



# Trustees' Annual Report for the period

	Period start date				Period end date		
<b>From</b>	Day 1st	Month January	Year 2024	<b>To</b>	Day 31st	Month December	Year 2024

## Section A Reference and administration details

Charity name

Memorial Hall

Other names charity is known by

Binfield Memorial Hall

Registered charity number (if any)

237516

Charity's principal address

Binfield Memorial Hall

Terrace Road South

Binfield

RG42 4DS

### 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	Karen Hatt	Chair		
2	John Anderson	Treasurer, secretary		
3	Stuart Wharpshire			PCC
4	Elizabeth Pettitt			
5	Margaret Edgington			
6	Sarah O'Keefe			
7	Lisa Grundy			
8	Karen Kindeleit			
9	David Knight		From 06/08/2024	
10	Sarah Peacey		From 26/06/2024	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### 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)

Trust deed with governing Schedule

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

Unincorporated Trust

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

Trustees are coopted at a meeting, appointed by representative bodies and elected at the AGM

### 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 charity is run by the trustees in the form of a management committee as specified in the governing document. Decisions are made by majority vote in quorate meetings and noted in Minutes. An AGM was held in April 2024 which was open to members of the village.

No trustee has received any financial reward for his or her duties as Trustee, however a person connected to the Chair was remunerated for managing the bookings and cleaning, and whilst beneficial to the charity the Trustees have since agreed this was a conflict of interest that could be removed by managing those services differently.

## Section C Objectives and activities

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

The Hall serves the communal interests of the residents of Binfield and the surrounding areas. It functions as a facility for the community, accessible to all residents regardless of gender, political affiliation, religious belief, or other viewpoints.

A diverse range of activities take place at the hall, including Brownies and Guides meetings, dance and fitness classes, interest and hobby groups, private events, and a polling station during local and general elections.

**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)**

**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.

**Summary of the main achievements of the charity during the year**

2024 has seen the Memorial Hall contribute to community life by providing a venue for hire for health and wellbeing at affordable prices for a diverse set of clubs and private functions.

The hall provides an excellent, regular venue for community clubs such as Rainbows, Brownies, and Guides, fitness and dance classes, classes for mothers and young children and our local gardening club.

The hall has also been used for private functions, such as birthday parties and other leisure activities for residents of Binfield and its surrounds.

The Memorial Hall has enjoyed good utilisation with activities 6 days per week and some private functions on Sundays.

Hire charges are kept low to provide good value for users whilst being sufficient to cover the immediate costs of running the hall along with a contribution towards future maintenance of the premises.

During 2024 new oven suitable for use by Brownies and other users or groups was installed in the kitchen.

The Memorial Hall was used as a polling station for the General Election on 4<sup>th</sup> July 2024.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity holds half a years running costs in reserve. Surplus funds are invested in low risk investments and a savings account for future maintenance and furthering the objects of the charity.

### 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.

The charity receives income from hiring the premises to users. This income covers the running costs with a small surplus to contribute to future maintenance.

## Section F

## Other optional information

## 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)

Position (eg Secretary, Chair, etc)

Date

## Receipts and Payments Account year ended 31 December 2024 (Provisional)

		2024	2023
Notes	<b>Income</b>		
	Hall Lettings - Regular	17,432	16,264
	Hall Lettings - Non Regular	1,095	2,560
1	Other Income (Cash)	595	0
2	Other Income (chq etc)	4,742	7
3	Deposits	975	0
4	Deposits Refunded	(600)	(1,750)
	<b>Sub - Total</b>	<b>24,239</b>	<b>17,081</b>
	<b>Expenditure</b>		
5	Gas	2,551	2,976
5	Electricity	410	1,260
6	Office Bookings	2,625	2,933
7	Water Rates	3,813	581
	Telephone & Broadband	342	415
	Window Cleaning	320	224
8	Cleaners Fees	1,470	270
	Cleaning Materials	0	0
	Insurance	1,162	1,129
	Postage	0	0
	Garden & Ground Mtce	32	0
9	Repairs / Mtce Interior	2,263	591
10	Repairs / Mtce Exterior	4,620	0
	Sundry Expenses	0	186
	Village Halls Assoc	180	180
	ICO	35	0
11	Music Licence	1,097	0
	<b>Sub - Total</b>	<b>20,919</b>	<b>10,745</b>
	<b>Excess/Deficit of Income over Expenditure</b>	<b>3,321</b>	<b>6,336</b>
	<b>Current Account Bank Balances as at 1 Jan</b>	<b>27,295</b>	<b>20,959</b>
	<b>Income</b>	<b>24,239</b>	<b>17,081</b>
	<b>Expenditure</b>	<b>(20,919)</b>	<b>(10,745)</b>
12	<b>Transfer to Savings Account</b>	<b>(25,010)</b>	<b>0</b>
	<b>Closing Current Account Bank Balances as at Dec</b>	<b>5,606</b>	<b>27,295</b>

# Binfield Memorial Hall

Analysis of Balances as at year end	2024	2023
Current Account	5,606	27,295
Cash in Hand (Petty Cash)	0	608
COIF Charities Deposit Fund	34,989	33,284
Savings Account	25,010	0
<b>TOTAL FUNDS HELD</b>	<b>65,605</b>	<b>61,187</b>

## Notes

- 1 All the Petty Cash was paid into the bank. Petty Cash is no longer held
- 2 Return of excess money in Electricity Account  
Castle Water Leak Allowance  
Donation to buy a replacement cooker
- 3 "Deposits" was not broken out as a separate item in 2023 accounts
- 4 Difference in deposit income over expenditure is due to some people not cashing deposit return cheques, not providing details for deposit returns, events not taken place yet so deposits not returned.
- 5 Gas and Electric readings now on smart meters - previously estimated readings
- 6 Office bookings were provided by a connected person. This is no longer the case.
- 7 There was a water leak that resulted in a large bill. Leak allowance obtained covered in 2 above.
- 8 Cleaning services were provided by a connected person and a trustee (FOC). This is no longer the case.
- 9 Significant none recurring costs were, blocked drain, replacement cooker repairing the water leak, replacing smoke detector pods
- 10 A significant bill was paid to repair the roof in Jan 2024
- 11 Covers multiple years
- 12 New Saving Account set up in 2024

I have examined the Receipts and Payments Accounts (Provisional) of Memorial Hall for the year ended 31 December 2024, together with the books and vouchers that relate to these accounts.

In my opinion, the Receipts and Payments Accounts, fairly state the transactions of Binfield Memorial Hall for the year ended 31 December 2024 and its balances on that date.

Signed:

Date: 28 March 2025

Name: Domhnall Fallon

Qualification: FCMA CGMA



# Memorial Hall Binfield

Registered Charity No. 237516

## Asset and Liability Statement 2024

Asset	£
Building and contents** (Insurable value)	928,464
Debtors	-
Investments	34,989
Cash	30,616
	994,069
<b>Liabilities</b>	
Creditors	-
	994,069
<b>Reserves</b>	994,069

As a result of the receipts exceeding £25,000 in the year the Memorial Hall charity has produced for the first time an asset and liability statement.

\*\* Building and contents – The property was built in the 1920's and is valued at insurable values as there is no market value for the property as it is unable to be sold. No depreciation is charged on the building and contents.

Investments – represents funds held with CCLA Investment Managers in their COIF Deposit Fund. There is no restriction on withdrawal.

Cash – is the moneys held in a Lloyds business account and savings account.





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

BINFIELD MEMORIAL HALL

On accounts for the year  
ended

31 DECEMBER 2024

Charity no  
(if any)

237516

Set out on pages

1 and 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 31/12/2024

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 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 (~~other than that disclosed below~~ \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

12/10/2025

Name:

DOMHNALL FALLON

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

FCMA CGMA

Address:

10 NASH PARK

BINFIELD

BERKSHIRE RG42 4EN



Only complete if the examiner needs to highlight 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.