

**THE GLANTON MEMORIAL HALL  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

# THE GLANTON MEMORIAL HALL

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr R. Verrill	
	Mr M. Harrison - Treasurer	
	Mr N. Dunn	(Appointed 1 November 2020)
	Dr E. Green - Secretary	(Appointed 1 November 2020)
<b>Charity number</b>	246220	
<b>Principal address</b>	The Glanton Memorial Hall West Turn Pike Glanton Northumberland NE66 4AN	
<b>Accountants</b>	Greaves West & Ayre 17 Walkergate Berwick-upon-Tweed Northumberland TD15 1DJ	
<b>Bankers</b>	Lloyds 24 Bondgate Within Alnwick Northumberland NE66 1TD	

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# THE GLANTON MEMORIAL HALL

## CONTENTS

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	<b>Page</b>
Trustees' report	1 - 3
Accountants' report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7 - 10

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# THE GLANTON MEMORIAL HALL

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 30 SEPTEMBER 2021*

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The trustees present their report and accounts for the year ended 30 September 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Hall's Constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

The object of the Hall is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for:

- meetings, lectures and classes; and
- other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.

The Hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to generate enough income to meet all expenditure incurred in providing the Hall. Community projects are funded by specific appeals, fundraising and grants.

#### **Public benefit**

In considering the operation, achievement and performance and finances of the Hall, the trustees are satisfied that public benefit has been provided in accordance with the Charities Act 2011 and guidance provided by the Charity Commission.

#### **Achievements and performance**

The Hall has been closed to activities all year due to the COVID-19 Pandemic; and as a consequence, our income from charitable activities is much reduced on previous years. The only public event was when the Hall briefly opened and acted as a polling station in May.

The downtime has, however been used to progress the installation of our new kitchen with our main contractors, Arkle & Sons, starting during the summer months. This will give us a modern serviceable kitchen facility. We are hoping the project will complete early in 2022 and we can reopen the Hall.

Many thanks to Richard Verrill who designed and planned the project and to Louise Curry from Community Action Northumberland who helped us raised the funding. In all we secured grants totalling £60,550 towards the project.

As always, we are in need of more trustees and volunteers for the continued management of the Hall. Our Secretary, Cath Coultas, moved away from Glanton and resigned as a result. We would like to record thanks to Cath for her years as trustee. Emma Green has taken over in the interim and Richard Verrill has been acting Chairman during the period. Officers will be formally elected once we are able to reopen the Hall and hold an AGM.

I am very grateful to all of our trustees and volunteer helpers for the time that they give, to ensure that the Hall remains a valuable community asset and a going concern.

# THE GLANTON MEMORIAL HALL

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

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### Financial review

Total income for the year of £69,040 is ahead of 2020 (£11,233), having been bolstered by grant funding of £60,550 received in respect of upgrade works to be carried out to the Hall's Kitchen. With this grant income stripped out then comparable income for the year would be £8,490, with the decrease reflecting the general reduction in the use of the Hall due to current restrictions.

Expenditure at £1,940 (2020: £2,895) has remained steady.

Hall Kitchen upgrade works carried out to date total £22,923 (2020: £Nil) and these have been classified as Property Improvements on the Statement of Assets and Liabilities.

The overall surplus for the year of £67,100 (2020: £8,338) has benefitted from a further COVID-19 support grant received this year, as well as the specific Hall Kitchen upgrade grants outlined above. As a result, the Hall has a balance of £60,550 (2020: £Nil) on the Unrestricted Designated Fund and £21,172 (2020: £14,622) on the Unrestricted General Fund.

The trustees have reviewed the Hall's reserves, in relation to the expected future income and expenditure streams and consider them to be in a satisfactory position, which will allow them to continue to pursue the Hall's aims and objectives for the foreseeable future. These aims are to maintain and upkeep The Glanton Memorial Hall for the residents of Glanton.

Income is applied mainly for direct charitable expenditure. Expenditure can vary from year on year depending on the needs of the Hall. Reserves are held in order to cover any possible repairs or refurbishments which are likely to be unpredictable and costly.

### Reserves policy

It is the policy of the Hall that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to twelve month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Hall's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

### Risk management

The trustees have assessed the major risks to which the Hall is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### Structure, governance and management

The Hall was registered with the Charity Commission in December 1965, by members of the local community and is governed by its Constitution of 30 December 1965, as amended November 1999.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr R. Verrill

Mr M. Harrison - Treasurer

Mrs C. Coultas

Mr N. Dunn

Dr E. Green - Secretary

Mr J Easton

(Resigned 1 September 2021)

(Appointed 1 November 2020)

(Appointed 1 November 2020)

(Resigned 1 November 2020)

# THE GLANTON MEMORIAL HALL

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

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### **Recruitment and Appointment of Trustees**

Trustees must consist of at least five elected members, three appointed members and not more than five co-opted members.

Elected members will be elected at the Annual General Meeting (AGM), whilst co-opted members will be appointed at a duly constituted meeting of the trustees

One trustee shall be appointed by each of:

Glanton Women's Institute;  
Glanton and District Horticultural and Industrial Society; and  
Glanton Parish Council.

The trustees at their first ordinary meeting in each year after the AGM shall elect one of their number to be chairperson of their meetings and may also elect one to be vice-chairperson. The chairperson and vice-chairperson shall remain in office until their respective successors are elected.

All trustees shall retire from office at the AGM following their appointment, but may be re-elected or reappointed.

### **Statement of trustees' responsibilities**

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Hall and of the incoming resources and application of resources of the Hall for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Hall will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Hall and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of its constitution. They are also responsible for safeguarding the assets of the Hall and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' report was approved by the Board of Trustees.

Mr M. Harrison - Treasurer  
**Trustee**

20 June 2022

# THE GLANTON MEMORIAL HALL

## CHARTERED ACCOUNTANTS' REPORT TO THE TRUSTEES ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF THE GLANTON MEMORIAL HALL FOR THE YEAR ENDED 30 SEPTEMBER 2021

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In accordance with the terms of our engagement, we have prepared for your approval the accounts of The Glanton Memorial Hall which comprise the Income and Expenditure Account, Statement of Assets and Liabilities and related notes from the Hall's accounting records and information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance>.

This report is made solely to you, the Hall's trustees, as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of The Glanton Memorial Hall and state those matters that we have agreed to state to the Hall's trustees, as a body, in this report in accordance with ICAEW Technical Release 07/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The Glanton Memorial Hall and the Hall's trustees as a body, for our work or for this report.

You have approved the accounts for the year and have acknowledged your responsibility for them, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for their compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore express any opinion on the accounts.

**Greaves West & Ayre**

20 June 2022

**Chartered Accountants**

17 Walkergate  
Berwick-upon-Tweed  
Northumberland  
TD15 1DJ

# THE GLANTON MEMORIAL HALL

## DETAILED INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

	£	2021 £	£	2020 £
<b>Donations and legacies</b>				
Donations	300		220	
COVID-19 Business support grant	8,000		10,000	
Grants - Designated fund	60,550		-	
		68,850		10,220
<b>Incoming resources from charitable activities</b>				
Room hire	190		923	
Fundraising	-		90	
		190		1,013
<b>Total incoming resources</b>		<b>69,040</b>		<b>11,233</b>
<b>Resources expended</b>				
Electricity	193		556	
Insurance	1,081		1,049	
Water rates	168		196	
Repairs and maintenance	374		841	
Sundry expenses	124		245	
Bank charges	-		8	
		(1,940)		(2,895)
<b>Surplus for the Year</b>		<b>67,100</b>		<b>8,338</b>
<b>Opening Unrestricted Fund Balance</b>		<b>14,622</b>		<b>6,284</b>
<b>Closing Unrestricted Fund Balance</b>		<b>81,722</b>		<b>14,622</b>



# THE GLANTON MEMORIAL HALL

## STATEMENT OF ASSETS AND LIABILITIES

AS AT 30 SEPTEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	7		22,923		-
<b>Current assets</b>					
Cash at bank and in hand		58,799		14,622	
		<u>58,799</u>		<u>14,622</u>	
Net current assets			58,799		14,622
<b>Total assets less current liabilities</b>			<u>81,722</u>		<u>14,622</u>
<b>Income funds</b>					
<u>Unrestricted funds</u>					
Designated funds	8	60,550		-	
General unrestricted funds		<u>21,172</u>		<u>14,622</u>	
			81,722		14,622
			<u>81,722</u>		<u>14,622</u>

The accounts were approved by the Trustees on 20 June 2022

Mr M. Harrison - Treasurer  
**Trustee**

# THE GLANTON MEMORIAL HALL

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2021

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### 1 Accounting policies

#### Charity information

The Glanton Memorial Hall is an unincorporated charity, governed by its Constitution of 30 December 1965, as amended November 1999 and registered with the Charity Commission, number 246220.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Hall's Constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Hall is a Public Benefit Entity as defined by FRS 102.

The Hall has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Hall. Monetary amounts in these financial statements are rounded to the nearest £.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Hall has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

The unrestricted accumulated fund represents the free funds of the Hall, to be used at the discretion of the trustees in furtherance of the objectives of the Hall.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

#### 1.4 Incoming resources

Incoming resources are recognised in the year in which they are received.

Cash donations are recognised on receipt.

Grants receivable are credited to the Income and Expenditure Account when the Charity is entitled to receive them.

#### 1.5 Resources expended

Expenditure is recognised in the period in which it is paid. Resources expended are allocated to the activities to which they relate.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property improvements	4% straight line
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# THE GLANTON MEMORIAL HALL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2021

### 2 Donations and legacies

	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Total 2021 £	Total 2020 £
Donations and gifts	300	-	300	220
Grants	8,000	60,550	68,550	10,000
	<u>8,300</u>	<u>60,550</u>	<u>68,850</u>	<u>10,220</u>
<b>For the year ended 30 September 2020</b>	<u>10,220</u>	<u>-</u>		<u>10,220</u>
<b>Grants receivable for core activities</b>				
COVID-19 Business support grant	8,000	-	8,000	10,000
Kitchen upgrade grant	-	60,550	60,550	-
	<u>8,000</u>	<u>60,550</u>	<u>68,550</u>	<u>10,000</u>

### 3 Other incoming resources

	Room hire 2021 £	Fundraising 2021 £	Total 2021 £	Total 2020 £
Income from charitable activities	<u>190</u>	<u>-</u>	<u>190</u>	<u>1,013</u>

### 4 Charitable activities

	2021 £	2020 £
Electricity	193	556
Insurance	1,081	1,049
Water rates	168	196
Repairs and maintenance	374	841
Sundry expenses	124	245
Bank charges	-	8
	<u>1,940</u>	<u>2,895</u>

# THE GLANTON MEMORIAL HALL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2021

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### 5 Trustees

None of the trustees (or any persons connected with them) received any remuneration or expenses during the year or the preceding year.

### 6 Employees

There were no employees during the year or preceding year.

### 7 Tangible fixed assets

	Property improvements £
<b>Cost</b>	
Additions	22,923
	<hr/>
At 30 September 2021	22,923
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<b>Carrying amount</b>	
At 30 September 2021	22,923
	<hr/> <hr/>

### 8 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds	
	Incoming resources £	Balance at 30 September 2021 £
Kitchen Upgrade Fund	60,550	60,550
	<hr/>	<hr/>
	60,550	60,550
	<hr/> <hr/>	<hr/> <hr/>

The Kitchen Upgrade Fund is a designated fund set-up by the trustees in order to received various grants. These funds will then be used to upgrade the Hall's Kitchen.

# THE GLANTON MEMORIAL HALL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2021

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### 9 Analysis of net assets between funds

	Unrestricted funds 2021 £	Designated funds 2021 £	Total Unrestricted funds 2021 £	Total Unrestricted funds 2020 £
Fund balances at 30 September 2021 are represented by:				
Tangible assets	-	22,923	22,923	-
Current assets/(liabilities)	21,172	37,627	58,799	14,622
	<u>21,172</u>	<u>60,550</u>	<u>81,722</u>	<u>14,622</u>

### 10 Related party transactions

There were no disclosable related party transactions during the year (2020: None).