



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2022	To	31 03 2023

Section A Reference and administration details

Charity name

The Meadow Room

Other names charity is known by

Registered charity number (if any)

228007

Charity's principal address

The Meadow Room

The Street, Cobham

Gravesend, Kent

Postcode

DA12 3BZ

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	Rosemary Dymond			
2	Alan Rowe	Chair		
3	Matthew John Luke Peterson-Pearce			
4	Chris Antrobus			
5	Anthony Silk			
6				
7				

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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Will of Emma Jane Stevens and Codicil of 04/06/53 plus Scheme and Licence of 1953, updated in 1966 and 1985
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by existing trustees

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>The day to day operation of the Meadow Room is managed by the Meadow Room Management Committee key members being:</p> <p>Mr Christian Antrobus Chairman</p> <p>Mrs Shelley Jarvis Treasurer</p> <p>A further 3 members complete the committee and meet quarterly to review the operation of the charity.</p>
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Section C Objectives and activities

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

Village Hall for the benefit of the inhabitants of Cobham, Kent

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)

The Meadow Room objectives are to create a community resource that ensures its longevity in a manner that is cost effective to users but also ensures its continued self-sufficiency as to not burden either the community or the local council.

As a community facility, the Meadow Room provides a number of local groups, organisations and societies both self and state funded with a place to meet and conduct their activities —this includes being a regular home to our local pre-school, the local Brownies, Youth Club, Amateur Dramatics Society, Women's institute, Gardener's Society and a number of sports and exercise classes. It also plays hosts to a number of private and community led functions and parties, providing well-needed communal meeting facilities within the local community.

The Meadow Room focuses its efforts on extending the Meadow Rooms appeal, ensuring that not only does it remain an important hub of the community, but it also manages to do this in a cost effective and self-sufficient manner.

In addition to existing funding via regular and private hirers, the Meadow Room looks to seek funding from government and lottery grants and its own continued fundraising, which help with the maintenance and development of this important community resource.

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 Meadow Room welcomed back the many regular community clubs and societies, and other users, after operations were ceased in line with Government Covid regulations for much of the prior period.

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Section E

Financial review

Brief statement of the charity's policy on reserves

To maintain sufficient reserves to service a minimum of 12 months operating costs plus short to medium term maintenance and improvement plan, and to ensure that the risk of losing one or two of our regular users is mitigated.

Reserves at 31.03.23 are £112,768 (prior £111,820).

Details of any funds materially in deficit

None

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.

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Section F	Other optional information
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Section G	Declaration
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



Meadow Room		228007		CC16a
Receipts and payments accounts				
For the period from	01/04/2022	To	31/03/2023	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hall hire	24,270	-	-	24,270	18,866
Net security deposits in	84	-	-	84	1,000
Local authority covid grant	2,667	-	-	2,667	10,193
Fundraising	-	-	-	-	465
Bank interest	-	-	-	-	81
Dividends	412	-	-	412	214
	-	-	-	-	-
Sub total (Gross income for AR)	27,433	-	-	27,433	30,820
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,433	-	-	27,433	30,820
A3 Payments					
Running costs	24,687	-	-	24,687	13,077
Repairs	1,797	-	-	1,797	2,044
refunds (covid)	-	-	-	-	2,437
Hall re-decoration	-	-	-	-	-
Curtain cleaning	-	-	-	-	-
	-	-	-	-	-
Sub total	26,485	-	-	26,485	17,558
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	26,485	-	-	26,485	17,558
Net of receipts/(payments)	948	-	-	948	13,262
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	111,820	-	-	111,820	98,558
Cash funds this year end	112,768	-	-	112,768	111,820

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash in Hand	550	-	-
	Cash at bank	107,526	-	-
	Trustee Bank Account	4,692	-	-
	Total cash funds	112,768	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Imperial Brands shares: 114 x ordinary shares (@ £18.64 value at 31.03.23 £2,125 (prior £1,835))	unrestricted	-	2,125
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Private Hire Security Deposits held	Unrestricted	900	< 12 months
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE MEADOW ROOM (REGISTERED CHARITY NUMBER 228007)**

I report on the accounts of The Meadow Room for the year ended 31 March 2023, which are set out on the attached Charity Commission form CC16a.

Responsibilities and basis of report

As the charity trustees of The Meadow Room, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the 2011 Act").

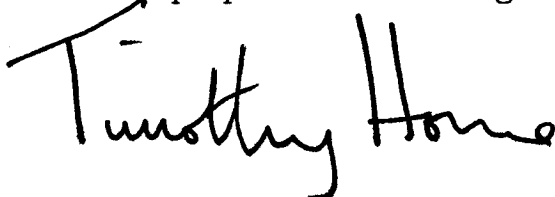
I report in respect of my examination of the Trustees' accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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 2011 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.



Timothy N Horne ACA
Director

Timothy N Horne Ltd.
Chartered Accountants
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Westerfield Business Centre
Main Road
Westerfield
Ipswich
Suffolk
IP6 9AB

Dated: 23 September 2025