



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 1st January 2023 to 31st December 2023
Charity name: St Mary's Church House Hall Trust (CIO)

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.
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 and individuals 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

Aims	SORP reference	Statement
Achievements against objectives set	Para 1.41	The trust has continued to meet its aims, 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 trust's normal funds are raised by hall lets; both use of the hall, and the 2023 income, were in line with historical levels. All

		funds raised are planned to be spent on maintaining and running the hall.
Investment performance against objectives	Para 1.41	The trust has no major investments but keeps its reserves in an instant access account paying a low level of interest. We are looking to change banks and put some into a higher interest account.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Hire receipts were £15,782 net in 2023. The total of all receipts including bank interest was £16,256.</p> <p>Routine expenses totalled £15,282 in the period, £974 lower than the total income.</p> <p>An additional sum of £3,496 was spent from reserves on hall upgrade projects, mostly safety and hygiene items.</p> <p>Total expenditure was thus £18,778, resulting in a deficit for the year of £2,522.</p> <p>Reserves at the end of 2023 were £21,325.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>In normal times the Trust seeks to hold in the order of one year's typical income as contingency reserves against any major repair/replacement needs or unanticipated drop in income.</p> <p>Following the closures due to the pandemic, the Trust sought funds from government and council grants, national charities, local donors and Crowd Funding. The extra funds so generated were earmarked for any major expenses which arise and for hall improvement projects, as exemplified by the £3,496 spent in 2023.</p>
Amount of reserves held	Para 1.22	<p>On 31st December 2023, £21,325.</p> <p>This compares with</p> <ul style="list-style-type: none"> - on 31/12/2022 £23,847 - on 31/12/2021 £26,616
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	<p>With resumption of a normal level of bookings for 2023 and the expected hires looking forward there are no financial concerns at the moment.</p> <p>However, the Trust and its Hall Management Committee has found it hard to refresh the Committee membership from the pool of hirers and attendees to hall functions, and advertisements have been unsuccessful, which may have an impact unless new volunteers can be found.</p>

Structure, Governance and Management

Description of charity's trusts:		St Mary's Church House Hall Trust (CIO) was registered in August 2019 and replaced the prior unregistered St Mary's Church Hall Trust established by deed in 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	<p>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.</p> <p>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.</p>

Reference and Administrative details

Charity name	St Mary's Church House Hall Trust (CIO)
Other names the charity uses	<p>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.</p> <p>St Mary's Church House Hall: two bank accounts are maintained under this name, on behalf of the CIO, by the Management Committee.</p>
Registered charity number	1184940
Charity's principal address	<p>The address of the Trust's Community Hall is Church House Hall, South Street, Bridport DT6 3NN.</p> <p>The address for correspondence in connection with Charity Commission/CIO matters is that of a CIO Trustee and member (currently secretary) of St Mary's Church House Hall Management Committee:</p> <p>MF Crook, 14 Thread Mill Lane, Pymore, Bridport DT6 5QT</p>

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 John Bartlett	Trustee	Reappointed from 20 th August 2023 to present date	Current trustees of the CIO and also St Mary's Church – see box 3, Structure, Governance and Management as above
Monty Frederick Crook	Trustee, Secretary, and C.C. Contact	From 29 th October 2021 to present date	
Michael David Dommett	Trustee	From 9 th June 2023 to present date	
Anthony Meadley	Trustee	From 29 th October 2021 to present date	
Vincent Anthony O'Farrell	Trustee	From 29 th October 2021 to present date	

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.

The long-term lease with Magna is registered with the Land Registry in the name of the CIO.

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

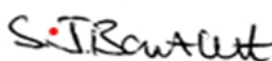
Exemptions from disclosure: **None**

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

Trustee

Date

20th September 2024




Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/01/2023		31/12/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Hall Hire Receipts	15,933	-	-	15,933	14,200
less Hall hire refunds	- 151	-	-	- 151	-
Donations	62	-	-	62	-
Donations - for Bridport Food Bank and paint	-	120	-	120	-
Utility refunds	93	-	-	93	-
Business Instant Access acc. interest	199	-	-	199	87
Sub total (Gross income for AR)	16,136	120	-	16,256	14,287
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	16,136	120	-	16,256	14,287
A3 Payments					
- Electricity	510	-	-	510	855
- Gas	1,490	-	-	1,490	944
- Water	434	-	-	434	442
- Broadband/phone rental	488	-	-	488	452
- Insurances	631	-	-	631	581
- Caretaker services: labour & equipment for repairs & maintenance	2,234	-	-	2,234	3,717
- Major repairs/replacements	1,787	-	-	1,787	not specified
- Cleaning - materials and windows	558	-	-	558	458
- Cleaner's wages/Caretaker's cleaning service	5,723	-	-	5,723	5,444
- Cleaner's PAYE	1,121	-	-	1,121	1,082
- PPL/PRS licence	168	-	-	168	66
- Website/publicity/stationarycosts	50	-	-	50	160
- Sundries	38	50	-	88	-
- Sundries - for Bridport Food Bank					
Sub total - Hall Routine Running Costs	15,232	50	-	15,282	14,201
Hall Improvement Project Costs					
Basement improvements		-	-	-	-
- smoke stoppage	830	-	-	830	-
- Improved hatch door	1,970	-	-	1,970	-
- Electrics and décor	390	70	-	460	-
Better hygiene - 2x upgraded hand dryers	236	-	-	236	-
2022 Improvement projects total	-	-	-	-	2,855
Sub total - Hall Improvement Projects	3,426	70	-	3,496	2,855
Sub total	18,658	120	-	18,778	17,056
A4 Asset and investment purchases, (see table)					
None	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	18,658	120	-	18,778	17,056
Net of receipts/(payments)	- 2,522	-	-	- 2,522	- 2,769
A5 Transfers between funds	23,847	-	-	23,847	26,616
A6 Cash funds last year end	21,325	-	-	21,325	23,847
Cash funds this year end					

Section B Statement of assets and liabilities

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	TSB Trust Current Account	2,218	-	-
	TSB Business Instant Access Account	19,106	-	-
		-	-	-
	Total cash funds	21,324	-	-
Error as a result of rounding figures		Agreement Error	OK	OK
B2 Other monetary assets	Debtors:	-	-	-
	N Harper - Late hirer fees, December	100	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs: unrestricted	Cost (optional)	Current value (optional)
	Kitchen Fittings, Equipment and Utensils	603	-	-
	Hall Furniture, broadband equipment, screen, lighting	723	-	-
	Cleaning & Sanitary Equipment	171	-	-
	Outside Equipment	23	-	-
	Play area Mural	768	-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Creditors:	Unrestricted	-	
	HMRC PAYE - due January 2024	303	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		S.J.BARTLETT	20/09/2024	
		Trustee		