

HOUGHTON REGIS MEMORIAL HALL FUND

England & Wales · Charity number 1045459

Details

Status Registered

Legal form Other

Registered 1995-03-31

Register [View on the Charity Commission register](#)

Contact

Address The Green
Houghton Regis
Dunstable
Bedfordshire
LU5 5DX

Phone 07799720767

Email chairman@houghtonregismemorialhall.com

Website www.houghtonregismemorialhall.com

Activities

Objects: FOR THE PURPOSES OF PHYSICAL AND MENTAL TRAINING AND RECREATION AND SOCIAL MORAL AND INTELLECTUAL DEVELOPMENT THROUGH THE MEDIUM OF READING AND RECREATION ROOMS LIBRARY LECTURES CLASSES RECREATIONS AND ENTERTAINMENTS OR OTHERWISE AS MAY BE FOUND EXPEDIENT FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF HOUGHTON REGIS IN THE COUNTY OF BEDFORD AND ITS IMMEDIATE VICINITY WITHOUT DISTINCTION OF SEX OR OF POLITICAL RELIGIOUS OR OTHER OPINIONS .

Activities: To provide recreational, educational and social activities or otherwise as may be found expedient for the benefits of the people of Houghton Regis without distinction of sex, disabilities, political, religious, ethnic or other opinions or persuasions.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, Religious Activities, Recreation, Other Charitable Purposes
- **Who:** Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** HOUGHTOM REGIS AND ITS IMMEDIATE VICINITY
- Central Bedfordshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-07-31 | £131,889 | £112,554 | - | - |
| 2024-07-31 | £119,135 | £71,818 | - | - |
| 2023-07-31 | £50,413 | £30,467 | - | - |
| 2022-07-31 | £57,451 | £50,456 | - | - |
| 2021-07-31 | £85,398 | £104,506 | - | - |

Trustees

| Name | Role | Appointed |
|---------------------------|-------|------------|
| Kenneth Wattingham | Chair | 2017-05-25 |
| Christine Forber | | 2022-11-29 |
| Christine Harris | | 2022-11-29 |
| DAVID HILL | | 2010-05-01 |
| Gemma Mead | | 2025-01-21 |
| James Carroll | | 2024-05-15 |
| Lisa Brinkley | | 2021-05-11 |
| McKenzie Wattingham | | 2023-10-17 |
| Robert Paterson | | 2017-11-14 |
| Rosemary Paterson | | 2017-11-14 |
| Yvonne Farrell | | 2019-05-25 |

HOUGHTON REGIS MEMORIAL HALL FUND

England & Wales - Charity number 1045459

Accounts

HOUGHTON REGIS MEMORIAL HALL FUND

Registered Charity Number 1045459



**END OF YEAR STATEMENT
FOR YEAR ENDING 31st JULY 2025**



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THE GREEN
HOUGHTON REGIS, DUNSTABLE BEDFORDSHIRE LU55DX

WEBSITE: houghtonregismemorialhall.com

BANKERS LLOYDS BANK PLC

LIST OF TRUSTEES

| | |
|------------------------------|------------------|
| Ken Wattingham - Chairperson | Tel 07799 720767 |
| David Hill - Vice Chairman | Tel 07305 433950 |
| David Hill - Treasurer | Tel 07305 433950 |

Chris Forber - Secretary
Lisa Brinkley - Minute Secretary
Harmony Chambers - Public Representative
McKenzie Wattingham - Public Representative
Gemma Mead - Public Representative
Robert Paterson - U3A Representative
Rosemary Paterson - U3A Representative
Chris Harris - Bingo Representative

CARETAKER - HALL BOOKINGS SECRETARY - GARDENER

Julie Cawthorne Tel 07598 125775

TOWN COUNCIL REPRESENTATIVES

Cllr Yvonne Farrell
Cllr Jimmy Carroll

INDEPENDENT EXAMINER

Suzanne Spicer FCA
Staple House
5 Eleanors Cross
Dunstable
Bedfordshire LU6 1SU

GOVERNANCE & MANAGEMENT

The charity is operated under the rules of its Trust Deed adopted on the 7th of August 1946: as amended by the Rules adopted on the 30th of October 2018.

AIMS & OBJECTIVES

In keeping with the aims of the founding document, the Trustees are empowered, under the rules of the governing instrument:-

Maintain the hall for the purpose of physical and mental training and recreation and social, moral and intellectual development through the medium of reading and recreational rooms, library, lecture classes, recreations and entertainment or otherwise as may be found expedient for the benefits of the inhabitants of the parish, without distinction of sex, or political, religious or other opinions.

REVIEW OF THE FINANCIAL YEAR ENDING 31st JULY 2025

As we come to the end of the hall's financial year, we can report it has been a year of success. One of our major projects has been a refurbished kitchen.

**AUG2024
JUL2025**

- * Additional benches added to Car Park.
- * New car park entrance gates.
- * New side gate.
- * Improved stage lighting.
- * Improved Foyer lighting.
- * New heaters in Foyer.
- * New below surface rainwater drain fitted to building front.
- * New Website.
- * New Bollards in Car Park
- * Christmas Tree Lights

GRANTS RECEIVED

| | | |
|----------------|------------|-----------------------------|
| August 2024 | £7,500.00 | Wixam Trust & Central Beds |
| September 2024 | £43,919.20 | Town Council & Central Beds |
| October 2024 | £11,303.13 | Central Beds Council |
| January 2025 | £790.00 | Central Beds Council |
| April 2025 | £2,200.00 | Town Council |
| June 2025 | £1,509.60 | Central Beds |
| July 2025 | £11765.12 | Central Beds |

**Houghton Regis Memorial Hall Fund
Trustees annual report
for the Year ending 31st July 2025**

SUMMARY OF GROUPS USING OUR HALL

| DAY | GROUP | | |
|------------------|--------------------------------------|--|--|
| MONDAY | Recycled Teenagers | First Monday of Month | |
| | U3A Ukulele Group | Second Monday of the month then weekly | |
| | Tea Dance | Weekly | |
| | Country & Western Dance | Weekly | |
| TUESDAY | Houghton Regis Ladies Group | First Tuesday of the month | |
| WEDNESDAY | Headway - Brain Injury support group | Weekly | |
| | * Bingo | Weekly Run by Hall Trustees | |
| THURSDAYS | UKTI Martial Arts | Weekly | |
| | Spiritual Church | Weekly | |
| FRIDAY | U3A Sequence Dance | Weekly | |
| SATURDAY | Phoenix Dance | First Saturday of Month | |

Wednesday Bingo is run by the Hall Trustees, the rest of the groups are independently run.

Further information with contact details can be found on our website

www.houghtonregismemorialhall.com

ADDITIONAL GROUPS THAT MEET IN OUR HALL

National Blood Transfusion Service
Full House Theatre
Houghton Regis Town Council Events - Pride of Houghton
Central Bedfordshire Council - Elections

Private hires including Parties, Baby Showers, Celebrations.

The hall Trustees organise Craft Fairs and Race Nights at different times of the year. For more information visit the Hall's Website or Facebook page.

**Houghton Regis Memorial Hall Fund
Trustees annual report
for the Year ending 31st July 2025**

CHAIRMANS REPORT

It is a joy to report yet again that it has been another year of success for the Memorial Hall. Our achievements include additional refurbishments both inside and outside of our building.

In addition we are in the quotation process of improving the hall's sound system, and the purchase of new tables and chairs. We are hopeful this work will be completed by Christmas.

I have been successful in obtaining Grants from Central Bedfordshire Council together with the Key Partner Grant from Houghton Regis Town Council to add to our own funds. This will enable the items mentioned above to proceed.

As the building has been standing since 1946 we have continued to maintain it in a good state of repair. I will be looking to obtain further Grants for other improvements in the coming year.

Myself and David, have been the Hall's main key team, I as Chairman oversea and make final decisions with consultation with the Trustees when required. I would personally like to thank David for his continued support in his role as Vice Chairman & Treasurer. My thanks also go to Julie for her continued support that she gives to the hall by keeping it clean and tidy together with the garden. Julie also has roles of the Booking Secretary and Caretaker.

Myself and the team are looking forward to the coming year. The Treasurer role that David Hill has, is of major importance to our operation, and I would like to thank him on behalf of the Trustees for his hard work.

My thanks also go to the following trustee team, Mckenzie Wattingham, Christine Harris, Christine Forber, and Lisa Brinkley, for their continuing support with the hall Events, for example Race Nights, and Seasonal Fairs, we hope to arrange further events in the coming year.

Thank you for your support.

THE CHARITIES POLICY ON RESERVES

The Trustees consider it prudent to maintain an appropriate level of reserves in its accounts. These are equivalent to at least six months of running costs.

We have at the present time different bank accounts: A Current Account, plus deposit accounts for Building & Repair, Savings and Long Term.

In addition we have a Charity account for Bingo, to collect money for a worthy cause nominated by the Bingo Membership. Money collected in this account is separate from the hall's funds.



HOUGHTON REGIS MEMORIAL HALL


Signed by Ken Wattingham Chairman

Date 14/10/2025

**Houghton Regis Memorial Hall Fund
Trustees annual report
for the Year ending 31st July 2025**

INDEPENDANT EXAMINERS REPORT

I report to the trustees on my examination the accounts of Houghton Regis Memorial Hall Fund (the Trust) for the year ended 31st July 2025.

Responsibilities and Basis of Report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiners Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and contents of accounts set out in the charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Suzanne Spicer FCA
06/10/2025
Spicer & Co UK Ltd
Chartered Accountants
Staple House
5 Eleanors Cross
Dunstable
Bedfordshire
LU61SU

**Houghton Regis Memorial Hall Fund
Statement of Financial Activities
For The Year Ended 31 July 2025**

| | Notes | 2025 Unrestricted funds £ | 2024 Unrestricted funds £ |
|------------------------------------|-----------|------------------------------------|------------------------------------|
| INCOME AND ENDOWMENTS FROM: | | | |
| Donations and legacies | 3 | 500 | 428 |
| Charitable activities: | | | |
| Charitable Activity | | 82,397 | 71,613 |
| Other trading activities | 4 | 48,087 | 46,439 |
| Investments | 5 | 453 | 632 |
| Other | 6 | 452 | 24 |
| | | 131,889 | 119,136 |
| EXPENDITURE ON: | | | |
| Charitable activities: | 8 | | |
| Charitable Activity | | (112,554) | (47,317) |
| NET INCOME | | 19,335 | 71,819 |
| NET MOVEMENT IN FUNDS | | 19,335 | 71,819 |
| RECONCILIATION OF FUNDS: | | | |
| Total funds brought forward | | 591,851 | 520,032 |
| TOTAL FUNDS CARRIED FORWARD | 16 | 611,186 | 591,851 |

The notes on pages 8 to 12 form part of these financial statements.

**Houghton Regis Memorial Hall Fund
Statement of Financial Position
As At 31 July 2025**

| | Notes | 2025 Unrestricted funds £ | 2024 Total funds £ |
|---|--------------|--|---------------------------------------|
| FIXED ASSETS | | | |
| Tangible Assets | 13 | 553,851 | 537,814 |
| | | <u>553,851</u> | <u>537,814</u> |
| CURRENT ASSETS | | | |
| Debtors | 14 | 1,325 | 1,325 |
| Cash at bank and in hand | | 59,165 | 55,247 |
| | | <u>60,490</u> | <u>56,572</u> |
| Creditors: Amounts Falling Due Within One Year | 15 | <u>(3,155)</u> | <u>(2,535)</u> |
| NET CURRENT ASSETS (LIABILITIES) | | <u>57,335</u> | <u>54,037</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>611,186</u> | <u>591,851</u> |
| NET ASSETS | | <u>611,186</u> | <u>591,851</u> |
| FUNDS OF THE CHARITY | | | |
| Unrestricted Funds | | 611,186 | 591,851 |
| TOTAL FUNDS | 16 | <u>611,186</u> | <u>591,851</u> |

On behalf of the board

Mr Ken Wattingham

Trustee

06/10/2025

The notes on pages 8 to 12 form part of these financial statements.

**Houghton Regis Memorial Hall Fund
Notes to the Financial Statements
For The Year Ended 31 July 2025**

1. General Information

Houghton Regis Memorial Hall Fund is an unincorporated charity registered with the Charity Commission, registered charity number 1045459. The principal address is The Green , Houghton Regis, Dunstable, Bedfordshire, LU5 5DX.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011.

The charity is a Public Benefit Entity as defined by FRS 102.

2.2. Incoming Resources

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.3. Resources Expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT:.

2.4. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | |
|---------------------|-------------------|
| Freehold | at cost |
| Fixtures & Fittings | 10% Straight Line |

2.5. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

3. Income from Donations and Legacies

| | 2025 | 2024 |
|---------------------|---------------------------|---------------------------|
| | Unrestricted funds | Unrestricted funds |
| | £ | £ |
| Donations and gifts | 500 | 428 |

Houghton Regis Memorial Hall Fund
Notes to the Financial Statements (continued)
For The Year Ended 31 July 2025

4. Income from Other Trading Activities

| | 2025 | 2024 |
|--------------|---------------------------|---------------------------|
| | Unrestricted funds | Unrestricted funds |
| | £ | £ |
| Hall hire | 36,611 | 36,655 |
| Bingo income | 11,476 | 9,784 |
| | 48,087 | 46,439 |

5. Investment Income

| | 2025 | 2024 |
|--------------------------|---------------------------|---------------------------|
| | Unrestricted funds | Unrestricted funds |
| | £ | £ |
| Bank interest receivable | 453 | 632 |
| | 453 | 632 |

6. Other Income

| | 2025 | 2024 |
|--------------|---------------------------|---------------------------|
| | Unrestricted funds | Unrestricted funds |
| | £ | £ |
| Other income | 452 | 24 |
| | 452 | 24 |

7. Net Income/(Expenditure)

The net income is stated after charging/(crediting):

| | 2025 | 2024 |
|---|-------------|-------------|
| | £ | £ |
| Depreciation of tangible fixed assets - owned | 12,952 | 11,489 |
| | 12,952 | 11,489 |

8. Analysis of Expenditure

| | | 2025 |
|---------------------|---------------------------------------|-----------------------------------|
| | Activities undertaken directly | Support costs (see note 9) |
| | £ | £ |
| | £ | Total |
| Charitable Activity | 19,565 | 92,989 |
| | 19,565 | 112,554 |
| | | 2024 |
| | Activities undertaken directly | Support costs (see note 9) |
| | £ | £ |
| | £ | Total |
| Charitable Activity | 21,743 | 25,574 |
| | 21,743 | 47,317 |

**Houghton Regis Memorial Hall Fund
Notes to the Financial Statements (continued)
For The Year Ended 31 July 2025**

9. Support Costs

| | 2025 Charitable Activity £ |
|------------------------|---|
| Employee costs | 9,410 |
| Premises expenses | 65,762 |
| General administration | 17,817 |
| | 92,989 |
| | 2024 Charitable Activity £ |
| Employee costs | 6,410 |
| Premises expenses | 9,545 |
| General administration | 9,619 |
| | 25,574 |

10. Independent Examiner's Remuneration

| | 2025 £ | 2024 £ |
|---|-------------------|-------------------|
| Independent examination of the financial statements | 300 | 300 |
| | 300 | 300 |

11. Staff Costs

Staff costs were as follows:

| | 2025 £ | 2024 £ |
|--------------------|-------------------|-------------------|
| Wages and salaries | 9,410 | 6,410 |
| | 9,410 | 6,410 |

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

12. Average Number of Employees

Average number of employees during the year was: NIL (2024: NIL)

13. Tangible Assets

| | Land & Property Freehold | Fixtures & Fittings | Total |
|---------------------|---|------------------------------------|--------------|
| | £ | £ | £ |
| Cost | | | |
| As at 1 August 2024 | 434,409 | 114,894 | 549,303 |
| Additions | - | 28,989 | 28,989 |
| As at 31 July 2025 | 434,409 | 143,883 | 578,292 |

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Houghton Regis Memorial Hall Fund
Notes to the Financial Statements (continued)
For The Year Ended 31 July 2025

| | | | |
|----------------------------|---------|---------|---------|
| Depreciation | | | |
| As at 1 August 2024 | - | 11,489 | 11,489 |
| Provided during the period | - | 12,952 | 12,952 |
| As at 31 July 2025 | - | 24,441 | 24,441 |
| Net Book Value | | | |
| As at 31 July 2025 | 434,409 | 119,442 | 553,851 |
| As at 1 August 2024 | 434,409 | 103,405 | 537,814 |

14. Debtors

| | 2025 | 2024 |
|----------------------------|-------------|-------------|
| | £ | £ |
| Due within one year | | |
| Other debtors | 1,325 | 1,325 |

15. Creditors: Amounts Falling Due Within One Year

| | 2025 | 2024 |
|------------------------------|-------------|-------------|
| | £ | £ |
| Other creditors | 2,855 | 2,235 |
| Accruals and deferred income | 300 | 300 |
| | 3,155 | 2,535 |

16. Movement in Funds

| | As at 1 August 2024 | Income | Expenditure | As at 31 July 2025 |
|---------------------------------|--------------------------------|---------------|--------------------|-------------------------------|
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| General: | | | | |
| General unrestricted fund | 166,851 | 131,889 | (112,554) | 186,186 |
| Designated: | | | | |
| Permanent endowment fund | 425,000 | - | - | 425,000 |
| Total unrestricted funds | 591,851 | 131,889 | (112,554) | 611,186 |
| Total funds | 591,851 | 131,889 | (112,554) | 611,186 |
| | | | | |
| | As at 1 August 2023 | Income | Expenditure | As at 31 July 2024 |
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| General: | | | | |
| General unrestricted fund | 95,032 | 119,136 | (47,317) | 166,851 |

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Houghton Regis Memorial Hall Fund
Notes to the Financial Statements (continued)
For The Year Ended 31 July 2025

| | | | | |
|---------------------------------|-----------------------|-----------------------|------------------------|-----------------------|
| Designated: | | | | |
| Permanent endowment fund | 425,000 | | | 425,000 |
| Total unrestricted funds | <u>520,032</u> | <u>119,136</u> | <u>(47,317)</u> | <u>591,851</u> |
| Total funds | <u><u>520,032</u></u> | <u><u>119,136</u></u> | <u><u>(47,317)</u></u> | <u><u>591,851</u></u> |

17. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

18. Related Party Disclosures

There have been no related party transactions in the reporting period that require disclosure.

| | |
|------------------------------------|----------------------------|
| PROFIT FOR YEAR 2025 £19335 | |
| INCOME £131889 | EXPENDITURE £112554 |

HOUGHTON REGIS MEMORIAL HALL FUND

England & Wales - Charity number 1045459

Accounts

HOUGHTON REGIS MEMORIAL HALL FUND

REGISTERED CHARITY 1045459

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END OF YEAR STATEMENT FOR THE YEAR ENDING 31ST JULY 2024

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WEBSITE www.houghtonregismemorialhall.com

Chairman Ken Wattingham
Email: chairman@houghtonregismemorialhall.com
Telephone: 07799 720767

Vice Chairman David Hill
Email: vicechairman@houghtonregismemorialhall.com
Telephone: 07305 433950

HOUGHTON REGIS MEMORIAL
HALL
THE GREEN
HOUGHTON REGIS
DUNSTABLE
BEDFORDSHIRE LU55DX

**HOUGHTON REGIS MEMORIAL HALL FUND
TRUSTEES ANNUAL REPORT
FOR YEAR ENDING 31st JULY 2024**

FULL NAME: Houghton Regis Memorial Hall Fund

REGISTERED CHARITY: 1045459

PRINCIPAL ADDRESS: Houghton Regis Memorial Hall
The Green
Houghton Regis
Dunstable
Bedfordshire LU55DX

BANKERS: LLOYDS BANK PLC

TRUSTEES

The following individuals served on the Committee during the year 2023/2024.

| | | |
|------------------|-----------------------------------|---------|
| Mr K.Wattingham | Chairman | Current |
| Mr D.Hill | Vice Chairman/Temporary Treasurer | Current |
| Vacant Position | Treasurer | |
| Mrs L.Brinkley | Minute Secretary | Current |
| Mrs R.Paterson | Organisation Representative | Current |
| Mr R.Paterson | Organisation Representative | Current |
| Mrs C.Harris | Organisation Representative | Current |
| Mr S.Riddel | Public Representative | Left |
| Mrs C.Forber | Public Representative | Current |
| Mrs H.Chambers | Public Representative | Current |
| Mr. M.Wattingham | Public Representative | Current |
| Mrs Y.Farrell | Town Council Representative | Current |
| Mrs E.Cooper | Town Council Representative | Left |
| Mr J.Carroll | Town Council Representative | Current |

BOOKING SECRETARY & SITE MANAGER

Mrs Julie Cawthorne

INDEPENDANT EXAMINER

Mr Dudley Smy 15 Kingsbury Gardens, Dunstable, Bedfordshire LU4 4PX

GOVERNANCE & MANAGEMENT

The Charity is operated under the rules of it's Trust Deed adopted on the 7th of August 1946: as amended by the rules adopted on the 30th, of October 2018.

**HOUGHTON REGIS MEMORIAL HALL FUND
TRUSTEES ANNUAL REPORT
FOR YEAR ENDING 31st JULY 2024**

**SUMMARY OF THE MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT.
EACH ARE RUN BY INDEPENDENT GROUPS OR ORGANISATIONS.**

| | |
|-------------------|--|
| MONDAYS | Recycled Teenagers (First Monday of Month) U3A Ukele Group (Second Monday of Month then Weekly) Tea Dance (weekly) Inspirit Martial Arts (Weekly) Country & Western Dance (Weekly) |
| TUESDAYS | Houghton Regis Ladies Group (First Tuesday of the Month) |
| WEDNESDAYS | Headway (Brain injury support group) Weekly. Bingo (Weekly) Note: Run by the Hall Trustees. |
| THURSDAYS | UKTI Martial Arts (Weekly) Spiritual Church (Weekly) |
| FRIDAYS | U3A Sequence Dance (Weekly) Inspirit Martial Arts (Weekly) Dunstable Dance (Weekly) |
| SATURDAYS | Phoenix Dance Club (First Saturday of Month) |

Further details of groups and contact information can be found on our website :

www.houghtonregismemorialhall.com

ADDITIONAL GROUPS THAT MEET IN THE HALL ON A REGULAR BASIS

The NHS Blood Transfusion Service
Full House Theatre
Houghton Regis Town Council events - Pride of Houghton

The hall is also used for Elections by Central Bedfordshire Council.

Hall Hires for Private Parties / Baby showers and other events are popular.

The Trustees also organise special events like Race Nights and Craft Fairs. Up and coming events can be found on our Facebook page.



**HOUGHTON REGIS MEMORIAL HALL FUND
TRUSTEES ANNUAL REPORT
FOR YEAR ENDING 31st JULY 2024**

OUR GARDENS WERE INCLUDED IN THE HOUGHTON REGIS IN BLOOM COMPETITION

Our Garden in the front of the hall is popular with users and those passing by. It is maintained by our Site Manager Mrs J Cawthorne to a high standard. The display forms a positive first impression to those attending an activity in the hall. We thank Julie for the work she has carried out in the last Year.



Library picture from a previous year.

GRANTS RECEIVED THIS YEAR

| | | |
|---------------|------------|---|
| November 6th | £58,516.80 | Central Bedfordshire Council (Toilet Refurbishment) |
| December 15th | £2,020.00 | Houghton Regis Town Council (Key Partner Grant) |
| April 12th | £2,200.00 | Houghton Regis Town Council (Key Partner Grant) |
| June 6th | £2780.00 | Central Bedfordshire Council (Hall Blinds) |
| June 27th | £3279.17 | Central Bedfordshire Council (Side Gate) |
| | — — — — | |
| | £68,795.97 | |

AIMS & OBJECTIVES

In keeping with the aims of the founding document, the Trustees are empowered, under the rules of the original governing instrument:-

Maintain the hall for the purpose of physical and mental training and recreation and social, moral and intellectual development through the medium of reading, lecture, classes, recreations and entertainment or otherwise as may be found expedient for the benefits of the inhabitants of the parish, without the distinction of sex, or political, religious or other opinions.

REVIEW OF THE FINANCIAL YEAR ENDING ON THE 31ST JULY 2024

The Trustees have continued with their program of building upkeep, the key project being the complete refurbishment of the main toilets. The refurbishment was a challenging one, we trusted a local company that the Town Council used in the past. We found their work was not up to the standard we expected. Additional work was undertaken to rectify the various problems.

HOT WATER

We have had a new hot water tank fitted, we are pleased with the work carried out and we have now hot water at a good pressure.

WEBSITE

We are currently negotiating with a new Website Company that will provide us with a modern website. Although the existing website is ok its design is not up to modern standards.

**HOUGHTON REGIS MEMORIAL HALL FUND
TRUSTEES ANNUAL REPORT
FOR YEAR ENDING 31st JULY 2024**

FINANCIAL SUCCESS

We currently have 13 regular groups meeting in our hall, our most recent one is the U3A Ukulele Group. It has been a successful year financially, our letting income for this year is over *£32,000, The Bingo, which the hall Trustees run brought in over £9000.00 including refreshments. Hall run events like Race Nights, Craft Fairs etc brought in over £2000. This stream of income has proved very beneficial for the hall and other events are being planned.

ACHIEVEMENTS

- * REFURBISHMENT OF TOILETS
 - * NEW RACKING IN COMMITTEE ROOM
 - * WINDOWS REPLACED IN HALL AND COMMITTEE ROOM (Heat saving Glass)
 - * NEW BLINDS FITTED IN HALL
 - * ADDITIONAL SECURITY CAMERA FITTED
 - * EXTERIOR TABLE & BENCH SEATS NEAR CAR PARK ENTRANCE FITTED
-

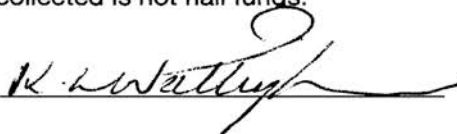
THE CHARITIES POLICY ON RESERVES

The Trustees consider it prudent to maintain an appropriate level of reserves in our Accounts. These are equivalent to at least six months running costs.

We have at present three different accounts: Buildings & Repairs, Savings account and a Long term deposit account.

In addition The Bingo group collect for a worthy cause decided by the membership, this is placed in a separate Charity account as the money collected is not hall funds.

Signed on behalf of the Trustees by _____
(Mr K Wattingham Chairman)



Date 29/10/2024

The Houghton Regis Memorial Hall Fund

Income & Expenditure Account

31st July 2024

| 2023 | 2024 |
|---------------------------------------|-----------|
| Income | |
| 206.76 Bank Interest | 632.21 |
| 260.00 Events | 2817.26 |
| 157.50 Donations | 428.00 |
| 2000.00 Grant Income | 68795.97 |
| 0.00 L&D Charity | |
| 36801.85 Hall hire Charges | 36655.41 |
| 10236.02 Bingo Income | 9783.03 |
| 447.90 Rates Refund | 0.00 |
| 303.10 Sundry Income | 23.81 |
| 50413.13 Total Income | 119135.69 |
| Expenditure | |
| 300.00 Auditor | 300.00 |
| 676.80 Broadband ~ Wifi | 676.80 |
| 1572.38 Cleaning & Waste Disposal | 3188.12 |
| 177.71 Committee Expenses | 1213.50 |
| 0.00 Covid Expenses | 0.00 |
| 4414.00 Deposit returns | 4095.00 |
| 0.00 Fire Protection | 898.39 |
| 271.60 Repairs | 0.00 |
| 0.00 Roof Repairs | 0.00 |
| 484.03 Maintenance | 1237.43 |
| 373.58 Misc | 585.79 |
| 2670.00 Elect | 2892.00 |
| 2284.60 Gas | 2895.10 |
| 1157.79 Insurance | 1202.04 |
| 412.00 Music Licence | 426.74 |
| 149.79 Postage & Stationery | 0.00 |
| 0.00 Rates | 48.03 |
| 397.00 Servicing | 0.00 |
| 5610.00 Wages | 6240.00 |
| 420.00 Gardener | 170.00 |
| 231.88 Admin support | 0.00 |
| 673.70 Water | 522.24 |
| 5198.01 Bingo Stock | 6615.65 |
| 640.78 Computer/software/website | 220.52 |
| 0.00 Charity | 2400.72 |
| 2350.08 Depreciation | 11489.35 |
| 30465.73 Total Expenditure | 47317.42 |
| 19947.40 Surplus/Deficit for the year | 71818.27 |

The Houghton Regis Memorial Hall Fund

Balance Sheet
31 July 2024

| 2023 | | 2024 |
|----------------------------|-------------------------------------|------------|
| Fixed Assets | | |
| 434409.00 | Building | 434409.00 |
| 11753.60 | Furniture & Fittings | 21150.76 |
| 11747.24 | Additions | 93742.73 |
| -2350.08 | 21150.76 Less depreciation | -11489.35 |
| | | 103404.14 |
| 455559.76 | Total | 537813.14 |
| Current Assets | | |
| 1202.04 | Debtors /Payments in Advance | 1325.44 |
| 0.00 | Stock | 0.00 |
| 50256.35 | Savings Account | 39609.42 |
| 2058.74 | Long Term Deposit Account | 2234.82 |
| 2031.07 | Repairs Account | 3406.23 |
| 11224.29 | Current Account | 9996.29 |
| 0 | Charity | 0.00 |
| | | 56,572.20 |
| 66772.49 | Total current assets | -2534.82 |
| Current Liabilities | | |
| -2300.00 | Creditor | -2534.82 |
| | | 591850.52 |
| -2300.00 | Total | |
| 520032.25 | Assets less Liabilities | 535278.32 |
| 75 Represented by | | |
| | B/fwd | |
| 425000.00 | Permanent Endowment Fund | 425000.00 |
| 75085.83 | Unrestricted Income Fund | 75085.83 |
| 19946.42 | Balance from Income/Expenditure A/C | 91764.69 |
| 520032.25 | | 591,850.52 |

**HOUGHTON REGIS MEMORIAL HALL FUND
TRUSTEES ANNUAL REPORT
FOR YEAR ENDING 31st JULY 2024**

INDEPENDANT EXAMINERS REPORT TO TRUSTEES

I report on the accounts of the Charity, which are set out on the pages attached.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Charity Trustees are responsible for the preparation of the accounts. The Charity Trustees consider that an audit is not required this year under section (144)(20) of the Charities act (the 2011 Act); and that an independent examination is needed.

It is my responsibility to:

*Examine the accounts under section 145(5) of the 2011 Act;

*Follow the procedures laid down in the general directions given of the charity commissioners under section (145)(5)(b) of the 2011 Act; and state whether particular matters have come to my attention.

BASIS OF INDEPENDANT EXAMINER'S REPORT

My examination was carried out in accordance with the general directions given by the Charities 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 you as trustees concerning such matters. The procedures undertaken do not provide the evidence 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.

INDEPENDANT EXAMINERS STATEMENT

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

Dudley Smy
15 Kingsbury Gardens
Dunstable
Bedfordshire LU44PX

Signature D.G. Smy
Date 21/9/24

**HOUGHTON REGIS MEMORIAL HALL FUND
TRUSTEES ANNUAL REPORT
FOR YEAR ENDING 31st JULY 2024**

INDEPENDANT EXAMINATIONS

During the period of August 2023 to the 31st of July2024 the cost of the examination was £300

Glossary of General Terms

DEBTORS These are lettings whereby the hirer has had to be invoiced is unpaid at the balance end of the sheet.

CREDITORS These are amounts owed to the Charity, but not paid in advance, but paid during the accounting period.

ACCRUALS These are allowances for expenses incurred but not paid at the end of the year end.

LETTINGS IN ADVANCE These include deposits received from Hall Hirers and advance hire fees for future periods.

NOTES TO THE ACCOUNTS

HOUGHTON REGIS MEMORIAL HALL FUND

England & Wales - Charity number 1045459

Accounts

HOUGHTON REGIS MEMORIAL HALL FUND
Registered Charity Number 1045459



END OF YEAR STATEMENT FOR THE YEAR ENDING 31st JULY 2023

CONTENTS

- 1. Trustees Annual Report**
- 2. Statement of Financial Activities**
- 3. Balance Sheet**
- 4. Independant Examiners Report**
- 5. Notes to the Accounts**

Website www.houghtonregismemorialhall.com
Chairman chairman@houghtonregismemorialhall.com
Telephone 07799 720767
Caretaker jcawthorne@houghtonregismemorialhall.com
Telephone 0759 8125775

HOUGHTON REGIS MEMORIAL HALL FUND
THE GREEN
HOUGHTON REGIS
DUNSTABLE BEDFORDSHIRE
LU55DX

THE HOUGHTON REGIS MEMORIAL HALL FUND

TRUSTEES ANNUAL REPORT

FOR YEAR ENDING 31st, JULY 2023

SUMMARY OF THE MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT EACH RUN BY INDEPENDANT GROUPS

| | |
|------------------|--|
| MONDAY | Recycled Teens (Meets 1st Monday of month) Tea Dance (Weekly) Country & Western Dance (Weekly) |
| TUESDAY | Houghton Regis Ladies Club (Meets first Tuesday of the month) |
| WEDNESDAY | Headway (Brain Injury Support Group, Weekly) Bingo (Run By the Hall Weekly) |
| THURSDAY | UKTI Martial Arts (Weekly) Spiritual Church (Weekly) |
| FRIDAY | U3A Sequence Dance (Weekly) Inspirit Martial Arts (Weekly) |
| SATURDAY | Phoenix Dance Club (Meets first Saturday of the Month) |

For further information please visit www.houghtonregismemorialhall.com

We have received 1, Grant this Year From the Town Council £2,000.00 from the Towns 106 money.

In addition to the list above we have had regular bookings by The NHS Blood Transfusion Service and Full House Theatre.

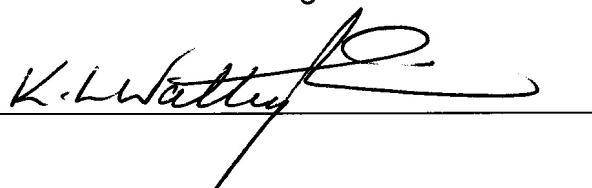
Our Website together with our Facebook page have proved beneficial in our Marketing activities. Both of these have regular updates in-house by Trustee Steven Riddell.

Our admired Hall Gardens are maintained by Mrs J Cawthorne our Caretaker, The Trustees thank her for the work she has carried out over the past year. The front garden forms a positive first impression when people walk by or attend an activity in our hall.

THE CHARITIES POLICY ON RESERVES

The Trustees consider it prudent to maintain an appropriate level of reserves in our Long Term account. These are equivalent to at least six months running costs.

Signed on behalf of the Trustees by
Mr Ken Wattingham Chairman.



Date: 17/10/23

THE HOUGHTON REGIS MEMORIAL HALL FUND

TRUSTEES ANNUAL REPORT

FOR YEAR ENDING 31st, JULY 2023

FULL NAME: Houghton Regis Memorial Hall Fund

REGISTERED CHARITY 1045459

PRINCIPAL ADDRESS Houghton Regis Memorial Hall
The Green
Houghton Regis
Dunstable Bedfordshire LU55DX

BANKERS LLOYDS BANK PLC

TRUSTEES

The following individuals served on the Committee during the year 2022/2023

| | |
|-----------------|------------------------------------|
| Mr K Wattingham | Chairman |
| Mr D Hill | Vice-Chairman /Temporary Treasurer |
| Vacant Position | Treasurer |
| Mrs L Brinkley | Minute Secretary |
| Mrs R Paterson | Organisation Representative |
| Mr R Paterson | Organisation Representative |
| Mr S Riddell | Public Representative |
| Mrs C Forber | Public Representative |
| Mrs C Harris | Public Representative |
| Mrs Y Farrell | Town Council Representative |
| Mrs E Cooper | Town Council Representative |

BOOKING SECRETARY & PROPERTY CARETAKER

Mrs Julie Cawthorne

INDEPENDANT EXAMINER

Mr Dudley Smy, 15 Kingsbury Gardens, Dunstable Bedfordshire LU4 4PX

GOVERNANCE & MANAGEMENT

The Charity is operated under the rules of its Trust Deed adopted on the 7th, August 1946: as amended by the Rules adopted on the 30th, of October 2018.

THE HOUGHTON REGIS MEMORIAL HALL FUND

TRUSTEES ANNUAL REPORT

FOR YEAR ENDING 31st, JULY 2023

AIMS & OBJECTIVES

In keeping with the aims of the founding document, the Trustees are empowered, under the rules of the governing instrument:-

Maintain the hall for the purpose of physical and mental training and recreation and social, moral and intellectual development through the medium of reading, lecture, classes, recreations and entertainment or otherwise as may be found expedient for the benefits of the inhabitants of the parish, without the distinction of sex, or political, religious or other opinions.

REVIEW OF THE FINANCIAL YEAR ENDING ON THE 31st, JULY 2023

The Memorial Hall has had a successful year, it has been a year of financial growth coming from both regular and private lettings. We currently have 12 independent groups using our premises, some on a weekly or monthly basis. In addition the Bingo group which is run by the hall Trustees has seen remarkable financial growth this year.

The hall has been in popular demand by private individuals wanting Children parties, Baby Showers, anniversaries etc. We have had Race Nights, the Town Council Pride of Houghton Awards and local Elections. The hall has also been used for business training.

We have continued to maintain the building to a high standard, many of our private hirers have recommend our hall to others. We have had positive feedback highlighting the cleanliness and the friendliness of our Caretaker.

ACHIEVEMENTS

- * Fire Alarm System Fitted
- * New Electricity Fuse box fitted + hall electric safety check
- * Additional CTV Camera + New Camera Control Box
- * New Kitchen Refrigerator
- * CD/Radio fitted to Hall Amplifier
- * Additional Signage Exterior
- * New exterior lights added
- * Ramp fitted, Front of Building

THE HOUGHTON REGIS MEMORIAL HALL FUND

TRUSTEES ANNUAL REPORT

FOR YEAR ENDING 31st, JULY 2023

INCOME & EXPENDITURE REPORT

Sheet1

The Houghton Regis Memorial Hall Fund

Income & Expenditure Account

31st July 2023

| 2022 | 2023 |
|--------------------------------------|----------|
| Income | |
| 4.04 Bank Interest | 206.76 |
| 0.00 Events | 260.00 |
| 825.00 Donations | 157.50 |
| 11654.06 Grant Income | 2000.00 |
| 10346.89 Covid Grant | 0.00 |
| 27422.82 Hall hire Charges | 36801.85 |
| 6992.18 Bingo Income | 10236.02 |
| 205.82 Rates Refund | 447.90 |
| 0.00 Sundry Income | 303.10 |
| 57450.81 Total Income | 50413.13 |
| Expenditure | |
| 300.00 Auditor | 300.00 |
| 676.80 Broadband ~ Wifi | 676.80 |
| 1142.91 Cleaning & Waste Disposal | 1572.38 |
| 66.10 Committee Expenses | 177.71 |
| 0.00 Covid Expenses | 0.00 |
| 3514.00 Deposit returns | 4414.00 |
| 232.20 Fire Protection | 0.00 |
| 14025.40 Repairs | 271.60 |
| 12756.00 Roof Repairs | 0.00 |
| 0.00 Maintenance | 484.03 |
| 907.38 Misc | 373.58 |
| 1719.60 Elect | 2670.00 |
| 406.95 Gas | 2284.60 |
| 1104.80 Insurance | 1157.79 |
| 66.64 Music Licence | 412.98 |
| 0.00 Postage & Stationery | 149.79 |
| 151.80 Rates | 0.00 |
| 86.48 Servicing | 397.00 |
| 5460.00 Wages | 5610.00 |
| 300.00 Gardener | 420.00 |
| 0.00 Admin support | 231.88 |
| 490.77 Water | 673.70 |
| 3709.46 Bingo Stock | 5198.01 |
| 737.41 Computer/software/website | 640.78 |
| 1295.05 Anniversary Celebration | 0.00 |
| 1305.96 Depreciation | 2350.08 |
| 50455.71 Total Expenditure | 30466.71 |
| 6995.10 Surplus/Deficit for the year | 19946.42 |

THE HOUGHTON REGIS MEMORIAL HALL FUND

TRUSTEES ANNUAL REPORT

FOR YEAR ENDING 31st, JULY 2023

FIXED ASSETS REPORT

Sheet2

The Houghton Regis Memorial Hall Fund

Balance Sheet
31 July 2023

| | 2022 | | 2023 |
|----------------------------|-----------|---------------------------------|-----------|
| Fixed Assets | | | |
| | 434409.00 | Building | 434409.00 |
| 1366.84 | | Furniture & Fittings | 11753.60 |
| | | Less Grant | - |
| 11692.72 | | Additions | 11747.24 |
| -1305.96 | 11753.60 | Less depreciation | -2350.08 |
| | | | 21150.76 |
| | 446162.60 | Total | 455559.76 |
| Current Assets | | | |
| | 0.00 | Debtors /Payments in Advance | 1202.04 |
| | 0.00 | Stock | 0.00 |
| | 38970.15 | Savings Account | 50256.35 |
| | 1650.16 | Long Term Deposit Account | 2058.74 |
| | 2223.95 | Repairs Account | 2031.07 |
| | 14638.63 | Current Account | 11224.29 |
| | 13.42 | Cash | 0 |
| | 57496.31 | Total current assets | 66772.49 |
| Current Liabilities | | | |
| | -3573.08 | Creditor | -2300.00 |
| | -3573.08 | Total | -2300.00 |
| | 500085.83 | Assets less Liabilities | 520032.25 |
| Represented by | | | |
| | 425000.00 | Permanent Endowment Fund | 425000.00 |
| B/fwd | 68090.73 | Unrestricted Income Funds B/fwd | 75085.83 |
| | 6995.10 | Balance from Income expenditure | 19946.42 |
| | 500085.83 | | 520032.25 |

THE HOUGHTON REGIS MEMORIAL HALL FUND

TRUSTEES ANNUAL REPORT

FOR YEAR ENDING 31st, JULY 2023

INDEPENDANT EXAMINATIONS

During the period of August 2022 to July 2023 the cost of the examination was £300.

Glossary Of General Terms

Debtors: These are lettings whereby the hirer has had to be invoiced and the invoice is unpaid at the balance end sheet.

Creditors: These are amounts owed by the Charity, but not paid in advance , but not paid during the accounting period.

Accruals : These are allowances for expenses incurred but not paid at the end of the year end.

Lettings in Advance: These include deposits received from Hall Hirers and advance hire fees for future periods.

Sheet3

Notes to the accounts

- 1 **Payments in advance = Insurance**
- 2 **Creditors = £300 Audit & £2000 Deposits Paid**
- 3 **Depreciation = 10% of Fixtures & Fittings year end total**
- 4 **Main items in Fixtures & Fittings =**
 £4116 New fire alarm system
 £2965 Double Glazing
 £1290 CCTV System
 £1500 Instalation Disabled Ramp

THE HOUGHTON REGIS MEMORIAL HALL FUND

TRUSTEES ANNUAL REPORT

FOR YEAR ENDING 31st, JULY 2023

INDEPENDANT EXAMINERS REPORT TO TRUSTEES

I Report on the accounts of the Charity,
which are set out on the pages attached.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Charity Trustees are responsible for the preparation of the accounts. The Charities Trustees consider that an audit is not required this year under section 144(2) of the Charities act (the 2011 Act); and that an independent examination is needed.

It is my responsibility to:

- * Examine the accounts under section 145(5)(B) of the 2011 Act;
- * Follow the procedures laid down in the general directions given by the charity commissioners under section (145)(5)(b) of the 2011 Act; and state whether particular matters have come to my attention.

BASIS OF INDEPENDANT EXAMINER'S REPORT

My examination was carried out in accordance with the general directions given by the Charities 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence 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 EXAMINERS STATEMENT

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 accounting records in accordance with section 130 of the 2011 Act have not been met;
- (2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Dudley Smy
15, Kingsbury Gardens,
Dunstable
Bedfordshire LU44PX

Signature D.G. Smy
D.G Smy
Date: 7th September 2023

HOUGHTON REGIS MEMORIAL HALL FUND

England & Wales - Charity number 1045459

Accounts

HOUGHTON REGIS MEMORIAL HALL FUND

Registered Charity number 1045459

END OF YEAR STATEMENT FOR THE YEAR ENDING 31ST JULY 2022



CONTENTS

- 1 Trustees Annual Report**
- 2 Independant Examiners Report**
- 3 Statement of Financial Activities**
- 4 Balance Sheet**
- 5 Notes to the Accounts**

The Houghton Regis Memorial Hall Fund
Trustees annual report
for the year ended 31st July 2022

Full Name: Houghton Regis Memorial Hall Fund
Registered Charity: 1045459

Principal Address: Houghton Regis Memorial Hall
The Green
Houghton Regis LU55DX

Trustees

The following members served on the Committee during the Year 2021 /2022

Mr K Wattingham - Chairperson
Mr D Hill - Vice-Chairman
Mrs A Cheta - Treasurer
Mrs J Cawthorne - Booking Secretary
Mrs Lisa Brinkley - Minute Secretary
Mrs R Paterson
Mr R Paterson
Mr S Riddell
Mrs Y Farrell (Council Representative)
Mrs S Thorne (Council Representative)

Independent Examiner

Mr Dudley Smy, 15 Kingsbury Gardens Dunstable Beds LU4 4PX

Governance and Management

The charity is operated under the rules of its Trust Deed adopted 7th August 1946: as amended by the Rules adopted 30th October 2018.

Houghton Regis Memorial Hall Fund
Trustees annual report
for the Year ended 31st July 2022

Aims & objectives

In keeping with the aims of the founding document, the Trustees are empowered, under the rules of the governing instrument:-

Maintain the hall for the purpose of physical and mental training and recreation and social, moral and intellectual development through the medium of reading and recreational rooms, library, lecture classes, recreations and entertainment or otherwise as may be found expedient for the benefits of the inhabitants of the parish, without distinction of sex, or political, religious or other opinions.

Review of the Financial Year ended 31st of July 2022

At the end of the previous year we were slowly coming out of the Covid Lockdowns. Many of the groups meeting in the hall found that some of their members were dubious at returning due to the fear of catching Covid.

So at the beginning of this year we saw in the beginning a slow return. It was not too long before the groups meeting pre Covid wanted to start up again, which was very encouraging. We also found that new groups also wanted to meet in the hall, this was very encouraging.

Through the Year we have applied and succeeded to obtain a series of Grants to improve the services we provide in the hall for our community and to maintain the hall to a high standard. It should be noted that our hall needs constant upkeep due to its age. With the help of Grants we have managed to keep up with the repairs to the building and in addition provide extra benefits, for example a modern Projection system with an electronic screen together with a new advanced sound system. We also have a new railings in front of the building.

GRANTS RECEIVED

| | | |
|--------------------|------------------------------|----------|
| 24th August 2021 | Arnold Clark | £1760.00 |
| 25th November 2021 | Houghton Regis Town Council | £2000.00 |
| 23rd December 2021 | Central Bedfordshire Council | £1000.00 |
| 3rd February 2022 | Central Bedfordshire Council | £2667.00 |
| 24th March 2022 | Central Bedfordshire Council | £2065.00 |
| 14th April 2022 | Central Bedfordshire Council | £1424.34 |
| 14th April 2022 | Arnold Clark | £1000.00 |
| 4th May 2022 | Central Bedfordshire Council | £3190.55 |
| 13th June 2022 | Wixam Trust | £3000.00 |
| 14th June 2022 | John Althorp | £3564.06 |

Houghton Regis Memorial Hall Fund
Trustees annual report
for the Year ended 31st July 2022

Summery of the main activities undertaken for the public benefit,
each run by separate groups.

MONDAYS

Recycled Teenagers (meets 1st Monday of month)
Tea Dance
Country & Western Line Dance

TUESDAYS

Fitness Moves
Phoenix Dance Group
W.I (meets 1st Tuesday of month)

WEDNESDAYS

Headway (Brain Injury support group)
Bingo (Run by the hall Committee)

THURSDAYS

UKTI Martial Arts
Spiritual Church

FRIDAYS

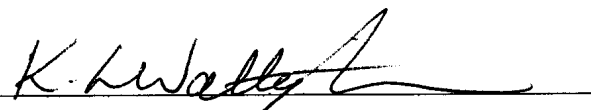
U3A Sequence Dance
Inspirit Martial Arts
Dunstable Dance group

SATURDAYS

Ballroom (meets on the last day of month)

In addition to the above, we have regular bookings from the NHS Blood
Transfusion Service and Full House Theatre.
Private Hires include Children's parties and family celebrations.
Further information can be found on our website at
www.houghtonregismemorialhall.com
Our Hall Gardens are maintained by Mrs J Cawthorne our Caretaker. The
Trustees Thank her for her work over the past Year.

The Charities policy on reserves The Trustees consider it prudent to maintain
an appropriate level of reserves of an equivalent of at least six months running
costs:

Signed on behalf of the Trustees 

Date 31/7/22 Mr K Wattingham Chairperson.

Houghton Regis Memorial Hall Fund
Trustees annual report
for the Year ended 31st July 2022

Independent Examiners Report to Trustees

I report on the accounts of the charity, which are set out on the pages attached.

Respective responsibilities of trustees and examiner

The charity trustees are responsible for the preparation of the accounts. The charities trustees consider that an audit is not required this year under section 144(2) of the Charities act (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- * Examine the accounts under section 145 of the 2011 Act;
- * Follow the procedures laid down in the general directions given by the charity commissioners under section 145(5)(b) of the 2011 Act; and state whether particular matters have come to my attention.

1

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence 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 Examiners Statement

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 accounting records in accordance with section 130 of the 2011 Act ; and to prepare accounts which accord with the accounting requirements of the 2011 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.

Dudley Smy
15 Kingsbury Gardens
Dunstable
Bedfordshire LU44PX

Signature

D.G.Smy

The Houghton Regis Memorial Hall Fund

Income & Expenditure Account

31 July 2022

| 2021 | 2022 |
|---|-----------------|
| Income | |
| 5.73 Bank Interest | 4.04 |
| 600.00 Car Park Letting | 0.00 |
| 0.00 Donations | 825.00 |
| 75954.53 Grant Income | 11654.06 |
| 0.00 Covid Grant | 10346.89 |
| 8788.00 Hall hire Charges | 27422.82 |
| 0.00 Bingo Income | 6992.18 |
| 0.00 Rates Refund | 205.82 |
| 50.00 Sundry Income | 0.00 |
| 85398.26 Total Income | 57450.81 |
| Expenditure | |
| 200.00 Auditor | 300.00 |
| 905.50 Broadband ~ Wifi | 676.80 |
| 78819.40 Car Park Refurbishment | 0.00 |
| 26.00 Cleaning & Waste Disposal | 1142.91 |
| 147.47 Committee Expenses | 66.10 |
| 288.38 Covid Expenses | 0.00 |
| 0.00 Deposit returns | 3514.00 |
| 82.48 Fire Protection | 232.20 |
| 7947.11 Maintenance/Repairs | 14025.40 |
| 0.00 Roof Repair0s | 12756.00 |
| 204.68 Misc | 907.38 |
| 1362.58 Lighting & Heating | |
| Elect | 1719.60 |
| Gas | 406.95 |
| 973.02 Insurance | 1104.80 |
| 244.01 Music Licence | 66.64 |
| 190.45 Postage & Stationery | 0.00 |
| 274.43 Rates | 151.80 |
| 714.66 Servicing | 86.48 |
| 111.95 Subscriptions | 0.00 |
| 2324.18 Wages | 5460.00 |
| 0.00 Gardener | 300.00 |
| 238.47 Water | 490.77 |
| 0.00 Bingo Stock | 3709.46 |
| 0.00 Computer/software/website | 737.41 |
| 0.00 Anniversary Celebration | 1295.05 |
| 151.87 Depreciation | 1305.96 |
| 9300.00 Grant Transfer | 0.00 |
| 104506.64 Total Expenditure | 50455.71 |
| -19108.38 Surplus/Deficit for the year | 6995.10 |

Sheet2

The Houghton Regis Memorial Hall Fund

Balance Sheet
31 July 2021

| | 2021 | | 2022 |
|----------------------------|-----------|---------------------------------|------------------|
| Fixed Assets | | | |
| 434409 | | 434409 Building | 434409.00 |
| 17818.71 | | Furniture & Fittings | 1366.84 |
| -16300 | | Less Grant | |
| | | Additions | 11692.72 |
| -151.87 | 1366.84 | Less depreciation | -1305.96 |
| | | | 11753.60 |
| | 435775.84 | Total | 446162.60 |
| Current Assets | | | |
| | 2542.00 | Debtors | 0.00 |
| | 0.00 | Stock | 0.00 |
| | 40385.08 | Savings Account | 38970.15 |
| | | Long Term Deposit Account | 1650.16 |
| | | Repairs Account | 2223.95 |
| | 14528.54 | Current Account | 14638.63 |
| | 59.27 | Cash | 13.42 |
| | 57514.89 | Total current assets | 57496.31 |
| Current Liabilities | | | |
| | -200 | Creditor | -3573.08 |
| | | Grants | |
| | | Letting in advance | |
| | -200.00 | Total | -3573.08 |
| | 493090.73 | Assets less Liabilities | 500085.83 |
| Represented by | | | |
| | 425000.00 | Permanent Endowment Fund | 425000.00 |
| | 87199.71 | Unrestricted Income Funds B/fwd | 68090.73 |
| | -19108.98 | Balance from Income expenditure | 6995.10 |
| | 493090.73 | | 500085.83 |

Houghton Regis Memorial Hall Fund
Trustees annual report
for the Year ended 31st July 2022

Independent Examination

During the period, the cost of the examination was £300.00.

Glossary of General Terms

Debtors: These are lettings whereby the hirer has had to be invoiced and the invoice is unpaid at the balance sheet date.

Creditors: These are amounts owed by the charity, but not paid for in advance, but not used during the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.

Accruals: These are allowances for expenses incurred but not paid at the end of the year end.

Lettings in advance: These include deposits received from Hall Hirers and advance hire fees for future periods.

HOUGHTON REGIS MEMORIAL HALL FUND

England & Wales - Charity number 1045459

Accounts

THE HOUGHTON REGIS MEMORIAL HALL FUND

Registered Charity Number 1045459

END OF YEAR STATEMENT FOR THE YEAR ENDING 31st JULY 2021



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- 1 Trustees Annual Report
- 2 Independent examiner's Report
- 3 Statement Financial Activities
- 4 Balance Sheet
- 5 Notes on Accounts

**The Houghton Regis Memorial Hall Fund
Trustees annual report
for year ending 31st July 2021**

Full Name: Houghton Regis Memorial Hall Fund
Registered Charity number 1045459

Principle Address: Houghton Regis Memorial Hall
The Green,
Houghton Regis
Bedfordshire LU55DX

Trustees

The following members served on the Committee during the year 2020/2021

Mr K Wattingham - Chairman
Mr D Hill - Vice Chairman
Mrs A Cheta - Treasurer
Mrs J Cawthorne - Booking Secretary / Caretaker
Mrs L Brinkley - Minute Secretary
Mrs R Paterson
Mr R Paterson
Mr S Riddell
Mrs Y Farrell (Council Member)
Mrs S Thorne (Council Member)

Note: Ms Laura Ellaway served as Treasurer for the earlier part of the Year.

Independent Examiner

Mr Dudley Smy, 15 Kingsbury Gardens, Dunstable Bedfordshire LU44PX

Governance and Management

The charity is operated under the rules of its Trust Deed adopted 7th August 1946: as amended by the Rules adopted 30th October 2018.

The Houghton Regis Memorial Hall Fund

Trustees annual report

for year ending 31st July 2021

Aims and objectives

In keeping with the aims of the founding document, the Trustees are empower, under the rules of the governing instrument:-

Maintain the hall for the purpose of physical and mental training and recreation and social, Moral and intellectual development through the medium of reading and recreation rooms, library, lecture classes, recreations and entertainment or otherwise as may be found expedient for the benefits of the inhabitants of the parish, without distinction of sex, or of political, religious or other opinions.

Review of the Financial Year ending 31st July 2021

The Houghton Regis Memorial Hall (the Hall) has continued to provide a facility for many activities. However, due to Coronavirus, the hall had to shut down for periods under the Guidance Rules brought in by the Government. Under the access rules, we were allowed to open for bookings from the NHS Blood Transfusion Service who used the hall on several occasions during lockdown and continue to do so.

September saw us undertake the biggest project since the hall was built. Through Grants and some of our own funds we managed to have a new drainage system system put in to our Car Park, this included the laying down of a new tarmac surface.

When Covid lockdown began we brought in systems so that we could be covid compliant using guidance from the Government and ACRE, Action with Communities in Rural England. In May this year, we had a Health & Safety at Work Act 1974 inspection. We were complimented on our high standards of compliance. This was achieved by the special efforts of three trustees, Ken Wattingham, David Hill, and Julie Cawthorne.

The Lockdown has had a severe effect on the hall's finances throughout the times of closure. The Governments Grant scheme called 'Local Restriction Support' along with other grants we applied for enabled us to offset part of our loss of income. While the hall was closed to the public we have managed through grants that we received to carry out a series of refurbishments internally and externally to the of all who use the hall.

As the year draws to a close, many of the groups that met in the hall before Covid want to return, in addition we have had many party booking enquiries. Our bookings diary is looking very healthy as the year comes to an end.

As at the 31st of July the Hall has a significant balance at the Bank of £54,913.62.

**The Houghton Regis Memorial Hall Fund
Trustees annual report
for year ending 31st July 2021**

Grants

We had carried forward from last year a Grant, although received, it was not actioned till this year.

| | | |
|------------------------------|------------|------------------------------|
| C/forward | £5213.00 | |
| Wixam Tree | £1000.00 | Floor |
| Central Bedfordshire Council | £22,500.00 | Car Park |
| Houghton Regis Town Council | £10,000.00 | Car Park (Key Partner Grant) |
| Central Bedfordshire council | £1,334.00 | Covid Grant |
| Central Bedfordshire Council | £2,810.93 | Covid Grant |
| Central Bedfordshire Council | £4,000.00 | Covid Grant |
| Central Bedfordshire Council | £2,096.00 | Covid Grant |
| Central Bedfordshire Council | £8,000.00 | Covid Business Grant |
| Central Bedfordshire Council | £1,980.00 | Doors/Windows |
| Central Bedfordshire Council | £9,300.00 | Roof |
| Central Bedfordshire Council | £4,832.60 | Hall / Foyer |
| Central Bedfordshire Council | £2,887.40 | Hall / Foyer |
| TOTAL | £75953.93 | |

**The Houghton Regis Memorial Hall Fund
Trustees annual report (continued)
for the year ended 31st July 2021**

Independent examiner's report to the Trustees

I report on the accounts of the charity, which are set out on pages attached.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charities trustees consider that an audit is not required for this year under section 144(2) of the Charities act (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- * examine the accounts under section 145 of the 2011 Act;
- * follow the procedures laid down in the general directions given by the charity commissioners under section 145(5)(b) of the 2011 Act; and state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 examiners statement

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 accounting records in accordance with section 130 of the 2011 Act ; and to prepare accounts which accord with the accounting requirements of the 2011 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

Dudley Smy
15 Kingsbury Gardens
Dunstable
Beds LU44PX

Signature D. G. Smy Date 28/9/21

**The Houghton Regis Memorial Hall Fund
Trustees annual report
for year ending 31st July 2021**

INCOME & EXPENDITURE REPORT

2020

2021

INCOME

| | | |
|-------|------------------------------------|----------|
| 30.00 | Bank interest | 5.73 |
| 0.00 | Car Park Letting | 600.00 |
| 30.00 | Donations | 0.00 |
| 58.00 | Lunch Forum | 0.00 |
| 10000 | Grant Income | 75953.93 |
| 16787 | Hall Hire Charges | 8788.00 |
| 3489 | Net Income From Trading Activities | 0.00 |
| 0 | Sundry Income | 50.00 |
| | | |
| 30394 | TOTAL INCOME | 85397.66 |

EXPENDITURE

| | | |
|-------|---------------------------|-----------|
| 112 | Advertising | 0.00 |
| 180 | Auditor | 200.00 |
| 0 | Broadband - WiFi | 905.50 |
| 0 | Car Park Refurbishment | 78819.40 |
| 1453 | Cleaning & Waste Disposal | 26.00 |
| 0 | Committee Expenses | 147.47 |
| 0 | Fire Protection | 82.48 |
| 2189 | Lighting & Heating | 1362.58 |
| 968 | Insurance | 973.02 |
| 948 | Maintenance / Repairs | 7947.11 |
| 868 | Misc | 204.68 |
| 336 | Music Licence | 244.01 |
| 311 | Postage & Stationery | 190.45 |
| 0 | Rates | 274.43 |
| 0 | Servicing | 714.66 |
| 0 | Subscriptions | 111.95 |
| 4960 | Wages | 2324.18 |
| 467 | Water | 238.47 |
| 757 | Depreciation | 151.87 |
| 0 | Grant Transfer | 9300.00 |
| | | |
| 14318 | TOTAL EXPENDITURE | 104506.64 |
| | | |
| 16076 | Profit / Deficit | -19108.98 |

**The Houghton Regis Memorial Hall Fund
Trustees annual report
for year ending 31st July 2021**

FIXED ASSETS

| 2020 | | | 2021 |
|-------------|----------------------|-------------|-------------|
| £434,409.00 | Building | | £434,409.00 |
| | Furniture & Fittings | £17,818.71 | |
| | Less Grant | -£16,300.00 | |
| | Less Depreciation | -£151.87 | |
| | | | £1,366.84 |
| £434,409.00 | Total | | £435,775.84 |

CURRENT ASSETS

| | | | |
|------------|-----------------|--|------------|
| £340.00 | Debtors | | £2542.00 |
| £515.00 | Stock | | £0.00 |
| £71,379.00 | Savings Account | | £40,385.08 |
| £20,914.00 | Current Account | | £14,528.54 |
| £28.00 | Cash | | £59.27 |
| £93,176.00 | Total | | £57,514.89 |

CURRENT LIABILITIES

| | | | |
|-------------|-------------------------|--|-------------|
| -£7,499.00 | Creditor | | -£200.00 |
| -5213 | Grants | | |
| -2740 | Lettings in advance | | |
| -£15,452.00 | Total | | -£200.00 |
| £512,133.00 | Assets Less Liabilities | | £493,090.73 |

Represented by

| | | | |
|-------------|---------------------------------|--|-------------|
| £425,000.00 | Permanent Endowment Fund | | £425,000.00 |
| £87,200.00 | Unrestricted Income Funds B/fwd | | £87,199.71 |
| | Balance from income expenditure | | -£19,108.98 |
| £512133 | | | £493,090.73 |

**The Houghton Regis Memorial Hall Fund
Trustees annual report
Notes on Accounts (continued)
for year ending 31st July 2021**

Independent Examination

During the period, the cost of the examination was £200.00

Glossary of General terms

Debtors: These are lettings whereby the hirers had to be invoiced and the invoice is unpaid at the Balance Sheet date.

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