

**FREELAND VILLAGE HALL MANAGEMENT COMMITTEE - LLOYDS HOLDING ACCOUNT YEAR ENDED 31ST DECEMBER 2023**

2022	RECEIPTS	2023	Totals	2022	PAYMENTS	2023	Totals
Nil	Transferred funds	Nil		Nil		Nil	Nil
£25.66	Interest		440.78				
Bank balance from cashbook:			£50,090.62				
Bank balance carried forward:			<u>£50,531.40</u>				
					<b><u>Balances as at 31st December 2023</u></b>		£50,531.40
					Holding A/C		
							<u>£50,531.40</u>



## **FREELAND VILLAGE HALL**

### **TRUSTEES ANNUAL REPORT**

**PERIOD:** 1<sup>st</sup> January 2023 to 31<sup>st</sup> December 2023

**CHARITY NAME:** Freeland Village Hall

**CHARITY REGISTRATION NUMBER:** 304302

### **TRUSTEES**

Robert Crocker	Chair
James Bugg	Secretary
Dorothy Sharpe	Treasurer
Shelagh Kardos	Booking secretary
David (Terry) Jones	Vice-chair
Bill Phillips	Parish Council representative
Jane Foster	Website

### **Aims of the Village Hall**

The Village Hall is for the use of the inhabitants of Freeland and the neighbouring the area without distinction of sex, political, or religious opinion. It is a facility which can be used for meetings, lectures and other forms of recreation and leisure occupations with the objective of improving the conditions of life in the above area.

### **Our Objectives**

To enhance and improve the facilities provided to facilitate a wide range of events and activities.

To continue to provide a warm, clean and healthy environment for all our users.

To continue to play our part in the life of our local community through providing access to our amenities and calendar on an up-to-date website and notice board.

To support and encourage a balance of events and activities available to a range of age and mobility.

### **Regular Activities**

Throughout each month the following activities can be seen regularly in Freeland Village Hall;

- Baby and Toddler group
- Zumba
- Pilates
- Yoga
- Line dancing
- Beavers, Cubs and Explorer Scouts
- Dance for the younger age group
- Art Group
- Gardening Group
- Women's Institute
- Wine Appreciation Group
- Cake Café
- Funeral wakes

**Christmas time** sees the villagers gather for a Christmas Tree Lighting, with school pupils carol singing

It is a popular venue, at the weekends, for children's parties, weddings, coffee mornings and Yoga retreats, etc.

### **In a smaller hall we provide opportunities for;**

- A weekly Craft group
- Allotment Society meetings
- Music Groups
- Sports groups
- Polling Station (when required)
- A variety of meetings, groups which include Trefoil Group, Freeland Parish Council, etc.

### **Recreation Facilities**

Changing room facilities are provided for both football and cricket teams of all ages.

## **Freeland Village Hall Management Procedure**

An Annual General Meeting is held February of each year. A notice is circulated for attendance affixed on notice boards and in the Parish magazine seven days before the meeting.

The following business is transacted;

To receive a report from the Chairperson of the trustees on the main activities of the Charity during the previous year.

To receive and approve the accounts for the past year.

To elect Trustees and from within this group to appoint the following officers for the forthcoming year.

Chairperson

Treasurer

Secretary

Annual report. The Management Committee must comply with their obligations under Part VI of The Charities Act 1993 regarding the preparation of an annual report with audited accounts and its transmission to the Charity Commission.

The Trustees meet on the first Monday of each month.

The Trustees decide on the terms and conditions upon which Freeland Village Hall maybe used.

The Trustees receive no remuneration or benefits, giving their time voluntarily.

A sub-committee meets each October to discuss the finances, in the light of outgoings and decide on the Hire Charges for the following year.

At this meeting discussions also take place regarding changes to the Conditions of Hire, reviews of Fire Safety and Risk Assessment documents.

The proceedings of such sub-committees are taken back to the Trustees for approval at their next meeting.

## **Volunteers**

The Trustees are always grateful for the support and help of our volunteers in 'meeting and greeting' our hall users at the weekends and the update of the website.

### **Achievements over the 2023 period in refurbishments to Freeland Village Hall;**

- The oak wooden floor has been stripped and a new surface treatment rendered.
- Four large mats at all the entrances in both the foyer and the hall.
- New flame-retardant curtains made and fitted.
- New LED lighting installed to replace cracked shades. The LED bulbs should prove to be more energy efficient than the previous ones.
- New constant boiling water heater fitted in the kitchen

### **Financial review**

To enable these costly upgrades to happen it was necessary to spend more than our income in 2023. A decision will have to be made and approved by the Trustees in 2024 to move some of the reserves held, in the Holdings Account, into our main active account.

### **Reserves held in a Holdings Account**

The amount of funds held in this account are used for major refurbishments such as seen in 2023.

In the unlikelyhood that, for some reason, the hall must be closed for a period then adequate funds will be needed to cover regular demands on the account such as insurance, utilities, etc.

### **Future objectives;**

The Trustees are mindful of rising costs particularly in relation to utility providers i.e. electricity, gas and water. They are actively engaged in exploring alternative sources of energy e.g. ground sourced heating to replace the existing gas central heating boilers and solar panels which will reduce the electricity bills.

Signed on behalf of the charity's trustees:

Signed: *Dorothy E. Sharpe*

Date: 1<sup>st</sup> January 2024

**Report to the trustees/  
members of**

Charity Name  
Freeland Village Hall

**On accounts for the year  
ended**

31<sup>st</sup> December 2023

**Charity no  
(if any)**

304302

**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 31/12/2023

**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 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.

**Signed:**

Mary Turvell

**Date:**

12.11.24

**Name:**

MARY TURVELL

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

AAT Technician

**Address:**

68 SPAREACRE LANE  
EYNSHAM OXFORD  
OX29 4NP

FREELAND VILLAGE HALL MANAGEMENT COMMITTEE CONSOLIDATED RECEIPTS AND PAYMENTS ACCOUNTS					
Year Ended 31st December 2023					
<b>INCOME</b>			<b>PAYMENTS</b>		
<b>Main Account</b>			<b>Main Account</b>		
Hall income		25,605.00	Cleaning and maintenance		6,537.24
Donations		0.00	Utilities		13,714.70
Other		0.00	B.T. Group(WiFi)		441.89
			Licences		2,995.70
<b>Holdings Account</b>			<b>WODC</b>		
Transfer from FVHMC a/c		0.00	Other		210.00
Interest received on Holding a/c		440.78	Booking Secretary		300.00
			Sundries		1,059.54
<b>Bookings Account</b>			<b>Refurbishments</b>		
Hire fees		26,094.50	Transfer to Holdings a/c		0.00
Deposits		10,700.00			
			<b>Bookings Account</b>		
			Returned deposits		9,501.00
			Transfer to FVH Management Committee a/c		25,605.00
			Other payments		320.00
<b>Bank balances b/forward</b>			<b>Bank balances c/forward</b>		
	FVH Management Committee a/c	10,555.04		FVH Management Committee a/c	3,659.81
	FVH Holdings a/c	50,090.62		FVH Holdings a/c	50,531.40
	FVH Bookings a/c	891.50		FVH Bookings a/c	385.00
	Deposits	2,295.00		Deposits	4,170.00
		<b>£126,672.44</b>			<b>£126,672.44</b>

The balance of the Bookings Account wholly comprises hirers' deposits and is subject to a complete refund.

I have examined the books of records and items shown to me and certify that to the best of my knowledge and belief they represent a true and fair view of the financial affairs of Freeland Village Hall Committee only, as at 31st December 2023

Auditor: *Mary Turrell.*

Date: *6.01.24 6th January 2024*

**FREELAND VILLAGE HALL MANAGEMENT COMMITTEE**

**INCOME AND EXPENDITURE ACCOUNTS YEAR ENDED 31st DECEMBER 2023**

CASH BOOK BAL B/F		10555.04 ✓		
	<b>I N C O M E</b>		<b>E X P E N D I T U R E</b>	
Rents	25605.00 ✓		Electricity	2009.85 ✓
			Gas	10805.40 ✓
Donations	£0.00		Water	899.45 ✓
Other	£0.00		Lic. & ins.	2995.70 ✓
		25605.00	WODC	1039.59 ✓
			Refurb.	6201.57 ✓
			Sundries	1059.54 ✓
			Cleaning	3816.69 ✓
			Booking secre	300.00 ✓
			Main and repa	2720.55 ✓
			Holdings a/c	0.00
			BT Group	441.89 ✓
			Other	210.00 ✓
				32500.23 ✓
			CASH BOOK BAL C/FWD	3659.81 ✓
<b>TOTAL INCOME</b>		<b>£36,160.04</b> ✓	<b>TOTAL EXPENDITURE</b>	<b>£36,160.04</b> ✓

2023	EXPENDITURE																	B/FWD		
			INCOME																	
	Date	Details	PIB or Chq Num	Rents	Donations	Other	Booking Secretary	Electricity	Gas	Water	Licences and insurance	WODC Council rates incl skips	Refurbishments	Sundries	Cleaning	Maintenance and repairs	Holdings a/c	BT Group	Other	10,555.04
1	04 January 2023	Bin Cleaner ✓	Trans												✓ 90.00					10,465.04
2	09 January 2023	Floor2Restore ✓	Trans										✓ 2131.58							8,333.46
3	16 January 2023	British Gas ✓	D/D																	8,296.53
4	16 January 2023	D. Sharpe - mats ✓	Trans					✓ 36.93					✓ 654.36							7,642.17
5	17 January 2023	M. Turrell ✓	Trans																✓ 60.00	7,582.17
6	20 January 2023	BT Group ✓	D/D															✓ 33.87		7,548.30
7	24 January 2023	British Gas ✓	D/D					✓ 2234.01												5,314.29
8	24 January 2023	D. Sharpe - stamps ✓	Trans											✓ 34.59						5,279.70
	27 January 2023	January fees ✓		✓ 1508.75																6,788.45
9	30 January 2023	C. Mullett ✓	Trans				✓ 300.00													6,488.45
10	31 January 2023	Piper Heating ✓	Trans													✓ 108.00				6,380.45
11	09 February 2023	J. Foster - website ✓	Trans											✓ 22.79						6,357.66
12	13 February 2023	D. Sharpe-Bookers ✓	Trans											✓ 187.00						6,170.66
13	13 February 2023	J. Blake ✓	Trans												✓ 372.00					5,798.66
14	14 February 2023	A. Treherne ✓	Trans													✓ 203.75				5,594.91
	16 February 2023	February fees ✓	120	✓ 1413.00																7,007.91
15	20 February 2023	BT Group ✓	D/D															✓ 33.87		6,974.04
16	20 February 2023	S. J. Wells ✓	1480											✓ 85.00						6,889.04
17	20 February 2023	A. Treherne ✓	Trans													✓ 46.25				6,842.79
18	21 February 2023	British Gas ✓	D/D					✓ 1676.03												5,166.76
19	24 February 2023	SWALEC ✓	D/D					✓ 553.77												4,612.99
20	28 February 2023	Churches Fire ✓	Trans								✓ 316.81									4,296.18
21	08 March 2023	D. Sharpe - hangers ✓	Trans											✓ 11.66						4,284.52
22	14 March 2023	S J Wells ✓	1481											✓ 60.00						4,224.52
23	20 March 2023	BT Group ✓	D/D															✓ 33.87		4,190.65
	21 March 2023	March fees ✓	121	✓ 2109.00																6,299.65
24	11 April 2023	A. Treherne ✓	Trans													✓ 201.86				6,097.79
25	11 April 2023	WODC ✓	1482									✓ 740.59								5,357.20
26	11 April 2023	J. Blake ✓	Trans											✓ 561.00						4,796.20
27	12 April 2023	CFO ✓	Trans																✓ 50.00	4,746.20
28	17 April 2023	British Gas ✓	D/D					✓ 2049.55												2,696.65
	18 April 2023	April fees ✓	122	✓ 1719.50																4,416.15
29	20 April 2023	BT Group ✓	D/D															✓ 40.63		4,375.52
30	27 April 2023	Castle Water ✓	D/D						✓ 457.25											3,918.27
31	28 April 2023	J. Foster - website ✓	Trans											✓ 172.80						3,745.47

2023	EXPENDITURE																	B/FWD			
	Date	Details	PIB or Chq Num	Rents	Donations	Other	Booking Secretary	Electricity	Gas	Water	Licences and insurance	WODC Council rates incl skips	Refurbishments	Sundries	Cleaning	Maintenance and repairs	Holdings a/c	BT Group	Other	10,555.04	
32	05 May 2023	British Gas	✓ D/D					✓ 1023.60													2,721.87
33	05 May 2023	Oxon Fastening	✓ Trans													✓ 12.04					2,709.83
34	08 May 2023	S J Wells	✓ 1483												✓ 85.00						2,624.83
35	22 May 2023	BT Group	✓ D/D															✓ 38.74			2,586.09
36	30 May 2023	SWALEC	✓ D/D					✓ 482.71													2,103.38
	31 May 2023	May fees	✓ 123	✓ 1290.00																	3,393.38
37	05 June 2023	Oxon Fastening	✓ Trans													✓ 10.27					3,383.11
38	08 June 2023	British Gas	✓ D/D					✓ 658.57													2,724.54
39	09 June 2023	J. Blake	✓ Trans												✓ 424.50						2,300.04
40	20 June 2023	BT Group	✓ D/D															✓ 38.74			2,261.30
41	22 June 2023	D. Sharpe - stamps	✓ Trans											✓ 22.50							2,238.80
42	23 June 2023	S. J Wells	✓ 1484												✓ 60.00						2,178.80
	26 June 2023	June fees	✓ 124	✓ 2722.00																	4,900.80
43	27 June 2023	D. Sharpe - Bookers	✓ Trans											✓ 246.76							4,654.04
44	27 June 2023	FPC - Insurance	✓ Trans								✓ 1375.09										3,278.95
45	10 July 2023	British Gas	✓ D/D					✓ 362.10													2,916.85
46	11 July 2023	Churches Fire	✓ Trans								✓ 262.48										2,654.37
47	11 July 2023	Churches Fire	✓ Trans								✓ 295.49										2,358.88
48	14 July 2023	Pipers Heating	✓ Trans													✓ 214.15					2,144.73
49	20 July 2023	BT Group	✓ D/D															✓ 38.74			2,105.99
	24 July 2023	July Fees	✓ 125	✓ 3033.00																	5,138.99
50	28 July 2023	D. Sharpe - Mats	✓ Trans										✓ 579.12	✓ 171.60							4,388.27
51	07 August 2023	D. Sharpe - Nelson	✓ Trans													✓ 236.68					4,151.59
52	08 August 2023	British Gas	✓ D/D					✓ 287.90													3,863.69
53	09 August 2023	A. Treherne	✓ Trans													✓ 252.05					3,611.64
54	09 August 2023	J. Blake	✓ Trans											✓ 552.50							3,059.14
55	15 August 2023	S. J. Wells	✓ 1485											✓ 85.00							2,974.14
56	21 August 2023	BT Group	✓ D/D															✓ 38.74			2,935.40
	24 August 2023	August Fees	✓ 126	✓ 2826.50																	5,761.90
57	25 August 2023	SSE Energy	✓ D/D					✓ 440.24													5,321.66

2023	EXPENDITURE																	B/FWD		
	Date	Details	PIB or Chq Num	Rents	Donations	Other	Booking Secretary	Electricity	Gas	Water	Licences and insurance	WODC Council rates incl skips	Refurbishments	Sundries	Cleaning	Maintenance and repairs	Holdings a/c	BT Group	Other	10,555.04
58	04 September 2023	Oxon Fastenings	Trans													4.24				5,317.42
59	08 September 2023	British Gas	D/D					245.16												5,072.26
60	13 September 2023	S J Wells	1486												60.00					5,012.26
61	19 September 2023	WODC - waste bin	Trans									299.00								4,713.26
62	20 September 2023	BT Group	D/D															38.74		4,674.52
63	20 September 2023	D. Soul - Dep. Refund	Trans																100.00	4,574.52
64	21 September 2023	September fees	127	2840.75																7,415.27
64	27 September 2023	A. W. Treherne	Trans													478.14				6,937.13
65	02 October 2023	Churches Fire	Trans								189.66									6,747.47
66	02 October 2023	Churches Fire	Trans								144.22									6,603.25
67	09 October 2023	D. Sharpe-stamps	Trans											15.00						6,588.25
68	10 October 2023	British Gas	D/D					223.01												6,365.24
69	10 October 2023	A. Trigg	Trans													222.00				6,143.24
70	16 October 2023	J. Blake	Trans											501.50						5,641.74
71	16 October 2023	B. Crocker	Trans										1648.00							3,993.74
72	17 October 2023	Piper Heating	Trans													395.52				3,598.22
73	17 October 2023	J. Foster - website	Trans												43.19					3,555.03
74	20 September 2023	BT Group	D/D															33.97		3,521.06
75	20 September 2023	Castle Water	D/D					238.80												3,282.26
	02 November 2023	October fees	128	1627.50																4,909.76
76	02 November 2023	JJ Martin - w/heater	Trans										887.94							4,021.82
77	09 November 2023	S J Wells	1487												85.00					3,936.82
78	07 November 2023	British Gas	D/D					544.74												3,392.08
79	14 November 2023	D. Sharpe - Bookers	Trans											138.84						3,253.24
80	16 November 2023	Floor2Restore	Trans										300.57							2,952.67
81	20 November 2023	BT Group	D/D															35.99		2,916.68
82	23 November 2023	Churches Fire	Trans								411.95									2,504.73
	27 November 2023	November fees		3124.00																5,628.73
83	27 November 2023	D. Sharpe - stamps, choc. Trans	Trans												36.00					5,592.73
84	28 November 2023	Castle Water	Trans							166.22										5,426.51
85	06 December 2023	A W Treherne	Trans													293.60				5,132.91
86	06 December 2023	The Bin Cleaner	Trans												90.00					5,042.91
87	07 December 2023	Mrs J Blake	Trans												662.00					4,380.91
88	08 December 2023	British Gas	D/D					1463.80												2,917.11
89	12 December 2023	SSE Energy	D/D					533.13												2,383.98
90	12 December 2023	AK Halsey	Trans													42.00				2,341.98
91	12 December 2023	Castle Water	D/D							37.18										2,304.80
92	20 December 2023	BT Group	D/D															35.99		2,268.81
	28 December 2023	December fees	Trans	1391.00																3,659.81
																				3,659.81