



Trustees' Annual Report for the period

Period start date
From 1 April 2022 To 31 March 2023
Period end date

Section A Reference and administration details

Charity name All Saints Melbourn Community Hall

Other names charity is known by All Saints Community Hall

Registered charity number (if any) 1168855

Charity's principal address Station Road

Melbourn

Cambridgeshire

Postcode SG8 6DX

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
1 Mr Peter Hills	Chairman		At the AGM or by appointment by majority vote at a constitutionally convened meeting of trustees
2 Mrs Jacey Stewart	Vice-Chair		
3 Mrs Kimmi Crosby			
4 Mrs Margaret Howard			
5 Mrs Brenda Meliniotis	IT & Technical Trustee		
6 Mr Terry Muncey	Operations Trustee		
7 Mrs Val Barrett			
8			
9			
10			
11 Names of the trustees for the charity, if any, (for example, any custodian trustees)			
Name			
None		Dates acted if not for whole year	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Treasurer with honorarium	Gaynor Beck	60 The Moor, Melbourn

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

Constitution as on registration

How the charity is constituted

(eg. trust, association, company)

Charitable Incorporated Organisation (CIO)

Trustee selection methods

(eg. appointed by, elected by)

Trustees are elected at the members AGM or appointed by the trustees by majority vote at a constitutionally convened meeting of trustees.

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C

Objectives and activities

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

The charity's objects are for the benefit of the inhabitants of Melbourn and the surrounding area by providing and assisting in the provision of facilities for the recreation and other leisure time occupation of the said inhabitants in the interests of social welfare and with the objective of improving their conditions of life.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees manage and operate the All Saints Community Hall for the benefit of all residents living or working in or around Melbourn. This is achieved by providing and maintaining a Community Hall that is offered to the public to hire, using the space and facilities available for leisure time and community activities.

The trustees are all volunteers and do not receive remuneration or benefit for the time that they apply to the running of the hall. There are no employees and any requirement for a specialist trade is met (so far as is reasonable) by using local contractors, suppliers or other competent volunteers.

The use of the hall incurs costs for rent, rates, insurance, water, electricity and gas as well as cleaning, redecoration, repairs, replacements and other general maintenance operations. These costs are met in part by a hire charge made for all community led activities and partly by fund raising events organised by a trustee sub-committee. The fund raising income is primarily assigned to identified improvement projects with the hire charges covering the costs associated with the actual use of the hall by the community.

Hire rates are structured to favour local and regular users and for those who make payment in advance of hire. Special consideration is given to youth groups and other charitable organisations to keep the costs as low as possible.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Use of the hall is gradually increasing as members of the public are feeling more confident to socialise. We are fortunate to be able to provide use of our meeting room to private tutors who are working with children with identified Special Educational Needs. These SEN children cannot cope with mainstream school provision, so the tutors are continuing the child's learning as they await a place at a specialist school.

The trees we were allocated for Queen's Green Canopy are growing and continuing to thrive in our garden.

As part of the Queen's Platinum Jubilee the Trustees of All Saints Community Hall agreed it would be fitting to place a commemorative item at the hall to mark the Platinum Jubilee. After long discussions covering many ideas, we decided that a sundial would be ideal.

The Trustees were keen to find a bespoke piece made from English stone, ethically sourced and locally cut, prepared and set. Initial research made it evident that we could benefit from local council funding. We were fortunate to receive £500 from South Cambridgeshire Community Chest grants and £300 from Melbourn Parish Council. The balance of the funds were to be made via fundraising events at All Saints Community Hall over the Platinum Jubilee weekend.

The fundraising events at All Saints Community Hall were very well supported by our local community. We held a coffee morning on Thursday 2nd June and on Friday 3rd June we had a live music event, with light supper and raffle. The total raised across these events was £996! This gave us a generous budget of £1800.

We found a local stonemason, based in Ickleton, who was happy to take on our vision for the sundial project. He sourced an English sandstone boulder for the base and a sandstone disc for the inset piece with the sundial attached.

On Saturday 29th October we finally got the sundial installed and it is an excellent addition to the garden.

Due to the rising cost of energy, The Trustees had no other choice than to raise the hire rates. These have been at the same rate for many years so the slight increase will help with the costs associated with the hall without having a huge impact on the costs of our local groups hiring the hall.

Fund Raising

- Cinema nights restarted in April 2022 and continue to be successful
- Celebration of the Coronation of King Charles III and Queen Camilla.

Donations received



Section D	Achievements and performance
	<ul style="list-style-type: none"> Funds to cover the cost of new defibrillator pads – funds ringfenced until required <p>Improvement Projects completed in 2022/23:</p> <ul style="list-style-type: none"> Maintenance carried out on toilet flushes and lights External walkways and guttering cleaned Commemorative Sundial installed in the garden CCTV updated <p>Future Projects under consideration or in progress:</p> <ul style="list-style-type: none"> Install low level buffers in the car park alongside the fence Keyless entry to the hall Extend the patio around the sundial and fire escape Treat the wooden fascias, soffits and bargeboards New altro flooring in the entrance lobby

Section E	Financial review
<p>Brief statement of the charity's policy on reserves</p>	<p>ASCH aims to maintain as a minimum the equivalent of 3 months of average revenue income as an emergency fund that will provide cash for unexpected costs and charges. This fund will only be used to cover the cost of unplanned expense incurred due to unusual or unforeseeable circumstances.</p>
<p>Details of any funds materially in deficit</p>	<p>There are no funds in deficit.</p>
<p>Further financial review details (Optional information)</p> <p>You may choose to include additional information, where relevant about:</p> <ul style="list-style-type: none"> the charity's principal sources of funds (including any fundraising); how expenditure has supported the key objectives of the charity; investment policy and objectives including any ethical investment policy adopted. 	

Section F	Other optional information
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mr Peter Hills	Mrs Jacey Stewart
Position (eg Secretary, Chair, etc)	Chairman	Vice Chair
Date	04/JUL/2023	



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the
trustees/directors/
members of**

All Saints Melbourn Community Hall

**On accounts for the year
ended**

31/03/2023

Charity no.:

1168855

Company no.:

Set out on pages

1 to 4

**Responsibilities and
basis of report**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/03/2023.

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

**Independent
examiner's statement**

~~[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

* Please delete the words in the brackets if they do not apply.

Signed:



Date:

07/07/23.

Name:

HUGH BRENDAN O'MALLEY

Relevant professional qualification(s) or body (if any):

Address:

9 TRURY LANE

MELBOURNE

SG8 6EP

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.





CHARITY COMMISSION
FOR ENGLAND AND WALES

All Saints Melbourn Community Hall

1168855

Receipts and payments accounts

CC16a

For the period
from

01/04/2022

To

31/03/2023

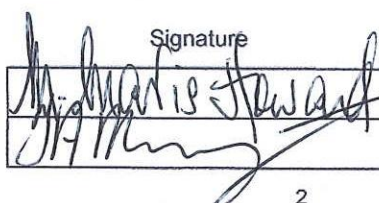
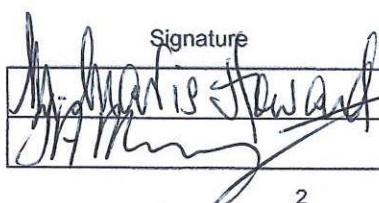
Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
SALES RECEIPTS	15,008	-	-	15,008	10,104
DONATIONS	899	-	-	899	1,170
FUNDRAISING INCOME	4,077	-	-	4,077	-
INTEREST RECEIVED	42	-	-	42	48.11
INSURANCE CLAIM (CAR PARK)	2,496	-	-	2,496	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	22,521	-	-	22,521	11,322
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	22,521	-	-	22,521	11,322
A3 Payments					
RENT, RATES, INSURANCE	1,852	-	-	1,852	1,690
ADMIN EXPS	2,166	-	-	2,166	3,144
UTILITIES	3,526	-	-	3,526	1,873
CLEANING & COMSUMABLES	5,627	-	-	5,627	2,846
REPAIRS & MAINTENAMCE	8,902	-	-	8,902	2,690
CAPITAL EXPS	-	-	-	-	2,449
FUNDRAISING EXPS	822	-	-	822	-
MISC EXPS	554	-	-	554	-
BOOKING REFUNDS	108	-	-	108	206
Sub total	23,556	-	-	23,556	14,899
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	23,556	-	-	23,556	14,899
Net of receipts/(payments)	- 1,035	-	-	- 1,035	- 3,577
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	22,955	-	-	22,955	-
Cash funds this year end	21,920	-	-	21,920	- 3,577

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	LLOYDS TRESURER A/C	6,221	-	-
	PETTY CASH	12	-	-
	CAMBRIDGE BUILDING SOCIETY	5,553	-	-
	LLOYDS DEPOSIT A/C	10,134	-	-
	Total cash funds	21,920	-	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	TANGIBLE ASSETS	CASH	-	4,877
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	M. MAVIS HOWARD	29-9-23
	T.A. MUNCIE	29.9.23

All Saints Melbourn Community Hall, Treasurers Account

Accounting for the period 1st April 2022 - 31 March 2023

Bank Reconciliation as per 31st March 2023

Balance per Accounts		6,220.53
Less Unpresented Receipts		
Coffee Stop	60.00	
Coffee Stop	60.00	
Vicki O'Neill - private party	50.00	
Film Night - less exps £41	270.00	
SOAS Quiz	36.00	
SOAS Quiz	40.00	
SOAS Greek Night	66.00	
SOAS Ukulele/ SOAS Meeting	46.00	
Coffee Stop	54.00	
Coffee Stop	72.00	
Johnson - private party	70.00	
Insurance claim - car park	2496.00	
Shingay MU	42.00	
SOAS Meeting	7.50	
Howard - private party	52.50	
Film Night - less exps £40	307.00	
Film Night - less exps £74	210.00	-3,939.00

Bank Statement as @ 31 Mar23	<u>2,281.53</u>
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Bank Account 1 Jan to 31 Mar 2023

B/F 1 Jan23	4,765.50
Received	4,638.95
Paid	-7,122.92

Balance per Statement - 31 Mar23	<u>2,281.53</u>
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Petty Cash

Opening Bal	12.00
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Balance per Petty Cash - 31 Mar23	<u>12.00</u>
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Business Deposit Account	10,119.75
Transfer to current a/c	0.00
Interest Rec'd	14.26
Balance 31 Mar23	<u>10,134.01</u>

Cambridge Building Society	Balance 31 Mar23	5,536.21
	Interest Rec'd	16.79
	Balance 31 Mar23	<u>5,553.00</u>

BOOKINGS

Since the last quarter, we do have another pupil receiving tutoring weekday mornings in the Meeting Room. We have a couple of enquiries for pilates etc. And booked a weekly pre-school arts and crafts class. Weekend parties have been reasonably consistent, but i see this as being only as far as the better weather ahead. Our increased prices seem to be inline with other Halls and whilst people are shopping around for best rate, ours do seem to be favourable.

Profit and Loss Report

from 01/04/2022 to 31/03/2023

£

Sales

Interest Received	41.51
Revenue - Class I weekly hire	10,471.39
Revenue - Class I Monthly Hire	1,213.00
Revenue - Class 2 PCC Listed	229.25
Donations - Unrestricted	899.00
Fundraising Income	4,076.50
Revenue - Class I Ad hoc hire	3,094.26
Insurance Claims	2,496.00
Total Sales	<u>22,520.91</u>

Expenses

Subscriptions	60.00
Website & Software Costs	493.78
Accountancy Fees	-1,500.00
Housekeeping - consumables	112.47
Housekeeping - Contract cleaning	5,514.36
Administration costs - Insurance	1,566.16
Administration costs - Licenses	665.88
Utilities - Electricity	1,910.24
Utilities - Gas	825.55
Utilities - Broadband	489.60
Utilities - Water	300.56
Ground rent & rates	286.29
Repairs & maintenance - Building fabric and services	2,912.40
Repairs & maintenance - Fire and safety equipment	2,108.10
Repairs & maintenance - Furniture	180.60
Repairs & maintenance - Garden and carpark	2,279.00
Repairs & maintenance - Installed equipment	1,421.70
Fundraising expenditure	821.64
Refunds	108.00
Treasurer's Honorarium	3,000.00
Total Expenses	<u>23,556.33</u>

Net Loss **-1,035.42**

Balance Sheet Report on 31/03/2023

£

Assets

Equipment	4,439.78
Equipment Accumulated Depreciation	-1,109.95
Capital Expenditure - Decoration 2020	1,547.50
Cambridge Building Society	5,553.00
Lloyds Business Instant Access	10,134.01
Lloyds Treasurer Account	6,220.53
Petty Cash	12.00
Total Assets:	<u>26,796.87</u>

Liabilities

Total Liabilities:	<u>-</u>
Assets - Liabilities	<u>26,796.87</u>

Capital

Capital	26,796.87
Total Capital:	<u>26,796.87</u>

[Signature] 01/07/23
checked