

## Chairman's Report for 2024

It was a successful year, with increased bookings and more improvements to the fabric of the Hall.

Having done a lot of both internal and external enhancements last year, again this year we were faced with external repairs and improvements - work on the rain gullies in the car park and underground pipework at the front of the building to prevent flooding, plus pothole repairs in the drive.

Since the year end, we have put in the new stage curtains, which improve the atmosphere and look of the Hall, and have drawn very positive comments from everyone. Unfortunately, the proposed works to protect the paintwork around the stage and kitchen hatch are still to be completed.

The Hall has been used a lot for 'whole village' activities this year. The Oakley Show yet again attracted a high quality of entrants and a lot of attendees. We are pleased to host the new monthly Quiz run by Richard Worker for the Parish Council; this has been a huge success, filling the Hall to capacity each month.

Whilst mentioning Richard Worker, I must thank him for putting together the archive of our history from 1943 to 1974. This splendid book was on display at the Oakley Show and provided some fascinating insights into our past.

The Management Committee have continued to do sterling work with everybody contributing, but I need to give special thanks to Julia for keeping us on a stable financial footing as well as organising the Oakley show, Ruth for all her online research, exceptional secretarial skills, keeping us all updated and in the picture and to both David and Jane Cooke, who are standing down from their joint role of Lettings Secretary. They have been the public face of the Hall for many years, managing our relationships with hirers and contractors alike and so many other things. No one person could replace what David and Jane were doing, so from this year Jules Taylor will act as our Bookings secretary, with the rest of the Committee sharing all the other roles.

On behalf of the Committee I would like to thank Steph and Emily who do such an excellent job of keeping the building clean, and who have been so supportive of our needs.

And I would of course like to thank all our hirers, without whom we are just a building.

Thank you, and good luck for the coming year.

Paul White

Chairman for 2024

## **Oakley Village Hall**

### **Treasurer's Report - 1 September 2023 to 31 August 2024**

#### **Income:**

This year our income was £29,145.99 which is £7,226.59 higher than last year.

Lettings income was £24,141.24, £6,150.25 more than last year, this was mainly due to the increase in our hiring fees from January.

We received £1380.00 from the Parish Council towards the additional fencing put up to prevent access to the side of the hall and we received £500 from the Sports and social club towards the pothole repairs on the driveway.

Oakley Show made a profit of £782.40, and OSSC paid us £110 as per their access agreement. We received £138.35 in interest on our bank accounts, £18.45 less than last year due to the fact that our balances have reduced following expenditure on repairs to the hall.

#### **Expenditure:**

Our expenditure was £26,913.24 which is £5,127.57 lower than last year.

Our utility bills amounted to £4,019 only £67 more than last year as we have been on fixed rate tariffs for gas and electricity.

Our music licence was £282.28, £6 more than last year.

Our repairs and maintenance costs increased by £166.13 mostly due to the microphone and amplifier repairs.

Our cleaning costs increased by £700.75, due to increased wage rates.

We spent £1,215 inspecting and repairing the rain gullies at the front of the hall to prevent flooding, and replaced the water heater and the expansion vessel for the heating. Pot hole repairs cost £1,585.48 and the side fence and gates cost £1,380. We also paid £359 for a laptop in order that we can automate the booking and invoicing systems to save time and to make it easier to manage the bookings now that David and Jane are stepping down from the Letting Secretary's post which they have done admirably for a long period of time, I don't know what we would have done without them keeping such a close eye on the hirings and the hall.

We paid £2,854.22 for buildings insurance, a big increase on last year but this covered £1,810.22 for the 2022/23 insurance which was paid at the start of this financial year and £1,044 for the 2023/24 insurance paid at the end of the financial year.

#### **Investments**

The overall value of our investments increased by £1450.86 making a return of approximately 10%.

#### **Summary**

Overall this year our income has exceeded our expenditure by £2,232.75 due to the increase in hiring fees in January 2023, and this is now covering our ongoing costs for maintaining the hall.

We have obtained a grant from Bedford Borough Council towards the cost of replacing the stage curtains which will complete our renovation of the main hall, all the work has made a huge difference to the hall and the hirers' comments have been very favourable.

During the next financial year we are hoping to replace the kitchen cabinets, which are the original ones put in when the hall was built, they are now looking their age and starting to fall to pieces, we hope to be able to obtain a grant to cover at least some of the cost to minimise the need to use our investments.

Accounts and report prepared by Julia Nicholas, Treasurer.



# Oakley Village Hall

Page 1 of 2

## Income and Expenditure for the year 1 September 2023 to 31 August 2024

### Balances Brought Forward

Community Account	£3,458.34	
Cheques not presented	-£320.26	
Deposit account	£10,089.99	
Cash	£102.71	£13,330.78

### Income

Lettings	£24,141.24	
Key Deposits	£2,074.00	
Interest	£138.35	
Grants	£1,380.00	
OSSC Access agreement	£110.00	
Donation	£500.00	
Advertisement	£20.00	
Oakley Show	£782.40	£29,145.99
	<b>Total</b>	<b>£42,476.77</b>

### Expenditure

Electricity	£1,775.00	
Gas	£1,680.00	
Water	£564.00	
Repairs & Maintenance	£2,147.95	
Cleaners	£7,223.50	
Housekeeping	£1,379.11	
Booking Line Telephone	£176.36	
Postage & Stationary	£41.19	
Premises Licence	£180.00	
Village Directory	£20.00	
Music & Lottery Licences	£302.28	
BRCC subscription	£35.00	
Key Deposits	£1,844.00	
Insurance	£2,854.22	
Web site	£103.42	
Rain gully works	£1,215.00	
Water heater & expansion vessel	£1,946.93	
Lap top for bookings	£359.00	
Pot hole repairs	£1,585.48	
2 key safes	£100.80	
Side fence and gate	£1,380.00	-£26,913.24
	<b>Total</b>	<b>£15,563.53</b>

### Balances Carried Forward

Community Account	£5,271.55	
Cheques not presented	-£16.56	
Deposit A/C	£10,228.34	
Cash	£80.20	£15,563.53

*Handwritten signature*  
18/10/24



# Oakley Village Hall

Page 2 of 2

## Other Assets

COIF Investment Fund	£14,023.15	
COIF Investment Fund	£108.88	
COIF Deposit Account	£545.34	
	£14,677.37	Total Investments at 31 August 2024

Accounts prepared by J Nicholas – Treasurer

*Handwritten signature*  
FC1B.  
18th October 2024

## **Independent Examiner's report to the trustees of Oakley Village Hall**

I report to the trustees on my examination of the accounts of the Oakley Village Hall (the Trust) for the year ended 31 August 2024

### **Responsibilities and basis of report**

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Name:

William Alan Chalker

Relevant professional qualification or membership of professional bodies:

Fellow of the Chartered Institute of Bankers;  
Association of Corporate Treasurers: Certificate  
of International Cash Management

Address:

13 Bevery Close  
Oakley  
Bedford  
Bedfordshire MK43 7SH

Date:

18<sup>th</sup> October 2024