

# Trustees' annual report for the period



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

Period start date 

0	1	0	1	2	4
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 Period end date 

3	1	1	2	2	4
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Charity name 

Reading & Recreation Rooms																			
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Charity No  
(if any) 

3	0	1	9	4	3
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## Objectives and Activities

	<b>SORP reference</b>	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To manage & maintain a community building (Village Hall) for the benefit of local residents
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 Village Hall for activities: Youth Groups, Social Club, Dance classes, family parties, polling station and other community groups
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees manage the village hall taking due notice of Charity Commission Guidance on public benefit

## Additional information (optional)

You may choose to include further statements where relevant about:

	<b>SORP reference</b>	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
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>The main achievement this year has been the overhaul of the clay tiled roof and install insulation.</p> <p>This project was completed in the summer of 2024.</p> <p>The hall now no longer suffers from a leaking roof and other hazards which is crucial for the health &amp; safety of the public.</p> <p>The building is in a Conservation Area and its renovation provides visual amenity to everyone that passes by - it is no longer an eyesore.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	Although our reserves are depleted, due to a new roof, there will be no need to spend money on expensive temporary repairs in future years.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We aim to hold reserves equivalent of a year's income to cover eventuality of having to temporarily close the building e.g government imposed lock-downs.
Amount of reserves held	Para 1.22	Currently £1k, to build up to max £10k
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	Charity is now in a better position due to the renovation of the roof which, if not overhauled, would require closure of building due to Health & Safety

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		



## Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
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	Trustees are elected from the local community. The management committee is made up of representatives of local groups that use the village hall.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Reading & Recreation Rooms
Other name the charity uses	Shedfield.Reading Room
Registered charity number	301943
Charity's principal address	Windmill House, St John's Lane Shedfield, Hampshire SO32 2TA

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Caroline Emma Ford	Chairman		
2	Sheila Elizabeth Young	Secretary		
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## Reference and Administrative details

(cont)

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	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### 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)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Caroline Emma Ford

Sheila Elizabeth Young

Position (eg Secretary,  
Chair, etc)

Chairman

Secretary

Date

12 March 2025



# SHEDFIELD READING ROOM SUMMARY OF ACCOUNTS - YEAR END 31 DECEMBER 2024

Receipts	2024	2023	Payments	2024	2023
Bal B/F Premium	38856.68	36411.87	Roof Project	85587.93	0
Bal B/F Current	1420.01	1529.49	Caretaker Wages	2831.16	2690.16
Lloyds B/F	0	135.65	Performing Rights	77.4	3.6
Petty Cash	20.65	20.65	Insurance	1106.92	993.87
Creditors Book	7043.93	0	Gas/Electric/water	1459.97	1928.9
Social Club Rent	2880	2480	Chubb Fire	62.52	125.04
Bond Money	800	785.73	Cleaning materials	533.41	180.52
Brownies & Rainbows	643.5	858	Refuse collection	0	1094.9
Shedfield W.I.	330	330	Maintenance	3159.13	130
Occasional Bookings	5655	6310	Equipment	252.96	0
Bank Interest	215.93	217.33	Piano Tuning	0	72
Santander Interest	8.54	12.56	Advertisements	191.99	120
Miscellaneous	4457.68	0	Miscellaneous	4487.68	329.29
Roof Project	47000	0	Bond Repayments	800	1097.19
Lloyds closure	0	135.65	Current C/F	7083.82	1420.01
			Premium C/F	1676.38	38856.68
			Petty Cash	20.65	20.65
Totals	109331.92	49226.93	Totals	109331.92	49062.81

The above is a true account of the funds. Nothing of concern to report.



C E Ford  
Acting Treasurer



J Hanslip  
Independent Examiner