

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 31st 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		
	£	£	£	£	£	£
INCOME						
GRANTS AND DONATIONS						
Donations		79.00			78.00	
Parish Council		<u>2,500.00</u>	2,579.00		<u>2,500.00</u>	2,578.00
OPERATING ACTIVITIES						
Village Organisations Hirings						
Offord Tots	707.00			740.00		
Parish Council	435.86			482.00		
PCC	434.50			643.38		
Thursday Club	908.50			765.00		
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 Poors/Crafters/N/Watch)	<u>803.50</u>	8,537.91		<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
Solar		123.39			0.00	
Miscellaneous		<u>0.00</u>	123.39		<u>116.52</u>	116.52
OPERATING ACTIVITIES TO GENERATE FUNDS						
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
INVESTMENT INCOME RECEIPTS						
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
TOTAL RECEIPTS			<u>29,591.64</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		
	£	£	£	£	£	£
EXPENDITURE						
PAYMENTS FOR GENERATING FUNDS						
Fundraising Costs	1,837.87			1,254.57		
300 Club	1,020.00			1,045.00		
Bar	<u>952.78</u>	3,810.63		<u>901.11</u>	3,200.68	
DIRECT VILLAGE HALL EXPENDITURE						
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			390.00		
Broadband/Hallmaster	616.78			403.96		
Website	150.00			130.00		
Miscellaneous	<u>140.07</u>	17,890.71		<u>155.64</u>	19,806.71	
MANAGEMENT AND ADMINISTRATION						
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	
OTHER PAYMENTS						
Purchase of Assets	65.99			65.99		
Projects (unrestricted funds)	<u>5,987.87</u>	5,953.86		<u>2,100.00</u>	2,195.99	
TOTAL EXPENDITURE		27,713.33				25,266.63
RESTRICTED FUNDS						
INCOME						
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>	24,220.00		<u>1,865.00</u>	17,945.00	17,945.00
EXPENDITURE						
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>	23,014.09		<u>1,465.00</u>	17,545.00	17,545.00

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	
	£	£	£	£
BALANCES				
Balances B/F				
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
Add				
Unrestricted Receipts	29,591.64		29,412.78	
Less Unrestricted Expenditure	27,713.33	1,878.31	25,255.63	3,157.15
Add				
Restricted Receipts	24,220.00		17,945.00	
Less Restricted Expenditure	23,014.09	1,205.91	17,545.00	400.00
		33,103.34		30,019.12
Balances C/F				
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
		33,103.34		30,019.12
FUND BALANCES				
UNRESTRICTED		31,222.43		29,344.12
RESTRICTED				
Wind Farm Grant		0.00		0.00
Cambs Priorities Capital Fund		0.00		0.00
Fund for Nature		1,805.91		0.00
Unpresented Cheques & Hiring Deposits		75.00		675.00
TOTAL		33,103.34		30,019.12

STATEMENT OF ASSETS AND LIABILITIES

Monetary Assets				
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
Pending Receipts (not banked)				
Stripe Account (future hirings)	193.12	193.12		
Non Monetary Assets				
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
Bar Stock				
Estimated retail value		470.00		
Liabilities				
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 31st 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')

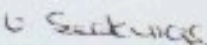
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 

Name: Valerie Seekings

Date: 10th November 2025

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