

Oake & District Village Hall and Recreation Ground

Registered Charity 205829

Trustees' Annual Report 1st April 2015 to 31st March 2016

Names of Trustees

Mr D Sedgwick	Chair
Mr J Sharland	Vice chair
Mrs K Horton	Secretary
Ms P Archer	Treasurer
Mrs S Earthrowl	
Mrs B Snell	
Mrs T Bellamy	
Mrs L Lean	
Mr B Collins	
Mrs H Weller	

Governance

The charity was established by a trust deed dated 20th May 2002

Appointment of Trustees

The trust deed governs the appointment of committee members who are the charity trustees. It allows for 5 elected members together with appointed members for user organisations. The term of office of all members will end at the end of the annual general meeting following the date on which they came into office. They may be re-elected or re appointed.

Policies and Procedures

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been formulated:

Child Protection; Energy and Environment; Fundraising, Health and Safety
Equal Opportunities; Vulnerable Adults; Financial

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Hiring Agreement

Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Licences

The hall has a Premises Licence and is registered with the local authority for small society lotteries. The hall is licensed by the Performing Right Society for live and recorded music

Risk Management

Insurance

The village hall is insured with Ansvar Insurance: with respect to Buildings insurance £1,000,894 cover, Property Owners Liability £5,000,000, Contents £57,535 Public Liability £5,000,000, Employer's Liability £10,000,000, Business Interruption £69,964, Legal Expenses £100,000, and Trustees Liability £1,000,000.

The Management Committee recognises that it is under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance.

Building Issues

Gas appliances and portable electrical appliances are tested by qualified personnel regularly.

The mains electrical installation is periodically checked by a qualified engineer within the 5 years period as required by law.

A Fire Safety Risk Assessment is now in place.

Firefighting appliances are inspected annually under contract with the supplier.

Volunteers from the Committee carry out other regular maintenance where appropriate.

Objects of the Charity

The object of the charity is, in the interests of social welfare, to improve the conditions of the lives of the inhabitants of the area of benefit, without distinction of political, religious or other opinions, by the provision and maintenance of a village hall and recreation ground.

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Principal Activities in Pursuit of Objectives

The hall is in use most days of the week for a variety of activities and is available for hire for private functions.

Funding Strategy

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. The contributions made by users of the hall are set to achieve this.

Volunteers' Efforts

Management costs are minimised by the input of many voluntary hours by the Committee Members and Booking Secretary throughout the year, in general running activities and organizing various fundraising events.

2015/2016 Achievements

The hard work of the committee has resulted in another very successful year for the hall. Receipts from Hirings and Fundraising have been well maintained, whilst Payments have been contained in line with previous years.

The Hallmark 2 &3 Community Buildings grade with the Community Council for Somerset was achieved in the year.

Reserves Policy

The Charity has over £51,000 in bank current and savings accounts as unrestricted reserves at the year end. These balances are available for unforeseen expenditure in relation to building maintenance or equipment and fixtures replacements. It is the Trustee's policy to maintain unrestricted reserves equivalent to at least annual revenue.

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Future Plans

The committee have been successful in recruiting several new members during the year, which it is felt will ensure the continuing healthy of hall.

The Trustees declare that they have approved the forgoing report.

Signed on behalf of the charity's Trustees

Signature:

Full Name

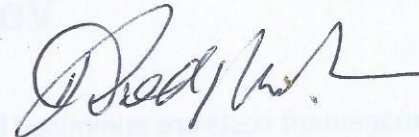
Mr D Sedgwick

Position

Chairman

Date

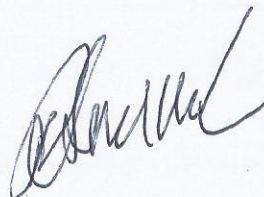
20 September 2016



Statement of Assets and Liabilities

Year ended 31st March 2016

	2016	2015 £
Fixed Assets:		
Buildings	457423	457423
Playspace	<u>76596</u>	<u>76596</u>
	534019	534019
Current Assets		
Stock	364	274
Debtors and Prepayments	2528	2629
Cash at Bank and in Hand	<u>51630</u>	<u>47971</u>
	54522	50874
Total	<u>588541</u>	<u>584893</u>
Less Creditors and Accruals	2061	1447
Net Assets	<u><u>586480</u></u>	<u><u>583446</u></u>
Unrestricted Funds		
Surplus/ Deficit for year	202022	200370
	<u>3034</u>	<u>1652</u>
	205056	202022
Restricted Funds (Building Fund)		
(Playspace)	304885	304885
	<u>76539</u>	<u>76539</u>
	381424	381424
Total Funds	<u><u>586480</u></u>	<u><u>583446</u></u>


D. Sedgwick Chair
2019/16

Oake and District Village Hall
Charity Number 205829

Receipts and Payments Account

Year ended 31 March 2016

		2016				2015		
	Notes £	Restricted £	Unrestricted £	Total £		Restricted £	Unrestricted £	Total £
<u>Receipts</u>								
Grants	1	2050		2050		1550		1550
Hall Bookings			24346	24346			23638	23638
Fundraising	2		9142	9142			8821	8821
Computer Sundry Receipts			30	30			100	100
Investment Income			415	415			684	684
Other			340	340			220	220
Total		2050	34273	36323		1550	33463	35013
<u>Payments</u>								
Picnic Table		500	110	610				0
Fundraising			5014	5014			5449	5449
Play space Expenses		500	1583	2083		500	1230	1730
Computer Costs			1673	1673			301	301
Repairs & Maintenance	3	1050	10657	11707		1050	12025	13075
Administrative Costs	4		12202	12202			12800	12800
Other							6	6
Total		2050	31239	33289		1550	31811	33361
Net Deficit / Receipts		0	3034	3034		0	1652	1652
Total Funds Brought Forward		381424	202022	583446		381424	200370	581794
Total Funds Carried Forward		381424	205056	586480		381424	202022	583446

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Notes to the Accounts

Year ended 31st March 2016

Note	2016 £	2015 £	Note	2016 £	2015 £
1 Grants Receivable			3 Repairs:		
PCC : Grounds Maintenance	1050	1050	Building Survey Work	~	5223
Play Space	500	500	Replace cooker	1199	
Somerset Community Fund	500		Renew stage floor	947	
Play Space Furniture			Other	9561	7852
Total	2050	1550		11707	13075
2 Fundraising (Gross Income)			4 Administrative Costs		
Village Fete (inc School share)	2485	3483	Booking Secretary	4620	4620
100 Club	948	1162	Energy Costs	2626	3478
Bar (net of purchases)	1935	100	Water	859	964
Whist Drive	3271	3313	Insurance	1439	1532
Plant Sale	503	763	Advertising	842	471
Total	9142	8821	Telephone	235	276
			Music Licence	968	726
			Newsletter	352	308
			Other	261	425
			Total	12202	12800



Independent Examiner's Report on the Accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

OAKE AND DISTRICT HALL AND
RECREATION GROUND

On accounts for the year ended

3 1 0 3 1 6

Charity no (if any)

2 0 5 8 2 9

Set out on pages

(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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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

MRS HEIDI MCMATH

Date

23/8/2016

Name

MRS HEIDI MCMATH

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

Association of Accounting Technicians
(F.M.A.A.T)

Address

POST OFFICE BUNGALOW

OAKE

TAUNTON

TA4 1AY