



# KING EDWARD HALL

LINDFIELD, SUSSEX RH16 2HH

*Please reply to:*

## **ANNUAL GENERAL MEETING 2023**

### **CHAIRMAN'S AND TRUSTEES' REPORT** **FOR THE YEAR TO 31 DECEMBER 2022**

#### **TRUSTEES:**

Mr Simon Cartwright  
Mr Christopher Snowling  
Mr Mark White

#### **OFFICERS OF THE MANAGEMENT COMMITTEE:**

<b>CHAIRMAN:</b>	Mr Will Blunden
<b>VICE-CHAIRMAN:</b>	
<b>TREASURER:</b>	Mr Stephen Gray
<b>BOOKINGS SECRETARY:</b>	Mrs Tracy Ely
<b>SECRETARY:</b>	Mr Rupert Ayton

#### **MEMBERS OF THE MANAGEMENT COMMITTEE:**

Mrs Katherine Alcock  
Mr Roger Pickett  
Mr Ron Plass  
Mr Ron Skinner  
Mrs Janet Smith  
Mrs Kath Baker Lindfield Delegate

The King Edward Hall was established as a charity in 1911 and is registered with the Charity Commission, No. 249649. Its full postal address is The King Edward Hall, 24 High Street, Lindfield, West Sussex. RH16 2HH.

#### **OBJECTS, ORGANISATION AND ACTIVITIES**

The King Edward Hall was established as a charity to enhance the community life of the inhabitants of Lindfield by providing communal facilities. The Hall is

available for hire by any individual or organisation in accordance with the standard hiring agreements and scale of charges adopted for the year. It is intended that the scale of charges is sufficient to generate enough income to meet all the expenditure incurred in operating the Hall. Major improvement projects are funded by specific appeals, fund-raising and grants. Three Trustees, with a Management Committee comprising elected and nominated members, administer the charity.

## **REVIEW OF YEAR SPANNING MARCH 2022 TO MARCH 2023**

We started 2022 with Covid still rampant in Mid Sussex and some of our regular hirers still nervous about re-starting their activities. However, thanks to our efficient Booking Secretary, Tracy Ely and her skills in managing and accommodating new and existing bookings we soon returned to near pre Covid levels. Stephen Gray continues to look after the Halls finances, under his guidance the Hall is in a very healthy position despite the challenges we have had to encounter these past two years. Rupert Ayton is our secretary who continues to provide the committee with all the legal updates on running a community venue as well as his other secretarial duties.

Day to day maintenance has been carried out promptly together with any decoration deemed necessary to keep the Hall in good order. Due to the major improvements that were carried out during lockdown and our period of closure we have not had incurred any major works this year. Work was carried out on the twitten wall and a baby changing unit has been fitted in the disabled toilet. The Hall was decorated with bunting both inside and out to mark the late Queen Elizabeth II platinum jubilee. Following the sad death of the Queen the Union Flag was flown at half-mast and floral tributes were left at the base of the flagpole in tribute to HM Queen Elizabeth II, the correct protocol was followed during this sad period.

The Village Run and Village Day were a huge success this year and raised a record sum this year. These two events are our main fundraisers and without which we would be unable to maintain the Hall to such a high standard that our Hirers have come to expect. Our grateful thanks to the Village Day subcommittee who devote so much time in organizing these two events especially as the majority of the committee have no connection to the Hall.

Sadly, on the 23<sup>rd</sup> December, Andrew Mcleod one of our committee members unexpectedly passed away. Andrew was well liked and respected by all those that came into contact with him. His level headed and common-sense approach was a great asset for the Hall, one of his achievements was project managing the replacement windows at the rear of the Hall, he will be greatly missed by his fellow committee members.

The continuing success of the Hall is due to the commitment of the Trustees and Management Committee, and the Officers especially Tracy Ely the Booking Secretary who worked tirelessly throughout the period sorting out the many challenges, the Village Day Committee and all those that help make these events a success. Sincere thanks go to Michael and Alison Elliott who maintain the front garden and keep it looking so good. Jennie Powell and her team of helpers who provide the much-appreciated monthly film shows. And Micky Batchelor our Premises Supervisor who makes sure we do not contravene our Premises Licence when Hirers are supplying alcohol. Last but not least our Stewards, Phillip Hughes, Andrei Hadimbu and Piers Gielgud who work tirelessly to keep the Hall running at all times. They all take pride in our Hall and strive to keep it clean, tidy and safe at all times.

Will Blunden

Chairman of the Management Committee



**THE KING EDWARD HALL**

Lindfield RH16 2HH

Registered Charity No 249649

**Accounts for year to 31st December 2022****1. Receipts and Payments Account (General Purposes Fund)**

		<b>2022</b>	<b>2021</b>
Income receipts			
Fund raising			
Trading activities			
	Hall hire	£53,434.16	£34,227.84
	Rent	£326.00	£563.00
	Other	£2,767.00	£4,604.16
	Recovery	£510.71	£0.00
Investment income			
	Building society interest	£59.16	£79.03
<b>TOTAL RECEIPTS</b>		<b>£57,097.03</b>	<b>£39,474.03</b>
Direct charitable expenditure			
	Wages	£23,000.70	£16,675.67
	Gas & Elec	£4,974.93	£2,795.88
	Water & Sewage	£1,368.75	-£35.21
	Cleaning & Materials	£7,377.81	£5,926.25
	Maint'ce	£3,158.70	£3,231.32
	Licences	£1,127.38	£1,524.39
	Admin & Phone box	£1,351.55	£1,202.67
	Insurance	£4,002.86	£3,824.86
	Misc	£2,481.16	£1,391.44
		<b>£48,843.84</b>	<b>£36,537.27</b>
Other expenditure			
	Officers Expenses	£6,350.00	£5,950.00
		<b>£6,350.00</b>	<b>£5,950.00</b>
<b>TOTAL PAYMENTS</b>		<b>£55,193.84</b>	<b>£42,487.27</b>
Net Receipts for the year		£1,903.19	(£3,013.24)
Bank balances as at 31/12/2021		£113,245.64	£116,258.88
Bank balances as at 31/12/2022		<b>£115,148.83</b>	<b>£113,245.64</b>

**THE KING EDWARD HALL**

Lindfield RH16 2HH  
Registered Charity No 249649

**Accounts for year to 31st December 2022**

**2. Receipts and payments Account (Refurbishment Fund)**

	<b>2022</b>	<b>2021</b>
Donations	£250.00	£25.00
Misc	£0.00	£0.00
Fund raising		
Village Day and Fun Run	£11,700.00	£5,800.00
Cinema	£3,303.50	£909.00
Total receipts	<u>£15,253.50</u>	<u>£6,734.00</u>
Direct charitable expenditure		
Cinema expenses	£2,666.74	£675.50
Equipment	£1,017.96	£352.20
Major refurbishment	£0.00	£12,622.80
Total payments	<u>£3,684.70</u>	<u>£13,650.50</u>
Net Receipts for the year	<u>£11,568.80</u>	<u>(£6,916.50)</u>
Bank balances at 31 December 2021	£18,410.77	£25,327.27
Cash and bank balances at 31 December 2022	<u>£29,979.57</u>	<u>£18,410.77</u>

**THE KING EDWARD HALL**  
**Lindfield RH16 2HH**  
**Registered Charity No 249649**

**Accounts for year to 31st December 2022**

THE KING EDWARD HALL

**3. Statements of assets and liabilities at 31st December 2022**

		<b>2022</b>	<b>2021</b>
Monetary assets			
	Bank Balances		
	Girobank cheque account	£65,988.37	£52,575.54
	Nationwide instant access account	£79,140.03	£79,080.87
	Total cash	<u>£145,128.40</u>	<u>£131,656.41</u>
Bank deposits (by fund)			
	General Purpose Fund	£115,148.83	£113,245.64
	Refurbishment Fund	£29,979.57	£18,410.77
	Total cash	<u>£145,128.40</u>	<u>£131,656.41</u>
Debtors			
Liabilities			
Non Monetary Assets			
Permanent Endowment			
	Land and building used by the King Edward Hall (freehold vested in the Trustees)		
Other assets (non-endowed)	held for the functional use by the charity		
	Furniture and equipment in hall as per inventory (costs unknown): Tables, chairs, PA system, two ovens, kitchen utensils, etc (in fair condition and over 14 years old) One new fridge at cost £252 150 chairs for main hall at cost £6,169 30 chairs for library at cost £1,171 10 tables at cost £799 (all in good condition and less than 10 years old) 10 new tables at cost £1500 (4 years old) 6 Mobile Screens at a cost of £1954 (3 years old) Hot cupboard Complete replacement of Kitchen Equipment added in 2015 Radiator replacement in 2015		

W Blunden, Chairman  
13th March 2023

For and on behalf of the Management Committee





**Independent Examiner's Report to the Trustees of King Edward Hall, Lindfield.  
Registered Charity No. 249649**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> December 2022 which are set out on pages 1 to 4.

**Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 charity 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 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

Signed.....



15/2/23

Alec Burgess ACA  
On behalf of  
Keymer Haslam & Co  
c/o 4/6 Church Road  
Burgess Hill  
West Sussex  
RH15 9AE