



# Trustees' Annual Report for the period

		Period start date		Period end date	
<b>From</b>	01	January	2020	<b>To</b>	31 December 2020

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

93 High Street	
Lower Halling	
Rochester, Kent	
<b>Postcode</b>	<b>ME2 1BS</b>

### 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	Les Hitchcock	Chairman		
2	Kevin Parris	Vice-Chairman		
3	Chris Sousa-Phipps	Treasurer		
4				
5				
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17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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### 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)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees elected at AGM

### 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

Manage the trust property for the use of the inhabitants of Halling without distinction. The object of the activities is to improve conditions and interest in life for the said inhabitants, and further afield.

**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)**

Provide the facility to carry out meetings, lectures, classes and club activities including Social Gatherings, Keep Fit, Dance, Sport, Youth Club and a Pre-school.

The community centre is also Rest Centre 19 for Rochester

**Additional details of objectives and activities (Optional information)**

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**

We have continued to provide facilities for many user groups in the village, in a modern clean and safe environment.

Regular bookings and clubs have maintained the upkeep of the building.

The hall has also been used for family parties, public events and fundraising, as well as being the designated polling station for Government elections

The Parish Council have exclusive use of 1 office and use the meeting rooms on a bi-monthly basis

We advertise in the local media to promote the use of halls at the weekends.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

Excess Reserves are transferred to a higher interest-bearing account.

**Details of any funds materially in deficit**

### 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.

The principal source of funds comes from regular hirers and the occasional weekend hire from the general public.

## 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

<b>Signature(s)</b>	<i>L Hitchcock</i>	<i>C Sousa-Phipps</i>
<b>Full name(s)</b>	Les Hitchcock	Chris Sousa-Phipps
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	Treasurer

**Date** 01/04/2021



Charity Name: Halling Community Centre Trust	No (if any) 1064906
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## Receipts and payments accounts

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For the period from	Period start date 01/01/2020	To	Period end date 31/12/2020
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Saxon Hall	11,972	-	-	11,972	20,240
Bishops Room	1,705	-	-	1,705	9,179
Deposits		-	-	-	1,025
Misc	4,388	-	-	4,388	3,417
Veolia Trust Grant	14,953	-	-	14,953	-
Job Retention Scheme Income	1,969	-	-	1,969	-
<b>Sub total (Gross income for AR)</b>	<b>34,986</b>	<b>-</b>	<b>-</b>	<b>34,986</b>	<b>33,861</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>34,986</b>	<b>-</b>	<b>-</b>	<b>34,986</b>	<b>33,861</b>
<b>A3 Payments</b>					
Waste Disposal	1,563	-	-	1,563	2,340
PPS/ KCS Costs	630	-	-	630	372
Wages/NI Costs	6,971	-	-	6,971	9,855
Insurance	987	-	-	987	1,077
Legal/Accountant	215	-	-	215	215
Performing Music License/ Entertainment	- 288	-	-	- 288	696
Light & Heating	6,582	-	-	6,582	7,606
Water & Sewage	484	-	-	484	776
Business Rates	1,556	-	-	1,556	1,528
Window Cleaner	420	-	-	420	420
Refunds		-	-	-	1,025
Repairs & Maintenance	4,789	-	-	4,789	7,492
Sundries	26	-	-	26	417
Communications	414	-	-	414	496
Bank Charges		-	-	-	40
Halling Community Christmas Present Appeal	1,500	-	-	1,500	41
Transfer From Savings A/C	- 15,191	-	-	- 15,191	
<b>Sub total</b>	<b>10,658</b>	<b>-</b>	<b>-</b>	<b>10,658</b>	<b>34,397</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	15,936	-	-	15,936	
<b>Sub total</b>	<b>15,936</b>	<b>-</b>	<b>-</b>	<b>15,935.82</b>	<b>-</b>
<b>Total payments</b>	<b>26,593</b>	<b>-</b>	<b>-</b>	<b>26,593</b>	<b>34,397</b>
<b>Net of receipts/(payments)</b>	<b>8,393</b>	<b>-</b>	<b>-</b>	<b>8,393</b>	<b>- 537</b>
<b>A5 Transfers between funds</b>		-	-	-	-
<b>A6 Cash funds last year end</b>	<b>6,552</b>	-	-	<b>6,552</b>	<b>6,891</b>
<b>Cash funds this year end</b>	<b>14,945</b>	<b>-</b>	<b>-</b>	<b>14,945</b>	<b>6,552</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Natwest Current Account	14,945	-	-
			-	-
		-	-	-
	<b>Total cash funds</b>	<b>14,945</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Kitchen Refurbishment	Unrestricted	15,936	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name

Halling Community Centre Trust

**On accounts for the year  
ended**

31<sup>st</sup> December 2020

**Charity no  
(if any)**

1064906

**Set out on pages**

Receipts and Payments Accounts (Below)

Payments

**Respective  
responsibilities of  
trustees and examiner**

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 the 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  
examiner's 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 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

**Signed:**

**Date:**

31/03/2021

**Name:**

Darren Campbell

**Relevant professional  
qualification(s) or body  
(if any):**

FCCA

Membership No. 0800911



<b>Address:</b>	18 John Muir Gardens
	Dunbar East Lothian
	EH42 1GA

**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**