

# Old Headington Village Hall

England & Wales · Charity number 304349

## Details

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**Other names** ST ANDREW'S PARISH HALL, Old Headington Village Hall

**Status** Registered

**Legal form** Trust

**Registered** 1966-04-07

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Old Headington Village Hall  
Dunstan Road  
Headington  
Oxford  
OX3 9BY

**Phone** 07877794793

**Email** [oldheadingtonvillagehall@gmail.com](mailto:oldheadingtonvillagehall@gmail.com)

**Website** <http://oldheadingtonvillagehall.co.uk/>

## Activities

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**Objects:** A PARISH HALL FOR THE USE OF THE INHABITANTS OF THE PARISH AND IN PARTICULAR FOR USE FOR MEETINGS, LECTURES AND CLASSES AND FOR OTHER FORMS OF INSTRUCTION RECREATION AND LEISURE-TIME OCCUPATION ORGANISED BY OR CONNECTED WITH THE PARISH WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.

**Activities:** St Andrew's Parish Hall Trust owns the parish hall and grounds in Dunstan Road, Headington, Oxford, for the benefit of those in the area to use for meetings, lectures, classes, recreation, leisure and social activities.

## Classification

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

## Geography

- **Area of benefit:** THE PARISH OF ST ANDREWS, HEADINGTON
- Oxfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£48,489	£45,027	-	-
2023-12-31	£53,313	£32,667	-	-
2022-12-31	£47,890	£25,462	-	-
2021-12-31	£34,396	£18,704	-	-
2020-12-31	£19,943	£26,120	-	-

## Trustees

Name	Role	Appointed
HUGH FERRIS		
HUGH MORTIMER TEBAY		
Helen Anne Priestley		2025-02-04
SALEHA NOREEN NISAR		2025-03-24

**Old Headington Village Hall**

England & Wales - Charity number 304349

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# Accounts

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**Old Headington Village Hall (formerly St Andrew's Parish Hall) ,Dunstan Road, Oxford OX3 9BX**

**Reg.Charity No.304349 Trust Deed 11 March 1966** [oldheadingtonvillagehall@gmail.com](mailto:oldheadingtonvillagehall@gmail.com)

### **Trustees Annual Report for the year ended 31st December2024**

The trustees met on 24th March 2024.Hugh Ferris was appointed as chair, Helen Ann Priestley and Saleha Nisar were elected as trustees. Jill Freston resigned as chairman and David Ramsbottom and Neil Bird also resigned as trustees.

It was agreed that the Charity Commission should be advised that the name of the hall should be formally changed to Old Headington Village Hall.

The following is the annual report for 2024 as agreed by the trustees and the hall management committee at the joint annual general meeting of the hall charity on 8 May 2025.

### **People**

Mahliqa Nisar became Hall Manager in June 2024 following the resignation of Peter Hart. The charity continued to have the professional services of Zara Tekin and the use of the Xero accounting software platform. The turnover of the charity in 2019 was £23,000 whereas in 2024 turnover was nearly £49,000. Managing our finances in a timely and accurate way continued to be an essential part of the hall operation.

### **Finance**

The charity income is almost entirely from room hire, rental from the flat and parking. Expenditure (Administrative Costs) in 2024 was significantly higher with improved staffing costs (accountancy and hall management), repairs and maintenance (including new front door furniture, gas servicing and pest removal from the hall flat). Cleaning costs were higher (nearly £1,600) as room hiring increased. Ground improvements (£7,500) were the most visible investment in 2024 :firstly, the new St Andrew's Road fence, the cleared vinca and the area between the hall and guide hut. Secondly, the fencing around the hall flat garden was replaced. Grass cutting and ivy/bramble removal also helped to maintain the ambiance of the hall setting.

From the Balance Sheet, the charity had £68,000 on deposit. This compares to £25,000 in 2023 and zero in 2022.

### **Strengths and weaknesses, opportunities and threats - 2024**

The charity had an assured income from the flat (£14,475), an improved balance sheet and the unlimited demand for parking (mainly from JR staff).The funds on deposit (£68,000) could enable a phased programme of improvement. Bookings, regular and ad hoc, remained stable and the charity continued to refuse bookings for weekend adult parties. The opportunities to "grow" the charity as a business are limited given current demand and the demography of the area.

The main threat to the hall site is "car park T" next to and visible through the JR fence. Historically, flood damage and cost (2006,2013 and 2024) has occurred and may happen again.

### **The hall makeover - 2024**

In early 2024 time was spent looking to replace the curtains in both the main hall and committee room. Later it was felt that a more complete review of decor, toilet facilities, chairs and noise levels was needed. To this end two different proposals were received plus advice from an RIBA architect.

**Peter C Shaw**

**on behalf of Trustees and management committee, Old Headington Village Hall**



**Old Headington Village Hall**

England & Wales - Charity number 304349

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# Accounts

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## Trustees Report for 2023-

St Andrew's Parochial Church Council - registered charity 304349 - report for the year ended 31 December 2023

The hall had a satisfactory year in 2023 with income from room hire, parking and continued rental from the flat hall. As turnover exceeded £50,000, letting rates remained unchanged and weekend adult parties could be refused.

The hard of hearing and PA system was installed in March. Again the hall was grateful for the £5,000 anonymous donation received in the previous year for this overdue and essential service. Utility and administration costs were inevitably higher.

The main disappointment was the non functioning of the heating/hot water wireless Wifi smart control system for both hall and committee. This has now been resolved.

The hall grounds continued to be one of its best features. The vinca bed along St Andrew's Road remained a problem whilst the upper lawn bordered by the JR fence was cleared and re-seeded. More improvement was planned in 2024 including the area between the hall building and the guide hut.

The hall had the benefit of the hall manager (bookings and repairs) and also of Zast Accounting (invoicing and credit control). As always with volunteer run charities, additional trustees and committee members will be welcome.

Peter Shaw Chair,

Old Headington Village Hall management committee



# 2023 Year End Reports

REVIEW AND APPROVAL OLD HEADINGTON VILLAGE HALL (OHVH)

Zahra Tekin | Zast Accounting | March 2024

## The Year End Reports

Zast Accounting took over half way through the accounting year ie June /July 2023.

The Tasks achieved and reflected in the enclosed reports are;

- Credit control and Invoicing systematically
- The creation of Current account for the NI&S account which was external to the accounting system
- The adjustment of the fixed asset and coding appropriately within accounting system

### REVIEW AND APPROVAL:

-Year End Reports presented to external reviewer (Mrs. Helen Priestley) and approved by her after the examination of the accounts

-We also asked Mr Peter Shaw to sign of the accounts post review.

## Screen shots of Important transaction on Bank stmt.

- The **£5000 Grant was posted to the Grant Receivable Cost Code209**. Please see the Profit and Loss income.
- The Debit balance in Current Asset of BS which is due to introducing the balance of NI&A within Xero accounting system is journalled to existing 'Historical Adjustment' CC840.
- The bank balance on 31/12/2023 is £50,440 and total current balance is now balances with the total of the Lloyds fixed interest rate account of £25, 000, makes the total current asset £76,300

### Meeting with Peter S on 29/02/2024

The ambiguity around the built up balance of £12,000 NI&S bank account was discussed with Peter Shaw and it was clarified that;

- The NS&I balance has been a **legacy account** which was accumulative result of saving and interest over years.
- The balance was kept outside Xero accounting system and prior year's reviewer had plugged in the balance in the manual year end balance.
- The NS&I bank account was closed down and the balance was credited to Lloyds current account on current asset CC700 on 2<sup>nd</sup> March 2023 after crediting the interest element on Interest Income.
- The capital part of the NS&I i.e. £12k was journalled to 'Historical Adjustment account' i.e. CC840 as part of the 2023 YE adjustment to balance the current asset.
- The credit balances on CC840 ( the C/F balance of £7.7K and the £12k current year transfer) do not have any perceived creditors associated with them.

Year End 2023 accounts report (copy P&L and Balance sheet enclosed) and the notes are reviewed and signed by:

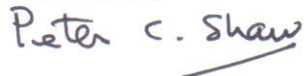
**Mrs Helen Preistly**

[helen@rpsoftware.co.uk](mailto:helen@rpsoftware.co.uk)

Signature: 

**Mr Peter Shaw (CEO)**

[peter.shaw8@gmail.com](mailto:peter.shaw8@gmail.com)

Signature: 

### **Nov 2023 Transfer after maturity again transferred to Fixed Int bank Acc**

24 Nov 23	TRANSFER - EX T/O WMTT M205973060006	PAY	25,000.00	48,899.59
22 Nov 23	BEVAN+ GREGG CAR PARKING RP4652286086367100 201815 30 22NOV23 01:23	FPI	50.00	73,899.59

### **Maturity of June Fixed int acc.**

CLEARING 206521 10 2000 123 15:20

20 Oct 23	TRANSFER WMTT S19278327-510	DEP	25,388.56	70,795.79
20 Oct 23	LINDA HANSON MISS ANN HANSON 00156353632RR IVNTR 090132 30	FPI	50.00	45,407.23

### **First 6 m fixed int. Rate Account transfer**

01 Jun 23	PIROSKA MOLNAR 23/569 cf271c6dfdc6452c99 040605 10 01JUN23 21:50	FPI	56.00	41,886.87
01 Jun 23	TRANSFER - EX T/O WMTT S19283835- 848	PAY	25,000.00	41,830.87
01 Jun 23	HEADINGTON FRIENDS HEADINGTON QUAKERS 000000000271796228 089299 10 01JUN23 10:36	FPI	36.00	66,830.87

**National Saving Account Closure transfer to Lloyds Curr Acc;**

02 Mar 23	NATIONAL SAVINGS A INVAC 138062481 56155629535199000N 608910 10 02MAR23 15:56	FPI	12,320.21	66,598.12
01 Mar 23	HOOTON C PII ATFS INV 517	FPI	178.00	54,777.91

**Cheque deposited Grant? £5000**

30 Jan 23	CHEQUE DEPOSIT LOYD 1-5 HIGH STRE	DEP	5,000.00	52,826.05
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**Bank Balance on 30<sup>th</sup> Dec 2022**

30 Dec 22	ALEXANDRA MCLEVVY SCD INVOICE 22 466 MODULO00P210EYUVPVU 040075 10 30DEC22 20:14	FPI	32.00	45,560.29
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**Bank Balance on 30<sup>th</sup> Dec 2023**

02 Jan 24	V ZETTERSTROM-SHAR INV-0752 600000001266447352 308045 10 30DEC23 13:09	FPI	64.00	50,408.35
29 Dec 23	OPUS ENERGY LTD 1332062	DD	122.42	50,344.35

**Treatment of the balance of NI&S Account at the YE2023:**

The £12000 of the total balance (ie less interest of £320.12) NI&S Account is adjusted to Cost Code 840 Historical Adjustment as this account has not been included in the YE2022 to the accounting system. The total balance was plugged into BS report manually.

Accounts: 840 - Historical Adjustment | Date range: Last financial year | Columns: 9 columns selected | Grouping/Summarising: Group by Account

Accounts to include: With transactions or non-... | Filter

[More](#) [Update](#)

**Historical Adjustment Transactions** Reorder columns

Old Headington Village Hall  
For the period 1 January 2023 to 31 December 2023

Date	Source	Description	Reference	Debit	Credit	Running Balance	Gross	VAT
<b>Historical Adjustment</b>								
<b>Opening Balance</b>				-	7,709.14	7,709.14	-	-
2 Mar 2023	Receive Money	NI&S Account Balance - NATIONAL SAVINGS A INVAC 138062481 56155629535199000N 608910 10 02MAR23 15:56	NI&S Account Closure	-	12,000.00	19,709.14	12,000.00	-
<b>Total Historical Adjustment</b>				-	12,000.00	19,709.14	12,000.00	-
<b>Closing Balance</b>				-	19,709.14	19,709.14	-	-
<b>Total</b>				-	12,000.00	(12,000.00)	12,000.00	-

# Profit and Loss

## Old Headington Village Hall For the year ended 31 December 2023

	2023	2022
<b>Turnover</b>		
201 - Room hire income	23,984.10	24,744.00
202 - Parking income	9,220.14	6,607.17
203 - Flat rental income	14,400.00	14,400.00
209 - Donations received	5,000.00	-
260 - Other Revenue	-	334.07
270 - Interest Income	708.77	-
<b>Total Turnover</b>	<b>53,313.01</b>	<b>46,085.24</b>
<b>Gross Profit</b>	<b>53,313.01</b>	<b>46,085.24</b>
<b>Administrative Costs</b>		
400 - Advertising & Marketing	354.00	120.00
401 - Audit & Accountancy fees	2,501.00	-
408 - Cleaning	4,978.14	3,651.85
409 - Gardening & maintenance	1,622.50	3,230.51
410 - Ground Improvement Projects	2,296.00	-
411 - Service maintenance contracts	1,832.45	342.51
416 - Depreciation Expense	1,433.31	-
418 - Charitable and Political Donations-Expense	143.92	-
425 - Postage, Freight & Courier	2.89	-
428 - Hall Flat expenses	657.00	1,998.17
429 - Miscellaneous Expenses	681.59	87.00
433 - Insurance	1,802.28	1,706.04
441 - Legal Expenses	214.52	-
444 - Water for hall	562.96	665.09
445 - Electricity Light & Power	776.14	430.99
446 - Gas - hall and meeting room	3,223.92	3,047.80
447 - Waste services	80.10	-
461 - Office and Printing	11.50	15.35
463 - IT Software and Consumables	487.41	427.19
470 - Electrical work on hall	935.00	350.00
473 - Repairs & Maintenance	2,143.43	2,162.74
475 - Admin & Finance services (self-employed contractors)	5,090.00	4,701.00
485 - Subscriptions	-	122.10
489 - Telephone & Internet	832.16	860.68
493 - Travel - National	4.95	-
<b>Total Administrative Costs</b>	<b>32,667.17</b>	<b>23,919.02</b>
<b>Operating Profit</b>	<b>20,645.84</b>	<b>22,166.22</b>
<b>Other Income</b>		

Profit and Loss

	2023	2022
250 - Deposits for room hire	16.00	1,000.00
<b>Total Other Income</b>	<b>16.00</b>	<b>1,000.00</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>20,661.84</b>	<b>23,166.22</b>
<b>Profit after Taxation</b>	<b>20,661.84</b>	<b>23,166.22</b>

# Balance Sheet

## Old Headington Village Hall

As at 31 December 2023

	31 DEC 2023	31 DEC 2022
<b>Fixed Assets</b>		
<b>Tangible Assets</b>		
710 - Equipment Hearing Aid - hall, meeting room and kitchen	5,732.31	-
711 - Less Accumulated Depreciation on Office Equipment	(1,433.31)	-
<b>Total Tangible Assets</b>	<b>4,299.00</b>	<b>-</b>
<b>Total Fixed Assets</b>	<b>4,299.00</b>	<b>-</b>
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
090 - Old Headington Village Hall	50,440.35	45,560.29
<b>Total Cash at bank and in hand</b>	<b>50,440.35</b>	<b>45,560.29</b>
010 - Fixed Term Deposit Account	25,000.00	-
610 - Accounts Receivable	860.00	2,946.50
<b>Total Current Assets</b>	<b>76,300.35</b>	<b>48,506.79</b>
<b>Creditors: amounts falling due within one year</b>		
800 - Accounts Payable	769.89	1,397.17
840 - Historical Adjustment	19,709.14	7,709.14
855 - Suspense-Unknown Income_BadDebt Loss at Year End	58.00	-
<b>Total Creditors: amounts falling due within one year</b>	<b>20,537.03</b>	<b>9,106.31</b>
<b>Net Current Assets (Liabilities)</b>	<b>55,763.32</b>	<b>39,400.48</b>
<b>Total Assets less Current Liabilities</b>	<b>60,062.32</b>	<b>39,400.48</b>
<b>Net Assets</b>	<b>60,062.32</b>	<b>39,400.48</b>
<b>Capital and Reserves</b>		
960 - Retained Earnings	39,400.48	16,234.26
Current Year Earnings	20,661.84	23,166.22
<b>Total Capital and Reserves</b>	<b>60,062.32</b>	<b>39,400.48</b>



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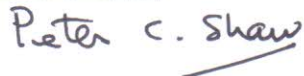
**Mrs Helen Preistly**

[helen@rpsoftware.co.uk](mailto:helen@rpsoftware.co.uk)

Signature: 

**Mr Peter Shaw (CEO)**

[peter.shaw8@gmail.com](mailto:peter.shaw8@gmail.com)

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<b>Total Historical Adjustment</b>				-	12,000.00	19,709.14	12,000.00	-
<b>Closing Balance</b>				-	19,709.14	19,709.14	-	-
<b>Total</b>				-	12,000.00	(12,000.00)	12,000.00	-

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Profit and Loss

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# Balance Sheet

Old Headington Village Hall

As at 31 December 2023

	31 DEC 2023	31 DEC 2022
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<b>Total Fixed Assets</b>	<b>4,299.00</b>	-
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<b>Cash at bank and in hand</b>		
090 - Old Headington Village Hall	50,440.35	45,560.29
<b>Total Cash at bank and in hand</b>	<b>50,440.35</b>	<b>45,560.29</b>
010 - Fixed Term Deposit Account	25,000.00	-
610 - Accounts Receivable	860.00	2,946.50
<b>Total Current Assets</b>	<b>76,300.35</b>	<b>48,506.79</b>
<b>Creditors: amounts falling due within one year</b>		
800 - Accounts Payable	769.89	1,397.17
840 - Historical Adjustment	19,709.14	7,709.14
855 - Suspense-Unknown Income_BadDebt Loss at Year End	58.00	-
<b>Total Creditors: amounts falling due within one year</b>	<b>20,537.03</b>	<b>9,106.31</b>
<b>Net Current Assets (Liabilities)</b>	<b>55,763.32</b>	<b>39,400.48</b>
<b>Total Assets less Current Liabilities</b>	<b>60,062.32</b>	<b>39,400.48</b>
<b>Net Assets</b>	<b>60,062.32</b>	<b>39,400.48</b>
<b>Capital and Reserves</b>		
960 - Retained Earnings	39,400.48	16,234.26
Current Year Earnings	20,661.84	23,166.22
<b>Total Capital and Reserves</b>	<b>60,062.32</b>	<b>39,400.48</b>

**Old Headington Village Hall**

England & Wales - Charity number 304349

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# Accounts

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**Old Headington Village Hall - Reg. Charity 304349**  
**ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2022**

**RECEIPTS**

	<u>2022</u>	£	<u>2021</u>	£
Hall and committee room letting	23,047.50		10,175.00	
Grants <sup>1</sup>	0.00		6,000.00	
Parking	6,607.17		6,392.46	
Interest: NS&I	1.23		87.89	
Hall flat rental income	14,400.00		11,316.00	
Deposits received from hirers	3,500.00		700.00	
Other <sup>2</sup>	334.07		225.00	
<b>TOTAL</b>	<b><u>47,889.97</u></b>		<b><u>34,896.35</u></b>	

<sup>1</sup>No grants were applied for in 2022. The 2021 grant was with reference to Covid

<sup>2</sup>Compensation from Utility Aid

**PAYMENTS**

	<u>2022</u>	£	<u>2021</u>	£
Electricity	430.99		353.21	
Gas	3,047.80		1,035.53	
Water	665.09		(92.31)	
Administration & office expenses <sup>3</sup>	1,545.32		1,119.36	
Admin & Finance hours	4,695.00		3,790.50	
Insurance	1,706.04		1,738.64	
Sundries	87.00		42.25	
Hall Flat expenses & maintenance	1,335.00		1,388.85	
Gardening/grounds	3,230.51		2,640.31	
Maintenance <sup>4</sup>	2,855.25		4,199.71	
Cleaning	3,363.85		2,488.15	
Deposits returned to hirers during year	2,500.00		500.00	
<b>TOTAL</b>	<b><u>25,461.85</u></b>		<b><u>19,204.20</u></b>	
Deposits to be returned within 12 months <sup>5</sup>	1,200.00		200.00	
Surplus	21,228.12		15,492.15	
	<b><u>47,889.97</u></b>		<b><u>34,896.35</u></b>	

<sup>3</sup>Now includes Wifi and Mobile telephone expenditure

<sup>4</sup>Does not include maintenance for Hall flat

<sup>5</sup>Deposits were not shown in 2021 accounts

**BALANCE SHEET**

<b>Assets end Dec</b>	<u>2022</u> £	<u>2021</u> £
Current A/C Lloyds	45,560.29	23,133.40
NS Investment A/C	<u>12,296.62</u>	<u>12,295.39</u>
	<b><u>57,856.91</u></b>	<b><u>35,428.79</u></b>
1st Jan opening assets	35,428.79	19,736.64
<i>Surplus</i>	21,228.12	15,492.15
<i>Deposits held</i>	1,200.00	200.00
31st Dec closing assets inc. deposits	<b><u>57,856.91</u></b>	<b><u>35,428.79</u></b>

Hon. Treasurer..... *Joanna Pavolin* .....

Date..... *27/05/23* .....

I have examined the Income and Expenditure Account and the Balance Sheet and confirm that they are in agreement with books and information supplied to me.

Independent Examiner..... *Adrian Williams* .....

Date..... *5 June 2023* .....

Adrian Williams MA FIA FIC CMC

Bell House 72A Old High Street, Headington Oxford OX3 9HW

**Old Headington Village Hall**

England & Wales - Charity number 304349

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# Accounts

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**Old Headington Village Hall - Reg. Charity 304349**  
**ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2021**

**RECEIPTS**

	<u>2021</u>	<u>2020</u>
	£	£
Hall and committee room letting <sup>1</sup>	10,175.00	10,311.00
Deposits not yet returned	200.00	0.00
Grants	6,000.00	0.00
Parking	6,392.46	4,154.00
Interest: NS&I	87.89	96.89
Hall flat rental income	11,316.00	4,600.00
Other <sup>2</sup>	225.00	781.16
<b>TOTAL</b>	<b>34,396.35</b>	<b>19,943.05</b>
<i>to balance</i>		<i>Deficit 6,177.11</i>
	<b>34,396.35</b>	<b>26,120.16</b>

<sup>1</sup> Around £1,000 of 2021 invoices do not appear in this figure as they were paid in 2022

<sup>2</sup> Insurance payout for leak in flat

**PAYMENTS**

	<u>2021</u>	<u>2020</u>
	£	£
Electricity <sup>3</sup>	1,035.53	297.50
Gas	353.21	1,236.91
Water <sup>4</sup>	(92.31)	574.54
Administration & office expenses	792.56	375.52
Admin & Finance hours	3,790.50	650.00
Insurance	1,738.64	0.00
WiFi & Telephone	326.80	151.26
Sundries	42.25	264.52
Hall Flat expenses & refurbishment	1,388.85	14,494.90
Gardening/grounds	2,640.31	1,739.00
Maintenance	4,199.71	4,483.47
Cleaning	2,488.15	1,852.54
<b>TOTAL</b>	<b>18,704.20</b>	<b>26,120.16</b>
<i>to balance</i>	<i>Surplus 15,692.15</i>	<i>Surplus 0.00</i>
	<b>34,396.35</b>	<b>26,120.16</b>

<sup>3</sup> changed supplier as previous supplier left market

<sup>4</sup> There was a refund of £236.50 in August 2021 from Castle Water

**BALANCE SHEET**

<b>Assets end Dec</b>	<u>2021</u>	<u>2020</u>
	£	£
Current A/C Lloyds	23,133.40	7,529.14
NS Investment A/C	12,295.39	12,207.50
	<b>35,428.79</b>	<b>19,736.64</b>
<b>Funds</b>		
1st Jan	19,736.64	25,913.75
	<i>Surplus 15,692.15</i>	<i>Deficit (6,177.11)</i>
31st Dec	<b>35,428.79</b>	<b>19,736.64</b>

Hon. Treasurer..... Joanna Pavelin .....

Date..... 24 June 2022

I have examined the Income and Expenditure Account and the Balance Sheet and confirm that they are in agreement with books and information supplied to me

Independent Examiner..... Adrian Williams .....

Date..... 23 June 2022

Adrian Williams MA FIA FIC CMC

Bell House 72A Old High Street, Headington Oxford OX3 9HW