

ORPEN MEMORIAL HALL

England & Wales · Charity number 208912

Details

Status Registered

Legal form Other

Registered 1969-07-03

Register [View on the Charity Commission register](#)

Contact

Address WB Community Hub
Orpen Memorial Hall
Lexden Road
West Bergholt
Essex
CO6 3BW

Phone 07726 424419

Email CLERK@WESTBERGHOLT-PC.GOV.UK

Website www.westbergholt-pc.gov.uk

Activities

Objects: VILLAGE HALL FOR THE GENERAL USE AND BENEFIT OF THE INHABITANTS OF THE PARISH

Activities: VILLAGE HALL INCLUDING 1 LARGE HALL AND 1 SMALLER HALL WHICH CAN BE PARTITIONED AS 2 SMALLER ROOMS. WEST BERGHOLT SOCIAL CLUB HOLD A PREMISES LICENCE TO USE HALF OF THE BUILDING ON EVENINGS AND WEEKENDS, THE SOCIAL CLUB ROOM IS ALSO AVAILABLE TO HIRE DURING THE DAY FROM THE TRUST. THE HALLS ARE LET TO LOCAL AND NON LOCAL RESIDENTS FOR FUNCTIONS, CLUBS, PLAY GROUP ETC.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- **Area of benefit:** PARISH OF WEST BERGHOLT
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£58,547	£57,559	-	-
2024-03-31	£70,885	£64,140	-	-
2023-03-31	£119,236	£123,545	-	-
2022-03-31	£44,086	£39,004	-	-
2021-03-31	£29,491	£29,793	-	-

Trustees

Name	Role	Appointed
WEST BERGHOLT PARISH COUNCIL		2017-10-05

ORPEN MEMORIAL HALL

England & Wales - Charity number 208912

Accounts



Trustees' Annual Report for the period

From **01 April 2024 (Period start date)** To **31 March 2025 (Period end date)**

Charity name: Orpen Memorial Hall Trust

Charity registration number: 208912

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Village Hall for general use and benefit to the inhabitants of the parish.
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	Hire of the hall for regular users e.g. clubs, playgroup, local drama group, meetings etc. Hire of the hall for casual users e.g. parties, events, wedding receptions etc. Part of the hall is hired to West Bergholt Social Club during the evenings/weekends and available to hire to the public during the day.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustee is satisfied that this charity meets 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	No comment
Policy on social investment including program related investment	Para 1.38	No comment
Contribution made by volunteers	Para 1.38	No comment
Other		No comment

Achievements and Performance

	SORP reference	
<p>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.</p>	<p>Para 1.20</p>	<p>The hire charges are sufficient to cover the running costs of the hall.</p> <p>Use of the facilities continues to expand.</p> <p>Throughout the financial year 2024-25 the Orpen Memorial Hall bookings remain steady, with regular hirings, one-off parties and continuous schedule of maintenance and upgrade projects.</p> <p>Bluebells Pre-school continued to provide Early Years education for children Monday-Friday during term time in both the front and back halls from 8am-4pm. They were fully subscribed as always and provided a substantial part of the hall's income during the daytime when it wasn't generally in demand.</p> <p>The Hall complex was open for hirers as stated earlier, with clubs, regular hirings and on-off parties filling the diary.</p> <p>The Annual Village Fete was held on the 6th July 2024, led by the new Fete Subcommittee. £2032.40 was raised from stall booking fees and refreshment trucks, but £3,122 spent on the marquees and bands, resulting in the need to use £1,089.60 of the funds carried forward from previous years. A £200 grant was received from the City Councillor's Locality Budget which helped with the hire of the marquees, but in 2025-26 sponsorship will be sought for them from local businesses.</p> <p>The West Bergholt Social Club opened during 2024-25 and paid each quarter of its licence fee in full to the Orpen Memorial Hall Trust. The use of the Social Club by the Trust as a meeting room during the day continued with the Warm Space (now renamed the Friday Club) running each week six months of the year, during the colder months. This was run by the West Bergholt Care Network and supported by the Parish Council, providing free tea & biscuits, and more importantly companionship during the difficult economic times. Other daytime use included a weekly coffee morning during term times for those Bluebells parents of SEND children, providing support and a friendly chat.</p>

		<p>During 2024-25 the Norwegian Bakers continued to be the only food outlet to hire a space outside in the Orpen Memorial Hall car park, providing freshly baked goods from their gazebo stall every Wednesday and has proved popular with residents & parents parking during school drop off/pick up alike.</p> <p>There were no major projects this year, however the retention monies that were due a year after the upgrading of the Social Club & public access toilets were paid to the relevant contractor. An emergency boiler replacement was necessary to one of the hall's three boilers.</p> <p>Otherwise, only general maintenance, repairs and repainting took place, which included fitting child friendly toilet seats. An update of the hall's electrics took place within this year's maintenance budget with the installation of a new fuse board, the fitting of a new outdoor socket and the replacement of some very old hand dryers with newer models.</p>
--	--	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	No comment
Performance of fundraising activities against objectives set	Para 1.41	No comment
Investment performance against objectives	Para 1.41	No comment
Other		No comment

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Cash at the bank on 31/03/25 was £28,709.48, including £6,127.77 in the Orpen Bequest account, which is to be used for internal improvements to the Orpen Memorial Hall.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>£2,146.00 is held for WB Village Fete, all of which is held in a designated fund as the previous year's restricted funds were used up previously. The profits from the Village Fete are held with the Trust's reserves, for use the following year or to fund other village events, if the Fete should cease.</p> <p>There is also £1,671.14 set aside for Improvements, donated by the now defunct WB Local History Group. This fund was transferred to the hall from the remainder of the monies in their bank account, to be used by the hall, to pay for the storage and maintenance of the WB History Archive for the benefit of residents. The hall expects to pay to clear a storeroom, purchase several 6ft high tambor cupboards to store the archive and for someone to catalogue the archive in 2025-26.</p> <p>The remaining reserves are set aside for future major projects and to cover unusual items of expenditure, as well as contingency for loss of income if needed, as noted below.</p>
Amount of reserves held	Para 1.22	£18,764.57 was held in unrestricted funds, enough to cover 4 months of operating costs in the event of a loss of income.
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None, even in the event of another pandemic and having to close, the hall is well prepared with contingency funds.

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	<p>Hire charges for the premises are the principal source of funding. Income from trading activities has remained steady during the year and as a result, they cover the charitable expenditure.</p> <p>The charity was in receipt of only one small Colchester City Council Locality grant worth £200 in 2024-25, for use on marque hire at the village fete.</p>
--	-----------	--

		The Parish Council provides an annual maintenance contribution to the Orpen Memorial Hall of £1,600.
Investment policy and objectives including any social investment policy adopted	Para 1.46	No comment
A description of the principal risks facing the charity	Para 1.46	No comment
Other		No comment

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Will proved 9 th February 1918 and Scheme of 8 th February 1944
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
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	Appointment on becoming a member of West Bergholt Parish Council

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	No comment
The charity's organisational structure and any wider network with which the charity works	Para 1.51	No comment
Relationship with any related parties	Para 1.51	No comment
Other		No comment

Reference and Administrative details

Charity name	Orpen Memorial Hall Trust
Other name the charity uses	
Registered charity number	208912
Charity's principal address	80 Chapel Road West Bergholt Colchester CO6 3HL

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

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)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--



Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Laura Walkingshaw	Brian Butcher
Position (eg Secretary, Chair, etc)	West Bergholt Parish Clerk	Chair of West Bergholt Parish Council
Date	14 th January 2026	

ORPEN MEMORIAL HALL ACCOUNTS

Registered Charity No. 208912

Receipts and Payments for year ending 31st March 2025

	2024-25						2023-24	
	Unrestricted Funds			Restricted Funds		Endowment Funds	Total	£
	General Reserves	Designated for Improvements	Designated for Fete	Restricted for Improvements	Restricted for Fete	£		
£	£	£	£	£	£	£	£	
Receipts								
From Voluntary Sources								
Grants	0.00			1671.14			1671.14	9975.00
Fundraising (Village Fete)			1832.40		200.00		2032.40	2414.36
Sub Total	0.00	0.00	1832.40	1671.14	200.00	0.00	3703.54	12389.36
From Trading Activities								
Lettings Main Hall	26519.32						26519.32	25911.39
Lettings John Lampon Hall	16408.41						16408.41	16930.80
Letting - PC	700.00						700.00	700.00
Social Club Licence Fee	2510.00						2510.00	4840.00
Social Club Meeting Room	1307.92						1307.92	808.55
Play Group Storage	589.98						589.98	590.08
Environment Storage	451.00						451.00	440.00
Maint. Contribution from PC	1600.00						1600.00	1500.00
Miscellaneous	0.00						0.00	0.00
Sub Total	50086.63	0.00	0.00	0.00	0.00	0.00	50086.63	51720.82
From Assets								
Investment Income						620.26	620.26	608.26
Bank Interest	71.28					83.94	155.22	105.00
VAT Refund	3981.64						3981.64	6061.59
Total Receipts	54139.55	0.00	1832.40	1671.14	200.00	704.20	58547.29	70885.03
Payments								
Charitable Activities								
Electricity	1861.82						1861.82	3552.04
Gas	4253.44						4253.44	1509.9
Rates	168.58						168.58	56.19
Water Rates	1364.24						1364.24	1233.83
Insurance	1485.20						1485.20	1381.56
Hall Consumables	1022.17						1022.17	1270.35
Cleaning	9807.00						9807.00	9366.71
Waste	2434.77						2434.77	2468.52
Administrators salary	8855.97						8855.97	9015.52
Office expenses	1126.07						1126.07	626.57
Maintenance & Servicing	6614.58						6614.58	8058.23
Fees and Licences	390.84						390.84	707.28
Public Works Loan	5368.26						5368.26	5368.26
	44752.94					0.00	44752.94	44614.96
Other Expenditure								
Legal Fees							0.00	0.00
Fundraising Costs (Village Fete)			1294.59		1827.41		3122.00	1715.14
VAT	4722.47						4722.47	4471.27
On Assets and Equipment Purchases								
Building improvements	1582.00	3158.04		221.96			4962.00	13338.67
Total Payments	51057.41	3158.04	1294.59	221.96	1827.41	0.00	57559.41	64140.04
Net Receipts for the year	3082.14	-3158.04	537.81	1449.18	-1627.41	704.20	987.88	6744.99
Balances at start of year	17318.95	1582.00	1608.19	221.96	1627.41	5363.09	27721.60	20976.61
Transfer between funds	-60.48					60.48	0.00	
Transfer between funds	-1576.04	1576.04	0.00	0.00	0.00	0.00	0.00	
Balances at end of year	18764.57	0.00	2146.00	1671.14	0.00	6127.77	28709.48	27721.60

ORPEN MEMORIAL HALL ACCOUNTS
Registered Charity No. 208912
Statement of Assets and Liabilities at 31st March 2025

2024-25

2023-24

	2024-25					Endowment Funds	Total	2023-24			
	Unrestricted Funds			Restricted Funds					£	£	£
	General Reserves £	Designated for Improvements £	Designated for Fete £	Restricted for Improvements £	Restricted for Fete £						
MONETARY ASSETS											
Deposits and Bank Balances											
Current Account	8797.06		2146.00	1671.14			12614.20	20401.8			
High Interest Account	9967.51						9967.51	1896.23			
Orpen Bequest Account						6127.77	6127.77	5423.57			
	18764.57	0.00	2146.00	1671.14	0.00	6127.77	28709.48	27721.60			

DEBTORS

Outstanding Hall hire fees at 31st March					Invoice 314	48.15	Paid 01/04/25
					Invoice 316	44.85	Paid 29/04/25
					Invoice 318	85.60	Paid 01/04/25
					Invoice 332	84.00	Paid 08/04/25
						<u>262.60</u>	

CREDITORS

Hall hire fees in advance						<u>0.00</u>	
---------------------------	--	--	--	--	--	-------------	--

INVESTMENT ASSETS (assets belonging to Endowment Funds)

Orpen Bequest: COIF Charities Investment Fund - Income Units (7064.48 units) bid market value £20,953.95 at 31/03/25

NON MONETARY ASSETS (assets belonging to Unrestricted Funds)

Land and Buildings
 Fixtures & Fittings
 Kitchen Equipment
 Stationery
 Office Equipment
 IT Projection equipment

DESIGNATED FUNDS

The terms of the Village Fete Sub-Committee state that the funds raised by the fete will be held in the Orpen Hall Trust bank account.

Independent Examiner's Report to the Trustees of Orpen Memorial Hall (Registered Charity number 208912)

I report to the trustees on my examination of the accounts of Orpen Memorial Hall for the year ended 31st March 2025.

Responsibilities and basis of report


As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



J Stobart FCCA

RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE

2nd June 2025

ORPEN MEMORIAL HALL

England & Wales - Charity number 208912

Accounts



Trustees' Annual Report for the period

From: 01 April 2023 Period start date To: 31 March 2024 Period end date

Charity name: Orpen Memorial Hall Trust

Charity registration number: 208912

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	Village Hall for general use and benefit to the inhabitants of the parish.
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.	Hire of the hall for regular users e.g. clubs, playgroup, local drama group, meetings etc. Hire of the hall for casual users e.g. parties, events, wedding receptions etc. Part of the hall is hired to West Bergholt Social Club during the evenings/weekends and available to hire to the public during the day.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The Trustee is satisfied that this charity meets the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	No comment
Policy on social investment including program related investment	No comment
Contribution made by volunteers	No comment

Other	No comment
-------	------------

Achievements and Performance

<p>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.</p>	<p>The hire charges are sufficient to cover the running costs of the hall.</p> <p>Use of the facilities continues to expand.</p> <p>The start of the financial year 2023 Orpen Memorial Hall bookings go from strength to strength again with regular hirings, one-off parties and upgrade projects becoming the norm following the interruptions of the previous years' Covid pandemic</p> <p>Bluebells Pre-school continued to provide Early Years education for children Monday-Friday during term time in both the front and back halls from 8am-4pm. They were fully subscribed as always and provided a substantial part of the hall's income during the daytime when it wasn't generally in demand.</p> <p>The Hall complex was open for hirers as stated earlier, with clubs, regular hirings and on-off parties swelling the diary to pre-Covid levels.</p> <p>The Annual Village Fete was not held in the summer of 2023, whilst there was a change in membership of the Fete Subcommittee. However, a new Committee was established in the Autumn of 2023 and fundraising/grant applications began in earnest preparing for the summer of 2024 Fete. £2,0074.36 were raised in the early part of 2024 for the summer Fete and £340 in early stall booking fees taken for the scheduled 6th July 2024 fete.</p> <p>The West Bergholt Social Club open during 2023-24 and paid each quarter of its licence fee in full to the Orpen Memorial Hall Trust. The use of the Social Club by the Trust as a meeting room during the day continued with the Warm Space running two mornings a week during the winter months. This was run by the West Bergholt Care Network, supported by the Parish Council, providing free tea & biscuits, and more importantly companionship during the difficult economic times. Other daytime use included a weekly coffee morning during term times for those Bluebells parents of SEND children, providing support and a friendly chat.</p> <p>During 2023-24 Cha Cha Pizza continued to hire a space outside in the Orpen Memorial Hall car park, to cook and supply fresh pizzas on a Thursday evening for the first couple of months of the financial year but as they left the Norwegian Bakers took their space, providing freshly baked goods from the stall every Wednesday.</p> <p>Projects this year included the finalising of the upgrade to the Social Club toilets, for which the Hall Trust had successfully received a £50,000 Enover Landfill Trust grant. A £9975 grant was received from the National Lottery's Community Fund, which was spent on a variety of energy saving projects: the installation of a NEST smart thermostat heating system, LED replacement lighting throughout the complex and general electrical efficiency work. A new fire alarm system was also fitted to the Social Club to link with the rest of the hall's system.</p>
--	--

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	No comment
Performance of fundraising activities against objectives set	No comment
Investment performance against objectives	No comment
Other	No comment

Financial Review

Review of the charity's financial position at the end of the period	Cash at the bank on 31/03/23 was £27,721.60 including £5,423.57 in the Orpen Bequest account, which is to be used for internal improvements to the Orpen Memorial Hall.
Statement explaining the policy for holding reserves stating why they are held	<p>£3,235.60 is held for WB Village Fete, £1,627.41 in restricted funds (from grants) and £1,608.19 in a designated fund. The profits from the Village Fete are held with the Trust's reserves for use the following year or to fund projects as the Committee agreed, such as the £1,268.19 transferred to the Poor's Land servery project in Jan 2024.</p> <p>There is also £1,803.96 set aside for Improvements, £1,582 in a designated fund and £221.96 remaining in a restricted fund from the National Lottery grant, although it is expected this will be spent on additional electrical work in 2024-25.</p> <p>Reserves are set aside for future major projects and to cover unusual items of expenditure, as well as contingency for loss of income as noted below.</p>
Amount of reserves held	£17,318.95 was in unrestricted funds, enough to cover 4 months of operating costs in the event of a loss of income.
Reasons for holding zero reserves	Not applicable
Details of fund materially in deficit	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	None, even in the event of another pandemic and having to close the Hall is well prepared with contingency funds.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	<p>Hire charges for the premises are the principal source of funding. Income from trading activities have remained steady during the year and as a result they cover charitable expenditure.</p> <p>The Charity was in receipt of a grant worth £9,975 from the National Lottery in 2023-24 for energy efficiency building improvements.</p> <p>The Parish Council provide an annual maintenance contribution to the Orpen Memorial Hall of £1,500.</p>
Investment policy and objectives including any social investment policy adopted	No comment
A description of the principal risks facing the charity	No comment

Other	No comment

Structure, Governance and Management

Description of charity's trusts:	
Type of governing document (trust deed, royal charter)	Will proved 9 th February 1918 and Scheme of 8 th February 1944
How is the charity constituted? (e.g unincorporated association, CIO)	Trust
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	Appointment on becoming a member of West Bergholt Parish Council

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	No comment
The charity's organisational structure and any wider network with which the charity works	No comment
Relationship with any related parties	No comment
Other	No comment

Reference and Administrative details

Charity name	Orpen Memorial Hall Trust
Other name the charity uses	
Registered charity number	208912
Charity's principal address	80 Chapel Road West Bergholt Colchester CO6 3HL

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

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)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>L. Walkingshaw</i>	<i>B. Butcher</i>
Full name(s)	Laura Walkingshaw	Brian Butcher
Position (eg Secretary, Chair, etc)	West Bergholt Parish Clerk	Chair of West Bergholt Parish Council
Date	15/01/2025	

ORPEN MEMORIAL HALL ACCOUNTS

Registered Charity No. 208912

Receipts and Payments for year ending 31st March 2024

	2023-24						2022-23	
	Unrestricted Funds			Restricted Funds		Endowment Funds	Total	
	General Reserves £	Designated for Improvements £	Designated for Fete £	Restricted for Improvements £	Restricted for Fete £	£	£	£
Receipts								
From Voluntary Sources								
Grants	0.00			9975.00			9975.00	65871.57
Fundraising (Village Fete)			340.00		2074.36		2414.36	2836.42
Sub Total	0.00	0.00	340.00	9975.00	2074.36	0.00	12389.36	68707.99
From Trading Activities								
Lettings Main Hall	25911.39						25911.39	24472.55
Lettings John Lampon Hall	16930.80						16930.80	14308.61
Letting - PC	700.00						700.00	0.00
Social Club Licence Fee	4840.00						4840.00	4901.00
Social Club Meeting Room	808.55						808.55	201.10
Play Group Storage	590.08						590.08	584.98
Environment Storage	440.00						440.00	0.00
Maint. Contribution from PC	1500.00						1500.00	1500.00
Miscellaneous	0.00						0.00	30.00
Sub Total	51720.82					0.00	51720.82	45998.24
From Assets								
Investment Income / Bank Interest	105.00					608.26	713.26	634.01
VAT Refund	6061.59						6061.59	3896.09
Total Receipts	57887.41	0.00	340.00	9975.00	2074.36	608.26	70885.03	119236.33
Payments								
Charitable Activities								
Electricity	3552.04						3552.04	3323.57
Gas	1509.90						1509.90	2888.94
Rates	56.19						56.19	54.27
Water Rates	1233.83						1233.83	202.98
Insurance	1381.56						1381.56	1559.93
Cleaning Materials	1270.35						1270.35	883.97
Cleaning	9366.71						9366.71	10809.00
Waste	2468.52						2468.52	2187.95
Administrators salary	9015.52						9015.52	8058.06
Administrators expenses	626.57						626.57	1226.03
Repairs and Repainting	2832.46						2832.46	3140.12
Replacement and Additions	4680.27						4680.27	2919.85
Fees and Licences	707.28						707.28	1252.30
Maintenance	545.50						545.50	1529.22
Public Works Loan	5368.26						5368.26	5368.26
	44614.96					0.00	44614.96	45404.45
Other Expenditure								
Legal Fees	0.00						0.00	0.00
Fundraising Costs (Village Fete)			1268.19		446.95		1715.14	1621.26
VAT	4471.27						4471.27	8027.71
On Assets and Equipment Purchases								
Building improvements	856.63	2729.00		9753.04			13338.67	68491.55
Total Payments	49942.86	2729.00	1268.19	9753.04	446.95	0.00	64140.04	123544.97
Net Receipts for the year	7944.55	-2729.00	-928.19	221.96	1627.41	608.26	6744.99	-4308.64
Balances at start of year	13685.40	0.00	2536.38	0.00	0.00	4754.83	20976.61	25285.25
Transfer between funds	-4311.00	4311.00	0.00	0.00	0.00	0.00	0.00	
Balances at end of year	17318.95	1582.00	1608.19	221.96	1627.41	5363.09	27721.60	20976.61

ORPEN MEMORIAL HALL ACCOUNTS
Registered Charity No. 208912
Statement of Assets and Liabilities at 31st March 2024

	2023-24			2022-23
	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
MONETARY ASSETS				
Deposits and Bank Balances				
Current Account 5808	20401.80			20401.80
High Interest Account 6578	46.86	1849.37		1896.23
Orpen Bequest Account 9558	60.48		5363.09	5423.57
	20509.14	1849.37	5363.09	27721.60
DEBTORS				
Outstanding Hall hire fees	Prayer Power Ministry		WB48	9.20
	Prayer Power Ministry		WB59	124.80
	BYG		WB110	20.80
	Blackman		WB114	75.00
	BYG - Storage		P115	31.00
VAT reclaim	Jun 23 - Mar 24			3981.64
				4242.44
CREDITORS				
Hall hire fees in advance	Norwegian Bakers		P105	10.00
INVESTMENT ASSETS (assets belonging to Endowment Funds)				
Orpen Bequest: COIF Charities Investment Fund - Income Units (7064.48 units) bid market value £19,704.25 at 30/09/23				
NON MONETARY ASSETS (assets belonging to Unrestricted Funds)				
Land and Buildings				
Fixtures & Fittings				
Kitchen Equipment				
Stationery				
Office Equipment				
IT Projection equipment				

DESIGNATED FUNDS

The terms of the Village Fete Sub-Committee state that the funds raised by the fete will be held in the Orpen Hall Trust bank account.

**Independent Examiner's Report to the Trustees of Orpen Memorial Hall
(Registered Charity number 208912)**

I report to the trustees on my examination of the accounts of Orpen Memorial Hall for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



J Stobart FCCA
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
10th June 2024

ORPEN MEMORIAL HALL

England & Wales - Charity number 208912

Accounts



Trustees' Annual Report for the period

	Period start date			Period end date		
From	01	April	2022	To	31	March 2023

Section A Reference and administration details

Charity name Orpen Memorial Hall

Other names charity is known by

Registered charity number (if any) 208912

Charity's principal address 80 Chapel Road

West Bergholt

Colchester

CO6 3HL

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	West Bergholt Parish Council			
2				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)

Will proved 9th February 1918 and Scheme of 8th February 1944

How the charity is constituted (eg. trust, association, company)

Trust

Trustee selection methods (eg. appointed by, elected by)

Appointment on becoming a member of West Bergholt Parish Council

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Parish Council adhere to the NALC model Standing Orders and Financial Regulations.

The Orpen Hall Management Committee oversee the day-to-day management of the Hall and have delegated power to spend an agreed annual budget, however all payments over £500 outside of the agreed annual budget must be approved by the Parish Council at its Sole Trustee meeting.

The Orpen Memorial Hall Trust have an agreed Terms of Reference with the Orpen Hall Management Committee, as there is with the Village Fete Subcommittee which reports to the Hall Management Committee.

The Council as Sole Trustee continued to meet on a regular basis throughout the year as the Orpen Hall Memorial Trust via Zoom and face to face. The end of year 2022-23 accounts were made public at the Annual Parish Meeting on the 26th April 2023, along with the report from the Chairman.

The Council has a Risk Management Scheme in place.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Village Hall for general use and benefit to the inhabitants of the parish.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Hire of the hall for regular users e.g. clubs, playgroup, local drama group, meetings etc.

Hire of the hall for casual users e.g. parties, events, wedding receptions etc.

Part of the hall is hired to West Bergholt Social Club during the evenings/weekends and available to hire to the public during the day.

The Trustee is satisfied that this charity meets the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The hire charges are sufficient to cover the running costs of the hall.

Use of the facilities continues to expand.

The start of the financial year 2022 finally saw the country putting the Covid-19 pandemic and series of lockdowns behind us and enabled the Orpen Memorial Hall, West Bergholt, to start getting back onto an even keel once more, with regular hirings, one-off parties and upgrade projects becoming the norm once more.

Bluebells Pre-school continued to provide Early Years education for children Monday-Friday during term time in both the front and back halls from 8am-4pm. They were fully subscribed as always and provided a substantial part of the hall's income during the daytime when it wasn't generally in demand.

The Hall complex was open for hirers as stated earlier, with clubs and regular hiring back in full swing, swelling bookings to pre-Covid levels. One-off parties too started hiring once more, although tentative in the first half of the financial year, many hirers seemed to be catching up on parties that they had cancelled during the pandemic, filling the hall with hires most weekends after July.

The Annual Village Fete was held early in 2022, on the 4th June, earlier to coincide with the celebrations for the late Queen Elizabeth II's Platinum Jubilee. This event included a Spitfire flyover, children's Fun Run, hog roast, stalls and live music. There was also a tree planting ceremony outside the front of the Orpen Memorial Hall with 4 new ornamental pear trees planted as part of the Queen's Green Canopy project to replace the old and diseased ornamental cherries which had apparently planted for her Silver Jubilee. All in all, a great day for all in attendance, which raised some £2800, the profits from which to be shared by both youth projects and future Fetes, as agreed by the Fete Subcommittee.

The West Bergholt Social Club was, like the hall itself, fully open during 2022-23, and having cleared its Covid debt by June 2022, continued to pay each part of its quarterly licence fee on time during the rest of the financial year as back on a good financial footing. The use of the Social Club by the Trust as a meeting room during the day enabled the establishment of a Warm Space to run two mornings a week from Nov 2022. This was run by the West Bergholt Care Network, supported by the Parish Council, providing free tea & biscuits, and more importantly companionship during the difficult economic times.

During 2022-23 only one mobile food van hired space outside in the Orpen Memorial Hall car park, Cha Cha Pizza came and cooked fresh pizzas on a Thursday evening, but both the Refill Ladies and Mobile Greengrocer could not attract enough custom to be profitable as demand for the outside mobile units slowed post-pandemic.

Projects that had been held back some years were able to be given the green light during 2022-23, although with bookings so full again, contractors were limited to the summer & half term holidays for full access to the hall. The wooden flooring in the John Lampon (JL) Hall was retreated & sealed, new vinyl flooring was fitted to the entrance to the Social Club Meeting Room & the Orpen Hall (OH) accessible WC and there was service, then subsequent repairs to the acoustic movable wall in the JL Hall. Most of the £5,500 for these projects had been held in the Hall or Parish Council reserves previously.

A lot of work was needed to the drains in this financial year, with frequent blockages occurring at the hall, although the issue was later found to be

Section D

Achievements and performance

an Anglian Water issue on the highway and a refund for the invoices is currently being sought.

The installation of PV solar panels on the hall roof, with battery storage, was one of the biggest projects of the year, taking place in Feb 2023, funded partly by an Essex County Council Climate Challenge Fund grant. With the rising costs of energy, the Hall Trust also successfully applied for a £50,000 Enover Landfill Trust grant towards the installation of the solar PV, the complete toilet renovation of the Social Club toilets and the construction of an externally accessed disabled toilet for those outside the hall using the park during bookings.

Much of the toilet work was completed in 2023-24, but the solar panels have been up and contributing to the hall's electricity usage since Feb 2023. Other monies were transferred in 2022-23 to the Hall Reserves from the Parish Council in readiness of work upgrading the heating with a HIVE like system of smart thermostats, helping again to keep energy costs lower and to enable hire of the hall be affordable for all.

Section E

Financial review

Brief statement of the charity's policy on reserves

Cash at the bank on 31/03/23 was £20,976.61, including £4,754.83 in the Orpen Bequest account, which is to be used for internal improvements to the Orpen Memorial Hall. Of that money, £13,685.40 was in unrestricted funds, enough to cover 4 months of operating costs in the event of a loss of income.

£2,536.38 is held as a designated fund (WB Village Fete). The profits from the Village Fete are held with the Trust's reserves for use the following year or to fund projects as the Committee agreed.

Reserves are set aside for improvements to the building and to cover unusual items of expenditure.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Hire charges for the premises are the principal source of funding. Income from trading activities have remained steady during the year and as a result they cover charitable expenditure.

The Charity was in receipt of grants and donations worth £65871.57 in 2022-23 for building improvements. These were primarily made of the ECC Climate Challenge Fund grant of £17056.00 for the PV solar panels & batteries and the two-part Enover grant of £39487.86 for the toilet refurbishment. A final payment of the Enover grant was received later in the 2023-24 financial year.

The Parish Council provide an annual maintenance contribution to the Orpen Memorial Hall of £1,500.

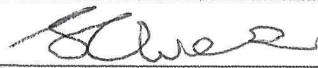
Section F Other optional information

None

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Laura Walkingshaw	James Owers
Position (eg Secretary, Chair, etc)	Parish Clerk	Chair of Orpen Hall Management Committee
Date	12/01/2024	

ORPEN MEMORIAL HALL ACCOUNTS

Registered Charity No. 208912

Receipts and Payments for year ending 31st March 2023

	2022-23					2021-22
	Unrestricted	Designated	Restricted	Endowment	Total	
	Funds	Funds	Funds	Funds	£	£
Receipts						
From Voluntary Sources						
Grants	0.00		65871.57		65871.57	0.00
Fundraising (Village Fete)		1219.42	1617.00		2836.42	707.50
Sub Total	0.00	1219.42	67488.57	0.00	68707.99	707.50
From Trading Activities						
Lettings Main Hall	24472.55				24472.55	17057.00
Lettings John Lampon Hall	14308.61				14308.61	9645.22
Letting - PC & Trust	0.00				0.00	412.50
Social Club Licence Fee	4901.00				4901.00	4323.00
Social Club Meeting Room	201.10				201.10	39.60
Play Group Storage	584.98				584.98	558.31
Environment Storage	0.00				0.00	446.00
Maint. Contribution from PC	1500.00				1500.00	1500.00
Miscellaneous	30.00				30.00	10104.50
Sub Total	45998.24			0.00	45998.24	44086.13
From Assets						
Investment Income / Bank Interest	15.92			618.09	634.01	584.36
VAT Refund	3896.09				3896.09	1715.90
Total Receipts	49910.25	1219.42	67488.57	618.09	119236.33	47093.89
Payments						
Charitable Activities						
Electricity	3323.57				3323.57	2075.29
Gas	2888.94				2888.94	4057.69
Rates	54.27				54.27	150.80
Water Rates	202.98				202.98	359.53
Insurance	1559.93				1559.93	1262.76
Cleaning Materials	883.97				883.97	511.65
Administrators salary	8058.06				8058.06	6764.16
Adminsitrators expenses	1226.03				1226.03	731.51
Cleaning	10809.00				10809.00	9900.00
Waste	2187.95				2187.95	1894.03
Repairs and Repainting	3140.12				3140.12	1807.27
Replacement and Additions	2919.85				2919.85	1647.41
Fees and Licences	1252.30				1252.30	1043.80
Maintenance	1529.22				1529.22	1312.50
Public Works Loan	5368.26				5368.26	5368.26
	45404.45			0.00	45404.45	38886.66
Other Expenditure						
Covid-19 Costs	0.00				0.00	117.66
Legal Fees	0.00				0.00	0.00
Fundraising Costs (Village Fete)	0.00	4.26	1617.00		1621.26	525.91
VAT	8027.71				8027.71	2374.93
On Assets and Equipment Purchases						
Building improvements	2619.98		65871.57		68491.55	0.00
Total Payments	56052.14	4.26	67488.57	0.00	123544.97	41905.16
Net Receipts for the year	-6141.89	1215.16	0.00	618.09	-4308.64	5188.73
Balances at start of year	19827.29	1321.22	0.00	4136.74	25285.25	20096.52
Balances at end of year	13685.40	2536.38	0.00	4754.83	20976.61	25285.25

ORPEN MEMORIAL HALL ACCOUNTS
Registered Charity No. 208912
Statement of Assets and Liabilities at 31st March 2023

	2022-23				Total £	2021-22 £
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £		
MONETARY ASSETS						
Deposits and Bank Balances						
Current Account	12059.07				12059.07	16339.48
High Interest Account	1626.33	2536.38	0.00		4162.71	4809.03
Orpen Bequest Account				4754.83	4754.83	4136.74
	13685.40	2536.38	0.00	4754.83	20976.61	25285.25
				0.00		
DEBTORS						
Outstanding Hall hire fees			Mar invoices	271.80		
			81/22-23	11.70		
VAT reclaim			Feb & Mar 23	5562.27		
				<u>5845.77</u>		
CREDITORS						
Hall hire fees in advance			P112/22-23	19.90		
INVESTMENT ASSETS (assets belonging to Endowment Funds)						
Orpen Bequest: COIF Charities Investment Fund - Income Units (7064.48 units) bid market value £19,442.16 at 30/09/22						
NON MONETARY ASSETS (assets belonging to Unrestricted Funds)						
Land and Buildings						
Fixtures & Fittings						
Kitchen Equipment						
Stationery						
Office Equipment						
IT Projection equipment						

DESIGNATED FUNDS

The terms of the Village Fete Sub-Committee state that the funds raised by the fete will be held in the Orpen Hall Trust bank account.

**Independent Examiner's Report to the Trustees of Orpen Memorial Hall
(Registered Charity number 208912)**

I report to the trustees on my examination of the accounts of Orpen Memorial Hall for the year ended 31st March 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



J Stobart FCCA
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
19th April 2023

WEST BEGHOLT PARISH COUNCIL
Independent examination of Trusts for the year ended 31st March 2023

Orpen Memorial Hall (registered charity number 208912)

Charity Commission requirement

Total income of the trust is above £25,000 so there is a requirement to lodge Accounts, Independent Examination and Trustees Annual Report with the Charity Commission.

Scope of work undertaken

- Cash book totals from the 4 bank accounts agreed to totals for receipts and payments on the face of the accounts.
- Bank statement balances agreed to closing balances on the face of the accounts.
- Sample of requests for payment trailed through the cash book (May / June)
- A comparison with previous year figures and review where there are significant variances.
- Verification of Investments held.
- Verification of debtors and creditors at year end.
- There has been no verification of non-monetary assets owned by the charity.
- Check that the accounts follow the [CC16 template](#)

Notes

The underlying records / vouchers are excellently maintained, with references making it easy to trace individual receipts and payments to the excel spreadsheet. Each invoice has an HA reference number: other payments are by direct debit or are transfers to WBPC for proportionate contributions to wages and insurance.

The charity has an endowment fund, The Orpen Bequest Fund, which has a bank account and an investment in COIF units. There was restricted fund income for 3 separate projects: £65571.57 for hall capital improvements (floors, toilet refurbishment, solar panels, fire alarms), £1617 for Jubilee celebrations and £300 for playgroup equipment upgrades. All of the restricted funding was expended in the year. The designated funds column keeps track of the funds raised from the fete and are spent in accordance with the terms of reference between the Fete committee and the Village Hall committee.

Bank statements are to 30/03/23 with online print outs to 31st March 2023 to pick up final transactions. Paying in slip 100592 £276 was deposited at the post office on 29/03/23 but cleared in April so is a reconciliation difference on the current account at the year end. The valuation statement for the COIF units is dated 30th September 2022. At the time of examination, the trustees Annual Report is not finalised and will be reviewed later.

Income from lettings is back to pre-COVID levels. Expenditure on charitable activities has increased as would be expected with increased hire, but the total is still just about covered by trading income.

Closing unrestricted reserves are less than 4 months of running costs. If all debtors are collected, this increases to around 5 months.

Jan Stobart, FCCA
19th April 2023

ORPEN MEMORIAL HALL

England & Wales - Charity number 208912

Accounts

**Independent Examiner's Report to the Trustees of Orpen Memorial Hall
(Registered Charity number 208912)**

I report to the trustees on my examination of the accounts of Orpen Memorial Hall for the year ended 31st March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



J Stobart FCCA
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
15th June 2022

ORPEN MEMORIAL HALL ACCOUNTS

Registered Charity No. 208912

Receipts and Payments for year ending 31st March 2022

	2021-22					2020-21
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £	£
Receipts						
From Voluntary Sources						
Grants	0.00		0.00		0.00	0.00
Fundraising (Village Fete)		707.50	0.00		707.50	0.00
Sub Total	0.00	707.50	0.00	0.00	707.50	0.00
From Trading Activities						
Lettings Main Hall	17057.00				17057.00	8362.88
Lettings John Lampon Hall	9645.22				9645.22	7604.15
Letting - PC & Trust	412.50				412.50	0.00
Social Club Licence Fee	4323.00				4323.00	1153.00
Social Club Meeting Room	39.60				39.60	0.00
Play Group Storage	558.31				558.31	455.80
Environment Storage	446.00				446.00	415.00
Maint. Contribution from PC	1500.00				1500.00	1500.00
Miscellaneous	10104.50				10104.50	10000.00
Sub Total	44086.13			0.00	44086.13	29490.83
From Assets						
Investment Income / Bank Interest	0.86			583.50	584.36	567.44
VAT Refund	1715.90				1715.90	1280.25
Total Receipts	45802.89	707.50	0.00	583.50	47093.89	31338.52
Payments						
Charitable Activities						
Electricity	2075.29				2075.29	2117.08
Gas	4057.69				4057.69	3537.24
Rates	150.80				150.80	0.00
Water Rates	359.53				359.53	508.25
Insurance	1262.76				1262.76	1323.80
Cleaning Materials	511.65				511.65	164.87
Administrators salary	6764.16				6764.16	6638.48
Administrators expenses	731.51				731.51	561.82
Cleaning	9900.00				9900.00	3675.00
Waste	1894.03				1894.03	1351.83
Repairs and Repainting	1807.27				1807.27	1479.88
Replacement and Additions	1647.41				1647.41	705.38
Fees and Licences	1043.80				1043.80	55.00
Maintenance	1312.5				1312.50	2214.77
Public Works Loan	5368.26				5368.26	5368.26
Covid-19 Costs	117.66				117.66	0.00
	39004.32			0.00	39004.32	29701.66
Other Expenditure						
Covid-19 Costs	0.00				0.00	606.35
Legal Fees	0.00				0.00	0.00
Fundraising Costs (Village Fete)	0.00	525.91	0.00		525.91	0.00
VAT	2374.93				2374.93	1891.14
On Assets and Equipment Purchases						
Building improvements	0.00				0.00	0.00
Total Payments	41379.25	525.91	0.00	0.00	41905.16	32199.15
Net Receipts for the year	4423.64	181.59	0.00	583.50	5188.73	-860.63
Balances at start of year	15404.03	1139.63	0.00	3552.86	20096.52	20957.15
Balances at end of year	19827.67	1321.22	0.00	4136.36	25285.25	20096.52

ORPEN MEMORIAL HALL ACCOUNTS

Registered Charity No. 208912

Statement of Assets and Liabilities at 31st March 2022

	2021-22				Total £	2020-21 £
	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds		
	£	£	£	£		
MONETARY ASSETS						
Deposits and Bank Balances						
Current Account	16339.48				16339.48	11735.11
High Interest Account	3487.81	1321.22	0.00		4809.03	4808.55
Orpen Bequest Account				4136.74	4136.74	3552.86
	<u>19827.29</u>	<u>1321.22</u>	<u>0.00</u>	<u>4136.74</u>	<u>25285.25</u>	<u>20096.52</u>
DEBTORS						
Outstanding Hall hire fees					4582.28	66.00
VAT reclaim					1521.23	862.20
CREDITORS						
Hall hire fees in advance					328.00	624.70
INVESTMENT ASSETS (assets belonging to Endowment Funds)						
Orpen Bequest: COIF Charities Ethical Investment Fund - Income Units (7,064.48 units) bid market value £20,933.47 at 31/03/22						
NON MONETARY ASSETS (assets belonging to Unrestricted Funds)						
Land and Buildings						
Fixtures & Fittings						
Kitchen Equipment						
Stationery						
Office Equipment						
IT Projection equipment						
DESIGNATED FUNDS						
The terms of the Village Fete Sub-Committee state that the funds raised by the fete will be held in the Orpen Hall Trust bank account.						



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 April 2021	To	31 March 2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

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	West Bergholt Parish Council			
2				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Will proved 9th February 1918 and Scheme of 8th February 1944
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointment on becoming a member of West Bergholt Parish Council

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Parish Council adhere to the NALC model Standing Orders and Financial Regulations.

The Orpen Hall Management Committee oversee the day to day management of the Hall and have delegated power to spend an agreed annual budget, however all payments over £500 outside of the agreed annual budget must be approved by the Parish Council at its Sole Trustee meeting.

The Orpen Memorial Hall Trust have an agreed Terms of Reference with the Orpen Hall Management Committee, as there is with the Village Fete Subcommittee which reports to the Hall Management Committee.

The Council as Sole Trustee continued to meet on a regular basis throughout the year as the Orpen Hall Memorial Trust via Zoom and face to face. The end of year 2021-22 accounts were made public at the Annual Parish Meeting on the 27th April 2022, along with the report from the Chairman.

The Council has a Risk Management Scheme in place.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Village Hall for general use and benefit to the inhabitants of the parish.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Hire of the hall for regular users e.g. clubs, playgroup, local drama group, meetings etc.

Hire of the hall for casual users e.g. parties, events, wedding receptions etc.

Part of the hall is hired to West Bergholt Social Club during the evenings/weekends and available to hire to the public during the day.

The Trustee is satisfied that this charity meets the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The hire charges are sufficient to cover the running costs of the hall.

Use of the facilities continues to expand.

The start of the financial year 2021 saw the Orpen Memorial Hall, West Bergholt in the middle of the country's third lockdown event from 6th Jan - 19th Jul 2021 (in fact from Boxing Day 2020 onwards in this part of Essex), during which time the Hall was closed for general hire due to the Covid-19 pandemic.

It had reopened for Bluebells Pre-school on the 8th March 2021 to provide early years education for children Monday-Friday during term time in both the front and back halls. The income from their hire made up some of the few receipts that we received in new financial year, April-June 2021, even though at a requested reduced rate due to a lack of government funding (reduced attendance & therefore childcare vouchers & no ability to furlough staff) in agreement that they would do their own cleaning as no-one else was using the hall.

Advance hirings started to pick up in June 2021 following news of the Government's plan to start living with the virus, with hire numbers back to normal by August 2021. The Hall reopened for hirers as per the legislation from the 19th July 2021 for community events, activities and private hirers with the risks now carefully managed by hirers e.g. through ventilation, encouraging social distancing, handwashing and the use of hand sanitiser. The Hall Committee reinforced these measures with clear information posters, an updated risk assessment and amended hire agreements which included special conditions, helping local residents to confidently & safely return to using the hall once more, which eventually led to hirings doubling on the previous year.

A low-key West Bergholt Village Fete was held in 2021 on the 24th July, having been cancelled in previous years due to the pandemic. It was a well-distanced, outside, celebration of being together again and much enjoyed by local people.

The West Bergholt Social Club reopened in July 2021, having been closed for some time and began a repayment scheme for some of its late 2020-21 payments, resulting in it clearing its debt to the Orpen Memorial Hall Trust by the 1st June 2022.

During 2021-22 two mobile food vans continued to hire space outside in the Orpen Hall car park, both The Refill Den and the Mobile Greengrocer came every Saturday and were well used by the community.

Projects were again put on hold this year at the Hall, so that the Trust could retain as much of their reserves as possible throughout the continuing unpredictable financial situation. Expenditure increased as some fees that were waived in 2020-21 e.g., CBC rates & the PPL/PRS music licence, returned in 2021-22 and more money was spent on many budget items such as cleaning, consumables & gas as the hall reopened. The Hall Committee was able to book more contractors for repairs and maintenance as restrictions lifted and so overall expenditure was higher than the previous year.

The Trust received both a Colchester Borough Council Covid-19 grant in May 21 for £2,096 and an additional £8,000 Covid-19 grant in June 2021, helping to cover expenditure during the quiet early few months of the financial year and putting us on a stable setting for 2022-23.

Section E**Financial review****Brief statement of the charity's policy on reserves**

Cash at the bank on 31/03/22 was £25,285.25, including £4,136.74 in the Orpen Bequest account, which is to be used for internal improvements to the Orpen Memorial Hall. Of that money, £19,827.29 was in unrestricted funds, more than enough to cover 4 months of operating costs in the event of a loss of income.

£1,321.22 is held as a designated fund (WB Village Fete). The profits from the Village Fete are held with the Trust's reserves for use the following year. However, the profits from 2019 were held over until 2021 as the 2020 Village Fete was cancelled due to Covid-19.

Reserves are set aside for improvements to the building and to cover unusual items of expenditure.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Hire charges for the premises are normally the principal source of funding, however in 2021-22 income from trading activities were still lower than usual in the first quarter of the year due to the pandemic.

Luckily, the Trust received all the outstanding hire charge money from 2020-21 and had the Pre-school using the hall throughout 2021-22. That, with reopening of the Hall and Social Club from July 2021, meant that money started to come back into the hall accounts.

In May and June 2021 receipt of the CBC Covid-19 Grants, which totalled £10,096, meant that as a result the Orpen Memorial Hall Trust could cover charitable expenditure and in fact made a small £5,000 profit to help booster the reserves once more after a couple of very difficult years.

The Parish Council provide an annual maintenance contribution to the Orpen Memorial Hall of £1,500.

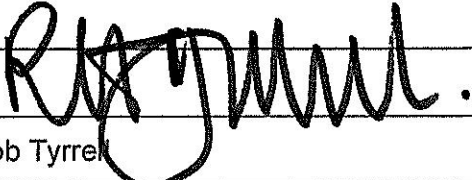
Section F**Other optional information**

None

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	<i>L Walkingshaw</i>	
Full name(s)	Laura Walkingshaw	Bob Tyrrell
Position (eg Secretary, Chair, etc)	Parish Clerk	Chair of Orpen Hall Management Committee & Vice Chair of Parish Council
Date	27/01/23	

ORPEN MEMORIAL HALL

England & Wales - Charity number 208912

Accounts



Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	April	2020	To	31	March	2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

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	West Bergholt Parish Council			
2				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Will proved 9th February 1918 and Scheme of 8th February 1944
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointment on becoming a member of West Bergholt Parish Council

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Parish Council adhere to the NALC model Standing Orders and Financial Regulations.

The Orpen Hall Management Committee oversee the day to day management of the Hall and have delegated power to spend an agreed annual budget, however all payments over £500 outside of the agreed annual budget must be approved by the Parish Council at its Sole Trustee meeting.

The Orpen Memorial Hall Trust have an agreed Terms of Reference with the Orpen Hall Management Committee, as there is with the Village Fete Subcommittee which reports to the Hall Management Committee.

The Council as Sole Trustee continued to meet on a regular basis throughout the year as the Orpen Hall Memorial Trust via Zoom, due to the Covid-19 pandemic, but were unable to hold an Annual General Meeting in 2020-21 to make public the end of year accounts.

The Council has a Risk Management Scheme in place.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

Village Hall for general use and benefit to the inhabitants of the parish.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Hire of the hall for regular users e.g. clubs, playgroup, local drama group, meetings etc.

Hire of the hall for casual users e.g. parties, events, wedding receptions etc.

Part of the hall is hired to West Bergholt Social Club during the evenings/weekends and available to hire to the public during the day.

The Trustee is satisfied that this charity meets the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The hire charges are sufficient to cover the running costs of the hall.

Use of the facilities continues to expand.

The Hall was closed for general hire on the 22nd March 2020, due to the Covid-19 pandemic. It reopened for the Pre-school on 23rd March 2020 to provide early years education for children with Special Educational Needs or those children of key workers in the back hall only and the Trust agreed to provide a payment holiday for that time. The Pre-school then fully re-opened to all pupils, again in just one of the two halls, from 1st June 2020, although at a requested reduced rate due to a lack of government funding (reduced attendance & therefore childcare vouchers & no ability to furlough staff) as well as the agreement that they would do their own cleaning since no-one else was using the hall. The Pre-school fully re-opened, using both halls, from September 2020 until the present, with normal attendance resuming at that time.

There was no West Bergholt Village Fete in 2020, it was cancelled due to Covid-19.

As a children's activity, Dynamite Dance was allowed to hire the hall from September 2020, although additional cleaning was required in between the Pre-school and them using the same room. When exercise activities were allowed to return to the hall, with restrictions, WB Bowls and the Badminton Club were keen to get back to meeting, although this ceased when we entered another lockdown in November 2020. The West Bergholt Social Club also ran with restricted numbers and social distancing from Sept to Nov 2020, but closed at the second lockdown and did not reopen again during the 2020-21 financial year.

During 2020-21 two mobile food vans hired space outside in the Orpen Hall car park, both The Refill Den and the Mobile Greengrocer came every Saturday and were well used by the community.

In regard to projects this year at the Hall, most were put on hold so that the Trust retained as much of their reserves as possible throughout the unpredictable financial situation. There were a couple of major projects which couldn't be avoided though, the CCTV cameras were updated and repaired where necessary and electrical testing was undertaken throughout the Hall and Social Club. The electrician then returned later in the year to carry out the remedial work that had arisen from the electrical tests.

Throughout the year approximately £600 was spent on "Covid-19 costs" which had not been budgeted for; the installation of hand sanitiser stations, more bins, materials for one-way systems, antibacterial cleaning products and the boxes to store them in as well as new signage to limit numbers using the toilets. The cost of the cleaner coming in more often to the hall between hirers was reflected in the hire cost and minimum 2-hour booking system.

The Trust are currently preparing budgets and are confident that having received the £8,000 Business Restart Grant in June 2021 income in 2021-22 will cover expenditure.

Section E

Financial review

Brief statement of the charity's policy on reserves

Cash at the bank on 31/03/21 was £20,096.52, including £3,503.86 in the Orpen Bequest account, which is to be used for internal improvements to the Orpen Memorial Hall. Of that money, £15,354.03 was in unrestricted funds, more than enough to cover 4 months of operating costs in the event of a loss of income.

£1,139.63 is held as a designated fund (WB Village Fete). The profits from the Village Fete are held with the Trust's reserves for use the following year. However, the profits from 2019 were held over until 2021 as the 2020 Village Fete was cancelled due to Covid-19.

Reserves are set aside for improvements to the building and to cover unusual items of expenditure.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Hire charges for the premises are normally the principal source of funding, however in 2020-21 income from trading activities was halved due to the pandemic.

Luckily, the Trust received all the outstanding hire charge money from 2019-20 and had the Pre-school using the hall throughout. That with return of children's activities, exercise activities and the Social Club as the year progressed, together with the small amount from the car park food van hire charges, meant that at least some money came into the hall. Also, a couple of long-term clubs such as the WI and the Flower Club still insisted on paying their hire charges for one term in order to help out the hall. This certainly benefitted the bank account although the Trust did also have to pay out some refunds back to hirers who were unable reschedule their bookings.

In May 2020 the Trust received the Retail, Hospitality and Leisure Grant of £10,000, which meant that as a result they cover charitable expenditure.

The Parish Council provide an annual maintenance contribution to the Orpen Memorial Hall of £1,500.

Section F

Other optional information

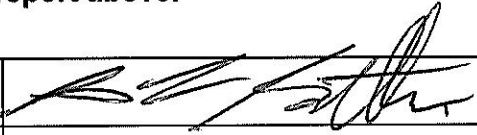
None

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>L. Walkingshaw</i>	
Full name(s)	Laura Walkingshaw	Brian Butcher
Position (eg Secretary, Chair, etc)	Parish Clerk	Chair of Orpen Hall Management Committee & Vice Chair of Parish Council
Date	06/09/2021	

**Independent Examiner's Report to the Trustees of Orpen Memorial Hall
(Registered Charity number 208912)**

I report to the trustees on my examination of the accounts of Orpen Memorial Hall for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



J Stobart FCCA
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
7th September 2021

ORPEN MEMORIAL HALL ACCOUNTS

Registered Charity No. 208912

Receipts and Payments for year ending 31st March 2021

	2020-21				Total £	2019-20 £
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £		
Receipts						
From Voluntary Sources						
Grants	0.00		0.00		0.00	500.00
Fundraising (Village Fete)	0.00		0.00		0.00	1421.06
Sub Total	0.00		0.00	0.00	0.00	1921.06
From Trading Activities						
Lettings Main Hall	8362.88				8362.88	19294.69
Lettings John Lampon Hall	7604.15				7604.15	14178.33
Social Club Licence Fee	1153.00				1153.00	4584.00
Social Club Meeting Room	-				0.00	0.00
Play Group Storage	455.80				455.80	532.46
Environment Storage	415.00				415.00	0.00
Maint. Contribution from PC	1500.00				1500.00	0.00
Miscellaneous	10000.00				10000.00	610.58
Sub Total	29490.83			0.00	29490.83	39200.06
From Assets						
Investment Income / Bank Interest	2.20			565.24	567.44	567.20
VAT Refund	1280.25				1280.25	3338.06
Total Receipts	30773.28		0.00	565.24	31338.52	45026.38
Payments						
Charitable Activities						
Electricity	2117.08				2117.08	2846.37
Gas	3537.24				3537.24	3197.44
Rates	0.00				0.00	0.00
Water Rates	508.25				508.25	650.90
Insurance	1323.80				1323.80	1115.04
Cleaning Materials	164.87				164.87	498.5
Administrators salary	6638.48				6638.48	6501.99
Administrators expenses	561.82				561.82	1425.24
Cleaning	3675.00				3675.00	11987.00
Waste	1351.83				1351.83	1915.64
Repairs and Repainting	1479.88				1479.88	1784.82
Replacement and Additions	190.00			515.38	705.38	1920.09
Fees and Licences	55.00				55.00	1420.72
Maintenance	2214.77				2214.77	1831.49
Public Works Loan	5368.26				5368.26	5368.26
	29186.28			515.38	29701.66	42463.50
Other Expenditure						
Covid-19 Costs	606.35				606.35	0.00
Legal Fees	0.00				0.00	0.00
Fundraising Costs (Village Fete)	0.00		0.00		0.00	548.84
VAT	1891.14				1891.14	2299.05
On Assets and Equipment Purchases						
Building improvements	0.00				0.00	0.00
Total Payments	31683.77		0.00	515.38	32199.15	45311.39
Net Receipts for the year	-910.49	0.00	0.00	49.86	-860.63	-285.01
Balances at start of year	16264.52	1139.63	0.00	3503.00	20957.15	21242.16
Balances at end of year	15354.03	1139.63	0.00	3552.86	20096.52	20957.15

ORPEN MEMORIAL HALL ACCOUNTS
Registered Charity No. 208912
Statement of Assets and Liabilities at 31st March 2021

	2020-21				Total £	2019-20 £
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £		
MONETARY ASSETS						
Deposits and Bank Balances						
Current Account	11735.11				11735.11	12647.8
High Interest Account	3668.92	1139.63	0.00		4808.55	4806.35
Orpen Bequest Account				3552.86	3552.86	2987.85
Mumford Bequest Account				0.00	0.00	515.15
	15404.03	1139.63	0.00	3552.86	20096.52	20957.15

Mumford Bequest Account closed in March 2021

DEBTORS

Outstanding Hall hire fees	66.00	4017.3
VAT reclaim	862.20	251.31

CREDITORS

Hall hire fees in advance	624.70
---------------------------	--------

INVESTMENT ASSETS (assets belonging to Endowment Funds)

Orpen Bequest: COIF Charities Investment Fund - Income Units (1076.40 units) bid market value
£19,258.41 at 31/03/21

NON MONETARY ASSETS (assets belonging to Unrestricted Funds)

Land and Buildings
Fixtures & Fittings
Kitchen Equipment
Stationery
Office Equipment
IT Projection equipment

DESIGNATED FUNDS

The terms of the Village Fete Sub-Committee state that the funds raised by the fete will be held in the Orpen Hall Trust bank account.

**Independent Examiner's Report to the Trustees of Orpen Memorial Hall
(Registered Charity number 208912)**

I report to the trustees on my examination of the accounts of Orpen Memorial Hall for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



J Stobart FCCA
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
7th September 2021

ORPEN MEMORIAL HALL ACCOUNTS

Registered Charity No. 208912

Receipts and Payments for year ending 31st March 2021

	2020-21					2019-20
	Unrestricted	Designated	Restricted	Endowment	Total	
	Funds	Funds	Funds	Funds	£	£
Receipts						
From Voluntary Sources						
Grants	0.00		0.00		0.00	500.00
Fundraising (Village Fete)	0.00		0.00		0.00	1421.06
Sub Total	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1921.06</u>
From Trading Activities						
Lettings Main Hall	8362.88				8362.88	19294.69
Lettings John Lampon Hall	7604.15				7604.15	14178.33
Social Club Licence Fee	1153.00				1153.00	4584.00
Social Club Meeting Room	-				0.00	0.00
Play Group Storage	455.80				455.80	532.46
Environment Storage	415.00				415.00	0.00
Maint. Contribution from PC	1500.00				1500.00	0.00
Miscellaneous	10000.00				10000.00	610.58
Sub Total	<u>29490.83</u>			<u>0.00</u>	<u>29490.83</u>	<u>39200.06</u>
From Assets						
Investment Income / Bank Interest	2.20			565.24	567.44	567.20
VAT Refund	1280.25				1280.25	3338.06
Total Receipts	<u>30773.28</u>		<u>0.00</u>	<u>565.24</u>	<u>31338.52</u>	<u>45026.38</u>
Payments						
Charitable Activities						
Electricity	2117.08				2117.08	2846.37
Gas	3537.24				3537.24	3197.44
Rates	0.00				0.00	0.00
Water Rates	508.25				508.25	650.90
Insurance	1323.80				1323.80	1115.04
Cleaning Materials	164.87				164.87	498.5
Administrators salary	6638.48				6638.48	6501.99
Adminsitrators expenses	561.82				561.82	1425.24
Cleaning	3675.00				3675.00	11987.00
Waste	1351.83				1351.83	1915.64
Repairs and Repainting	1479.88				1479.88	1784.82
Replacement and Additions	190.00			515.38	705.38	1920.09
Fees and Licences	55.00				55.00	1420.72
Maintenance	2214.77				2214.77	1831.49
Public Works Loan	5368.26				5368.26	5368.26
	<u>29186.28</u>			<u>515.38</u>	<u>29701.66</u>	<u>42463.50</u>
Other Expenditure						
Covid-19 Costs	606.35				606.35	0.00
Legal Fees	0.00				0.00	0.00
Fundraising Costs (Village Fete)	0.00		0.00		0.00	548.84
VAT	1891.14				1891.14	2299.05
On Assets and Equipment Purchases						
Building improvements	0.00				0.00	0.00
Total Payments	<u>31683.77</u>		<u>0.00</u>	<u>515.38</u>	<u>32199.15</u>	<u>45311.39</u>
Net Receipts for the year	-910.49	0.00	0.00	49.86	-860.63	-285.01
Balances at start of year	16264.52	1139.63	0.00	3503.00	20957.15	21242.16
Balances at end of year	<u>15354.03</u>	<u>1139.63</u>	<u>0.00</u>	<u>3552.86</u>	<u>20096.52</u>	<u>20957.15</u>

ORPEN MEMORIAL HALL ACCOUNTS
Registered Charity No. 208912
Statement of Assets and Liabilities at 31st March 2021

	2020-21				Total £	2019-20 £
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £		
MONETARY ASSETS						
Deposits and Bank Balances						
Current Account	11735.11				11735.11	12647.8
High Interest Account	3668.92	1139.63	0.00		4808.55	4806.35
Orpen Bequest Account				3552.86	3552.86	2987.85
Mumford Bequest Account				0.00	0.00	515.15
	15404.03	1139.63	0.00	3552.86	20096.52	20957.15

Mumford Bequest Account closed in March 2021

DEBTORS

Outstanding Hall hire fees	66.00	4017.3
VAT reclaim	862.20	251.31

CREDITORS

Hall hire fees in advance	624.70
---------------------------	--------

INVESTMENT ASSETS (assets belonging to Endowment Funds)

Orpen Bequest: COIF Charities Investment Fund - Income Units (1076.40 units) bid market value
£19,258.41 at 31/03/21

NON MONETARY ASSETS (assets belonging to Unrestricted Funds)

Land and Buildings
Fixtures & Fittings
Kitchen Equipment
Stationery
Office Equipment
IT Projection equipment

DESIGNATED FUNDS

The terms of the Village Fete Sub-Committee state that the funds raised by the fete will be held in the Orpen Hall Trust bank account.