

# RHIWBINA MEMORIAL HALL AND COMMUNITY ASSOCIATION

England & Wales · Charity number 1161074

## Details

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Other names	RHIWBINA MEMORIAL HALL AND COMMUNITY ASSOCIATION1, RHIWBINA MEMORIAL HALL
Status	Registered
Legal form	CIO
Registered	2015-03-26
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Rhiwbina Memorial Hall & Community Association Lon Ucha Cardiff CF14 6HL
Phone	07508985688
Website	<a href="http://rhiwbinamemorialhall.org.uk">rhiwbinamemorialhall.org.uk</a>

## Activities

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**Objects:** TO MAINTAIN AND MANAGE THE RHIWBINA MEMORIAL HALL FOR ACTIVITIES PROMOTED BY THE ASSOCIATION IN FURTHERANCE OF THE UNDERMENTIONED OBJECTIVES OR ANY OF THEM TO PROMOTE THE WELL-BEING OF THE COMMUNITY RESIDENTS IN RHIWBINA BY ASSOCIATING THE RESIDENTS AND SYMPATHISERS IN A COMMON EFFORT TO FURTHER HEALTH, TO ADVANCE EDUCATION, TO PROVIDE FACILITIES FOR PHYSICAL AND MENTAL TRAINING AND RECREATION, AND SOCIAL, MORAL AND INTELLECTUAL DEVELOPMENT, AND TO FOSTER A COMMUNITY SPIRIT FOR THE ACHIEVEMENT OF THESE AND OTHER CHARITABLE OBJECTS.

**Activities:** We are a community hall based in Rhiwbina in north Cardiff. We let space out to local groups and individuals, such as after school groups and exercise, art and language classes. We also have four 'foundation' groups that provide for flower arranging, drama, badminton and playing bridge. We have an estimated 50,000 people a year who enter the Hall and are very much rooted in the local community.

## Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, Religious Activities, Arts/culture/heritage/science, Amateur Sport
- **Who:** The General Public/mankind

## Geography

- Cardiff

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-01	£48,903	£30,265	-	-
2024-04-01	£43,279	£32,612	-	-
2023-04-01	£41,931	£32,154	-	-
2022-04-01	£35,224	£26,988	-	-
2021-04-01	£18,235	£28,922	-	-

## Trustees

Name	Role	Appointed
<b>John Francis Wake</b>	Chair	2023-01-10
Alison Claire Shephard		2025-11-25
Carol Davies		2025-02-25
Christine Cleaver		2023-01-10
Elizabeth Ann Bean		2022-01-10
Gillian Anne O'Keeffe		2017-10-10
Lucy Chiplin		2023-01-10
Suzanne Pearton-Scale		2021-01-12

**RHIWBINA MEMORIAL HALL AND COMMUNITY ASSOCIATION**

England & Wales - Charity number 1161074

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# Accounts

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**Rhiwbina Memorial Hall and Community Association registration number 1161074**  
**Trustees report for 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025**

Introduction

1. The charity changed its status from an unincorporated body to a Charitable Incorporated Organisation (CIO) in April 2015 and assumed the assets of the previous charity in July 2016, which at that point was wound up. This report has been drafted in accord with SORP FRSSE. The report has been compiled so that it is consistent, as far as possible, with reports for previous years. Much of the report is unchanged from the previous year. The paragraphs containing significant changes are limited to:
  - Financial summary appended.
2. There is an independent examiners report attached.

Object

3. Our object is “to maintain and manage the Rhiwbina Memorial Hall for activities promoted by the Association in furtherance of the undermentioned objectives or any of them and to promote the well-being of the community residents in Rhiwbina by associating the residents and sympathisers in a common effort to further health, to advance education, to provide facilities for physical and mental training and recreation, and social, moral and intellectual development, and to foster a community spirit for the achievement of these and other charitable objects.”

Governance

4. Our constitution is based upon the Charity Commission model for a CIO with additional voting members. The Charity Commission approved this constitution on 26th March 2015 and the new charity became operational from 1<sup>st</sup> April 2015.
5. As of 31<sup>st</sup> March 2025, we had eight trustees, although the constitution allows this to vary up or down slightly. They are Lucy Chiplin (RATS), Ann Bean (Floral Society), Christine Cleaver (Bridge Club), Maryon Philpot (Badminton Club) Suzanne Pearson-Scale (Independent), Carol Davies (Independent). The ex officio trustees are John Wake, Chair of the Hall Council and Gillian O'Keeffe, secretary to the Association.
6. The trustees delegate all their powers to other people or groups, although they can rescind those delegations at any time and without notice if they feel the delegated powers are being abused. The delegations are to the Hall Council, the Groups and the Executive. The trustees however meet as a body at least once each year, and additionally to consider any matter that requires their specific consideration.
7. The Hall Council comprises all the trustees, two representatives of each group and the Executive. There is provision within the rules for additional members having specific abilities, although we have no such additional members of the Hall Council currently. The Hall Council determines, within its delegated powers, policy and priorities. It also oversees the work of the Executive and the four groups.
8. The Groups provide an opportunity for local people to participate in dramatic art, flower arranging, playing badminton and bridge. They each manage their own affairs within the framework set by the constitution and the rules.
9. The Executive is responsible for the day to day running of the Association and comprises:
  - the Secretary who is secretary to the board of trustees and the Hall Council and who is also, ex-officio, a trustee;
  - the Chairman of the Hall Council who is also, ex-officio, a trustee;
  - the Treasurer of the Hall Council;

- the Bookings Secretary who is responsible for looking after hirers of the Hall;
- the Hall Manager who is responsible for looking after the building;
- and the vice chair of the Hall Council.

### Performance and achievement

10. Our charitable requirement is to serve the local community. We estimate we have between 40,000 and 50,000 people through our doors each year and we see that as a sign of considerable success. We have three types of user:
- By making space available for local groups to hire rooms in the Hall for their own use. We have about 25 groups of regular users who account for more than half our income. In this way, we are very much at the centre of the local community. We maintain regular contact with these groups, many of which cater for young people or the elderly.
  - We also allow for occasional hires for activities such as children's parties and wedding receptions. They account for about 5% of our income. This group of users also includes services such as the blood transfusion service and use of the hall for local and national elections and those uses are given a high priority.
  - We have four groups that form the basis of our membership. They account for slightly less than 40% of our income. The groups provide for local people to participate in amateur dramatics, floral art, badminton and playing bridge. All those activities help people to stay either physically or mentally fit.

### Management of risk

11. We continue to address the following risks. We have improved our control of all these risks over the past year. We have strategies to deal with all these risks.
- Insufficient funds to continue to operate.
  - Ineffective financial control.
  - Breach of trust.
  - The building fails to meet building standards.

### Finance

12. We manage our finances and produce accounts with three aims in mind:
- To show that there is no improper use of our funds;
  - To show that our funds are used predominantly to achieve our charitable object;
  - To show that we remain a going concern as regards our financial viability.
13. Our main banker is NatWest . We also have a COIF account (Charities Official Investment Fund), which is our only investment. We retain no professional advisers, and our trustees receive no payment for their services beyond reimbursement for matters like postage stamps nor did any trustee have any dealings with the charity during the year.
14. We estimate that less than 1% of our expenditure goes on non-charitable activities. We spend nothing on advertising and the costs associated with our general meetings are minimal. We have an accounts system, based on Excel, that holds a ledger for our current account. Our full accounts are based on receipts and payments, not accruals, and are compiled by type of expenditure – wages, premises, utilities etc. These

accounts identify separately any transactions related to insurance matters. The full accounts also identify separately, subscriptions paid by members of the association to their respective groups. We make small donations to other charities having an objective consistent with that of ours - serving a local community.

15. Our accountancy principles do not depreciate our assets. Instead, we manage our finances to allow us to keep our assets in good order. That policy is the basis of our future financial planning as part of the process we identify the likelihood of various parts of the building requiring repair or replacement in the foreseeable future and we seek to ensure that our balances are sufficient to cover those likelihoods. A later paragraph reports on how we are progressing towards that objective. That policy also covers the way the four groups manage their assets. It is this requirement – very much related to our need to remain a going concern – that we find most difficult to achieve. As a charity that provides space for local groups, we must keep our rental rates as low as possible. It is difficult to reconcile that aim with the requirement to build reserves that will allow us to meet the cost of major maintenance items.
16. Members of the Association make a substantial contribution to running the charity. Most of that work is through running the four component groups that are the backbone of the charity. We cannot make an accurate estimate of what that work would cost but at the levels of the minimum wage we estimate it would cost us at least £10,000 each year.

## Finance Summary 2024 to 2025

Income & Expenditure 2024to 25	Total
<b>Income</b>	
Group Income	11,456.52
Regular User Income	28,537.81
Other Income	8,946.72
Key Deposit	38.00
<b>Income Total</b>	<b>48,903.05</b>

<b>Expenditure</b>	
Utilities	9,253.69
Staff Costs	13,036.31
Other	7,975.16
<b>Expenditure Total</b>	<b>30,265.16</b>

<b>Profit/Loss</b>	<b>18,637.89</b>
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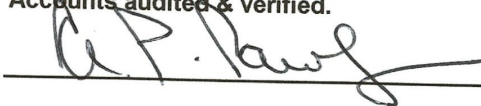
## RHIWBINA MEMORIAL AND COMMUNITY HALL

Income & Expenditure for the year ended 31/03/25	Total
	£
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Accounts audited & verified.



Alun Parry Rawlins FCA  
ICAEW Membership Number 7101430

5 Clos Brynderi  
Rhiwbina  
Cardiff  
CF14 6NN

26/09/2025

**RHIWBINA MEMORIAL HALL AND COMMUNITY ASSOCIATION**

England & Wales - Charity number 1161074

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# Accounts

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# **Rhiwbina Memorial Hall and Community Association registration number 1161074**

## **Trustees report for 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024**

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### Management of risk

11. We continue to address the following risks. We have improved our control of all these risks over the past year. We have strategies to deal with all these risks.

- Covid 19 pandemic - The Hall has been risk assessed and has returned to pre-pandemic activity in line with Welsh Government advice.
- Insufficient funds to continue to operate.
- Ineffective financial control.
- Breach of trust.
- The building fails to meet building standards.

### Finance

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- To show that there is no improper use of our funds;
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15. Our accountancy principles do not depreciate our assets. Instead, we manage our finances to allow us to keep our assets in good order. That policy is the basis of our future financial planning as part of the process we identify the likelihood of various parts of the building requiring repair or replacement in the foreseeable future and we seek to ensure that our balances are sufficient to cover those likelihoods. A later paragraph reports on how we are progressing towards that objective. That policy also covers the way the four groups manage their assets. It is this requirement - very much related to our need to remain a going concern - that we find most difficult to achieve. As a charity that provides space for local groups, we must keep our rental rates as low as possible. It is difficult to reconcile that aim with the requirement to build reserves that will allow us to meet the cost of major maintenance items.
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## APPENDIX ONE

### RHIWBINA MEMORIAL HALL ASSOCIATION

Financial Statement April 2023 – March 2024

<b>Income &amp; Expenditure 2023 to 24</b>	<b>Total</b>
<b>Income</b>	
Group Income	11,979.81
Regular User Income	24,209.71
Other Income	7,050.25
Key Deposit	40.00
<b>Income Total</b>	<b>43,279. 77</b>

<b>Expenditure</b>	
Utilities	13,296.07
Staff Costs	11,894.44
Other	7,421.90
<b>Expenditure Total</b>	<b>32,612. 41</b>

<b>Profit/Loss</b>	<b>10,667. 36</b>
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<b>Income &amp; Expenditure 20Total</b>	
<b>Income</b>	
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Regular User Income	24,209.71
Other Income	7,050.25
Key Deposit	40.00
<b>Income Total</b>	<b>###</b>

<b>Expenditure</b>	
Utilities	13,296.07
Staff Costs	11,894.44
Other	7,421.90
<b>Expenditure Total</b>	<b>###</b>

<b>Profit/Loss</b>	<b>###</b>
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<b>Income &amp; Expenditure 20</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>
<b>Income</b>						
Group Income		1,271.81	2,000.00	1,893.00	79.50	79.50
Regular User Income	1,438.03	2,258.26	1,896.63	1,441.93	1,325.82	1,442.65
Other Income	482.50	395.50	370.00	883.50	75.00	479.25
Key Deposit		20.00				
<b>Income Total</b>	<b>###</b>	<b>###</b>	<b>###</b>	<b>###</b>	<b>###</b>	<b>###</b>

<b>Expenditure</b>						
Utilities	881.59	865.57	603.18	514.18	2,230.03	2,187.68
Staff Costs	1,154.00	1,124.00	636.00	1,154.00	1,124.00	424.00
Other	756.39	2,281.74	184.96	306.39	891.23	131.23
<b>Expenditure Total</b>	<b>###</b>	<b>###</b>	<b>###</b>	<b>###</b>	<b>###</b>	<b>###</b>

<b>Profit/Loss</b>	<b>871.45</b>	<b>325.74</b>	<b>###</b>	<b>###</b>	<b>###</b>	<b>741.51</b>
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October	November	December	January	February	March	Total
1,052.50	1,611.50	79.50	1,625.00	813.00	1,474.50	11,979.81
2,354.50	2,498.50	2,318.25	2,634.14	2,307.25	2,293.75	24,209.71
966.50	832.50	763.50	818.00	584.00	400.00	7,050.25
					20.00	40.00
###	###	###	###	###	###	###

481.52	1,033.87	1,106.27	1,071.19	1,097.68	1,223.31	13,296.07
1,175.50	1,624.00	736.00	1,215.94	1,124.00	403.00	11,894.44
307.62	11.23	1,784.97	307.62	233.23	225.29	7,421.90
###	###	###	###	###	###	###

###	###	<b>465.99</b>	###	###	###	###
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Income & Expenditure 2023 to	Category	April	May	June	July	August	September	October	November	December	January	February	March	Total
<b>Income</b>														
Bridge	Group Income			2,000.00	411.00			100.00	659.00		659.00			3,829.00
Bridge Capitation	Group Income												1,395.00	1,395.00
RATS	Group Income	1,271.81						873.00	873.00		436.50	103.50		3,557.81
RATS Capitation	Group Income											630.00		630.00
Badminton	Group Income				1287									1,287.00
Badminton Capitation	Group Income				195									195.00
Floral Arts Society	Group Income					79.50	79.50	79.50	79.50	79.50	79.50	79.50	79.50	636.00
Floral Arts Capitation	Group Income									450.00				450.00
Fencing	Regular User Inc	169.13	169.13	169.13	169.13	103.82	196.00	196.00	196.00	196.00	196.00	196.00	196.00	2,152.34
Cheerstars	Regular User Income					537.00					697.50			1,234.50
Gap Arts and Crafts Ceri Williams	Regular User Income		492.87						1,275.00		402.39			2,688.26
Art Group Glenys Rowlands	Regular User Income		140.00					170.00				170.00		480.00
Cardiff School of Self Defence Je	Regular User Income	169.50			348.00	154.50		315.00				522.00		1,509.00
Baby and U, C Seymour	Regular User Income													-
Performing Arts School S Scale	Regular User Income		248.00	588.00				417.00		850.00		350.00	364.00	2,817.00
Irish Dance MM Spencer	Regular User Inc	79.75	116.00	116.00	94.25		144.00	135.00	135.00	72.00	63.00		108.00	1,063.00
Yoga & Pilates Jan Wilkins	Regular User Income													-
Workout, Sharon Ellis	Regular User Inc	101.50	101.50	87.00	116.00		306.00	162.00	36.00		270.00	126.00	126.00	1,432.00
Erasmouse Theatre Company	Regular User Income			250.00	250.00				300.00	250.00				1,050.00
Maggie Beecher - Otango	Regular User Income		192.00		50.00	192.00		240.75				208.00		882.75
Ruth Brown Loose Boots	Regular User Inc	43.50		43.50	43.50	43.50		46.00						220.00
Ballet. L Meggit	Regular User Inc	87.50												87.50
Women's Institute	Regular User Income		75.00				247.50							322.50
French Lessons	Regular User Income							90.00	240.00					330.00
Rebecca Phillips Age Concern Ta	Regular User Inc	108.75	239.25					135.00		270.00	153.00	126.00	126.00	1,158.00
Magic and dance, H. Glover	Regular User Inc	43.50		65.25		36.00	45.00	54.00	27.00		36.00		63.00	369.75
Circle Dance Shirley Stansfield	Regular User Inc	107.50		174.00		87.00		135.00		216.00		135.00		854.50
E Daw Body tone Class	Regular User Inc	84.00		56.00	28.00	28.00							75.00	271.00
G Smith Extend	Regular User Income			125.00		87.50			120.00	90.00				422.50
Misc Hall Hire	Other Income	482.50	395.50	370.00	883.50	75.00	479.25	966.50	832.50	763.50	818.00	584.00	400.00	7,050.25
Karate SC Pillar	Regular User Inc	67.50	101.25	78.75	78.75		76.50	114.75	25.50	76.50	89.25	89.25	76.50	874.50
Collier Wonderland Dance	Regular User Inc	401.40	69.76		120.30		196.15			153.75	205.00	205.00	461.25	1,812.61
Grace Communion International	Regular User Inc	144.00	144.00	144.00	144.00	144.00	144.00	144.00	144.00	144.00	522.00	180.00	180.00	2,178.00
Misc Income	Other Income													-
Key Deposit	Key Deposit		20.00										20.00	40.00
<b>Income Total</b>		<b>1,920.53</b>	<b>3,945.57</b>	<b>4,266.63</b>	<b>4,218.43</b>	<b>1,480.32</b>	<b>2,001.40</b>	<b>4,373.50</b>	<b>4,942.50</b>	<b>3,161.25</b>	<b>5,077.14</b>	<b>3,704.25</b>	<b>4,188.25</b>	<b>###</b>
<b>Expenditure</b>														
Gas	Utilities	411.90	330.68	155.94	136.64	144.08	80.10	122.07	358.73	493.13	494.68	549.89	496.54	3,774.38
Electricity	Utilities	187.32	140.32	127.87	57.48	37.41	38.57	49.80	292.86	284.34	267.97	331.05	303.10	2,118.09
Water	Utilities	109.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	472.00
Boiler	Utilities	33.00	35.50	35.50	35.50	1,775.50	1,775.50	35.50	35.50	35.50	35.50	35.50	35.50	3,903.50
BT Internet	Utilities	55.12	61.24	61.24	61.24	61.24	61.24	61.24	61.24	61.24	61.24	61.24	61.24	728.76
Hall Manager	Staff Costs		700.00			700.00		751.50	1,200.00	50.00		700.00		4,101.50
Cleaner	Staff Costs	424.00	424.00	636.00	424.00	424.00	424.00	424.00	424.00	636.00	424.00	424.00	403.00	5,491.00
Cleaning Materials + Cathedral Leas	Other	296.39			296.39			296.39				296.39		1,214.62
Booking - Carol Davies	Staff Costs	730.00			730.00					50.00	791.94			2,301.94
Hall Maintenance	Other	450.00	117.00	174.96		880.00	120.00			889.00		222.00	185.00	3,037.96
Mobile phone	Other	10.00	10.00	10.00	10.00	11.23	11.23	11.23	11.23	11.23	11.23	11.23	11.23	129.84
Insurance	Other		2,154.74											2,154.74
Music License	Other									884.74				884.74
Cardiff Council Refuse	Utilities	85.25	264.83	189.63	190.32	178.80	199.27	179.91	252.54	199.06	178.80	87.00	293.93	2,299.34
<b>Expenditure Total</b>		<b>2,791.98</b>	<b>4,271.31</b>	<b>1,424.14</b>	<b>1,974.57</b>	<b>4,245.26</b>	<b>2,742.91</b>	<b>1,964.64</b>	<b>2,669.10</b>	<b>3,627.24</b>	<b>2,594.75</b>	<b>2,454.91</b>	<b>1,851.60</b>	<b>###</b>
<b>Profit/Loss</b>		<b>871.45</b>	<b>325.74</b>	<b>2,842.49</b>	<b>2,243.86</b>	<b>2,764.94</b>	<b>741.51</b>	<b>2,408.86</b>	<b>2,273.40</b>	<b>465.99</b>	<b>2,482.39</b>	<b>1,249.34</b>	<b>2,336.65</b>	<b>10,667.36</b>

Cumulative -871.45 -1,197.19 1,645.30 3,889.16 1,124.22 382.71 2,791.57 5,064.97 4,598.98 7,081.37 8,330.71 10,667.36

Bank Statement 1/4/2023  
23,629.74 22,758.29 22,432.55 25,275.04 27,518.90 24,753.96 24,012.45 26,421.31 28,694.71 28,228.72 30,711.11 31,960.45 34,297.10 10,667.36



## RHIWBINA MEMORIAL AND COMMUNITY HALL

<b>Income &amp; Expenditure for the year ended 31/03/24</b>	<b>Total</b>
	<b>£</b>
<b>Income</b>	
Group Income	11,979.81
Regular User Income	24,209.71
Other Income	7,050.25
Key Deposit	40.00
<b>Income Total</b>	<b>43,279.77</b>

<b>Expenditure</b>	
Utilities	13,296.07
Staff Costs	11,894.44
Other	7,421.90
<b>Expenditure Total</b>	<b>32,612.41</b>

<b>Profit/Loss</b>	<b>10,667.36</b>
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Accounts audited & verified.



Alun Parry Rawlins FCA  
ICAEW Membership Number 7101430

5 Clos Brynderi  
Rhiwbina  
Cardiff  
CF14 6NN

01/09/2024

**RHIWBINA MEMORIAL HALL AND COMMUNITY ASSOCIATION**

England & Wales - Charity number 1161074

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# Accounts

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# **Rhiwbina Memorial Hall and Community Association registration number 1161074**

## **Trustees report for 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

### Introduction

1. The charity changed its status from an unincorporated body to a Charitable Incorporated Organisation (CIO) in April 2015 and assumed the assets of the previous charity in July 2016, which at that point was wound up. This report has been drafted in accord with SORP FRSSE. The report has been compiled so that it is consistent, as far as possible, with reports for previous years. Much of the report is unchanged from the previous year. The paragraphs containing significant changes are limited to:
  - Para 5 concerning our trustees.
  - Financial summary appended.
2. There is no independent examiners report attached.

### Object

3. Our object is “to maintain and manage the Rhiwbina Memorial Hall for activities promoted by the Association in furtherance of the undermentioned objectives or any of them and to promote the well-being of the community residents in Rhiwbina by associating the residents and sympathisers in a common effort to further health, to advance education, to provide facilities for physical and mental training and recreation, and social, moral and intellectual development, and to foster a community spirit for the achievement of these and other charitable objects.”

### Governance

4. Our constitution is based upon the Charity Commission model for a CIO with additional voting members. The Charity Commission approved this constitution on 26th March 2015 and the new charity became operational from 1<sup>st</sup> April 2015.
5. As of 31<sup>st</sup> March 2023, we had eight trustees, although the constitution allows this to vary up or down slightly. They are Lucy Chiplin (RATS), Ann Bean (Floral Society), Christine Cleaver (Bridge Club), Maryon Philpot (Badminton Club) Suzanne Pearson-Scale (Independent), Amin Rashid (Independent). The ex officio trustees are John Wake, Chair of the Hall Council and Gill O'Keeffe, secretary to the Association.
6. The trustees delegate all their powers to other people or groups, although they can rescind those delegations at any time and without notice if they feel the delegated powers are being abused. The delegations are to the Hall Council, the Groups and the Executive. The trustees however meet as a body at least once each year, and additionally to consider any matter that requires their specific consideration.
7. The Hall Council comprises all the trustees, two representatives of each group and the Executive. There is provision within the rules for additional members having specific abilities, although we have no such additional members of the Hall Council currently. The Hall Council determines, within its delegated powers, policy and priorities. It also oversees the work of the Executive and the four groups.
8. The Groups provide an opportunity for local people to participate in dramatic art, flower arranging, playing badminton and bridge. They each manage their own affairs within the framework set by the constitution and the rules.
9. The Executive is responsible for the day to day running of the Association and comprises:

- the Secretary who is secretary to the board of trustees and the Hall Council and who is also, ex-officio, a trustee;
- the Chairman of the Hall Council who is also, ex-officio, a trustee;
- the Treasurer of the Hall Council;
- the Bookings Secretary who is responsible for looking after hirers of the Hall;
- the Hall Manager who is responsible for looking after the building;
- and the vice chair of the Hall Council.

### Performance and achievement

10. Our charitable requirement is to serve the local community. We estimate we have between 40,000 and 50,000 people through our doors each year and we see that as a sign of considerable success. We have three types of user:

- By making space available for local groups to hire rooms in the Hall for their own use. We have about 25 groups of regular users who account for more than half our income. In this way, we are very much at the centre of the local community. We maintain regular contact with these groups, many of which cater for young people or the elderly.
- We also allow for occasional hires for activities such as children's parties and wedding receptions. They account for about 5% of our income. This group of users also includes services such as the blood transfusion service and use of the hall for local and national elections and those uses are given a high priority.
- We have four groups that form the basis of our membership. They account for slightly less than 40% of our income. The groups provide for local people to participate in amateur dramatics, floral art, badminton and playing bridge. All those activities help people to stay either physically or mentally fit.

### Management of risk

11. We continue to address the following risks. We have improved our control of all these risks over the past year. We have strategies to deal with all these risks.

- Covid 19 pandemic - The Hall has been risk assessed and has returned to pre-pandemic activity in line with Welsh Government advice.
- Insufficient funds to continue to operate.
- Ineffective financial control.
- Breach of trust.
- The building fails to meet building standards.

### Finance

12. We manage our finances and produce accounts with three aims in mind:

- To show that there is no improper use of our funds;
- To show that our funds are used predominantly to achieve our charitable object;
- To show that we remain a going concern as regards our financial viability.

13. Our main banker is NatWest. We also have a COIF account (Charities Official Investment Fund), which is our only investment. We retain no professional advisers and our trustees receive no payment for their services beyond reimbursement for

matters like postage stamps nor did any trustee have any dealings with the charity during the year.

14. We estimate that less than 1% of our expenditure goes on non-charitable activities. We spend nothing on advertising and the costs associated with our general meetings are minimal. We have an accounts system, based on Excel, that holds a ledger for our current account. Our full accounts are based on receipts and payments, not accruals, and are compiled by type of expenditure - wages, premises, utilities etc. These accounts identify separately any transactions related to insurance matters. The full accounts also identify separately, subscriptions paid by members of the association to their respective groups. We make small donations to a total of about £150 to other charities having an objective consistent with that of ours - serving a local community.
15. Our accountancy principles do not depreciate our assets. Instead, we manage our finances to allow us to keep our assets in good order. That policy is the basis of our future financial planning as part of the process we identify the likelihood of various parts of the building requiring repair or replacement in the foreseeable future and we seek to ensure that our balances are sufficient to cover those likelihoods. A later paragraph reports on how we are progressing towards that objective. That policy also covers the way the four groups manage their assets. It is this requirement - very much related to our need to remain a going concern - that we find most difficult to achieve. As a charity that provides space for local groups, we must keep our rental rates as low as possible. It is difficult to reconcile that aim with the requirement to build reserves that will allow us to meet the cost of major maintenance items.
16. Members of the Association make a substantial contribution to running the charity. Most of that work is through running the four component groups that are the backbone of the charity. We cannot make an accurate estimate of what that work would cost but at the levels of the minimum wage we estimate it would cost us at least £10,000 each year.

## APPENDIX ONE

### RHIWBINA MEMORIAL HALL ASSOCIATION

Financial Statement April 2022 – March 2023

<b>Income &amp; Expenditure 2022 to 23</b>	<b>Total</b>
<b>Income</b>	
Group Income	12,453.55
Regular User Income	24,341.00
Other Income	5,117.25
Key Deposit	20.00
<b>Income Total</b>	<b>41,931.80</b>
<b>Expenditure</b>	
Utilities	9,289.62
Staff Costs	13,352.00
Other	9,513.11
<b>Expenditure Total</b>	<b>32,154.73</b>
<b>Profit/Loss</b>	<b>9,777.07</b>

Bank Statement 1st April 2023 - **£23,629.74**



**RHIWBINA MEMORIAL HALL AND COMMUNITY ASSOCIATION**

England & Wales - Charity number 1161074

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# Accounts

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**Rhiwbina Memorial Hall and Community Association registration number 1161074**  
**Trustees report for 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022**

Introduction

1. The charity changed its status from an unincorporated body to a Charitable Incorporated Organisation (CIO) in April 2015 and assumed the assets of the previous charity in July 2016, which at that point was wound up. This report has been drafted in accord with SORP FRSSE. The report has been compiled so that it is consistent, as far as possible, with reports for previous years. Much of the report is unchanged from the previous year. The paragraphs containing significant changes are limited to:
  - Para 5 concerning our trustees.
  - Para 11 that summarises the main events of the past year.
  - Financial summary appended
2. There is no independent examiners report attached (our income is below the CC requirement).

Object

3. Our object is “to maintain and manage the Rhiwbina Memorial Hall for activities promoted by the Association in furtherance of the undermentioned objectives or any of them and to promote the well-being of the community residents in Rhiwbina by associating the residents and sympathisers in a common effort to further health, to advance education, to provide facilities for physical and mental training and recreation, and social, moral and intellectual development, and to foster a community spirit for the achievement of these and other charitable objects.”

Governance

4. Our constitution is based upon the Charity Commission model for a CIO with additional voting members. The Charity Commission approved this constitution on 26th March 2015 and the new charity became operational from 1<sup>st</sup> April 2015.
5. As of 31<sup>st</sup> March 2022, we had eight trustees, although the constitution allows this to vary up or down slightly. They are Alex Brent (RATS), Ann Bean (Floral Society), David Mort (Bridge Club), Maryon Philpot (Badminton Club) Suzanne Pearson-Scale (Independent), Amin Rashid (Independent). The ex officio trustees are Daniel Collier-Roberts, Chair of the Hall Council and Gill O'Keeffe, secretary to the Association.
6. The trustees delegate all their powers to other people or groups, although they can rescind those delegations at any time and without notice if they feel the delegated powers are being abused. The delegations are to the Hall Council, the Groups and the Executive. The trustees however meet as a body at least once each year, and additionally to consider any matter that requires their specific consideration.
7. The Hall Council comprises all the trustees, two representatives of each group and the Executive. There is provision within the rules for additional members having specific abilities, although we have no such additional members of the Hall Council currently. The Hall Council determines, within its delegated powers, policy and priorities. It also oversees the work of the Executive and the four groups.
8. The Groups provide an opportunity for local people to participate in dramatic art, flower arranging, playing badminton and bridge. They each manage their own affairs within the framework set by the constitution and the rules.
9. The Executive is responsible for the day to day running of the Association and comprises:
  - the Secretary who is secretary to the board of trustees and the Hall Council and who is also, ex-officio, a trustee;

- the Chairman of the Hall Council who is also, ex-officio, a trustee;
- the Treasurer of the Hall Council;
- the Bookings Secretary who is responsible for looking after hirers of the Hall;
- the Hall Manager who is responsible for looking after the building;
- and the vice chair of the Hall Council.

### Performance and achievement

10. Our charitable requirement is to serve the local community. We estimate we have between 40,000 and 50,000 people through our doors each year and we see that as a sign of considerable success. We have three types of user:
- By making space available for local groups to hire rooms in the Hall for their own use. We have about 25 groups of regular users who account for more than half our income. In this way, we are very much at the centre of the local community. We maintain regular contact with these groups, many of which cater for young people or the elderly.
  - We also allow for occasional hires for activities such as children's parties and wedding receptions. They account for about 5% of our income. This group of users also includes services such as the blood transfusion service and use of the hall for local and national elections and those uses are given a high priority.
  - We have four groups that form the basis of our membership. They account for slightly less than 40% of our income. The groups provide for local people to participate in amateur dramatics, floral art, badminton and playing bridge. All those activities help people to stay either physically or mentally fit.

### Management of risk

11. We continue to address the following risks. We have improved our control of all these risks over the past year. We have strategies to deal with all these risks.
- Covid 19 pandemic – The Hall has been risk assessed and has returned to near pre-pandemic activity in line with Welsh Government advice.
  - Insufficient funds to continue to operate. Thanks to several rounds of successful grant applications to the Arts Council of Wales Cultural Recovery Fund, RATS have been able to support the Hall with donations in lieu of payment of their fees.
  - Ineffective financial control.
  - Breach of trust.
  - The building fails to meet building standards.

### Finance

12. We manage our finances and produce accounts with three aims in mind:
- To show that there is no improper use of our funds;
  - To show that our funds are used predominantly to achieve our charitable object;
  - To show that we remain a going concern as regards our financial viability.

13. Our main banker is NatWest . We also have a COIF account (Charities Official Investment Fund), which is our only investment. We retain no professional advisers and our trustees receive no payment for their services beyond reimbursement for matters like postage stamps nor did any trustee have any dealings with the charity during the year.
14. We estimate that less than 1% of our expenditure goes on non-charitable activities. We spend nothing on advertising and the costs associated with our general meetings are minimal. We have an accounts system, based on Excel, that holds a ledger for our current account. Our full accounts are based on receipts and payments, not accruals, and are compiled by type of expenditure – wages, premises, utilities etc. These accounts identify separately any transactions related to insurance matters. The full accounts also identify separately, subscriptions paid by members of the association to their respective groups. We make small donations to a total of about £150 to other charities having an objective consistent with that of ours - serving a local community.
15. Our accountancy principles do not depreciate our assets. Instead we manage our finances to allow us to keep our assets in good order. That policy is the basis of our future financial planning; as part of the process we identify the likelihood of various parts of the building requiring repair or replacement in the foreseeable future and we seek to ensure that our balances are sufficient to cover those likelihoods. A later paragraph reports on how we are progressing towards that objective. That policy also covers the way the four groups manage their assets. It is this requirement – very much related to our need to remain a going concern – that we find most difficult to achieve. As a charity that provides space for local groups, we must keep our rental rates as low as possible. It is difficult to reconcile that aim with the requirement to build reserves that will allow us to meet the cost of major maintenance items.
16. Members of the Association make a substantial contribution to running the charity. Most of that work is through running the four component groups that are the backbone of the charity. We cannot make an accurate estimate of what that work would cost but at the levels of the minimum wage we estimate it would cost us at least £10,000 each year.

## RHIWBINA MEMORIAL HALL ASSOCIATION

Financial Statement April 2021 – March 2022

Income & Expenditure 2021/22	Total
<b>Income</b>	
Bridge	665.00
RATS	7960.90
Badminton	1,445.00
Floral Arts Society	258.87
Fencing	1,192.31
Cheerleading	1,141.00
GAP Arts & Craft Ceri Williams	1,510.58
Art Group Glenys Rowlands	460.00
Cardiff School of Self Defence	1,084.00
Sharon Ellis Workout	1,297.00
Performing Arts School S Scale	3,563.00
Irish Dance MM Spencer	784.00
Yoga & Pilates Jan Wilkins	564.00
Erasmoose Theatre Company	890.00
Diane Phelps Yoga	213.00
Circle Dance Shirley Stansfield	588.00
E Daw Body tone Class	140.00
G Smith Extend	48.00
Misc Hall Hire	4,498.62
Karate SC Pillar	398.00
SupaStrikers Cardiff	666.00
Collier World Dance	950.58
Grace Communion International	1,656.00
Misc Income	3,250.00
<b>INCOME TOTAL</b>	<b>35,223.86</b>
<b>Expenditure</b>	
Council Tax	
Gas	3,591.48
Electricity	1,345.38
Water	915.00
Boiler	188.86
Hall Manager	4,250.00
Cleaner	4,982.00
Cleaning Materials & Cathedral Leasing	3,288.07
Booking – Carol Davies	2,150.00
Hall Maintenance	1,895.01
Mobile Phone	159.00
Insurance	2,639.72
Music License	707.78
Cardiff Council Refuse	875.42
<b>EXPENDITURE TOTAL</b>	<b>26,987.72</b>
<b>PROFIT/LOSS</b>	<b>8,236.14</b>
BANK STATEMENT @ 1/4/2021      5,616.53	8,236.14

**RHIWBINA MEMORIAL HALL AND COMMUNITY ASSOCIATION**

England & Wales - Charity number 1161074

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# Accounts

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**Rhiwbina Memorial Hall and Community Association registration number 1161074**  
**Trustees report for 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021**

Introduction

1. The charity changed its status from an unincorporated body to a charitable incorporated organisation in April 2015 and assumed the assets of the previous charity in July 2016, which at that point was wound up. This report has been drafted in accord with SORP FRSSE. The report has been compiled so that it is consistent, as far as possible, with reports for previous years. Much of the report is unchanged from the previous year. The paragraphs containing significant changes are limited to:
  - Para 5 concerning our trustees.
  - Para 11 that summarises the main events of the past year.
  - Financial summary appended
2. The independent examiners report is attached.

Object

3. Our object is “to maintain and manage the Rhiwbina Memorial Hall for activities promoted by the Association in furtherance of the undermentioned objectives or any of them and to promote the well-being of the community residents in Rhiwbina by associating the residents and sympathisers in a common effort to further health, to advance education, to provide facilities for physical and mental training and recreation, and social, moral and intellectual development, and to foster a community spirit for the achievement of these and other charitable objects.”

Governance

4. Our constitution is based upon the Charity Commission model for a charitable incorporated organisation (CIO) with additional voting members. The Charity Commission approved this constitution on 26th March 2015 and the new charity became operational from 1<sup>st</sup> April 2015.
5. As of 31<sup>st</sup> March 2021, we had eight trustees, although the constitution allows this to vary up or down slightly. They are Jeff Champney-Smith (RATS) chair of trustees, Bernice Leonard (Floral Society), David Mort (Bridge Club), Maryon Philpot (Badminton Club) Suzanne Pearson-Scale (Independent), Amin Rashid (Independent). The ex officio trustees are; Daniel Collier-Roberts, chair of the Hall Council and Gill O'Keefe, secretary to the Association.
6. The trustees delegate all their powers to other people or groups, although they can rescind those delegations at any time and without notice if they feel the delegated powers are being abused. The delegations are to the Hall Council, the Groups and the Executive. The trustees however meet as a body at least once each year, and additionally to consider any matter that requires their specific consideration.
7. The Hall Council comprises all the trustees, two representatives of each group and the Executive. There is provision within the rules for additional members having specific abilities, although we have no such additional members of the Hall Council at this time. The Hall Council determines, within its delegated powers, policy and priorities. It also oversees the work of the Executive and the four groups.
8. The Groups provide an opportunity for local people to participate in dramatic art, flower arranging, playing badminton and bridge. They each manage their own affairs within the framework set by the constitution and the rules.
9. The Executive is responsible for the day to day running of the Association and comprises:

- the Secretary who is secretary to the board of trustees and the Hall Council and who is also, ex-officio, a trustee;
- the Chairman of the Hall Council who is also, ex-officio, a trustee;
- the Treasurer of the hall Council;
- the Bookings Secretary who is responsible for looking after hirers of the Hall;
- the Hall Manager who is responsible for looking after the building;
- and the vice chair of the Hall Council.

### Performance and achievement

10. Our charitable requirement is to serve the local community. We estimate we have between 40,000 and 50,000 people through our doors each year and we see that as a sign of considerable success. We have three types of user:

- By making space available for local groups to hire rooms in the Hall for their own use. We have about 25 groups of regular users who account for more than half our income. In this way, we are very much at the centre of the local community. We maintain regular contact with these groups, many of which cater for young people or the elderly.
- We also allow for occasional hires for activities such as children's parties and wedding receptions. They account for about 5% of our income. This group of users also includes services such as the blood transfusion service and use of the hall for local and national elections and those uses are given a high priority.
- We have four groups that form the basis of our membership. They account for slightly less than 40% of our income. The groups provide for local people to participate in amateur dramatics, floral art, badminton and playing bridge. All those activities help people to stay either physically or mentally fit.

### Management of risk

11. We continue to address the following risks. We have improved our control of all these risks over the past year. We have strategies to deal with all these risks.

- Covid 19 pandemic – The Hall has been risk assessed and has returned to limited activity in line with Welsh Government advice.
- Insufficient funds to continue to operate. Thanks to several rounds of successful grant applications to the Arts Council of Wales Cultural Recovery Fund, RATS have been able to support the hall with donations in lieu of payment of their fees.
- Failure to address the safety needs of our users.
- Ineffective financial control.
- Breach of trust.
- The building fails to meet building standards.

### Finance

12. We manage our finances and produce accounts with three aims in mind:

- To show that there is no improper use of our funds;
- To show that our funds are used predominantly to achieve our charitable object;

- To show that we remain a going concern as regards our financial viability.
13. Our main banker is NatWest . We also have a COIF account (Charities Official Investment Fund), which is our only investment. We retain no professional advisers and our trustees receive no payment for their services beyond reimbursement for matters like postage stamps nor did any trustee have any dealings with the charity during the year.
  14. We estimate that less than 1% of our expenditure goes on non-charitable activities. The largest single item we can identify of that kind is our payment to our independent examiner. We spend nothing on advertising and the costs associated with our general meetings are minimal. We have an accounts system, based on Excel, that holds a ledger for our current account. Our full accounts are based on receipts and payments, not accruals, and are compiled by type of expenditure – wages, premises, utilities etc. These accounts identify separately any transactions related to insurance matters. The full accounts also identify separately, subscriptions paid by members of the association to their respective groups. We make small donations to a total of about £150 to other charities having an objective consistent with that of ours - serving a local community.
  15. Our accountancy principles do not depreciate our assets. Instead we manage our finances to allow us to keep our assets in good order. That policy is the basis of our future financial planning; as part of the process we identify the likelihood of various parts of the building requiring repair or replacement in the foreseeable future and we seek to ensure that our balances are sufficient to cover those likelihoods. A later paragraph reports on how we are progressing towards that objective. That policy also covers the way the four groups manage their assets. It is this requirement – very much related to our need to remain a going concern – that we find most difficult to achieve. As a charity that provides space for local groups, we must keep our rental rates as low as possible. It is difficult to reconcile that aim with the requirement to build reserves that will allow us to meet the cost of major maintenance items.
  16. Members of the Association make a substantial contribution to running the charity. Most of that work is through running the four component groups that are the backbone of the charity. We cannot make an accurate estimate of what that work would cost but at the levels of the minimum wage we estimate it would cost us at least £10,000 each year.

# Summary for year 2020/21

<b>Balances</b>	
<b>At Start of Year</b>	
Hall Current Account	5,813.92
Hall Improvement Account	1.00
Hall COIF Deposit Account	10,492.09
<b>Total</b>	<b>16,307.01</b>
<b>At the end of year</b>	
Hall Current Account	5,616.53
Hall Improvement Account	1.00
Hall COIF Deposit Account	2.09
<b>Total</b>	<b>5,619.62</b>

<b>Assets</b>	
Hall Insurance Valuation	1,521,000.00
Hall Contents (estimate)	20,000.00
Badminton	100.00
Bridge	6,000.00
Floral Society	1,000.00
RATS	14,450.00
<b>TOTAL</b>	<b>1,562,550.00</b>

<b>Bank Statement 1/4/20</b>	<b>5,813.92</b>
Income	18,235.23
COIF	10,490.00
Expenditure	-28,922.62
<b>Bank statement at 31/3/21</b>	<b>5,616.53</b>

<b>Current Account</b>	
<b>Income</b>	
Transfer from COIF account	10,490.00
Bridge	2,055.00
RATS	6,476.13
Fencing	12.00
Cheerleading	774.85
GAP Arts & Craft	450.00
Cardiff School of Self Defense	398.00
Sharon's Workouts	195.00
Performing Arts School	501.00
Extend Exercise Class	24.00
Welsh Class	483.00
Hitachi	520.00
Collier NMA	459.50
Craft Fair Event	276.00
Misc Income	2,596.00
Arthur J Gallagher	1,105.25
Blood transfusion	250.00
Floral Society	665.00
Badminton	255.00
Income Unknown	739.50
<b>Total Income Less COIF</b>	<b>18,235.23</b>
<b>Expenditure</b>	
Council Tax	-
Gas	884.65
Electricity	1,938.59
Water	275.00
Boiler	323.76
Hall Manager	3,300.00
Cleaner	4,664.00
Cleaning Materials + Cathedral Leasing	2,910.00
Internet	351.60
Hall Maintenance	6,674.00
Accountant	480.00
P Allen Maint	2,346.00
Mobile phone	569.50
Insurance	3,643.18
Cardiff Council Refuse	189.94
Hall Master	164.40
Refunds given to Societies	208.00
<b>Total Expenditure</b>	<b>28,922.62</b>

-10,687.39

Comments:

- 1 We have no borrowings or creditors and we have no restricted income.
- 2 We have no debtors apart from small amounts of rent unpaid by hirers at the end of the financial year, such amounts to appear in our receipts and payments accounts for 2020-21.
- 3 The trustees have no financial dealings with the charity and have received no payments in the year.
- 4 COIF income is shown only in the COIF balances. The COIF account is our only investment.
- 5 The asset value of the Hall is its insured value. The charity holds the Hall for the sole purpose of meeting its charitable objective, that objective having been set when the charity was originally set up. The Hall cannot be used for any other purpose and it is therefore, in charity law, an endowment.
- 6 The Hall content and group asset values are estimates only of second hand sale value. They are not the value that would be submitted as part of insurance claim for a total loss of the building and all its contents, which is their replacement cost.
- 7 The total expenditure figure excludes the group payments for rental and capitation. This figure represents the total turnover of the charity, including its component groups.