



Trustees' Annual Report for the period

Period start date

Period end date

From

06

April

2020

To

05

April

2021

Section A

Reference and administration details

Charity name

MEMORIAL HALL COYCHURCH TRUST

Other names charity is known by

WILLIAMS MEMORIAL HALL

Registered charity number (if any)

246245

Charity's principal address

Williams Memorial Hall

Main Road

Coychurch

CF35 5HB

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	Coychurch Lower Community Council	Williams Memorial Hall, Coychurch		Elected body – Coychurch Lower Community Council
2	Mrs P John	Chair		
3	Mrs H Evans	Vice Chair		
4				
5				
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
None		

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)	DEED OF CONVEYANCE, 1922 SCHEMA ASSIGNING TRUSTEESHIP TO THE COYCHURCH LOWER PARISH COUNCIL (NOW COYCHURCH LOWER COMMUNITY COUNCIL), 1936
How the charity is constituted (eg. trust, association, company)	TRUST
Trustee selection methods (eg. appointed by, elected by)	COMMUNITY COUNCIL BODY CORPORATE by public election

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 Coychurch Lower Community Council's Financial Policy and procedures are followed to ensure financial governance and annual external audits are undertaken.

Section C Objectives and activities

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

To manage the Williams Memorial Hall in Coychurch in whatever way the Trustee feels fit to the benefit of the local community.

This involves:

- 1.) Maintenance of the building to the appropriate standard to facilitate its use by the local community and groups with members from the wider area.
- 2.) Fundraising to ensure sufficient funds for the purchase of replacement / new equipment when needed.
- 3.) Encouraging groups which have positive impacts on people's wellbeing to use the facility and the setting of affordable rates for social groups and businesses.

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 purpose of the Williams Memorial Hall is to provide a safe and comfortable environment for groups to meet at an affordable price. The Trust aims to facilitate as wide a variety of activities as possible, on a not for profit basis.

To achieve this the Trustee has had regard to the Charity Commission guidance on public benefit.

The Trust has well established relationships with groups who hire all of parts of the building for:

- Children's groups (Brownies, Lego Club, Karate Classes, Mother and Toddler group, Children's dance group)
- Adult fitness groups (Zumba, Aerobics, Pilates)
- Interest groups (Gardening Society, Sugarcraft Club, Mothers' Union, Women's Institute)
- Health and wellbeing groups (Princess of Wales Hospital exercise group, Age Connect nail cutting service, Over-50 Coffee Morning group to combat isolation and loneliness).

The building also hosts the Coychurch Lower Community Council meeting, providing space for residents to attend.

Additional details of objectives and activities (Optional Information)

You may choose to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The building has been closed for 8 months of 2020/21 due to Coronavirus restrictions issued by the Welsh Government and then the requirements to install Covid safety equipment, signage and procedures.

There were 142 bookings in the 4 months (6th September 2020 – 28th December 2020) that the building was open. These were made by 17 different groups. Revenue from Hall/Room hire was £7,898

We were only able to hold one small fundraising event due to various Covid related restrictions. This event raised £485.

This year we benefited from the Charity Support Grant from the Welsh Government during lockdowns.

We were awarded a Development Grant by the National Lottery of £32,292 in 2020 and even though the building was not open we were able to progress the development of our plans for the renovation of the building. We now have architectural drawings, surveys, planning permission and building regulations consent in place.

Section E Financial review

Brief statement of the charity's policy on reserves

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.

Principal source of funds – hall/room/office space hiring

Secondary source of funds - Fundraising social events: concerts, craft fayres, etc.

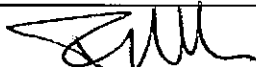
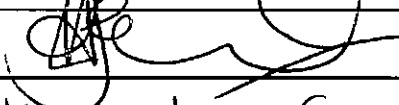
During 2020-21 - Welsh Government Covid-19 grants

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)	PENELOPE ANN JOHN	HELEN JANE EVANS
Position (eg Secretary, Chair, etc)	CHAIR	VICE CHAIR.
Date	22 / 6 / 2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
MEMORIAL HALL COYCHURCH TRUST

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/20

To

Period end date
31/03/21

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	7,808	-	-	7,808	16,243
Fundraising	575	-	-	575	7,407
Government Covid Support Grants	24,000	-	-	24,000	-
Bank Interest	2	-	-	2	3
National Lottery Fund (Hall renovation)	-	31,992	-	31,992	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	32,385	31,992	-	64,377	23,653
A2 Asset and investment sales, (see table).					
None	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,385	31,992	-	64,377	23,653
A3 Payments					
General	17,272	-	-	17,272	17,649
Salary	2,700	-	-	2,700	2,640
Memorial Hall Renovation Project - TNL Development Grant	-	31,481	-	31,481	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	19,972	31,481	-	51,453	20,289
A4 Asset and investment purchases, (see table)					
None	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	19,972	31,481	-	51,453	20,289
Net of receipts/(payments)	12,413	511	-	12,924	3,364
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,998	-	-	16,998	-
Cash funds this year end	29,411	511	-	29,922	3,364

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

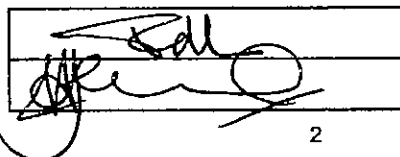
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Bank account	22,507	511	-
	Savings Bank account	6,904	-	-
		-	-	-
	Total cash funds	29,411	511	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
			-	-
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)
	None outstanding		-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



PENELOPE ANN JOHN
HELEN JANE GRIMS

22/6/21
22/6/21

Mrs. M. Thomas
Treasurer,
Trustees, Memorial Hall Coychurch
Council Offices,
Main Road,
COYCHURCH,
Bridgend CF35 5HB

34, Bryn Rhedyn,
PENCOED,
CF35 6TL

28th. December 2021

Dear Madam,

AUDIT OF ACCOUNTS 2020 - 2021.

After a due audit of the documents relating to the financial management of The Memorial Hall, Coychurch, I am able to certify that those accounts are correct.

Thank you for your co-operation.

Yours sincerely,



Norman J. Davies.