



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	1	2020		31	12	2020

### Section A

### Reference and administration details

Charity name

Collingham Memorial Hall CIO

Other names charity is known by

Registered charity number (if any)

1159963

Charity's principal address

Main St

Collingham

Wetherby

Postcode

LS22 5AS

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	P Skelton	Chairman		
2	J Cooke	Secretary		
3	P Mackie	Treasurer		
4	D Dean			
5	T Bower			
6	P Wycherley			
7	P Smith			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

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

Name	Dates acted if not for whole year
B Garbutt	
R Innes	

S Skelton	
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**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
M Parker		
A Barker		

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

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Elected by existing Trustees and Management Committee

**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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## Section C Objectives and activities

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

To manage and maintain the Memorial Hall for the benefit of village residents and various local clubs and societies who hire the rooms and facilities
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**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The organisation charges for the use of its facilities which consist of ;  
Main Hall Capacity 120 people  
Main Hall Extension Capacity 40  
Green Room Capacity 60  
Meeting room capacity 20  
Kitchen  
Bar.  
Snooker room  
Bowling green

The Hall is run on a not for profit basis, but aims to break even each year.

**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.

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

- 1) The Hall was closed for more than 6 months of the year due to coronavirus epidemic, with result that income achieved was only 40% of the previous year.
- 2) This was a huge disappointment as the Hall was beginning to benefit from the large development and upgrade of the building in 2019, prior to lockdown in March
- 3) Fortunately the Hall had sufficient cash balances to see it through much of closure, but position was greatly enhanced by the receipt of grants from the Local Authority and Parish Council.
- 4) During this time costs were kept in check, and , because of the work the previous year, no major capital expenditure was required



## Section E Financial review

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

Reserves controlled by custodian trustees

**Details of any funds materially in deficit**

NONE

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

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## Section G Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

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**Full name(s)**

Peter Mackie	
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**Position (eg Secretary, Chair, etc)**

Treasurer	
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**Date**

11/10/21
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## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Natwest bank	11,297	33,277	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>11,297</b>	<b>33,277</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	Quoted securities		-	31,688
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Freehold land & buildings		-	350,000
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Peter Mackie	20.5.21