



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 19th August 2019 to 31st December 2020

Charity name: St Mary's Church House Hall Trust (CIO)

Prior to 19th August 2019

- St Mary's Church Hall Trust (unregistered, founded in 1919)

Charity registration number: 1184940

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provision of a Community and Church Hall for use of inhabitants of Bridport without distinction of political, religious or other opinions including for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the condition of life for the said inhabitants. The hall was originally founded in 1925 by worthies of the adjacent St Mary's Church but is now independent of that body.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	To manage via St Mary's Church House Hall Management Committee the day-to-day letting of the hall, its cleaning, insurance, services, repairs and maintenance on a non-profit making basis, for the benefit of user groups from the local community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Achievements and Performance

	SORP reference	
Achievements against objectives set	Para 1.41	The trust has continued to meet its aims, as far as been possible in view of the pandemic, of providing a well-subscribed facility for inhabitants of the town and surrounding areas.

Performance of fundraising activities against objectives set	Para 1.41	All the trusts funds are raised by hall lets and income levels were well sustained until pandemic shutdown(s). The estimated daily session usage under normal conditions was in the region of 60 to 65 % of a realistic maximum total.
Investment performance against objectives	Para 1.41	The trust has no investments.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>This period covers from 19/08/2019 (when the prior unregistered trust was replaced by this C.I.O.) until 31/12/2020.</p> <p>Receipts were £12,726 and expenses £20,076 in the period. (The high level of expenses reflected the 16 months' period plus the fact that early in the pandemic the opportunity was taken for some deep cleaning and re-painting.)</p> <p>The year-end holdings were £8,852, a decrease of £7,351 over the sums passed on from the prior unregistered trust.</p> <p>For comparison, in normal years the old trust had annual income and expenses both in the range £14000 - £16,000, with reserves of about £15,000.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	In normal times the (prior) Trust sought to hold in the order of one year's typical income as contingency funds against any major repair/replacement needs or unanticipated drop in income. The CIO will follow the same policy as far as possible in the future.
Amount of reserves held	Para 1.22	<p>On 31/12/2020: £8,852</p> <p>The prior trust:</p> <ul style="list-style-type: none"> - on 18/08/2019: £16,203 - on 31/12/2018: £14,775 - on 31/12/2017: £14,190
Reasons for holding zero reserves	Para 1.22	n/r
Details of fund materially in deficit	Para 1.24	n/r
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The main concern has been regarding the long-term effect of Covid 19, the hall having been closed since mid-March 2020 whenever required by UK Gov. regulation. Return or renewal of Hirers has depended very much on Government guidelines and people's personal confidence. The committee has done all it can to ensure the hall is managed in a Covid-safe manner and has expended considerable effort in 2021 to restore the level of funds, from a wide variety of sources.

Structure, Governance and Management

Description of charity's trusts:		St Mary's Church House Hall Trust (CIO) was registered in August 2019 and replaces the unregistered St Mary's Church Hall Trust established by deed in 1918.
Type of governing document	Para 1.25	Trust Deed
How is the charity constituted?	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The formal appointment of new individuals as charity trustees shall be made by the existing charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. For historical reasons, St Mary's Church, South Street, Bridport, may at their discretion appoint one of the CIO trustees, being such as but not limited to the rector, church warden or other individual associated with the church.

Reference and Administrative details

Charity name	St Mary's Church House Hall Trust (CIO)
Other names the charity uses	St Mary's Church House Hall Management Committee: the charity is run on a day-to-day basis by the hall committee, comprising a group of volunteers drawn from users of the hall and operating to a constitution agreed with the Trustees. At least one member of the Management Committee must be a Trustee of the CIO. St Mary's Church House Hall: two bank accounts are maintained under this name, on behalf of the CIO, by the Management Committee.
Registered charity number	1184940
Charity's principal address	The address of the Trust's Community Hall is Church House Hall, South Street, Bridport DT6 3NN. The address for correspondence in connection with Charity Commission/CIO matters is MF Crook, Chairman, St Mary's Church House Hall Management Committee, 14 Thread Mill Lane, Pymore, Bridport DT6 5QT

Names of the charity trustees who manage the charity **

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Stephen Bartlett	Chairman #	From 19 th August 2019	Current trustees of the CIO and also St Mary's Church – see box 3, Structure, Governance and Management as above
Anthony John Nott	Inaugural trustee #	From 19 th August 2019	
Simon Wakely	Inaugural trustee #	From 19 th August 2019	

Was also a long-term trustee of the prior unregistered St Mary's Church Hall Trust

** Appointment of further trustees is pending

Corporate trustees – names of the directors at the date the report was approved: **None**

Name of trustees holding title to property belonging to the charity:

The Trust owns no property but leases its Community Hall at a peppercorn rent from Magna Housing Association.

Currently the lease with Magna is still in the name of the Trustees of the unregistered St Mary's Church Hall Trust but action (long delayed by the pandemic) is in progress to transfer the lease and its registration at the Land Registry into the name of the CIO.

The inaugural trustees of the CIO are the same as the long-term trustees of the unregistered St Mary's Church Hall Trust.

Funds held as custodian trustees on behalf of others: **None**

Exemptions from disclosure: **None**

Declarations

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

Signed on behalf of the charity's trustees

Signature



Full name

Stephen Bartlett

Position

Chairman of Trustees

Date

25/10/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
St Mary's Church House Hall Trust	1184940

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NOTES

(1)

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	19/08/2019		31/12/2020

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 £ 1/01/19 to 18/08/19
A1 Receipts					
Hall hire receipts	10,546	-	-	10,546	9,413
HMRC furlough receipts	1,896	-	-	1,896	-
Bank business account interest	122	-	-	122	70
Donations	-	-	-	-	25
PPL/PRS Licence refund	161	-	-	161	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	12,725	-	-	12,725	9,508
A2 Asset and investment sales, (see table).					
None	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	12,725	-	-	12,725	9,508
A3 Payments					
Electricity	1,379	-	-	1,379	1,288
Gas	971	-	-	971	-
Water	480	-	-	480	344
Insurances	1,117	-	-	1,117	36
Repairs & maintenance	4,922	-	-	4,922	2,303
Renewals	860	-	-	860	-
Cleaning: wages, cleaning materials	8,900	-	-	8,900	3,558
Cleaner's PAYE	784	-	-	784	78
PPL/PRS Licence subscription payments	496	-	-	496	-
Sundries	104	-	-	104	473
Uncleared cheque (hire rent refund)	63	-	-	63	-
Sub total	20,076	-	-	20,076	8,080
A4 Asset and investment purchases, (see table)					
None	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	20,076	-	-	20,076	8,080
Net of receipts/(payments)	- 7,351	-	-	- 7,351	1,428
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,203	-	-	16,203	-
Cash funds this year end	8,852	-	-	8,852	1,428

NOTES:

(1) The CIO was established after discussion with the Charity Commission to replace an unregistered historical trust.

(2) Last year figures are those for the final 8 months of the historical trust and show the situation prior to the CIO.

(3) on page 2: The bank accounts are managed by the ongoing Hall Management Committee and were passed over to the CIO.

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

NOTES

Categories	Details	Unrestricted funds	Restricted & Endowment funds	Compare Unrestricted funds 18/08/2019
		to nearest £	to nearest £	to nearest £
B1 Cash funds	TSB Current account	1,260	-	4,670
	Less uncleared cheque	- 63	-	-
	TSB Business Instant Access account	7,655	-	11,533
	Total cash funds	8,852	-	16,203
	(agree balances with receipts and payments account(s))	OK		

(3)

see p.1

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B2 Other monetary assets	Hire rent due (late payment)	366	-	-
	PPL/PRS Licence refund due	496	-	-
	EDF Electricity refund due	302	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	None	-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Physical Assets retained for the charity's own use		Unrestricted		
	Kitchen Fittings, Equipment and Utensils			1,176
	Hall Furniture			911
	Cleaning & Sanitary Equipment		-	334
	Outside Equipment		-	44

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Monetary Liabilities	Rent refund due to hirer	Unrestricted	72	-
	PAYE payment due to HMRC	Unrestricted	177	-

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

Signature

Print Name

Date of approval

S. J. Bartlett

S. BARTLETT

25/10/2021