



Trustees' Annual Report for the period

From **01/04/23** Period start date To **31/03/24** Period end date

Charity name: **VILLAGE HALL - SHUTFORD**

Charity registration number: **304364**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Purposes for the physical & mental training & recreation & social, moral & intellectual development through the medium of reading & recreation rooms library lectures classes recreations and entertainments for the benefit of the inhabitants of Shutford without discrimination.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Hall provides premises for exercise classes, table tennis, church, parish council & WI meetings. Community breakfasts, art and craft classes are also held. Film & book clubs also meet monthly. Wedding celebrations, wakes, children's parties and quiz evenings have also taken place. The Hall is used as a Polling Station for the village.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All facilities are kept in full working order for the benefit of Shutford villagers. Charges for its hire are made to cover the cost of maintaining the Hall and providing the necessary utilities.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	Junior table tennis club is charged a reduced rate to encourage participation in the sport.
Contribution made by volunteers	Para 1.38	Volunteers help with all activities and with fund raising such as 100 Club. Villagers help to maintain the small garden in front of the Hall.

Other		Events to raise money for other charities are not charged hire fees.
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity provides a modern facility for events which is within walking distance of all villagers. It has a fully fitted & equipped kitchen, an AV system with projector & hearing loop.</p> <p>Table tennis equipment is provided for use by all hirers.</p> <p>To encourage sporting activity, the table tennis club was provided with a grant for new balls. Half the cost of a training coaching course was financed by the Hall.</p> <p>A wheelchair is available, if required, for use to and from a vehicle to the Hall and while in the building. A disabled toilet is also provided along with baby changing equipment.</p> <p>There are benefits to the village residents, who attend activities in the Hall, as this offers the opportunity for people to socialise with friends and neighbours thereby increasing their well-being and sense of belonging.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is in a comfortable position due to a legacy received this financial year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have a £7000 reserve for overheads. Restricted reserves – see notes with financial statement.
Amount of reserves held	Para 1.22	£82,003 general & £1,636 restricted
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Principal source of funds are the hire charges for use of the Hall. Residents of Shutford have a concessionary rate. Fundraising includes a 100 Club with a monthly draw. A Christmas Bingo was held.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The current cost of electricity has doubled since the previous year with negligible government help for businesses. The building and contents are insured with a company specialising in village halls. This also includes public liability insurance.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Our governing document requires the Hall to be managed by a committee consisting of representatives of all the organisations which use the Hall plus 3 village representatives elected at the AGM.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are selected from and with the approval of the management committee.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Reference and Administrative details

Charity name	VILLAGE HALL – SHUTFORD
Other name the charity uses	SHUTFORD VILLAGE HALL
Registered charity number	304364
Charity's principal address	Shutford Village Hall Banbury Hill Shutford Oxon OX15 6PE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Roger Bancroft	Chair		
2	Geraldine Bancroft	Treasurer		
3	Christine Yarborough			
4	Rita Livesey			
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Village Halls	Tessa Hall	Community First Oxfordshire South Stables, Worton Park, Witney Oxfordshire OX29 4SU

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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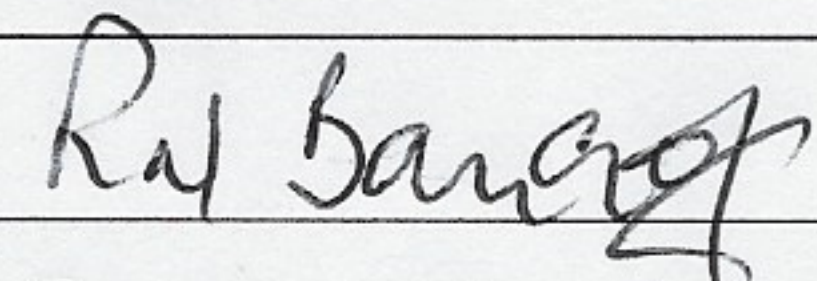
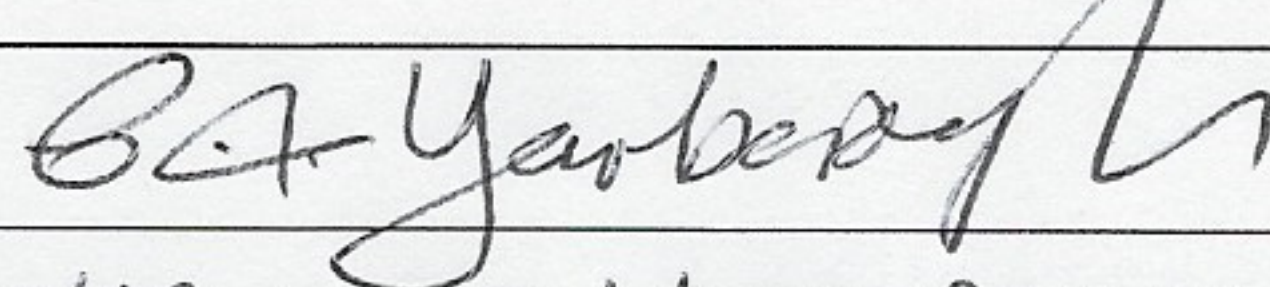
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ROGER NEIL BANCROFT.	CHRISTINE YARBROUGH
Position (eg Secretary, Chair, etc)	CHAIRMAN & TRUSTEE	TRUSTEE
Date	22/01/2025	



Receipts and payments accounts

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For the period from	01/04/2023	To	31/03/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Booking Fees	4,984	-	-	4,984	3,013
Fund Raising	2,132	-	-	2,132	1,958
Bank Interest	633	-	-	633	97
Legacy	34,000	-	-	34,000	-
Misc	8	-	-	8	8
Donations	70	-	-	70	79
Shutford News Funds	-	1,597	-	1,597	-
Sub total (Gross income for AR)	41,827	1,597	-	43,424	5,155
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	41,827	1,597	-	43,424	5,155
A3 Payments					
Insurance	983	-	-	983	906
Electricity	2,967	-	-	2,967	1,439
Water & Sewerage	222	-	-	222	148
Internet		133		133	346
Cleaning	805	-	-	805	1,398
Licences	274	179	-	453	248
Admin	150	-	-	150	61
Fundraising expenses	1,133	-	-	1,133	1,132
Maintenance	880	1,352	-	2,232	1,806
Donations	481	-	-	481	359
Equipment purchases	758	-	-	758	14
Construction of Steps to Churchyard - final phase		364	-	364	13,137
Consumables	218	-	-	218	100
Outside lights (additional)		768		768	
	-	-	-	-	-
Sub total	8,871	2,796	-	11,667	21,094
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	8,871	2,796	-	11,667	21,094
Net of receipts/(payments)	32,956	- 1,199	-	31,757	- 15,940
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	49,047	2,835	-	51,882	-
Cash funds this year end	82,003	1,636	-	83,639	- 15,940

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Lloyds Current A/C	2,402	218	-
	Lloyds Savings A/C	29,524	1,418	-
	Lloyds Fixed Term Deposit	25,000		
	Lloyds 95 Day Notice A/C	25,025		
	Cash	52	-	-
	Total cash funds	82,003	1,636	-

(agree balances with receipts and payments account(s))

OK

OK

OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Hall Building + Fixtures	Unrestricted	-	460,205
	Contents	Unrestricted	-	19,454
	Items used outside premises	Unrestricted	-	7,548
			-	-
	(Insured values 12/5/2023)		-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Geraldine Bancroft
Christine Arbrough

GERALDINE BANCROFT
CHRISTINE ARBROUGH

22/01/25
22/01/25

Restricted funds

The Hall has 3 small restricted funds:

Shutford Village News

This comprises money given to the Hall for safe keeping, being the amount left on termination of the printed version of the Shutford News magazine, which used advertising as funding.

This is no longer required as it is a digital publication and is circulated by email. The Hall is keeping the closing balance in case any future printing is required.

However, as the Shutford News previously paid for the village website, the Hall has paid the fees required for this period.

Audio Visual Fund

When the new Village Hall was opened, a benefactor gave the Hall a sum of money to provide for the upkeep of the AV system and internet. In this financial period improvements have been made to the AV system and the hearing loop equipment renewed.

Rebuild Fund

The Hall received various donations from villagers and grants in 2017 to enable a new Hall to be built. The remaining fund has been used in this financial year to provide outside lights on the stone access steps and to complete the construction of iron steps at the rear which connect the Hall grounds to the churchyard behind, thus improving access between the two buildings.

The five-year electrical installation check and remedial work required was also financed from this fund.

Legacy

It should be noted that the receipt of a legacy from a previous resident of Shutford is an exceptional event and is unlikely to be repeated in the coming years.



Section A

Independent Examiner's Report

Report to the trustees/
members of

VILLAGE HALL - SHUTFORD

On accounts for the year
ended

31/03/2024

Charity no
(if any)

304364

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2024**

Responsibilities 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").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in 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 (~~other than that disclosed below~~*) 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 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Helen Nixseaman

Date:

17.1.25

Name:

HELEN NIXSEAMAN

Relevant professional
qualification(s) or body
(if any):

FELLOW OF THE INSTITUTE OF
CHARTERED ACCOUNTANTS IN ENGLAND & WALES

Address:

BALIFFES COTTAGE

BANBURY HILL, SHUTFORD

OX15 6PE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.