



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 01/04/2023

Period start date To 31/03/2024

Period end date

Charity name: Shaw cum Donnington Village Hall

Charity registration number: 300200

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide and maintain a Village Hall facility for the local community to hire
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Hire of the hall to local community groups and families. Current regular hirers at the hall include pre-school and primary school on a daily basis. Plus the guides, WI, Parish council, exercise and dance classes.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Management trustees have read and understood the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The officers on the committee are all volunteers who give their time to the running of the village hall
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>As detailed above, the hall is regularly hired by the local primary school and pre-school as well as local community groups.</p> <p>This includes recent new regular hirers to be able to offer a wider range of activities to local residents.</p> <p>We have actively worked to increase the ad hoc hire and use of our spare capacity for local family celebrations.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity's income is derived from hall hire fees and this has met its expenses for the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves have built up over many years as a contingency for maintenance and repairs of the hall. eg toilets refurbishment.
Amount of reserves held	Para 1.22	£71,582.72
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Hiring of the hall Ad hoc small grants for specific purposes eg building upgrades as a result of a recent energy efficiency audit.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Lack of officers on the committee Loss of hirers
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution Vesting document 1965
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election to post annually at AGM

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Yes.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	CCB (Connecting communities in Berkshire) Access to ACRE
Relationship with any related parties	Para 1.51	N/A
Other		

Reference and Administrative details

Charity name	Shaw cum Donnington Village Hall
Other name the charity uses	
Registered charity number	300200
Charity's principal address	Shaw cum Donnington Village Hall Love Lane Newbury RG14 2JG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of pe body) entit appoint tru
1	Susan Groves	Treasurer		
2	Pauline Bartholomew			
3	Sylvia Giles	Chair person		
4	Mary Carter	Secretary		
5	Julia Cosh			
6	Chris Mason			
7	Karen Langford			
8				
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Charity Commission has Deeds of the Hall
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Shaw cum Donnington Village Hall Charity number 300200
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare
that they have approved the
trustees' report above.

Signed on behalf of the
charity's trustees

Signature(s)	SM Giles	S. Groves
Full name(s)	Sylvia Giles	SUSAN GROVES
Position (eg Secretary, Chair, etc)	chairperson	TREASURER
Date	15.12.24	15-12-2024

SHAW CUM DONNINGTON VILLAGE HALL
FINANCIAL STATEMENTS

31 MARCH 2024

Registered Charity Number 300200

Shaw cum Donnington Village Hall

Financial Statements

Year ended 31 March 2024

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Shaw cum Donnington Village Hall

The Members of the committee at 31 March 2024

Officers

Chairperson	Mrs G Lutterloch
Vice Chairperson	Mrs Sylvia Giles
Treasurer	Mrs Susan Groves
Secretary	vacant

The Committee Management Representatives

Three Elected Members from the Parish

Six representatives from

- One by the Shaw cum Donnington Parish Council
- One by the Committee of the Shaw cum Donnington Women Institute
- One by the Governing Body of the Shaw cum Donnington Primary School
- One by the committee of the Shaw cum Donnington Pre School
- Two by the Local Guide Movement

These members may be changed in the event of different organisations becoming regular users of the hall

Four Co-Optative Members, to be appointed at the Annual General Meeting

Elected Members serve a term of office commencing at the AGM at which they are appointed and expiring at the end of the AGM in the following year

The representative members of the committee shall be appointed at a meeting convened and held accordingly to the practice of the appointing organisation

The Co-Optative members of the committee shall each be appointed for a term of one year

Independent Examiner	Mrs Eleanor Rice
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Bankers	Lloyds Bank 5 Bridge Street Newbury Berkshire
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Shaw-cum-Donnington Village Hall Love Lane

Chairpersons' report March 2024

The vice chairperson is writing the report this year as our chairperson Gill Lutterloch has sadly passed away, and will be greatly missed.

We also had to say goodbye to Bill Graham who has been a good friend to the hall committee and was always on hand to offer advice and help, sadly he also passed away.

We have enjoyed another successful year with the hall being let out on a regular basis for children's parties and of course our regular hall users.

Sue has done a brilliant job taking over from Janet and has got to grips with our accounting system and has made some changes which makes it easier for the committee.

We now meet once every 2 months but will add in an extra meeting if there are important things to discuss.

All members of the committee have worked hard again this year, and we are hoping our plans for an extension to the hall comes to fruition. I thank Chris, Mary and Sue for attending extra meetings in regards to this new venture.

Chris and Pauline have kept the hall clean and well maintained as always and I thank them for all their hard work.

I am very happy that our relationship with the school has greatly improved with Glyn attending all committee meetings.

As I take over as the chair of the committee I will endeavour to fulfil this role to the best of my ability.



Sylvia Giles

Chairperson

29th July 2024

Treasurers Report 31st March 2024

These are our annual treasurer's accounts, which have been examined by an independent examiner, Eleanor Rice.

I have completed the charity commissioner's accounts for last year's accounts, which tie, in with our Year End 31st March.

I would like to give thanks to the continued support from the regular users.

The committee had undertaken an energy audit last financial year and the subsequent work has been completed. We paid Brand windows £10,775 this year which is the last invoice for all the energy efficiency upgrade work which cost a total of £32.5K. (£22K from last year).

We received a grant from West Berkshire Council for the work, totalling £16,159.

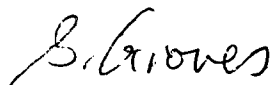
A simple analysis of our gas consumption shows that we saved approx 8,786KwH in 2023 compared to 2022. A saving of 27%.

The committee are all in agreement to increase the hire costs by an average of 10%, with some community hirers being charged less and ad hoc hirer's more. This is to cover the cleaners and maintenance wages in accordance with the National Living Wage, and the increase in the utilities and costs in general.

The village hall committee continues to support the local community.

I took over from Janet Wood at the beginning of the financial year. A big thank you to her for making the transition so smooth and easy. I look forward to an exciting future for the Village Hall as the committee plans for a major expansion for the benefit of the growing community in Shaw cum Donnington.

Sue Groves
Treasurer



Dated

10/8/2024

Shaw Cum Donnington Village Hall

**Independent Examiner's report on the Accounts
For the year ended to 31 March 2024**

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993, (The Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 (3a) of the Act)
- follow the procedures laid down in the General Directions given by the Charities Commissioners (under section 43 (7b) of the Act) and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given 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 explanations from the trustees 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 accounts.

Independent 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 1993 Act
 - to prepare accounts which accord with the accounting records and 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.



Eleanor Rice
Chartered Accountant
13 Buckingham Road
Newbury
Berkshire

date 13.7.2024

Balance Sheet for the Shaw cum Donnington Village Hall
Income and Expenditure Account for the year ended 31st March 2024

	Unrestricted 2024	Restricted 2024	Totals 2024	Unrestricted 2023	Restricted 2023	Totals 2023
Income						
Rental Income	18,330.50		18,330.50	15,934.26		15,934.26
Donations	30.00		30.00	850.00		850.00
Interest	1,708.76		1,708.76	395.69		395.69
Restricted Funds - hall Refurbishments						
Grant from West Berkshire Council		16,159.00	16,159.00			
Total Income	<u>20,069.26</u>	<u>16,159.00</u>	<u>36,228.26</u>	<u>17,179.95</u>	<u>-</u>	<u>17,179.95</u>
Expenditure						
Cleaning & Maintenance Materials	1,035.45		1,035.45	391.65		391.65
Wages - Cleaner & Maintenance	8,338.50		8,338.50	7,543.65		7,543.65
General Admin Expenses	1,027.19		1,027.19	961.38		961.38
Heat and Light	4,637.00		4,637.00	2,635.00		2,635.00
Rates and Insurance	1,757.72		1,757.72	1,595.77		1,595.77
Fire and Safety	428.28		428.28	408.98		408.98
Auditor	110.00		110.00	100.00		100.00
Repairs	567.30		567.30	10,503.46	10,741.00	21,244.46
Less reallocated to restricted funds				(2,793.60)		(2,793.60)
Refund of hire	98.16		98.16	151.52		151.52
Restricted Funds - hall Refurbishments		13,365.40	13,365.40			
Adjustment to previous year reallocation of repairs					2,793.60	2,793.60
Total Expenditure	<u>17,999.60</u>	<u>13,365.40</u>	<u>31,365.00</u>	<u>21,497.81</u>	<u>13,534.60</u>	<u>35,032.41</u>
Excess of income over expenditure	2,069.66	2,793.60	4,863.26	(4,317.86)	(13,534.60)	(17,852.46)
Balance brought forward	69,513.06	(2,793.60)	66,719.46	73,830.92	10,741.00	84,571.92
Total	<u>71,582.72</u>	<u>-</u>	<u>71,582.72</u>	<u>69,513.06</u>	<u>(2,793.60)</u>	<u>66,719.46</u>
Balance as at 31st March 2022						
Cash in hand			154.49			154.49
Float held by Cleaner			50.00			50.00
Cash in Bank			1,949.60			7,995.10
Newbury B/soc			70,128.63			59,419.87
Cheques held but not banked						-
Total			<u>72,282.72</u>			<u>67,619.46</u>
Less Retainers held			700.00			900.00
			<u>71,582.72</u>			<u>66,719.46</u>

Income and Expenditure Account

Balances at Bank at 31.03.24 verified by E Rice as £1,949.60

There is an outstanding balance of £349.26 for British Gas and £408.80 for Electricity

The accounts are prepared following the Charity Commission Guidelines

Shaw Cum Donnington Village Hall

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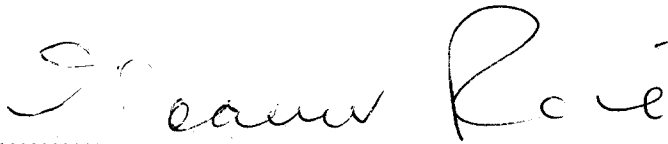
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