

Rowlands Castle Parish Hall Charity (Reg. Charity No 1163499)

Trustee's Annual Report 2022

History and Background

By a constitution dated 18th May 2015 Rowlands Castle Parish Hall Charity was converted to Charitable Incorporated Organisation Foundation (Reg. No. 1163499) with the Rowlands Castle Parish Council as sole trustee.

Objectives

The objectives of the Charity are:

The advancement of education and the provision of facilities in the interests of social welfare for recreation and leisure time occupation without distinction of sex, sexual orientation race or of political, religious or other opinions, for the benefit of the residents of the Parish of Rowlands Castle and the neighbourhood, with the object of improving the conditions of life for such persons.

Management Committee

The routine running of the hall is devolved to a Management Committee. The Committee will consist of no more than 9 and no fewer than 5 members of which at least 2 will normally be Parish Councillors.

Councillor Bill Wilson resigned from the Parish Hall Management Committee in February 2022. He served on the Committee for many years and made an extremely valuable contribution in so many ways. At the same time, Jonathan Law, the Parish Hall Administrator also stepped down from his role. He too made an enormous contribution to the success of the Parish Hall and was widely known in the community as the person to go to for all Parish Hall issues. The Village owes much to the contribution of both of these long-standing members of the Parish Hall team.

The role of Parish Hall Administrator was reconfigured and advertised and Anita King took up the role in March 2022. Since her appointment, Anita has made a huge contribution in helping to maintain the efficient running of the hall and re-establishing its finances after the great difficulties of the Covid epidemic.

Chairman's 2022 Annual Report

This section sets out the main points relating to the operation of the Parish Hall in 2022.

1. When the Parish Hall re-opened after the Covid-19 break, many groups were able to restart including the WI, U3A, the Painting Society and the History Society, and the RVS was able to resume its monthly lunch clubs from September 2022. Some groups were unable to return: Zumba, Short Mat Bowls and RC Badminton, and the Parent and Toddler Group closed in July 2022.
2. Three new groups started in September 2022: Three Mermaids (home education), A Sense of Craft (a children's art and craft club) and Little City (a mobile role play for pre-schoolers).

3. Several brownie and guide groups from outside the local area have used the Parish Hall for over 20 years for residential stays, However following an external Fire and Safety Assessment, the Management Committee decided to withdraw overnight stays as a hire option; the cost of the adjustments required to meet current fire regulations and recommendations to ensure the safety of overnight residents was prohibitive. The groups affected by this decision were disappointed but understood the situation.
4. The incursion of golf balls into the garden has been a long-standing safety issue for the Parish Hall and the Golf Club. This has now been resolved with the installation of netting across the whole garden. We are grateful to the Golf Club for their considerable help in mitigating this risk, particularly to the children of the Montessori School.
5. In 2022, income increased to £25,536, compared to income of £10,034 in 2021 and pre-COVID income of £22,762 in 2019. The increase reflected the return to more normal operation of many of the Hall users and was also helped by a most welcome grant of £5,000 from Rowlands Castle Parish Council, to help with the considerable loss of income during 2021. The Parish Council also generously agreed to cover the cost of the Hall Administrator for the first year.
6. The Income and Expenditure Account for 2022 shows a surplus of £6,520 compared with a deficit of £17,823 for 2021, a difference of £24,073. This resulted not only from the additional income but also a reduction in expenditure of £8,751 compared to the previous year.
7. Significant items of capital expenditure included a further payment of £1,944 for the magnetic locking system and £428 for crockery for the new kitchenette. Maintenance and repair costs included a new control Panel (£342), heating thermostats (£540) and the replacement of fire alarm batteries (£751). As a result, the cash balances over the year increased from £14,445 to £20,965. This leaves us in a satisfactory position moving forwards.



Cllr Chris Stanley

Chairman of Rowlands Castle Parish Council

ROWLANDS CASTLE PARISH HALL
MANAGEMENT COMMITTEE

Accounts

31 December 2022

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MANAGEMENT COMMITTEE
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Report to the trustees
of ROWLANDS CASTLE PARISH HALL MANAGEMENT COMMITTEE
On accounts for the year ended 31 December 2022

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) **and that an independent examination is needed.**

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Martin Cornish FFA
Accountants

32 Castle Road
Rowlands Castle
Hampshire
PO9 6AS

8 September 2023

**ROWLANDS CASTLE PARISH HALL
MANAGEMENT COMMITTEE
Balance Sheet
as at 31 December 2022**

	Notes	2022 £	2021 £
Fixed assets			
Parish Hall building	114,960	114,960	
Lighting upgrade	<u>4,582</u>	<u>119,542</u>	<u>119,542</u>
Fixtures and fittings		<u>2,611</u>	<u>2,611</u>
		122,153	122,153
Current assets			
Bank/building society balances	<u>20,965</u>	<u>14,445</u>	
	20,965	14,445	
Net current assets		20,965	14,445
Net assets		<u>143,118</u>	<u>136,598</u>
Financed by:			
Capital account			
Balance at start of period		136,598	154,421
Net profit/(loss)		6,520	(17,823)
		<u>143,118</u>	<u>136,598</u>

**ROWLANDS CASTLE PARISH HALL
MANAGEMENT COMMITTEE
Income and expenditure account
for the year ended 31 December 2022**

	Notes	2022 £	2021 £
Income			
Hire of halls		17,516	7,091
Lottery Transfers and subs		2,717	2,743
Security deposits		200	200
Donations and grants		5,103	-
		<u>25,536</u>	<u>10,034</u>
Operating expenditure			
Wages and salaries		566	280
Contract cleaning		3,610	885
Repairs and maintenance		3,414	8,805
Returned security deosits		-	550
Licence fees and Council Tax		601	812
Lottery expenses, prizes etc		1,179	1,100
Utilities		4,212	1,939
Sundry expenses		661	-
Telephone and other office costs		194	358
Accountancy/insurance costs		2,206	1,987
Capital expenditure			
Dishwasher		-	1,481
Crockery		429	-
Kitchen		-	7,956
Door locks		1,944	1,704
		<u>19,016</u>	<u>27,857</u>
Profit/loss for year		<u>6,520</u>	<u>(17,823)</u>