

JOHN HODGES' TRUST FOR HARPSDEN HALL

TRUSTEES' ANNUAL REPORT

YEAR ENDED 2ND NOVEMBER 2023

The Harpsden Hall Trust was established in 1909 by Deed of Gift from John Hodges and is registered as a charity No. 304312. With effect from 18 August 2005 the charity was renamed the John Hodges' Trust for Harpsden Hall and is governed by a Scheme established by the Charity Commissioners which modified the original Deed of Gift.

The main address for contact is:

Mrs Glynis Young (Manager)
The Studio
Harpsden Village Hall
Harpsden
Henley-on-Thames
Oxfordshire RG9 4HH

During the year the Trustees, who were also managers of the Trust, were as follows:

Mr Rod Birkett (Chairman from 2nd November 2022)
Mr Richard Wilson
Mr Matthew Davis
Mrs Jackie Harris (resigned 29th October 2023)
Mr Michael Heinrich (from 14th August 2023)
Mr Jeroen Huysinga
Mrs Katherine Rees
Mr Clive Rose
Ms Catherine Rubinstein (from 30th April 2023)
Rev'd Robert Thewsey

- The *ex-officio* Trustees were:
Rev'd Robert Thewsey
- The nominated Trustees were:
Mr Rod Birkett (AFC Henley)
Ms Catherine Rubinstein (Harpsden Parish Council)
Rev'd Robert Thewsey (Parochial Church Council)
Mr Clive Rose (Harpsden Cricket Club)
- The elected Trustees were:
Mr Matthew Davis
Mrs Jackie Harris (until 29th October 2023)
Mrs Katherine Rees
Mr Richard Wilson
- The co-opted Trustees were:
Mr Jeroen Huysinga
Mr Michael Heinrich (from 14th August 2023)

OBJECTS OF THE CHARITY

1. The objects of the charity, as amended by the Scheme of 28 July 2020, are:

(A) in the interests of social welfare, to improve the life of the inhabitants of the area of benefit but not exclusively, the poorer inhabitants, by:

(i) the provision and maintenance of a hall for use by the inhabitants for:

(a) meetings, lectures and classes, and other forms of recreation, education, and leisure -time occupation; and

(b) a Sunday School for instruction in the Christian faith or religious services on Sundays, Ascension Day, Christmas Day, and Good Friday but on no other day.

(ii) the provision and maintenance of playing fields for use by the inhabitants.

(B) the relief of financial hardship, either generally or individually, of people living in the parish by making grants of money for providing or paying for items, services, or facilities, and the relief of the sick-poor living in the parish and its surrounding neighbourhood either generally or individually through the provision of grants, goods, or services.

2. The Committee of Trustees may determine that any part of the land is not currently required for use of the objects of the charity and may let it under the power contained in clause 5 of the Scheme. Subject to that, the land must be retained for use of the objects of the charity.

SERVING THE COMMUNITY

Harpsden Village Hall continued to play a pivotal role at the heart of the local community. Bookings at the Hall by regular and ad-hoc users are now comfortably above pre-pandemic levels. It was used for a wide range of activities involving young and old alike, with Harpsden Pre-School remaining a core hall user, with their 2- to 4-year-olds enjoying the benefits of a spacious room and an enviable outdoor area, enhanced by regular Forest School sessions. Other young users of the Hall included 1st and 3rd Henley Brownies, Little Kickers, the Berkshire and Henley School of Dance and a Friday morning toddler Pop Up and Play session. Adult users included the Henley Players, the WI and yoga and meditation classes. Events were held at the Hall and included the 'Harpsden Hoo Ha' – a celebration of local talent in the form of a mini-festival/fete. The Hall also continued to be a popular venue for both adults' and children's parties and weddings are becoming a regular feature, particularly during the summer months. The old snooker room has been updated and the Pre-School, having decorated the room, currently have exclusive use of it.

The three Playing Fields remain actively used by local inhabitants, Harpsden Cricket Club, AFC Henley, and Henley Golf Club. Harpsden Cricket Club www.harpsdenccricketclub.co.uk runs two Saturday league sides, the first team playing in the Thames Valley League and the second team in the first division of the Marrant Chilterns League. The Club also plays some friendly matches on Sundays. The Trust is particularly delighted that the Club's Juniors' programme for local children continues to expand. In 2023 Harpsden Cricket Club fielded league teams at U15, U13 and U11 levels, whilst also having their first mixed gender team. Training sessions for the juniors are held on Friday evenings. Many of these juniors are from the Harpsden Parish and just outside. Harpsden Cricket Club is also very active in facilitating the extensive usage of the facilities by other juniors such as Henley Cricket Club Juniors, St Mary's School whilst also hosting several County juniors and Henley Ladies games. The Club continues to improve the facilities, with the Trust's support with the

new changing room block now fully open and two first-class standard cricket nets. The major project since the Trust's year end has been to reconfigure and redecorate the old pavilion and, as at the time of writing, looks as though it will prove to be a very valuable asset before, during and after cricket games at the ground. This was funded through donations.

AFC Henley www.afchenley.com continues to thrive and was voted Oxfordshire FA Grassroots Club of the Year in 2021/2. The Club arranges football for over 400 girls and boys aged 4 to 18 at several different grounds, including Harpsden, and is now fielding 30 teams from U8 to U18 in various local football leagues. This is an increase from 22 teams just five years ago. The pitch and facilities are available to local residents in the off-season and, on request, in season, when the Club is not using them.

The football field, the cricket field and the field beside the Village Hall are all excellent facilities and are enabling the kind of activities we believe John Hodges would have wanted – he was a big supporter of both organised team sports and general recreation. We thank everyone who enjoys the fields for helping us keep them in a high-quality condition.

Henley Golf Club www.henleygolfclub.com and the Trust continue to work well together, with the Golf Club undertaking maintenance work on the cricket and football grounds in partial exchange for renting parking at the cricket ground. The working relationship between the Trust and Golf Club continues to be very strong, and the Trust is grateful to the Golf Club's Chairman, Manager and Course Manager and his team of greenkeepers for all their efforts in continuing to strengthen this mutually beneficial relationship.

The Trust can be extremely proud of both the cricket and football grounds with the Golf Club's greenkeepers', and the tenants' (Harpsden Cricket Club and AFC Henley) efforts being very favourably recognised by opposing teams.

The Trust has heightened its focus on the relief of financial hardship by increasing its donations to the local community by over 20% to £23,669. Many of the donations made in previous years have been repeated. These include a local charity which provides Christmas hampers in the surrounding area; the Rosemary Club, which provides activities for the elderly; a local resident whose daughter has special educational needs; the Henley Players, to support their drama activities; the Harpsden Cricket Club, to support their successful initiatives to involve juniors, the upkeep of St Margaret's Church Cemetery and the local branch of the Citizens Advice Bureau.

In addition to these, the Trust has supported Shiplake Primary School, the d:two community centre in Henley and the Regatta for the Disabled, whilst also contributing to a Jubilee bench that has been sited at the Harpsden football ground. Most significant, however, in terms of scale, is the grant given to the Harpsden Pre-School.

We intend to continue building this activity and would welcome suggestions of other Good Causes that the Trust could consider.

STRATEGIC MATTERS

The major strategic drive over the past few years has been to repair, improve and invest in the Trust's infrastructure both to consolidate the Trust's financial position and to support its charitable activities. Given the age of some of the Trust's buildings, that work is ongoing.

OPERATIONAL MATTERS

The committee structure around which the Trust operates, and which enables the main Board of Trustees to focus on more strategic matters. The Trustees on the committees are currently as follows (the chairs of the committees are highlighted in bold):

Finance & Investment:	Richard Wilson , Jeroen Huysinga, Rod Birkett
Good Causes:	Jeroen Huysinga , Robert Thewsey
Community/Communication/Sustainability:	Katherine Rees , Catherine Rubinstein, Michael Heinrich
Infrastructure and Health & Safety:	Clive Rose
Lettings:	Matthew Davis
Personnel:	Michael Heinrich , Rod Birkett, Robert Thewsey
Sports (Cricket, Football & Golf):	Rod Birkett
Trees/Hedges:	Rod Birkett

Each committee has clearly defined terms of reference, covering the areas of responsibility and the extent of decision-making. These committees report to the Trustees at each of the quarterly meetings.

Specific mention should be made of our caretaker, Luke Hooker. Luke resigned from his role as Manager of the Trust before the year end and left in early January 2024. After a thorough recruitment process, Alan and Glynis Young were recruited as Joint Managers of the Trust. Alan and Glynis have come down to Harpsden from Barnsley to be nearer to family. The Trust is very grateful to Luke for everything he has done for the Trust, and we wish him well for the future. Given his intimate knowledge of the buildings, we are sure he will continue to do some work for the Trust from time to time. Sarah Tipple, the former Clerk of the Trust, has bedded in seamlessly to her new role as bookkeeper. The Trust remains very grateful to Sarah for her tireless work over so many years.

Jackie Harris resigned from the Trust just before the end of the financial year after many years of sterling service. Her wise counsel will be greatly missed.

We have been very fortunate to have had two new Trustees join during the year:

- Catherine Rubinstein, who is also on the Harpsden Parish Council and
- Michael Heinrich, who is the most local of the local residents.

It is particularly good that they live very close to the Village Hall and are very well connected into the local community that we serve.

FINANCIAL REPORT

Total receipts for the year were £118,837, similar to the level in 2022. Receipts from renting the Village Hall increased year on year to £38,018 from £34,380, as did receipts from the house rentals (£44,947 vs £40,078). House rental receipts now represent the largest single component of overall receipts and are key to supporting the Trust's charitable activities. The Trust benefited from further significant donations and grants over the year, the majority of which were again for projects at the cricket ground. Receipts from property and sports ground rental increased slightly to £13,066 from £11,480.

Total payments for the year were £125,890 of which £93,390 were for operating and loan payments and £32,500 were for fixed asset investments for the cricket ground (£17,500) and share purchases (£15,000). As a result, there was an overall net cash decrease in the year of £7,053.

In terms of transfers between funds, £20,000 was transferred from the Expendable Endowment to the Extraordinary Repair Fund (ERF), in line with the goal of building the ERF over time to support the £3m fixed asset base. £10,000 was transferred from the Expendable Endowment to the Permanent Endowment, to pay off part of the loan. The loan balance is now £25,000, halved from its original total.

There were three small transactions in the ERF, which were the purchases of Keystone Positive Change, Aberdeen Diversified Income and Growth and HICL Infrastructure. These were all additions to existing holdings and the total amount invested was £15,513.

We continue to have a diversified portfolio of investments in the ERF which are quite defensive in nature and are positioned to provide us with a useful and growing dividend income combined with the potential for long term capital growth to help to protect the capital against inflation.

The current valuations of the property assets in the Statements of Assets and Liabilities are based on the insurance assessor's estimate of reinstatement costs. Total liquid assets declined marginally in the year by just over £7,400.

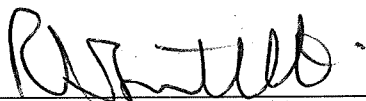
Statement of Reserves Policy

The policy of the Trust is to hold reserves to ensure that it remains able to support its operating costs and beneficiaries during a period of managed adjustment to new circumstances that might include an unexpected drop in income or unanticipated expenditure, or both. In normal circumstances we are targeting reserves in the Expendable Endowment of £30,000 as equivalent to 9-12 months of operating costs. The level of these reserves is informed by the Trust's strategic plans and financial forecasts and is reviewed and approved by the Board of Trustees annually.

Trustees' Responsibilities

The Trustees recognise their responsibilities for keeping proper accounting records and preparing Financial Statements each year. The appended accounts have been prepared on the receipts and payments basis and have been examined by an Independent Examiner whose report is attached.

Approved by the Trustees on09/07/..... 2024.



Rod Birkett, Chairman

Independent examiner's report to the trustees of John Hodges' Trust for Harpsden Hall

I report to the trustees on my examination of the accounts of the John Hodges' Trust for Harpsden Hall (the Trust) for the year ended 2nd November 2023, set out on pages 8 to 11, which have been prepared on the basis of the accounting policies set out on page 12.

Responsibilities and basis of report

The Charity Trustees of the Trust are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The accounts have been prepared on a receipts and payments basis under section 133 of the Charities Act 2011.

The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 as amended by the Charities Act 2011 (Accounts and Audit) Order 2015.

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.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. The examination includes a review of the accounting records kept by John Hodges' Trust for Harpsden Hall and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any matters. The procedures taken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed: 

Name: Lucy Aplin

Relevant professional qualification or membership of professional bodies: ACA (ICAEW)

Address: Highfield, 11 Rotherfield Road, Henley-on-Thames, Oxfordshire, RG9 1NR

Date: 15th June 2024

FINANCIAL STATEMENTS

Receipts & Payments Account

	Unrestricted Funds £	Restricted & Designated Funds £	Endowment Funds £	TOTAL 2023 £	TOTAL 2022 £
RECEIPTS					
Hire of Village Hall	38,018			38,018	34,380
Sports Grounds	13,066			13,066	11,480
Rents - Cottages and Flat	44,947			44,947	40,078
Donations & Grants	2,150	16,313		18,463	24,710
Investment Income	4,107			4,107	4,703
Other Receipts	236			236	4,585
Sub-Total	102,524	16,313	0	118,837	119,937
ASSETS & INVESTMENT SALES					
Share Sales		0		0	10,303
Sub-Total	0	0	0	0	10,303
TOTAL RECEIPTS	102,524	16,313	0	118,837	130,240
PAYMENTS					
Wages	-11,471			-11,471	-4,938
Light & Heating	-5,045			-5,045	-4,832
Water & Sewerage	-163			-163	-75
Renewals & Improvements	-16,144			-16,144	-2,180
Repairs & Maintenance	-4,513			-4,513	-7,810
Cleaning	-754			-754	-576
Telephone	-1,044			-1,044	-285
Professional Fees	-1,602			-1,602	-995
Insurance	-4,247			-4,247	-3,954
Fixtures & Fittings	-2,112			-2,112	-1,961
Running Expenses	-7,558			-7,558	-2,777
Sundry	-1,391			-1,391	-4,931
Marketing	-72			-72	-153
Donations	-2,442	-21,228		-23,669	-19,585
Bank Charges	-105			-105	-107
2A & 2B Hall Cottages Project	0			0	0
1 Hall Cottages Project	-3,500			-3,500	-28,775
Loan Repayments			-10,000	-10,000	-15,000
Sub-Total	-62,162	-21,228	-10,000	-93,390	-98,932
ASSET & INVESTMENT PURCHASES					
Share Purchases		-15,000		-15,000	0
Cricket Ground Changing Room & Nets	0	-17,500		-17,500	-18,250
Sub-Total	0	-32,500	0	-32,500	-18,250
TOTAL PAYMENTS	-62,162	-53,728	-10,000	-125,890	-117,182

John Hodges' Trust for Harpsden Hall
 Trustees' Annual Report
 Year Ended 2nd November 2023

TOTAL NET RECEIPTS / (PAYMENTS)	40,362	-37,415	-10,000	-7,053	13,058
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Transfer from EE to ERF	-20,000	20,000			
Transfer from EE to PE	-10,000		10,000		

SURPLUS / (DEFICIT) NET OF TRANSFERS	10,362	-17,415	0	-7,053	13,058
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Cash at Barclays Bank 02.11.2022	31,934	29,724	0	61,658
Cash at Barclays Bank 02.11.2023	42,296	12,309	0	54,605

FINANCIAL STATEMENTS

Statement of Assets & Liabilities

	Unrestricted Funds £	Restricted & Designated Funds £	Endowment Funds £	2023 £	2022 £
CASH FUNDS					
Barclays	42,296	12,309		54,605	61,658
COIF	-			-	46
Cash at Walker Crips		530		530	871
Total Cash Funds	42,296	12,839	-	55,135	62,575
INVESTMENT ASSETS					
JPMorgan Global Emerging Markets Income		20,196		20,196	18,743
Invesco Select UK Equity		11,118		11,118	11,115
Alliance Trust		21,588		21,588	20,076
Aberdeen Diversified I&G		19,250		19,250	13,950
HICL		19,251		19,251	22,329
Keystone Positive Change		17,780		17,780	14,140
Total Investment Assets	-	109,183	-	109,183	100,353
ASSETS RETAINED FOR CHARITY'S USE					
Village Hall and Studio*			1,520,126	1,520,126	1,520,126
Football Facilities**			193,404	193,404	193,404
Cricket Facilities***			367,146	367,146	367,146
No 1 Hall Cottages			369,538	369,538	369,538
No 2A Hall Cottages			285,991	285,991	285,991
No 2B Hall Cottages			285,991	285,991	285,991
Total Assets Retained	-	-	3,022,196	3,022,196	3,022,196
LIABILITIES					
Benefactor Loan (interest free)			-25,000	-25,000	-35,000
Total Liabilities	-	-	-25,000	-25,000	-35,000
TOTAL NET ASSETS	42,296	122,022	2,997,196	3,161,514	3,150,124

* Village Hall and Studio includes Harpsden Village Hall, a Studio flat above the Village Hall and a field behind No. 1 Hall Cottages as well as two separate storage sheds, a garage, and furniture and equipment used in the Village Hall.

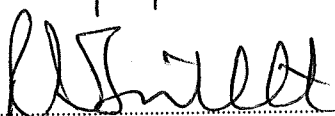
** Football Facilities include the Football Field and Pavilion

*** Cricket Facilities include the Cricket Ground, Pavilions, storage shed and practice nets.

Approved by the Trustees on:

9/7/24 (Date)

Signed on behalf of the Trustees by:

 (Signature)

R.A. BIRKETT (Print Name)

Bank Reconciliation

Barclays Current Account

Balance Brought Forward (as of 3rd Nov 22)	£61,657.56	
Bank Receipts	£118,836.99	
Bank Payments		£125,889.74
Balance Carried Forward (as of 2nd Nov 23)		£54,604.81
	<u>£180,494.55</u>	<u>£180,494.55</u>

Cricket Ground Project Account

Balance Brought Forward (as of 3rd Nov 22)	£0.00	
Bank Receipts	£0.00	
Bank Payments		£0.00
Balance Carried Forward (as of 2nd Nov 23)		£0.00
	<u>£0.00</u>	<u>£0.00</u>

Note: Cricket Ground Project Account closed in 2022

Notes to the Accounts

1. Accounting Policies

The accounts have been prepared on a receipts and payments basis and follow the recommendations in Statement of Recommended Practice: Accounting by Charities (SORP 2005).

2. Trustees' Remuneration and Expenses

The trustees received no remuneration, and no expenses were reimbursed to trustees during the year.

3. Endowments and Funds

The Unrestricted Funds comprise what the 2005 Scheme refers to as the Expendable Endowment.

The Restricted and Designated Funds comprise the Extraordinary Repair Fund, the Cricket Ground Project Fund and the Covid-19 Fund:

- The Extraordinary Repair Fund is a Restricted Fund for the extraordinary repair, improvement or rebuilding of the property of the charity;
- The Cricket Ground Project Fund is a Restricted Fund for land, building and related projects specifically for Harpsden Cricket Club;
- The COVID-19 and Good Causes Fund is a Designated Fund set aside by the Trustees for issues arising from the coronavirus pandemic.

The Endowment Funds comprise what the 2005 Scheme refers to as the Permanent Endowment. These hold the operational fixed assets of the charity and provide ongoing income (receipts) to support the charity's activities.

4. Surplus Receipts

The Trustees consider that the surplus receipts produced in the year are required for use by the charity.