

LINKINHORNE PARISH HALL TRUSTEES ANNUAL REPORT 2024 - 25

CHARITY NAME LINKINHORNE PARISH HALL
Also known as Linkinhorne Parish Hall at Upton Cross

Charity registration Number 1177853

Management Committee (Trustees)

Mrs Christine Ewings (Chair), Mr Richard Blackwell, (Vice Chair), Mrs C Brunsden (Secretary), Mr Alan Williams (Treasurer)
Trustees - Mrs R Carthew, Mrs C Palfrey, Miss Melissa Thomas.

Co-opted members

Mrs. Patricia Blake, Miss Hannah Rothwell

The Past Year

Introduction:

Linkinhorne Parish Hall is a Charitable Incorporated Organisation (CIO) with the objective of 'The provision and maintenance of a village hall for the use of the inhabitants of the Parish of Linkinhorne without distinction of political, religious or other opinions, including use for:

- a) meetings, lectures and classes, and
- b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.'

A significant change in the management team has taken place during the above period, namely changes to all main officers other than Secretary. Christine Ewings took over as chair at the AGM in 2024, she is supported and ably assisted by Richard Blackwell as Vice Chair. During this year there have been 2 changes to Treasurer. Melissa Thomas took over at the April 2024 AGM, but found she couldn't fully commit the necessary time due to personal circumstances. Alan Williams stepped in and the management team is now in a good place, has become well established and ready to continue to move forward.

Hannah Rothwell became part of the committee in January 2025, and brings a lot of technical ability and has moved into a mainly marketing role.

Management:

It has proven difficult to have strictly defined sub committees due to the small numbers of Trustees and committee members. We have, however, remained on top of all necessary and legal requirements. Regular, well attended meetings have taken place, these are minuted and actions are generally carried through. Most policies have been updated and all have been revisited by the chair. Christine and Hannah are in the process of formalising any revisions for review and sign off.

Continuing to try to attract additional members to the committee is a vital task, to share the load and ensure continuation of being able to offer such a wide range of activities and promote new ones in order to keep the hall viable.

Maintenance:

During the year this committee has overseen routine maintenance of fire extinguishers, the fire and intruder alarm systems and the door entry system.

The main hall and storeroom underwent a complete repainting and general tidying. It is unfortunate that already the main hall has footprints and scuffs on the walls, there may need to be a rethink on the most appropriate wall covering.

The collection of items stored in the loft was revisited, resulting in the Scouts reorganising their items, and many unwanted things kept by the hall over the years being disposed of. We finally achieved the successful sale of the stage, adding £1000 to our coffers, but, more importantly giving us back some well needed space. Well done Melissa for finding the buyers.

General maintenance both inside and outside continues to be mainly completed by the committee and thanks goes to Shaun Ewings and John Palfrey for everything they do.

Finance:

The finance function was severely hampered with considerable delays and obstacles to overcome when we had to remove old signatories and add the new treasurer and chair. This took many months, but is finally resolved and working well. The Barclays account is now fully online. A new spreadsheet sheet was set up giving instant access to up-to-date financial information. A couple of tweaks are still needed, but overall this gives clarity and openness to all.

The treasurer reports the financial situation to the trustees at committee meetings, the preparation of 'end of year accounts', budgeting, invoicing and paying of bills. As well as taking responsibility for recording and submitting electricity meter readings. Invoicing is processed from the Hallmaster booking system.

A steady growth in our hall finances has been achieved. Hall hire has remained similar to last year. We start the year with our overall bank balance at a healthy state.

Media and Events:

Media and Events are generally organised by Christine Ewings. Patricia Blake and Ruth Carthew. This committee is responsible for advertising, updating notice boards, general communication and the organisation of various hall events. It is hoped that Hannah Rothwell will develop her technical and media skills during the coming year and take on more of the social media and general advertising. The monthly Coffee Morning on Tuesday and Craft and Chatter group on Friday afternoons continues along with regular, very successful, quiz nights and Table Top sales. Summer and Christmas craft fairs also took place arranged by Ruth Carthew. Thank you to all involved in this as these contribute greatly to the hall finances.

The Film Club also held it's own during the year and is still to be run on behalf of the hall by Chella Adgopul and her son. The Link article has been written by Christine Ewings over the past year.

The micro library continues to open on Tuesday mornings and Thursday and Friday afternoons. The trustees are very grateful for the continued support from Patricia Blake for her management role.

And finally - I want to express my heartfelt thanks to each and every one of you. For such a small group we achieve so much every year. I am always very proud to show our wonderful hall to prospective new hirers and this is down to your unwavering support in keeping our hall such a well kept, welcoming space. We started the year as a fairly disjointed group of people, we are ending as a TEAM!

Looking forward to this coming financial year with you all.

Christine Ewings
Chair

Linkinhorne Parish Hall
Income & Expenditure Account
Year ended 31-January-2025

Income		Expenditure	
Hall Hire	£6,811.63	Electricity	£ 2,261.85
Electricity & Water meters	£396.10	Water	£ 683.88
Events	£3,379.51	Broadband	£ 546.36
Donations (Defibrillator)	£740.97	Insurance	£ 719.40
Donations (Other)	£2,160.12	Event expenses	£ 656.54
Photocopying	£14.00	IT expenses	£ 325.00
Grants	£0.00	Maintenance	£ 2,428.49
Bank Interest	£363.43	Stationery/Sundries	£ 140.25
		Defibrillator	£ 948.00
		Cleaning	£ 1,560.00
		Equipment	-£ 963.88
		Bank Fees	£ -
Total	<u>£13,865.76</u>		<u>£ 9,305.89</u>
Income over expenses			<u>£ 4,559.87</u>
	<u>£ 13,865.76</u>		<u>£ 13,865.76</u>
Represented by			
Barclays	£ 5,224.56	Barclays	£ 4,150.08
Virgin	£ 9,653.12	Virgin	£ 14,688.81
Cash	£ 130.00	Cash	£ 728.66
Income over expenses	£ 4,559.87		
	<u>£ 19,567.55</u>		<u>£ 19,567.55</u>

Treasurer

A. W. H.

Examined by

Christine E. A.