

Begbroke Village Hall – Trustee Report for the Financial Year 1st June 2023 to 31st May 2024

Introduction

The trustees of Begbroke Village Hall are pleased to present their annual report for the financial year ending 31st May 2024. This year has been one of strong operational performance, a full recovery from the impact of COVID-19, and key facility improvements to enhance the hall for community use.

Financial Overview

The charity remains in a stable financial position, with strong income from hall bookings and continued support from the Begbroke Social Club. The independent examiner has reviewed the accounts and confirmed they accurately reflect the financial position of the hall.

Total Income: £25,139

Total Expenditure: £27,186

Bank Balance (31 May 2024): £34,326

Although the expenditure has surpassed the income, the reserves remain robust. This ensures that continued investment in the maintenance and enhancement of the hall is feasible.

Operational Highlights

- **Bookings:** The hall saw strong bookings throughout the year, marking a full recovery from the COVID-19 lockdowns.

- **Facility Improvements:** Significant investment was made in the hall's infrastructure, including:

- New flooring in the lounge (£1,980)
- Installation of a new heating system (£6,255)
- New ceiling installation (£2,692)
- Refurbishment of all fire doors to enhance safety and longevity.

- **Community Engagement:** The Begbroke Social Club continued to thrive, with its family nights on the third Friday of each month proving to be a great success. These events have brought many young families together and reinforced the hall's role as a hub for the

community. The social club's donations have also made a significant contribution to the hall's finances.

Independent Examination

An independent examiner reviewed the charity's financial records in accordance with the Charities Act 2011. The report confirmed that bookkeeping records are accurate and comply with legal requirements. Since the charity's income exceeded £25,000, a full trustee report and accounts submission to the Charity Commission may be required.

Acknowledgements

The trustees would like to express their sincere gratitude to Jude Skipp for her exceptional work as Treasurer over the past year. Her dedication and diligence have been instrumental in managing the charity's finances effectively.

We also extend our thanks to all those who have supported Begbroke Village Hall—whether through bookings, donations, or volunteer efforts. Your contributions ensure that the hall remains a valued community resource.

Conclusion

Looking ahead, the trustees remain committed to maintaining and improving the hall for the benefit of the community. We anticipate another successful year and will continue to ensure that the hall operates efficiently and sustainably.

Signed on behalf of the trustees:

Marco van der Linden (Trustee)
Chairman – Begbroke Village Hall Management Committee
26th March 2025

BEGBROKE VILLAGE HALL YEAR END ACCOUNTS TO 31st MAY

INCOME	2023/24	2022/23	BANK RECONCILIATION	
General Hire	4,777	5,619		
Invoiced Hire	8,566	8,402	Bank at 1 June 2023	35,568
Playgroup	4,500	2,805		
Social Club Donation	6,000	4,500	<i>Plus debtors B/F:</i>	
Harvest Supper 50% donation	347	234	Playgroup	885
Jubilee Donation	0	265	Gaynor Mitchell - Pilates	30
Deposit Payments	900	0	SCAS	100
OXON Community Grant Fund Donation	0	800	Claire Parsons - Yoga	90
County Council Distribution Grant	0	300	Claire Parsons - Yoga	120
Payment made in error (see refund below)	0	1,000	Coffee Morning	90
Bowls Club Bin Reimbursement	49	34		<u>1,315</u>
Parish Council Grant	0	100	<i>Less creditors B/F:</i>	
Proceeds of Coronation Raffle	0	38		<u>0</u>
				0
TOTAL	<u>25,139</u>	<u>24,097</u>		
			Profit/loss current year	-2,047
EXPENDITURE	2023/24	2022/23		
Electricity	4,666	2,078		
Water	1,350	931		<u>34,936</u>
Insurance	1,453	1,493		
Internet	497	668		
Cleaning/Windows	1,645	1,339	Bank at 31 May 2024	34,326
Admin Expenses	17	79		
PR/Music Licence	747	282	<i>Plus debtors C/F:</i>	
Community Oxford Subscription	50	50	Yoga - Claire Parsons	90
General Maintenance	1,314	1,145	Pilates - Gaynor Mitchell	30
Large Works	13,409	3,819	NHS Carers Training	100
Annual Testing	762	495	NHS Carers Training	100
White Goods	184	NIL	Yoga - Claire Parsons	90
Refunded Deposits	980	1,185	Bright Sparks	100
Correct Payment made in error (see above)	0	1,000		<u>610</u>
Miscellaneous	112	498	<i>Less creditors C/F:</i>	
TOTAL	<u>27,186</u>	<u>14,955</u>		<u>0</u>
SURPLUS	<u>-2,047</u>	<u>9,142</u>		0

Utilites Details

30-Oct-23	DD014	Allied Westminster	120.62	
28-Mar-24	DD032	Allied Westminser	120.62	
28-Jun-23	DD002	Allied Westminster	120.62	
25-Jul-23	DD005	Allied Westminster	120.62	
30-Aug-23	DD006	Allied Westminster	120.62	
28-Sep-23	DD010	Allied Westminster	120.62	
28-Nov-23	DD017	Allied Westminster	120.62	
28-Dec-23	DD022	Allied Westminster	120.62	
28-Feb-24	DD028	Allied Westminster	120.62	
29-Apr-24	DD034	Allied Westminster	123.46	
28-May-24	DD038	Allied Westminster	123.45	
29-Jan-24	DD025	Allied Wetminster	120.62	1453.11
28-Jun-23	DD003	Castle Water	82.75	
28-Jul-23	DD006	Castle Water	82.75	
30-Aug-23	DD007	Castle Water	168.60	
28-Sep-23	DD011	Castle Water	224.79	
30-Oct-23	DD015	Castle Water	224.79	
20-Feb-24	DD027	Castle Water	85.80	
20-Mar-24	DD031	Castle Water	83.47	
17-Apr-24	P244/62	Castle Water	90.24	
16-May-24	DD036	Castle Water	82.38	
28-Nov-23	DD018	Castle Water	224.79	1350.36
15-Dec-23	DD021	Scottish Power	570.84	
15-Jan-24	DD024	Scottish Power	480.64	
14-Feb-24	DD025	Scottish Power	749.48	
18-Mar-24	DD030	Scottish Power	550.52	
15-Apr-24	P244/60	Scottish Power	554.18	
16-May-24	DD037	Scottish Power	330.84	3236.50
29-Jun-23	DD004	SSE	692.09	
18-Sep-23	DD009	SSE	397.44	
01-Dec-23	DD019	SSE	339.95	1429.48
15-Jan-24	DD023	Wholesale Patments	41.40	
19-Jun-23	DD001	Wholesale Payments	41.40	
17-Jul-23	DD004	Wholesale Payments	41.40	
15-Aug-23	DD005	Wholesale Payments	41.40	
15-Sep-23	DD008	Wholesale Payments	41.40	
16-Oct-23	DD013	Wholesale Payments	41.40	
15-Feb-24	DD016	Wholesale Payments	41.40	
15-Mar-24	DD026	Wholesale Payments	41.40	
17-Apr-24	DD029	Wholesale Payments	41.40	
15-May-24	P244/61	Wholesale Payments	41.40	
15-Nov-23	DD035	Wholesale Payments	41.40	
15-Dec-23	DD020	Wholesale Payments	41.40	496.80
				7966.25

Maintenance Details			General	Large
28-May-24	P245/70	Pink Plumbing	120.00	
29-Nov-23	P2311/34	David Verdon Electrical	143.88	
28-Sep-23	P2309/23	Pink Plumbing	192.00	
30-Jul-23	P2307/013	Thame Ceilings Lrs		240.00
03-Jul-23	P2307/009	Amiantus-Asbeston Surv	294.00	
27-Dec-23	P2312/38	Bicester Upvc		381.00
19-Feb-24	P242/50	Bicester UPVC		381.00
30-Oct-23	P2310/29	K Smale-Floor Dep Ref		400.00
27-Oct-23	P2310/28	Colin Simpson-Flooring		470.00
21-Jun-23	P2306/006	Pink Plumbing	564.00	
09-Apr-24	P244/59	David Verdon Electrical		608.59
14-Mar-24	P243/56	Kennington Flooring		1980.00
25-Jul-23	P2307/012	Thame Ceilings Lrs		2692.80
31-Jul-23	P2307/014	Hayshams Ltd		6255.88
			1313.88	13409.27

Other Details			White Goods	Misc	Deposits
08-Jan-24	P241/40	Jude Skipp - Printing			
27-May-24	P245/67	Jude Skipp			
03-Jul-23	P2307/007	J Skipp - Key		5.99	
25-Jul-24	P245/69	Jude Skipp			
03-Jul-23	P2307/008	P Skipp - Mower Fuel		7.28	
27-Oct-23	P2310/27	J Skipp - Diary		7.99	
11-Jun-23	P2306/003	J Skipp Mis Items		9.00	
11-Jun-23	P2306/004	J Skipp Tree Mulch		9.99	
27-May-24	P245/68	Jude Skipp		10.00	
13-Sep-23	P2309/020	Jude Skipp - Chair's gift		11.49	
09-Aug-23	P2308/015	Jude Skipp-Audit Gift		50.00	
22-Apr-24	DD033	Community First Oxford			
05-Mar-24	P243/51	Jude Skipp-Miceowave	184.00		
			184.00	111.74	0.00

Subs	Donation	Admin
		5.00
		5.00
		6.99
50.00		
50.00	0.00	16.99

VILLAGE HALL BEGBROKE

Charity number: 304264

Independent examiner's report to the trustees

Financial Year: 1 June 2023 – 31 May 2024

Responsibilities and basis of report

As the charity trustees 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. 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 examined the book-keeping records, all of the supporting material (invoices etc) and the bank statements. I confirm that the book-keeping records accurately reflect this supporting material.

I also confirm that the management accounts prepared from these records accurately describe the financial situation of the charity as of 31 May 2024.

I believe that these records were kept as required by section 130 of the Act.

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 accounts to be reached.

It was not in my remit to ensure that all internal approvals and procedures for expenditure have been met, but understand that the committee keeps this under careful scrutiny.

Since the income for this financial year is just above £25k, a trustees report and accounts may need to be submitted to the Charities Commission, in addition to the usual simple income and expenditure totals. The management accounts prepared from the bookkeeping records would appear to be sufficient for this, but the trustees must take responsibility for ensuring the requirements of the Charities Commission are fully met. See <https://www.gov.uk/guidance/prepare-a-charity-annual-return>

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SIGNED: 

DATED: 26 July 2024