

THE MEMORIAL HALL OSWESTRY

England & Wales · Charity number 1069385

Details

Status Registered

Legal form Other

Registered 1998-05-01

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

Contact

Address The Oswestry Memorial Hall
Smithfield Street
Oswestry
Shropshire
SY11 2EG

Phone 01691900641

Email theoswestrymemorialhall@gmail.com

Website www.oswestrymemorialhall.co.uk

Activities

Objects: THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE AREA OF BENEFIT WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR MEETINGS, LECTURES AND CLASSES, AND FOR OTHER FORMS OF RECREATION AND LEISURE TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE FOR THE SAID INHABITANTS

Activities: Public Hall in the centre of Oswestry with 8 rooms available to let, ranging from holding 6 people to 200. The purpose of the charity is to allow community use of the building, and provide a nurturing, supportive and collaborative environment to enable positive community impact. The hall provides a range of volunteer and work experience opportunities to the local community.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** OSWESTRY TOW N, BOROUGH AND THE SURROUNDING AREA
- Throughout England

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£72,977	£66,347	-	-
2024-06-30	£48,804	£42,689	-	-
2023-06-30	£42,773	£63,215	-	-
2022-06-30	£26,812	£27,334	-	-
2021-06-30	£26,812	£27,334	-	-
2020-06-30	£27,085	£26,628	-	-

Trustees

Name	Role	Appointed
VIVIEN EUNICE JANE BYRNE	Chair	
David Michael Kynaston		2026-02-06
madeline moore		2026-02-03

Accounts

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

Attendees:

Vivien Byrne, David Kynaston, Maddy Moore, Svitlana Shtakun, Paul Newman, Lucie Byrne,

MINUTES

Item	Agenda heading	Notes
	Introduction	Chair Vivien Byrne welcomed everyone to the meeting. There was acknowledgement that post-covid, the Trustees had struggled with maintaining robust governance and leadership of the Memorial Hall. A combination of factors, including ill-health, reduced capacity through age and family illness, resignations and other issues had resulted in minimal Trustee presence or activity, and at one point recently, only the Chair of Trustees remained in post. However, during the past 2 years, Paul Newman had stepped into an Acting Hall manager position, and he and a dedicated support team had filled many of the governance gaps. During this time the team had brought a range of new community projects and groups to the hall, recovered its financial performance, and re-established the hall as an important and valued community venue. Significant recent developments warranted Vivien to convene this extraordinary Annual General Meeting, as we set about a plan to recruit additional Trustees and re-launch a Management Committee of hall users and stakeholders.
1	Welcome new Trustees	Vivien welcomed Maddy Moore and David Kynaston as 2 new Trustees. David has been supporting the hall's financial reporting for 5 years, and Maddy has been supporting events and promotional work at the hall for 2 years. Vivien had asked both to join as Trustees in the short term, to help her build a stronger Trustee group and re-establish the Management Committee.
2	Trustee Resignation	Vivien confirmed that former Trustee Erica Moss had resigned from her position. Erica had served the hall as Trustee for many years, and offered great support to a variety of hall managers and fellow trustees; whilst also providing considerable support to the community as a whole. Erica's considerable contribution to the hall, and town in general, is noted and very much appreciated. To complete the administrative tasks, Vivien asked Paul to remove Erica from the Charity Commission register of trustees and from the bank signatory list. (Action 1 - Paul)
3	Interim Governance	Roles for Vivien, Maddy and David were discussed, along with the roles of key support, staff and volunteers. A summary of responsibilities is attached in App 1. It was confirmed by Paul that Maddy and David have been registered as Trustees and as bank signatories.
4	Review 2024-2025 Accounts	Accounts for 2024-2025 had been prepared in February by Svitlana, and reviewed and compiled by David. Vivien approved these accounts, and copies were shared with Trustees. The accounts showed income of c£72.9k in the year to 30 th June 2025, comprising: Lettings/hire: £55.5k Grants: £ 5.7k Donations: £ 6.2k Flat rent: £ 5.5k Costs were £66.3 k, providing a surplus of £6.6k. (Accounts see App

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

		It was agreed that these accounts and this annual review can be uploaded to the charity commission website (Action 2 – Paul)
5	Plans for next AGM	In returning to a more robust governance of the charity, it was agreed that the next AGM should take place as soon as the 2025-2026 accounts were prepared (target end of July for the accounts). The absence of a Management Committee of hall users was a notable weakness of the charity and hall governance. Re-establishing this committee is a key priority, It was agreed that a Management Committee should be established by End of June, and participate in the next AGM (see agenda item 8). The intention will be to elect additional Trustees at the next AGM (the Scheme of Governance suggests a minimum of 4). All parties are keen to be compliant with the Scheme and if possible, recruit additional Trustees from the broad community of hall users.
6	Online Banking	Paul advised that the Natwest bank had a specific account with facilities (Bankline for Communities – See App 2) that would allow multiple signatories to approve online financial transactions (and therefore remove the dependency on paper cheques). It was agreed that this be investigated and implemented at the first opportunity (Action 3 – Paul)
7	2025-2026 Accounts	Svitlana and David agreed to aim for final accounts to be prepared by end of July 2026 (Action 4- Svitlana and David). It was agreed that the hall should utilise an online accounts system (Eg Xero, Sage or Quickbooks) to reduce reliance on spreadsheets. David will pull together a meeting to review options, with the aim of implementing a system prior to, and for use in, the 2026-27 financial year, starting July 1 st (Action 5 – David)
8	Re-establishing Management Committee	In line with the Hall's Scheme of governance, it was agreed that a list of regular hall users should be contacted with view to inviting them to become part of the re-established Management Committee. It was agreed that this Committee would: • be made up of key users of the hall (see App 3) • include invites to both Shropshire Council and Oswestry Town Council (as specified in the hall's scheme of governance. • Assemble on (in all likelihood) a quarterly basis, to consider and provide input/support on key strategic and operational matters • Include attendance of at least 2 current Trustees, and be chaired by the Hall Manager. Paul would send appropriate invites in order to convene the new Management Committee before the end of June, and in doing so, facilitate Management Committee representation at the next AGM (Action 6 – Paul).
9	AOB	(a) Trustees agreed to sign a Standing order increasing the salary of Simon Davies, the Hall Caretaker, in recognition of the recent rise in National living wage, and Simon's expanded responsibilities. (b) It was agreed that Vivien would sign a batch of cheques for Svitlana. Svitlana proposed that second signatures would be requested on a weekly basis from either Maddy or David, with copies of invoice and completed cheques being presented to either for signature. Svitlana's continued diligence and care in managing supplier payments was appreciated and noted.

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

AGREED ACTIONS

	Action	Owner	Target date
1	to remove Erica Moss from the Charity Commission register of trustees and from the bank signatory list.	Paul	1 st May 2026
2	2024-2025 accounts and Apr 2026 AGM/Annual Review to be uploaded to the charity commission website	Paul	30 th April 2026
3	Online banking facilities that support multiple signatories (eg Bankline for Communities) to be investigated and implemented at the first opportunity	Paul	End May 2026
4	Prepare 2025-2026 final accounts (1 st July 2025 – 30 th June 2026)	Svitlana & David	31 st July 2026
5	Arrange kick-off meeting to review options for accounting system (eg Xero, Sage, etc) to replace spreadsheets (for system to be used throughout 26-27 financial year)	David	Mid May 2026
6	Invitations to be sent to key hall users (+ Oswestry and Shropshire Councils) to join a new Management Committee (steering group) at the hall.	Paul	Mid May 2026

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

APPENDIX 1

CURRENT RESPONSIBILITIES

TRUSTEES:

Trustee: Vivien Byrne	Chair, overseeing governance responsibilities and compliance
Trustee: Madeline Moore	Communications and creativity
Trustee: David Kynaston	Financial governance and compliance

MANAGEMENT COMMITTEE:

TBA	To be re-instated after a period of absence
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MANAGEMENT & OPERATIONS

Acting Hall Manager: Paul Newman (Be a Better Fish)	Managing day-to-day operations and resources
Supported by:	
Svitlana Shtakun	Bookkeeping and hospitality
Maddy Moore	Website and social media
Caretaker: Simon Davies	Hall preparation, security and cleaning

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

APPENDIX 2

Bankline for Communities and Online Banking comparison



NatWest

Digital Services Comparison Table

Features and benefits		Bankline for Communities	Online Banking
Security and Control	Dual approval security options for payments and administration	Yes ¹	No
	Ability to set different user access rights and privileges		
	Comprehensive audit trail of user activity		
Payment Limits	Payment limit per day ²	50k	£50k ³
	Per Faster Payment		£50k
	CHAPS Payment	No	N/A
Payment Features	Create bulk payment lists	No	No
	Import payment files from accounting systems		
	Number of payments authorised at the same time	75	15
	Manage currency accounts (view and make payments)	No ⁴	No
	Make international payments	No ⁵	Yes
Account management	Customise account information in a range of formats	Yes	No
	View images of cheques issued and most credits paid in		
	View statements/balances for accounts held with other banks	No	No
	Set up and amend standing orders	No	Yes
	Maximum number of accounts	999 ⁶	50 ⁷
Mobile applications	NatWest Mobile Banking	No	Yes
	NatWest Bankline Mobile	Yes	No

TOMORROW BEGINS TODAY

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

APPENDIX 3

Proposed Management Committee invitees

(use hall multiple times each month):

U3a	Oddfellows	Bridge Club
Well Church	Country Markets	Oswestry BID
Soma Space	With Love From	Oswestry Spiritualist
Cygnets Art	Young at Art	Drama Forge
Dance HQ	Trebletones	Tom Barnes Vocal Acad.
Stuart Thomas	Ruth Clarke	Ukrainian Community
SBC	Crafternoon/Sketch club	Boogie with Benny
Design & Shine	Teens with Tots	Shropshire Council *
Oswestry Town Council *		

(* specified in constitution)

Proposed format and purpose:

To meet quarterly as a steering group to support Trustees and Management, providing:

- Feedback on events, hall operations and Trustee plans
- Input and review of plans for upcoming quarter
- Ideas and suggestions for improvements and developments
- Offers of support, resources, fundraising opportunities to help ensure sustainability of the hall

Proposed to be chaired by Hall Manager, with minimum of 2 Trustees present

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

APPENDIX 4

Accounts Financial year July 1st 2024

To

June 30th 2025

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

THE MEMORIAL HALL OSWESTRY
REGISTERED CHARITY NUMBER 1069385
ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2025

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

THE MEMORIAL HALL OSWESTRY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 30TH JUNE 2025

The Trustees of the charity present their report and financial statement for the financial year ended 30th June 2025.

TRUSTEES

The Trustees who served during the past twelve months were as follows:

Erica Moss
Vivian Byrne

PRINCIPLE ACTIVITY

The principle activity of the charity is that of hiring The Memorial Hall.

ACCOUNTANTS:

Pathways Accountancy Services
Pathways
Blodwell Bank
Oswestry
Shropshire
SY10 8LY

REPORTING ACCOUNTANTS

Mr. David Kynaston of Pathways Accountancy Services will continue in office as reporting accountant for the next accounting period subject to the passing of the necessary resolution at the Annual General Meeting

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

THE MEMORIAL HALL OSWESTRY

Registered Charity Number 1069385

RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 30TH JUNE 2025

	<u>£</u>	<u>£</u>
<u>Receipts</u>		
HALL LETTINGS		55,527
GRANTS		5,715
DONATIONS		6,275
RENT OF FLAT		<u>5,460</u>
		72,977
<u>Payments</u>		
WAGES	9,802	
CLEANING AND SUNDRIES	989	
MARKETING	1,661	
REPAIRS & MAINTENANCE	5,717	
DEVELOPMENT SUPPORT	9,398	
HALL MANAGEMENT	15,400	
INSURANCE	2,074	
ACCOUNTANCY	348	
LIGHT & HEAT	18,844	
WATER	838	
TELEPHONE & INTERNET	1,279	
TOTAL PAYMENTS		<u>66,347</u>
SURPLUS FOR YEAR		<u>6,630</u>

SIGNED *Vivian Byrne*
VIVIAN BYRNE

OSWESTRY MEMORIAL HALL

Annual General Meeting – 27/4/2026

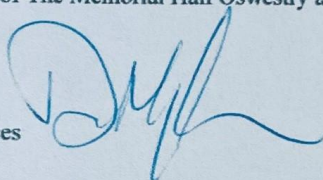
THE MEMORIAL HALL OSWESTRY

ACCOUNTANTS CERTIFICATE

FO THE YEAR ENDED 30TH JUNE 2025

In accordance with instructions given to us we have prepared, without carrying out an audit the accounts from the records of The Memorial Hall Oswestry and from information and explanation supplied to us.

Pathways Accountancy Services
Pathways
Blodwell Bank
Oswestry
Shropshire
SY10 8LY



15th February 2026

Accounts

THE MEMORIAL HALL OSWESTRY
REGISTERED CHARITY NUMBER 1069385
ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2024

THE MEMORIAL HALL OSWESTRY

Registered Charity Number 1069385

RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 30TH JUNE 2024

	<u>£</u>	<u>£</u>
<u>Receipts</u>		
HALL LETTINGS		48,804
<u>Payments</u>		
WAGES	12,732	
CLEANING AND SUNDRIES	2,160	
COUNCIL TAX	230	
REPAIRS & MAINTENANCE	1,390	
DEVELOPMENT SUPPORT	11,507	
INSURANCE	2,317	
ACCOUNTANCY	252	
LIGHT & HEAT	9,981	
WATER	606	
TELEPHONE & INTERNET	1,130	
SOCIAL MEDIA COST	300	
PRINTING	84	
TOTAL PAYMENTS		42,689
SURPLUS FOR YEAR		6,115
SIGNED.....		
ERICA MOSS		

THE MEMORIAL HALL OSWESTRY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH JUNE 2024

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THE MEMORIAL HALL OSWESTRY
ACCOUNTANTS CERTIFICATE
FO THE YEAR ENDED 30TH JUNE 2024

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Pathways Accountancy Services
Pathways
Blodwell Bank
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Shropshire
SY10 8LY

30th August 2024

Accounts

PLEASE NOTE

This file ONLY currently contains the accounts for year ending June 2023

Trustees were unable to produce an annual report during this period

THE MEMORIAL HALL OSWESTRY
REGISTERED CHARITY NUMBER 1069385
ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2023

THE MEMORIAL HALL OSWESTRY

Registered Charity Number 1069385

RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 30TH JUNE 2023

	<u>£</u>	<u>£</u>
<u>Receipts</u>		
HALL LETTINGS	35,123	
SUNDRY INCOME	7,650	42,773
<u>Payments</u>		
WAGES	13,264	
CLEANING EXPENSES	2,284	
REPAIRS & MAINTENANCE	14,906	
SUNDRY EXPENSES	1933	
INSURANCE	2,903	
ACCOUNTANCY	252	
LIGHT & HEAT	26,242	
WATER	519	
TELEPHONE & INTERNET	777	
COMPUTER EXPENSES	75	
BANK CHARGES	60	
TOTAL PAYMENTS		63,215
DEFICIT FOR YEAR		(20,442)
SIGNED.....		

ERICA MOSS

THE MEMORIAL HALL OSWESTRY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 30TH JUNE 2023

The Trustees of the charity present their report and financial statement for the financial year ended 30th June 2023.

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THE MEMORIAL HALL OSWESTRY
ACCOUNTANTS CERTIFICATE
FO THE YEAR ENDED 30TH JUNE 2023

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Pathways Accountancy Services
Pathways
Blodwell Bank
Oswestry
Shropshire
SY10 8LY

30th June 2024

Accounts

THE MEMORIAL HALL OSWESTRY

CHARITY 1069385

REPORT 2022

The Trustees had a more settled year in 2022 and they continued to operate the Hall with the help of the new permanent hirers occupying the upper floor of the building.

The considerable improvement works undertaken to accommodate the new co-working space, break out room and new kitchen very much improved the facilities.

Two of the Trustees retired towards the end of 2021 leaving two Trustees Vivien Byrne and Erica Moss.

The part time Hall Manager left for a new post in September 2021, and the new person took over in November of that year.

The total hall lettings for that year were £42,258 and application was made to Calor funding programme, this resulted in £500 when the hall was selected as a finalist. The programme is then opened for supporters to make pledges, should the applicant not win their category, in the case of the Hall a further £545 was pledged, making a total award of £1,045, and a total income for the year of £43,258.

The Calor money was used to make changes to welcome the public back after the pandemic – installation of dishwashers for example, was one item.

In common with other charities and businesses, heating costs have been the biggest problem in running the hall. Hirers have been asked to conserve heat by not leaving doors open, particularly the front doors. It is hoped that the Charity can eventually gain funding to install solar panels and energy saving measures of controlled heating.

Meetings were held virtually with the Trustees and permanent hirers and new members of the Management Committee are being invited to join.

THE MEMORIAL HALL OSWESTRY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH JUNE 2022

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THE MEMORIAL HALL OSWESTRY
ACCOUNTANTS CERTIFICATE
FO THE YEAR ENDED 30TH JUNE 2022

In accordance with instructions given to us we have prepared, without carrying out an audit the accounts from the records of The Memorial Hall Oswestry and from information and explanation supplied to us.

Pathways Accountancy Services
Pathways
Blodwell Bank
Oswestry
Shropshire
SY10 8LY

Accounts

THE MEMORIAL HALL

Smithfield Street, Oswestry, SY11 2EG

Tel: (01691) 900641

Charity Number 1069385

The Annual General Meeting could not be held in 2021 due to covid 19 restrictions.

The Trustees remained in post and the Hall activities were considerably reduced. Some activities did resume where the participants felt safe with the mitigations that had been put in place. The Trustees made grant applications to support the Charity and to install equipment such as dishwashers to prevent infection.

THE MEMORIAL HALL OSWESTRY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH JUNE 2021

The Trustees of the charity present their report and financial statement for the financial year ended 30th June 2021.

TRUSTEES

The Trustees who served during the past twelve months were as follows:

Erica Moss
Vivian Byrne
Peter Iles
Ian Mobbs

PRINCIPLE ACTIVITY

The principle activity of the charity is that of hiring The Memorial Hall.

ACCOUNTANTS:

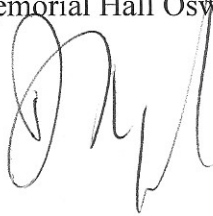
Pathways Accountancy Services
Pathways
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Shropshire
SY10 8LY

REPORTING ACCOUNTANTS

Mr. David Kynaston of Pathways Accountancy Services will continue in office as reporting accountant for the next accounting period subject to the passing of the necessary resolution at the Annual General Meeting

THE MEMORIAL HALL OSWESTRY
ACCOUNTANTS CERTIFICATE
FO THE YEAR ENDED 30TH JUNE 2021

In accordance with instructions given to us we have prepared, without carrying out an audit the accounts from the records of The Memorial Hall Oswestry and from information and explanation supplied to us.

A handwritten signature in black ink, appearing to be 'D. M. L.', is written over the text of the certificate.

Pathways Accountancy Services
Pathways
Blodwell Bank
Oswestry
Shropshire
SY10 8LY

20th May 2022