



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 1st January 2024 to 31st December 2024
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 2024 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 now keeps some monies in an instant access account paying a low level of interest, but its major reserves in an account paying a higher level of interest.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Hire receipts were £19,084 in 2024. The total of all receipts was £19,419, which excludes a one-off £1920 refund (part of a 4-year floor re-treatment deal, to be paid in two-year instalments, but with monies for 2026/7 taken wrongly in 2024).</p> <p>Expenses totalled £20,798 in the period, but £18,878 when the erroneous floor treatment cost (above) was excluded. Of this, £1,910 was spent on a hall upgrade project, a 50% share of major forecourt reworking carried out in 2023 by the landlord.</p> <p>The total net expenditure of £18,878, resulting in a surplus for the year of £565.</p> <p>Reserves at the end of 2024 were £21,889.</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>Any extra funds are earmarked for any major expenses which arise and for hall improvement projects, as exemplified by the £1,910 spent in 2024.</p>
Amount of reserves held	Para 1.22	<p>On 31st December 2024, £21,889.</p> <p>This compares with</p> <ul style="list-style-type: none"> - on 31/12/2023 £21,324 - 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>There are no financial concerns at the moment.</p> <p>The Trust and its Hall Management Committee in 2024 have managed to appoint an experienced volunteer to take over the treasurer's role, plus a new committee member to handle bookings, and has divvied up some of the routine roles. But, it remains hard to refresh the Committee membership from the pool of hirers and attendees to hall functions, despite advertisements; this is expected to</p>

		be an on-going issue, which may have future impact.
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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 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 that of a CIO Trustee and member (currently secretary) of St Mary's Church House Hall Management Committee: MF Crook, 7 St Cecillas Gardens, Bridport T6 3XF (new address since 28/05/2025)

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	Re-appointed for another 3 years from 19 th August 2023.	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	Re-appointed for another 3 years from 24 th October 2024.	
Michael David Dommett	Trustee	Appointed for 3 years from 9 th June 2023.	
Anthony Meadley	Trustee	Re-appointed for another 3 years from 24 th October 2024.	
Vincent Anthony O'Farrell	Trustee	Re-appointed for another 3 years from 24 th October 2024.	

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**

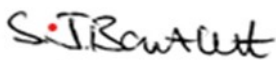
Exemptions from disclosure: **None**

Declarations

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

Signed on behalf of the charity's trustees

Signature

A handwritten signature in black ink, appearing to read 'S. J. Bartlett', is written inside a rectangular box. The signature is cursive and includes a red dot above the 'i' in 'Bartlett'.

Full name

Stephen Bartlett

Position

Trustee

Date

20th February 2025



Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/01/2024		31/12/2024

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	19,084	-	-	19,084	15,933
less Hall hire refunds		-	-	-	151
Floor treatment refund	1,920	-	-	1,920	-
Donations	-	-	-	-	62
Donations - for Bridport Food Bank and paint	-	-	-	-	120
Utility refunds	110	-	-	110	93
Business Instant Access acc. interest	249	-	-	249	199
Sub total (Gross income for AR)	21,363	-	-	21,363	16,256
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	21,363	-	-	21,363	16,256
A3 Payments					
- Electricity	988	-	-	988	510
- Gas	2,052	-	-	2,052	1,490
- Water	388	-	-	388	434
- Broadband/phone rental	327	-	-	327	488
- Insurances	654	-	-	654	631
- Caretaker services: labour & equipment for repairs & maintenance	2,240	-	-	2,240	2,234
- Major repair: 2024/2025 floor treatment (4 year deal)	1,920	-	-	1,920	
- Major repair: 2026/2027 floor treatment cost taken in error	1,920	-	-	1,920	-
- Major repairs/replacements	-	-	-	-	1,787
- Cleaning - materials and windows	586	-	-	586	558
- Cleaner's wages/Caretaker's cleaning service	5,631	-	-	5,631	5,723
- Cleaner's PAYE (HMRC)	1,672	-	-	1,672	1,121
- PPL/PRS licence	161	-	-	161	168
- Website/publicity/stationarycosts	49	-	-	49	50
- Sundries	22	-	-	22	88
- Volunteer expenses	92	-	-	92	-
- Advertising hall official roles	186	-	-	186	-
Sub total - Hall Routine Running Costs	18,888	-	-	18,888	15,282
Hall Improvement Project Costs		-	-		
- Major improvement (forecourt cost share)	1,910	-	-	1,910	-
Sub total - Hall Improvement Projects	1,910	-	-	1,910	3,496
Total Expenses	20,798	-	-	20,798	18,778
Adjusted figures (w/out duplicate floor payment and subsequent refund)					
Receipts	19,443	-	-	19,443	-
Expenses	18,878	-	-	18,878	-
Sub total					
A4 Asset and investment purchases, (see table)					
None	-	-	-	-	-
Sub total	-	-	-	-	-
Total expense payments (before adjustment)					
	20,798	-	-	18,878	18,778
Net of receipts/(payments)					
	565	-	-	565	2,522
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	21,324	-	-	21,324	23,847
Cash funds this year end	21,889	-	-	21,889	21,325

Section B Statement of assets and liabilities

Categories

B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
TSB Trust Current Account	2,218	-	-
TSB Business Instant Access Account	19,106	-	-
	-	-	-
Total cash funds	21,324	-	-
	OK	OK	OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
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	483	-	-
Hall Furniture, broadband equipment, screen, lighting	578	-	-
Cleaning & Sanitary Equipment	137	-	-
Outside Equipment	18	-	-
Play area Mural	614	-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Creditors:	Unrestricted	-	
HRC PAYE - due early 2025	320	-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	S.J.BARTLETT	20/02/2025
	Trustee	