



## Cleobury Mortimer Market Hall – Trustees Annual Report – 21/22

The Market Hall remains financially sound with a steady income from office leases as well as from regular and casual bookings.

The venue is recovering steadily from the aftermath of Covid. We are proud to be working alongside the Cleobury Mortimer Town Council, Cleobury Mortimer Food Bank, West Mercia Police and a range of new community groups that are utilising the facilities we have.

We host a range of casual bookings for local businesses and are keen to promote the Market Hall as a community venue but also one that businesses can hold training and presentations.

We have undertaken minor repairs and maintenance during the year and plan to continue that investment for 22/23.

We are proud of the success of the Market and thanks everyone for their support. We will continue to work hard to ensure that this iconic building in the centre of the town thrives.

# CLEOBURY MORTIMER MARKET HALL TRUST

RECEIPTS & PAYMENTS A/C	2022/23 Budget	2021/22 ACTUAL	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13
<b>RECEIPTS</b>	<b>0</b>	<b>30,144</b>	<b>16,163</b>	<b>24,161</b>	<b>14,248</b>	<b>16,907</b>	<b>15,633</b>	<b>17,905</b>	<b>14,896</b>	<b>17,706</b>	<b>16,639</b>
OFFICE LEASES & AGREEMENTS	0	8,284	4,824	6,249	6,255	7,370	8,540	12,275	9,883	12,501	11,885
Office 1 - Social Farms & Gardens		1,325	719	279	905	0	0				
Office 2 - MFG		3,900	3,900	2,925	3,900	3,900	3,900	3,640			
Office 3 - Hawkmoor		1,840	205	3,045	450	2,970	3,640				
Office 4 -		1,219	0	0	1,000	500	1,000	12,275	9,883	12,501	11,885
<b>REGULAR BOOKINGS</b>	<b>0</b>	<b>3,220</b>	<b>686</b>	<b>5,920</b>	<b>5,508</b>	<b>5,358</b>	<b>5,295</b>	<b>4,800</b>	<b>4,435</b>	<b>4,181</b>	<b>3,408</b>
MR - Regular		3,220	641	881	1,145	2,069	2,525				
FR - Regular		0	45	5,039	4,364	3,288	2,770	4,800	4,435	4,191	3,408
<b>CASUAL BOOKINGS</b>	<b>0</b>	<b>1,192</b>	<b>439</b>	<b>1,695</b>	<b>1,887</b>	<b>1,767</b>	<b>1,489</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
MR - Casual		1,192	322	840	941	782	878				
FR - Casual		0	117	855	947	985	615				
<b>OTHER RECEIPTS</b>	<b>0</b>	<b>17,448</b>	<b>10,214</b>	<b>10,297</b>	<b>597</b>	<b>413</b>	<b>365</b>	<b>830</b>	<b>509</b>	<b>1,016</b>	<b>1,346</b>
Equipment Hire		0	0	10	5	10	11				
Donations		0	0	0	4	5	2				
Bank Interest		2	4	8	8	8	8				
Market Stalls		0	0	385	580	350	340				
Miscellaneous		15	210	0	0	0	0				
Grant funding		17,431	10,000	9,894	0	0	0				
<b>PAYMENTS</b>	<b>0</b>	<b>19,977</b>	<b>22,637</b>	<b>17,666</b>	<b>17,158</b>	<b>15,641</b>	<b>18,276</b>	<b>15,391</b>	<b>21,625</b>	<b>18,777</b>	<b>14,784</b>
<b>SALARIES</b>	<b>0</b>	<b>8,572</b>	<b>7,110</b>	<b>7,937</b>	<b>6,822</b>	<b>6,944</b>	<b>7,878</b>	<b>7,849</b>	<b>7,184</b>	<b>6,904</b>	<b>5,470</b>
Manager's Salary		6,190	4,150	5,130	4,283	4,550	5,098	4,920	4,550	4,260	3,390
Cleaner's Salary		2,382	2,960	2,827	2,539	2,384	2,480	2,929	2,614	2,643	2,080
<b>BUILDING COSTS</b>	<b>0</b>	<b>9,138</b>	<b>5,436</b>	<b>8,554</b>	<b>9,038</b>	<b>7,380</b>	<b>9,718</b>	<b>7,042</b>	<b>7,865</b>	<b>11,219</b>	<b>8,808</b>
Maintenance Costs		0	220	1,418	1,869	806	367	481	1,361	1,756	1,054
Cleaning Costs		925	894	899	786	882	840	1,144	776	1,310	1,052
Fixtures & Fittings		3,024	0	1,044	963	430	256	623	905	1,238	300
Heating Costs		1,811	1,079	1,739	2,408	1,814	1,480	1,130	1,332	3,159	2,878
Electricity Costs		1,257	972	1,369	921	960	1,431	1,348	1,507	1,415	1,300
Running Costs		510	502	548	33	132	1,499	387	435	367	188
Lit Costs (phone, service, repair)		467	753	562	1,137	1,437	2,850	825	1,170	956	1,040
Insurance Costs		1,145	1,011	974	986	900	866	1,103	1,078	1,018	996
<b>ADMINISTRATION</b>	<b>0</b>	<b>994</b>	<b>197</b>	<b>1,071</b>	<b>1,284</b>	<b>1,317</b>	<b>1,281</b>	<b>501</b>	<b>524</b>	<b>618</b>	<b>506</b>
Phones and Broadband		474	0	580	748	918	797	501	524	618	506
Licence Costs		360	105	180	180	180	180				
Audit Costs		0	0	120	72	72	96				
Advertising		0	0	69	0	0	0				
Postage, stationery, other admin		160	82	123	294	147	207				
<b>PROJECTS</b>	<b>0</b>	<b>1,272</b>	<b>9,894</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,972</b>	<b>36</b>	<b>0</b>
Project 1 - Replacement windows		0	9,894	84	0	0	0				
Project 2 - Function room wall		0	0	0	0	0	0				
Project 3 - Repair		0	0	0	0	0	0				
Project 4 -		1,272	0	0	0	0	0				
Project 5 -		0	0	0	0	0	0				
<b>OPENING BANK BALANCE</b>	<b>48,081.84</b>	<b>31,440.31</b>	<b>37,915</b>	<b>31,420.06</b>	<b>34,324.94</b>	<b>35,126.79</b>	<b>38,064.07</b>	<b>2,518.87</b>	<b>-6,788.14</b>	<b>-1,068.36</b>	<b>1,854.76</b>
<b>Excess of Receipts over Payments</b>	<b>0.00</b>	<b>10,165.91</b>	<b>-6,475</b>	<b>6,494.87</b>	<b>-2,504.88</b>	<b>-793.59</b>	<b>-2,543.28</b>	<b>2,518.87</b>	<b>-6,788.14</b>	<b>-1,068.36</b>	<b>1,854.76</b>
<b>CLOSING BANK BALANCE</b>	<b>48,081.84</b>	<b>41,607.22</b>	<b>31,440</b>	<b>37,914.93</b>	<b>31,420.06</b>	<b>34,324.94</b>	<b>35,126.79</b>				

Reviewed 22 July 2022

CLEOBURY MORTIMER MARKET HALL TRUST

BANK RECONCILIATION

2021/22 ACTUAL

OPENING BANK BALANCES

01/04/2021

Bank a/c 1 00082365

14,978.09

Bank a/c 2 07069089

16,462.22

Excess of Receipts over Payments

10,166.91

CLOSING BANK BALANCE

41,607.22

Bank Reconciliation as at

31/03/2022

Bank a/c 1 00082365

25,143.34

Bank a/c 2 07069089

16,463.88

C/fwd (add) receipts not yet credited

220

41,607.22

C/fwd (deduct) payments not yet cleared

0

0.00

Diff 0

41,607.22

Signed.....

Manager

Signed.....

Councillor

Signed.....

Councillor

N. Trimm

Jan Gandy



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Cleobury Mortimer Market Hall

On accounts for the year  
ended

31 March 2022

Charity no  
(if any) 221157

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2022.

Responsibilities and  
basis of report

As the charity's trustees, 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 other than that disclosed below which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Signed:

Date:

10 July 2023

Name:

Dean Jarman

Relevant professional  
qualification(s) or body  
(if any):

FCCA

Address:

53 High Street, Cleobury Mortimer, DY14 8DQ

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

The audit trail between the bank transactions and the sales and purchases supporting documentation (invoices / booking sheets etc) during the year is not sufficient as a number of items could not be vouched to backing documents. Retention of supporting documents, referencing to the bank and the audit trail for sales and purchases needs to be improved going forward.