

NEWPORT MEMORIAL HALL. AGM.

Chairman's Report. 24th April 2024

The committee continue the work of placing Newport Memorial Hall at the heart of the community. 2023 saw the completion of 100 years of operating by its charitable purposes. It aims now, as then, to meet the needs of the community by providing a centre for leisure, lifelong learning and to act as a cultural and social anchor for all ages.

Throughout 2023 Centenary celebration events were delivered by a Hall sub committee with enthusiasm and professionalism. I can report that all events were well received and engendered the sense of community that surrounds the Memorial Hall. Each one was special, but too numerous to mention all.

However, two stand out. The 1920's Dance was a sell out and absolute triumph of top class planning and organisation. congratulations must be recorded to the Canapé and Party Team, led by committee members, Lucy Letten Jen Sajko and Volunteers Ann Humphrey Sue Talton, Jonathan Letten, Nick Hislam and Jen's son and his partner.

But for me, the crowning glory and my personal proudest moment, was the recreating of the inaugural Memorial Hall March of 1923.

Ex Members of the armed Services, British Legion Members, The Mayor and Court Leet, County and Local Councillors headed the Parade. Then nearly every Newport organisation, group and club was represented, along with residents, their dogs, Mums pushing their babies in prams, the school children and of course the shire horse and trap to lead the way.

Folks had made or bought their banners and they fluttered in the breeze, as the Trundler blasted out Men of Harlech and other inspiring Marching music. The streets were lined with onlookers and cars came to a standstill, but no one grumbled, as the huge parade passed by.

The Hall was filled to capacity, in fact they couldn't all get in, so many took a walk into the garden to see The Centennial, Community Made, outdoor sculptural art installation of ceramic poppies. Or went to see the beautifully refurbished Memorial Centennial Gates. Inside we had nonstop afternoon entertainment and using the ceremonial sword, Reg, our past Chairman, cutting of the cake. All in all, it was a day which will linger long in my and Newports memory.

Alongside this, the strategy, started in 2021, of modernisation of hall facilities and the refurbishment of the hall's accommodation, continued. All of these initiatives were funded, and I want to thank those who were involved in that difficult and time-consuming work. As a result, we now have refurbished and upgraded the facilities in The Main Hall, Committee Room, lobby and Toilets and I am just now completing the second phase of the National Lottery bid to fund provision of toilets for the Garden Room and wages for the post of a Hall Manager. Lastly, the Senior Citizens committee hope to fund an upgrade to the existing kitchen. When finished this will see the Hall strategy, regarding the upgrading of the building, complete.

Zero, a computerised accounting system was fully installed in 2023. It has the ability, to produce invoices, financial forecasts, monthly profit and loss reports and yearly accounts ready to forward to auditors. It is now working successfully. In this we have been aided by our new treasurer Andrew Edmonds. I thank him for his general NMH work and for also designing bespoke spreadsheets to use as financial management

tools. These have been so helpful to me in the running of the hall. They also have been used to supply the financial information required now by funders, as evidence in support of high-level applications.

The profit from the bar is seminal to the income of this Hall. However, it was apparent to me that its current set up and facilities were not fit for purpose. Therefore, in 2023 we have completely revamped what was the table storage into room dedicated wto bar stock. This now allows us to hold more stock and keep our back up stock chilled in the small wine and beer fridges.

We also added new shelving and purchased a huge new drinks fridge for the Hall. To support this, we purchased a new EPOS and two extra card terminals to provide a facility to pay for tickets via card, or to give us an extra till when bar is busy. The EPOS provides us with information on what we sell, the best-selling categories, tills up our card and cash sales and most importantly, issues accurate stock accounts.

We are getting more and more requests for a bar provision with hirers and with our improvements have made the bar operation easier. However, we have a real issue with getting volunteers to do this work. We are in discussion as to how this can be resolved.

We put in two funding applications during this year. One for a new central heating for the building and batteries to store excess energy produced by our Solar Panels. We now know we were victorious in this EPG bid.

The second bid, as mentioned previously, was for Capitol to build a toilet block with disabled facilities adjacent to Garden Room and revenue for three years wages for, 25 hours, a week, Hall Manager from National Lottery. We were successful in getting through to second round of this fund which will eventually total around £300,00.00. We will submit final round application in May 24 and will find out autumn, 2024, if this has been successful.

A decision was taken in 2023 to hire a Hall Administrator. I, who notionally was doing this work, due to ill health and other hall commitments, could not continue. This was a difficult committee decision as it greatly increases our Hall costs, but it also had the potential to increase our income.

Ena O' Neil, was therefore appointed. She had been working previously as the Hall Bookings Clerk and is proving to be a real asset to the Management Committee and Hall generally. Additionally, through use of grants, we received, I was able to **subsidise** the costs of the Hall administrators wages in 2023. I also included an amount, in our successful Central Heating bid which will again subsidise Administrator wages for further three months-in 2024. The plan is that if in 2024, we are successful in Nat Lottery bid for a Hall Manager, the Hall will then have **all** the wages paid for us until 2027.

In 2023, as we continued our period of expansion, it was necessary to make withdrawals from our own funds to purchase equipment. This, plus paying an employee and the greatly increased utility costs, has meant that overhead expenses were high and our overall profit in 2023 is low. But the reality is that we **did achieve** a profit, despite this background, which is to be congratulated and down to the hard work of all involved.

I look forward to completing my work as Chair in 2024, but I give notice that I will be stepping down from the role, but not the committee at the AGM in 2025 and the GREAT privilege of heading the management team of the Memorial Hall will be handed on to another committee member.

Grace Hagen

Chair NMH

**Newport Memorial Hall
(Neuadd Goffa, Trefdraeth)**

Accounts
for the year ended 31 December 2023

Charity Number: 232375

Contents to the Accounts
The Newport Memorial Hall (Neuadd Goffa, Trefdraeth)
for the year ended 31 December 2023

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**Independent examiner's report to the trustees of
The Newport Memorial Hall (Nueadd Goffa, Trefdraeth)
for the year ended 31 December 2023**

I report to the trustees on my examination of the accounts of the The Newport Memorial Hall (Nueadd Goffa, Trefdraeth) (the Trust) for the year ended 31 December 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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008

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.

Ian Robert Williams
BSc FCA FCCA
3 April 2024

Income and Expenditure
The Newport Memorial Hall (Nueadd Goffa, Trefdraeth)
for the year ended 31 December 2023

	2023	2022
	£	£
Income		
<u>Unrestricted</u>		
Hall Activities	18,564	13,854
Memorial Hall Events	9,622	-
Bar Income	8,740	6,826
Grants	2,210	1,744
Bank Interest	91	6
<u>Restricted</u>		
Fund 1	500	5,776
Outdoor Connections	-	1,462
	<hr/> 39,727	<hr/> 29,668
 Expenses		
Direct cost of events	4,097	-
Bar Stock Consumed	4,312	3,029
Administration/Office	4,702	726
Repairs & Maintenance	11,104	12,843
Utilities	5,646	3,961
Insurance	2,093	1,792
Depreciation	3,451	2,920
Donations	-	1,124
	<hr/> 35,405	<hr/> 26,395
 Surplus/(Deficit) for the year	<hr/> 4,322	<hr/> 3,273

Balance Sheet
The Newport Memorial Hall (Nueadd Goffa, Trefdraeth)
for the year ended 31 December 2023

		31-Dec-23	31-Dec-22
		£	£
Fixed Assets	Note 3	<u>7,624</u>	<u>8762</u>
Current Assets			
Debtors		895	165
Bank	Note 5	31,450	25,643
Bar Stock		<u>1,545</u>	<u>-</u>
		<u>33,890</u>	<u>25,808</u>
Current Liabilities			
Trade Creditors		-	1,019
Accruals		3,641	-
Winter Festival creditor		<u>1,138</u>	<u>1,138</u>
		<u>4,779</u>	<u>2,157</u>
Net Current Assets		29,111	23,651
		<u>36,735</u>	<u>32,413</u>
Represented By:			
Funds b/f		32,413	29,140
Surplus (deficit) for year		4,322	3,273
Funds c/f		<u>36,735</u>	<u>32,413</u>
Of which restricted	Note 4	1,352	1,352
Of which unrestricted		35,383	31,061
		<u>36,735</u>	<u>32,413</u>

Signed on behalf of all the trustees :

Name:

Date:

Name:

Date:

Balance Sheet
The Newport Memorial Hall (Nueadd Goffa, Trefdraeth)
for the year ended 31 December 2023

1 Accounting Principles

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

2 Accounting Policy - Fixed assets

Fixed assets are depreciated at 25% per year on a straight line basis

3 Fixed Assets

	Hall Equipment	Computer Equipment	Total
Cost	£	£	£
Balance b/f 1 Jan 2023	11,681	-	11,382
Additions	960	1,354	1,354
Balance c/f 31 Dec 2023	12,641	1,354	13,995
Depreciation			
Balance b/f 1 Jan 2023	2,920	-	2,920
Charge for year	3,113	338	3,451
Balance c/f 31 Dec 2023	6,033	338	6,371
Net Book Value at 31 Dec 2023	6,608	1,016	7,624

4 Movement on Restricted Funds

	31-Dec-23 £	31-Dec-22 £
Fund 1	500	5,776
Outdoor Connections	214	1,462
Winter Festival	1,138	3,138
Associated Expenses	(500)	(9,024)
	1,352	1,352
Outdoor Connections fund c/f	214	214
Winter Festival Fund c/f	1,138	1,138
	1,352	1,352

5 Bank Accounts

Current Account	22,210	14,141
Building Account	9,233	11,495
100 Plus Account	7	7
	31,450	25,643

6 Covid Support Grants

Pembrokeshire County Council	-	120
PAVS Grant - SCAF	-	1,624
	-	1,744

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