

Kirtlington Village Hall Management Committee

South Green, Kirtlington, OX5 3HJ

Trustees' Annual Report for Year April 2024 to March 2025

The Hall's Governance

Legal status

The charity is established by Trust Deed dated 11th March 1985, whereby the Kirtlington Parish Council declared the Trusts on which it holds the leasehold land now occupied by the Sports field, the Village Hall and the car park. The Charity Commission number is 291663.

Objects, Policies and Organisation

The Trust is established to provide and maintain the Village Hall for the benefit of the parishioners of Kirtlington without distinction of political, religious, or other opinions and with the object of improving the quality of village life.

The Hall is available for hire by an individual or an organisation in accordance with the Standard Hiring Agreement, the Health & Safety Policy and the scale of charges adopted for the year.

The Management Committee is elected or appointed on an annual basis, with the officers being elected from the membership of the committee. The Annual General Meeting is usually held in May/June.

The Hall's Management Committee for 2024-25:

Elected

Chair – Position vacant

Vice chair – Position vacant

Hon Secretary – Jacqui Hogan

Hon Treasurer – Paula Harvey

Non-elected

Independent – Celia Hawkesworth, Nicola Allison

Anthony Child

Jan Johnson

Jeffrey Miles, Nick Sissons, and Neil Bryson joined the committee for a period of time during the year, but resigned due to other commitments

Kirtlington Parish Council: Briony Enser

Representing Organisations

Youth Club – Liz Pinker, Zoe Cumming

Honorarium Positions

Booking Manager – Sian Smith

Hall Caretaker– Mark Harrison

Other hall users could nominate representatives, but none of the local clubs has opted to do so; and we currently have no co-opted members from the businesses that use the hall. We would welcome new committee members, and have been trying to recruit a new Chair and Vice-chair; we are also seeking to appoint a new booking secretary, as the current post-holder wishes to step down.

The Hall's Finances

The Trustees are responsible for the preparation of the financial statements, and for keeping proper accounting records that disclose the financial position of the charity. The Trustees have elected to prepare the financial statement on a Receipts and Payments basis. The hall's finances are currently in a healthy position; full details for the year are given in the Treasurer's report.

Lettings for the year 2024-2025

The hall has been well-used by local clubs, and for private and community events, as well as commercial lettings to local businesses. The sports field has once again been used by football clubs from Bletchington and Chesterton. A pizza van has been trading in the car park on Saturday evenings.

The Hall's fabric and services

A major project has been carried out during the year: the kitchen has been completely refurbished, with new floor, and new units and appliances. This improvement has been welcomed by our users.

Safety procedures: the schedule of regular checks has been maintained by the Caretaker. The training of Fire Wardens continues to be outstanding.

Maintenance: regular checks are carried out by the Caretaker, and essential maintenance tasks have been carried out.

The Hall's future

Looking to the year ahead, we are hoping to undertake a program of external and internal redecoration. The Management Committee members remain committed to ensuring the future of the Hall as a community asset for the benefit of all in the village and in the surrounding area.

Trustees of Kirtlington Village Hall Management Committee, June 23rd 2025.

KIRTLINGTON VILLAGE HALL MANAGEMENT COMMITTEE
Receipts and payments accounts for year ending 31/03/2025

Income

Bookings	£1694635
Donations	£3264715
Fund raising	£858727
EV chargers income	£179462
Feed-in tariff payments	£75088
Interest on Skipton BS a/c	£52247
Other	£26004
Total income	£6150878

Expenditure

Honorariums	£180000
Cleaning, maintenance and consumables	£500058
Utilities	£423681
Fundraising expenditure	£380466
Projects funded from savings	£66812
Projects funded by grants or donations	£3946187
Insurance premium	£189417
Other	£120755
Total expenditure	£5807376

Excess of income over expenditure £343502

Cash summary

As at 31/03/2024

Lloyds Bank current account # 00808449	£2141111	
Skipton Building Soc. savings a/c 922292121	£1573178	
		£3714289
Plus excess of income over expenditure		£343502
		£4057791

As at 31/03/2025

Lloyds Bank current account # 00808449	£1432366	
Skipton Building Soc. savings a/c 928014042	£2625425	
		£4057791

Signed

Chair

Hon. Secretary

Jacqueline Hogan

Hon. Treasurer

Paula Harvey

Independent examiner

Kevin Brown

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Kirtlington Village Hall Management Committee

On accounts for the
year ended

31 March 2025

Charity No

291663

Set out on pages

1 – 3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

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 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.

Signed:

Date:

23/6/25.

Name:

Kevin James Brown

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

FCA

Address:

Brackley House, Heyford Road, Kirtlington

Oxon, OX5 3HL

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.

KIRTLINGTON VILLAGE HALL MANAGEMENT COMMITTEE
Receipts and payments accounts for year ending 31/03/2025

Income

Bookings	£16,946.35
Donations	£32,647.15
Fund raising	£8,587.27
EV chargers income	£1,794.62
Feed-in tariff payments	£750.88
Interest on Skipton BS a/c	£522.47
Other	£260.04
Total income	£61,508.78

Expenditure

Honorariums	£1,800.00
Cleaning, maintenance and consumables	£5,000.58
Utilities	£4,236.81
Fundraising expenditure	£3,804.66
Projects funded from savings	£668.12
Projects funded by grants or donations	£39,461.87
Insurance premium	£1,894.17
Other	£1,207.55
Total expenditure	£58,073.76

Excess of income over expenditure £3,435.02

Cash summary

As at 31/03/2024

Lloyds Bank current account # 00808449	£21,411.11	
Skipton Building Soc. savings a/c 922292121	£15,731.78	
		£37,142.89
Plus excess of income over expenditure		£3,435.02
		£40,577.91

As at 31/03/2025

Lloyds Bank current account # 00808449	£14,323.66	
Skipton Building Soc. savings a/c 928014042	£26,254.25	
		£40,577.91

Signed

Chair

Celyn Stanke

Hon. Secretary

Paula

Jacqueline Hogan

Hon. Treasurer

Paula

Paula Harvey

Independent examiner

Kevin

Kevin Brown

Date 23/6/25

Registered Charity No. 291663