

A black and white line drawing of a large, two-story house with a prominent front porch and a central chimney. The house is surrounded by trees and shrubs. The drawing is signed "Blackburn" in the bottom left corner and "The Manning House, Chestnut St. Fil., O'Brien, Dec 28 '88" in the bottom right corner.

**for the year ended
31st 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
Miss K. Martin
Mr. K. Huxham
Mr. A. Penson
Mr. I. A. Johnson
Mr. G. Jackson
Dr. R. Perkins
Ms. C. Santry
Mr. S. Whitehurst

Chairman/Fund Raising Co-ordinator
Deputy Chairman
Hon. Secretary
Hon. Treasurer

Booking Secretary

Mr. D. Howkins
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 31st 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



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.

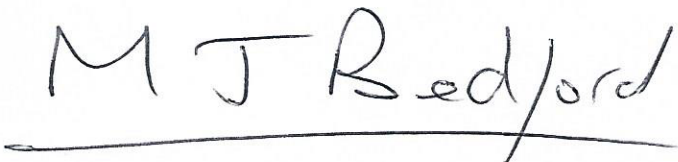
Independent Examiner's statement

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

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.

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
£		£
	Receipts	
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>	Total Receipts	<u>41,759</u>
	Payments	
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>	Total Payments	<u>41,772</u>
4,313	Receipts less (payments)	(13)
56,514	Cash Funds on 1 January	60,827
<u>60,827</u>	Cash Funds on 31 December	<u>60,814</u>

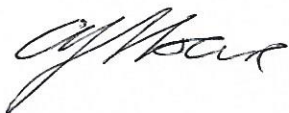
Chalfont St Giles Memorial Hall

Statement of Assets and Liabilities at 31 December 2023

2022 £			2023 £
	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 Net £		Receipts £	Payments/Prizes £	2023 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.