Oake & District Village Hall and Recreation Ground

Registered Charity 205829

Trustees' Annual Report 1st April 2024 to 31st March 2025

Names of Trustees

Mrs C Grove	Chair	
Mrs K Horton	Secretary	
Ms P Archer	Treasurer	
Mrs S Earthrowl		Mrs C Fletcher
Mrs T Bellamy		
Mr M Sharland		Mr A Antill

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.

Sources of Support and Advice

Somerset Community Council, Victoria House, Victoria St Taunton TA1 3JZ
Oake Parish Council

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:

Safe Guarding; Energy and Environment; Health and Safety;
Equal Opportunities; Vulnerable Adults; Financial; Noise; Alcohol Provision;
Data Protection.

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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 also holds licenses for sale of alcohol; and with 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 £1,805,105 cover, Property Owners Liability £5,000,000, Contents £55,642, Public Liability £5,500,000, Employer's Liability £10,000,000, Business Interruption £90,000, Legal Expenses £250,000, 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. The fire alarm system is checked every 6 months.

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 and checks where appropriate.

Objectives 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 available every day 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, Booking Secretary and Hall users throughout the year, in general running activities and organizing various fundraising events.

2024/2025 Achievements

Efforts continued to promote the Hiring levels and Income in view of the cost of living crises and increase in energy costs.

Significant additional repair work was incurred in internal repainting, Car Park Repairs, and upgrading lighting. which contributed to a deficit of £10609..

Reserves Policy

The Charity has over £19,000 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 and any uninsurable losses. It is the Trustee's policy to maintain unrestricted reserves equivalent to at least annual revenue and it is intended to reinstate this position in due course.

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Future Plans

The committee wish to continue to offer an excellent facility to the village, and assist with any community projects where possible.

The main aim is to continue to rebuild the full use of the hall and maximise Income commensurate with offering the facilities in accordance with the Charity's Governance.

The committee continue efforts to recruit members in order to offer a more comprehensive service.

The Trustees declare that they have approved the forgoing report.

Signed on behalf of the charity's Trustees

Signature:

Full Name

Position

Date