

# CHALFONT ST GILES MEMORIAL HALL

England & Wales · Charity number 1163859

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2015-10-06

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Paccombe House  
Mill Lane  
Chalfont St. Giles  
Buckinghamshire  
HP8 4NX

**Phone** 01494872883

## Activities

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**Objects:** THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF CHALFONT ST GILES OR WITHIN ONE MILE OF THE MEMORIAL HALL WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR:(A) MEETINGS, LECTURES AND CLASSES, AND(B) OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE INHABITANTS.

**Activities:** Provision and maintenance of a village hall for the use of inhabitants of the Parish of Chalfont St Giles or within one mile of Memorial Hall without distinction of political, religious or other opinions, including use for:(a) meetings, lectures and classes, and(b) other forms of recreation and leisure-time occupation, to improve the conditions of life for the inhabitants.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

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- Buckinghamshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£78,258	£55,816	-	-
2024-12-31	£45,084	£37,154	-	-
2023-12-31	£41,759	£41,772	-	-
2022-12-31	£32,075	£27,762	-	-
2021-12-31	£45,542	£34,447	-	-
2020-12-31	£35,891	£26,345	-	-

## Trustees

Name	Role	Appointed
<b>Dr ROBERT PERKINS</b>	Chair	2017-09-13
ALAN ANTHONY PENSON		2016-01-01
ANTHONY JAMES HOARE		2016-01-01
CHRISTINE ALISON SANTRY		2018-01-11
Eleanor Patricia Mary O'Connor		2025-01-14
GARY JACKSON		2016-01-01
KATHLEEN MARGARET MARTIN		2016-01-01
KENNETH COLIN HUXHAM		2016-01-01
STEVE WHITEHURST		2016-01-01
Sumitra Patel		2025-03-18

**CHALFONT ST GILES MEMORIAL HALL**

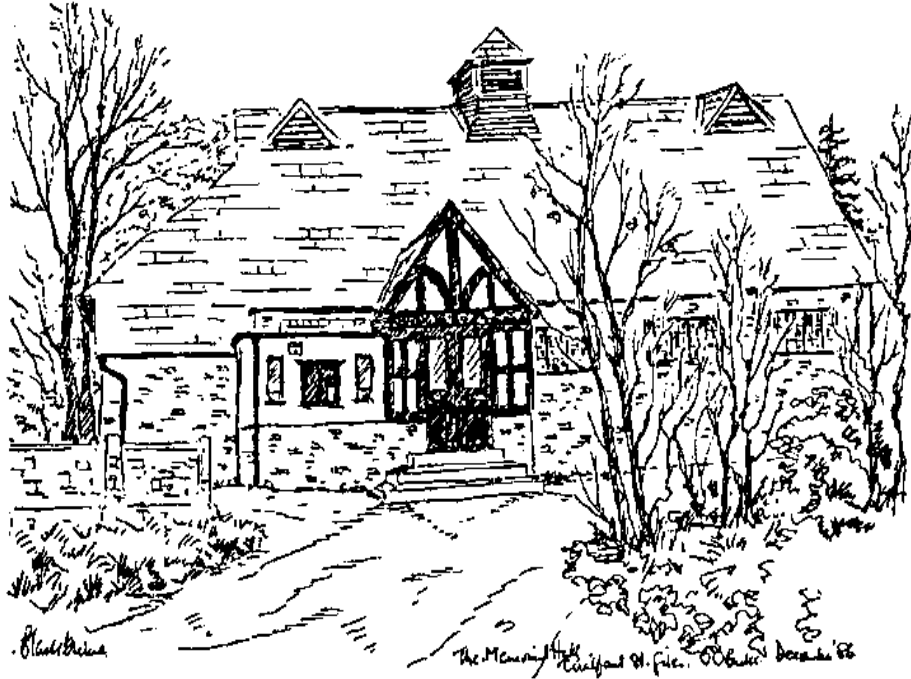
England & Wales - Charity number 1163859

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# Accounts

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# **CHALFONT ST GILES MEMORIAL HALL**



## **TRUSTEES REPORT and ACCOUNTS**

**for the year ended  
31<sup>st</sup> December 2025**

**Charity No. 1163859**

# CHALFONT ST GILES MEMORIAL HALL

School Lane, Chalfont St. Giles, Bucks, HP8 4JJ

## Legal and Administrative Information

Chalfont St. Giles Memorial Hall is a foundation charitable incorporated organisation.  
Charity No. 1163859 – Registered on 6 October 2015

### Trustees

Dr. R. Perkins	Chair (from 1 January 2025)
Miss K. Martin	Deputy Chair
Mr. K. Huxham	Hon. Secretary
Mr. A. Penson	Hon. Treasurer
Mr. A.J. Hoare	Fund Raising Co-ordinator (was Chairman until 31 December 2024)
Mr. G. Jackson	
Ms. C. Santry	
Mr. S. Whitehurst	
Mrs E. O'Connor	Appointed 14 January 2025
Mrs S. Patel	Appointed 18 March 2025

### Booking Secretary

Mr. D. Howkins  
[memorialhallbookings@gmail.com](mailto:memorialhallbookings@gmail.com)

### Independent Examiner

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

### Bankers

Lloyds Bank plc  
Buckinghamshire Building Society, Chalfont St. Giles,

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2025

### Introduction

The Trustees present their report and accounts for the year ended 31<sup>st</sup> December 2025 together with the report of the Independent Examiner.

The Chalfont St. Giles Memorial Hall was funded by public subscription from 1919 and constructed in 1923 as a memorial to servicemen from the village, who lost their lives in the Great War. The hall was extended in 1999/2000 with the benefit of some restricted fund donations.

The current incorporated charity was formed in 2015.

### Objectives of the Charity

The Memorial Hall is operated for “the use of the inhabitants of the Parish of Chalfont St. Giles or within one mile of the Memorial Hall without distinction of political, religious or other opinions, including use for:

- a) Meetings, lectures and classes
- b) Other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants.”

### Organisational Structure

The activities of the Charity are governed by the Trustees (The Committee) who normally meet six times during the year. Day to day management is delegated to the officers who report progress to each Trustee meeting. Trustees are elected at the Annual General Meeting (AGM) and include representatives of regular user groups of the Hall and, from time to time, from the Parish Council. Vacancies are filled by co-option during the year. None of the Trustees has any beneficial interest in the charity nor do they receive any remuneration. The trustees are closely involved in the operation and maintenance of the Hall.

The Trustees take into account the Charity Commission’s guidance on public benefit when carrying out their duties in line with the Charity policy documents.

### Trustee Investment Powers

The Trustees have powers to invest monies not immediately required in accordance with the Trustee Act 2000. It is not the policy to invest long term. Funds held on deposit are regularly monitored.

### Review of Activities

The Hall is the largest in Chalfont St. Giles and is hired for a variety of activities including drama, public meetings and a range of social and leisure events. 2025 has continued the recent trend for a high level of bookings. Once again, the Hall has been used most days of the year. The Infant School uses the Hall for various school activities, including for school lunches.

Receipts from hall hire were up in 2025 by about £600 (just under 4%). The number of bookings, including regular weekly hirers, increased to 76 from 63 in 2024. There were over thirty family/children’s parties and private events in 2025. This is a further remarkable increase. We hope that these one-off bookings will continue in 2026 for the benefit and enjoyment of the people of Chalfont St Giles.

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2025 – continued

Our regular fundraisers have continued to organise events successfully.

The main activities: Lottery, two Quiz Nights and The Open Gardens Day in 2025 have all had a successful year with a 2% increase in the amount raised. We were pleased to welcome back the folk band, the Churchfitters for another well-attended folk night. As a follow-on to the Hall's Centenary Year in 2024, £563 was raised from the sales of a book about Chalfont St Giles and WW1 and this helped to achieve an overall fund-raising total of £10,196. A wonderful success. As always, we must thank the fundraising team for their unstinting support.

In 2025, in addition to fund-raising, the Hall has benefitted from some exceptional and generous grants and donations totalling £17,331. In particular, this included a grant of £5,810 from the Community Board and a greatly appreciated £10,000 donation from a private individual. These have helped to cover the costs of the major upgrade of the audio-visual equipment completed in February 2025.

The overall expenditure was up by £18,700 (increase of 50%) compared to 2024. Most of this increase (£13,200) arose from the audio-visual upgrade. Among more routine expenditure, energy and utility costs were down nearly 20% on 2024. This was a mix of lower prices and lower consumption. Insurance premiums were approx. £500 down too. Repairs and maintenance expenditure were up by nearly £7,000 mainly because of some essential wall repairs and a five yearly electrical safety check.

For 2026, as in 2025, the Hall has negotiated electricity and gas contracts at a lower fixed rate, so hopefully there should be continuing reduction in these costs. Total unrestricted receipts less total payments for 2025 were an inflow of £2,442. Unrestricted Cash funds at the year-end were £71,186.

The trustees have been working to raise funds for the installation of solar panels and storage batteries as part of its sustainability initiative. This builds on the existing air source heat pump, which was installed in 2017. We are immensely grateful to Awards for All, who have already in 2025 made a restricted Grant of £20,000 exclusively for the solar panel work.

In addition, we have received confirmation of a grant of a further £30,000 from HS2, that means we can go ahead with installation work in April 2026.

### Reserves Policy

It is the trustees' policy to try to maintain at least a year's running costs in unrestricted cash reserves. The trustees are satisfied that unrestricted reserves at the year-end will do so.

The reserves policy is also intended to ensure that the charity can cope with occasional significant items of expenditure to maintain or upgrade the Hall. There are two particular examples of possible such expenditure, which the trustees have discussed, they are:

Replacement of suspended wooden floor ----- £20,000

Replacement of parts for air source heat pump---£12,500

### Risk Factors

The Trustees assess the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to them. Insurance covers employers, public and product liability, personal accident, and trustees' indemnity as well as buildings and contents.

### Volunteers and staff

Members of the Committee and the fund-raising group assist with various administrative and practical matters during the year. These services are greatly appreciated as is the contribution of other volunteers who provide services to the Hall. The Charity has no paid employees.

## **Chalfont St Giles Memorial Hall**

### **Trustees Report for the year ended 31 December 2025 – continued**

#### **Independent Examiner**

Mr. M.J. Bedford has indicated that he is willing to continue in office.

#### **Statement of Trustees' Responsibilities**

Charity law requires the Trustees to prepare financial statements for each financial year. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- state whether the policies adopted are in accordance with the regulations and Charity Commission guidance.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud or other irregularities.

#### **Approval**

This report has been approved by the Trustees and signed on their behalf.

Signed R.Perkins

Dr. R. Perkins  
Chair

*17 March 2026*

## **Chalfont St Giles Memorial Hall Independent Examiner's Report on the Accounts**

I report to the Trustees on my examination of the accounts of the Chalfont St Giles Memorial Hall (Charity No. 1163859) for the year ended 31 December 2025.

### **Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Memorial Hall's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's statement**

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

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting records.

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

Signed

M J Bedford

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

*24 March 2026*

# Chalfont St Giles Memorial Hall

## Receipts and Payments For the year ended 31 December 2025

2024 £	Notes	2025 £	2025 £
		Unrestricted Funds	Restricted Funds
	<b>Receipts</b>		
15,934	Hire of Hall	16,522	
12,453	School	12,865	
3,100	Snooker Club	-	
10,008	Fund Raising (net) 2	10,196	
2,395	Unrestricted Grants and Donations	17,031	
-	Restricted Grants		20,000
1,194	Interest	1,644	
<u>45,084</u>	<b>Total Receipts</b>	<u>58,258</u>	<u>20,000</u>
	<b>Payments</b>		
9,217	Cleaning/Caretaking	9,560	
9,420	Gas/Water/Electricity	7,619	
3,839	Insurance	3,342	
1,785	Gardening	1,950	
3,718	Administration/Sundries	3,614	
9,176	Repairs/Renewals 3	15,331	
	Tree Surgery	1,200	
	AV Upgrade Project	13,200	
<u>37,154</u>	<b>Total Payments</b>	<u>55,816</u>	<u>-</u>
7,930	<b>Receipts less (payments)</b>	2,442	20,000
60,814	<b>Cash Funds on 1 January</b>	68,744	0
<u>68,744</u>	<b>Cash Funds on 31 December</b>	<u>71,185</u>	<u>20,000</u>

**Chalfont St Giles Memorial Hall**  
**Statement of Assets and Liabilities**  
**at 31 December 2025**

2024		2025
£		£
<hr/>		<hr/>
	Cash Funds	
61,057	Building Society	63,057
7,687	Banks	8,129
<hr/> 68,744		<hr/> 71,186
	Unrestricted Funds	
<hr/> 68,744	General Purposes	<hr/> 71,186
	Fixed Assets at cost (note 4)	
2,300	Land and buildings	2,300
182,488	Extensions	182,488
<hr/> 184,788	Building Society	20,000
		<hr/> 204,788
	Restricted Funds	
<hr/> 184,788	Fixed Assets	<hr/> 204,788

The bulk of Restricted funds have been established specifically in connection with the premises including extensions. The grant of £20,000 from the National Lottery is restricted for the project to install solar panels and storage batteries in 2026.

Signed on behalf of the trustees:

R Perkins

A Penson

Chairman

Treasurer

17 March 2026

# Chalfont St Giles Memorial Hall

## Notes to the Accounts for the year ended 31 December 2025

### 1. Accounting policy

These Accounts have been prepared on the receipts and payments basis in accordance with the Charities Act 2011 and the Charity Commission's guidance for preparing receipts and payments accounts.

### 2. Fundraising

2024 Net £		Receipts £	Payments/Prizes £	2025 Net £
3,108	"Open Gardens" day	4,362	985	3,377
2,840	Quiz Nights	4,241	1,583	2,658
3,087	Lottery	4,148	978	3,170
974	Proceeds of WW1 Book Sales	563	-	563
	Churchfitters concert (NB 2024 Centenary Events)	1,507	1,079	428
<u>10,009</u>		<u>14,821</u>	<u>4,625</u>	<u>10,196</u>

### 3. Expenditure

The largest recurring expense category and one that fluctuates from year to year is repairs / renewals. This can be analysed as follows:

2024 £		2025 £
4,000	Building repair work	6,700
-	Repairs to sleeper wall at back of Hall	4,156
-	Five yearly electrical safety check	2,720
1,328	Other general maintenance	1,755
3,847	Contribution to cost of new electric oven and related electrical upgrade	-
<u>9,175</u>		<u>15,331</u>

### 4. Fixed Assets

Land and Buildings are shown at original cost in 1923 of £2,300 and Extensions at cost in 1999/2000 of £182,488.

The building was professionally valued in October 2020 by Roger Falcon MRICS FCIOB of Josling & Hamlyn of Amersham, who assessed a reinstatement value at £2.11m + VAT. On this basis the Hall is insured for £3.67m on an index linked basis.

### 5. Secured debts and guarantees

The charity has no secured debts and has not provided any guarantees.

**CHALFONT ST GILES MEMORIAL HALL**

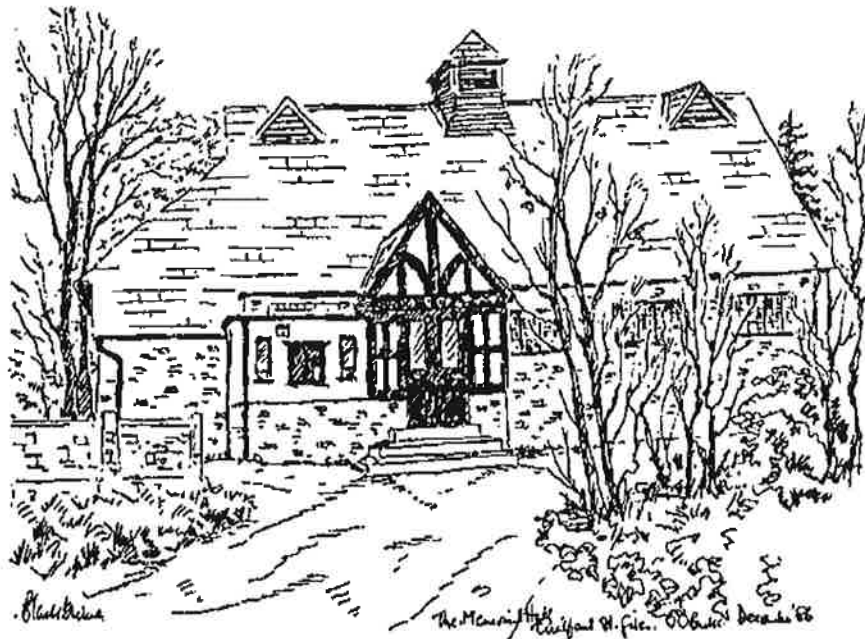
England & Wales - Charity number 1163859

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# Accounts

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# **CHALFONT ST GILES MEMORIAL HALL**



## **TRUSTEES REPORT and ACCOUNTS**

**for the year ended  
31<sup>st</sup> December 2024**

**Charity No. 1163859**

**CHALFONT ST GILES MEMORIAL HALL**  
**School Lane, Chalfont St. Giles, Bucks, HP8 4JJ**

**Legal and Administrative Information**

Chalfont St. Giles Memorial Hall is a foundation charitable incorporated organisation.  
Charity No. 1163859 – Registered on 6 October 2015

Trustees –

Dr. R. Perkins  
Miss K. Martin  
Mr. K. Huxham  
Mr. A. Penson  
Mr. A.J. Hoare  
Mr. I. A. Johnson  
Mr. G. Jackson  
Ms. C. Santry  
Mr. S. Whitehurst  
Mrs E. O'Connor

Chair (from 1 January 2025)  
Deputy Chair  
Hon. Secretary  
Hon. Treasurer  
Fund Raising Co-ordinator (was Chairman until 31 December 2024)  
(resigned on 11 March)

(appointed 14 January 2025)

Booking Secretary

Mr. D. Howkins  
[memorialhallbookings@gmail.com](mailto:memorialhallbookings@gmail.com)

Independent Examiner –

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

Bankers –

Lloyds Bank plc  
Buckinghamshire Building Society, Chalfont St. Giles,

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2024

### Introduction

The Trustees present their report and accounts for the year ended 31<sup>st</sup> December 2024 together with the report of the Independent Examiner.

The Chalfont St. Giles Memorial Hall was funded by public subscription from 1919 and constructed in 1923 as a memorial to servicemen from the village, who lost their lives in the Great War. The hall was extended in 1999/2000 with the benefit of some restricted fund donations.

The current incorporated charity was formed in 2015.

### Objects of the Charity

The Memorial Hall is operated for "the use of the inhabitants of the Parish of Chalfont St. Giles or within one mile of the Memorial Hall without distinction of political, religious or other opinions, including use for:

- a) Meetings, lectures and classes
- b) Other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants."

### Organisational Structure

The activities of the Charity are governed by the Trustees (The Committee) who normally meet six times during the year. Day to day management is delegated to the officers who report progress to each Trustee meeting. Trustees are elected at the Annual General Meeting (AGM) and include representatives of regular user groups of the Hall and, from time to time, from the Parish Council. Vacancies are filled by co-option during the year. None of the Trustees has any beneficial interest in the charity nor do they receive any remuneration. The trustees are closely involved in the operation and maintenance of the Hall.

The Trustees take into account the Charity Commission's guidance on public benefit when carrying out their duties.

### Trustee Investment Powers

The Trustees have powers to invest monies not immediately required in accordance with the Trustee Act 2000. It is not the policy to invest long term. Funds held on deposit are regularly monitored.

### Review of Activities

The Hall is the largest in Chalfont St. Giles and is hired for a variety of activities including drama, public meetings and a range of social and leisure events. 2024 has continued the post-pandemic trend for a high level of bookings. Once again, the Hall has been used most days of the year. The Infant School uses the Hall for various school activities, including notably for school lunches.

The number of bookings increased this year to 63 from 55 in 2023. There were twenty-two family/children's parties and private events in 2024. This is a further remarkable post-pandemic increase. We certainly hope that these one-off bookings will continue in 2025 for the benefit and enjoyment of the people of Chalfont St Giles.

Our regular fundraisers have continued to organise events successfully.

2024 was the Hall's Centenary Year and a programme of special fund-raising events was organised. In total the centenary events raised £974 and this helped to achieve an overall fund-raising total of £10,008. A wonderful success. The Lottery had a very successful year with an increase in subscribers and once again it was possible to organise two Quiz Nights. The "Centenary" Open Gardens Day in 2024 was well attended. As always, we must thank the fundraising team for their unstinting support.

The overall expenditure was down by £4,600 (saving of 11%) on 2023. Most of this decrease arose from lower repairs and maintenance expenditure, however energy and utility costs were also down 11% on 2023, so some stabilisation after huge increases last year.

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2024 – continued

For 2025, as in 2024, the Hall has negotiated electricity and gas contracts at a fixed rate, so hopefully there should be continuing stability on these costs. Total receipts less total payments for 2024 were an inflow of £7,930. Cash funds at the year-end were £68,744

Included 2024 receipts are grants and donations of £1,500 from CSG Parish Council and £750 from Bucks Building Society. These amounts will be allocated to the major upgrade of the audio-visual equipment, which has already taken place in February 2025.

### Reserves Policy

It is the trustees' policy to try to maintain at least a year's running costs in unrestricted cash reserves. The trustees are satisfied that unrestricted reserves at the year-end will do so.

The reserves policy is also intended to ensure that the charity can cope with occasional significant items of expenditure to maintain or upgrade the Hall. There are two particular examples of possible such expenditure, which the trustees have discussed, they are:

Replacement of suspended wooden floor ----- £20,000  
Replacement of parts for air source heat pump---£12,500

The Trustees assess the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to them. Insurance covers employers, public and product liability, personal accident, and trustees' indemnity as well as buildings and contents.

### New Chair and new role for Mr A. Hoare

With effect from 1 January 2025 Mr A Hoare has stepped down as Chair and remains as a trustee co-ordinating fund-raising. Dr R Perkins is appointed Chair.

### Volunteers and staff

Members of the Committee and the fund-raising group assist with various administrative and practical matters during the year. These services are greatly appreciated as is the contribution of other volunteers who provide services to the Hall.

#### *Independent Examiner*

Mr. M.J. Bedford has indicated that he is willing to continue in office.

#### *Statement of Trustees' Responsibilities*

Charity law requires the Trustees to prepare financial statements for each financial year. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- state whether the policies adopted are in accordance with the regulations and Charity Commission guidance.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud or other irregularities.

#### *Approval*

This report has been approved by the Trustees and signed on their behalf.

R. Perkins



Chairman

18 March 2025

## **Chalfont St Giles Memorial Hall Independent Examiner's Report on the Accounts**

I report to the Trustees on my examination of the accounts of the Chalfont St Giles Memorial Hall (Charity No. 1163859) for the year ended 31 December 2024.

### **Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Memorial Hall's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's statement**

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

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting records.

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

Signed

A handwritten signature in black ink that reads "M J Bedford". The signature is written in a cursive style and is underlined with a single horizontal line.

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

18 March 2025

# Chalfont St Giles Memorial Hall

## Receipts and Payments For the year ended 31 December 2024

2023		2024
£		£
	<b>Receipts</b>	
15,831	Hire of Hall	15,934
15,286	School	12,453
1,500	Snooker Club	3,100
8,665	Fund Raising (net)	10,008
-	Council Grants	1,500
220	Donations	895
257	Interest	1,194
<u>41,759</u>	<b>Total Receipts</b>	<u>45,084</u>
	<b>Payments</b>	
8,816	Cleaning/Caretaking	9,217
10,620	Gas/Water/Electricity	9,420
3,599	Insurance	3,839
2,030	Gardening	1,785
3,692	Administration/Sundries	3,718
13,015	Repairs/Renewals	9,176
<u>41,772</u>	<b>Total Payments</b>	<u>37,154</u>
(13)	<b>Receipts less (payments)</b>	7,930
60,827	<b>Cash Funds on 1 January</b>	60,814
<u>60,814</u>	<b>Cash Funds on 31 December</b>	<u>68,744</u>

**Chalfont St Giles Memorial Hall**  
**Statement of Assets and Liabilities**  
**at 31 December 2024**

2023		2024
<u>£</u>		<u>£</u>
	Cash Funds	
53,557	Building Society	61,057
7,257	Banks	7,687
<u>60,814</u>		<u>68,744</u>
	Unrestricted Funds	
<u>60,814</u>	General Purposes	<u>68,744</u>
	Fixed Assets at cost (note 4)	
2,300	Land and buildings	2,300
182,488	Extensions	182,488
<u>184,788</u>		<u>184,788</u>
	Restricted Funds	
<u>184,788</u>	Fixed Assets	<u>184,788</u>

Restricted funds have been established specifically in connection with the premises including extensions.

Signed on behalf of the trustees:



Chairman



Treasurer

18 March 2025

## Chalfont St Giles Memorial Hall

### Notes to the Accounts for the year ended 31 December 2024

#### 1. Accounting policy

These Accounts have been prepared on the receipts and payments basis in accordance with the Charities Act 2011 and the Charity Commission's guidance for preparing receipts and payments accounts.

#### 2. Fundraising

2023 Net £		Receipts £	Payments/Prizes £	2024 Net £
3,206	"Open Gardens" day	3,776	668	3,108
2,172	Quiz Nights	5,148	2,308	2,840
3,287	Lottery	4,246	1,159	3,087
-	Centenary Events	3,157	2,183	974
<u>8,665</u>		<u>16,327</u>	<u>6,319</u>	<u>10,008</u>

#### 3. Expenditure

The largest recurring expense category and one that fluctuates from year to year is repairs / renewals. This can be analysed as follows:

2023 £		2024 £
4,600	Building repair work	4,000
2,700	Special floor treatment/repairs	-
1,904	Other general maintenance	1,328
1,675	New floor cleaning machine	-
1,236	New water heater	-
900	Tree surgeon work	-
-	Contribution to cost of new electric oven and related electrical upgrade	3,847
<u>13,015</u>		<u>9,175</u>

#### 4. Fixed Assets

Land and Buildings are shown at original cost in 1923 of £2,300 and Extensions at cost in 1999/2000 of £182,488.

The building was professionally valued in October 2020 by Roger Falcon MRICS FCIoB of Josling & Hamlyn of Amersham, who assessed a reinstatement value at £2.11m + VAT. On this basis the Hall is insured for £3.54m on an index linked basis.

#### 5. Secured debts and guarantees

The charity has no secured debts and has not provided any guarantees.

**CHALFONT ST GILES MEMORIAL HALL**

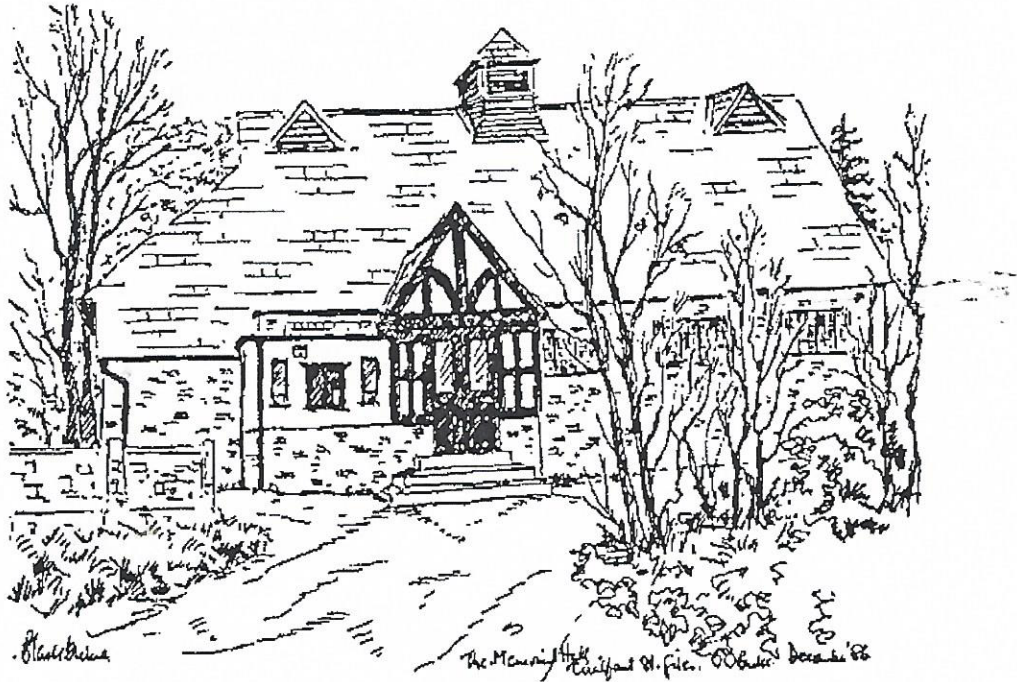
England & Wales - Charity number 1163859

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# Accounts

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# CHALFONT ST GILES MEMORIAL HALL



## TRUSTEES REPORT and ACCOUNTS for the year ended 31<sup>st</sup> December 2023

Charity No. 1163859

# CHALFONT ST GILES MEMORIAL HALL

School Lane, Chalfont St. Giles, Bucks, HP8 4JJ

## Legal and Administrative Information

Chalfont St. Giles Memorial Hall is a foundation charitable incorporated organisation.  
Charity No. 1163859 – Registered on 6 October 2015

### Trustees –

Mr. A.J. Hoare	Chairman/Fund Raising Co-ordinator
Miss K. Martin	Deputy Chairman
Mr. K. Huxham	Hon. Secretary
Mr. A. Penson	Hon. Treasurer
Mr. I. A. Johnson	
Mr. G. Jackson	
Dr. R. Perkins	
Ms. C. Santry	
Mr. S. Whitehurst	

### Booking Secretary

Mr. D. Howkins  
[memorialhallbookings@gmail.com](mailto:memorialhallbookings@gmail.com)

### Independent Examiner –

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

### Bankers –

Lloyds Bank plc  
Buckinghamshire Building Society, Chalfont St. Giles,

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2023

### Introduction

The Trustees present their report and accounts for the year ended 31<sup>st</sup> December 2023 together with the report of the Independent Examiner.

The Chalfont St. Giles Memorial Hall was funded by public subscription from 1919 and constructed in 1923 as a memorial to servicemen from the village, who lost their lives in the Great War. The hall was extended in 1999/2000 with the benefit of some restricted fund donations.

The current incorporated charity was formed in 2015.

### Objects of the Charity

The Memorial Hall is operated for "the use of the inhabitants of the Parish of Chalfont St. Giles or within one mile of the Memorial Hall without distinction of political, religious or other opinions, including use for:

- a) Meetings, lectures and classes
- b) Other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants."

### Organisational Structure

The activities of the Charity are governed by the Trustees (The Committee) who normally meet six times during the year. Day to day management is delegated to the officers who report progress to each Trustee meeting. Trustees are elected at the Annual General Meeting (AGM) and include representatives of regular user groups of the Hall and, from time to time, from the Parish Council. Vacancies are filled by co-option during the year. None of the Trustees has any beneficial interest in the charity nor do they receive any remuneration. The trustees are closely involved in the operation and maintenance of the Hall.

The Trustees take into account the Charity Commission's guidance on public benefit when carrying out their duties.

### Trustee Investment Powers

The Trustees have powers to invest monies not immediately required in accordance with the Trustee Act 2000. It is not the policy to invest long term. Funds held on deposit are regularly monitored.

### Review of Activities

The Hall is the largest in Chalfont St. Giles and is hired for a variety of activities including drama, public meetings and a range of social and leisure events. 2023 has been a very active post-pandemic year. Once again, the Hall has been used most days of the year. The Infant School uses the Hall for various school activities, including notably for school lunches.

Receipts from hall hire were up in 2023 by under £2,000 (just over 15%). The number of bookings increased to 55 from 47 in 2022. There were seventeen family/children's parties and private events in 2023. This is a further remarkable post-pandemic increase. We certainly hope that these one-off bookings will continue at the same level in 2024 for the benefit and enjoyment of the people of Chalfont St Giles.

Our regular fundraisers have continued to organise events successfully. The Lottery had a very successful year with an increase in subscribers and once again it was possible to organise two Quiz Nights. The Open Gardens Day in 2023 was very warm and sunny and extremely well attended. Exceptionally this will be held again in 2024 see below. As usual we must thank the fundraising team for their unstinting support.

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2023 – continued

The overall expenditure was up by £14,000 (+50%) on 2022. Most of this increase arose from electricity costs and higher repairs and maintenance expenditure. Energy and utility costs were up over £6,700 (nearly three-fold). This was based on one-year contracts at much higher rates. There were more one-off items in repairs and maintenance expenses, so there was an increase of over £4,600 (55%+) by comparison with 2022. There was a further increase of over £1,600 (+23%) in cleaning expenditure.

For 2024 and 2025, the Hall has negotiated electricity and gas contracts at somewhat lower rates. Total receipts less total payments for 2023 were an outflow of £13. Cash funds at the year-end were £60,814

2024 is the Hall's Centenary Year and a programme of special fund-raising events is planned, including an Open Gardens Day.

### Reserves Policy

It is the trustees' policy to try to maintain at least a year's running costs in unrestricted cash reserves. The trustees are satisfied that unrestricted reserves at the year-end would cover more than a year's running costs. In 2024 we expect to have a £1,000 per annum reduction in energy costs after signing a new two-year contract.

The reserves policy is also intended to ensure that the charity can cope with occasional significant items of expenditure to maintain or upgrade the Hall. There are two particular examples of possible such expenditure, which the trustees have discussed, they are:

Replacement of suspended wooden floor ----- £20,000  
Replacement of parts for air source heat pump---£12,500

### Risk Factors

The Trustees assess the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to them. Insurance covers employers, public and product liability, personal accident, and trustees' indemnity as well as buildings and contents.

### Volunteers and staff

Members of the Committee and the fund-raising group assist with various administrative and practical matters during the year. These services are greatly appreciated as is the contribution of other volunteers who provide services to the Hall.

### Independent Examiner

Mr. M.J. Bedford has indicated that he is willing to continue in office.

### Statement of Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- state whether the policies adopted are in accordance with the regulations and Charity Commission guidance.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud or other irregularities.

### Approval

This report has been approved by the Trustees and signed on their behalf.

A.J.Hoare  
Chairman  
11 March 2024



Charity No. 1163859

## Chalfont St Giles Memorial Hall Independent Examiner's Report on the Accounts

I report to the Trustees on my examination of the accounts of the Chalfont St Giles Memorial Hall (Charity No. 1163859) for the year ended 31 December 2023.

### Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Memorial Hall's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

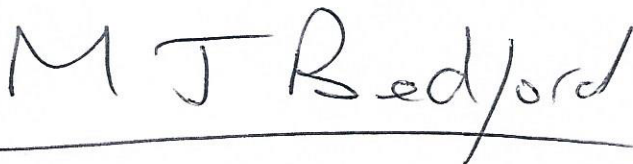
### Independent Examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting records.

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

Signed



M J Bedford

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

13 March 2024

# Chalfont St Giles Memorial Hall

## Receipts and Payments For the year ended 31 December 2023

2022		2023
£		£
	<b>Receipts</b>	
13,839	Hire of Hall	15,831
7,843	School	15,286
1,500	Snooker Club	1,500
6,192	Fund Raising (net)	8,665
2,667	Council Grants	-
-	Donations	220
34	Interest	257
<u>32,075</u>	<b>Total Receipts</b>	<u>41,759</u>
	<b>Payments</b>	
7,166	Cleaning/Caretaking	8,816
3,858	Gas/Water/Electricity	10,620
3,445	Insurance	3,599
1,427	Gardening	2,030
3,509	Administration/Sundries	3,692
8,357	Repairs/Renewals	13,015
<u>27,762</u>	<b>Total Payments</b>	<u>41,772</u>
4,313	<b>Receipts less (payments)</b>	(13)
56,514	<b>Cash Funds on 1 January</b>	60,827
<u>60,827</u>	<b>Cash Funds on 31 December</b>	<u>60,814</u>

**Chalfont St Giles Memorial Hall**  
**Statement of Assets and Liabilities**  
**at 31 December 2023**

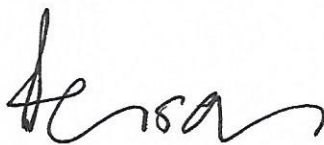
2022		2023
<u>£</u>		<u>£</u>
	Cash Funds	
45,057	Building Society	53,557
15,770	Banks	7,257
<u>60,827</u>		<u>60,814</u>
	Unrestricted Funds	
<u>60,827</u>	General Purposes	<u>60,814</u>
	Fixed Assets at cost (note 4)	
2,300	Land and buildings	2,300
182,488	Extensions	182,488
<u>184,788</u>		<u>184,788</u>
	Restricted Funds	
<u>184,788</u>	Fixed Assets	<u>184,788</u>

Restricted funds have been established specifically in connection with the premises including extensions.

Signed on behalf of the trustees:



Chairman



Treasurer

11 March 2024

## Chalfont St Giles Memorial Hall

### Notes to the Accounts for the year ended 31 December 2023

#### 1. Accounting policy

These Accounts have been prepared on the receipts and payments basis in accordance with the Charities Act 2011 and the Charity Commission's guidance for preparing receipts and payments accounts.

#### 2. Fundraising

2022		Receipts	Payments/Prizes	2023
Net		£	£	Net
£				£
-	"Open Gardens" day	4,510	1,304	3,206
1,960	Quiz Nights	3,851	1,679	2,172
4,232	Lottery	4,350	1,063	3,287
<u>6,192</u>		<u>12,711</u>	<u>4,046</u>	<u>8,665</u>

#### 3. Expenditure

The largest recurring expense category and one that fluctuates from year to year is repairs / renewals. This can be analysed as follows:

##### Repairs

2022		2023
£		£
3,750	Building repair work	4,600
-	Special floor treatment/repairs	2,700
3,407	Other general maintenance	1,904
-	New floor cleaning machine	1,675
-	New water heater	1,236
1,200	Tree surgeon work	900
<u>8,357</u>		<u>13,015</u>

#### 4. Fixed Assets

Land and Buildings are shown at original cost in 1923 of £2,300 and Extensions at cost in 1999/2000 of £182,488.

The building was professionally valued in October 2020 by Roger Falcon MRICS FCIOB of Josling & Hamlyn of Amersham, who assessed a reinstatement value at £2.11m + VAT. On this basis the Hall is insured for £3.43m on an index linked basis.

#### 5. Secured debts and guarantees

The charity has no secured debts and has not provided any guarantees.

**CHALFONT ST GILES MEMORIAL HALL**

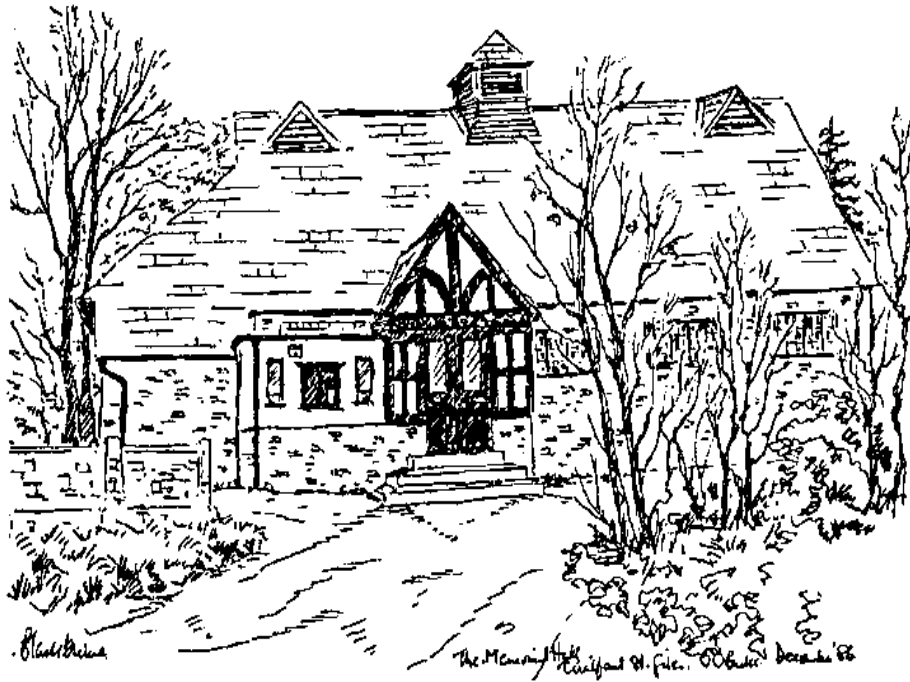
England & Wales - Charity number 1163859

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# Accounts

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# **CHALFONT ST GILES MEMORIAL HALL**



## **TRUSTEES REPORT and ACCOUNTS for the year ended 31<sup>st</sup> December 2022**

**Charity No. 1163859**

# **CHALFONT ST GILES MEMORIAL HALL**

**School Lane, Chalfont St. Giles, Bucks, HP8 4JJ**

## **Legal and Administrative Information**

Chalfont St. Giles Memorial Hall is a foundation charitable incorporated organisation.  
Charity No. 1163859 – Registered on 6 October 2015

### **Trustees -**

Mr. A.J. Hoare	Chairman/Fund Raising Co-ordinator
Miss K. Martin	Deputy Chairman
Mr. K. Huxham	Hon. Secretary
Mr. A. Penson	Hon. Treasurer
Mr. I. A. Johnson	
Mr. G. Jackson	
Dr. R. Perkins	
Ms. C. Santry	
Mr. S. Whitehurst	

### **Booking Secretary**

Mr. D. Howkins  
[memorialhallbookings@gmail.com](mailto:memorialhallbookings@gmail.com)

### **Independent Examiner -**

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

### **Bankers -**

Lloyds Bank plc  
Buckinghamshire Building Society, Chalfont St. Giles,

# **Chalfont St Giles Memorial Hall**

## **Trustees Report for the year ended 31 December 2022**

### **Introduction**

The Trustees present their report and accounts for the year ended 31<sup>st</sup> December 2022 together with the report of the Independent Examiner.

The Chalfont St. Giles Memorial Hall was funded by public subscription from 1919 and constructed in 1923 as a memorial to servicemen from the village, who lost their lives in the Great War. The hall was extended in 1999/2000 with the benefit of some restricted fund donations.

This current incorporated charity was formed in 2015. Previously the Hall was run as an unincorporated charity with the same name and with the same objectives.

### **Objects of the Charity**

The Memorial Hall is operated for “the use of the inhabitants of the Parish of Chalfont St. Giles or within one mile of the Memorial Hall without distinction of political, religious or other opinions, including use for:

- a) Meetings, lectures and classes
- b) Other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants.”

### **Organisational Structure**

The activities of the Charity are governed by the Trustees (The Committee) who normally meet six times during the year. Day to day management is delegated to the officers who report progress to each Trustee meeting. Trustees are elected at the Annual General Meeting (AGM) and include representatives of regular user groups of the Hall and, from time to time, from the Parish Council. Vacancies are filled by co-option during the year. None of the Trustees has any beneficial interest in the charity nor do they receive any remuneration. The trustees are closely involved in the operation and maintenance of the Hall.

The Trustees take into account the Charity Commission’s guidance on public benefit when carrying out their duties.

### **Trustee Investment Powers**

The Trustees have powers to invest monies not immediately required in accordance with the Trustee Act 2000. It is not the policy to invest long term. Funds held on deposit are regularly monitored.

### **Review of Activities**

The Hall is the largest in Chalfont St. Giles and is hired for a variety of activities including drama, public meetings and a range of social and leisure events. After two disrupted years of the pandemic, 2022 has been a return to a more normal year. Once again, the Hall has been used most days of the year. The Infant School uses the Hall for various school activities, including notably for school lunches.

Receipts from hall hire were up in 2022 by over £4,500 (just over 50%). The number of bookings increased to 47 from 27 in 2021. There were thirteen family/children’s parties and private events in 2022. This is a remarkable “bounce-back” from 2021, when there was only one. We certainly hope that these one-off bookings will continue at the same level in 2023 for the benefit and enjoyment of the people of Chalfont St Giles.

Our regular fundraisers have continued to organise events as best as possible. The Lottery had a very successful year with an increase in subscribers and once again it was possible to organise two Quiz Nights. The most popular event is the Open Gardens Day every two years. This will be held again in 2023. As usual we must thank the fundraising team for their unstinting support.

The Hall again benefitted from much appreciated grants from Buckinghamshire Council totalling £2,667 to help mitigate disruption from the pandemic.

**School Lane, Chalfont St. Giles, Bucks, HP8 4JJ**  
**Charity No. 1163859**

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2022 - continued

Overall expenditure was down by 19% on 2021. Most of this reduction arose from much lower repairs and maintenance expenditure. There was an increase of over £1,000 (+17%) in cleaning expenditure. This had been much reduced in 2021 during periods of closure. Energy and utility costs were also up 26% for the same reason. There were many fewer one-off items in repairs and maintenance expenses, so there was a reduction of over £9,000 (50%+) by comparison with 2021.

The full impact of increased energy prices will hit the Hall's accounts in 2023. It seems likely that the annual increase will be over £7,500, such that electricity for heating will be by far the most significant annual cost.

Total receipts less total payments for 2022 were an inflow of £4,313. Cash funds at the year-end were £60,827.

### Reserves Policy

It is the trustees' policy to try to maintain at least a year's running costs in unrestricted cash reserves. The trustees are satisfied that unrestricted reserves at the year-end would cover more than a year's running costs.

In 2023 we expect to have a £7,500 per annum increase in energy costs.

The reserves policy is also intended to ensure that the charity can cope with occasional significant items of expenditure to maintain or upgrade the Hall. There are two particular examples of possible such expenditure, which the trustees have discussed, they are:

Replacement of suspended wooden floor ----- £20,000

Replacement of parts for air source heat pump---£12,500

### Risk Factors

The Trustees assess the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to them. Insurance covers employers, public and product liability, personal accident, and trustees' indemnity as well as buildings and contents.

### Volunteers and staff

Members of the Committee and the fund-raising group assist with various administrative and practical matters during the year. These services are greatly appreciated as is the contribution of other volunteers who provide services to the Hall.

### Independent Examiner

Mr. M.J. Bedford has indicated that he is willing to continue in office.

### Statement of Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- state whether the policies adopted are in accordance with the regulations and Charity Commission guidance.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud or other irregularities.

### Approval

This report has been approved by the Trustees and signed on their behalf.

A.J.Hoare  
Chairman  
24<sup>th</sup> March 2023



School Lane, Chalfont St. Giles, Bucks, HP8 4JJ  
Charity No. 1163859

## **Chalfont St Giles Memorial Hall Independent Examiner's Report on the Accounts**

I report to the Trustees on my examination of the accounts of the Chalfont St Giles Memorial Hall (Charity No. 1163859) for the year ended 31 December 2022.

### **Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Memorial Hall's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's statement**

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

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting records.

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

Signed



Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

27<sup>th</sup> March 2023

**Chalfont St Giles Memorial Hall**  
**Receipts and Payments**  
**For the year ended 31 December 2022**

2021		2022
£		£
	<b>Receipts</b>	
9,192	Hire of Hall	13,839
8,408	School	7,843
2,000	Snooker Club	1,500
8,821	Fund Raising (net)	6,192
16,907	Council Grants	2,667
156	Donations	
58	Interest	34
<u>45,542</u>	Total Receipts	<u>32,075</u>
	<b>Payments</b>	
6,133	Cleaning/Caretaking	7,166
3,052	Gas/Water/Electricity	3,858
3,069	Insurance	3,445
1,705	Gardening	1,427
3,123	Administration/Sundries	3,509
17,365	Repairs/Renewals	8,357
<u>34,447</u>	Total Payments	<u>27,762</u>
11,095	<b>Receipts less (payments)</b>	4,313
45,419	<b>Cash Funds on 1 January</b>	56,514
<u>56,514</u>	<b>Cash Funds on 31 December</b>	<u>60,827</u>

**Chalfont St Giles Memorial Hall**  
**Statement of Assets and Liabilities**  
**at 31 December 2022**

2021 £			2022 £
	Cash Funds		
40,057		Building Society	45,057
<u>16,457</u>		Banks	<u>15,770</u>
<u>56,514</u>			<u>60,827</u>
	Unrestricted Funds		
<u>56,514</u>		General Purposes	<u>60,827</u>
	Fixed Assets at cost (note 4)		
2,300		Land and buildings	2,300
<u>182,488</u>		Extensions	<u>182,488</u>
<u>184,788</u>			<u>184,788</u>
	Restricted Funds		
<u>184,788</u>		Fixed Assets	<u>184,788</u>

Restricted funds have been established specifically in connection with the premises including extensions.

Signed on behalf of the trustees:



Chairman



Treasurer

24th March 2023

## Chalfont St Giles Memorial Hall

### Notes to the Accounts for the year ended 31 December 2022

#### 1. Accounting policy

These Accounts have been prepared on the receipts and payments basis in accordance with the Charities Act 2011 and the Charity Commission's guidance for preparing receipts and payments accounts.

#### 2. Fundraising

2021 Net £		Income £	Costs/ Prizes £	2022 Net £
4,388	"Open Gardens" day	-	-	-
648	Quiz Nights	3,489	1,529	1,960
3,785	Lottery	5,484	1,252	4,232
<u>8,821</u>		<u>8,973</u>	<u>2,781</u>	<u>6,192</u>

### 3. Expenditure

The largest recurring expense category and one that fluctuates from year to year is repairs / renewals.

This can be analysed as follows:

Repairs		
2021 £		2022 £
2,870	Building repair work	3,750
3,025	Other general maintenance	3,407
	Tree surgeon work	1,200
4,141	Special floor treatment/repairs	-
3,075	LED lighting for upper car park	-
4,254	Staging and stage curtains	-
<u>17,365</u>		<u>8,357</u>

### 4. Fixed Assets

Land and Buildings are shown at original cost in 1923 of £2,300 and Extensions at cost in 1999/2000 of £182,488.

The building was professionally valued in October 2020 by Roger Falcon MRICS FCIoB of Josling & Hamlyn of Amersham, who assessed a reinstatement value at £2.11m + VAT. On this basis the Hall is insured for £2.84m on an index linked basis.

### 5. Secured debts and guarantees

The charity has no secured debts and has not provided any guarantees.

**CHALFONT ST GILES MEMORIAL HALL**

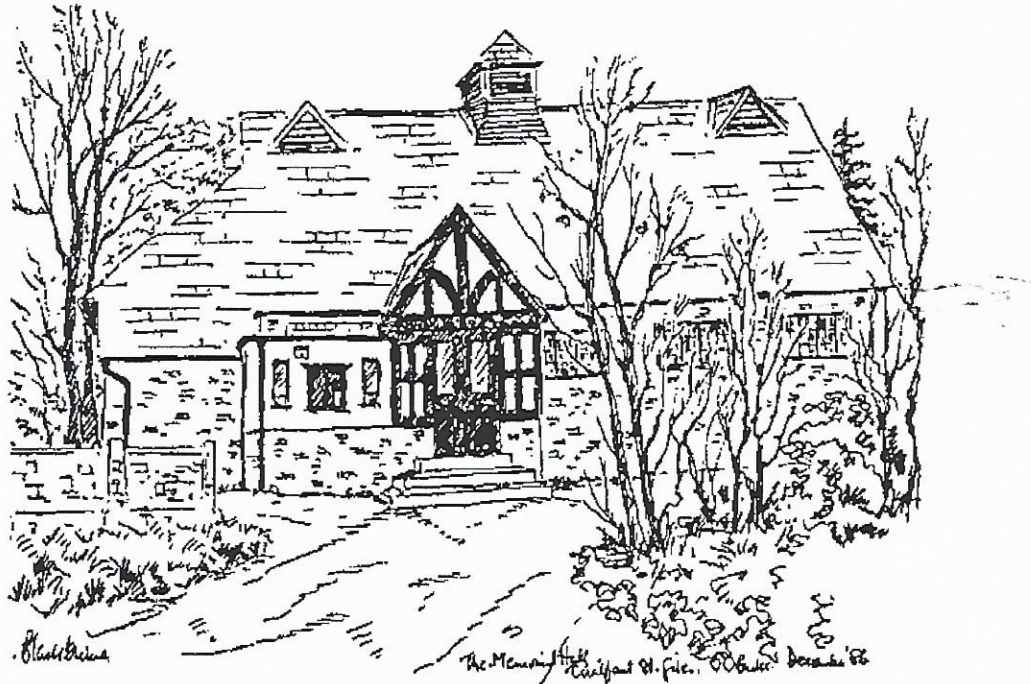
England & Wales - Charity number 1163859

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# Accounts

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# **CHALFONT ST GILES MEMORIAL HALL**



## **TRUSTEES REPORT and ACCOUNTS for the year ended 31<sup>st</sup> December 2021**

**Charity No. 1163859**

# CHALFONT ST GILES MEMORIAL HALL

School Lane, Chalfont St. Giles, Bucks, HP8 4JJ

## Legal and Administrative Information

Chalfont St. Giles Memorial Hall is a foundation charitable incorporated organisation  
Charity No. 1163859 – Registered on 6 October 2015

### Trustees –

Mr. A.J. Hoare	Chairman/Fund Raising Co-ordinator
Miss K. Martin	Deputy Chairman
Mr. K. Huxham	Hon. Secretary
Mr. A. Penson	Hon. Treasurer
Mr. I. A. Johnson	
Mr. G. Jackson	
Dr. R. Perkins	
Ms. C. Santry	
Mr. S. Whitehurst	

### Booking Secretary

Mr. D. Howkins  
[memorialhallbookings@gmail.com](mailto:memorialhallbookings@gmail.com)

### Independent Examiner –

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

### Bankers –

Lloyds Bank plc  
Barclays Bank plc,  
Buckinghamshire Building Society, Chalfont St. Giles,

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2021

### Introduction

The Trustees present their report and accounts for the year ended 31<sup>st</sup> December 2021 together with the report of the Independent Examiner.

The Chalfont St. Giles Memorial Hall was funded by public subscription from 1919 and constructed in 1923 as a memorial to servicemen from the village, who lost their lives in the Great War. The hall was extended in 1999/2000 with the benefit of some restricted fund donations.

This current incorporated charity was formed in 2015. Previously the Hall was run as an unincorporated charity with the same name and with the same objectives.

### Objects of the Charity

The Memorial Hall is operated for "the use of the inhabitants of the Parish of Chalfont St. Giles or within one mile of the Memorial Hall without distinction of political, religious or other opinions, including use for:

- a) Meetings, lectures and classes
- b) Other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants."

### Organisational Structure

The activities of the Charity are governed by the Trustees (The Committee) who normally meet six times during the year. Day to day management is delegated to the officers who report progress to each Trustee meeting. Trustees are elected at the Annual General Meeting (AGM) and include representatives of regular user groups of the Hall and, from time to time, from the Parish Council. Vacancies are filled by co-option during the year. None of the Trustees has any beneficial interest in the charity nor do they receive any remuneration. The trustees are closely involved in the operation and maintenance of the Hall. From March 2020 until October 2021, trustee meetings were held less frequently and virtually via Zoom.

The Trustees take into account the Charity Commission's guidance on public benefit when carrying out their duties.

### Trustee Investment Powers

The Trustees have powers to invest monies not immediately required in accordance with the Trustee Act 2000. It is not the policy to invest long term. Funds held on deposit are regularly monitored.

### Review of Activities

The Hall is the largest in Chalfont St. Giles and is hired for a variety of activities including drama, public meetings and a range of social and leisure events. In the past and in a normal year, the Hall is used most days of the year. 2020 and 2021 have not been normal years. Activities at the Hall have been significantly affected by the Covid-19 pandemic. The Infant School used the Hall after half term starting in March 2021 for various school activities and later also for school lunches.

The Hall again benefitted from much appreciated grants from Buckinghamshire Council totalling £16,907 to help mitigate disruption from the pandemic. There were other donations from hirers totalling £156..

Receipts from hall hire were down in 2021 by over £2,000 (nearly 18%). The number of bookings, many planned events or regular series did hold steady in 2021 and fewer events were cancelled. Nonetheless there was only one family/children's party or private event in 2021. We certainly hope that these one-off bookings will pick up again in 2022.

Our regular fundraisers have continued to organise events as best as possible. The Lottery was not affected by lockdown restrictions, but only one Quiz Night could be held. The most popular event is the biennial Open Gardens Day. Held again in 2021, this raised over £4,300. As usual we must thank the fundraising team for their unstinting support.

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2021 – continued

Core running expenditure was up 8% on 2020, but this was almost entirely accounted for by an increase of £1,500 in cleaning. This had been much reduced in 2020 during periods of closure. Although there is a discretionary element to some repairs and maintenance expenses, £4,100 was spent on necessary floor repairs, £4,254 on staging and stage curtains and £3,075 on LED lighting for the upper car park.

Total receipts less total payments for the year were a cash inflow of £11,095. Cash funds at 31 December 2021 were £56,514. In 2022, it seems unlikely that the Hall's income will return to pre-pandemic levels.

### Reserves Policy

It is the trustees' policy to try to maintain at least a year's running costs in unrestricted cash reserves. The trustees are satisfied that unrestricted reserves at the year-end would cover more than a year's running costs. The reserves policy is also intended to ensure that the charity can maintain or upgrade the Hall, as necessary.

Expenditure on the Hall's wooden floor and on the heating system amounting to over £30,000 is likely to be necessary in the next few years.

### Risk Factors

The Trustees assess the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to them. Insurance covers employers, public and product liability, personal accident and trustees' indemnity as well as buildings and contents.

### Volunteers and staff

Members of the Committee and the fund-raising group assist with various administrative and practical matters during the year. These services are greatly appreciated as is the contribution of other volunteers who provide services to the Hall.

### Independent Examiner

Mr. M.J. Bedford has indicated that he is willing to continue in office.

### Statement of Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- state whether the policies adopted are in accordance with the regulations and Charity Commission guidance.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud or other irregularities.

### Approval

This report has been approved by the Trustees and signed on their behalf.



A.J. Hoare  
Chairman

21 March 2022

# Chalfont St Giles Memorial Hall

## Independent Examiner's Report on the Accounts

I report to the Trustees on my examination of the accounts of the Chalfont St Giles Memorial Hall (Charity No. 1163859) for the year ended 31 December 2021.

### Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Memorial Hall's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

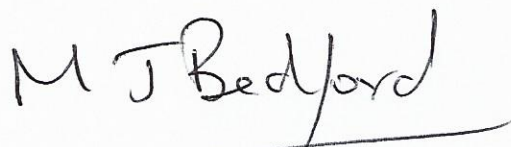
### Independent Examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting records.

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

Signed



Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

21 March 2022

# Chalfont St Giles Memorial Hall

## Receipts and Payments For the year ended 31 December 2021

2020		2021
£		£
	<b>Receipts</b>	
11,210	Hire of Hall	9,192
5,688	School	8,408
2,750	Snooker Club	2,000
3,959	Fund Raising (net)	8,821
11,334	Council Grants	16,907
850	Donations	156
100	Interest	58
<u>35,891</u>	<b>Total Receipts</b>	<u>45,542</u>
	<b>Payments</b>	
4,633	Cleaning/Caretaking	6,133
3,645	Gas/Water/Electricity	3,052
2,952	Insurance	3,069
1,380	Gardening	1,705
3,180	Administration/Sundries	3,123
10,555	Repairs/Renewals	17,365
<u>26,345</u>	<b>Total Payments</b>	<u>34,447</u>
9,546	<b>Receipts less (payments)</b>	11,095
35,873	<b>Cash Funds on 1 January</b>	45,419
<u>45,419</u>	<b>Cash Funds on 31 December</b>	<u>56,514</u>

**Chalfont St Giles Memorial Hall**  
**Statement of Assets and Liabilities**  
**at 31 December 2021**

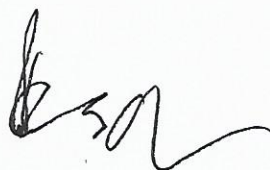
<u>2020</u>		<u>2021</u>
£		£
	Cash Funds	
25,057	Building Society	40,057
<u>20,362</u>	Banks	<u>16,457</u>
<u>45,419</u>		<u>56,514</u>
	Unrestricted Funds	
<u>45,419</u>	General Purposes	<u>56,514</u>
	Fixed Assets at cost (note 4)	
2,300	Land and buildings	2,300
182,488	Extensions	182,488
<u>184,788</u>		<u>184,788</u>
	Restricted Funds	
<u>184,788</u>	Fixed Assets	<u>184,788</u>

Restricted funds have been established specifically in connection with the premises including extensions.

Signed on behalf of the trustees



Chairman



Treasurer

21 March 2022

# Chalfont St Giles Memorial Hall

## Notes to the Accounts for the year ended 31 December 2021

### 1. Accounting policy

These Accounts have been prepared on the receipts and payments basis in accordance with the Charities Act 2011 and the Charity Commission's guidance for preparing receipts and payments accounts.

### 2. Fundraising

2020 Net £		Income £	Costs/Prizes £	2021 Net £
-	"Open Gardens" day	4,877	489	4,388
1,092	Quiz Nights	1,344	696	648
2,867	Lottery	4,536	751	3,785
<u>3,959</u>		<u>10,757</u>	<u>1,936</u>	<u>8,821</u>

### 3. Expenditure

The largest recurring expense category and one that fluctuates from year to year is repairs / renewals. This can be analysed as follows:

#### Repairs

2020 £		2021 £
3,560	Building repair work	2,870
2,755	Other general maintenance	3,025
3,364	Electrical safety upgrade	-
876	Special floor treatment/repairs	4,141
-	LED lighting for upper car park	3,075
-	Staging and stage curtains	4,254
<u>10,555</u>		<u>17,365</u>

### 4. Fixed Assets

Land and Buildings are shown at original cost in 1923 of £2,300 and Extensions at cost in 1999/2000 of £182,488.

The building was professionally valued in October 2020 by Roger Falcon MRICS FCIoB of Josling & Hamlyn of Amersham, who assessed a reinstatement value at £2.11m + VAT. On this basis the Hall is insured for £2.4m on an index linked basis.

### 5. Secured debts and guarantees

The charity has no secured debts and has not provided any guarantees.

**CHALFONT ST GILES MEMORIAL HALL**

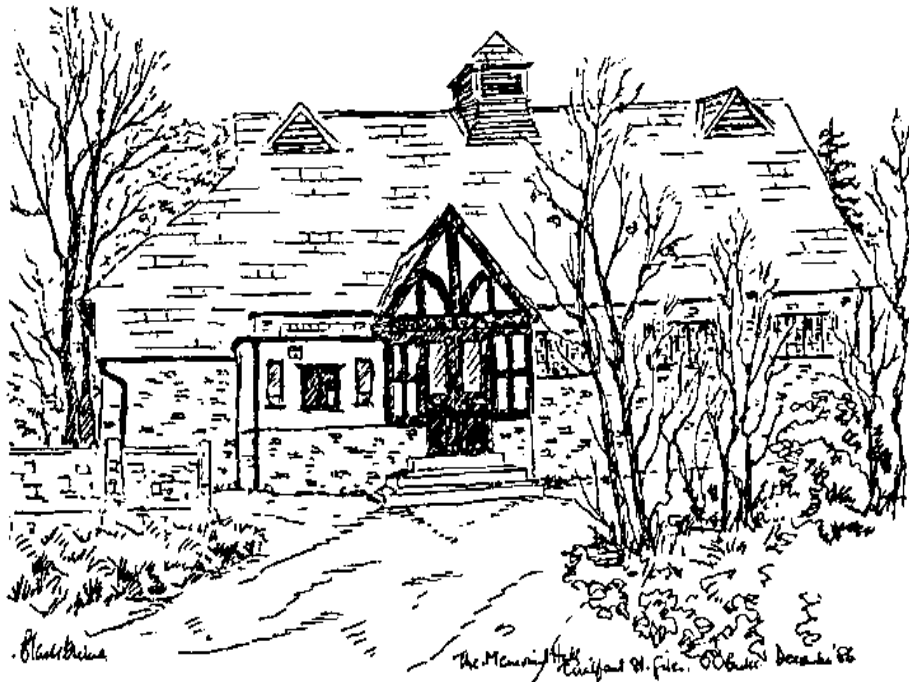
England & Wales - Charity number 1163859

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# Accounts

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# **CHALFONT ST GILES MEMORIAL HALL**



## **TRUSTEES REPORT and ACCOUNTS**

**for the year ended  
31<sup>st</sup> December 2020**

**Charity No. 1163859**

# CHALFONT ST GILES MEMORIAL HALL

School Lane, Chalfont St. Giles, Bucks, HP8 4JJ

## Legal and Administrative Information

Chalfont St. Giles Memorial Hall is a foundation charitable incorporated organisation  
Charity No. 1163859 – Registered on 6 October 2015

### Trustees –

Mr. A. Hoare	Chairman/Fund Raising Co-ordinator
Miss K. Martin	Deputy Chairman
Mr. K. Huxham	Hon. Secretary (from March 2020)
Mr. A. Penson	Hon. Treasurer
Mr. I. A. Johnson	
Mr. G. Jackson	
Dr. R. Perkins	
Ms. C. Santry	
Mr. S. Whitehurst	

Mr. R. Glen	(resigned October 2020)
Mrs. P. Schurer	(resigned March 2020)

### Booking Secretary

Mr. D. Howkins  
[memorialhallbookings@gmail.com](mailto:memorialhallbookings@gmail.com)

### Independent Examiner –

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

### Bankers –

Lloyds Bank plc  
Barclays Bank plc,  
NatWest Bank plc,  
Buckinghamshire Building Society, Chalfont St. Giles,

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2020

### Introduction

The Trustees present their report and accounts for the year ended 31<sup>st</sup> December 2020 together with the report of the Independent Examiner.

The Chalfont St. Giles Memorial Hall was funded by public subscription from 1919 and constructed in 1923 as a memorial to servicemen from the village, who lost their lives in the Great War. The hall was extended in 1999/2000 with the benefit of some restricted fund donations.

This current incorporated charity was formed in 2015. Previously the Hall was run as an unincorporated charity with the same name and with the same objectives.

### Objects of the Charity

The Memorial Hall is operated for "the use of the inhabitants of the Parish of Chalfont St. Giles or within one mile of the Memorial Hall without distinction of political, religious or other opinions, including use for:

- a) Meetings, lectures and classes
- b) Other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants."

### Organisational Structure

The activities of the Charity are governed by the Trustees (The Committee) who meet six times during the year. Day to day management is delegated to the officers who report progress to each Trustee meeting. Trustees are elected at the Annual General Meeting (AGM) and include representatives of regular user groups of the Hall and, from time to time, from the Parish Council. Vacancies are filled by co-option during the year. None of the Trustees has any beneficial interest in the charity nor do they receive any remuneration. The trustees are closely involved in the operation and maintenance of the Hall. From March 2020, trustee meetings were held virtually via Zoom.

The Trustees take into account the Charity Commission's guidance on public benefit when carrying out their duties.

### Trustee Investment Powers

The Trustees have powers to invest monies not immediately required in accordance with the Trustee Act 2000. It is not the policy to invest long term. Funds held on deposit are regularly monitored.

### Review of Activities

The Hall is the largest in Chalfont St. Giles and is hired for a variety of activities including drama, public meetings and a range of social and leisure events. In the past and in a normal year, the Hall is used most days of the year. 2020 has not been a normal year and from March has been significantly affected by the Covid-19 pandemic. The Infant School used the Hall during the autumn term for various school activities, but not for school lunches. In combination with the closure during Summer term, this has halved income from the school.

The Hall received two much appreciated grants from Buckinghamshire Council totalling £11,334 to help mitigate disruption from the pandemic. There were three other generous donations from hirers totalling £850.

Receipts from hall hire were down in 2020 by over £3,250 (over 22%). In addition to a reduction in the number of bookings, many planned events or regular series were cancelled or part cancelled. Some 2020 booking receipts are being rolled forward to 2021 in the hope that activities can restart in spring/summer. This is likely to lead to a lower level of receipts in 2021.

Our regular fundraisers have continued to organise events as best as possible. The Lottery was not affected by lockdown restrictions, but only one Quiz Night could be held. In the past Quiz Nights have provided enjoyment for all those who have taken part. Another popular event is the Open Gardens Day every two years, which will provisionally be held again in 2021. As usual we must thank the fundraising team for their unstinting support.

# Chalfont St Giles Memorial Hall

## Trustees Report for the year ended 31 December 2020 – continued

The overall core running expenditure was much the same as in previous years. However, there has been a saving of £3,500 in cleaning expenditure and nearly £600 in utilities costs, mainly heating, during periods of closure. Although there is a discretionary element to some repairs and maintenance expenses, £3,400 was spent on a necessary electrical upgrade and £2,400 on improvements to a toilet.

Total payments less total receipts for the year were a cash inflow of £9,475. Cash funds at 31 December 2020 were £45,348.

### Reserves Policy

It is the trustees' policy to try to maintain at least six months running costs in unrestricted cash reserves. The trustees are satisfied that unrestricted reserves at the year-end would cover more than six months running costs. In principle, the reserves policy is also intended to ensure that the charity is able to cope with occasional significant items of expenditure to maintain or upgrade the Hall. In 2021 the Hall will probably have a significant reduction to income, although some running costs will continue much as normal.

### Risk Factors

The Trustees assess the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to them. Insurance covers employers, public and product liability, personal accident and trustees' indemnity as well as buildings and contents.

### Volunteers and staff

Members of the Committee and the fund-raising group assist with various administrative and practical matters during the year. These services are greatly appreciated as is the contribution of other volunteers who provide services to the Hall.

### Independent Examiner

Mr. M.J. Bedford has indicated that he is willing to continue in office.

### Statement of Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- state whether the policies adopted are in accordance with the regulations and Charity Commission guidance.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud or other irregularities.

### Approval

This report has been approved by the Trustees and signed on their behalf.



A.J. Hoare  
Chairman

26 March 2021

School Lane, Chalfont St. Giles, Bucks, HP8 4JJ  
Charity No. 1163859

# Chalfont St Giles Memorial Hall

## Independent Examiner's Report on the Accounts

I report to the Trustees on my examination of the accounts of the Chalfont St Giles Memorial Hall (Charity No. 1163859) for the year ended 31 December 2020.

### Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Memorial Hall's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent Examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting records.

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

Signed

A handwritten signature in black ink that reads "M.J. Bedford". The signature is written in a cursive style and is positioned above a horizontal line that serves as a signature line.

Mr. M.J. Bedford  
Retired Chartered Accountant  
10 The Brow  
Chalfont St Giles  
HP8 4JD

31 March 2021

# Chalfont St Giles Memorial Hall

## Receipts and Payments For the year ended 31 December 2020

2019		2020
£		£
	<b>Receipts</b>	
14,488	Hire of Hall	11,210
10,817	School	5,688
2,750	Snooker Club	2,750
8,068	Fund Raising (net)	3,959
1,200	Council Grants	11,334
1,301	Donations	850
100	Interest	100
<u>38,724</u>	<b>Total Receipts</b>	<u>35,891</u>
	<b>Payments</b>	
8,176	Cleaning/Caretaking	4,633
4,236	Gas/Water/Electricity	3,645
2,631	Insurance	2,952
1,770	Gardening	1,380
2,665	Administration/Sundries	3,180
9,329	Repairs/Renewals	10,555
<u>28,807</u>	<b>Total Payments</b>	<u>26,345</u>
9,917	<b>Receipts less (payments)</b>	9,547
25,956	<b>Cash Funds on 1 January</b>	35,873
<u>35,873</u>	<b>Cash Funds on 31 December</b>	<u>45,420</u>

**Chalfont St Giles Memorial Hall**  
**Statement of Assets and Liabilities**  
**at 31 December 2020**

2019		2020
<u>£</u>		<u>£</u>
	Cash Funds	
20,057	Building Society	25,057
15,816	Banks	<u>20,362</u>
<u>35,873</u>		<u>45,419</u>
	Unrestricted Funds	
<u>35,873</u>	General Purposes	<u>45,419</u>
	Fixed Assets at cost (note 4)	
2,300	Land and buildings	2,300
182,488	Extensions	182,488
<u>184,788</u>		<u>184,788</u>
	Restricted Funds	
<u>184,788</u>	Fixed Assets	<u>184,788</u>

Restricted funds have been established specifically in connection with the premises or raised for particular purposes (e.g. extensions).

Signed on behalf of the trustees



Chairman

26 March 2021



Treasurer

## Chalfont St Giles Memorial Hall

### Notes to the Accounts for the year ended 31 December 2020

#### 1. Accounting policy

These Accounts have been prepared on the receipts and payments basis in accordance with the Charities Act 2011 and the Charity Commission's guidance for preparing receipts and payments accounts.

#### 2. Fundraising

2019 Net £		Income £	Costs/Prizes £	2020 Net £
2,967	"Open Gardens" day	-	-	-
1,989	Quiz Nights	1,969	877	1,092
3,112	Lottery	3,752	885	2,867
<u>8,068</u>		<u>5,721</u>	<u>1,762</u>	<u>3,959</u>

#### 3. Expenditure

The largest recurring expense category and one that fluctuates from year to year is repairs / renewals. This can be analysed as follows:

##### Repairs

2019 £		2020 £
6,680	Building repair work	3,560
2,649	Other general maintenance	2,755
-	Electrical safety upgrade	3,364
-	Special floor sealant	876
<u>9,329</u>		<u>10,555</u>

#### 4. Fixed Assets

Land and Buildings are shown at original cost in 1923 of £2,300 and Extensions at cost in 1999/2000 of £182,488.

The building was professionally valued in October 2020 by Roger Falcon MRICS FCIOB of Josling & Hamlyn of Amersham, who assessed a reinstatement value at £2.11m + VAT. On this basis the Hall is insured for £2.4m on an index linked basis.

#### 5. Secured debts and guarantees

The charity has no secured debts and has not provided any guarantees.