



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2025

To period end date 31st December 2025

Charity name: Salesbury Memorial Hall

Charity registration number: 1202184

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of the CIO are:</p> <p>The provision and maintenance of a village hall for the use of the inhabitants of Wilpshire Salesbury and Clayton-le- Dale in the County of Lancashire without distinction of political, religious or other opinions, including use for:</p> <ul style="list-style-type: none">(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.
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	<p>As stated in our Objects, our main purpose is to provide a village hall for the use of local residents of all ages and outlooks, impartially, in order to improve their 'conditions of life' and general wellbeing. As such we host a comprehensive range of regular activities which meet a wide range of social, physical, emotional, educational, creative, spiritual and personal need; such as fitness and wellbeing classes, including Pilates, yoga, ballroom dancing and badminton as well as sewing and flower arranging classes. We also provide a meeting place for two local Parish Councils, a bible study group and St Peter's Church Mothers' Union. In addition, we host a weekly outreach Post Office service and a monthly luncheon club for senior citizens. For younger residents there are regular</p>

		<p>activities such as Train Time and a 'Can Do Kids' group. We will also be hosting a weekly Coffee Morning for local residents from April this year.</p> <p>With the benefit of a large hall, modern kitchen and toilet facilities and up-to-date conference facilities, all of which are accessible, we also accommodate a range of business, social and community events such as pre-wedding celebrations, Mehndi parties, graduation parties as well as birthday and other special family occasions. Moreover, our Conference Suite is increasingly used by local businesses for training and 'away day' events.</p> <p>For major national events such as the World War 1 Commemoration in 2018 and the late Queen's Platinum Jubilee in 2022, we organise community-wide gatherings with the aim of bringing everyone together at a time of national significance.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees can confirm their regard for, and compliance with, the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	None
Policy on social investment including program related investment	Para 1.38	None
Contribution made by volunteers	Para 1.38	None

Other		None

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During 2025 Trustees were able to finally bring to fruition its 'SAFE' project (Safer Access for Everyone) by raising sufficient funds (over £100K) through local donations and successful grant applications, to both purchase the land providing the only vehicular access to the hall and its partners organisations; Wilpshire Wanderers FC and Salesbury Bowling Club, and to also redevelop the land to provide a two-lane driveway with illuminated walkways for pedestrians. This project has significantly improved safer access and exit to the hall's estate for both cars and pedestrians and has been a much welcomed improvement. A further main achievement in 2025 has been the transfer and merger of the previous charity (reg. no. 512853) with the CIO.</p> <p>Throughout 2025 the charity continued to build upon its reputation as a welcoming venue for all members of the community, offering a diverse programme of activities and an attractive, well-maintained venue for community events and family celebrations.</p> <p>As stated above, in terms of contributing to the health and well-being of local residents, the charity provides fitness, yoga and badminton sessions twice per week and a weekly Pilates class. We also host monthly sewing workshops and ballroom dancing sessions.</p> <p>In addition, the following groups meet on a monthly basis: the local Mothers' Union, a seniors' lunch club and two local Parish Councils. Other regular hirers include a flower arranging group and a local nursery which holds its graduation ceremonies at</p>

		<p>the hall. Further we provide a venue for local walking groups who regularly use the hall for their planning meetings. The local church also has free use of the hall for four sessions throughout the year, which it regularly utilises for its Harvest Lunch, Quiz Night and other events.</p> <p>As well as the above, the hall continues to be a popular and valued venue for families and friends organising social gatherings for their children's and other relatives' birthdays or family occasions such as pre-wedding celebrations, graduations, Eid and New Year's Eve parties and the like.</p> <p>The above demonstrates that the charity is neither reliant on a small number of hirers or hire types, but continues to broaden its appeal to a diverse range of hirers and activities.</p> <p>The charity has then, firmly re-established itself since the pandemic, as a vibrant community hub which enriches the lives of local residents, of all ages and cultural backgrounds, through providing a venue for a myriad of activities which focus on their health and well-being.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The charity ended the year with a balance of £22,286.92. This is an increase on 2024, despite the charity having to dip into its own reserves to fund the completion of the new driveway where costs over ran slightly and also some significant maintenance costs which are detailed below.</p> <p>Hires of the hall have remained buoyant with an average increase of £2,000 per annum over the past four years. Further, the type and range of hires have widened (and therefore the type and range of visitors), so the charity is not reliant on any particular kind of activity or demographic.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Reserves are maintained at a level of circa £15K - £17K to ensure that the charity's core activities can continue during any period of unforeseen difficulty. The calculation of the required level of reserves are reviewed and recorded in the annual review of the charity's Finance and Procurement Policy & Procedures.</p> <p>The charity's 'Three Year Financial Plan 2023 – 2026' identified significant projected costs which were implemented in 2024-5. The external walls of the hall were re-rendered using the charity's reserves at a cost of £8,180.64 and the charity was also able to pay for urgent repairs to the hall's roof at cost of £1,980.00. A new upstairs window was also installed. The replacement of the hall's 16-year-old boiler as well as the front door are earmarked for 2026.</p>
Amount of reserves held	Para 1.22	£17,390.54
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	N/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/a

Additional information (optional)

You may choose to include further statements where relevant about:

		N/a
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The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/a
A description of the principal risks facing the charity	Para 1.46	N/a
Other		N/a

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	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	<ol style="list-style-type: none"> 1. Every charity trustee must be a natural person. 2. b) No individual may be appointed as a charity trustee of the CIO: <ul style="list-style-type: none"> • if he or she is under the age of 16 years; or • if he or she would automatically cease to hold office under the provisions of clause 12(1)(e) - A charity trustee ceases to hold office if he or she: is disqualified from acting as a charity trustee by virtue of sections 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision). <p>Apart from the first charity trustees, every trustee must be appointed for a term of one year by a resolution passed at a properly</p>

		convened meeting of the 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.
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Salesbury Memorial Hall
Other name the charity uses	None
Registered charity number	1202184
Charity's principal address	Salesbury Memorial Hall Ribchester Road Clayton-le-Dale Blackburn Lancashire BB1 9HT

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)
1	Annette Patterson	Elected - Chair	15 th May 2018 - current	Annette Patterson
2	Janet Westwell	Elected - Secretary	28 th March 2022 - current	Janet Westwell
3	Nick Westhead	Elected - Treasurer	18 th November 2025 - current	Nick Westhead
4	Keith Thompson	Elected	22 nd March 2022 - current	Keith Thompson
5	Audrey Pickup	Elected	12 th March 2011- current	Audrey Pickup
6	Anne Duckworth	Elected	15 th May 2018 - current	Anne Duckworth
7	Stuart Hirst	Elected	4 th November 2020 - current	Stuart Hirst
8	Stephen Frost	Elected	12 th March 2011- current	Stephen Frost
9.	Louise Edge	Elected	18 th November 2025 - current	Louise Edge
10.	John Evans	Elected	20 th May 2014 – current	John Evans

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
The title is owned by Salesbury Memorial Hall CIO		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Annette Patterson	
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Full name(s)	Annette Patterson	
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Position (eg Secretary, Chair, etc)	Chair	
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Date	1 st March 2026
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Salesbury Memorial Hall ~ Registered Charity 512853
Income and Expenditure for the period 1st January 2025 –31st December 2025

2024	Income	2025
2,475.00	KT Fitness	2,070.00
525.00	Helen Carter Pilates	525.00
1,680	RCS	1,520.00
285.00	St Peter's MU	330.00
754.25	SBC Electricity	455.17
426.59	SBC Water	272.47
226.79	SBC LTO Fee	235.41
64.68	WWFC Electricity	90.47
154.43	WWFC Water	163.55
691.39	WWFC LTO Fee	717.28
14,762.96	Hall Hire Bookings	17,902.25
3,042.00	Badminton	2,952.00
30.00	Key Fob Deposits	0.00
14.24	Just Giving	0.00
100.00	Donations	1,174.00
00.00	Transfers LCC Legal	300.00
00.00	LEF Grant Payment	27,200.00
00.00	Gift Aid	250.00
00.00	RVBC Grant Payment	5,000.00
00.00	HMRC Penalty Refund	100.96
00.00	Cresimo Flask Refund	45.00
00.00	Amazon Refund	30.19
25,232.33	Total	61,333.75

2024	Expenditure	2025
2,580.46	Electricity	1,999.86
1,327.76	Gas	1,659.66
944.29	Water	990.16
525.00	Bowland Forest IT	504.00
2,652.00	NCI Cleaning	2,826.00
659.89	Bin Collection	436.19
1,447.74	SMH Insurance	1,491.86
210.12	Music Licence	215.28
253.00	Hallmaster Subscription	253.00
201.6	Website	0.00
69.99	Hospitality	152.38
1,028.98	Cleaning & Office Materials	554.43
4,637	Refunds/Cancellations	5,525.00
10.00	Key Fob Refunds	10.00
140.00	Boiler Service and Repairs	140.00
134.40	Pennine Fire Safety	396.95
55.00	PAT/Electrical Repairs	252.00
174.00	Defibrillator Cabinet/Repair	694.00
293.1	CCTV Maintenance	0.00
0.00	Sundries	341.06
2,285.84	Maintenance Costs	1,334.97
471.84	Furniture/Fixtures/Fittings	981.74
360.00	Solicitor's Fee for CIO	0.00
00.00	LCC Driveway Works	300.00
00.00	Gift Aid to Reserve 1	250.00
00.00	Transfer to SAFE	27,200.00
00.00	HMRC Penalty	100.00
00.00	Donation transfer	1,000.00
00.00	Transfer to Reserve 1	11,000.00
20,462.01	Total	60,608.54

Signed:



Treasurer / Chair

Date: 28/3/26

Signed:



Scrutineer

Date: 28/3/26

Reserve Account 1 - 36935437

2024	Income	2025
1,000.00	Donations	1,000.00
250.00	Gift Aid	250.00
8,000.00	Transfers from Current	11,000.00
165.53	Annual Interest	164.70
	Transfer from SAFE	6,780.00
9,415.53	Total	19,194.70

2024	Expenditure	2025
8,180.00	Barton Rendering	00.00
5,000.00	LCC Section 278 Refundable deposit	00.00
	RV Electrical	6,780.00
	Transfer to SAFE	7,438.37
13,180	Total	14,218.37

Reserve Account 2 – 70164410 (SAFE)

2024	Income	2025
96.25	Interest	14.23
0.00	Donations	0.00
0.00	Just Giving Donations	0.00
0.00	HMRC Gift Aid	0.00
1,020.00	NWE Easement Donation	0.00
360.00	Transfer from Current Account re solicitor's fees	0.00
0.00	RVBC RSPF Grant	47,362.00
	LEF Grant	27,200.00
	Transfer from Reserve 1	7,438.37
1,476.25		82,014.60

2024	Expenditure	2025
00.00	Land purchase of driveway	00.00
0.00	Independent Solicitor's Fees	0.00
0.00	LEF 3 rd Party Contribution	0.00
2,460.00	SAFE Solicitor's Fees	0.00
633.00	SAFE BT Open Reach	0.00
19.80	SF – SAFE Printing	0.00
293.00	RVBC Bollard Application	0.00
240.00	Virgin Media	0.00
145.00	RVBC Planning	0.00
97.40	SF – Dye and Printing	0.00
1,000.00	LCC Traffic Management	0.00
2,754.54	Open Reach Pole	0.00
54.03	Paint/Printing	0.00
692.50	LCC Section 278	0.00
163.00	Foamex Signage	0.00
592.50	LCC Legal Fees	0.00
130.80	SF - Chippings	0.00
615.00	SAFE Legal Fees P Mayson	0.00
0.00	Kays Highways	1,418.40
0.00	Transfer to Current LCC fee	200.00
0.00	Moran Mansfield	47,362.00
0.00	Moran Mansfield	19,238.00
0.00	Transfer to Current LCC fee	100.00
0.00	Transfer to Reserve 1	6,780.00
	Moran Mansfield	10,620.00
9,890.57		85,718.40

SUMMARY OF ACCOUNTS 1.1.2025 – 31.12.2025				
	Balance at start of business 1.1.25	Plus income and transfers	Less expenditure & transfers to Reserve 1	Balance at end of business 31.12.25
Current Account	3,871.17	61,333.75	60,608.54	4,596.38
Reserve Account 1	12,409.64	19,194.70	14,218.37	17,385.97
Reserve Account 2 (SAFE)	4,008.37	82,014.60	85,718.40	304.57
	20,289.18	162,543.05	160,545.31	22,286.92