play space Expenses		1522		1522		459	459
Repairs & Maintenance	3	1598	27543	29141	4620	19737	24357
Administrative and Running Costs	4		17772	17772		18078	18078
Website Expenses			115	115		116	116
Donation			232	232			0
<b>Total</b>		<b>3120</b>	<b>47512</b>	<b>50632</b>	<b>4620</b>	<b>42268</b>	<b>46888</b>
<b>Deficit for the Year</b>		<b>0</b>	<b>-10609</b>	<b>-10609</b>	<b>0</b>	<b>-5901</b>	<b>-5901</b>
<b>Total Funds Brought Forward</b>		<b>381424</b>	<b>193995</b>	<b>563025</b>	<b>381424</b>	<b>199896</b>	<b>568926</b>
<b>Total Funds Carried Forward</b>		<b>381424</b>	<b>183386</b>	<b>552416</b>	<b>381424</b>	<b>193995</b>	<b>563025</b>

**Oake & District Village Hall**  
**Charity 205829**

**Assets and Liabilities**

**Year ended**  
**31<sup>st</sup> March 2025**

	2025		2024	
	£	£	£	£
<b>Fixed Assets:</b>				
Buildings	457423		457423	
Playspace	<u>76596</u>	534019	<u>76596</u>	534019
<b>Current Assets</b>				
Debtors and Prepayments	1886		2427	
Current and Savings Account	<u>19848</u>	21734	<u>32228</u>	34655
<b>Total</b>		<b>555753</b>		<b>568674</b>
<b>Less Creditors and Accruals</b>	3135		5447	
<b>Toddler Group Funds</b>	<u>202</u>	3337	<u>202</u>	5649
<b>Net Assets</b>		<u><b>552416</b></u>		<u><b>563025</b></u>
<b>Represented By:</b>				
<b>Unrestricted Funds</b>	<b>181601</b>		187502	
<b>Less Deficit for year</b>	<u><b>10609</b></u>	<b>170992</b>	<u>5901</u>	181601
<b>Restricted Funds (Building Fund)</b>	<b>304885</b>		304885	
<b>(Playspace)</b>	<u><b>76539</b></u>	<b>381424</b>	<u>76539</u>	381424
<b>Total Funds</b>		<u><b>552416</b></u>		<u><b>563025</b></u>

**Signed**

**Dated**



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Oake & District Village Hall and Recreation Ground

On accounts for the year  
ended

31<sup>st</sup> March 2025

Charity no  
(if any)

205289

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and  
basis of report

As the charity's trustees, 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 Trust's accounts 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 (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*P Keen*

Date:

24. 7. 2025

Name:

Pamela Keen

Relevant professional  
qualification(s) or body  
(if any):

Fellow of The Institute of Certified Bookkeepers (ICB)

Address:

1<sup>st</sup> Floor, Victoria House



Victoria Street, Taunton

Somerset. TA1 3FA

## Section B

## Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.