

## **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 2022**

The Trustees and Directors are pleased to present their report and accounts for the year to 31 March 2022. The activity of the charity is running Eastham Memorial Hall for the benefit of 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
- Mr Simon Neary, representing Eastham Garden Club appointed as a trustee on 11 June 2019 and appointed as a trustee on 17<sup>th</sup> May 2021
- Ms Jennifer Jones, representing Eastham Area Church Committee appointed as a trustee on 29 July 2019, resigning 17<sup>th</sup> May 2021
- Ms Jane Spilsbury, representing Eastham Good Neighbours Coffee Morning appointed as a trustee on 11 June 2019, resigning 17<sup>th</sup> May 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 at times due to the pandemic.

## **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 2022.

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**

### **Accounts**

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

The surplus for the year was £18,077.89 the difference between the grants and lettings received and expenditure.

Total revenue receipts were £ 24,285.91 included a grant for £2,500 that was used to buy electronic equipment to achieve high specification visual aid equipment including a ceiling mounted projector, speaker, white board etc. In addition, a grant was secured from Worcestershire County Council of £1,500 for CCTV and security equipment. A grant of £540 was secured from Community First which underpinned the costs of installation of fibre broadband on a 2-year contract. Grants of £10,667.00 were received from Malvern Hills District Council. A grant of £2,100 was received from The Sports Partnership (see below).

Payments for the general running of the Hall the year were £2,828.32 including insurance, electricity, licenses etc. Further purchases, in part covered by the grants above totalled £ 4,052.59.

### **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, opening as a Polling Station on 6<sup>th</sup> May 2021 with the AGM in the Hall on 17<sup>th</sup> May 2021. After this date, the Hall was again available for lettings under Government regulations for the pandemic. A grant was gained for a series of initiatives to facilitate activities post pandemic from the Sports Partnership. These generated support for over 100 classes in Palates, Yoga, Zumba and Kung Fu as well as 2 craft classes run by Georgina Painter Black and a Children' Activity Day on August 11<sup>th</sup>, 2021. The grant of £2,100 enabled taster classes and has underpinned the cost of these highly successful activities. This has attracted over 40 people per week with the newly erected Memorial Hall been used actively during the period of account.

Considerable efforts have been made to run events during the pandemic, for example with willing residents, a Christmas Lunch was held on 12<sup>th</sup> December. This went ahead despite the high levels of Covid which closed many other events in the local vicinity, its success was due on part to the provision of a takeaway service for those unable or worried to attend in person. A highly successful Halloween and children's party took place with subsidy from the Sports Partnership grant.

We were delighted to let the premises from February 2022 onwards to the "Filling Station" for their monthly evening meetings.

### **Other operational items of note are listed below:**

- The build of the new Hall has been a great achievement during the pandemic, substantially in 2020/21. 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. The final financial retention will be paid to the contractors when all snagging is completed. This is taking some time to complete due in part to the problems created by the pandemic.

- Funds have been raised through several initiatives. 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 Fete and Produce Show took place in August 2021, 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 £7,000, with half the proceeds to the Memorial Hall and half to the Church.
- The web site was maintained during the year and provided an excellent link to the community as well as several Press releases that have been made enabling the extended locality to keep up to date with developments.
- The Facebook page Teme Eastham continues to expand with over 100 followers, in addition Instagram had featured photographs and the Village WhatsApp group has been used extensively to communicate with the local community.

#### **After the Period of Account of this report**

During this period efforts have continued to continue the exercise classes and attract lettings to use the facilities as much as possible. Also fitting out the bar area with new units to make it a more organised workspace.

#### **Looking ahead the main items for 2022/23 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 2022 Annual Fete and related events.
- Platinum Jubilee working with Villagers to stage a Tea Party for the whole Village on June 5<sup>th</sup>, 2022

#### **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: 09/05/2022

## EASTHAM MEMORIAL HALL CIO

Charity No. 1177355

## STATEMENT OF RECEIPTS, PAYMENTS AND ASSETS

	Year to 31/03/2022 £	Year to 31/03/2021 £	
<b>RECEIPTS</b>			
Grants - The National Lottery Community Fund	0	242,710.00	
Grants Received	7,067.50	4,218.84	
Grants Received – MHDC Covid-19	10,667.00	19,669.21	
Gift Aid	374.22	627.50	
Eastham Memorial Hall Reserves (per reconciliation)	0	43,097.24	
Donations Eastham Parish Council	0	0	
Donations	1,040.00	4,599.05	
Lettings and hiring's	510.00	87.92	
Fund Raising	3,500.00	1,050.00	
Events/ Honesty Box	315.43	482.43	
Insurance Claim	793.00	0	
Wayleave	11.92	0	
Bank Loyalty/Interest	6.84	12.15	
<b>TOTAL RECEIPTS</b>	<b>£24,285.91</b>		<b>£ 316,554.34</b>
<b>PAYMENTS</b>			
Iris Construction Company	0	296,473.02	
Professional Fees	150.00	8,820.00	
Various Eastham Memorial Hall Purchases	4,052.59	9,628.81	
Electricity	419.07	134.78	
Licenses/Subscriptions	325.32	319.24	
Insurance	300.00	330.00	
Broadband/Website	495.76	0	
Cleaning	150.00	0	
Independent accounts examiner	100.00	100.00	
Bank Charges / Go Cardless	215.28	79.37	
<b>TOTAL PAYMENTS</b>	<b>£ 6,208.02</b>		<b>£ 315,885.22</b>
<b>Surplus for the year</b>	<b>£ 18,077.89</b>		<b>£ 669.12</b>
Unrestricted Funds			
Funds brought forward	1,927.47	44,355.58	
Surplus for year as above	18,077.89	669.12	
Grants and adjustments		271,824.60	
Depreciation		(314,921.83)	
	<u>£20,005.36</u>		<u>£ 1,927.47</u>
<b>Total</b>	<u><u>£ 20,005.36</u></u>		<u><u>£ 1,927.47</u></u>
Represented by			
Fixed Asset Eastham Memorial Hall Development	0	314,921.83	
Fixed Asset – Depreciation Eastham Memorial Hall	0	(314,921.83)	0.00
Barclays Bank Account /PayPal	33,001.71	£ 11,873.05	
Stock / Debtors	500.00	14,842.50	26,715.55
Creditors	(13,496.35)		(24,788.08)
<b>Total</b>	<u><u>£20,005.36</u></u>		<u><u>£ 1,927.47</u></u>



EASTHAM MEMORIAL HALL CIO

Charity No. 1177355

BALANCE SHEET - FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

		<b>2022</b>	<b>2021</b>
		Unrestricted	Unrestricted
		Fund	Fund
<b>Fixed Assets</b>			
Tangible Assets Eastham Memorial Hall Building		0	314,921.83
Eastham Memorial Hall Building Depreciated		0	(314,921.83)
<b>Total Fixed Assets</b>		<b>0</b>	<b>0</b>
<b>Current Assets</b>			
Stock/Debtors	7	500.00	14,842.50
Cash at Bank and in Hand		33,001.71	11,873.05
<b>Total Current Assets</b>		<b>33,501.71</b>	<b>26,715.55</b>
<b>Current Liabilities</b>			
Creditors – Amounts falling due within one year	8	13,496.35	24,788.08
<b>Net Current Assets</b>		<b>20,005.36</b>	<b>1,927.47</b>
<b>Total Assets less Current Liabilities</b>		<b>£ 20,005.36</b>	<b>£ 1,927.47</b>
Creditors – Amounts falling due after more than one year		0	0
<b>Total Net Assets</b>		<b>£ 20,005.36</b>	<b>£ 1,927.47</b>
<b>Funds of the Charity</b>			
<b>Unrestricted Funds</b>			
General Funds Brought Forward		1,927.47	44,355.58
General Funds to 31 March		18,077.89	669.12
Lottery Grants received		0	271,824.60
Depreciation		0	(314,921.83)
<b>Total Funds</b>		<b>£20,005.36</b>	<b>£ 1,927.47</b>

Signed by the trustees on behalf of all the trustees