

# 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](http://www.houghtonregismemorialhall.com)

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Telephone: 07799 720767

Vice Chairman David Hill  
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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.

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

<b>MONDAYS</b>	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)
<b>TUESDAYS</b>	Houghton Regis Ladies Group (First Tuesday of the Month)
<b>WEDNESDAYS</b>	Headway (Brain injury support group) Weekly. Bingo (Weekly) Note: Run by the Hall Trustees.
<b>THURSDAYS</b>	UKTI Martial Arts (Weekly) Spiritual Church (Weekly)
<b>FRIDAYS</b>	U3A Sequence Dance (Weekly) Inspirit Martial Arts (Weekly) Dunstable Dance (Weekly)
<b>SATURDAYS</b>	Phoenix Dance Club ( First Saturday of Month)

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

**[www.houghtonregismemorialhall.com](http://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.



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**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.

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**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	

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**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.

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**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  
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**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

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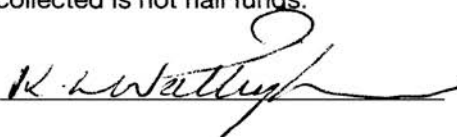
**THE CHARITIES POLICY ON RESERVES**

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

31<sup>st</sup> 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



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TRUSTEES ANNUAL REPORT  
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**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.

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**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



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## **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**