

Charity registration number 304285 (England and Wales)

CHINNOR VILLAGE HALL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2024

CHINNOR VILLAGE HALL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	S Ashdown	Health & Safety Lead
	Z Baker	Chairman / Booking Administrator
	M Dingwall	Health & Safety
	F Mantle	Health & Safety
	C Millard	Bowls Representative
	C Moore	Maintenance
Treasurers	A Payne	
Charity number (England and Wales)	304285	
Principal address	Church Road Chinnor OX39 4PQ	
Independent examiner	Richardsons 30 Upper High Street Thame Oxfordshire OX9 3EZ	
Bankers	Santander Customer Service Centre Bootle Merseyside L30 4GB	

CONTENTS

CHINNOR VILLAGE HALL

	Page
Chairman's statement	1
Trustees' report	2 - 3
Statement of trustees' responsibilities	4
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 - 12

CHINNOR VILLAGE HALL

CHAIRMAN'S STATEMENT

FOR THE YEAR ENDED 31 OCTOBER 2024

The financial year 2023/2024 was a particularly active and productive period for Chinnor Village Hall (CVH).

A comprehensive annual Risk Assessment was conducted in the spring, accompanied by a full review of all organisational policies to ensure they remain current and accessible via our website.

All Health and Safety inspections were completed in accordance with statutory requirements and approved by the relevant authorities.

We welcomed a new Treasurer to the Board as of 1st November 2024, following the retirement of the previous officeholders. We are grateful for their service and extend a warm welcome to their successor.

During the summer holiday period, the main hall underwent a full redecoration. This work was strategically scheduled to coincide with a natural lull in regular bookings, thereby minimising disruption. The refurbishment was completed efficiently over a two-week period.

Bookings remained strong and consistent throughout the year, generating essential revenue that enabled us to undertake necessary and often costly maintenance works.

We also invested in new technology for the main hall, including the installation of a digital projector and a large retractable screen. In addition, a licence was acquired to host cinema events, which has already encouraged several community groups to organise film screenings as part of their fundraising activities.

The continued progress and modernisation of CVH would not be possible without the proactive and dedicated efforts of the Board of Trustees. Their commitment ensures that the facilities remain relevant, safe, and welcoming for all users.

As Chairman, I would like to extend my sincere thanks and appreciation to each member of the Board for their invaluable contributions throughout the year.

Zena Baker

Chairman

Date:23rd August 2025.....

CHINNOR VILLAGE HALL

TRUSTEES' REPORT FOR THE YEAR ENDED 31 OCTOBER 2024

The trustees present their annual report and financial statements for the year ended 31 October 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)".

Objectives and activities

The provision of a village hall for use by the inhabitants of Chinnor and the surrounding neighbourhood without distinction of political, religious, or other opinions including use for:

A). Meetings, lectures and classes;

B) Recreation and leisure-time occupations, with the object of improving the conditions of life for the inhabitants.

Activities and Achievements in support of the objects:

When planning the activities of the Charity for the year, the Trustees have considered the Commission's guidance on public benefit. In particular, when setting hire charges, the Trustees are sensitive to the needs of small not for profit groups and clubs that use the hall and for whom increases in fees are difficult to meet.

The trustees hold regular meetings to review income and expenditure, to plan the ongoing maintenance and improvement programme, and to ensure compliance with all relevant regulations.

Financial review

2024-25 has been a good financial year for Chinnor Village Hall. After the very sharp learning years of COVID it was lovely to be able to look forward to the future. Financially we end the year in relatively good shape with a balance of £26,616 in our fund-raising account. During the year ending October 2023 the Village Hall Trustees applied for all grants made available by the Government amounting to £4,617 to assist in the support of village buildings.

In addition to last year's expenditure on fencing and solar panels it was agreed that additional fencing to fully enclose the perimeter of the site should be added at a cost of £10,750. Trees have been pollard and hedges cut back at a cost of £2,000 giving the Hall an overall smart appearance.

Solar panels installed in prior years have proven to be a success. Electricity costs which average out to be approximately £150 per month have remained the same as last year even though electricity costs have more than doubled. Therefore, investing in the solar panels, was a positive investment for the future and giving us at least a 50% reduction on our electrical charges year on year.

Continuing to look to the future, and to extend the facilities of the hall acknowledging the growing population of Chinnor, the trustees assessed that there was a lack of cinema facilities in the village and so after visiting other village halls and getting quotes for the equipment, a full cinema system at a cost of £4,345 has been purchased and installed. Complicated licencing legislation has been tackled and with the correct licence and paperwork in place, Chinnor Village Hall is ready to show films.

Hire income is buoyant and stands at £41,953 for 2023/24 which is a 17% increase on last year, an important increase. Although the Village Hall is a 'not for profit' Charity and endeavours to keep all hire charges as competitive as possible, the trustees are fully aware that it is their responsibility to continually monitor expenses and will increase hire charges if necessary to ensure the continued successful life of the Village Hall.

The trustees feel that their investment policy of holding surplus funds on interest bearing reserve and fundraising accounts is appropriate and should be continued. In recent years, low rates of interest have resulted in minimal returns, but with interest rates now increasing, the yields on bank deposits should improve.

CHINNOR VILLAGE HALL

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year. As at 31 March 2025, the charity had unrestricted funds carried forward of £28,485.

Structure, governance and management

The Charity is run by a Committee of Management who are the Trustees. The Committee should be made up of 5 elected members and 1 appointed member from each of the 6 local groups.

All members will stand down at the AGM but may be re-elected or re-appointed.

The Committee may co-opt up to 2 members during the year, to be effective until the next AGM. A member will cease if they are disqualified from being a charity trustee, are absent from all meetings for 12 months, or otherwise by giving one month's notice in writing.

Committee members elect the Chairman, Secretary, and Treasurer and must hold at least 2 ordinary meetings and an AGM each year. One third of members must be present to have a quorum at meetings and all votes are decided by simple majority.

New Committee Members are given a copy of the Constitution, and the latest accounts together with guidance as to the role of a charity trustee and the rules concerning public benefit.

The trustees who served during the year and up to the date of signature of the financial statements were:

S Ashdown
Z Baker
M Dingwall
F Mantle
C Millard
C Moore

Chairmans statement

The financial year 2023/2024 was a particularly active and productive period for Chinnor Village Hall (CVH).

A comprehensive annual Risk Assessment was conducted in the spring, accompanied by a full review of all organisational policies to ensure they remain current and accessible via our website.

All Health and Safety inspections were completed in accordance with statutory requirements and approved by the relevant authorities.

We welcomed a new Treasurer to the Board as of 1st November 2024, following the retirement of the previous officeholders. We are grateful for their service and extend a warm welcome to their successor.

During the summer holiday period, the main hall underwent a full redecoration. This work was strategically scheduled to coincide with a natural lull in regular bookings, thereby minimising disruption. The refurbishment was completed efficiently over a two-week period.

Bookings remained strong and consistent throughout the year, generating essential revenue that enabled us to undertake necessary and often costly maintenance works.

The trustees' report was approved by the Board of Trustees.

.....

Dated:23rd August 2025.....

Z Baker

Trustee

CHINNOR VILLAGE HALL

Trustee

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 OCTOBER 2024

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CHINNOR VILLAGE HALL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CHINNOR VILLAGE HALL

I report to the trustees on my examination of the financial statements of Chinnor Village Hall (the charity) for the year ended 31 October 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

I have completed my examination. I confirm that no 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 charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Rachel Porter ACA MAAT
Richardsons
30 Upper High Street
Thame
Oxfordshire
OX9 3EZ
Date:

CHINNOR VILLAGE HALL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2024

		Unrestricted funds 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes				
Income from:					
Donations and legacies	3	29	2,617	2,000	4,617
Charitable activities	4	41,910	35,752	-	35,752
Total income		41,939	38,369	2,000	40,369
Expenditure on:					
Charitable activities	5	38,366	46,359	2,000	48,359
Total expenditure		38,366	46,359	2,000	48,359
Net income/(expenditure) and movement in funds		3,573	(7,990)	-	(7,990)
Reconciliation of funds:					
Fund balances at 1 November 2023		24,912	32,902	-	32,902
Fund balances at 31 October 2024		28,485	24,912	-	24,912

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

CHINNOR VILLAGE HALL

BALANCE SHEET

AS AT 31 OCTOBER 2024

	Notes	2024		2023	
		£	£	£	£
Current assets					
Cash at bank and in hand		28,485		24,912	
		_____		_____	
Net current assets			28,485		24,912
The funds of the charity					
Unrestricted funds	12		<u>28,485</u>		24,912 _____
			<u>28,485</u>		24,912 _____
			=====		=====

The financial statements were approved by the trustees on

.....*Zena Baker* - Chairman.....

Z Baker

Trustee

CHINNOR VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2024

1 Accounting policies

Charity information

Chinnor Village Hall is a charity registered in England and Wales. The principal address is Church Road, Chinnor, OXON, OX39 4PQ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised on receipt.

1.5 Expenditure

Expenditure is recognised on payment.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

CHINNOR VILLAGE HALL

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown

within borrowings in current liabilities.

CHINNOR VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	funds	funds		funds	funds	
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Donations and grants	29	-	29	2,617	2,000	4,617

4 Income from charitable activities

CHINNOR VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

		Unrestricted funds	Unrestricted funds
		2024	2023
		£	£
Hire of hall and facilities		41,653	35,583
Investment income		257	169
		<u>41,910</u>	<u>35,752</u>
5 Expenditure on charitable activities			
		2024	2023
		£	£
Direct costs			
Building maintenance and repairs		6,745	1,843
Renewal of fencing		-	10,750
Installation of solar panels - 10,710	Cleaning fees and materials 7,266	6,828	
Refuse disposal 2,515	2,141 Utilities 6,930	4,416	
Insurance		2,299	1,877
Fire and safety checks		900	1,137
Licences		-	380
Equipment rental 811	811 Phoenix lifts 168	3,169	Scam payment 2,000
Sound and music		900	
		<u>4,345</u>	<u>-</u>
		33,979	44,962
Share of support and governance costs (see note 6)			
Support		3,907	3,197
Governance		480	200
		<u>38,366</u>	<u>48,359</u>
Analysis by fund			
Unrestricted funds		38,366	46,359
Restricted funds		-	2,000
		<u>38,366</u>	<u>48,359</u>
6 Support costs allocated to activities			
		2024	2023
		£	£
Administrative expenses		2,971	2,334

CHINNOR VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

Telephone	798	760
Trustee insurance	138	103
Governance costs	<u>480</u>	<u>200</u>
	<u>4,387</u>	<u>3,397</u>

Analysed between:

Unrestricted	<u>4,387</u>	<u>3,397</u>
--------------	--------------	--------------

7 Net movement in funds

2024	2023
£	£

The net movement in funds is stated after charging/(crediting):

Fees payable for the independent examination of the charity's financial statements	480	200
	<u> </u>	<u> </u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Total	-	-
	<u> </u>	<u> </u>

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

10 Fraudulent transaction

During the year a total of £2,000 was paid to an incorrect bank account as a result of the bank details being changed by an external party via email. This was identified as a fraudulent transaction and immediately reported to the bank. The Trustees have now put further measures in place to mitigate this occurring again.

11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

CHINNOR VILLAGE HALL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

12 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 November 2023 £	Incoming resources £	Resources At 31 October expended 2024 £	£
General funds	24,912	41,939	(38,366)	28,485
	=====	=====	=====	=====

Previous year:	At 1 November 2022 £	Incoming resources £	Resources At 31 October expended 2023 £	£
General funds	32,902	38,369	(46,359)	24,912
	=====	=====	=====	=====

13 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).