

ITCHENOR MEMORIAL HALL

England & Wales · Charity number 1170367

Details

Status Registered

Legal form CIO

Registered 2016-11-24

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

Contact

Address Itchenor Memorial Hall
Itchenor Road
Itchenor
West Itchenor
Chichester
PO20 7DL

Phone 07718902768

Email itchenormemorialhall@gmail.com

Website www.itchenormemorialhall.org

Activities

Objects: THE OBJECTS OF THE CIO ARE TO RUN A VILLAGE HALL AND TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF WEST ITCHENOR AND ITS IMMEDIATE VICINITY (THE "AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS THE PROVISION OF FACILITIES FOR PHYSICAL AND MENTAL TRAINING, RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.

Activities: Renter of hall space to people and organisations in Itchenor and surrounding area. For classes, choirs, groups, private parties, meetings, weddings and others. Hall capacity 100 seatedWood and parkland for outside activities

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£45,853	£56,976	-	-
2024-03-31	£23,419	£16,497	-	-
2023-03-31	£26,724	£32,689	-	-
2022-03-31	£190,168	£290,573	-	-
2021-03-31	£56,865	£13,877	-	-

Trustees

Name	Role	Appointed
Adrian West		2022-08-17
Basil Taylor MSc. FCA		2016-11-24
Chloe Scholes		2022-08-17
Helena Gardner		2024-07-10
Nicole Dukoff-Gordon		2024-09-05

ITCHENOR MEMORIAL HALL

England & Wales - Charity number 1170367

Accounts

TRUSTEES ANNUAL REPORT

For the Period

1st April 2024 - 31st March 2025

Charity Name: Itchenor Memorial Hall

Registered Charity Number: 1170367

(Previously constituted under charity number 305439)

Charity's Principal Address: Itchenor Memorial Hall
Itchenor Road
Itchenor
PO20 7DL

Charity's Postal Address: Chairman of the Trustees
Mr Basil Taylor
Dobbies – Itchenor Road
Itchenor
PO20 7AA

Names of Charity Trustees who formed the committee during the Year

Mr Philip Edwards	Chairman - Resigned 01 June 2024
Mr Basil Taylor	Hon. Treasurer- Appointed Chairman 30 June 2024
Emma Hansell	(Resigned 01 September 2024)
Alexander Webb	(Resigned 15 November 2024)
Chloe Scholes	(Appointed 17 August 2022)
Adrian West	(Appointed 17 August 2022)
Anne Irwin Brown	(Appointed 11 April 2024; resigned 26 July 2024)
Helena Gardner	(Appointed 10 July 2024)
Nicole Dukoff Gordon	(Appointed 5 September 2024)

Governing Document:

Constitution of Itchenor Memorial Hall dated 24th November 2016.
The charity is constituted under the above document.

Trustees' selection methods

A Trustee Committee member may be nominated and seconded by an inhabitant of the Parish of West Itchenor and voted onto committee at the AGM. Other Committee members may be co-opted by the Committee during the year. Committee members stand down and re-stand for election if they choose each year.

Volunteers

All trustees give their time voluntarily and receive no remuneration or benefits. Other than the trustees, the Charity has no other volunteers.

Objects of the Charity

Promote for the benefit of the inhabitants of the Parish of West Itchenor and its immediate vicinity (the area of benefit), the provision of facilities for:

- physical or mental training,
 - recreation or other leisure time occupation
- to individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Such provision of facilities to be given without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions,

Summary of Main activities and achievements in Relation to Above Objectives

The Trustees have complied with their duty to have regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

We are very proud to say that the Hall achieved an "A" Energy Rating, Energy Performance Certificate when tested on 1 May 2025 reflecting all the efforts on the preceding few years in refurbishing the Hall, its heating, power generation and consumption savings.

The committee met formally 4 times during the period. In addition to such committee meetings, members of the committee have met informally at times to talk about and review matters of interest.

The daily schedule at the Hall remained consistent with the activities of the Hall as in previous years, as follows:

- The Parish Council is based at the hall for regular meetings.

Including the above, the Hall's use throughout the year comprised

- 1 Garden party and concert weekend
- 2 Polling station events
- 3 Political events
- 19 Parish Council and related planning meetings
- 12 children's and adult parties
- 4 Reeling dance parties,
- 7 Itchenor Society and Itchenor Memorial Hall meetings including AGMs,
- 124 Yoga and other health and training classes
- 2 Weddings
- 193 days of pre-school learning
- 15 Other meetings and activities including maintenance.

This was a total of 381 event bookings during the year.

Financial review

Revenue

Total Receipts for the year ended 31 March 2025 amounted to £45,853 (2024: £23,419)

- Hire revenue from the Hall and Hall Equipment was £5,591 (2024: £3,808), higher than last year as we continue to recover from the building works and people are discovering how beautiful and convivial our Hall and its curtilage are.
- The Montessori pre-school contributed £15,436 (2024: £12,873). This school continues to be a popular pre-school facility, and its excellent offering and conscientious management continue to benefit the Hall. We raised our charges to the school this year to reflect additional requirements they had which we were able to provide. We look forward to continuing our mutually successful relationship with this pre-school.
- The Hall holds a £1,000 refundable deposit which is included in Cash Funds.
- Our fete this year was again blessed with good weather. It was held on 25 May 2024. Our net takings including the raffle and after all costs amounted to £4,423, a sizeable contribution to the Hall's funds particularly as we were saving hard to add the balance between donated funds and the cost of installation of our Solar Panelling project later in the year. Our previous fete held in June 2022 contributed £5,045 to the Hall's funds.
- Our fund-raising efforts for the Solar Panelling were boosted by the very generous donation of £12,500 from the Woodger Trust which when added to previous donations of £6,000 including Gift Aid, provided us with sufficient funds when added to our own allocated for this purpose enabled us to fund the £25,025 total cost needed to install the solar panelling.
It is too early to tell how much the Solar Panels have saved in electricity costs but consumption from the Grid is significantly reduced.

The Hall joined with the Itchenor Parish Council to fund the installation of a Defibrillator to the front of the Hall building. The two existing defibrillators in the Village, located at the Chichester Harbour Office and Northshore Shipyard, were deemed too far away should anyone from the south-western end of the Village have need of such device and it is hoped that this new installation will be a comfort to those situated in this part of the village.

Costs

As all our refurbishment work was completed in 2023, costs attributable to this item were £Nil during the year (2023: 15,751).

Total cost at £56,976 (2024: £16,222) were largely dominated by the costs for solar panelling £25,025 and defibrillator £2,173. The remaining £29,778 included the following:

- Repairs and maintenance £7,689 (2024: £7,513) – due to further work on the car park, repainting the Hall interior, and general maintenance.
- Gardening £3,900 (2024: £2,700) – increase due to regular garden upkeep.

- Cleaning £2,478 (2024: £2,088) – regular cleaning of Hall.
- Insurance £1,060 (2024: £735) – significant increase in premium due to implied increase in Hall value.
- Electricity £7,246 (2024: £838) – A charge error by SSE was responsible for £5,782 of this increase. This was repaid in May 2025. The balance increase was due to the ending of a very favourable tariff contract and hall usage.
- Communications £732: (2024: £552) – additional wi-fi connections and increase in rate.
- Other (Rates, Licences, Fees, Sundry) £1,532 (2024: £576) including:
 - Hallmaster booking software licence of £265 (2024: £227) and purchase of PAT testing equipment £358.

Result Overall

- Overall, the Hall suffered a cash outflow from normal operating activities of £7,973, excluding the SSE overcharge error (2024: £1,196 inflow).
- The Montessori pre-school continued as the major contributor, contributing a cash flow inflow of £14,718 (2024: £12,973).
- The Solar Panelling Project cash outflow net of donations (£25,025) was £17,471 from donations and £7,554 from our own funds.
- The cash outflow from the SSE error, refunded in May 2025, was £5,792.
- It is encouraging that our efforts in this regard are paying off as the Hall's popularity for event hire is increasing steadily. This is demonstrated by the increased use of the Hall as demonstrated elsewhere in the report.

Reserve Funds as at 31 March 2025.

At the end of the year, 31 March 2025, Total Funds were £5,503, (2024: £16,177) of which £Nil (2024: £5,726) were Restricted Funds.

Total Funds were represented by bank balances with HSBC bank, as follows:

Current account	£1,547 (2024: £2,554)
Deposit account	£3,506 (2024: £13,623)

Value of the Hall

This is no longer noted in the accounts as its previous value of £240,000 is considered by the Trustees to be meaningless in the absence of a professional valuation.

Policy on Reserves

The Charity's policy on reserves is to maintain General Funds sufficient to support the on-going activities and meet its Objectives. Funds are maintained in a current account with HSBC bank but to the extent prudent, the Committee transfers funds to a deposit account with HSBC bank to gain interest.

Funds Materially in Deficit

The Charity has no funds in deficit, materially or otherwise.

Principal sources of Funds

The sources of funds include monies raised from the pre-school (Little Diggers) running throughout the year. Since it started, this pre-school has made an enormous difference to our finances. The extra income derived enables proper maintenance to be carried out when needed and improvements to be scheduled for the future. Little Diggers have now become part of our village and it's wonderful to see the Hall being well used, with some weekends now catering for children's parties.

Other sources of income are:

- Fund raising and other activities achieved during the period,
- Hire charges for Itchenor Memorial Hall (IMH)'s use and other contributions to costs.

Expenditure

Expenditure is incurred solely to maintain the upkeep and development of IMH and grounds to provide the facilities set out in its Constitution Objectives.

Assets for Charity's Own use - Itchenor Memorial Hall

The land on which the IMH stands was gifted to the Village in 1947 and IMH was constructed in 1953. Subsequently, around 1957 it is believed, the land and building were absorbed into charity 305039. The Charity was constituted as a Charitable Incorporated Organisation (CIO) on 24th November 2016 and received a new Charity number of 1170367.

In November 2017 fund raising was commenced to modernise the hall in April 2021 planning permission was granted and work commenced. By the end of that year, building work was completed; the hall was fully operational by the start of 2022.

Investment Policy - Building Projects

Planning consents were obtained and work was completed on time. Solar panelling has been installed and is operational. Future investment projects include installation of window blinds scheduled to be installed later in 2025.

Other Optional Information

Grounds

Over the years and especially on the day of our last Village Fete in May 2024, the grounds have become truly glorious. They are a great asset and enjoyed enormously by the children attending Little Diggers our pre-school and other guests alike. It is the intention of the Hall trustees to organise a village Fete every two years.

Basil Taylor as our Hon. Treasurer took over the role of Chairman effective from 30 June 2024 in the stead of Philip Edwards who resigned on 1 June 2024. He now combines both roles ably supported by a team of four very able trustees.

The Village Fete.

Our fete this year, held on 25 May 2024, was again a major contributor to our funds, as reported in the Finance Section of this report. The Trustees are planning to hold another fete on 23 May 2026.

Memorial Hall Concert

This was held after our village Fete by the Itchenor society, the weather was again kind and once again we were entertained by the Chichester University orchestra led by Mr Simon Growcott their conductor. The orchestra which consists of 25 musicians has an excellent reputation in the south. It is hoped that this event will be repeated in future years.

Independent Financial review

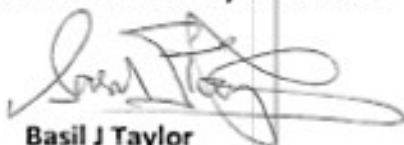
As our income, including donations, exceeded £25,000 for the year under review, we were required to appoint an independent examiner to perform a review of our financial statements. We appointed Mr Rick Dukdoff-Gordon to undertake this task and his "clean" report is filed with our Financial Statements.

Declaration

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Signature



Basil J Taylor

Position

Chairman and Hon Treasurer

Date:

31 August 2025

Receipts and payments accounts

For the period from

From 01-Apr-24

To

To 31-Mar-25

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					
Hire of Hall and Equipment	5,591	-	-	5,591	3,803
Donations	500	1,393	-	1,893	6,500
Bank interest	197	-	-	197	108
Miscellaneous	815	-	-	815	12
Fundraising	-	12,500	-	12,500	123
Montisoni pre-school	15,436	-	-	15,436	12,873
Fete	9,421	-	-	9,421	-
	-	-	-	-	-
Sub total (Gross income for AR)	31,960	13,893	-	45,853	23,419
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	31,960	13,893	-	45,853	23,419
A3 Payments					
Insurance	1,060	-	-	1,060	779
Repairs and maintenance	7,689	-	-	7,689	7,513
Electricity	7,246	-	-	7,246	1,003
Communications	732	-	-	732	525
Rates and charges	317	-	-	317	321
Gardening	3,900	-	-	3,900	2,700
Cleaning	2,478	-	-	2,478	2,088
Licences	352	-	-	352	382
Marketing and publicity	-	-	-	-	-
Professional fees	240	-	-	240	194
Building project costs	-	-	-	-	-
Montisoni pre-school costs	-	718	-	718	-
Solar paneling project	6,774	18,251	-	25,025	-
Defibrillator cost	780	1,393	-	2,173	-
Sundry costs	623	-	-	623	-
Fund raising costs	-	-	-	-	992
Fete costs	4,423	-	-	4,423	-
	-	-	-	-	-
Sub total	36,614	20,362	-	56,976	16,497
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	36,614	20,362	-	56,976	16,497
Net of receipts/(payments)	- 4,654	- 6,469	-	- 11,123	6,922
A5 Transfers between funds	- 6,469	6,469	-	-	-
A6 Cash funds last year end	16,177	-	-	16,177	9,255
Cash funds this year end	5,054	-	-	5,054	16,177



**Report to the trustees/
members of**

ITCHENOR MEMORIAL HALL

**On accounts for the year
ended**

31 MARCH 2025

**Charity no
(if any)**

1170367

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- 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.

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

Signed:

Date:

9 AUGUST 2025

Name:

Richard Colson SDUKOFF-GORDON

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

NONE

Address:

EBENEZER, SHIPTON GREEN, ITCHENOR

CHICHESTER, WEST SUSSEX

PO20 7BZ

Only complete if the examiner needs to highlight 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.

NONE

ITCHENOR MEMORIAL HALL

England & Wales - Charity number 1170367

Accounts

TRUSTEES ANNUAL REPORT

For the Period

1st April 2023 - 31st March 2024

Charity Name: Itchenor Memorial Hall

Registered Charity Number: 1170367
(Previously constituted under charity number 305439)

Charity's Principal Address: Itchenor Memorial Hall
Itchenor Road
Itchenor
PO20 7DL

Charity's Postal Address: Chairman of the Trustees
Mr Philip Edwards
Rosiane – Itchenor Road
Itchenor
PO20 7DH

Names of Charity Trustees who formed the committee during the Year

Mr Philip Edwards	Chairman (Appointed 12 th May 2019)
Mr Basil Taylor	Hon. Treasurer
Emma Hansell	(Appointed February 2022)
Chloe Scholes	(Appointed 30 th March 2022)
Alexander Webb	(Appointed 30 th March 2022)
Adrian West	(Appointed April 2022)

Governing Document:

Constitution of Itchenor Memorial Hall dated 24th November 2016.
The charity is constituted under the above document.

Trustees' selection methods

A Trustee Committee member may be nominated and seconded by an inhabitant of the Parish of West Itchenor and voted onto committee at the AGM. Other Committee members may be co-opted by the Committee during the year. Committee members stand down and re-stand for election if they choose each year.

Volunteers

All trustees give their time voluntarily and receive no remuneration or benefits. Other than the trustees, the Charity has no other volunteers.

Objects of the Charity

Promote for the benefit of the inhabitants of the Parish of West Itchenor and its immediate vicinity (the area of benefit), the provision of facilities for:

- physical or mental training,

- recreation or other leisure time occupation to individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Such provision of facilities to be given without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions,

Summary of Main activities and achievements in Relation to Above Objectives

The Trustees have complied with their duty to have regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The committee met formally 4 times during the period. In addition to such committee meetings, members of the committee have met informally at times to talk about and review matters of interest.

The daily schedule at the Hall remained consistent with the activities of the Hall as in previous years, as follows:

- The Parish Council is based at the hall for regular meetings.

Including the above, the Hall's use throughout the year comprised

- Garden party and concert weekend celebrating King Charles 111 coronation
- 1 Polling station event
- 24 Parish Council and related planning meetings
- 12 children's parties
- 5 Reeling dance parties,
- 1 Itchenor Society AGM,
- 45 Yoga classes
- 4 Itchenor Hall Trustee meetings and 1 AGM
- 15 Other meetings

Financial review

Receipts.

- Total Receipts for the year ended 31 March 2024 amounted to £23,418 (2023: £26,724)
- Hire revenue from the Hall and Hall Equipment was £3,803 (2023: £3,359), higher than last year as we recovered from the previous year's building works.
- The Montessori pre-school contributed £12,873 (2023: £13,200) This was the first full year of the school's operation and revenues consolidated themselves into a solid income stream for the Hall.
- The Hall holds a £1,000 a refundable deposit which is included in Cash Funds.
- We did not hold a fete during the year ended 31 March 2024. We concentrated our efforts on raising funds for the Solar Panelling project to

make our Hall energy self-sufficient, but otherwise our general donations, grants, village event and other income were up slightly to £743 (2023: £344 excluding the 2023 Fete)

Our fund-raising efforts for the Solar Panelling achieved £6,000 including Gift Aid, a major achievement towards to Project's cost. We were also very fortunate to receive a donation from the Woodger Trust which, together with our own funds enabled us to meet our total financing target.

After competitive tendering from three independent providers, we chose Cardinal Energy to instal the equipment, placed the order for installation during August 2024 and the equipment is now operational as of the date of this report.

Payments

As all our refurbishment work was completed in 2023, there were no costs attributable to this item during the year (2023: 15,751).

Total costs for the year amounted to £16,222 (2023: £16,938 - £32,689 if refurbishment work is included)

Notable costs included in this total are:

- Repairs and maintenance £7,513 (2023: £1,113) – increase due to remedying car park flooding, alarm servicing and general maintenance.
- Gardening £2,700 (2023: £4,860) – increase due to regular garden upkeep. Previous year included coppicing of Pine trees £2,160.

The change – surplus (deficit)- in our retained income after payments made during the year was as follows:

General Funds	£ 1,196
Restricted Funds	£ 5,726

At the end of the year, 31 March 2023, Total Funds were £16,177, (2023: £9,255) of which £5,726 were Restricted Funds associated with the Solar Panelling project. (2023 £Nil).

Total Funds were represented by bank balances with HSBC bank, as follows:

Current account £ 2,554	(2023: £4,738)
Deposit account £13,623	(2023: £4,517)

Policy on Reserves

The Charity's policy on reserves is to maintain a General Funds sufficient to support the on-going activities and meet its Objectives. Funds are maintained in a current account with HSBC bank but to the extent prudent, the Committee transfers funds to a deposit account with HSBC bank to gain interest.

Funds Materially in Deficit

The Charity has no funds in deficit, materially or otherwise.

Principal sources of Funds

The sources which include monies raised from a pre-school (Little Diggers) running throughout the year, the pre-school since it started operating from the hall has made an enormous difference to our hall finances. The extra income derived enables proper maintenance to be carried out when needed and hall improvements to be scheduled for the future. Little Diggers have now become part of our village and it's wonderful to see the Hall being well used, with some weekends now catering for children's parties.

Other sources of income are:

- Fund raising and other activities achieved during the period,
- Hire charges for Itchenor Memorial Hall (IMH)'s use and other contributions to costs.

Expenditure

Expenditure is incurred solely to maintain the upkeep and development of IMH and grounds to provide the facilities set out in its Constitution Objectives.

Assets for Charity's Own use - Itchenor Memorial Hall

The land on which the IMH stands was gifted to the Village in 1947 and IMH was constructed in 1953. Subsequently, around 1957 it is believed, the land and building were absorbed into charity 305039. The Charity was constituted as a Charitable Incorporated Organisation (CIO) on 24th November 2016 and received a new Charity number of 1170367.

In November 2017 fund raising was commenced to modernise the hall in April 2021 planning permission was granted and work commenced. By the end of that year, building work was completed; the hall was fully operational by the start of 2022.

Investment Policy - Building Projects

Planning consents were obtained and work was completed on time. Solar panelling has been installed and is operational. Future investment projects include installation of window blinds.

Other Optional Information

Grounds

Over the years and especially on the day of our last Village Fete Friday June 3rd 2022 the grounds have become truly glorious. They are a great asset and enjoyed enormously by the children attending Little Diggers our pre-school. It is the intention of the Hall trustees to organise a village Fete every two years.

Basil Taylor as our Hon. Treasurer has provided us with sound financial advice and kept us up to date with interim reports on our finances which he has capably overseen.

The Village Fete.

After the successful fete in June 2022, the trustees held a celebration of the King's coronation with the Itchenor Society on that weekend in May 2023 which was very well attended by members of the village. In view of the popularity of communal activities such as these, the Trustee's plan to hold another fete in the Memorial Hall and grounds on 25 May 2024.

Memorial Hall Concert

This was held after our village Fete by the Itchenor society, the weather was again kind and once again we were entertained by the Chichester University orchestra led by Mr Simon Growcott their conductor. The orchestra which consists of 25 musicians has an excellent reputation in the south. It is hoped that this event will be repeated in future years.

Independent Financial review

As our income, including donations, exceeded £25,000 for the year under review, we were required to appoint an independent examiner to perform a review of our financial statements. We appointed Mr Rick Dukdoff-Gordon to undertake this task and his "clean" report is filed with our Financial Statements.

Declaration

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Signature

Philip V Edwards



Position

Chairman

Date:

31 May 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

ITCHENOR MEMORIAL HALL

1170367

Receipts and payments accounts

CC16a

For the period from 01/04/2023 To 31/03/2024

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					
Hire of Hall and Equipment	3,803	-	-	3,803	3,359
Donations	500	6,000	-	6,500	314
Bank interest	108	-	-	108	20
Miscellaneous	12	-	-	12	10
Fundraising	123	-	-	123	9,821
Montisorri pre-school	12,873	-	-	12,873	13,200
	-	-	-	-	-
Sub total (Gross income for AR)	17,419	6,000	-	23,419	26,724
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	17,419	6,000	-	23,419	26,724
A3 Payments					
Insurance	779	-	-	779	735
Repairs and maintenance	7,513	-	-	7,513	1,113
Electricity	1,003	-	-	1,003	838
Communications	525	-	-	525	552
Rates and charges	321	-	-	321	313
Gardening	2,700	-	-	2,700	4,860
Cleaning	2,088	-	-	2,088	2,506
Licences	382	-	-	382	378
Marketing and publicity	-	-	-	-	-
Professional fees	194	-	-	194	144
Building project costs	-	-	-	-	15,751
Montisorri pre-school costs	-	-	-	-	-
Sundry costs	-	-	-	-	41
Fund raising costs	718	274	-	992	5,458
Sub total	16,223	274	-	16,497	32,689
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	16,223	274	-	16,497	32,689
Net of receipts/(payments)	1,196	5,726	-	6,922	5,965
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	9,255	-	-	9,255	15,220
Cash funds this year end	10,451	5,726	-	16,177	9,255

ITCHENOR MEMORIAL HALL

England & Wales - Charity number 1170367

Accounts

TRUSTEES ANNUAL REPORT

For the Period

1st April 2022 - 31st March 2023

Charity Name: Itchenor Memorial Hall

Registered Charity Number: 1170367
(Previously constituted under charity number 305439)

Charity's Principal Address: Itchenor Memorial Hall
Itchenor Road
Itchenor
PO20 7DL

Charity's Postal Address: Chairman of the Trustees
Mr Philip Edwards
Rosiane – Itchenor Road
Itchenor
PO20 7DH

Names of Charity Trustees who formed the committee during the Year

Mr Philip Edwards	Chairman (Appointed 12 th May 2019)
Mr Basil Taylor	Hon Treasurer
Emma Hansell	(Appointed February 2022)
Chloe Scholes	(appointed 30 th March 2022)
Alexander Webb	(appointed 30 th March 2022)
Adrian West	(Appointed April 2022)
Vicky Roberts	(Appointed 30 th March 2022 resigned 13/02/23)
James Lamont	(Appointed 30 th March 2023 resigned 21/04/23)
Kerry Simmons	(Resigned 8 th August 2022)
Simone Horsley	(Resigned June 2022)
Tom Trevelyan	(Resigned 11 th November 20022)

Governing Document:

Constitution of Itchenor Memorial Hall dated 24th November 2016.
The charity is constituted under the above document.

Trustees selection methods

A Trustee Committee member may be nominated and seconded by an inhabitant of the Parish of West Itchenor and voted onto committee at the AGM. Other Committee members may be co-opted by the

Committee during the year. Committee members stand down and re-stand for election if they choose each year.

Volunteers

All trustees give their time voluntarily and receive no remuneration or benefits. Other than the trustees, the Charity has no other volunteers.

Objects of the Charity

Promote for the benefit of the inhabitants of the Parish of West Itchenor and its immediate vicinity (the area of benefit), the provision of facilities for:

- physical or mental training,
- recreation or other leisure time occupation to individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Such provision of facilities to be given without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions,

Summary of Main activities and achievements in Relation to Above Objectives

The Trustees have complied with their duty to have regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The committee met formally 4 times during the period. In addition to such committee meetings, members of the committee have met informally at times to talk about and review matters of interest.

The daily schedule at the Hall remained consistent with the activities of the Hall as in previous years. With the exception of the Covid disruptions, they were as follows:

- The Parish Council is based at the hall for regular meetings.

Weekly sessions should have shown:

- West Itchenor Parish Council planning committee on Mondays for regular meetings.
- 2 Pilates classes on Tuesday evenings,
- 2 Yoga classes 1 on Thursday and one on Friday.

week-day hiring's, the Hall is used:

- for Polling days and local meetings and this year there were:
 - 1 Polling station events
 - Four children's parties

- o Reeling,
- o Itchenor Society AGM,

Financial review

Receipts and Payments account.

The Hall received income from general activities to the value of £3,389. The Charity received donations in the amount of Unrestricted Funds £314 and raised £4,363, after costs, from a fete held during the year. In addition, the Charity received £13,200 from a Montessori pre-school held on its premises.

Remaining builder's costs and payment of retention monies upon completion of the building work accounted for payments from Restricted Funds of £15,751.

Other notable costs included:

- maintenance of the Hall's surrounding land, £4,860, including £2,160 for coppicing of trees,
- regular Hall cleaning £2,506 and
- £1,110 on security, lighting, acoustic control and parking.

The change – surplus (deficit)- in our retained income after payments made during the year was as follows:

General Funds	£ 9,876
Restricted Funds	£(15,761)

At the end of the year, the Charity had the following funds at its disposal:

Unrestricted funds	
General Funds	£ 9,255
Reserves	£ Nil
Restricted Funds	£ Nil

Policy on Reserves

The Charity's policy on reserves is to maintain a General Funds sufficient to support the on-going activities and meet its Objectives. Funds are maintained in a current account with HSBC bank but to the extent prudent, the Committee transfers unrestricted funds to a deposit account with HSBC bank to gain interest.

Funds Materially in Deficit

The Charity has no funds in deficit, materially or otherwise.

Principal sources of Funds

The sources which include monies raised from a pre-school (Little Diggers) running throughout the year, the pre-school since it started operating from the hall has made an enormous difference to our hall finances. The extra income derived enables proper maintenance to be carried out when needed and hall improvements to be scheduled for the future. Little Diggers have now become part of our village and it's wonderful to see the Hall being fully used with some weekends now catering for children's parties as well.

Fund raising and other activities achieved during the period, charges for Itchenor Memorial Hall (IMH) use and other contributions to costs.

Expenditure

Expenditure is incurred solely to maintain the upkeep and development of IMH and grounds to provide the facilities set out in its Constitution Objectives.

Assets for Charity's Own use - Itchenor Memorial Hall

The land on which the IMH stands was gifted to the Village in 1947 and IMH was constructed in 1953. Subsequently, around 1957 it is believed, the land and building were absorbed into charity 305039. The Charity was constituted as a Charitable Incorporated Organisation (CIO) on 24th November 2016 and received a new Charity number of 1170367. In November 2017 fund raising was commenced to modernise the hall in April 2021 planning permission was granted and work commenced. By the end of that year, building work was completed; the hall was fully operational by the start of 2022.

Investment Policy - Building Projects

Planning consents were achieved and work was completed on time. It is now the intention of Hall Trustees to have a solar energy system providing enough electricity to make the hall energy self-sufficient by the autumn of 2024.

Other Optional Information

Grounds

Over the years and especially on the day of our last Village Fete Friday June 3rd 2022 the grounds have become truly glorious. They are a great asset and enjoyed enormously by the children attending Little Diggers our pre-school. It is the intention of the Hall trustees to organise a village Fete every two years.

Basil Taylor as our Hon. Treasurer has provided us with sound financial advice and kept us up to date with interim reports on our finances which he has capably overseen.

Memorial Hall Concert

This was held after our village Fete by the Itchenor society, the weather was again kind and once again we were entertained by the Chichester University orchestra led by Mr Simon Growcott their

conductor. The orchestra which consists of 25 musicians has an excellent reputation in the south.

It is hoped that this event will be repeated in future years.

The Village Fete.

After the successful fete in June 2022, the trustees held a celebration of the King's coronation with the Itchenor Society on that weekend in May 2023 which was very well attended by members of the village. In view of the popularity of communal activities such as these, the Trustee's plan to hold another fete in the Memorial Hall and grounds on May 25th 2024.

Independent Financial review

As our income, including donations, exceeded £25,000 for the year under review, we were required to appoint an independent examiner to perform a review of our financial statements. We appointed Mr Rick Dukdoff-Gordon to undertake this task and his "clean" report is filed with our Financial Statements.

Declaration

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Signature



Philip V. Edwards

Position

Chairman

Date:

7th September 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

KITCHENOR MEMORIAL HALL

4170367

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					
Hire of Hall and Equipment	3,359	-	-	3,359	1,865
Donations	314	-	-	314	181,028
Bank interest	20	-	-	20	7
Miscellaneous	10	-	-	10	537
Fundraising	9,821	-	-	9,821	1,081
Montisrorri pre-school	13,200	-	-	13,200	5,650
	-	-	-	-	-
Sub total (Gross income for AR)	26,724	-	-	26,724	190,168
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	26,724	-	-	26,724	190,168
A3 Payments					
Insurance	735	-	-	735	707
Repairs and maintenance	1,113	-	-	1,113	-
Electricity	838	-	-	838	559
Communications	552	-	-	552	528
Rates and charges	313	-	-	313	819
Gardening	4,860	-	-	4,860	1,575
Cleaning	2,506	-	-	2,506	793
Licences	378	-	-	378	254
Marketing and publicity	-	-	-	-	-
Professional fees	144	-	-	144	144
Building project costs	-	15,751	-	15,751	282,712
Montisrorri pre-school costs	-	-	-	-	2,482
Sundry costs	41	-	-	41	-
Fund raising costs	5,458	-	-	5,458	-
Sub total	16,938	15,751	-	32,689	290,573
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	16,938	15,751	-	32,689	290,573
Net of receipts/(payments)	9,786	- 15,751	-	- 5,965	- 100,405
A5 Transfers between funds	- 15,751	15,751	-	-	-
A6 Cash funds last year end	15,220	-	-	15,220	115,625
Cash funds this year end	9,255	-	-	9,255	15,220

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		15,220	-	-
		-	-	-
		-	-	-
	Total cash funds	15,220	-	-

(agree balances with receipts and payments account(s))

Agreement Error

OK

OK

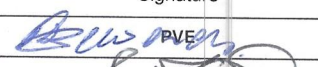
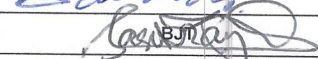
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
 PVE	Philip Edwards, (Chairman)	18 08 2023
 BJT	Basil J Taylor (Treasurer)	18 08 2023



Section A Independent Examiner's Report

Report to the trustees/ members of

ITCHENOR MEMORIAL HALL

On accounts for the year ended

31st MARCH 2023

Charity no (if any) 1170367

Set out on pages

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

As the charity's 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 Trust's accounts carried out under section 145 of the 2011 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

[The charity'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 in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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: [Signature]

Date: 18th AUGUST 2023

Name: Richard Colson DUKOFF-GORDON

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

NONE

Address: EBENEZER, SHIPTON GREEN, ITCHENOR,
CHICHESTER, WEST SUSSEX.
PO20 7BZ

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.

NONE

ITCHENOR MEMORIAL HALL

England & Wales - Charity number 1170367

Accounts

TRUSTEES ANNUAL REPORT

For the Period

1st April 2021 - 31st March 2022

Charity Name: Itchenor Memorial Hall

Registered Charity Number: 1170367
(Previously constituted under charity number 305439)

Charity's Principal Address: Itchenor Memorial Hall
Itchenor Road
Itchenor
PO20 7DL

Charity's Postal Address: Chairman of the Trustees
Mr Philip Edwards
"Rosiane"
Itchenor
PO20 7DH

Names of Charity Trustees who formed the committee during the Year

Mr Philip Edwards	Chairman
Dr Thomas Trevelyan	Hon. Sec.
Mr Basil Taylor	Hon Treasurer
Ms Kerry Simmonds	
Mrs Simone Horsley	

Governing Document:

Constitution of Itchenor Memorial Hall dated 24th November 2016.
The charity is constituted under the above document.

Trustees' selection methods

A Trustee Committee member may be nominated and seconded by an inhabitant of the Parish of West Itchenor and voted onto committee at the AGM. Other Committee members may be co-opted by the Committee during the year. Committee members stand down and re-stand for election if they choose each year.

Volunteers

All trustees give their time voluntarily and receive no remuneration or benefits. Other than the trustees, the Charity has no other volunteers.

Objects of the Charity

Promote for the benefit of the inhabitants of the Parish of West Itchenor and its immediate vicinity (the area of benefit), the provision of facilities for:

- physical or mental training,
- recreation or other leisure time occupation

to individuals who have need of such facilities by reason of:

- their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Such provision of facilities to be given without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions,

Summary of Main activities and achievements in Relation to Above Objectives

The Trustees have complied with their duty to have regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The committee met formally 4 times during the period. In addition to such committee meetings, members of the committee have met informally many times to talk about and review building progress on the Hall.

The daily schedule at the Hall remained consistent with the activities of the Hall as in previous years until closed for its re-furbishment in April the hall was not officially open until late November 2021. They were as follows:

- The Parish Council is based at the hall for regular meetings.

Weekly sessions should have shown:

- West Itchenor Parish Council planning committee on Mondays for regular meetings (No meetings took place, Parish Council still currently running Zoom meetings)
- Village Voices the local singing experience on a Tuesday. (Now ceased as due dates clashed with pre-school)
- 2 Pilates classes on Tuesday evenings,
- 2 Yoga classes 1 on Thursday and one on Friday.
- Dog training classes. (Now cancelled)

The above events were dramatically cut back because of Covid and Hall modernisation.

Under normal circumstances extra to those week-day hiring's, the Hall is used for Polling days and local meetings.

RNLI Dinner and Shanty
PCC Harvest Supper
Polling station events
Children's parties
All Madden Breathworks
Reeling,
Itchenor Society AGM,
Meditation Class
Little Diggers Pre-school

Financial review

Receipts and Payments account.

The Hall received income from general activities to the value of £9,146 (2021: £2,646). The Charity also received donations in the amount of Restricted Funds £172,000 (2021: £35,645) and Unrestricted £8,428 (2021: £18,574).

The change, surplus (deficit), in our retained income after payments made during the year was as follows:

General Funds	£	442
Donations – Unrestricted	£	(21,512)
Restricted	£	(79,335)

At the end of the year, the Charity has the following funds at its disposal:

General Funds	£	4,414
Reserves Unrestricted	£	10,806
Restricted	£	Nil

The above figures include monies raised through fund raising for hall renovation

Policy on Reserves

The Charity's policy on reserves is to maintain a General Funds sufficient to support the on-going activities and meet its Objectives. Funds are maintained in a current account with HSBC bank but to the extent prudent, the Committee transfers unrestricted reserve funds to a deposit account with HSBC bank to gain interest.

Funds received to date, 31st March 2022 which require treatment as "Restricted Funds" amount to £237,677. As of that date, all such funds had been used on their restricted purpose of Hall reconstruction.

Funds Materially in Deficit

The Charity has no funds in deficit, materially or otherwise.

Principal sources of Funds

The sources include monies raised from fund raising and other activities achieved during the period, charges for Itchenor Memorial Hall (IMH) use and other contributions to costs.

Expenditure

Excluding Hall reconstruction costs, Expenditure is incurred solely to maintain the upkeep and development of IMH and grounds to provide the facilities set out in its Constitution Objectives.

Assets for Charity's Own use - Itchenor Memorial Hall

The land on which the IMH stands was gifted to the Village in 1947 and IMH was constructed in 1953. Subsequently, around 1957 it is believed, the land and building were absorbed into charity 305039. A storeroom and new kitchen were added in 1999 and in 2021-22 further work was carried out to repair damaged parts, re-roof the building, upgrade internal fixtures and fittings in the kitchen and elsewhere and add a further wing to accommodate improved washroom facilities meeting current Health and Safety standards (see building Policy).

Investment Policy - Building Project

All planning consents were received and refurbishment work was completed. This work received the Architect's Completion Certificate dated on 10 August 2022.

Other Optional Information

Grounds

The hall grounds have over recent years become an invaluable asset of the Hall. Because of much work over a period of years this asset has enabled Fetes to take place, Jubilee celebrations and musical events, now our pre-school enjoy them on a daily basis.

Other contributions

Tom Trevelyan as Hon. Secretary has been as ever diligent and hard working. Many thanks to him for all the paperwork / webwork that he deals with in this capacity. Tom is retiring from being a Trustee shortly, his years of work have proven to be of enormous help and he will be greatly missed.

Basil Taylor as our Hon. Treasurer has provided us with sound financial advice and kept us up to date with interim reports on our finances which he has capably overseen. Again, much appreciated by his fellow Trustees.

The Village Fete and Jubilee Celebrations

After a successful fete on the June 3rd, the Memorial Hall then hosted with the Itchenor Society a musical picnic celebrating the Queens platinum Jubilee on Sunday the 5th of June. Both events were a great success with over 1,000 people attending the Fete and several hundred residents the musical picnic. Once again, we used the Chichester University orchestra and its leader Simon Growcott.

Independent Financial review

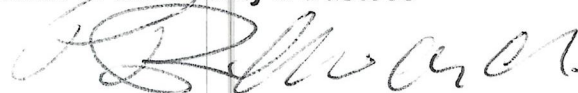
As our income, including donations, exceeded £25,000 for the year under review, we were required to appoint an independent examiner to perform a review of our financial statements. We appointed Mr Richard Dukoff-Gordon to undertake this task and his "clean" report is filed with our Financial Statements.

Declaration

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature



Philip V. Edwards

Position

Chairman

Date:

29th October 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

ITCHENOR MEMORIAL HALL

1170367

Receipts and payments accounts

CC16a

For the period from 01/04/2021 To 31/03/2022

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					
Hire of Hall and Equipment	1,865	-	-	1,865	2,646
Donations	8,428	172,600	-	181,028	18,574
Bank interest	7	-	-	7	37
Miscellaneous	537	-	-	537	-
Fundraising	1,081	-	-	1,081	35,608
Montisorri pre-school	5,650	-	-	5,650	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	17,568	172,600	-	190,168	56,865
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	17,568	172,600	-	190,168	56,865
A3 Payments					
Insurance	707	-	-	707	707
Repairs and maintenance	-	-	-	-	2,653
Electricity	559	-	-	559	460
Communications	528	-	-	528	591
Rates and charges	819	-	-	819	171
Gardening	1,575	-	-	1,575	1,332
Cleaning	793	-	-	793	1,144
Licences	254	-	-	254	-
Marketing and publicity	-	-	-	-	-
Professional fees	144	-	-	144	144
Building project costs	30,777	251,935	-	282,712	6,603
Montisorri pre-school costs	2,482	-	-	2,482	-
Sundry costs	-	-	-	-	72
Fund raising costs	-	-	-	-	-
	-	-	-	-	-
Sub total	38,638	251,935	-	290,573	13,877
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	38,638	251,935	-	290,573	13,877
Net of receipts/(payments)	- 21,070	- 79,335	-	- 100,405	42,988
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	36,290	79,335	-	115,625	72,636
Cash funds this year end	15,220	-	-	15,220	115,624

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		15,220	-	-
		-	-	-
		-	-	-
	Total cash funds	15,220	-	-

(agree balances with receipts and payments account(s))

OK

OK

OK

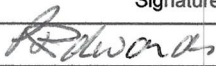

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Philip Edwards, (Chairman)	29.10.22
	Basil J Taylor (Treasurer)	29.10.22



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name: ITCHENOR MEMORIAL HALL

On accounts for the year ended

31st March 2022

Charity no (if any)

1170367

Set out on pages

Remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

As the charity's 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 Trust's accounts carried out under section 145 of the 2011 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

[The charity'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 in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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: [Signature]

Date: 6th NOVEMBER 2022

Name: Richard Colson DUKOFF-GORDON

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

NONE

Address: EBENEZER, SHIPTON GREEN, ITCHENOR,
CHICHESTER, WEST SUSSEX.
PO20 7BZ

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.

NONE

ITCHENOR MEMORIAL HALL

England & Wales - Charity number 1170367

Accounts

TRUSTEES ANNUAL REPORT

For the Period

1st April 2020 - 31st March 2021

Charity Name: Itchenor Memorial Hall

Registered Charity Number: 1170367
(Previously constituted under charity number 305439)

Charity's Principal Address: Itchenor Memorial Hall
Itchenor Road
Itchenor
PO20 7DL

Charity's Postal Address: Chairman of the Trustees
Mr Philip Edwards
Rosiane – Itchenor Road
Itchenor
PO20 7DH

Names of Charity Trustees who formed the committee during the Year

Mr Philip Edwards	Chairman (Appointed 12 th May 2019)
Dr Thomas Trevelyan	Hon. Sec.
Mr Basil Taylor	Hon Treasurer
Mrs Susan Taylor	(Resigned 2020)
Mrs John McCann	(Resigned 2020)
Mr John Hustler	(Resigned 2019)
Ms Kerry Simmonds	(Appointed 2020)
Mrs Simone Horsley	(Appointed 2020)

Governing Document:

Constitution of Itchenor Memorial Hall dated 24th November 2016.
The charity is constituted under the above document.

Trustees' selection methods

A Trustee Committee member may be nominated and seconded by an inhabitant of the Parish of West Itchenor and voted onto committee at the AGM. Other Committee members may be co-opted by the Committee during the year. Committee members stand down and re-stand for election if they choose each year.

Volunteers

All trustees give their time voluntarily and receive no remuneration or benefits. Other than the trustees, the Charity has no other volunteers.

Objects of the Charity

Promote for the benefit of the inhabitants of the Parish of West Itchenor and its immediate vicinity (the area of benefit), the provision of facilities for:

- physical or mental training,
- recreation or other leisure time occupation

to individuals who have need of such facilities by reason of:

- their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Such provision of facilities to be given without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions,

Summary of Main activities and achievements in Relation to Above Objectives

The Trustees have complied with their duty to have regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The committee met formally 4 times during the period. In addition to such committee meetings, members of the committee have met informally many times to talk about and review the plans for the refurbishment of the hall and discuss another proposed concert (cancelled) and planned Fete for May 2020 which of course had to be cancelled as well.

The daily schedule at the Hall remained consistent with the activities of the Hall as in the previous year. They were as follows:

- The Parish Council is based at the hall for regular meetings.

Weekly sessions should have shown:

- West Itchenor Parish Council planning committee on Mondays for regular meetings (No meetings took place, Parish Council still currently running Zoom meetings)
- Village Voices the local singing experience on a Tuesday,
- 2 Pilates classes on Tuesday evenings,
- 2 Yoga classes 1 on Thursday and one on Friday.
- Dog training classes.

The above events were dramatically cut back because of Covid and barely two months were invoiced.

Under normal circumstances extra to those week-day hiring's, the Hall is used:

- for Polling days and local meetings and this year there were:
 - RNLI Dinner and Shanty
 - PCC Harvest Supper
 - 3 Polling station events
 - 2 Children's parties
 - All Madden Breathworks
 - Self-defence class
 - Reeling,
 - Itchenor Society AGM,
 - Meditation Class
- Due to Covid none took place.

Financial review

Receipts and Payments account.

The Hall received income from general activities to the value of £2,646. The Charity also received donations in the amount of Restricted Funds £35,645 and Unrestricted £18,574. The change – surplus (deficit)- in our retained income after payments made during the year was as follows:

General Funds	£	(802)
Donations – Unrestricted	£	14,750
Restricted	£	29,042

At the end of the year, the Charity has the following funds at its disposal:

General Funds	£	3,972
Reserves Unrestricted	£	32,780
Restricted	£	78,872

The above figures include monies raised through fund raising for hall renovation

Policy on Reserves

The Charity's policy on reserves is to maintain a General Funds sufficient to support the on-going activities and meet its Objectives. Funds are maintained in a current account with HSBC bank but to the extent prudent, the Committee transfers unrestricted reserve funds to a deposit account with HSBC bank to gain interest.

Funds received to date, 31st March 2021 which require treatment as "Restricted Funds" amount to £78,872.

Funds Materially in Deficit

The Charity has no funds in deficit, materially or otherwise.

Principal sources of Funds

The sources which include monies raised from fund raising and other activities achieved during the period, charges for Itchenor Memorial Hall (IMH) use and other contributions to costs.

Expenditure

Expenditure is incurred solely to maintain the upkeep and development of IMH and grounds to provide the facilities set out in its Constitution Objectives.

Assets for Charity's Own use - Itchenor Memorial Hall

The land on which the IMH stands was gifted to the Village in 1947 and IMH was constructed in 1953. Subsequently, around 1957 it is believed, the land and building were absorbed into charity 305039. A storeroom and new kitchen were added in 1999. Apart from these additions, the building has received only general maintenance and upkeep.

Investment Policy - Building Project

Planning consents were achieved and work is underway.

Other Optional Information

Grounds

Over the years and especially on the day of our last Village Fete the grounds have become truly glorious. This was due to the untiring efforts of John McCann who up until quite recently maintained them in his free time. John retired from being a trustee in 2020 and our overwhelming thanks go out to him for his tireless and invaluable work. Working parties that have seen villagers from all parts of the village come together for a day of hard work also must be given a mention as their work has without doubt contributed to our very special grounds. We ask all to be now patient as whilst the building work takes place nature is temporarily taking hold.

Other contributions

Tom Trevelyan as Hon. Secretary has been as ever diligent and hard working. Many thanks to him for all the paperwork / webwork that he deals with in this capacity.

Basil Taylor as our Hon. Treasurer has provided us with sound financial advice and kept us up to date with interim reports on our finances which he has capably overseen.

Memorial Hall Concert

Having once again held talks with the Chichester University orchestra leader Mr Simon Growcott we obtained agreement for the orchestra to give another performance during 2020, this of course, due to Covid was postponed. The orchestra which consists of 25 musicians has an

excellent reputation in the south (and eventually an event in the village took place in July 2021, see newsletter)
It is hoped that this event will be the first of many cultural evening events in future years.

The Village Fete.

After a successful fete in May 2018 the trustees planned to hold another fete in the Memorial Hall and grounds, May 2020. This of course never took place due to Covid, but future Fetes are planned.

Independent Financial review

As our income, including donations, exceeded £25,000 for the year under review, we were required to appoint an independent examiner to perform a review of our financial statements. We appointed Mr Richard Dukoff-Gordon to undertake this task and his "clean" report is filed with our Financial Statements.

Declaration

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature

Philip V. Edwards



Position

Chairman

Date:

20 July 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Itchenor Memorial Hall

No (if any)
1170387

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Receipts and payments accounts

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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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					
Hire of Hall and Equipment	2,646	-	-	2,646	6,114
Donations	18,574	-	-	18,574	3,328
Bank interest	-	37	-	37	73
Miscellaneous	-	-	-	-	84
Fundraising	-	35,608	-	35,608	48,098
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	21,220	35,645	-	56,865	57,697
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	21,220	35,645	-	56,865	57,697
A3 Payments					
Insurance	707	-	-	707	697
Repairs and maintenance	2,653	-	-	2,653	636
Electricity	460	-	-	460	715
Communications	591	-	-	591	403
Rates and charges	171	-	-	171	315
Gardening	1,332	-	-	1,332	965
Cleaning	1,144	-	-	1,144	1,250
Licences	-	-	-	-	143
Marketing and publicity	-	-	-	-	-
Professional fees	144	-	-	144	144
Building project costs	-	6,603	-	6,603	-
Sundry costs	-	-	-	-	-
Fund raising costs	72	-	-	72	843
Sub total	7,274	6,603	-	13,877	6,111
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,274	6,603	-	13,877	6,111
Net of receipts/(payments)	13,946	29,042	-	42,988	51,586
A5 Transfers between funds					
A6 Cash funds last year end	22,806	49,830	-	72,636	21,050
Cash funds this year end	36,752	78,872	-	115,624	72,636

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		36,752	78,872	-
		-	-	-
		-	-	-
	Total cash funds	36,752	78,872	-
	(agree balances with receipts and payments account(s))	OK	OK	OK


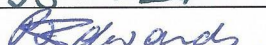
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Basil J Taylor, Hon. Treasurer	07/07/2021
	Phillip Edwards, Chairman	07/07/2021

Examiner's unqualified report (for a non-company charity preparing receipts and payments accounts) with a gross income of £250,000 or less in the relevant financial year.

Independent examiner's report to the trustees of Itchenor Memorial Hall

(Charity No. 1170367)

Examiner's Report

I report to the trustees on my examination of the accounts of the Itchenor Memorial Hall Charity No. 1170367 (the Charity) for the year ended 31st March 2021.

Responsibilities and basis of report

As the trustees of the Charity 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 Charity's accounts carried out under section 145 of the 2011 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.

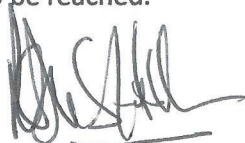
Independent examiner's statement

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 respect of the Charity as required by section 130 of the Act;
- or
2. the accounts do not accord with those records.

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.

Signed:



Name:

RICHARD COLSON BUKOFF-GORDON

Address:

EBENEZER, SHIPTON GREEN, ITCHENOR, CHICHESTER

Date:

20th JULY 2021

WEST SUSSEX PO20 7BZ