



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month JAN	Year 2021		Day 31	Month DEC	Year 2021

Section A Reference and administration details

Charity name TIPPS CROSS REMEMBRANCE HALL TRUST

Other names charity is known by

Registered charity number (if any) 1067004

Charity's principal address Tipps Cross Remembrance Hall, Blackmore Road,
Hook End, Brentwood, Essex

Postcode CM15 0DS

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	Edward William Hall			
2	Eric Raymond Harris			
3	Rosemarie Carole Nelson			
4	Neil Christopher McCarthy			
5	James Robert Gann		1 st December 2021 to 30 th November 2021	
6	Joseph Clarke		Appointed - 7 th December 2021	
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
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

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)	By Trustees (as proscribed in the Trust Deed)

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.

The Parish Council Clerk acts as Clerk to the Trust and the Treasurer/RFO of the Parish Council acts as Treasurer for the Trust. A Councillor from Blackmore, Hook End and Wyatts Green Parish Council is appointed a Trustee; currently holding this position is Councillor N McCarthy.

Cheque payments from the Trust's funds require two signatures. Online payments from the Trust's funds require one authorised person to set up the online payment and a second authorised person to approve the payment. These requirements reduce financial risk to a minimum.

Section C Objectives and activities

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

The object of the Charity is to apply the funds of the Charity towards the maintenance and management of the Hall as a recreational, educational and community facility for the use and benefit of the residents of the Parish of Blackmore, Hook End and Wyatts Green and the Parish of Stondon Massey and such other persons as the Trustees shall think fit.

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)

The Trustees manage the hall through a Management Committee that meets quarterly. The hall is hired out to local clubs and groups. The Management Committee ensures that the building is maintained to a high standard and that it is kept in a clean and serviceable state.

It encourages the creation of recreational and sporting activities. The premises are in almost continual use throughout the week, with an OFSTED approved Pre-School meeting every morning in term time. Other activities include Carpet bowls, Keep Fit, Senior Citizens Club, Slimming organisations, Karate, a choir, a youth dance group, Table Tennis, Yoga, Croquet and several badminton groups. The weekends are available for Anniversary parties, weddings, children's parties, quizzes and similar activities and the Committee Room is hired on an occasional basis for meetings by art and other groups.

A caretaker is employed to ensure the building is properly maintained and supervised.

The Trustees have studied the guidance issued by the Charity Commission with regard to public benefit and understand that these apply at any time when exercising powers or duties to which the guidance would be relevant.

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.

Regular volunteer working parties assist in the maintenance of the interior and exterior areas.

Volunteers run one or more fund-raising quizzes each year, adding to the income generated from hall hire.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

2021 started with the hall closed due to Covid restrictions, other than for the regular Pre-School booking. This situation continued until April when ~~some~~ restrictions were gradually lifted and regular groups ~~slowly~~gradually started to ~~return~~returned.

The 2021 budgets had been set on the assumption that restrictions would remain in place for the first six months of the year. However, although hirers were slow to return, hall hire income finished the year at £22,656, some £8,000 more than in 2020 but still down on the 2019 figure.

Bookings are now back to pre-pandemic levels.

The hall again received grants from Government under the Retail, Hospitality and Leisure ~~scheme~~category and the caretaker remained furloughed whilst the hall was closed.

Costs continued to be closely monitored and controlled.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees seek to ensure that sufficient reserve funds are available to meet structural and major maintenance needs which are likely to occur in the foreseeable future. £8,500 of funds were moved to the Redecoration Reserve which now totals £17,750.

Details of any funds materially in deficit

Nil

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)

Position (eg Secretary, Chair, etc)

Date

Eric Raymond Harris	Rosemarie Nelson	
Chairman	Trustee	
1 July 2022		



Receipts and payments accounts

For the period from	Period start date 1-Jan-21	To	Period end date 31-Dec-21
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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 £
A1 Receipts				
Hall hirings	24,420	-	-	24,420
Income from quiz night	598	-	-	598
Bank interest received	2	-	-	2
Rent received	1,035	-	-	1,035
Grant towards new lighting	-	-	-	-
Government grants re hall closure	9,050	-	-	9,050
Grant towards new basketball net	-	-	-	-
Adjusted for year end debtors	- 290	-	-	- 290
Sub total (Gross income for AR)	34,815	-	-	34,815
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	34,815	-	-	34,815
A3 Payments				
Wages	6,379	-	-	6,379
Administration	7,550	-	-	7,550
Maintenance - Plant/repairs/boiler	1,106	-	-	1,106
New hall lighting	-	-	-	-
Covid related costs	18	-	-	18
Boiler repairs	548	-	-	548
Boiler replacement	-	-	-	-
Maintenance - Ground	799	-	-	799
Water rates	279	-	-	279
Business rates	183	-	-	183
Gas	2,636	-	-	2,636
Electricity	1,507	-	-	1,507
Refuse collection	1,005	-	-	1,005
Cleaning materials & windows	637	-	-	637
Insurance	1,047	-	-	1,047
Telephone	348	-	-	348
Publicity	96	-	-	96
New basketball net	-	-	-	-
Sundry office expenses	151	-	-	151
Adjusted for year end creditors	- 87	-	-	- 87
Refund of hall hire damage deposits	1,764	-	-	1,764
Sub total	25,967	-	-	25,967
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	25,967	-	-	25,967
Net of receipts/(payments)	8,849	-	-	8,849
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	16,114	-	-	16,114
Cash funds this year end	24,963	-	-	24,963

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Bank accounts	24,963	-
		-	-
		-	-
	Total cash funds	24,963	-
	(agree balances with receipts and payments account(s))	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets	Debtors	734	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities	Redecoration reserve	Unrestricted	17,750
	Creditors	Unrestricted	146
			-
			-
			-

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

Signature	Print Name
	Joseph Clarke
	Rosemarie Nelson

CC16a



Last year

to the nearest £

13,933
-
14
1,015
714
11,968
2,223
- 417
29,450

-
-

29,450

6,244
7,350
2,757
1,455
180
549
-
381
203
71
2,032
1,216
860
542
1,006
347
118
1,903
100
1,740
356
29,410

-

29,410

40
-
16,074
16,114



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval

29-Jun-22
29-Jun-22



Section A

Independent Examiner's Report

**Report to the
trustees/ members
of**

Charity Name

TIPPS CROSS REMEMBRANCE HALL TRUST

**On accounts for the
year ended**

31ST DECEMBER 2021

**Charity
no (if
any)**

1067004

Set out on pages

(remember to include the page numbers of additional sheets)

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021. **DD / MM / YYYY**.

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").

**Independent
examiner's
statement**

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.

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

Name:

KENNETH ALBERT BENNETT

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

FELLOW OF THE ASSOCIATION OF CHARTERED CERTIFIED
ACCOUNTANTS (FCCA)

Address:

"GREAT OAKS", HOOK END ROAD, HOOK END,
BRENTWOOD, ESSEX CM15 0HB

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern
(see CC32, Independent examination of charity accounts: directions
and guidance for examiners).

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