



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	January	2021		31	December	2021

## Reference and administration details

**Charity name** St Matthew's Community Halls

**Other names charity is known by**

**Registered charity number (if any)** 1094096

**Charity's principal address** Highfield Road

Barrow in Furness

Cumbria

**Postcode** LA14 5PA

## 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)
Rev'd Jonathan Knill-Jones	Chairman		
Paul Robson	Treasurer		
Colin Benthams	Secretary		Artist in Residence
Catherine Cullen			Lunch Club
Iain McNichol			Furness Creatives
Linda Ogilvie		January - August	A Caring Space

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

Name	Dates acted if not for whole year
Incumbent and Churchwardens of the Parish of Barrow in Furness St Matthew	
Margaret Burrows	

## Names and addresses of advisers (Optional information)

Type of advisor	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Lease and Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected representative of a user group who has used the halls for a minimum of 12 months

### 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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## Objectives and activities

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

St Matthew's Community Halls shall be held upon trust for the purposes of a community hall for the uses of the inhabitants of the Parish of Barrow in Furness St Matthew in the County of Cumbria 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 conditions of life for the said inhabitants provided always that the said trust property shall not be used

for worship or activities by any sect or group whose principles are inimical to the principles of the Church of England

### Summary of the main activities in relation to these objects

### 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

## Achievements and performance

### Summary of the main achievements of the charity during the year

#### St. Matthew's Community Halls Chair's Report 2021

Early in the year we were contacted by Linda Ogilvie from A Caring Space group who said she was unable to continue as a trustee due to ill health.

At the beginning of the year we started our foodbank with a small grant from ASDA to help people during the pandemic. This was to provide some basic food, sanitary items and cleaning products. We were also hoping to expand on this by getting more funding and running our own foodbank as a temporary relief to cover the luncheon club. However we were unsuccessful with this. We did manage to get some food from the Trinity Church Food Hub.

It was relatively quiet through the year with the loss of two groups. The Baby Bumps group have finally left the Halls and removed all their storage.

Also this year we lost the Judo Group who gave us a donation of £650 and left us the trolleys.

We have also gained some groups this year; We have a new personal trainer doing sessions on Wednesday evenings. Poundfit on Monday evenings.

Rugby tots on Sunday mornings.

We were also approached by local Author Tom Ashton for use of space in the Halls. Although this was agreed, he never used the halls.

Paul has managed to get the annual accounts audited by Sarah Bradley from TI Accountancy Limited, who has also set up a pay role scheme for Judy.

Colin worked in the carpark to get rid of the Japanese knotweed and

## Achievements and performance

other weeds.

Colin has installed a new baby changing unit in the lower hall disabled toilet.

Just before the summer holiday, Beaumont College informed us they were leaving us and moving to the Nelson Street Community Centre. The Tai-Chi group asked if they could take over the garden and turn it back into a grassed area so they can use it for their activity during the summer months. After the summer holidays Beaumont College asked if they could return to the Halls.

We have had issues with a number of teenage boys in the carpark over the summer which we believe are involved with suspected drugs activity. They have also been round the back of the halls in the field as well as around the church.

We then had an incident in the garden with an attempted break in. However this was unsuccessful but they did manage to damage the door in the process and flood the lower hall by putting the garden hose in the gap they made and turning on the water. We had a quote from Holdens Ltd at £3,538.80 inclusive of vat for a new door. Ecclesiastical have paid £3,288.80

About 3 weeks after this incident we had a break in through the scout den door.

Once inside they broke into the 2 small stores at the back of the lower hall and the playgroup/toddlers store then upstairs into the upper hall kitchen. The police were informed & attended the next morning. Nothing was stolen.

## Financial review

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

It is the Trustees policy to keep £5,000 in reserve to cover the unexpected and to ensure that funds are readily available to meet annual insurance and essential overheads.

### 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.

## Other optional information

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Colin Bentham	
<b>Position (eg secretary, chair, etc)</b>	Secretary	
<b>Date</b>	23 February 2022	



St Matthews Community Halls

No (if any)  
1094096

## Receipts and payments accounts

For the period from	Period start date 01.01.2021	To	Period end date 31.12.2021
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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 £
<b>A1 Receipts</b>				
Hire of Hall	16,625	-	-	16,625
Hire of Tables	-	-	-	-
Donations	-	-	-	-
Craft Fair	-	-	-	-
Bank Interest	-	-	-	-
Other income	17,669	-	-	17,669
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>34,294</b>	<b>-</b>	<b>-</b>	<b>34,294</b>
<b>A2 Asset and investment sales, etc.</b>	-	-	-	-
<b>Total receipts</b>	<b>34,294</b>	<b>-</b>	<b>-</b>	<b>34,294</b>
<b>A3 Payments</b>				
Council Tax	287	-	-	287
Water	147	-	-	147
Heat & Power	1,374	-	-	1,374
Fire Alarm Service	112	-	-	112
Insurance	2,190	-	-	2,190
Repairs	1,958	-	-	1,958
Telephone	1,536	-	-	1,536
Electrical Inspection	132	-	-	132
Fire Extinguisher Service	97	-	-	97
Accountancy	302	-	-	302
Refunds				
Sundries	191	-	-	191
Secretary Stipend	3,050	-	-	3,050
Wages	4,934	-	-	4,934
		-	-	
		-	-	
		-	-	
<b>Sub total</b>	<b>16,310</b>	<b>-</b>	<b>-</b>	<b>16,310</b>
<b>A4 Asset and investment purchases, etc.</b>	-	-	-	-
<b>Total payments</b>	<b>16,310</b>	<b>-</b>	<b>-</b>	<b>16,310</b>
<b>Net of receipts/(payments)</b>	<b>17,984</b>	<b>-</b>	<b>-</b>	<b>17,984</b>
<b>A5 Transfers between funds</b>	-	-	-	-

<b>A6 Cash funds last year end</b>	13,822	-	-	13,822
<b><i>Cash funds this year end</i></b>	31,806	-	-	31,806

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Bank Accounts	31,606	-
		-	-
	Cash in hand	200	-
	<b>Total cash funds</b>	<b>31,806</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK
<b>B2 Other monetary assets</b>	Details	to nearest £	to nearest £
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
			-
			-
			-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name
		C Bentham	Colin Bentham

# CC16a

Last year

to the nearest £

12,415
-
-
-
1
10,000
-
-
22,416

-
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22,416
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276
131
4,459
262
2,298
1,070
1,099
208
82
-
112
498
2,750
3,968

-
-
-
17,213

-
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17,213
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5,203
-

8,619
13,822



**Endowment  
funds**

to nearest £

-
-
-
-

OK

**Endowment  
funds**

to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


Date of  
approval

23.02.2022

## **St Matthews Community Hall**

### **Independent Examiner's Report to the Trustees of St Matthews Community Hall**

I report on the accounts of the Trust for the year ended 31 December 2021, which are set out on page 2.

#### **Respective Responsibilities of Trustees and Examiner**

As the charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to my attention.

#### **Basis of Independent Examiners Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 explanation from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, I do not express an audit opinion on the view given by the accounts.

#### **Independent Examiners 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 Act; and
  - To prepare accounts which agree with the accounting records and to comply with the accounting requirements of the 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.

*Lucy Allonby*  
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**L Allonby**  
TI Accountancy Ltd

74 Duke Street  
Barrow in Furness  
Cumbria  
LA14 1RX

**PROFIT AND LOSS ACCOUNT**  
**St Matthews Community Hall**  
**For The Period Ending: 31/12/2021**

	2021		2020	
	£	£	£	£
<b>Receipts:</b>				
Hire of Halls		16624.50		12415.00
Bank Interest		0.00		0.62
Other Income		17669.21		10000.00
		<u>34293.71</u>		<u>22415.62</u>
<b>Less Payments:</b>				
Wages	4934.36		3968.00	
Stipend	3050.14		2750.00	
		<u>7984.50</u>		<u>6718.00</u>
<b>Overheads:</b>				
Rates	287.49		276.00	
Water Rates	147.47		130.65	
Heat & Power	1374.09		4459.36	
Fire Alarm Service	111.60		261.90	
Insurance	2189.78		2298.20	
Repairs	1957.87		1069.97	
Telephone	1535.88		1098.66	
Electrical Inspection	132.36		208.13	
Fire Extinguisher Service	96.60		81.60	
Refunds	0.00		112.00	
Accountancy	301.50		0.00	
Sundries	191.17		498.26	
		<u>8325.81</u>		<u>10494.73</u>
<b>Net profit</b>		<u><u>17983.40</u></u>		<u><u>5202.89</u></u>

**Statement of assets at 31st December 2021**

**Cash Funds**

Bank Current Account at 31st December 2021	31604.36	13620.96
Bank deposit Account at 31st December 2021	0.62	0.62
	<u>31604.98</u>	<u>13621.58</u>

**Accumulated Fund**

Opening Fund Assets:	13621.58	8418.69
Unpresented Cheques	0.00	0.00
Net profit for the year	17983.40	5202.89
Fund Assets for 31st December 2021	<u>31604.98</u>	<u>13621.58</u>

0.00

0.00

			Difference between accounts and cashbook
		£	493.57
actual money paid out of bank in Aug 2021	-£ 1,373.36		
actual petty cash spend in Aug 2021	-£ 168.89		
amount of spend in cashbook in Aug 2021		-£ 1,542.45	-£ 0.20
amount BF in cashbook in Sept 2021	£ 29,287.75		
actual money paid into bank in Sept 2021	£ 4,023.00		
actual money spent out of bank in Sept 2021	-£ 1,760.86		
should be CF in cashbook in Sept 2021	£ 31,549.89		
amount CF in cashbook in Sept 2021		£ 31,350.39	-£ 199.50
amount BF in cashbook in Oct 2021	£ 31,350.39		
actual money paid into bank in Oct 2021	£ 4,464.80		
actual money spent out of bank in Oct 2021	-£ 1,750.77		
should be CF in cashbook in Oct 2021	£ 34,064.42		
amount CF in cashbook in Oct 2021		£ 34,064.68	£ 0.26
amount BF in cashbook in Dec 2021	£ 33,493.87		
actual money paid into bank in Dec 2021	£ 1,127.00		
actual money spent out of bank in Dec 2021	-£ 3,529.46		
should be CF in cashbook in Dec 2021	£ 31,091.41		
amount CF in cashbook in Dec 2021		£ 31,111.41	£ 20.00
Petty cash spend of £168.89 & £145.24 has already been deducted from money paid into the bank, therefore deducting this spend again on the outgoings for Aug 2021 & Nov 2021 is duplicating the expenditure.			
		-£	314.13
Difference		-£	0.00