

# Trustees' annual report for the period



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Period start date 

01	01	22
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 Period end date 

31	12	22
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Charity name 

Fritwell Village Hall CIO
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 Charity No (if any) 

1194546					
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## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The provision and maintenance of a village hall for the use of the inhabitants of the Parish of Fritwell and its surrounding area (“the area of benefit”) without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreational and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none"> <li>Repairs and Maintenance of existing Village Hall</li> <li>Fundraising activities to pay for repairs and build up savings account for future activities</li> <li>Commencing plans for the provision a new fit for purpose Village Hall to replace the existing Hal, which is nearing the end of its viability.</li> <li>Drawing up plans, appointing architect, consultations and meetings with residents, submitting plans for planning permission</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The CIO has had regard regard to the guidance issued by the Charity Commission on public benefit

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Volunteers assist and support trustees in organizing and managing fund raising events and providing time and expertise when asked to do so.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> <li>• The CIO has continued to provide a meeting place for a wide variety of groups and individuals for a variety of purposes</li> <li>• With no public house in the Village the CIO provides a valuable asset to the community.</li> <li>• By fundraising and other events, it promotes social interaction, relieves loneliness and isolation, encourages health and well-being groups.</li> <li>• By providing a meeting place with outside space, CIO encourages and promotes community spirit and cohesion.</li> </ul>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	The objective of providing a safe, warm and fit for purpose meeting place for recreational and leisure activities is fully met by keeping the Hall well maintained, in compliance with laws and regulations whoever wishes to use it. To do so trustees follow the guidance available from the Charity Commission and has developed a variety of policies to ensure effective and safe management of the Hall
Performance of fundraising activities against objectives set	Para 1.41	Fundraising activities and hiring the hall have more than covered the annual maintenance, insurance and repair costs. They have enabled the CIO to replace the floor, repair fire doors, keep the Hall clean, serviceable and welcoming for users. In addition, a significant amount has been raised and saved to cover expenses involved in the preliminary work to replace the existing Hall.
Investment performance against objectives	Para 1.41	N/A

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Other		
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## Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	At the end of the financial year the CIO had made an operating profit of £4387, in spite of significant repair costs and the Hall being closed for two weeks.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The aims of the Reserves Policy are as follows</p> <ul style="list-style-type: none"> <li>• To provide adequate financial stability and the means for the CIO to meet its charitable objectives</li> <li>• To demonstrate that the CIO properly manages its resources</li> <li>• To demonstrate the CIO's capacity to manage unforeseen financial difficulties</li> <li>• To provide accountability and give confidence to funders, donors and beneficiaries of the CIO</li> <li>• To give grant-makers an understanding of why funding is needed to undertake a particular project</li> <li>• To explain substantial unspent funds at the end of a financial year</li> </ul>
Amount of reserves held	Para 1.22	£12,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The major concern is that the existing Hall becomes unusable through structural failures requiring repairs which are beyond the resources of the CIO or are not cost effective to undertake. Further concerns are that plans to provide a new Hall are stymied by lack of funding.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	Hire of the Hall, fundraising events, bar takings at events

Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<ul style="list-style-type: none"> <li>• Existing Hall unusable before new hall is built so objectives can't be met</li> <li>• Inability to find sufficient trustees willing to undertake the future project</li> <li>• Everything involved in delivering the New Hall project.</li> </ul>
Other		

## Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<ul style="list-style-type: none"> <li>Initial trustees appointed for varying lengths of terms of office</li> <li>Reappointment at end of term of office for a further term of three years</li> <li>Vacancies filled by appointing a resident who has expressed a wish to become a trustee</li> <li>Appointments to be approved by all existing trustees</li> <li>Officers elected at meeting following AGM</li> </ul>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	Volunteers Policy reviewed annually Necessary documents available on website
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<ul style="list-style-type: none"> <li>Ten trustees of which three are officers i.e., Chair, Treasurer and Secretary</li> <li>Regular Meetings with all trustees present as available</li> <li>Minutes kept, accounts approved</li> <li>Decisions made by a majority of all trustees</li> </ul>
Relationship with any related parties	Para 1.51	N/A
Other		

## Reference and Administrative details

Charity name	Fritwell Village Hall CIO
Other name the charity uses	
Registered charity number	1194546
Charity's principal address	Fewcott Road, Fritwell, Bicester, Oxon OX27 7QA

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Cass Miller Jones	Chair		
2	Gail Barnhill	Treasurer		
3	Helen Metcalfe	Secretary		
4	Colin Smith			
5	Glynis Lowdon			
6	Christine Denton	Bookings Secretary		
7	Vivienne Harding			
8	Daniel Kimber			
9	Sarah Penkethman		2 <sup>nd</sup> August 2022 to 31 <sup>st</sup> December 2022	
10	Kelley Hood		2 <sup>nd</sup> August 2022 to 31 <sup>st</sup> December 2022	
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## Reference and Administrative details

(cont)

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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# Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary,  
Chair, etc)

Date