

WEM TOWN HALL COMMUNITY TRUST
UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021



WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

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WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND
ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021**

Trustees	Mrs S Yates, Chair Mr J P Broadhead (appointed 14 January 2021) Mr A Brown Mr J W Dinsdale Mrs R Dodd, Formally representing Wem Town Council (resigned 14 September 2020) Mr P R Jones Mrs E A Mayer Mrs M J Meakin (resigned 12 January 2021) Mr R A Reeves Mr R D Stokes
Company registered number	05585617
Charity registered number	1113075
Registered office	Wem Town Hall High Street Wem Shropshire SY4 5DG
Company secretary	Mr R D Stokes
Management and Administrative Team	Mrs R A Horner, Director Mrs S Zacharek, Associate Director Mrs F Nye, Administrative and Front of House Mrs E Jones, Programme and Marketing Assistant (maternity leave March 2020-March 2021, resigned March 2021) Mrs K Jeavons, Programme and Marketing Assistant (maternity leave cover, resigned September 2020) Mrs H G Morgan, Programme and Marketing Assistant (appointed November 2020) Mr A Knight, WTH Project Co-ordinator (resigned June 2020) Mrs A Williams, WTH Project Co-ordinator (appointed October 2020)
Accountants	WR Partners Chartered Accountants Belmont House Shrewsbury Business Park Shrewsbury Shropshire SY2 6LG
Bankers	Barclays 44-46 Castle Street Shrewsbury Shropshire SY1 2BU

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND
ADVISERS (CONTINUED)**
FOR THE YEAR ENDED 31 MARCH 2021

Solicitors

Anthony Collins Solicitors LLP
134 Edmund Street
Birmingham
B3 2ES

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

CHAIR OF TRUSTEES' STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

The chair presents her statement for the year.

2020/2021 has been a difficult year for the Charity through the various lockdowns and COVID restrictions. It started with the venue closed and all but one of the staff, Sarah Zacharek, furloughed due to the COVID-19 lockdown rules. Sarah worked from home, monitored the building and continued running the Wem into Work project remotely. She also managed the furlough scheme requirements, made applications for the various government business support grants and organised the PPE and social distancing measures that would be required when we were able to re-open. Covid-19 government business support grants amounted to £34,593 for the financial year. Thanks go to Sarah for her dedicated work during this period having to work in an isolated position whilst other staff members had no choice but to be furloughed due to childcare commitments.

The outdoor market initially had to close but was able to recommence on the 4th of June and the indoor market followed on the 2nd of July. Some of our volunteers worked as stewards to ensure safe social distancing/hand sanitising and face covering compliance etc.

The remainder of the staff team returned at the beginning of August and were given training in venue covid-19 procedures and best practice to ensure a safe venue for patrons, volunteers and staff.

During the lockdown two members of staff, Adam Knight and Kate Jeavons (who had been covering Emma Jones' maternity leave) left after being offered other jobs. Alison Williams was appointed as project coordinator of Wem Into Work joining at the beginning of October.

Hannah Morgan started on 10th November as a replacement for Kate Jeavons in the Programme and Marketing Assistant role, and when Emma Jones decided not to return in March, Hannah accepted a permanent contract with the Charity.

Funding was achieved for Pam King, the Café Manager, to co-ordinate a weekly Meals on Wheels service in the community. Pam worked with other cafes in the town and the meals were delivered by Wem Town Hall volunteers.

Through the autumn the venue had to run at a reduced capacity to meet social distancing regulations resulting in both the Café and the cinema numbers being considerably lower than in pre-Covid times. Audience numbers and confidence were just beginning to rebuild when the country locked down at the start of November for another month. We were then able to function for only a brief period until Christmas after which the next major lockdown began.

Although we have just over 60 volunteers on our roster, we have had to be careful as many of them were in the "vulnerable" category so we have not been able to deploy so many of them.

In September Rosemary Dodd stepped down from the Trust followed by Mandy Meakin in January. John Broadhead became a trustee in mid-January and Wem Town Council nominated councillor Geoff Soul to fill their seat previously filled by Rosemary Dodd.

Our service level agreements with Wem Town Council and Shropshire Council remained in place during this year. Their financial support has been crucial to surviving through the year for which we are very grateful.

WEM TOWN HALL COMMUNITY TRUST
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CHAIR OF TRUSTEES' STATEMENT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

In the autumn, the management team put in a bid to the Arts Council Culture Recovery Fund which was successful, and we received £83,165 which has kept the business viable through to the end of the financial year. The team are constantly on the lookout for funding opportunities to support community initiatives as we look to implement a new fundraising strategy over the next twelve months.

S. Yates

Mrs S Yates
(Chair of Trustees)

Date: 24/11/21

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the financial statements of the Charitable Company for the period 1 April 2020 to 31 March 2021. The Trustees confirm that the Annual Report and financial statements of the Charitable Company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (update effective 1 January 2019). The organisation is a Charitable Company limited by guarantee, incorporated on 6th October 2005 (amended by special resolution on 10th December 2007) and registered as a charity on 24th February 2006. The company was established under a Memorandum which establishes the objects and powers of the charitable company, and it is governed under its Articles of Association. The trust adopted a new set of Articles of Association more suitable for its current operation which were formally adopted on 19th March 2015 and have been registered with Companies House and The Charities Commission Register. On 27th November 2019, a special resolution with amendments to the articles of association was passed and adopted. This was registered with Companies House and The Charities Commission. In the event of the company being wound up members are required to contribute an amount not exceeding £10. Since the Company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 is not required.

Since the Charitable company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

WEM TOWN HALL COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities

a. Policies and objectives

The Charity's purposes as set out in the objects contained in the Company's Articles of Association are to: provide facilities for the benefit of the inhabitants of the town of Wem and the surrounding area in relation to (i) the advancement of the education of the public in the arts (ii) the advancement of education and training generally and (iii) recreation or other leisure time occupation in the interest of social welfare with the object of improving the conditions of life for the public at large. To deliver on our purposes and aims WTHCT facilitates social enterprise, community empowerment and community cohesion through an accessible, user-friendly, and high-quality venue and programme. Our main areas of activity comprise of an inclusive arts programme which includes music, theatre, dance, cinema, exhibitions, and workshops and hiring out our premises and services for meetings, fundraising evenings, exercise classes and celebrations, amongst other recreation and leisure activities. Since 2014 Wem Town Hall has delivered an Into Work programme for local people offering help and advice in gaining employment and further training. The success of the programme has led to it becoming a larger area of activity for the Charity.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit and specifically to its supplementary public benefit guidance.

How our activities deliver public benefit:

- Through a partnership programme of arts development Wem Town Hall enhances the creative capacity of the wider community by presenting a broad range of arts events for enjoyment and education and providing opportunities to celebrate and promote local distinctiveness.
- We provide facilities that no other venue can offer for the inhabitants of Wem and the surrounding areas. We have a charging policy which includes a community and service to community discounted hire rate to make sure our facilities are affordable to the public.
- The broad offer of leisure activities, many with discounted rates promotes greater inclusion, improving the life of the inhabitants of Wem and the surrounding areas.
- Providing support into employment, the Into Work project benefits residents and the local economy promoting greater community resilience and well-being.

WEM TOWN HALL COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities (continued)

b. Volunteers

Wem Town Hall currently has a team of 65 volunteers. They are involved in all areas of the Charity's delivery and without their time and dedication Wem Town Hall would not be the venue it is today. Throughout the 2020/21 financial year although the venue was closed to the public for 8 months of the year, the Charity continued to be strongly supported by the volunteer team who played a pivotal role in stewarding the venue so we could offer a welcoming covid secure venue when we did open. Volunteers were also instrumental in supporting a new meals on wheels service delivery project supporting highly vulnerable people during the pandemic. During venue operational months the venue is supported by more than 132 hours volunteering per week. In pure monetary terms the value of volunteer support is more than £65,000 per year. We have an effective induction handbook for volunteers setting out our policies and procedures, so they understand the important part they play in the success of the venue. We hold volunteer social events twice a year at which the trust formally thanks volunteers for their support. The functions also help volunteers to meet each other and generally enjoy their experiences more which contributes to our high level of volunteer retention. In 2020/21 due to government restrictions, we were unable to host social events, instead maintaining regular contact via email and other remote methods. Many volunteers reported increased anxiety resulting from the pandemic and the Charity was very mindful of that in preparation for re-opening with a considered risk assessment and formulation of robust covid-secure procedures that would protect volunteers, patrons, and staff members. Some volunteers who had been asked to shield during the first lockdown continued to do so after restrictions lifted in summer 2020 and so the number of active volunteers across the year totalled 51.

Achievements and performance

a. Review of activities

In March 2020, the country was hit by the global Coronavirus pandemic, the repercussions of which were felt throughout the 20/21 financial year. The Charity took the decision to close the venue to the public on March 20th 2020 which was followed by Government mandate to close all retail and leisure on 23rd March 2020. Initially the indoor and outdoor market was also asked to close even for those selling essential goods. The outdoor market re-opened in June 2020 followed by the indoor market in July 2020. Arts programme and Venue Hires operated in September, October and December with the venue once again being forced to cease operation in November and January-March 2021 as part of National Covid-19 Lockdowns. In August, the Charity applied to the government funded Arts Council Culture Recovery Fund and were successful in gaining £83,165 for October 20 to March 21 and which contributed towards core costs, buying social distancing equipment, reflatng reserves and business development input. The Charity applied to the second round of the fund to support core costs between April and June 2021 and were again successful. This funding was vital to the Charity's ongoing viability, and without it and the prospect of the funding from April-June the Charity Trustees may have been forced to consider the winding down of the Charity.

WEM TOWN HALL COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

Arts Programme

The Wem Town Hall arts programme seeks to establish a broad programme of high-quality arts activities and events (theatre, music, dance, film, satellite broadcasts, visual arts and crafts exhibitions, etc.) for the benefit of local people and visitors to the area. Due to the pandemic restrictions only 42 arts events were able to take place compared to 247 events in the 2019/2020 financial year. The arts events that did take place consisted of films and recorded theatrical content only, as live music, theatre and dance was prohibited under the government restrictions. Different event approaches were trialled leading to the capacity of the main performance space reducing to just forty percent to meet the 2metre plus social distancing requirements and maintaining a welcoming environment for patrons. The Charity was successful in applying to the Film Hub West Midlands Film Exhibition Fund for a season of films that contained core themes of strength and resilience. Unfortunately, planned showings fell into lockdown periods, but funding has been allowed to carry over to the 21/22 financial year when restrictions are eased, and the venue allowed to re-open. The versatile gallery space was re-opened as a café gallery with a selling exhibition showcasing local artists.

Hires

Due to the closure of the venue in March 2020, all room hires were cancelled with immediate effect. A reduced number of regular room hirers returned in September working to social distancing restrictions and we were able to accommodate most of the activities in the main hall, our largest space, so that social distancing could be managed with enough participants to make the activities financially viable. Other regular hirers continued to work remotely with their offer or made the decision to pause their activity. In total 38 hires took place in comparison with 600 hires the previous year. Not only did the restrictions impact the interest and ability to hire the venue, but the ones that could take place, could only happen in September, October & December due to required closure periods.

Wem into Work Project

The Charity has been delivering the Wem into Work project since 2014. Through the project we provide bespoke one to one support to job seekers to supply them with the skills and help they need to find employment. Working with the participants, the key worker addresses the barriers to finding employment that the clients are experiencing. Most often support needed consists of help with CV writing, job hunting support, confidence building, interview skills practice & techniques and general & bespoke training. In January 2017, the Charity began delivering the Into Work Project as part of Building Better Opportunities Shropshire. The funding supports projects in England that tackle poverty and promote social inclusion. It is funded by the European Social Fund and the National Lottery Community Fund and has been extended to March 2023 (previously ended June 19). The trustees see this project as a very valuable way of contributing its skills to the local economy and helping achieve the Charity's aims of advancing training and education for the inhabitants of Wem. Throughout 2020/2021, including during lockdowns, the service has continued to be offered in a remote setting with phone and zoom meetings with both participants and other partners taking place. Our key worker, Adam Knight resigned in June 2020, and he was replaced by Alison Williams in October 2020.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

IN2 Project

Building on our Into Work programme the Charity became a delivery partner of the IN2 NEETS programme that targeted working with young people aged 15- 19 at risk of becoming not in education, employment or training and was jointly funded through Social European Funding and Department for Education. From December 19 to March 20, we worked with a cohort from Thomas Adams School delivering a targeted programme covering employability, opportunities and life and confidence building skills so that they may achieve their aims and ambitions through education and employment which was very successful. We had hoped to reciprocate with a second cohort from Thomas Adams and developed an action plan to be able to deliver remotely considering covid restrictions but ultimately it was not a workable situation for the school who had to prioritise recovering lost learning with pupils from school closures in National Lockdowns. We were able to work separately with two individuals, in person and remotely which resulted in both gaining employment before our project delivery ended in December 2020.

Where Everyone Matters Project

In December 2019 we were successful in applying to the National Lottery Community Fund for a three-year community project focusing on loneliness and people living with Dementia. The project had been due to commence in March 20 but due to the covid 19 pandemic and the project beneficiaries being some of the most vulnerable in our community we made a request to the funders to pause delivery and resume when restrictions were eased, which was accepted. One of the key themes of the project was to promote inclusion and connectivity and we did not feel this could be achieved through remote delivery. We plan to resume the project mid 2021 depending on the easing of covid restrictions.

Meals on Wheels Project

During the first lockdown in 2020 a local need was identified to supply a meal service to support those most vulnerable in the community who either due to health or situation needed support in providing meals for themselves. In October 2020, the Charity was given a small amount of seed funding to trial a meals on wheels activity which would supply hot meals on Mondays and Fridays at a reasonable cost to those in need within the local community. The project utilised the services of café businesses in Wem as well as Wem Town Hall's own catering facility to supply the meals on a monthly rota with WTH administering the project. The project has been hugely successful and additional funding is being sought to continue the project into 2021/2022.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

b. Reserves policy

The Trustees have considered the Charity's requirement for reserves in light of the main risks to the organisation.

The lease of Wem Town Hall is a full repairing lease and due to the high footfall increasing amounts of funding will be required to maintain the high standard of the building and facilities. In addition, a level of reserves is required to cover emergency situations that may arise from time to time. The Trustees and Team have worked tirelessly to achieve a level of reserves set out in 2014 but now that has been reached the demands on the building and facilities are ever greater whilst activity increases, and it is now considered that a minimum level of £100,000 reserves is necessary. The Trustees recognise that increasing costs make it more difficult to generate surplus funds towards this target. However, the aim continues to be to reach the required level within the medium term.

Free reserves on 31 March 2021 were £74,415 (2020 £29,986).

c. Principal funding

Most of the Charity's income is usually earned from the provision of facilities and services but in the 20/21 financial year the primary source was grant funding. Service Level agreement income from Wem Town Council and Shropshire Council has been and continues to be pivotal in demonstrating local support for the Charity and gaining investment from Trusts and Foundations.

d. Risk management

The Charity trustees have given consideration to the major risks to which the charity is exposed and satisfied themselves that systems or procedures are established in order to manage those risks.

WEM TOWN HALL COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

e. Financial review

Despite the devastating impact of the Covid 19 pandemic on the Charity's day-to-day business, the trading position for the year ended 31 March 2021 has resulted in a surplus of £44,429. In the early part of the year the Charity was able to make use of the Government Job Retention scheme which was vital to the Charity's ability to survive. Staff remained employed which would not have been possible without the scheme.

Income came from service level agreements honoured by our partners despite closures (Wem Town Council £22,000, Shropshire Council £14,000), Covid 19 business support grants and Covid-19 Job Retention Scheme grants (£54,339), Other grants totalled £33,013 and the Government and Arts Council funded Cultural Recovery Fund Grant (£83,165). The fund was highly competitive, and the Charity was delighted to secure £83,165 for the period of October 20 to March 21. Reflation of reserves was a key element of the application proposal which created a surplus at the end of the financial year as well as funding towards core costs, social distancing equipment and business development support specifically looking at creating a fundraising strategy for the Charity.

Total expenditure has reduced by £60,492 compared with the 2019/20 accounts (£175,916 total expenditure in 20/21). This is as expected considering eight months closure and therefore reduced programme expenditure, marketing and administration costs. The Trustees note that throughout the year savings had been made where possible thanks to prudent financial management but there was still a minimum amount of core costs to be met especially in terms of maintenance requirements which could not be reduced through venue closure.

Structure, governance and management

a. Constitution

Wem Town Hall Community Trust is a registered Charitable Company, limited by guarantee and was set up by a Trust deed.

The company is constituted under a Trust deed and is a registered charity number 1113075

WEM TOWN HALL COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management (continued)

b. Organisational Structure and Decision Making

Wem Town Hall Community Trust has a Management Committee of up to twelve members who meet quarterly and are responsible for the strategic direction and policy of the Charity. At present the committee has ten members from a variety of professional backgrounds relevant to the work of the Charity. A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Director of Wem Town Hall. Four Trustees form a Finance and Personnel Committee that meets not less than four times a year and is responsible for presenting a draft budget to the Management Committee for the following financial year no later than the 31st of December. Two Trustees together with the WTH Director and WTH Associate Director form the House Committee which meets not less than three times per year to monitor and respond to the ongoing building management.

One member of the Finance and Personnel Committee meets with the Director monthly to assess progress and ensure good practice/delivery. The Director of Wem Town Hall is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Director ensures that the small staff team continues to develop their skills and working practices in line with good practice. The Associate Director is particularly responsible for the effective finance operations. The Wem into Work project co-ordinator (part of the Building Better Opportunities Programme) works solely on the project and moved to a full time/5 day a week contract in January 2021. The Administration & Front of House Coordinator is responsible for coordinating the volunteer team as well as administering room hires, gallery coordination and display cabinets. The Programme and Marketing Assistant is a duty manager and coordinates the marketing and publicity for the venue as well as assisting the Director in programming responsibilities. At various times in 2020/21, due to government restrictions, members of the staff team apart from the Associate Director were placed on Furlough, the government job retention scheme. Policies and procedures such as health and safety, equal opportunities, safeguarding, volunteering and grievances are checked annually and updated where necessary.

c. Serious Incidents

There have been no cases of serious incidents that have risked or resulted in significant loss of the Charity's money or assets, damage to the Charity's property or harm to the Charity's work, beneficiaries or reputation.

d. Governing Document

The organisation is a charitable company limited by guarantee; incorporated on 6th October 2005 (amended by special resolution on 10th December 2007) and registered as a charity on 24th February 2006. The company was established under a Memorandum which establishes the objects and powers of the charitable company, and it is governed under its Articles of Association. The Trust adopted a new set of Articles of Association more suitable for its current operation which were formally adopted on 19 March 2015 and have been registered with Companies House and The Charities Commission Register. The Articles of Association were further amended by Special Resolution on 27 November 2019 to fully reflect the current structure and activities of the Trust. Appropriate copies have been filed with Companies House and The Charity Commission.

In the event of the company being wound up members are required to contribute an amount not exceeding £10.

e. Related Parties

None of our trustees receive remuneration or benefit for their work with the charity. Any connection between a trustee or senior staff member of the charity with a contracted partner must be disclosed to the full board of trustees.

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management (continued)

f. Methods of appointment or election of Trustees

The directors of the company as registered at companies house are also charity trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association the directors of the charity are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The directors may appoint a person who is willing to act to be a director at any point in the year. The maximum number of directors is twelve and may not be less than six. All directors give their time voluntarily and received no benefits from the charity.

g. Policies adopted for the induction and training of Trustees

Most Trustees are already familiar with the practical work of the charity having been encouraged to attend or volunteer at public events. New Trustees are invited and encouraged to attend a series of short training sessions to familiarise themselves with the charity and the context within which it operates. These are jointly led by the Chair of the board and the Director of Wem Town Hall and cover:

- The obligations of Trustees.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association.
- Resourcing and the current financial position as set out in the latest published accounts.

Plans for future periods

Future Developments

The Charity expects further disturbance to its operation in the 2021/22 financial year as covid 19 continues to affect restrictions under which the charity can operate. In the next twelve months the Charity plans to:

- Re-open the building with social distancing guidelines in place delivering vital projects and services such as Wem into Work and the Where Everyone Matters Project.
- Re-evaluate the WTH Business Plan
- Undertake a community consultation to gauge current and future priorities of the local community to be fed into the Charity's future projects and service delivery plans.
- Undertake a review of artistic policy with key partners and beneficiaries specifically prioritising the Charity's commitment to build on and develop more creative opportunities for young people.
- Continue to be a member of and proactively support the work of the Culture Consortium Shropshire.
- Implement the first steps of the fundraising strategy with the creation of a Philanthropy board.
- Secure funding to continue delivery of the meals on wheels project.

WEM TOWN HALL COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Statement of Trustees' responsibilities

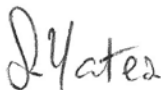
The Trustees (who are also the directors of the Charitable company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the Charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Mrs S Yates
Chair of Trustees

Date: 24/11/21

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of Wem Town Hall Community Trust ('the Charitable company')

I report to the Charity Trustees on my examination of the accounts of the Charitable company for the year ended 31 March 2021.

Responsibilities and Basis of Report

As the Trustees of the Charitable company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charitable company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

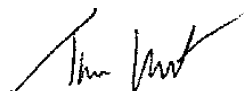
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charitable company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and 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.

This report is made solely to the Charitable company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charitable company's Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable company and the Charitable company's Trustees as a body, for my work or for this report.

Signed:



T Lunt

Dated: 02/12/2021

BA FCCA MIRPM

WR Partners
Chartered Accountants
Belmont House
Shrewsbury Business Park
Shrewsbury
SY2 6LG

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:				
Donations and legacies	3	207,651	207,651	94,866
Charitable activities	4	12,694	12,694	122,446
Total income		220,345	220,345	217,312
Expenditure on:				
Charitable activities	5	175,916	175,916	236,408
Total expenditure		175,916	175,916	236,408
Net movement in funds		44,429	44,429	(19,096)
Reconciliation of funds:				
Total funds brought forward		29,986	29,986	49,082
Net movement in funds		44,429	44,429	(19,096)
Total funds carried forward		74,415	74,415	29,986

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 18 to 27 form part of these financial statements.

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)
REGISTERED NUMBER: 05585617

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Investments	10	1	1
		<u>1</u>	<u>1</u>
Current assets			
Stocks	11	842	1,810
Debtors	12	14,726	19,065
Cash at bank and in hand		107,905	43,940
		<u>123,473</u>	<u>64,815</u>
Creditors: amounts falling due within one year	13	(49,059)	(34,830)
Net current assets		<u>74,414</u>	<u>29,985</u>
Total assets less current liabilities		<u>74,415</u>	<u>29,986</u>
Total net assets		<u><u>74,415</u></u>	<u><u>29,986</u></u>
Charity funds			
Restricted funds	14	-	-
Unrestricted funds	14	74,415	29,986
Total funds		<u><u>74,415</u></u>	<u><u>29,986</u></u>

The Charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Mrs S Yates
 (Chair of Trustees)

S. Yates

Date: 24/11/21

The notes on pages 18 to 27 form part of these financial statements.

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. General information

The organisation is a Charitable Company limited by guarantee, incorporated on 6th October 2005 (amended by special resolution on 10th December 2007) and registered as a Charity on 24th February 2006. The Company was established under a Memorandum which establishes the objects and powers of the Charitable Company, and it is governed under its Articles of Association. The trust adopted a new set of Articles of Association more suitable for its current operation which were formally adopted on 19th March 2015 and have been registered with Companies House and The Charities Commission Register. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The Charity's purposes as set out in the objects contained in the company's Articles of Association are to: provide facilities for the benefit of the inhabitants of the town of Wem and the surrounding area in relation to (i) the advancement of the education of the public in the arts (ii) the advancement of education and training generally and (iii) recreation or other leisure time occupation in the interest of social welfare with the object of improving the conditions of life for the public at large.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (update effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Wem Town Hall Community Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

After making enquires, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Charity therefore continues to adopt the going concern basis in preparing its financial statements.

The Trustees have also assessed the potential impact on the future operations of the Charity with regard to the Covid-19 outbreak. The Charity is considered to be well positioned given the current environment with no impact on the going concern basis of the financial statements.

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.3 Income

All income is recognised once the Charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised, refer to the Trustees' report for more information about their contribution.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charitable company's objectives, as well as any associated support costs.

2.5 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

2.6 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.10 Financial instruments

The Charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.11 Pensions

The Charitable company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charitable company to the fund in respect of the year.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charitable company and which have not been designated for other purposes.

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

3. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	454	454	1,750
Grants	206,517	206,517	92,283
Similar incoming resources	680	680	833
Total 2021	207,651	207,651	94,866

Grant income

	2021 £	2020 £
Town Council	22,000	22,000
Shropshire Council Arts	-	1,370
Shropshire Council Lease Agreement	10,000	10,000
Shropshire Council Commissioning	4,000	4,000
Arts Council England	83,165	-
Meals on Wheels	946	-
Coronavirus Job Retention Scheme	19,746	-
Business Support	34,593	11,913
Building Better Opportunities	32,067	43,000
	206,517	92,283

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Event and venue income	6,262	6,262	109,866
Wem Market income	4,766	4,766	8,772
Friends and Members subscriptions	1,666	1,666	3,808
Total 2021	<u>12,694</u>	<u>12,694</u>	<u>122,446</u>

5. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Charitable activities	175,916	175,916	236,408

6. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Event costs	4,536	171,380	175,916	236,408
Total 2020	<u>44,935</u>	<u>191,473</u>	<u>236,408</u>	

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

6. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Activities undertaken directly 2021 £	Total funds 2021 £	Total funds 2020 £
Event costs	4,536	4,536	44,935

Analysis of support costs

	Activities undertaken directly 2021 £	Total funds 2021 £	Total funds 2020 £
Wages and salaries	107,499	107,499	104,659
Facility maintenance	22,151	22,151	34,598
Facility running costs	29,643	29,643	41,793
General expenses	2,273	2,273	5,825
Accountancy and independent examination fees	1,100	1,100	1,040
Insurance	3,701	3,701	3,545
Consultancy fees	5,000	5,000	-
Professional charges	13	13	13
	171,380	171,380	191,473

7. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £1,100 (2020 - £1,040).

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

8. Staff costs

	2021 £	2020 £
Wages and salaries	100,037	96,658
Social security costs	3,370	3,817
Contribution to defined contribution pension schemes	4,092	4,184
	<u>107,499</u>	<u>104,659</u>

The average number of persons employed by the Charitable company during the year was as follows:

	2021 No.	2020 No.
	<u>6</u>	<u>6</u>

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £550 to 1 Trustee).

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

10. Fixed asset investments

	Cafe £
Cost or valuation	
At 31 March 2021	<u>1</u>
Net book value	
At 31 March 2021	<u>1</u>
At 31 March 2020	<u>1</u>

Wem's Truly Scrumptious Catering Company Limited (Company number 8884941) is a subsidiary undertaking of the Charitable Company. The Charitable Company holds 100% of the shares in the subsidiary.

Wem's Truly Scrumptious Catering Company Limited made a profit/loss of £856 during the year, and held net assets of £1,258 at the year end.

11. Stocks

	2021 £	2020 £
Bar stock	<u>842</u>	<u>1,810</u>

12. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	392	11,492
Other debtors	14,334	7,573
	<u>14,726</u>	<u>19,065</u>

WEM TOWN HALL COMMUNITY TRUST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

13. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	9,308	3,164
Other creditors	-	2,562
Accruals and deferred income	39,751	29,104
	<u>49,059</u>	<u>34,830</u>

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds - all funds	29,986	220,345	(175,916)	74,415

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
Unrestricted funds				
General Funds - all funds	49,082	217,312	(236,408)	29,986

WEM TOWN HALL COMMUNITY TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Total funds 2021 £
Trade investments	1	1
Current assets	123,473	123,473
Creditors due within one year	(49,059)	(49,059)
Total	<u>74,415</u>	<u>74,415</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Total funds 2020 £
Fixed asset investments	1	1
Current assets	64,815	64,815
Creditors due within one year	(34,830)	(34,830)
Total	<u>29,986</u>	<u>29,986</u>

16. Pension commitments

The Charity paid pension contributions of £4,092 during the year (2020: £4,184). At the year end there were contributions payable of £nil.

17. Related party transactions

Wem's Truly Scrumptious Catering Company Ltd (Registration number: 8884941) is a subsidiary of Wem Town Hall Community Trust

During the year Wem's Truly Scrumptious Catering Company paid Wem Town Hall £nil (2020: £9,000).

Wem Town Hall paid Wem's Truly Scrumptious Catering Company £6,847 (2020: £15,143) during the year.

At the year end there was £1,587 (2020: £1,627) owed to Wem Town Hall from Wem's Truly Scrumptious Catering Company.