

REGISTERED NUMBER: 304285

CHINNOR VILLAGE HALL
RECEIPTS AND PAYMENTS ACCOUNTS
YEAR ENDED 31 OCTOBER 2022

CHINNOR VILLAGE HALL

REFERENCE AND ADMINISTRATION DETAILS

REG CHARITY NO: 304285

PRINCIPAL ADDRESS: Church Rd
Chinnor OXON
OX39 4PQ

TRUSTEES: Zena Baker, Chairman & Booking Administrator
Sue Ashdown, Health & Safety Administrator
Jackie Pritchard, Utilities Administrator
Margaret Dingwall, Committee member
Fiona Mantle, Committee member
Colin Moore, Committee member
Chris Millard, Committee member
Mike Ashdown, Committee member
Sue Sargent, Committee member
Pete Sargent, Committee member

TREASURERS: Sue and Pete Sargent

GOVERNING DOCUMENT: Scheme dated 12 September 2002, Amended 21 January 2004

BANK: Santander

Customer Service Centre
Bootle Merseyside
L30 4GB

INDEPENDENT EXAMINER: Sally Russ-Silsby BA(Hons), FCCA

CHINNOR VILLAGE HALL

TRUSTEES ANNUAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2022

The Trustees present their Annual Report and Financial Statements for the period ended 31 October 2022.

Objects:

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.

Committee of 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 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 two 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.

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.

By March 2022 most COVID restrictions had been removed, allowing community activities to resume, and the trustees are pleased to report that monthly hall lettings income for 2021/22 returned to pre-pandemic levels. During the year, the trustees successfully applied for a revenue grant of £2,667 from South Oxfordshire District Council. SODC offers grant funding for projects that support the council's corporate plan priorities (2020-2024), in particular to protect and restore the natural world, to promote action on the climate emergency, and to improve economic and community well-being.

CHINNOR VILLAGE HALL

TRUSTEES ANNUAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2022 (continued)

Financial Review:

After two challenging pandemic years and long periods of closure, it was a considerable relief when the final COVID restrictions were lifted and normal letting activities resumed in 2021/22. The funding secured by the trustees from South Oxfordshire District Council in the previous financial year, including the Local Restrictions Support Grant, a Closed Businesses Lockdown Payment and Restart Grant, totalling £20,708, meant that CVH started the year in a strong financial position and did not have any cashflow difficulties when operating expenses increased again, with the resumption of normal activities. Furthermore, funds were made available for property improvements, including re-fencing the hall site to improve security, and installing solar panels as part of an energy saving and sustainability initiative. These investments did result in an excess of expenditure over revenue for the year, a deficit of £9,127 being reported. However, it is the responsibility of the trustees to ensure that the CVH facilities are continually maintained and upgraded to meet the needs of the local community, whose interests they serve. Despite the deficit, CVH closed the year with a cash balance of £32,902, which considerably exceeds the average pre-pandemic closing cash balances. CVH remains in a healthy financial position and the trustees are optimistic income will continue to increase in 2022/23.

The trustees report that hire charges for 2021/22 were £32,444, compared with £13,305 in 2020/21, when COVID restrictions resulted in the suspension of letting activities for extended periods. In 2018/19, the last financial year before the pandemic, hall lettings income was £34,089. Expenditure on the upkeep of the hall, excluding the one-off exceptional costs (perimeter fencing and solar panels), was £28,123, compared with the extraordinarily low spend of £16,413 in 2020/21, attributable to lockdown closures.

The trustees are aware that the main risk to the charity's operation is its dependency on hire income to cover costs and thanks all the local groups, volunteers and trustees whose hard work and fundraising enables this valuable facility to be available to local people.

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

Trustees Responsibilities in relation to Financial Statements:

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The trustees have elected to take advantage of the provisions that apply to small charities and have prepared Receipts and Payments Accounts and a Statement of Assets and Liabilities which are set out on pages 5 to 7.

Signature: *Zena Baker*

Date: 7th February 2023

Zena Baker
Position: Chairman

CHINNOR VILLAGE HALL

Independent Examiner's Report to the Trustees of Chinnor Village Hall.

I report on the accounts of the charity for the year ended 31 October 2022, which are set out on the attached pages.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts 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 to facilitate a proper understanding of the accounts.



Sally Russ-Silsby BA(Hons), FCCA

6th February 2023

CHINNOR VILLAGE HALL

Receipts and Payments Accounts
For the Period to 31 October 2022

	Unrestricted Fund	Restricted Fund	TOTAL 2022	TOTAL 2021
	£	£	£	£
Receipts				
Voluntary Income				
Donations and Grants	2,719	0	2,719	20,785
Charitable Activities				
Hire of Hall and Facilities	32,444	0	32,444	13,305
Fundraising Income	0	0	0	0
Investment Income	24	0	24	3
<u>Total Receipts</u>	<u>35,187</u>	<u>0</u>	<u>35,187</u>	<u>34,093</u>
Direct Charitable Payments				
Hall Upkeep:				
Building maintenance and repairs	7,269	0	7,269	4,011
Renewal of fencing	11,600	0	11,600	0
Installation of solar panels	4,590	0	4,590	0
Cleaning fees and materials	7,704	0	7,704	3,320
Refuse disposal	1,948	0	1,948	1,025
Utilities	3,981	0	3,981	2,621
Insurance	1,733	0	1,733	1,727
Fire and safety checks	1,899	0	1,899	1,489
Licences	1,083	0	1,083	552
Equipment rental	264	0	264	88
Administration:				
Administrative expenses	1,091	0	1,091	540
Telephone	759	0	759	594
Trustee Insurance	93	0	93	246
Independent Examination	300	0	300	200
<u>Total Payments</u>	<u>44,314</u>	<u>0</u>	<u>44,314</u>	<u>16,413</u>
<u>Net Income/(Expenditure)</u>	<u>(9,127)</u>	<u>0</u>	<u>(9,127)</u>	<u>17,680</u>
Cash Funds brought forward	42,029	0	42,029	24,349
Transfer between funds	0	0	0	0
<u>Cash Funds carried forward</u>	<u>32,902</u>	<u>0</u>	<u>32,902</u>	<u>42,029</u>

CHINNOR VILLAGE HALL

Statement of Assets and Liabilities at 31 October 2022

Funds Reconciliation

	Unrestricted fund £	Restricted fund £	Total 2022 £
Cash at bank & in hand 31.10.2021	42,029	0	42,029
Surplus/(deficit) this year end	(9,127)	0	(9,127)
Cash at bank & in hand 31.10.2022	32,902	0	32,902

	2022 £	2021 £
Cash Funds		
Bank Current Account	1,089	2,806
Community Instant Reserve	62	62
Fund Raising Account	31,751	39,161
	32,902	42,029
<u>TOTAL ASSETS</u>	<u>32,902</u>	<u>42,029</u>
Liabilities		
Independent Examiners Fee	200	200
	<u>200</u>	<u>200</u>
<u>TOTAL LIABILITIES</u>	<u>200</u>	<u>200</u>

Approved by the trustees:

Signature:

Date:

Zena Baker
Position: Chairman

CHINNOR VILLAGE HALL

Notes to the Accounts for the Year Ended 31 October 2022

1 Accounting Policies

These accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011.

2 Payments to trustees

The trustees receive no remuneration, direct or indirect benefits from the charity.

3 Funds

The Restricted Fund consists of grants and donations given for a specific purpose.

As at 31st October 2022 the balance of the Restricted Fund was nil £.

The Unrestricted Fund consists of general donations and gifts, together with hire and rental of the facilities and equipment, and is used to finance the maintenance of the hall, insurance and administrative overheads.

In 2021/22 CVH was awarded a revenue grant by SODC of £2,667 (see page 2).