

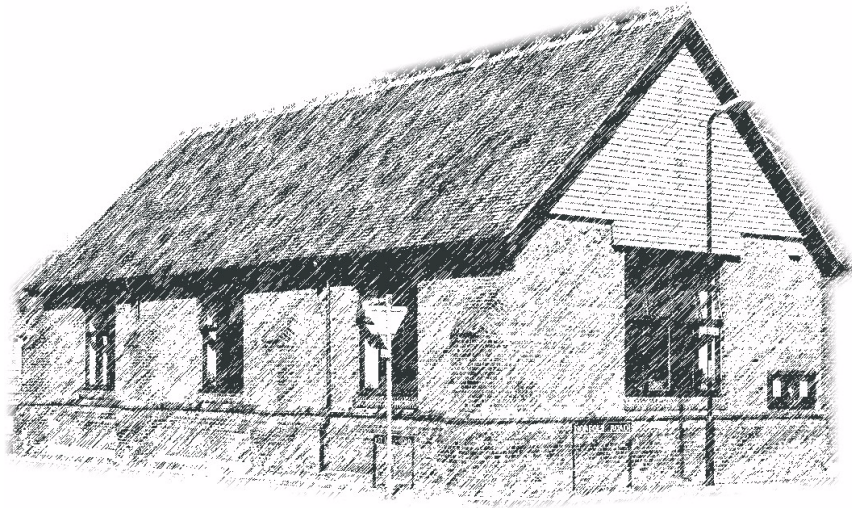
ST. LUKE'S COMMUNITY HALL, MAIDENHEAD
Registered Charity Number 1101943

REPORT AND FINANCIAL STATEMENTS

OF

THE TRUSTEES

for the year ended 31st December 2022



Chair of the Trustees:
The Revd. Sally Lynch

Honorary Treasurer:
Richard Burdett
30 Mallow Park, Maidenhead, SL6 6SQ

Bankers:
Lloyds Bank PLC
45 High Street, Maidenhead, SL6 1JS

Independent Examiner:
Mrs J. A. Bailey, IPFA

www.stlukescommunityhall.co.uk

Trustees of St. Luke's Community Hall, Maidenhead

Annual Report for 2022

Object of Charity

The object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for:

(a) meetings, lectures and classes, and

(b) other forms of recreation and leisure time occupation,

with the object of improving the conditions of life for the inhabitants.

Management Committee:

The committee consists of three elected members:

- The Revd. Sally Lynch
- Mary Pennington
- Phyllis Sigsworth

Two members appointed by the Council of the Royal Borough of Windsor and Maidenhead:

- Clive Baskerville
- Donna Stimson

Two members appointed by users of the hall listed in the scheme:

- Jean Tyrwhitt-Drake (St Luke's Church)
- Nicola Cox (Client of Dartnell Dance Academy)

and two co-opted members

- Richard Burdett
- Philip Love

The members of the Management Committee are the trustees of the charity and are governed by a scheme issued by the Charity Commissioners dated 27th August 2002. Two trustees are appointed by the Council of the Royal Borough of Windsor and Maidenhead, three are elected at the Annual General Meeting and a further two are nominated by groups using the Hall

Meetings of the Management Committee:

The Annual General Meeting was held on 4th May 2022 and there were three Management Committee Meetings during the year.

The Revd. Sally Lynch was appointed as Chair
Richard Burdett was appointed as Treasurer
Pauline Love was appointed as Secretary
Tony Buckley is employed as Caretaker
Mary Sheaf-Jones is employed as Relief Caretaker

Summary of Investment Powers

The trustees have power to buy and sell assets, including property, shares and bonds, in the furtherance of the charity's objectives. In practice, however, the only significant asset is the Hall building.

Contribution of Volunteers

Although the trustees employ a part-time caretaker and relief caretaker, the successful operation of the Hall relies on significant unpaid contributions of time and talent by a number of people. These contributions cannot be given a financial value in these accounts, but are hereby acknowledged with thanks.

Review of the Year:

The Hall Management Committee has met on three occasions since the last Annual General Meeting.

Bookings recovered during the year as national coronavirus restrictions were lifted. However, the Trustees decided to maintain Covid-era restrictions for private party lettings of a maximum of 40 people and an end time no later than 6:00pm to make it easier for the caretakers to deal with such events.

We received a donation of £5,000 in memory of Joan Rowe, a former attendee at the Thursday Teas group, to be used to pay the rental charges for this group or other similar activities for older people.

Our caretaker Tony Buckley, relief caretaker Mary Sheaf-Jones are able to ensure that all lettings have full caretaking support, which is a key advantage we offer over some other Halls where users are issued with keys and are responsible for letting themselves in and locking up afterwards.

We undertook normal building maintenance during the year, as well as having a roofer replace a number of broken and slipped tiles as well as, more importantly, clearing out the gutters. This should stop the water ingress which has stained the ceiling in the disabled person's toilet.

The management committee works efficiently and well in support of this valuable resource for our community.

Treasurer's Comments

Lettings income of £20,434 exceeded that of £18,081 in the 2019, which was last full pre-pandemic year. Despite increased operating costs, notably for gas and electricity where charges almost doubled, the operating surplus was £7,780.

This surplus means our Accumulated Reserves therefore rose to £35,938 and we now also have a further £4,592 in Restricted Reserves, being the Joan Rowe legacy after deduction of the Thursday Teas letting charge for 2022.

Signed

A handwritten signature in black ink, appearing to read 'Richard Burdett', written over a horizontal line.

Richard Burdett
Hon Treasurer

23rd January 2023

Independent Examiner's Report to the Trustees of St. Luke's Community Hall, Maidenhead

I report on the accounts of the Trust for the year ended 31st December 2022, which are set out on pages 4 to 6 of this document.

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 report

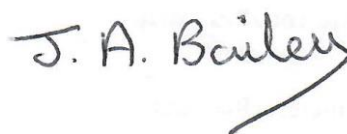
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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



Mrs J.A. Bailey IPFA
Maidenhead
Berkshire
March 2023

Trustees of St. Luke's Community Hall, Maidenhead

Receipts and Payments Accounts for the year ended 31st December 2022

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General £	Designated £	Funds £	Funds £	2022 £	2021 £
Receipts							
Donations, Legacies and other similar receipts	2	-	-	5,000	-	5,000	5,000
Activities to further the charity's objectives		-	-	-	-	-	-
Activities to generate funds							
Lettings - Brownies	3	544	-	-	-	544	210
Lettings - Other	3	19,482	-	-	-	19,482	10,749
Lettings - Thursday Teas	3	408	-	(408)	-	-	-
Investment Income (Interest) Receipts		245	-	-	-	245	2
Sub Total		20,679	-	4,592	-	25,271	15,961
Other Receipts (not counted as "Gross Income")	4	530	-	-	-	530	-
Total Receipts		21,209	-	4,592	-	25,801	15,961
Payments							
Payments for generating funds		-	-	-	-	-	-
Charitable Payments		-	-	-	-	-	-
Grants Paid		-	-	-	-	-	-
Charitable Activities							
Staff Costs	5	6,643	-	-	-	6,643	6,194
Insurance		1,700	-	-	-	1,700	1,532
Gas	6	1,562	-	-	-	1,562	890
Electricity	6	718	-	-	-	718	377
Water		91	-	-	-	91	682
Rates		170	-	-	-	170	63
Repairs & Maintenance	4	2,382	-	-	-	2,382	222
Clock & plaque in memory of Maureen Williams		-	-	-	-	-	218
Support Costs		-	-	-	-	-	-
Management and administration	7	163	-	-	-	163	29
Sub Total		13,429	-	-	-	13,429	10,207
Other Payments (not counted as "Expenditure")		-	-	-	-	-	-
Total Payments		13,429	-	-	-	13,429	10,207
Net of Receipts (Payments)		7,780	-	4,592	-	12,372	5,754
Cash balances brought forward at 1st January 2022		28,158	-	-	-	28,158	22,404
Cash balances carried forward at 31st December 2022		35,938	-	4,592	-	40,530	28,158

Trustees of St. Luke's Community Hall, Maidenhead

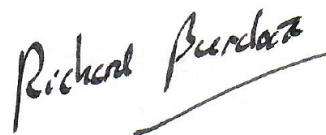
Statement of Assets and Liabilities at 31st December 2022

		Unrestricted Funds		Restricted	Endowment	Total Funds	
	Note	General	Designated	Funds	Funds	2022	2021
		£	£	£	£	£	£
Cash Funds							
Current Account	8	10,638	-	-	-	10,638	8,521
CCLA Deposit Account	8	29,892	-	-	-	29,892	19,637
Total Cash Funds		<u>40,530</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>40,530</u>	<u>28,158</u>
Other Monetary Assets		-	-	-	-	-	-
Investment Assets		-	-	-	-	-	-

Approved by the the Trustees of St Luke's Community Hall on 25th January 2023 and signed on their behalf by:-



The Revd. Sally Lynch (Chair)



Mr Richard Burdett (Honorary Treasurer)

Trustees of St. Luke's Community Hall, Maidenhead

Notes to the financial statements for the year ended 31st December 2022

1 Accounting Policies

These Receipts and Payments accounts have been prepared in accordance with:

- Accounting standards;
- and with the Charities Act 2011

The charity has no investment assets.

Funds

General funds represent funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity. These include funds designated for a particular purpose by the trustees, although at 31st December 2022 there were no such funds.

The accounts include transactions, assets and liabilities for which the trustees of the charity can be held responsible in law.

Receipts

All receipts are recognised when received, except card payments for lettings made via PayPal which are only recognised when the corresponding event has taken place. This ensures funds are available in the PayPal account to permit a full refund if necessary.

Investment Income

Dividends and interest are accounted for when receivable.

Payments

All payments are accounted for when paid.

Assets and Liabilities

Cash Funds

The balances given are the closing balances of each account as at 31st December 2022, less cheques drawn or payments setup but not presented, but plus credits relating to the year to 31st December 2022 not yet banked by that date.

Investments

Investments are valued at market value at year-end, although at 31st December 2022 there were no investment assets.

Assets Retained for the charity's own use.

The principal asset of the charity is the freehold of St Luke's Community Hall. Since the charity turnover is not large enough to require the preparation of accruals accounts, it is not necessary for the trustees to have a formal valuation of this fixed asset. The building was re-valued for insurance purposes in August 2012 and is insured for £869,777 rebuilding costs with an additional £45,377 of contents.

Liabilities

The charity had no known liabilities at 31st December 2022.

2 Donation

In 2022 the charity received a restricted donation of £5,000 in memory of Joan Rowe, to be used to pay the lettings fees for the Thursday Teas group or for other similar activities for older people.

3 Lettings Income

The charity's main income comes from lettings charges. In 2022 £408 of these charges were provided by transfer from the Joan Rowe donation.

4 Other Receipts

The £530 of Other Receipts was a payment from St Luke's Church to cover work undertaken on the church by the roofer we employed to clear the gutters and repair broken tiles. This money effectively reduces the Repairs and Maintenance cost of £2,382 to a net figure of £1,852

5 Staff Costs

The charity employs two members of staff as caretaker and relief caretaker, neither of whom earns more than £10,000 p.a. Staff salaries were increased in 2022 by 7%

6 Gas & Electricity

Our fixed price combined Gas and Electricity tariff from Scottish Power came to an end in April 2022 since when we have been on standard variable rate tariffs but subject to the government price cap. The prices increased sharply in October 2022 and we anticipate fuel costs for 2023 could be as high as £3500.

7 Management & Administration

This item covers the cost of the website, which during the year was moved from the Treasurer's personal hosting to a separate hosting account, and fees for PayPal payments processing.

8 Cash Accounts

The charity operates a bank current account and a tax-free instant access deposit account with CCLA. Interest rates rose substantially during the year generating £245 interest vs. £2 in 2021.

The charity also has a PayPal account which is used to receive card payments for online bookings. Funds are transferred to the main bank account only after the corresponding letting has occurred. This means that if it does not, for any reason, then we can refund the fee paid.

At the end of December 2022, the balance in this account was £294.27, all of which is for lettings booked for 2023.