

EASTHAM MEMORIAL HALL CIO

CHARITY NUMBER 1177355 Charitable Incorporated Organisation - CE013399

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 MARCH 2021

The Trustees and Directors are pleased to present their report and accounts for the year to 31 March 2021. The activity of the charity is running Eastham Memorial Hall for the benefit of local residents and others wishing to hire the Hall for events, meetings or other purposes.

Objects of the CIO

The objects of the CIO set out in the Constitution dated 27 February 2018 are:

“... to establish and run a Village Hall and to promote for the benefit of the inhabitants of the parish of Eastham (“Area of Benefit”) without distinction of sex, sexual orientation ,age ,disability ,nationality ,race or political, religious or other opinions the provision of facilities for 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.”

Names of the charity trustees

- Mr Michael Palfrey, Chair, appointed as a trustee on 11 June 2019 and Chair 20 July 2020
- Mrs Celia Adams, Treasurer and Secretary, appointed as a trustee on 8 July 2019, Treasurer on 8 July 2019 and Secretary 18 May 2020
- Mr Michael Adams, representing Eastham Parish Council appointed as a trustee on 11 June 2019
- Ms Jennifer Jones, representing Eastham Area Church Committee appointed as a trustee on 29 July 2019
- Mr Simon Neary, representing Eastham Garden Club appointed as a trustee on 11 June 2019
- Ms Jane Spilsbury, representing Eastham Good Neighbours Coffee Morning appointed as a trustee on 11 June 2019
- Mr Michael Potter, representing Eastham Residents Association appointed as a trustee on 11 June 2019, Chair on 8 July 2019 and resigned as a trustee on 20 July 2020
- Mr David Clarke, representing Eastham Riverside Fete appointed as a Trustee on 11 June 2019 Secretary on 8 July 2019 and resigned as a trustee on 18 May 2020
- Mr John Phillips appointed as a trustee on 11 June 2019 and resigned as a trustee on 18 January 2021

None of the trustees have received any remuneration or other benefits from the charity.

The day-to-day management of the Hall, including arranging hirings, maintenance, repairs and cleaning, have been undertaken by the Trustees.

Thanks goes to all those who have supported the Memorial Hall throughout the year. This has included closure for considerable periods up to the time of demolition due to the pandemic. Thereafter the build programme of the new Memorial Hall. Many have contributed in many ways during the year.

EASTHAM MEMORIAL HALL CIO

Accounts

The accounts are prepared on an accrual basis and are attached to this report.

The Hall has been rebuilt at a cost of £314,921.83 including fixtures and fittings. Eastham Memorial Hall has a 99-year lease with Eastham Parish Council which was signed 11 December 2018. Under the lease from Eastham Parish Council to Eastham Memorial Hall, the Hall must only be used as a community building. It is the opinion of the Trustees that the expenditure on the refurbishment and development should be written off when incurred as it has no economic value.

The cost of £314,294.33 spent on the refurbishment and development of the Hall has been fully depreciated in the accounts. Funding for the build has come from the National Lottery Community Fund £242,710 and the remainder (£79,211.83) from monies raised and grants received.

Total revenue receipts were £ 1,632.50 of which the contribution from the Riverside Fete held on 16 August 2019 was £1,050 and receipts from an Honesty Box during the pandemic of £ 482.43. Payments in the year were £963.39 including insurance, the costs of maintaining electricity in the Hall and the costs of the application for a new Events License for the new building. The overall surplus was accordingly £669.12. The amount in the Barclays No 1 bank account on 31 March 2021 was £2,187.42.

The other funds included £43,006.19 transferred in February 2020 from Charity Number 502640 (Eastham Memorial Hall). In addition, funds of £9,445.39 were donated by Villagers or raised through Crowd Funding. Grants of £19,669.21 were received from Malvern Hills District Council. The amount in the Barclays No 2 and No 3 accounts on 31 March 2021 was £ 9,685.63.

Investment and reserves policies

The Trustees, having regard to the possibility of occasional unexpected significant payments as well as planned capital expenditure, operate a policy of aiming to keep about 10% of the charity's reserves in immediately accessible funds at the bank. The Trustees are satisfied that the overall level of reserves is sufficient to allow the Hall to continue to operate safely and effectively for the foreseeable future.

Activities and other operational matters

The Hall was closed due to the Covid 19 pandemic at the beginning of the Financial Year. The demolition of the Hall started on August 4th, 2020 and practical completion was signed off February 11th, 2021. The Hall could not be opened due to the Covid 19 pandemic during the rest of the Financial year. The Hall opened as a Polling Station on 6th May 2021 and the AGM is in the Hall on 17th May 2021. After this date, the Hall is again available for lettings under Government regulations for the pandemic.

Other operational items of note are listed below:

- The build of the new Hall has been a great achievement during the pandemic. The contractors Iris Contractors and the project manager Chris Ham, Amber Projects have worked with Trustees who in turn have liaised with the National Lottery Community Fund. Certain paperwork is awaiting completion from the contractors then the balance of the grant will be paid by the National Lottery Community Fund. The final retention will be paid to the contractors in August 2021 when all snagging is completed.
- Funds have been raised through a number of initiatives. In particular villagers have responded to requests for donations in accordance with a Wish List of items required and not covered in grants to date. A highly successful Crowd Funding scheme ran in Autumn 2020. Earlier in the pandemic an honesty box had been used to secure funds for items donated such as eggs, apple juice etc. and later bric a brac donated to the entrance of the Hall prior to the demolition.

- A highly successful Produce Show took place at the Church in August 2020, one of the very few such events to run through the pandemic in any village and thanks go to the Fete Committee for all the work that raised £2,100 with half the proceeds to the Hall and half to the Church.
- Work to kit out and complete the Hall commenced on the Hall's completion in February and has been ongoing since that time. This has included restoration of the Memorial Board which has also been backed by requests for donations from Eastham and Orleton. Thanks to the Ward family for leading on this initiative.
- The web site was maintained during the year and provided an excellent link to the community during the pandemic especially logging the progress of the Build. A number of Press releases have been made enabling the extended locality to keep up to date with developments. This included a visit from the Harriett Baldwin, Member of Parliament in August 2020.
- The Facebook page Teme Eastham continues to expand with over 74 followers, in addition Instagram had featured photographs and the Village WhatsApp group has been used extensively to communicate with the local community.

Subsequent to the Period of Account of this report

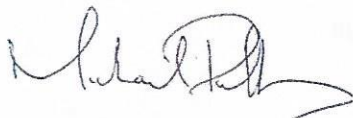
During this period efforts have concentrated on sourcing fixtures and fittings for the Hall including benches, sheds, blinds, signs etc.

Looking ahead the main items for 2021/22 are:

- Letting out the Hall to exiting users and attracting third parties.
- Working with the local community to develop an Events Committee to run events in the Hall.
- Working with the community to develop and maintain the Community Garden
- Working with the Fete Committee to hold the 2021 Annual Fete and related events.

Public benefit

The trustees are satisfied that the charity's purpose meets the public benefit requirement and confirm that they have kept in mind the Charity Commission's guidance on public benefit at trustee meetings and in managing the activities of the Hall.



Michael Palfrey
Chair of the trustees

Date: 05/05/2021

EASTHAM MEMORIAL HALL CIO

Eastham Memorial Hall Limited Independent Examiners Report to the Trustees

I report to the trustees on my examination of the accounts of the charitable company for the period ended 31 March 2021.

Responsibilities and basis of report as the charity Trustees, who are also directors for the purposes of company law, 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 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 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 examiners statement I have completed my examination. I confirm that no 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 Company as required by section 386 of the 2006 Act; or 2. the accounts do not accord with those records; or 3. the accounts do not comply with the requirements of section 396 of the 2006 Act 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 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 to enable a proper understanding of the accounts to be reached.

BSW Accountancy services Ltd

Barbara Selkirk Ballards Place Eardiston Tenbury Wells Worcs WR15 8JR



EASTHAM MEMORIAL HALL CIO

Charity No. 1177355

STATEMENT OF RECEIPTS, PAYMENTS AND ASSETS

	Year to <u>31/03/2020</u> £	Year to <u>31/03/2021</u> £	
RECEIPTS			
Grants - The National Lottery Community Fund		242,710.00	
Grants Received – MHDC Covid-19		19,669.21	
Crowdfunding – Spacehive		4,218.84	
Gift Aid		627.50	
Eastham Memorial Hall Reserves (per reconciliation)		43,097.24	
Donations		4,599.05	
Lettings and hiring's	798.00	87.92	
Fund Raising	2,500.00	1,050.00	
Honesty Box	71.00	482.43	
Website Sales	25.00	0	
Bar Proceeds	420.71	0	
Bank Interest	0	12.15	
TOTAL RECEIPTS	£ 3,814.71		£ 316,554.34
PAYMENTS			
Iris Construction Company	0	296,473.02	
Professional Fees	2,244.00	8,820.00	
Various Eastham Memorial Hall Purchases	0	9,628.81	
Electricity	241.87	134.78	
Licenses	93.00	319.24	
Insurance	330.00	330.00	
Maintenance	765.30	0	
Cleaning	60.00	0	
Independent accounts examiner	50.00	100.00	
Bank / Go Cardless / PayPal Charges	0	79.37	
TOTAL PAYMENTS	£ 3,784.17		£ 315,885.22
Surplus/Loss for the year	£ 30.54		£ 669.12
Unrestricted Funds			
Funds brought forward	43,006.19	44,355.58	
Surplus for year as above	30.54	669.12	
Grants and adjustments	1,318.85	271,824.60	
Depreciation		(314,921.83)	
	£ 44,355.58		£ 1,927.47
Total	£ 44,355.58		£ 1,927.47
Represented by			
Fixed Asset Eastham Memorial Hall Development		314,921.83	
Fixed Asset – Depreciation Eastham Memorial Hall	0	(314,921.83)	0.00
Barclays Bank Account	44,405.58	£ 11,873.05	
Debtors	0	14,842.50	26,715.55
Creditors	(50.00)		(24,788.08)
Total	£ 44,355.58		£ 1,927.47

EASTHAM MEMORIAL HALL CIO

Charity No. 1177355

STATEMENT OF FINANCIAL ACTIVITIES

2021 £

Unrestricted

Fund

Income Resources

Donations & Fundraising 316,466.42

Other - Letting Hall & Sales 87.92

Total Incoming Resources £ 316,554.34

Resources Extended

Charitable Activities 315,101.20

Governance and administration costs 784.02

Total Resources Expended £ 315,885.22

Net Incoming Resources £ 669.12

Reconciliation of Funds

Total Funds Brought 1/4/2020 44,355.58

Net incoming resources 669.12

Adjustments (43,097.23)

Total Funds Carried Forward £ 1,927.47

EASTHAM MEMORIAL HALL CIO

Charity No. 1177355

BALANCE SHEET - FOR THE YEAR ENDED 31st MARCH 2021

		2020	2021
		Unrestricted	Unrestricted
		Fund	Fund
Fixed Assets			
Tangible Assets Eastham Memorial Hall Building		0	314,921.83
Eastham Memorial Hall Building Depreciated		0	(314,921.83)
Total Fixed Assets		0	0
Current Assets			
Debtors	7	0	14,842.50
Cash at Bank and in Hand		44,405.58	11,873.05
Total Current Assets		44,405.58	26,715.55
Current Liabilities			
Creditors – Amounts falling due within one year	8	50.00	24,788.08
Net Current Assets		44,355.58	1,927.47
Total Assets less Current Liabilities		£ 44,355.58	£ 1,927.47
Creditors – Amounts falling due after more than one year			
Total Net Assets		£ 44,355.58	£ 1,927.47
Funds of the Charity			
Unrestricted Funds			
General Funds Brought Forward		44,275.04	44,355.58
General Funds to 31 March		80.54	669.12
Lottery Grants received		0	271,824.60
Depreciation		0	(314,921.83)
Total Funds		£ 44,355.58	£ 1,927.47

Signed by the trustees on behalf of all the trustees