



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	JAN	2022		31	DEC	22

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 0DX

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	Rosemarie Carole Nelson			
2	Eric Raymond Harris			
3	Neil Christopher McCarthy			
4	Joseph Clarke			
5	Edward William Hall			
6				
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 & 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.

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, youth and adult dance groups, 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.

Summary of the main achievements of the charity during the year

Following a difficult two years due to Covid restrictions, the hall returned to full usage during 2022 and bookings from both regular user groups and casual hirers remain strong.

The last Government grant given under the Retail, Hospitality and Leisure scheme was received in early 2022. Part of this grant was used for major tree and hedge cutting work, improving the outside appearance of the hall and its recreation field.

A grant was received for the purchase of air purifiers and these were installed in the hall during the year.

Improved lighting was installed in the car park making it safer and more pleasant when users leave the hall at night. Free superfast internet connection of 900MB was installed by Gigaclear, as part of a national Government scheme. This is now available for use by all hall hirers.

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.

At the end of 2022, £2,500 was moved from general funds to the Refurbishment Reserve which now stands at £20,250.

In addition, in view of the extremely volatile energy situation, a sum of £4,500 was moved from general funds to an Energy Payment Reserve, reflecting potentially higher hall energy costs.

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)

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Full name(s)

Joseph Clarke	Rosemarie Nelson
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Position (eg Secretary, Chair, etc)

Chairman	Trustee and Treasurer
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Date

31 Oct 23



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
TIPPS CROSS REMEMBRANCE HALL TRUST

No (if any)
1067004

CC16a

Receipts and payments accounts

For the period from	Period start date 1-Jan-22	To	Period end date 31-Dec-22
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Hall hirings	37,547	-	-	37,547	24,420
Income from quiz night	-	-	-	-	598
Bank interest received	26	-	-	26	2
Rent received	1,055	-	-	1,055	1,035
Grant towards new lighting	-	-	-	-	-
Grant towards air conditioning units	7,182	-	-	7,182	9,050
Government grant re hall closures	2,667	-	-	-	-
Locality grant towards new lighting	1,250	-	-	1,250	-
Adjusted for year end debtors	735	-	-	735	290
Sub total (Gross income for AR)	50,462	-	-	50,462	34,815
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	50,462	-	-	50,462	34,815
A3 Payments					
Wages	10,830	-	-	10,830	6,379
Administration	7,750	-	-	7,750	7,550
Maintenance - Plant/repairs	787	-	-	787	1,106
New car park lighting	2,210	-	-	2,210	-
Covid related costs	-	-	-	-	18
Boiler repairs	576	-	-	576	548
Maintenance - Ground	2,007	-	-	2,007	799
Water rates	302	-	-	302	279
Business rates	358	-	-	358	183
Gas	3,393	-	-	3,393	2,636
Electricity	1,486	-	-	1,486	1,507
Refuse collection	1,584	-	-	1,584	1,005
Cleaning materials & windows	884	-	-	884	637
Insurance	1,210	-	-	1,210	1,047
Telephone	364	-	-	364	348
Publicity	221	-	-	221	96
Sundry office expenses	78	-	-	78	151
Purchase new air conditioning units	7,182	-	-	7,182	-
Adjusted for year end creditors	- 2,027	-	-	- 2,027	87
Refund of hall hire damage deposits	1,100	-	-	1,100	1,764
Sub total	40,295	-	-	40,295	25,967
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	40,295	-	-	40,295	25,967
Net of receipts/(payments)	10,167	-	-	10,167	8,849
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,963	-	-	24,963	16,114
Cash funds this year end	35,130	-	-	35,130	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 £	Endowment funds to nearest £
B1 Cash funds	Bank accounts	35,130	-	-
		-	-	-
		-	-	-
	Total cash funds	35,130	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Debtors	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Redecoration reserve	Unrestricted	20,250	
	Energy payment reserve	Unrestricted	4,500	
	Creditors	Unrestricted	2,173	
	Advance bookings	Unrestricted	102	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Joseph Clarke	31-Oct-23	
		Rosemarie Nelson	31-Oct-23	



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 2022

Charity no
(if any)

1067704

Set out on pages

Remember to include the pages and total of attached sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2022**.

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
examiner's statement

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:

29/10/23.

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