

# THE OFFORDS RECREATION HUT, LOCALLY KNOWN AS OFFORD VILLAGE HALL

England & Wales · Charity number 302653

## Details

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Other names	OFFORD VILLAGE HALL
Status	Registered
Legal form	Other
Registered	1968-12-02
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Offord Village Hall High Street Offord Cluny St Neots Cambridgeshire PE19 5RR
Phone	07983076480
Email	<a href="mailto:treasurer@offordvillagehall.org.uk">treasurer@offordvillagehall.org.uk</a>
Website	<a href="http://www.offordvillagehall.org.uk">www.offordvillagehall.org.uk</a>

## Activities

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**Objects:** VILLAGE HALL.

**Activities:** Village Hall for the use of the inhabitants of Offord D'Arcy and Offord Cluny and the neighbourhood.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment, Recreation
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** OFFORD DARCY AND OFFORD CLUNY AND NEIGHBOURHOOD
- Cambridgeshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-10-31	£53,812	£50,727	-	-
2024-10-31	£46,358	£42,801	-	-
2023-10-31	£26,828	£38,647	-	-
2022-10-31	£26,050	£23,605	-	-
2021-10-31	£29,772	£18,051	-	-

## Trustees

Name	Role	Appointed
<b>MRS KATHY MILLWARD</b>	Chair	
ANGELA SIMPSON		2011-12-21
Elizabeth Ann Scott		2023-08-14
HELEN ELLIS		2014-11-25
HELEN JUDITH BOSWORTH		
JOHN KIRBY		
Janine Newby-Robson		2025-02-25
Jenny Green		2025-08-26
Jenny Murby		2013-12-17
LYNNE HARRIS		2026-05-11
Louise Burmeister		2023-11-28
Patrick Ruddy		2022-11-22
Rebecca Davis-Marsh		2021-01-19
Sarah Cutworth		2017-11-22

**THE OFFORDS RECREATION HUT, LOCALLY KNOWN AS OFFORD VILLAGE HALL**

England & Wales - Charity number 302653

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# Accounts

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# Offord Village Hall

## Trustees' Annual Report

### 1 November 2024 to 31 October 2025

**Charity Name:** The Offords' Recreation Hut (known as Offord Village Hall)

**Charity Number:** 302653

**Village Hall Address:** High Street Offord Cluny St Neots Huntingdon Cambs PE19 5RR

**Charity's principal address for correspondence:**

J F Kirby (Treasurer)  
7 Millers Close  
Offord Darcy  
St Neots  
Cambs PE19 5SP

**Governing Document:** Conveyance and Trust Deed dated 1 November 1966 (as amended on 4 February 2019)

**Object of Charity:** To provide a Village Hall for the use of the inhabitants of Offord D'Arcy and Offord Cluny and the neighbourhood.

**Structure, Governance and Management:** A Management Committee, comprising a maximum 22 Trustees who are elected, nominated by village organisations or co-opted, runs the Village Hall. It meets formally every three months.

Trustees are elected or appointed annually in accordance with the Trust Deed. Details concerning the names of the current Trustees and periods of office are shown in the attachment. The Trust Deed names Offord D'arcy Parish Council as Custodian Trustee and has been assumed by the merged Offord Cluny and Offord Darcy Parish Council. The number of Trustees serving at the end of the year was 15. The Hall is built on land leased from the Ely Diocesan Board of Finance. The current lease runs until 31<sup>st</sup> May 2040.

**ACTIVITIES IN THE YEAR:** The level of hirings remained strong, with village groups, private hires, and a range of regular groups providing exercise and dance classes, using the hall. Our events programme continued to provide a good range of entertainment and opportunities for community engagement. The main project focus this year was on the installation of infra-red heating. This work is part of our aim to improve the hall's sustainability and impact on the environment - as well as cost savings. It was funded by a grant from the Cambridgeshire Priorities Capital Fund. Two new fire doors were installed in the main hall, funded from our own reserves. Volunteers continued through the year with the project to improve the green spaces around the hall. The funding for this work came from the Cambridge & Peterborough Fund for Nature and has been extended into 2026. The hall has continued to receive very welcome financial support from the Parish Council.

**Financial Review and Policy on Reserves:** The Charity had three principal sources of unrestricted funds in 2024-25:

1. Hiring income, both from village organisations and private hirers (71%)
2. Fundraising via 300+Club and events (18%)
3. Grants, bank interest, solar and donations (11%)

The level of hiring income and fund-raising activities, including a local lottery, along with the grant from the Parish Council, provided sufficient finance to meet regular expenditure and to undertake various sundry repairs and services. Running costs have however continued to rise, including in particular cleaning materials, water, broadband and music licences. Energy costs are still very high notwithstanding input from solar power. We have yet to experience the full benefit of our investment in this area.

The Charity aims to maintain a General Reserve representing approximately 6 months expenditure, which in 2023-24 was set at £10000. Grants (other than Parish Council) are maintained as Restricted Funds to meet specific projects. Other funds are held, in accordance with the Hall's Financial Policy, to effect improvements in the Hall's facilities. Cash assets not required for in-year or project expenditure are now held in a Business Premium (Savings) Account with Barclays Bank.

The Financial Year runs from 1 November – 31 October.

### **Other Information**

The Charity continually reviews the major risks it faces and in particular carries insurance with a specialist provider of insurance to Village Halls. It is a member of Cambridgeshire ACRE and Hunts Forum, each providing a source of guidance and support. The premises are licensed under the Licensing Act 2003 by the local District Council for the purposes of public entertainment and the appropriate PRS & PPL music licences are also held. The hall has achieved all three levels of the Hallmark quality standard scheme.

### **Declaration**

**The Trustees declare that they have approved the Trustees' Report above.**

**Signed on behalf of the Charity's Trustees**

**FULL NAME** Kathy Millward  
**POSITION** Chairman  
**DATE** 18th November 2025

**The Offords' Recreation Hut (Offord Village Hall)**

### List of Trustees (as at 31/10/25)

Name	Group/Status	Role/Notes
Kathy Millward	Elected	Chairman
Helen Ellis	Elected	Secretary
John Kirby	Elected	Treasurer
Louise Burmeister	Elected	Bookings Secretary
Sarah Cutworth	Elected	Events/Marketing
Rebecca Davis-Marsh	Elected	Safeguarding & Environment
Patrick Ruddy	Elected	Premises
Helen Bosworth	WI	300 Club
Ann Scott	Senior Citizens	
Jenny Murby	PCC	
Janine Newby-Robson	Offord Gardeners' Association	
Angela Simpson	Thursday Club	
Jenny Green	Bowls Club	
Lynne Harris	Parish Council	
Louise Byam-Cook	Offord Tots	

OFFORD VILLAGE HALL - Registered Charity no.302653

FINAL ACCOUNTS FOR THE YEAR 1.11.2024 TO 31.10.2025 (with previous FY)

	1.11.2024 TO 31.10.2025			1.11.2023 TO 31.10.2024		
	£	£	£	£	£	£
<b>INCOME</b>						
<b>GRANTS AND DONATIONS</b>						
Donations		79.00			78.00	
Parish Council		<u>2,500.00</u>	2,579.00		<u>2,500.00</u>	2,578.00
<b>OPERATING ACTIVITIES</b>						
<b>Village Organisations Hirings</b>						
Offord Tots	707.00			740.00		
Parish Council	435.86			482.00		
PCC	434.50			643.38		
Thursday Club	908.50			785.00		
Gardeners Association	348.50			380.00		
Senior Citizens	261.50			257.00		
TOPS	222.75			214.00		
Brownies/Rainbows/Guides	1,048.00			408.00		
WI	430.00			476.00		
Bowls	940.00			920.00		
Others (eg Pools/Crafters/N'Watch)	<u>803.50</u>	6,537.91		<u>776.00</u>	6,041.38	
Private Hirings-General		3,075.26			4,106.40	
Private Hirings-Regular		<u>8,622.25</u>	18,235.42		<u>7,770.00</u>	17,917.78
<b>Solar</b>		123.39			0.00	
<b>Miscellaneous</b>		<u>0.00</u>	123.39		<u>116.52</u>	118.52
<b>OPERATING ACTIVITIES TO GENERATE FUNDS</b>						
Fund Raising - General		4,758.03			4,124.27	
300 Club		2,210.00			2,130.00	
Bar		<u>1,552.95</u>	8,520.98		<u>1,351.94</u>	7,806.21
<b>INVESTMENT INCOME RECEIPTS</b>						
Business Savings Account		13.02			0.00	
Scot Widows Account (CLOSED 31/7/25)		<u>119.83</u>	132.85		<u>194.27</u>	194.27
<b>TOTAL RECEIPTS</b>			<u>29,691.64</u>			<u>28,412.78</u>

OFFORD VILLAGE HALL

FINAL ACCOUNTS FOR THE YEAR 1.11.2024 TO 31.10.2025 (with previous FY)

	1.11.2024 TO 31.10.2025			1.11.2023 TO 31.10.2024		
	£	£	£	£	£	£
<b>EXPENDITURE</b>						
<b>PAYMENTS FOR GENERATING FUNDS</b>						
Fundraising Costs	1,837.87			1,254.57		
300 Club	1,020.00			1,045.00		
Bar	<u>952.76</u>	3,810.63		<u>901.11</u>	3,200.68	
<b>DIRECT VILLAGE HALL EXPENDITURE</b>						
Repairs and Services	1,679.92			4,001.06		
Cleaning and Caretaking	5,084.10			4,571.95		
Cleaning Materials	957.22			606.33		
Rates	386.04			167.02		
Land rent	400.00			400.00		
Water	788.73			606.80		
Gas	3,478.53			3,708.72		
Electricity	2,170.08			2,876.63		
Insurance	1,433.92			1,399.25		
Subscriptions	187.00			160.00		
PRS /PPL	418.32			380.00		
Broadband/Hallmaster	616.78			403.96		
Website	150.00			130.00		
Miscellaneous	<u>140.07</u>	17,860.71		<u>155.64</u>	19,800.71	
<b>MANAGEMENT AND ADMINISTRATION</b>						
Stationery	8.13			2.25		
Printing and Photocopying	0.00			0.00		
Postage	0.00			0.00		
Audit Fee	50.00			50.00		
Service/Bank Charges	<u>0.00</u>	58.13		<u>0.00</u>	52.25	
<b>OTHER PAYMENTS</b>						
Purchase of Assets	65.99			95.99		
Projects (unrestricted funds)	<u>5,887.87</u>	5,953.86		<u>2,100.00</u>	2,195.99	
<b>TOTAL EXPENDITURE</b>			<b>27,713.33</b>			<b>25,255.63</b>
<b>RESTRICTED FUNDS</b>						
<b>INCOME</b>						
Wind Farm Grant	0.00			1,850.00		
Cambs Priorities Capital Fund	20,570.00			14,430.00		
Fund for Nature	2,950.00			0.00		
Unpresented Cheques & Hiring Deposits	<u>700.00</u>		<b>24,220.00</b>	<u>1,865.00</u>	17,845.00	<b>17,545.00</b>
<b>EXPENDITURE</b>						
Wind Farm Grant	0.00			1,850.00		
Cambs Priorities Capital Fund	20,570.00			14,430.00		
Fund for Nature	1,144.09			0.00		
Unpresented Cheques & Hiring Deposits	<u>1,300.00</u>		<b>23,014.09</b>	<u>1,465.00</u>	17,545.00	<b>17,545.00</b>

OFFORD VILLAGE HALL

FINAL ACCOUNTS FOR THE YEAR 1.11.2024 TO 31.10.2025 (with previous FY)

	1.11.2024 TO 31.10.2025		1.11.2023 TO 31.10.2024	
	£	£	£	£
<b>BALANCES</b>				
<b>Balances B/F</b>				
Cash	0.00		0.00	
Barclays Current Account	19,811.00		19,388.12	
ScotWidows	10,208.12	30,019.12	7,063.85	26,461.97
<b>Add</b>				
Unrestricted Receipts	29,591.64		29,412.78	
Less Unrestricted Expenditure	27,713.33	1,878.31	25,255.63	3,157.15
<b>Add</b>				
Restricted Receipts	24,220.00		17,945.00	
Less Restricted Expenditure	23,014.09	1,205.91	17,545.00	400.00
		<u>33,103.34</u>		<u>30,019.12</u>
<b>Balances C/F</b>				
Cash in hand		0.00		0.00
Barclays Current Account		22,790.32		19,811.00
Barclays Business Savings Account		10,313.02		0.00
Scot Widows Account		0.00		10,208.12
		<u>33,103.34</u>		<u>30,019.12</u>
<b>FUND BALANCES</b>				
<b>UNRESTRICTED</b>		31,222.43		29,344.12
<b>RESTRICTED</b>				
Wind Farm Grant		0.00		0.00
Combs Priorities Capital Fund		0.00		0.00
Fund for Nature		1,805.91		0.00
Unpresented Cheques & Hiring Deposits		75.00		675.00
<b>TOTAL</b>		<u>33,103.34</u>		<u>30,019.12</u>

STATEMENT OF ASSETS AND LIABILITIES

<b>Monetary Assets</b>				
Cash in hand	0.00		0.00	
Barclays Current Account	22,790.32		19,811.00	
Barclays Business Savings Account	10,313.02		0.00	
Scot Widows Account (CLOSED 31/7/25)	0.00	33,103.34	10,208.12	30,019.12
<b>Pending Receipts (not banked)</b>				
Stripe Account (future hirings)	193.12	193.12		
<b>Non Monetary Assets</b>				
Village Hall (Insured value)	1,259,000.00		874,675.00	
Village Hall Contents (Insured value)	76,489.00	1,335,489.00	76,489.00	951,164.00
<b>Bar Stock</b>				
Estimated retail value		470.00		
<b>Liabilities</b>				
Unpresented Cheques & Hiring Deposits		75.00	675.00	

# Independent Examiner's Report

Independent Examiner's Report to the Trustees of Offord Village Hall

(Registered Charity Number 302653)

I report to the trustees on my examination of the accounts of Offord Village Hall for the year ended 31<sup>st</sup> October 2025, which are set out in pages 1 to 3.

## **Responsibility and the 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 carrying out my examination, I have followed 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

- Accounting records were not kept in accordance with section 130 of the Act or
- The accounts do not accord with the accounting records

I have no concerns and have come across no matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed *V. Seekings*

Name: Valerie Seekings

Date: 10<sup>th</sup> November 2025

Address: 7 Elm Drive, Offord Cluny, St Neots, Cambridgeshire, PE19 5RN

**THE OFFORDS RECREATION HUT, LOCALLY KNOWN AS OFFORD VILLAGE HALL**

England & Wales - Charity number 302653

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# Accounts

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# Offord Village Hall

## Trustees' Annual Report

### 1 November 2023 to 31 October 2024

**Charity Name:** The Offords' Recreation Hut (known as Offord Village Hall)

**Charity Number:** 302653

**Village Hall Address:** High Street Offord Cluny St Neots Huntingdon Cambs PE19 5RR

**Charity's principal address for correspondence:**

J F Kirby (Treasurer)  
7 Millers Close  
Offord Darcy  
St Neots  
Cambs PE19 5SP

**Governing Document:** Conveyance and Trust Deed dated 1 November 1966 (as amended on 4 February 2019)

**Object of Charity:** To provide a Village Hall for the use of the inhabitants of Offord D'Arcy and Offord Cluny and the neighbourhood.

**Structure, Governance and Management:** A Management Committee, comprising a maximum 22 Trustees who are elected, nominated by village organisations or co-opted, runs the Village Hall. It meets formally every three months.

Trustees are elected or appointed annually in accordance with the Trust Deed. Details concerning the names of the current Trustees and periods of office are shown in the attachment. The Trust Deed names Offord D'arcy Parish Council as Custodian Trustee and has been assumed by the merged Offord Cluny and Offord Darcy Parish Council. The number of Trustees serving at the end of the year was 15. The Hall is built on land leased from the Ely Diocesan Board of Finance. The current lease runs until 31<sup>st</sup> May 2040.

**ACTIVITIES IN THE YEAR:** The level of hirings remained strong, with village groups, private hires, and a range of regular groups providing exercise and dance classes, using the hall. Our events programme continued to provide a good range of entertainment and opportunities for community engagement. The main project focus this year has been on the installation of solar panels and two new triple-glazed windows. This work is part of our aim to improve the hall's sustainability and impact on the environment - as well as cost savings. This overall project to "green" the hall will continue into to the coming year and is funded principally by a grant of £35,000 from Cambridgeshire Priorities Capital Fund. In addition, we have redecorated the foyer using funding from the Cotton Wind Farm Community Benefit Fund and have embarked on a major project using a team of volunteers, to improve the green space around the hall. This latter work has received financial support from the Cambridge & Peterborough Fund for Nature.

The hall has continued to receive very welcome financial support from the Parish Council.

**Financial Review and Policy on Reserves:** The Charity had three principal sources of unrestricted funds in 2023-24:

1. Hiring income – both from village organisations and private hirers (71%)
2. Fundraising via 300+Club and events (18%)
3. Grants/donations (11%)

The level of hiring income and fund-raising activities, including a local lottery, along with the grant from the Parish Council, provided sufficient finance to meet regular expenditure and to undertake various sundry repairs and services. Running costs however continued to rise sharply, with the cost of energy in particular now at unprecedented levels. This latter was mitigated in part by tight management on usage. A specific project to repair the entrance path and gates, was funded from reserves.

The Charity aims to maintain a General Reserve representing approximately 6 months expenditure, which in 2023-24 was increased to £10000. Grants (other than Parish Council) are maintained as Restricted Funds to meet specific projects. Other funds are held, in accordance with the Hall's Financial Policy, to effect improvements in the Hall's facilities. Cash assets not required for in-year or project expenditure are held in a low-risk deposit account with Scottish Widows Bank that attracted just over £194.00 in the financial year.

The Financial Year runs from 1 November – 31 October.

### **Other Information**

The Charity continually reviews the major risks it faces and in particular carries insurance with a specialist provider of insurance to Village Halls. It is a member of Cambridgeshire ACRE and Hunts Forum, each providing a source of guidance and support. The premises are licensed under the Licensing Act 2003 by the local District Council for the purposes of public entertainment and the appropriate PRS & PPL music licences are also held. The hall has achieved Levels 1-3 of the Hallmark quality standard scheme.

### **Declaration**

**The Trustees declare that they have approved the Trustees' Report above.**

**Signed on behalf of the Charity's Trustees**

**FULL NAME** Kathy Millward  
**POSITION** Chairman  
**DATE** 19<sup>th</sup> November 2024

**The Offords' Recreation Hut (Offord Village Hall)**  
**List of Trustees (as at 31/10/24)**

<b>Name</b>	<b>Group/Status</b>	<b>Role/Notes</b>
Kathy Millward	Elected	Chairman
Helen Ellis	Elected	Secretary
John Kirby	Elected	Treasurer
Louise Burmeister	Elected	Bookings Secretary
Sarah Cutworth	Elected	Events
Rebecca Davis-Marsh	Elected	Safeguarding & Environment
Patrick Ruddy	Elected	Premises
Helen Bosworth	WI	300 Club
Elizabeth Scott	Senior Citizens	
Jenny Murby	PCC	
Steve Iddon	Offord Gardeners' Association	Green Spaces
Angela Simpson	Thursday Club	
Rod Arnold	Bowls Club	
Simon Young	Parish Council	
Louise Byam-Cook	Offord Tots	

OFFORD VILLAGE HALL - Registered Charity no.302653

FINAL ACCOUNTS FOR THE YEAR 1.11.2023 TO 31.10.2024 (with previous FY)

1.11.2023 TO 31.10.2024

1.11.2022 TO 31.10.2023

	£	£	£	£	£	£
<b>INCOME</b>						
<b>GRANTS AND DONATIONS</b>						
Donations		78.00			39.00	
Parish Council		<u>2500.00</u>	2578.00		<u>2500.00</u>	2539.00
<b>OPERATING ACTIVITIES</b>						
<b>Village Organisations Hirings</b>						
Offord Tots	740.00			771.00		
Parish Council	482.00			603.00		
PCC	643.38			408.00		
Thursday Club	765.00			683.00		
Gardeners Association	360.00			306.00		
Senior Citizens	257.00			246.00		
TOPS	214.00			815.00		
Brownies/Rainbows/Guides	408.00			510.00		
WI	475.00			408.00		
Bowls	920.00			818.00		
Others (eg Poores/Crafters/N'Watch)	<u>776.00</u>	6041.38		<u>278.00</u>	5746.00	
Private Hirings-General		4106.40			2649.00	
Private Hirings-Regular		<u>7770.00</u>	17917.78		<u>5131.50</u>	13526.50
Miscellaneous		<u>116.52</u>	116.52		0.00	0.00
<b>OPERATING ACTIVITIES TO GENERATE FUNDS</b>						
Fund Raising - General		4124.27			5704.57	
300 Club		2130.00			2183.00	
Bar		<u>1351.94</u>	7606.21		<u>1432.81</u>	9300.38
<b>INVESTMENT INCOME RECEIPTS</b>						
CAFScot Widows Account		<u>194.27</u>	194.27		<u>62.61</u>	62.61
<b>TOTAL RECEIPTS</b>			<u><b>28412.78</b></u>			<u><b>25428.49</b></u>

U. Seedlings  
06/11/2024

OFFORD VILLAGE HALL

FINAL ACCOUNTS FOR THE YEAR 1.11.2023 TO 31.10.2024 (with previous FY)

1.11.2023 TO 31.10.2024

1.11.2022 TO 31.10.2023

**EXPENDITURE**

**PAYMENTS FOR GENERATING FUNDS**

	£	£	£	£	£	£
Fundraising Costs	1254.57			2493.42		
300 Club	1045.00			1052.00		
Bar	<u>901.11</u>	3200.68		<u>872.38</u>	4417.80	

**DIRECT VILLAGE HALL EXPENDITURE**

Repairs and Services	4001.09			1766.99		
Cleaning and Caretaking	4571.95			4767.75		
Cleaning Materials	596.33			780.83		
Rates	167.02			201.76		
Land rent	400.00			400.00		
Water	696.89			477.76		
Gas	3798.72			548.90		
Electricity	2876.83			1303.19		
Insurance	1398.25			1243.75		
Subscriptions	160.00			155.00		
PRS/PPL	390.00			302.42		
Broadband/Hallmaster	463.99			226.80		
Website	130.00			160.00		
Miscellaneous	<u>155.64</u>	19806.71		<u>326.13</u>	12661.06	

**MANAGEMENT AND ADMINISTRATION**

Stationery	2.25			23.36		
Printing and Photocopying	0.00			0.00		
Postage	0.00			0.00		
Audit Fee	50.00			50.00		
Bank Charges	<u>0.00</u>	52.25		<u>0.00</u>	73.36	

**OTHER PAYMENTS**

Purchase of Assets	95.99			0.00		
Projects (unrestricted funds)	<u>2100.00</u>	2195.99		<u>2095.04</u>	2095.04	

**TOTAL EXPENDITURE**

25255.63

37247.28

**RESTRICTED FUNDS**

**INCOME**

Wind Farm Grant	1650.00			0.00		
Cambs Priorities Capital Fund	14430.00			0.00		
Fund for Nature	0.00			0.00		
Unpresented Cheques & Hiring Deposits	<u>1865.00</u>	17945.00		<u>1400.00</u>	1400.00	1400.00

**EXPENDITURE**

Wind Farm Grant	1650.00			0.00		
Cambs Priorities Capital Fund	14430.00			0.00		
Fund for Nature	0.00			0.00		
Unpresented Cheques & Hiring Deposits	<u>1465.00</u>	17545.00		<u>1400.00</u>	1400.00	1400.00

*a. Seddings  
06/11/2024*

OFFORD VILLAGE HALL

FINAL ACCOUNTS FOR THE YEAR 1.11.2023 TO 31.10.2024 (with previous FY)

	1.11.2023 TO 31.10.2024		1.11.2022 TO 31.10.2023	
	£	£	£	£
<b>BALANCES</b>				
<b>Balances B/F</b>				
Cash	0.00		0.00	
Current Account	19398.12		31279.52	
CAFScotWidows	<u>7063.85</u>	26461.97	<u>7001.24</u>	38280.78
<b>Add</b>				
Unrestricted Receipts	28412.78		25428.49	
Less Unrestricted Expenditure	<u>25255.63</u>	3157.15	<u>37247.28</u>	-11818.79
<b>Add</b>				
Restricted Receipts	17945.00		1400.00	
Less Restricted Expenditure	<u>17545.00</u>	400.00	<u>1400.00</u>	0.00
		<u>30019.12</u>		<u>26461.97</u>
<b>Balances C/F</b>				
Cash in hand		0.00		0.00
Current Account		19811.00		19398.12
CAFScot Widows Account		10208.12		7063.85
		<u>30019.12</u>		<u>26461.97</u>

**FUND BALANCES**

<b>UNRESTRICTED</b>		29344.12		26186.97
<b>RESTRICTED</b>				
Wind Farm Grant		0.00		0.00
Cambs Priorities Capital Fund		0.00		0.00
Fund for Nature		0.00		0.00
Unpresented Cheques & Hiring Deposits		675.00		275.00
<b>TOTAL</b>		<u>30019.12</u>		<u>26461.97</u>

**STATEMENT OF ASSETS AND LIABILITIES**

<b>Monetary Assets</b>				
Cash in hand	0.00		0.00	
Current Account	19811.00		19398.12	
CAFScot Widows Account	<u>10208.12</u>	30019.12	<u>7063.85</u>	26461.97
<b>Non Monetary Assets</b>				
Village Hall (Insured value)	874675.00		834614.00	
Village Hall Contents (Insured value)	<u>76489.00</u>	951164.00	<u>76489.00</u>	911103.00
<b>Bar Stock</b>				
Estimated Value	400.00			
<b>Liabilities</b>				
Unpresented Cheques & Hiring Deposits		675.00	275.00	

U-Seedlings  
06/11/2024

# Independent Examiner's Report

Independent Examiner's Report to the Trustees of Offord Village Hall

(Registered Charity Number 302653)

I report to the trustees on my examination of the accounts of Offord Village Hall for the year ended 31<sup>st</sup> October 2024, which are set out in pages 1 to 3.

## Responsibility and the 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')

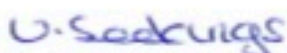
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

## 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

- Accounting records were not kept in accordance with section 130 of the Act or
- The accounts do not accord with the accounting records

I have no concerns and have come across no matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed 

Name: Valerie Seekings

Date: 6<sup>th</sup> November 2024

Address: 7 Elm Drive, Offord Cluny, St Neots, Cambridgeshire, PE19 5RN

**THE OFFORDS RECREATION HUT, LOCALLY KNOWN AS OFFORD VILLAGE HALL**

England & Wales - Charity number 302653

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# Accounts

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# Offord Village Hall

## Trustees' Annual Report

### 1 November 2022 to 31 October 2023

**Charity Name:** The Offords' Recreation Hut (known as Offord Village Hall)

**Charity Number:** 302653

**Village Hall Address:** High Street Offord Cluny St Neots Huntingdon Cambs PE19 5RR

**Charity's principal address for correspondence:**

J F Kirby (Treasurer)  
7 Millers Close  
Offord Darcy  
St Neots  
Cambs PE19 5SP

**Governing Document:** Conveyance and Trust Deed dated 1 November 1966

**Object of Charity:** To provide a Village Hall for the use of the inhabitants of Offord D'Arcy and Offord Cluny and the neighbourhood.

**Structure, Governance and Management:** A Management Committee, comprising a maximum 22 Trustees who are elected, nominated by village organisations or co-opted, runs the Village Hall. It meets formally every three months. Currently we have 16 Trustees.

Trustees are elected or appointed annually in accordance with the Trust Deed. Details concerning the names of the current Trustees and periods of office are shown in the attachment. The Trust Deed names Offord D'arcy Parish Council as Custodian Trustee and has been assumed by the merged Offord Cluny and Offord Darcy Parish Council. The number of Trustees serving at the end of the year was 17. The Hall is built on land leased from the Ely Diocesan Board of Finance. The current lease runs until 31<sup>st</sup> May 2040.

**ACTIVITIES IN THE YEAR:** This was a good year for activity in the hall. The level of hirings was strong, with village groups all meeting again, supplemented by private hires and an improved range of regular groups providing exercise and dance classes. Our events programme again provided a good range of entertainment and opportunities for community engagement. Over 100 people across the age range attended the Coronation Tea event held on 6<sup>th</sup> May; it was extremely well received. As for improvements to the hall, we completed our major upgrade of the audio-visual facilities and redecorated the main hall. This has, as anticipated, made a big difference to things like film nights, discos and drama events. This was funded from hall resources, supported by a Parish Council grant. The Officers and other Trustees have worked hard to maintain and improve the fabric of the hall and manage it effectively. It was therefore gratifying that the Hall achieved accreditation at Level 3 (the highest) of the Hallmark scheme, one of only four in Cambridgeshire to have done so.

**Financial Review and Policy on Reserves:** The Charity had three principal sources of unrestricted funds in 2022-23:

1. Hiring income – both from village organisations and private hirers (65%)
2. Fundraising via 300+Club and events (23%)
3. Grants/donations (12%)

After three successive years of Covid support, the hall received no Government funding in 2022-23.

Nevertheless, the level of hiring income and fund-raising activities, including a local lottery, along with a generous grant from the Parish Council, provided sufficient finance to meet regular expenditure and to undertake various sundry repairs and services. Spending to complete the costly AV project was met mainly out of reserves. Running costs however have risen sharply, with the cost of energy in particular now at unprecedented levels.

The Charity aims to maintain a General Reserve representing approximately 6 months expenditure, which in 2022-23 was £7000. Grants (other than Parish Council) are maintained as Restricted Funds to meet specific projects. Other funds are held, in accordance with the Hall's Financial Policy, to effect improvements in the Hall's facilities. Cash assets not required for in-year expenditure are held in a low-risk deposit account with Scottish Widows Bank that attracted just over £60.00 in the financial year.

The Financial Year runs from 1 November – 31 October.

### **Other Information**

The Charity continually reviews the major risks it faces and in particular carries insurance with a specialist provider of insurance to Village Halls. It is a member of Cambridgeshire ACRE and Hunts Forum, each providing a source of guidance and support. The premises are licensed under the Licensing Act 2003 by the local District Council for the purposes of public entertainment and the appropriate PRS & PPL music licence is also held. The hall has achieved Level 1-3 of the Hallmark quality standard scheme.

### **Declaration**

**The Trustees declare that they have approved the Trustees' Report above.**

**Signed on behalf of the Charity's Trustees**

**FULL NAME** Kathy Millward  
**POSITION** Chairman  
**DATE** 28<sup>th</sup> November 2023

**The Offords' Recreation Hut (Offord Village Hall)  
List of Trustees (as at 31/10/22)**

<b>Name</b>	<b>Group/Status</b>	<b>Role/Notes</b>
Kathy Millward	Elected	Chairman
Helen Ellis	Elected	Secretary
John Kirby	Elected	Treasurer
Helen Bosworth	Elected	Bookings Secretary & 300 Club
Sarah Cutworth	Elected	
Rebecca Davis-Marsh	Elected	Safeguarding & Environment
Patrick Ruddy	Elected	Premises
Elizabeth Scott	Senior Citizens	
Will Headen	The Offord Players	
Jenny Murby	PCC	
Steve Iddon	Offord Gardeners' Association	Green Spaces
Angela Simpson	Thursday Club	
Rod Arnold	Bowls Club	
Simon Young	Parish Council	
Louise Byam-Cook	Offord Tots	
Margaret Pullen	WI	
Vacant	Brownies	

OFFORD VILLAGE HALL - Registered Charity no.302653

FINAL ACCOUNTS FOR THE YEAR 1.11.2022 TO 31.10.2023 (with previous FY)

	1.11.2022 TO 31.10.2023			1.11.2021 TO 31.10.2022		
	£	£	£	£	£	£
<b>INCOME</b>						
<b>GRANTS AND DONATIONS</b>						
Donations		39.00			51.00	
Parish Council		2500.00			2500.00	
Covid Support Grants		<u>0.00</u>	2539.00		2667.00	5216.00
<b>OPERATING ACTIVITIES</b>						
<b>Village Organisations Hirings</b>						
Offord Tots	771.00			473.00		
Parish Council	503.00			285.00		
PCC	408.00			322.00		
Thursday Club	683.00			573.00		
Gardeners Association	306.00			256.00		
Senior Citizens	246.00			206.00		
TOPS	815.00			614.00		
Brownies/Rainbows/Guides	510.00			402.00		
WI	408.00			280.00		
Bowls	818.00			841.00		
Others (eg Poors/Crafters/N'Watch)	<u>278.00</u>	5746.00		17.00	4269.00	
Private Hirings-General		2649.00			2765.50	
Private Hirings-Regular		5131.50			4154.50	
Miscellaneous		<u>0.00</u>	13526.50		14.75	11203.75
<b>OPERATING ACTIVITIES TO GENERATE FUNDS</b>						
Fund Raising - General		5704.57			4317.34	
300 Club		2163.00			2189.50	
Bar		<u>1432.81</u>	9300.38		1301.98	7806.82
<b>INVESTMENT INCOME RECEIPTS</b>						
CAFScot Widows Account		<u>62.61</u>	62.61		9.54	9.54
<b>TOTAL RECEIPTS</b>			<u>25428.49</u>			24240.11

U. Seddings 10/11/2023

**OFFORD VILLAGE HALL**

**FINAL ACCOUNTS FOR THE YEAR 1.11.2022 TO 31.10.2023 (with previous FY)**

**1.11.2022 TO 31.10.2023**

**1.11.2021 TO 31.10.2022**

**EXPENDITURE**

**PAYMENTS FOR GENERATING FUNDS**

	£	£	£	£	£	£
Fundraising Costs	2493.42				2302.28	
300 Club	1052.00				1045.50	
Bar	<u>872.38</u>	4417.80			940.79	4288.57

**DIRECT VILLAGE HALL EXPENDITURE**

Repairs and Services	1766.99				945.44	
Cleaning and Caretaking	4767.75				4102.12	
Cleaning Materials	780.63				418.13	
Rates	201.78				278.08	
Land rent	400.00				340.68	
Water	477.76				354.85	
Gas	548.90				265.51	
Electricity	1303.19				820.27	
Insurance	1243.75				1121.62	
Subscriptions	155.00				82.00	
PRS /PPL	302.42				141.44	
Broadband/Hallmaster	226.80				0.00	
Website	160.00				120.00	
Miscellaneous	<u>326.13</u>	12661.08			1114.68	10104.60

**MANAGEMENT AND ADMINISTRATION**

Stationery	23.36				27.25	
Printing and Photocopying	0.00				0.00	
Postage	0.00				0.00	
Audit Fee	50.00				50.00	
Bank Charges	<u>0.00</u>	73.36			0.00	77.25

**OTHER PAYMENTS**

Purchase of Assets	0.00				699.16	
Projects (unrestricted funds)	<u>20095.04</u>	20095.04			8600.00	7299.16

**TOTAL EXPENDITURE**

37247.28

**21769.58**

**RESTRICTED FUNDS**

**INCOME**

Wind Farm Grant	0.00				500.00	
HDC Community Chest	0.00				0.00	
Lottery Community Fund	0.00				0.00	
Unpresented Cheques & Hiring Deposits	<u>1400.00</u>		1400.00		1310.00	1810.00

**EXPENDITURE**

Wind Farm Grant	0.00				500.00	
HDC Community Chest	0.00				0.00	
Lottery Community Fund	0.00				0.00	
Unpresented Cheques & Hiring Deposits	<u>1400.00</u>		1400.00		1335.00	1835.00

*U. Soakings 10/11/2023*

**OFFORD VILLAGE HALL  
FINAL ACCOUNTS FOR THE YEAR 1.11.2022 TO 31.10.2023 (with previous FY)**

	1.11.2022 TO 31.10.2023		1.11.2021 TO 31.10.2022	
	£	£	£	£
<b>BALANCES</b>				
<b>Balances B/F</b>				
Cash	0.00		0.00	
Current Account	31279.52		26943.53	
CAFScotWidows	<u>7001.24</u>	38280.76	6991.70	35835.23
<b>Add</b>				
Unrestricted Receipts	25428.49		24240.11	
Less Unrestricted Expenditure	<u>37247.28</u>	-11818.79	21789.58	2470.53
<b>Add</b>				
Restricted Receipts	1400.00		1810.00	
Less Restricted Expenditure	<u>1400.00</u>	0.00	1835.00	-25.00
<b>Balances C/F</b>				
Cash in hand		0.00		0.00
Current Account		19398.12		31279.52
CAFScot Widows Account		7063.85		7001.24
<b>FUND BALANCES</b>				
<b>UNRESTRICTED</b>				
		26186.97		38005.78
<b>RESTRICTED</b>				
Wind Farm Grant		0.00		0.00
HDC Community Chest		0.00		0.00
Lottery Community Fund		0.00		0.00
Unpresented Cheques & Hiring Deposits		<u>275.00</u>		275.00
<b>TOTAL</b>		<u><b>26461.97</b></u>		<b>38280.78</b>

**STATEMENT OF ASSETS AND LIABILITIES**

<b>Monetary Assets</b>				
Cash in hand	0.00		0.00	
Current Account	19398.12		31279.52	
CAFScot Widows Account	<u>7063.85</u>	<b>26461.97</b>	7001.24	38280.76
<b>Non Cash Assets</b>				
Village Hall (Insured value)	834614.00		741879.00	
Village Hall Contents (Insured value)	<u>76489.00</u>	<b>911103.00</b>	48749.00	791628.00
<b>Liabilities</b>				
Unpresented Cheques & Hiring Deposits		<b>275.00</b>	275.00	
Costs relating to AV Project			17000	
<b>Bar Stock</b>				
Wine & Beer; Estimated retail value £310				

# Independent Examiner's Report

## Independent Examiner's Report to the Trustees of Offord Village Hall (Registered Charity Number 302653)

I report to the trustees on my examination of the accounts of the Offord village Hall for the year ended 31 October 2023 which are set out on page 1 to 3.

### Responsibility 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').

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to 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 Commission. 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe in, any material respect:

1. accounting records were not kept in accordance with section 130 of the Charities Act;  
or
2. the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *V. Seekings*

Name: Valerie A Seekings

Address: 7 Elm Drive, Offord Cluny, St Neots, Cambs. PE19 5RN

Date: 10 November 2023

**THE OFFORDS RECREATION HUT, LOCALLY KNOWN AS OFFORD VILLAGE HALL**

England & Wales - Charity number 302653

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# Accounts

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## Offord Village Hall Trustees' Annual Report 1 November 2021 to 31 October 2022



**Charity Name:** The Offords' Recreation Hut (known as Offord Village Hall)

**Charity Number:** 302653

**Village Hall Address:** 158 High Street Offord Cluny St Neots Huntingdon Cambs PE19 5RR

**Charity's principal address for correspondence:**

J F Kirby (Treasurer)  
7 Millers Close  
Offord Darcy  
St Neots  
Cambs PE19 5SP

**Governing Document:** Conveyance and Trust Deed dated 1 November 1966

**Object of Charity:** To provide a Village Hall for the use of the inhabitants of Offord D'Arcy and Offord Cluny and the neighbourhood.

**Structure, Governance and Management:** A Management Committee, comprising a maximum 22 Trustees who are elected, nominated by village organisations or co-opted, runs the Village Hall. It meets formally every three months. Currently we have 15 Trustees.

Trustees are elected or appointed annually in accordance with the Trust Deed. Details concerning the names of the current Trustees and periods of office are shown in the attachment. The Trust Deed names Offord D'arcy Parish Council as Custodian Trustee and has been assumed by the merged Offord Cluny and Offord Darcy Parish Council. The number of Trustees serving at the end of the year was 15. The Hall is built on land leased from the Ely Diocesan Board of Finance. The current lease runs until 31<sup>st</sup> May 2040.

**ACTIVITIES IN THE YEAR:** After the closures imposed by the pandemic, this year saw a near return to normal activity with hirings and fundraising recovering to pre-covid levels. Our events programme was strengthened by new film nights, a highly successful murder mystery evening, a popular family disco as well as a beer festival, a ceilidh and table top sale. Other old favourites such as quiz nights and bingo also saw a welcome return. We unfortunately had to cancel the Christmas and Midsummer dances; partly due to lingering concerns about large numbers. We held a very well-received Platinum Jubilee Tea Party for the village. This was part-funded by a grant from the Cotton Wind Farm Community Benefit Fund. As for hall improvements, we embarked on a major project to upgrade our audio-visual facilities; stage and feature lights, sound system, widescreen projector and associated equipment, as well as a new curtain track. This will complete early in the next financial year and will enable us to show films more easily and to provide better facilities for stage shows, discos, educational programmes etc. This is being funded from hall resources and in part from a grant from the Parish Council.

**Financial Review and Policy on Reserves:** *The Charity has three principal sources of unrestricted funds:*

1. *Hiring income – both from village organisations and private hirers (56%)*
2. *Grants/donations (26%)*
3. *Fundraising via 300+ Club and events (18%)*

The level of hiring income and fund-raising activities, including a local lottery, along with a generous grant from the Parish Council, provided sufficient finance to meet regular expenditure and to undertake various sundry repairs and services. It also enabled the hall to procure several items of equipment and supplement the grant-funded projects. Our 3-year electricity and gas fixed price deal has so far protected us from utility cost rises, but this will change significantly in future years. Our insurance costs have risen in order to cover our new equipment.

The Charity aims to maintain a General Reserve of £7000 (app 6 months expenditure). Grants (other than Parish Council) are maintained as Restricted Funds. The remainder is held, in accordance with the Hall's Financial Policy, to effect improvements in the Hall's facilities. Cash assets not required for in-year expenditure are held in a low-risk deposit account with Scottish Widows Bank that attracted just under £10.00 in the financial year.

The Financial Year runs from 1 November – 31 October.

## **Other Information**

The Charity continually reviews the major risks it faces and in particular carries insurance with a specialist provider of insurance to Village Halls. It is a member of Cambridgeshire ACRE and Hunts Forum, each providing a source of guidance and support. The premises are licensed under the Licensing Act 2003 by the local District Council for the purposes of public entertainment and the appropriate PRS & PPL music licence is also held. The hall has achieved Level 1 of the Hallmark quality standard scheme and is working towards Level 2.

## **Declaration**

**The Trustees declare that they have approved the Trustees' Report above.**

**Signed on behalf of the Charity's Trustees**

**FULL NAME** Kathy Millward  
**POSITION** Chairman  
**DATE** 22<sup>nd</sup> November 2022

**The Offords' Recreation Hut (Offord Village Hall)**  
**List of Trustees (as at 31/10/22)**

<b>Name</b>	<b>Group/Status</b>	<b>Role/Notes</b>
<i>Kathy Millward</i>	<i>Elected</i>	<i>Chairman</i>
<i>Helen Ellis</i>	<i>Elected</i>	<i>Secretary</i>
<i>John Kirby</i>	<i>Elected</i>	<i>Treasurer</i>
<i>Helen Bosworth</i>	<i>Elected</i>	<i>Bookings Secretary &amp; 300 Club</i>
<i>Sarah Cutworth</i>	<i>Elected</i>	
<i>Rebecca Davis-Marsh</i>	<i>Elected</i>	
<i>Marlene Alderman</i>	<i>Senior Citizens</i>	
<i>Will Headen</i>	<i>The Offord Players</i>	
<i>Jenny Murby</i>	<i>PCC</i>	
<i>John Gatward</i>	<i>Offord Gardeners' Association</i>	
<i>Angela Simpson</i>	<i>Thursday Club</i>	
<i>Rod Arnold</i>	<i>Bowls Club</i>	
<i>Simon Young</i>	<i>Parish Council</i>	
<i>Louise Byam-Cook</i>	<i>Offord Tots</i>	
<i>Margaret Pullen</i>	<i>WI</i>	
<i>Vacant</i>	<i>Brownies</i>	

OFFORD VILLAGE HALL - Registered Charity no.302653

FINAL ACCOUNTS FOR THE YEAR 1.11.2021 TO 31.10.2022 (with previous FY)

1.11.2021 TO 31.10.2022

1.11.2020 TO 31.10.2021

INCOME	1.11.2021 TO 31.10.2022			1.11.2020 TO 31.10.2021		
	£	£	£	£	£	£
<b>GRANTS AND DONATIONS</b>						
Donations		51.00			111.00	
Parish Council		2500.00			2500.00	
Covid Support Grants		2867.00	5218.00		18708.00	21319.00
<b>OPERATING ACTIVITIES</b>						
<b>Village Organisations Hirings</b>						
Offord Tots	473.00			216.00		
Parish Council	285.00			194.00		
PCC	322.00			0.00		
Offord Pools Charity	17.00			0.00		
Thursday Club	573.00			36.00		
Gardeners Association	256.00			0.00		
Senior Citizens	206.00			0.00		
TOPS	614.00			0.00		
Brownies/Rainbows	402.00			0.00		
WI	280.00			0.00		
Bowls	841.00	4269.00		153.00	599.00	
Private Hirings-General		2765.50			653.00	
Private Hirings-Regular		4154.50			2586.00	
Miscellaneous		14.75	11203.75		0.00	3838.00
<b>OPERATING ACTIVITIES TO GENERATE FUNDS</b>						
Fund Raising - General		4317.34			2120.00	
300 Club		2189.50			2092.00	
Bar		1301.98	7808.82		0.00	4212.00
<b>INVESTMENT INCOME RECEIPTS</b>						
CAFScot Widows Account		9.54	9.54		3.53	3.53
<b>TOTAL RECEIPTS</b>			<b>24240.11</b>			<b>29372.63</b>

G. Saebings 31/11/2022



OFFORD VILLAGE HALL  
FINAL ACCOUNTS FOR THE YEAR 1.11.2021 TO 31.10.2022 (with previous FY)

1.11.2021 TO 31.10.2022

1.11.2020 TO 31.10.2021

£ £ £ £

**BALANCES**

**Balances B/F**

Cash				
Current Account	0.00		0.00	
CAFScotWidows	28843.53		17125.96	
<b>Add</b>	6991.70	35835.23	6988.17	24114.13
Unrestricted Receipts				
Less Unrestricted Expenditure	24240.11		29372.53	
<b>Add</b>	21769.58	2470.53	17751.43	11621.10
Restricted Receipts				
Less Restricted Expenditure	1810.00		400.00	
	1835.00	-25.00	300.00	100.00

**Balances C/F**

Cash in hand		0.00		0.00
Current Account		31279.52		28843.53
CAFScot Widows Account		7001.24		6991.70
		38280.76		35836.23

**FUND BALANCES**

<b>UNRESTRICTED</b>		38005.76		35535.23
<b>RESTRICTED</b>				
Wind Farm Grant		0.00		0.00
HDC Community Chest		0.00		0.00
Lottery Community Fund		0.00		0.00
Unpresented Cheques & Hiring Deposits		275.00		300.00
<b>TOTAL</b>		<b>38280.76</b>		<b>35836.23</b>

**STATEMENT OF ASSETS AND LIABILITIES**

**Monetary Assets**

Cash in hand	0.00		0.00	
Current Account	31279.52		28843.53	
CAFScot Widows Account	7001.24	<b>38280.76</b>	6991.70	35835.23

**Non Monetary Assets**

Village Hall (Insured value)	741879.00		711976.00	
Village Hall Contents (Insured value)	49749.00	<b>791628.00</b>	47698.00	768674.00

**Liabilities**

Unpresented Cheques & Hiring Deposits		275.00	300.00	
Costs relating to AV Project		17000.00		

**Bar Stock**

9 bottles wine; 5 Ales; 47 Lagers (inc 15x0%) Estimated retail value £180

U. Sackings 13/11/2022

# Independent Examiner's Report

## Independent Examiner's Report to the Trustees of Offord Village Hall (Registered Charity Number 302653)

I report to the trustees on my examination of the accounts of the Offord village Hall for the year ended 31 October 2022, which are set out on page 1 to 3.

### Responsibility 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').

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to 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 Commission. 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe in, any material respect:

1. accounting records were not kept in accordance with section 130 of the Charities Act;  
or
2. the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Valerie A Seekings

Address: 7 Elm Drive, Offord Cluny, St Neots, Cambs. PE19 5RN

Date: 13 November 2022

**THE OFFORDS RECREATION HUT, LOCALLY KNOWN AS OFFORD VILLAGE HALL**

England & Wales - Charity number 302653

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# Accounts

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# Offord Village Hall Trustees' Annual Report 1 November 2020 to 31 October 2021

**Charity Name:** The Offords' Recreation Hut (known as Offord Village Hall)

**Charity Number:** 302653

**Village Hall Address:** 158 High Street Offord Cluny St Neots  
Huntingdon Cambs PE19 5RR

**Charity's principal address for correspondence:**

J F Kirby (Treasurer)  
7 Millers Close  
Offord Darcy  
St Neots  
Cambs PE19 5SP

**Governing Document:** Conveyance and Trust Deed dated 1 November 1966

**Object of Charity:** To provide a Village Hall for the use of the inhabitants of Offord D'Arcy and Offord Cluny and the neighbourhood.

**Structure, Governance and Management:** A Management Committee, comprising a maximum 22 Trustees who are elected, nominated by village organisations or co-opted, runs the Village Hall. It meets formally every three months. Trustees are elected or appointed annually in accordance with the Trust Deed. Details concerning the names of the current Trustees and periods of office are shown in the attachment. The Trust Deed names Offord D'arcy Parish Council as Custodian Trustee and has been assumed by the merged Offord Cluny and Offord Darcy Parish Council. The number of Trustees serving at the end of the year was 15.

The Hall is built on land leased from the Ely Diocesan Board of Finance. The current lease runs until 31<sup>st</sup> May 2040.

**ACTIVITIES IN THE YEAR:** The hall's normal activities and finances were once again affected by the C-19 pandemic. As a result of government restrictions, the hall closed and reopened several times and has only just begun to fully operate, albeit with some restrictions still in place. Groups and other users have started to return and two fundraising events have taken place, Beerfest and Quiz Night; all much welcomed by the community. Unfortunately, the Ceilidh night had to be cancelled due to poor sales. Despite the closures, it was possible to fund and undertake a number of improvement projects, including redecorating the main hall and repainting the front gates and main doors. It was also necessary to repair the storeroom roof due to storm damage, as well as undertake other maintenance work. During this period the hall also

established a website, which has been well-received and should increasingly improve links with the community. Lastly, CambsACRE reviewed and reconfirmed the hall's Hallmark1 status. Sadly, our Caretaker retired in September after nearly twenty years of service. Arrangements are in hand to cover this important work for the future.

**Financial Review and Policy on Reserves:** The Charity has three principal sources of unrestricted funds:

1. Hiring income - both from village organisations and private hirers
2. Fundraising via 300+Club and events
3. Grants/donations

As a result of the hall's closure due to the pandemic, hiring income and fundraising were down in total by around 64% compared with 2018-19- the last pre-pandemic year. Even compared with 2019-20 income was down by 27%. Fortunately, due to the receipt of £18708 in Covid support grants coupled with other support/savings measures such as rate relief, underpinned by a sound financial base from previous years, the hall remained financially stable at the end of the year. Trustees agreed to use some reserves to fund the maintenance and repair projects during closure.

Although none were received this year, grants for specific projects are maintained as Restricted Funds. Remaining funds, less any designated as a General Reserve<sup>1</sup> are held, in accordance with the Charity's Financial Policy, to effect improvements in the hall's facilities. Cash assets not required for in-year expenditure are held in a low-risk deposit account with Scottish Widows Bank.

The Financial Year runs from 1 November - 31 October.

### **Other Information**

The Charity continually reviews the major risks it faces and in particular carries insurance with a specialist provider of insurance to Village Halls. It is a member of Cambridgeshire ACRE and Hunts Forum, each providing a source of guidance and support. The premises are licensed under the Licensing Act 2003 by the local District Council for the purposes of public entertainment and the appropriate PRS & PPL music licence is also held. The hall has achieved Level 1 of the Hallmark quality standard scheme.

### **Declaration**

**The Trustees declare that they have approved the Trustees' Report above.**

**Signed on behalf of the Charity's Trustees**

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<sup>1</sup> Currently set at £7000

**FULL NAME** Patrick Ruddy  
**POSITION** Chairman  
**DATE** 23<sup>rd</sup> November 2021

**The Offords' Recreation Hut (Offord Village Hall)  
List of Trustees (as at 31/10/21)**

<b>Name</b>	<b>Group/Status</b>	<b>Role/Notes</b>
<i>Mr Patrick Ruddy</i>	<i>Elected</i>	<i>Chairman</i>
<i>Mrs Kathy Millward</i>	<i>Elected</i>	<i>Vice Chair</i>
<i>Mrs Helen Ellis</i>	<i>Elected</i>	<i>Secretary</i>
<i>Mr John Kirby</i>	<i>Elected</i>	<i>Treasurer</i>
<i>Mrs Helen Bosworth</i>	<i>Elected</i>	<i>Bookings Secretary &amp; 300 Club</i>
<i>Mrs Sarah Cutworth</i>	<i>Elected</i>	
<i>Mrs Rebecca Davis-Marsh</i>	<i>Elected</i>	
<i>Mrs Marlene Alderman</i>	<i>Senior Citizens</i>	
<i>Mr Will Headen</i>	<i>The Offord Players</i>	
<i>Mrs Jenny Murby</i>	<i>WI &amp; PCC</i>	
<i>Mr John Gatward</i>	<i>Offord Gardeners' Association</i>	
<i>Mrs Angela Simpson</i>	<i>Thursday Club</i>	
<i>Mr Rod Arnold</i>	<i>Bowls Club</i>	
<i>Mr Simon Young</i>	<i>Parish Council</i>	
<i>Mrs Nikki Mitchell</i>	<i>Offord Tots</i>	
<i>Vacant</i>	<i>Brownies</i>	

# Independent Examiner's Report

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- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

### Basis of independent examiner's statement

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### Independent examiner's statement

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or
2. the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *V. Seekings*

Name: Valerie A Seekings

Address: 7 Elm Drive, Offord Cluny, St Neots, Cambs. PE19 5RN

Date: 14 November 2021