



CRICKLADE TOWN HALL

Trustees Annual Report for the period 1st October 2023 to 30th September 2024

Section A – Structure, Governance, Management and Administration Details

The name of the Charity is Cricklade Town Hall and is registered with the Charity Commission, registered number 305499.

The Charity's principal postal address is Cricklade Town Hall, High Street, Cricklade, SWINDON SN6 6AE.

The Charity is constituted as a trust and governed by a Trust Deed dated 11th July 1933 as amended by Appointment of Trustees deeds dated 10th April 1986, 8th May 1989, 19th September 2005, and 30th October 2017. Under the terms of the Trust, as amended, the custodian or holding trustees are the Vicar of St. Sampson's, Cricklade (ex-officio), Julie Norman, Paul Marley, Jim Muir, and Russell Osman. There were no changes during the period of this report.

The property of the Trust comprises two separate buildings: The Town Hall and The Old Weighbridge. Both are registered with the Land Registry, title numbers WT437920 and WT437935 respectively. The registered proprietors for both are Julie Norman, Paul Marley, Jim Muir, and Russell Osman. Part of the property registered to the Town Hall is leased to Cricklade Town Council for the purposes of a Car Park. The lease, for 21 years from 1st April 2021, was signed on 20th December 2022 and Cricklade Town Council are currently in the process of registering the lease with the Land Registry.

Under the terms of the Trust the property is managed by a management committee (the Town Hall Committee) which, over the reporting period, comprised of the following charity trustee members:

Name	Office	Term of Office
Alan Armstrong	Trustee	First appointed on 29/01/2019 and reappointed at the AGM on 01/11/2022
Lester Buck	Trustee	First appointed on 16/09/2014 and reappointed at the AGM on 31/10/2023
Kelvin Gwilt	Trustee	Co-opted 30/07/2024
Mandy Hewer	Trustee	First appointed on 21/01/2020 and reappointed at the AGM on 31/10/2023
Paul Hewer	Trustee	First appointed on 18/04/2017 and reappointed at the AGM on 02/11/2021
Jane Holloway	Trustee	Co-opted 30/07/2024
Brenda Muir	Trustee	First appointed on 14/04/2015 and reappointed at the AGM on 01/11/2022
Timothy Norman	Trustee	First appointed on 02/11/2015 and reappointed at the AGM on 02/11/2021
David Tetlow	Chairman & Trustee	First appointed as Chairman on 17/01/2005 (not sure when first appointed as a Trustee) and reappointed at the AGM on 31/10/2023

Amy Thomson	Trustee	First appointed on 21/01/2020 and reappointed at the AGM on 31/10/2023
Vivienne Tomkins	Trustee	First appointed on 20/01/2015 and reappointed at the AGM on 01/11/2022
Beverly Williams	Trustee	First appointed on 20/07/2021 and reappointed at the AGM on 02/11/2021

According to the Trust there are 12 Committee members, with four being appointed each year for 3 years at a time. Appointments are made by election at the AGM. Casual vacancies are filled during the year, inheriting the re-election date of the previous appointee. Others may be co-opted by the Town Hall Committee at their discretion.

The Town Hall currently employs two people: a Committee & Bookings Secretary, Nicola Fry, who has been in post since 01/11/2014; and a Caretaker, Debbie Tanner, who has been in post since 01/06/2008.

The Town Hall is a member of Community First, and the Wiltshire Village Halls Association provide appropriate support as and when needed. It is also registered with the Information Commissioner's Office.

Policies and procedures are a standing item on the agenda at each meeting, as are any health & safety issues that arise between meetings. Copies of the Health & Safety Manual are kept in each kitchen and a copy is given to each hirer of the premises as part of the bookings process. The Fire Risk Assessment is updated annually, and the Town Hall continues to undertake regular checks on key services. This includes an annual gas safety check, an annual fire safety check and annual electrical PAT tests. The Town Hall also arranges a comprehensive five-year electrical installation condition report, which was last completed satisfactorily on 25th July 2022 for the Town Hall and on 27th July 2022 for the Old Weighbridge. The Town Hall Committee takes out appropriate insurance to cover its assets.

Section B – Objects and Activities

Objects

The objects of the Charity, as set out in the Trust Deed are *"to permit the Town Hall to be used as a non-sectarian and non-political place of recreation and social intercourse and for the holding of meetings, concerts, dances or other forms of entertainment, as a Petty Sessional Court or for any other purpose for which a Town Hall is usually or may conveniently be used and generally for the advantage or benefit of the inhabitants of the Parish of Cricklade"*.

The Town Hall Committee continue to pay due regard to the Charity Commission guidance on public benefit in deciding what activities the charity should undertake. The primary activity remains however making available the Town Hall to interested hirers, for use consistent with our stated objectives.

Facilities & Charging Structure

Cricklade Town Hall offers good-sized, flexible facilities comprising a Main Hall and an Annexe. These can be hired separately or together. Both are self-contained with their own kitchen and toilets. The Main Hall has a large, raised stage, ideal for concerts, etc. In addition, there is a separate Committee Room that can also be independently hired.

The Town Hall adopted a new and simpler charging structure effective from 1st January 2022, which charges for the use of its facilities on an hourly basis rather than the previous concept of "sessions". We offer a 20% discount to our standard rates where the hire falls into any one of the following categories:

- **Community Use:** Any hire from a local not for profit organisation (i.e., unincorporated clubs, charities, community benefit societies, etc). This would not include regional organisations that have no active Cricklade branch like Age Concern, RSPCA, etc.
- **Commercial Use:** Any hire by a business or trade where the owner provides a service to Cricklade residents e.g., baby classes, dog or puppy training, dancing classes, Yoga or Pilates classes and similar hires.
- **Private Use:** Any private hiring from an individual who is resident in the Parish of Cricklade if it is not for a Function (functions are defined as events for 50 or more people or where alcohol is generally available). The discount does therefore typically apply to pre-teen children's parties.

Hirers who sell alcohol also pay an additional fee for the use of our Premises Licence, although this is less than the fee payable for a Temporary Event Notice and clearly saves the hirer the time and trouble of making the necessary application.

Bookings

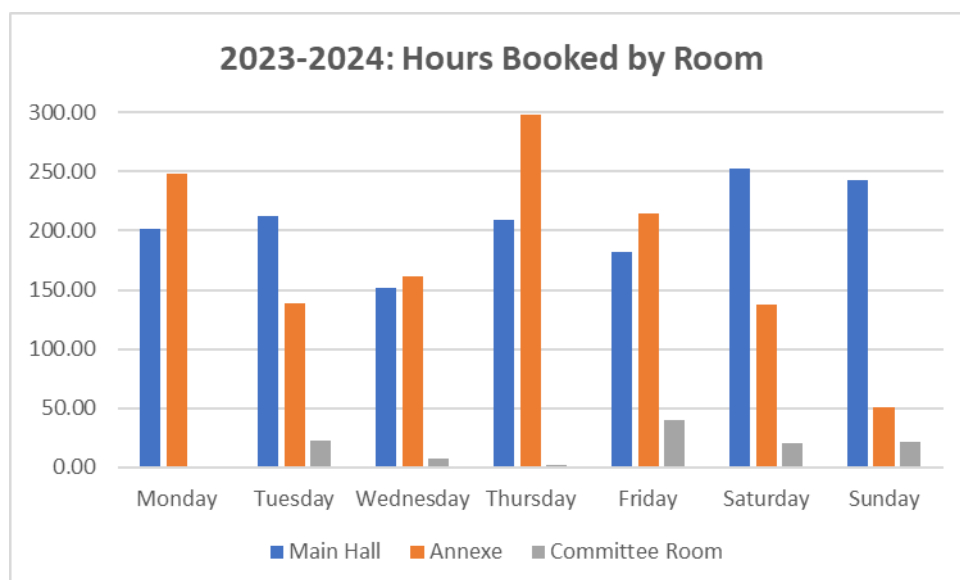
The Town Hall remained open throughout the financial year and bookings were consistently strong, at similar levels to the previous 2 years.

The following table misses out the two Covid-19 affected years:

	2023-2024	2022-2023	2021-2022	2018-2019
Bookings	802	778	805	790
Hours – Main Hall	1,452.00	1,379.00	1,571.50	n/a
Hours – Annexe	1,248.08	1,283.75	1,475.25	n/a
Hours – Committee Room	114.50	168.50	149.50	n/a

Both the Main Hall and the Annexe continue to be extensively booked, with little use being made of the Committee Room.

This can be broken down into the days of the week and the diagram on the right illustrates the relative popularity of different days.



Occupancy is difficult to measure for a facility such as ours. However, if we look at the days on which our facilities are used as a proportion of the days in a year then our occupancy rates are:

Days on which one of our rooms is hired	93% (92%)
Main Hall	85% (82%)
Annexe	69% (69%)
Committee Room	6% (9%)

On average, across the entire premises, we had 2.4 hirers (2.3) per occupied day throughout the hiring period. Figures in brackets are the corresponding figures for the previous financial year.

Nature of Bookings

Bookings from 27 different local businesses and/or organisations who represent 5 or more bookings in the last 12 months, continues to demonstrate the wide range of local activities that we support. It should be noted that these regular hirers represent 71% of the total amount invoiced, slightly down from 72% in the previous year.

Our current hirers, in order of financial importance to us during 2023-2024, are as follows:

	2023-2024			2022-2023			2021-2022		
	Rank	Bookings	Charge	Rank	Bookings	Charge	Rank	Bookings	Charge
Slimming World	1	105	£4,040.96	1	104	£3,948.00	1	104	£4,084.00
The Cricklade Band	2	88	£2,620.22	2	81	£2,478.82	2	80	£2,331.20
Cricklade Art Group	3	19	£1,516.32	5	18	£1,456.32	4	18	£1,612.86
Stay & Play 2	4	42	£1,512.00	6	39	£1,422.00	6	37	£1,422.00
Hartbeeps	5	36	£1,440.00	4	38	£1,520.00	8	49	£1,220.20
Ballroom Dancing	6	36	£1,362.00	3	45	£1,634.00	3	47	£1,986.19
Friday Night Dance	7	21	£1,249.92	7	22	£1,318.08	7	21	£1,324.32
Thursday Afternoon Art Group	8	51	£1,020.00	9	49	£980.00	11	49	£990.00
Line Dancing	9	42	£820.00	10	41	£820.00	12	43	£876.50
Yoga	10	39	£780.00	12	36	£727.50	13	38	£760.00
Blood Donors	11	4	£667.44	8	6	£1,062.72	9	6	£1,119.99
Cavy Club	12	6	£624.96	16	6	£624.96			
Sing & Sign	13	30	£600.00	15	32	£648.00	16	22	£440.00
Bea Bonifacio - Baby Yoga	14	11	£594.00						
Kathryn Hopes - Baby College	15	28	£560.00	14	33	£660.00	10	39	£1,108.60
Julian Tyrrell	16	8	£556.88						
Lex Davison - Little Voices	17	26	£520.00						
Ros McCarthy - Balance Bikes	18	24	£480.00						
Tara Cirikoro	19	8	£477.24						
Cricklade Cinema!	20	11	£412.00	13	11	£712.38	15	11	£445.00
Cricklade Historical Society	21	10	£395.67	17	10	£436.23	17	7	£361.75
Cricklade WI	22	13	£349.60	19	13	£338.80	18	12	£328.95
Cricklade Camera Club	23	12	£309.60	18	15	£370.20	20	10	£277.35
Gardening Club	24	10	£273.00	21	10	£295.83	21	9	£256.00
Lauren Paget - Mum & Baby Fitness	25	12	£240.00						
Vona Wagner Memory Café	26	8	£179.20						
Chloe Walker - Baby College	27	6	£120.00						
Sonbelles				11	31	£794.90			
Cotswold Pheasant & Poultry Club				20	10	£318.00	22	5	£166.95
Breast Feeding Group				22	14	£280.00			
Sheila Styles Ballet				23	11	£220.00			
Jewellery Valuation Service				24	5	£210.75			
Swindon Training				25	5	£150.00			
Totals		706	£23,721.01		685	£23,427.49			

Please note that the amounts shown above are the amounts on the invoices issued and may be different to the actual receipts due to timing differences.

Summary

The Town Hall meets its charitable objects daily by continuing to make facilities available to the public throughout the year and the analysis shows a significant demand for such facilities. Our hiring policy is to make the facilities available on a non-sectarian and non-political basis. Priority is given, where appropriate, to hirers with a local connection.

Section C – Achievements and Performance

Planned Project Activities

Each year the charity aims to make an investment in its facilities and sets aside a budget for this purpose. In recent years the project budget has been set at £5,000 and the Charity actively seeks grants to further increase this to enhance the facilities on offer. For 2023-2024 the budget was set at £10,000 to try and catch up to a certain extent.

During 2023-2024 the Trustees have worked on three projects.

The first was the continuation and completion of the work to replace the Main Hall window curtains. In practice this work was extended to replacing those in the Committee Room and the curtains at the side of the stage, where new curtain tracks were also installed.

The trustees obtained three quotations for cleaning the roofs of both the Main Hall and the Annexe of moss and chemically treating them to prevent its recurrence. This work was carried out by Stag Softwash and has returned the Main Hall roof to its original golden colour. Our insurers were advised of the work in accordance with the terms and conditions of our insurance policy. As part of this work the gutters were all checked and cleared.

Finally, we purchased 20 new conference style chairs to meet the needs of our hirer, Cricklade Cinema! This also allowed us to recycle several of the older conference chairs that were past their best. In purchasing the new chairs, we have identified a new supplier, Trent Furniture, where the cost per chair is significantly below what had previously been paid. The trustees have agreed to purchase future chairs, as needed, from the new supplier.

The cost of the three projects delivered was approximately £8,500, well within the £10,000 budget set at the start of the year.

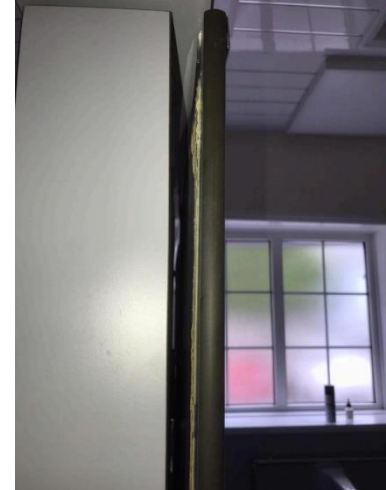
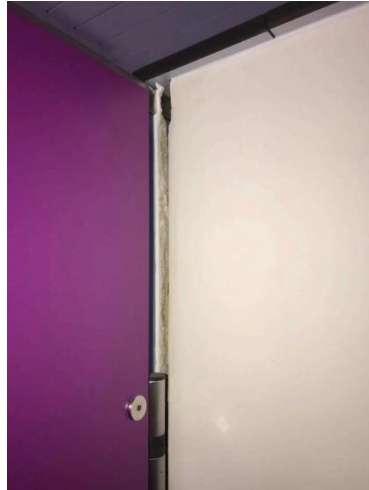
Maintenance

The facilities that we provide to our hirers continually suffer from the “wear and tear” associated with high usage and in some cases the unfortunate tendencies for people not to treat the facilities and/or the contents with the same respect that they might at home. There is therefore a continuous need to repair, refurbish and improve upon and this is at the heart of what we do. Unfortunately this year we had two significant issues that needed attention:

- Damage to the Annexe wall underneath a window, where an enthusiastic youngster had managed to put a foot through the wall. Further inspection revealed the fact that there was an underlying damp issue that had contributed to this that needed addressing.



- Following a booking by the local Rugby Club damage was noted to the cubicle in the Gents toilets in the Main Hall that, in time, will require the replacement of a cubicle panel.



Contractors were brought in to deal with the first of these whilst a temporary repair has been made to the second by Tim Norman, our Trustee responsible for maintenance. The cost of sorting both these issues is estimated at circa £1,000. As a result of these two incidents we have increased our security deposit to £300 for one-off / high risk bookings.

As is always the case there were several minor improvements and maintenance jobs that were undertaken during 2023-2024:

1. A new LED strip light was fitted in the Band cupboard.
2. The main RCD was replaced as it had started to malfunction – a not insignificant job.
3. The CCTV cameras needed attention as they were not working and needed re-setting.
4. The connection between the cistern and the pan in the toilet next to the Committee Room needed repairing.

5. The old floor polisher failed its PAT test so we purchased a smaller new one, following which we repaired the old floor polisher which can still be used if necessary.
6. The lights in the Annexe were all replaced with new modern LED units similar to those in the Main Hall, thereby once again reducing our energy usage.
7. The temperature valves on the radiators in both the Main Hall and the Annexe were problematic. The ones in the Annexe were replaced during the working party days (see below) and sufficient new valves have been purchased to replace the valves in the Main Hall.
8. Repairs have again been made to the boiler in the Annexe kitchen. Whilst still functional we may need a new boiler, perhaps at the same time as when we refurbish the Annexe kitchen area.
9. Following an email from Cricklade Town Council, the gutters were all cleared of weeds and other detritus.
10. We have contracted with a window cleaner to have the exterior windows cleaned every six weeks. This is arranged through the Caretaker.
11. The Old Weighbridge Yale lock failed resulting in the tenant's inability to gain access to the building. This was sorted by Tim Norman at very short notice who gained entry and has replaced the Yale lock with a new one. The new lock fortunately had five keys with it and all the sets of keys have been updated.
12. The strip lighting in the Storeroom area has been replaced with modern LED strip lighting.
13. The two large storage sheds have been treated with Bartoline Creocote, which is an oil-based wood treatment, effective when applied to exterior timbers. We will need to schedule retreating this in 2-3 years time.

During August we arranged four work party days where volunteers made themselves available for a range of tasks. As a result, several jobs were completed, including:

- Painting the wooden slats at the front of the Annexe with coloured preservative
- Painting the three large wooden gates by the Annexe with clear preservative.
- Fitting a new down pipe from the roof over the front of the Annexe and alongside the outside of the kitchen leading into the outside drain by the Annexe kitchen. This was necessary to address the damp problem that had created the damp issue inside the Annexe, causing the interior wall to fail.
- Giving the Annexe kitchen, including the contents of the cupboards, a deep clean and installing ventilation.
- Adjusting the stable door in the Annexe kitchen so that it could once again close properly.
- Painting the Annexe hall walls in magnolia and touching up the doors and skirting boards where necessary.
- Fitting a "Please Ring" sign by the Main Hall front door doorbell.

- Removing a broken concrete drain cover and cleaning out to fit a new stone cover over an old disused drain. We also fitted three new grills over open drains to protect them from leaves and other detritus.
- Weeding the entire rear yard area and scraping off the build up of moss that had accumulated on the surface of the tarmac. We also cut back the ivy that was growing on the fencing panels and tidied up some of the breeze blocks.
- Fitted a new hose reel on the wall outside the exit from the Committee Room to the rear yard and wrapped the hose around it, thereby addressing an identified Health & Safety issue.
- Removed the old speaker boxes from the Main Hall as they were no longer being used.
- Replaced the existing karaoke style microphones with a new microphone system and updated the setup.
- Checked the Main Hall for sticky tape, pins and plastic ties and generally dusted all the high level dust trap areas.

The Town Hall are indebted to all our volunteers who help to maintain the premises, but particularly to Tim Norman, our Trustee responsible for maintaining the building for his expertise and oversight of everything that takes place.

Administrative Matters

In terms of the Management Committee, Lester Buck, Mandy Hewer, David Tetlow and Amy Thomson were re-elected to the Committee at the last AGM, which left two vacancies on the Management Committee. During the year we went on to co-opt two new people on to the Management Committee, Kelvin Gwilt and Jane Holloway. Kelvin will be taking on responsibility for our IT issues and sound systems whilst Jane will be shadowing David Tetlow in his role as Treasurer. We now have a full complement of 12 Committee Members.

Paul Marley and Jane Holloway have been added as signatories to the Town Hall's bank account.

During the year several Trustees took on the responsibility of reviewing key policy documents and as a result all of the following were reviewed and, after amendment where necessary, adopted: Campaigns & Political Activity Policy; Complaints Handling Policy; Data Protection Policy; Equal Opportunities Policy; Harassment, Discrimination & Bullying Policy; Health & Safety Policy; Paying Staff Policy; Safeguarding Policy review; Serious Incident Reporting Policy; and our Volunteer Management Policy.

The Town Hall would not be able to operate without a strong management committee, who take on some of the onerous responsibilities involved in running a Charity and would like to thank all the Trustees for giving their time for the benefit of both the Charity and the local community.

Our Bookings Secretary, Nicola Fry, has now been in post for 10 years and our Caretaker, Debbie Tanner, for over 16 years. They work as an excellent team in meeting the needs of both the hirers who book one or more of our facilities and safeguarding our venue. The Trustees are grateful for their diligence and contribution to the operation of the Town Hall.

Section D – Financial Review

Financial Performance

The Town Hall made an operating surplus last year of £10,044 against the background of a small surplus budget. This is the ninth year in succession that the Town Hall has delivered an operating surplus.

Against budget, hiring income was up £2,578 and just under £2,000 better than the previous year's figure. This reflects the increase in bookings and is a creditable result.

Other notable contributions to last year's operating surplus come from interest earnings (£3,801 more than the previous year), other income (primarily donations from the use of our parking area by off-street traders), which was an increase of £1,175 over the previous year, and rental income from The Old Weighbridge (£4,974 more than the previous year).

These factors more than outweighed the increasing salary, utility and maintenance costs.

Finally, it should be noted that £8,498 was spent on projects out of a budget of £10,000.

In overall financial terms the Town Hall is well positioned with in excess of £174,000 cash at the bank and working capital of over £50,000.

During the year a new asset, a painting by Edward Buttar, called "Stormy Evening", was donated by Tom Nightingale to Cricklade Town Hall. We would like to thank Tom, who travelled from Norfolk to make the donation, for his generosity and thoughtfulness. The painting has been hung along with our other two Edward Buttar paintings on the West wall of the Main Hall.



Reserves Policy

The trustees revisited their reserves policy such that Charity holds the following designated reserves as of 30th September 2024:

Income Producing Deposits: £72,738.89 – this is the amount invested in the Cambridge & Counties and the United Trust deposit accounts, which has nominally been allocated to this reserve.

Safety Inspections: The last inspections were carried out in 2022 at a cost of £1,560. Allowing for inflation over a 5-year period, the trustees believe that we should be setting aside £2,000 for this work to be carried out in 2027.

Asset Replacement: The estimated cost of replacing 120 conference-style chairs, 100 bucket-style poly chairs, 42 premier Go-Pak tables and 10 bistro style tables is currently around £18,110, a reduction of £2,165 from last year's figure of £20,275 reflecting the lower cost of the conference style chairs. This will continue to be reviewed annually against a set specification and the reserve adjusted accordingly.

Major Works: It is difficult to predict the cost of an unknown major event, but the Trustees continue to believe that a prudent approach is to hold £25,000 as a reserve for unforeseen major works. This will be reviewed annually.

Investment Review

Our investment policy remains to invest in low risk deposits. Our investments with Cambridge & Counties Bank, United Trust Bank, Redwood Bank, Lloyds Bank 32-day notice account, instant access account and current account are all covered by the Financial Services Compensation Scheme.

As reported last year, our existing fixed term contracts matured in 2023, and these were rolled over into new fixed term contracts at higher interest rates in both February and June that year. The United Trust investment of just under £25,000 was placed in a 3-year Charity Bond account earning 3.6%, and the Cambridge & Counties Bank investment of just under £45,000 was placed in a 3 year fixed term bond earning 4.2%.

In November 2023 we recognised that we were holding more money in Lloyds Bank than was protected under the Financial Services Compensation Scheme. We took action to remedy this and opened a 35 day notice account with Redwood Bank, transferring funds from the Lloyds Bank 32 day notice account. The Redwood Bank account has a significantly better rate of interest than the Lloyds Bank equivalent account.

We continue to keep all our accounts under regular review, especially in the current high inflation/interest rate environment.

Hiring Charges

Our hiring charges have remained the same since 1st January 2022.

We carried out a quick review of the market and found that the Town Hall remains extremely competitive in terms of pricing and especially so for the use of the Annexe for daytime use during the week. Our costs are however continuing to creep upwards because of increasing salary and utility costs and so, as an interim step, the decision was taken to apply a surcharge of 10% to all bookings that do not benefit from a local/charity discount. A more in depth review of our hiring charges will be undertaken next year.

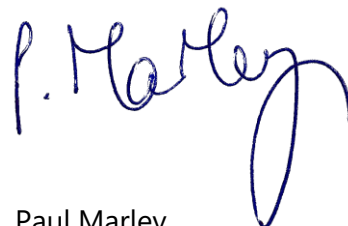
Hiring charges for local groups/charities will remain at the same level for 2025, now the fourth year in succession with no change to their hiring charges.

Section E – Declaration

The Trustees declare that they have reviewed and approved the above Trustees' report for the financial year 2023-2024.

Signed on behalf of the Charity's Trustees:

Signature:



Full Name: David Nigel Tetlow

Paul Marley

Position: Chairman and Trustee

Holding & Charity Trustee

Date: 15th October 2024

15th October 2024



**INCOME ACCOUNT
FROM 1ST OCTOBER TO
100%**

30 SEPTEMBER

	2024	2023
HIRING INCOME		
Hiring Fees	£ 34,577.99	£ 32,594.02
	<u>£ 34,577.99</u>	<u>£ 32,594.02</u>
ASSETS		
Use of Alcohol Licence	£ 200.00	£ 240.00
Table/Chair Hire	£ -	£ 70.00
Crockery Hire	£ 20.00	£ 70.00
	<u>£ 220.00</u>	<u>£ 380.00</u>
THE OLD WEIGHBRIDGE		
Weighbridge Rent	£ 6,065.44	£ 2,000.00
Weighbridge Additional Rent	£ 1,194.43	£ 285.84
	<u>£ 7,259.87</u>	<u>£ 2,285.84</u>
OTHER LAND		
Car Park Rent	£ 901.01	£ 861.99
Storage Fees	£ 685.00	£ 695.00
SEB Wayleave payment	£ 2.00	£ 2.00
	<u>£ 1,588.01</u>	<u>£ 1,558.99</u>
INVESTMENT INCOME		
Interest	£ 5,464.90	£ 1,663.25
	<u>£ 5,464.90</u>	<u>£ 1,663.25</u>
OTHER INCOME		
Cinema Club Insurance Recovery	£ 47.95	£ 43.59
Donations	£ 1,850.96	£ 831.61
Sundry Income	£ 271.77	£ 119.62
	<u>£ 2,170.68</u>	<u>£ 994.82</u>
GRANTS		
Grants	£ -	£ -
	<u>£ -</u>	<u>£ -</u>
DEPOSITS		
Security Deposits	£ 1,815.00	£ 2,600.00
	<u>£ 1,815.00</u>	<u>£ 2,600.00</u>
TOTAL RECEIPTS	<u><u>£ 53,096.45</u></u>	<u><u>£ 42,076.92</u></u>



EXPENDITURE ACCOUNT FROM 1ST OCTOBER TO 100%

30 SEPTEMBER

	2024	2023
PERSONNEL COSTS		
Bookings Secretary	£ 8,113.60	£ 7,207.60
Caretaker	£ 9,101.20	£ 9,130.80
PAYE payments to HMRC	£ 1,910.20	£ 986.60
	£ 19,125.00	£ 17,325.00
UTILITIES		
Gas	£ 2,272.37	£ 2,406.38
Electricity	£ 3,219.53	£ 2,515.13
Water	£ 717.85	£ 420.65
Broadband	£ 265.96	£ 277.72
Waste Collection	£ 348.36	£ 324.43
	£ 6,824.07	£ 5,944.31
MAINTENANCE/CONSUMABLES		
Maintenance/Repairs	£ 838.00	£ 995.00
Maintenance Materials	£ 2,723.18	£ 880.62
Cleaning Requisites	£ 561.72	£ 192.92
Hanging Baskets	£ 110.00	£ 100.00
	£ 4,232.90	£ 2,168.54
OVERHEADS		
Administration Costs	£ 150.95	£ 169.09
Performing Rights Society	£ 640.80	£ 814.94
Premises Licence	£ 180.00	£ 180.00
Legal Expenses	£ -	£ -
Insurance	£ 1,394.68	£ 1,366.86
	£ 2,366.43	£ 2,530.89
PROJECT COSTS		
Projects	£ 8,498.23	£ -
	£ 8,498.23	£ -
DEPOSITS		
Security Deposits	£ 2,005.00	£ 2,700.00
	£ 2,005.00	£ 2,700.00
TOTAL PAYMENTS	£ 43,051.63	£ 30,668.74
NET OPERATING SURPLUS	£ 10,044.82	£ 11,408.18

CRICKLADE TOWN HALL



BALANCE SHEET

AS AT

30 SEPTEMBER 2024

ACCUMULATED FUNDS AS AT	01/10/2023		£ 41,872.33
PLUS INCOME ACCOUNT	£	53,096.45	
LESS EXPENDITURE ACCOUNT	£	43,051.63	
LESS INCREASE IN RECEIPTS IN ADVANCE	£	886.11	
LESS INCREASE IN CREDITORS	-£	190.00	
LESS INCREASE IN UNRESTRICTED PROVISIONS	£	628.00	
ACCUMULATED FUNDS AS AT	30/09/2024		£ 50,593.04
REPRESENTED BY			
CURRENT ACCOUNT	£	5,340.84	
LLOYDS DEPOSIT ACCOUNT	£	14,063.61	instant access @ 1.00%
LLOYDS 32 DAY NOTICE ACCOUNT	£	12,062.99	32 day notice account @ 2.50%
C&C - 3 YEAR FIXED BOND	£	46,855.37	not accessible until 1/6/26 @4.20%
UNITED TRUST - 3 yr Charity Bond	£	25,883.52	matures 27/2/2026 @3.6%
REDWOOD BANK - 35 DAY NOTICE	£	70,000.00	35 day notice account @ 3.69%
CDF	£	50.00	
CASH AT BANK			£ 174,256.33
LESS RECEIPTS IN ADVANCE			
BOOKINGS	£	3,768.73	
WEIGHBRIDGE SERVICE CHARGE	£	215.67	
			£ 3,984.40
			£ 170,271.93
LESS CREDITORS			
SECURITY DEPOSITS	£	1,830.00	
			£ 1,830.00
			£ 168,441.93
LESS UN-RESTRICTED PROVISIONS			
INCOME PRODUCING DEPOSITS	£	72,738.89	
5 YEAR H&S CHECKS	£	2,000.00	
ASSET REPLACEMENT	£	18,110.00	
MAJOR WORKS	£	25,000.00	
			£ 117,848.89
WORKING CAPITAL AS AT	30/09/2024		£ 50,593.04



NOTES TO THE ACCOUNTS

1) Where a charity's annual income is over £25,000, the Trustees must arrange for an independent person or accountancy firm to carry out either an audit or an independent examination of the Charity's accounts.

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

2) The accounting provisions have been set in line with the Charity's Reserves Policy.

3) Cricklade Town Hall own two properties, the values of which are not incorporated into the annual accounts. Their insurance value, as at 16th February 2024 is however stated for information purposes:

* Cricklade Town Hall, High Street, Cricklade SN6 6AE £1,352,522

* The Old Weighbridge, 116 High Street, Cricklade SN6 6AE £ 90,650

Both the Town Hall and the Old Weighbridge were valued on an open market basis as at 25th September 2017 at £350,000 and £120,000 respectively.

PREPARED BY

Accounts prepared by the Treasurer, David Tetlow, 1 Pleydells, Cricklade, Wiltshire, SN6 6NG

INDEPENDENT FINANCIAL EXAMINER'S STATEMENT

It is my responsibility to:

- 1) examine the accounts under section 43 of the 1993 Act,
- 2) to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- 3) to state whether particular matters have come to my attention.

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - * to keep proper accounting records in accordance with Section 41 of the 1993 Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Accounts independently examined by Sam Foxton, 3 Pleydells, Cricklade, Wiltshire SN6 6NG
10th October 2024



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
CRICKLADE TOWN HALL

On accounts for the year
ended

30th SEPTEMBER 2024

Charity no
(if any)

305499

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act
 have not been met; or
2. to which, in my opinion, 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:

Hayden Foxton

Date:

10/10/24

Name:

HAYDEN FOXTON

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

Address:

3 PLEYDELLS

CRICKLADE

WILTSHIRE SN6 6NG

