



## Trustees' Annual Report for the period

**From: 1 July 2023 (Period start date) To: 31 December 2023 (Period end date)**

**Charity name: Breedon Parish Hall CIO**

**Charity registration number: 1203242**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The objects of the Breedon Parish Hall CIO are to establish and run a parish hall and to promote its use for the benefit of the inhabitants of the parish of Breedon on the Hill, Tonge and Wilson. The Hall is for the whole community, without distinction of sex, gender, sexual orientation, age, disability, nationality, race or political, religious or other opinions. There is the provision of facilities for recreation, or other leisure time occupation of individuals, who have need of such facilities by reason of their youth, age, infirmity, disability, financial hardship or social and economic circumstances. Overall, this community facility will represent the public at large in the interests of social welfare and with the object of improving life for the said inhabitants.</b>
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	<b>Yoga classes Pilates Dance Classes General Fitness Classes Puppy Training WI Meetings Private social events eg Parties Charitable events eg Macmillan Coffee Morning Community Wellbeing Events Polling Station</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public	Para 1.18	<b>The Trustees are all aware of their responsibilities as a Trustee and the meaning of the term public benefit.</b>

benefit		
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>We do not make grants. However, we do allow charities to raise funds in our hall paying the lower rate (local community rate) of hire.</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>
Contribution made by volunteers	Para 1.38	<b>We have an additional 4 people to sit on the committee as members. Two of those people did not want to become Trustees, but provide a valuable input to all of our meetings. The remaining 2 people are the caretaker and deputy caretaker. The caretaker is responsible for opening and closing the hall after each booking. The deputy caretaker covers for the caretaker during holidays, illness, etc</b>
Other		<b>N/A</b>

## 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	<b>We have provided a community facility for 3 local villages: Breedon on the Hill, Tonge and Wilson. To date it has been well used for recreational, physical and learning activities. As it is a new build the use of the Hall is increasing constantly and the community realise what this excellent facility offers.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>Our main objective for the first 2 years of operation, is to ensure that Breedon Parish Hall is a going concern and offers excellent facilities for the whole community. We also seek to ensure that we have policies in place, to ensure we offer a safe environment, that is legally compliant in every respect.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>No fundraising activities have been carried out in this reporting period</b>
Investment performance against objectives	Para 1.41	<b>As a newly registered charity (24 May 2023) we are concentrating on achieving income to set up and run the hall initially before we can adopt an investment policy.</b>
Other		<b>N/A</b>

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## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>For the period of this report we started with a grant from the Parish Council of £2000, paid on 1 Aug 23, and ended up on 31 Dec 23 with a balance of £5,200.41 with no debts outstanding.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>No reserves policy as yet, as we are a new charity concentrating on ensuring we have a viable business operation</b>
Amount of reserves held	Para 1.22	<b>Zero</b>
Reasons for holding zero reserves	Para 1.22	<b>Because we are a new charity and the Parish Hall was only open for business from 1 July 2023</b>
Details of fund materially in deficit	Para 1.24	<b>We are not in deficit</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>We are confident that we have a viable operation for the future.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Our principal source of funding is from renting the Parish Hall out for community activities.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>The principal risk facing the charity is that if the community stop using the Parish Hall for their range of activities, then the income stream ceases</b>
Other		<b>N/A</b>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>A Constitution Document dated 24 May 23</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>The Charity is a registered CIO (1203242)</b>
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	<b>Trustees are selected from the following:</b>  <b>Women's Institute (up to 2)</b> <b>Church Charity (up to 2)</b> <b>Parish Council (up to 2)</b>  <b>Additional Trustees are selected by invitation (up to 6)</b>

### 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	<b>We have policies for the following subjects that are used to train new Trustees:</b>  <ol style="list-style-type: none"> <li><b>1. Safeguarding</b></li> <li><b>2. Health &amp; Safety</b></li> <li><b>3. Data Protection</b></li> <li><b>4. Environmental</b></li> <li><b>5. Equality</b></li> <li><b>6. Alcohol</b></li> <li><b>7. Conflict of Interest</b></li> <li><b>8. Accounting</b></li> <li><b>9. Complaints</b></li> <li><b>10. Wifi &amp; Broadband</b></li> </ol>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>The Charity is independent of the Parish Council and is run by a committee of Trustees (7) and members (4). The Chairman of the Committee is mandated as a Trustee. Only the trustees have voting rights.</b>
Relationship with any related parties	Para 1.51	<b>Breedon Parish Council holds the lease to the Parish Hall and sub leases it to Breedon Parish Hall CIO. The Trustees manage the running of the Parish Hall.</b>
Other		<b>N/A</b>

## Reference and Administrative details

Charity name	Breedon Parish Hall CIO
Other name the charity uses	N/A
Registered charity number	1203242
Charity's principal address	Breedon Parish Hall Priory Close Breedon on the Hill DE73 8LF

## 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	R J HOUNSLOW	CHAIRMAN/ TREASURER		BREEDON HALL CIO by CHAIRMAN and up to 4 other Trustees
2	R BATES	DEPUTY CHAIRMAN		
3	P HYLAND			
4	L CARRICK			
5	S BROWN			
6	T BREAN			
7	J POND	SECRETARY		
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## 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	
N/A		

## 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
<b>Constitutional Charity Expert</b>	Ms Clare Morison	Thomson, Snell & Passmore Heathervale house 2-4 Vale Avenue Tunbridge Wells Kent TN1 1DJ

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

N/A

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

## Other optional information



**N/A**

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

ROBERT JOHN HOUNSLOW

ROBERT JOHN HOUNSLOW	
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Position (eg Secretary,  
Chair, etc)

CHAIRMAN

CHAIRMAN	
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Date

Aug 24

Aug 24
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