



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	06	05	2021		31	03	2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

ENGLEFIELD ESTATE OFFICE	
ENGLEFIELD ROAD	
THEALE, READING	
Postcode	RG7 5DU

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	Duncan Rands	Chair	10 th May 2022	
2	Lynn Dennison		6th May 2021	
3	Nia Rands-Thomas		6th May 2021	
4	Hilary Latimer		6th May 2021	
5	Edward Crookes		6th May 2021	
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CHARITABLE INCORPORATED ORGANISATION
Trustee selection methods (eg. appointed by, elected by)	Appointed by resolution passed at a properly convened meeting of the charity trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are to establish and run a community centre and to promote for the benefit of the inhabitants of the parish of Englefield without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of village life of the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

This was the CIO's first year of operation and activities undertaken included:

- Recruiting trustees and volunteers for this new CIO
- Completing a new lease of the newly refurbished Englefield Village Hall
- Establishing the governance & operations from scratch including bank account, hire agreements, insurance, risk management, cleaning, new website, social media and much more
- Opening the hall for hire and successfully hosting numerous events for the local community including local residents, the school, parish council, Five A Day Community Garden, Princes's Countryside Fund
- Grappling with Covid-19 regulations

Additional details of objectives and activities (Optional information)

Our Trustees and volunteers have given many hours of personal time and commitment to the Village Hall for which we are very grateful indeed.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

This was the CIO's first year of operation and our main achievements were:

- Establishing and registering the CIO from scratch during the Covid-19 pandemic.
- Recruiting trustees and volunteers for this new CIO
- Completing a new lease of the newly refurbished Englefield Village Hall
- Establishing the governance & operations from scratch including bank account, hire agreements, insurance, risk management, cleaning, new website, social media and much more
- Opening the hall for hire and successfully hosting numerous events for the local community including local residents, the school, parish council, Five A Day Community Garden, Princes's Countryside Fund
- Grappling with Covid-19 regulations

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees have set a reserves policy which requires reserves be maintained at a level which ensures that Englefield Village Hall CIO's core activity could continue during a period of unforeseen difficulty. A proportion of reserves be maintained in a readily realisable form.

We consider it prudent that our reserves for day to day expenditure should not fall below around six months expenditure.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F



Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Edward Miles Crookes	Duncan Graham Rands
Position (eg Secretary, Chair, etc)	Trustee	Chair
Date	21 / 11 / 2022	