



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1/1/2021** Period start date To **31/12/2021** Period end date

Charity name: **Cassel Hall Trust**

Charity registration number: **267545**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	1. Cassel Hall is a village hall in Lilley, Hertfordshire. It is for the use of the residents of the Parish of Lilley and surrounding area, without distinction of political, religious, race or opinion, including use for meetings, classes, and for other forms of recreation and leisure with the object of improving the quality of life for all.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Regular clubs and societies using the hall are: Yoga  Pilates Bird club Parish Council Art Club W. I. Film club  Table Tennis
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The hall is also hired to the local community for parties, social occasions, quiz nights, film nights, meetings, etc etc.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The year continued to be difficult for the hall due to the Covid restrictions but there was a good recovery compared to 2020</p> <p>All of the Covid guidelines for village halls have been followed.</p> <p>There was still limited periods when the hall could be open but the income from clubs, societies and hirers was £6,204. (2020 £3,654) but still well down on 2019.</p> <p>However, in 2020 we applied for a number of Covid related grants. Grants totalling £20,308 were approved and this covered all the years expenditure.</p>

## Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
	Para 1.41	



Performance of fundraising activities against objectives set			Financial Review
			Review of the charity's financial position at the end of the period
			Statement explaining the policy for holding reserves stating why they are held
Investment performance against objectives	Para 1.41		Amount of reserves held
			Reasons for holding zero reserves
Other	n/a		Details of fund materials in deficit
	n/a		Explanation of any uncertainties about the charity continuing as a going concern

#### Additional information (optional)

You may choose to include further statements where relevant about:

			The charity's principal sources of funds (including any fundraising)
			Investment policy and objectives including any social investment policy adopted
			A description of the principal risks facing the charity
			Other

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The trust had cash available of £27,983 at the year end having made a surplus of £15,034 in the year.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserves are held due to the uncertainty of future income (mainly due to the pandemic) and also because there are a number of capital projects that will be required in 2022.</b>
Amount of reserves held	Para 1.22	<b>£27,983</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>n/a</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Trust Deed dated 25<sup>th</sup> July 1970</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Trust</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Trustees are appointed or reappointed annually</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Cassel Hall trust
Other name the charity uses	
Registered charity number	267545
Charity's principal address	West Street Lilley Herts LU2 8LH

**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	Steven Patmore	Chair		
2	Hilary Holmes	Bookings / Parish council		
3	Paul Ashby	Cricket Club		
4	Elizabeth Sheppard			
5	Vivienne Goodwin	Neighbourhood Watch		
6	Andrew McKenna	Parish Council		
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	<div>Signature(s) Full name(s) Chair, etc) Date</div>
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	<div>15-10-2022</div>

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	
Full name(s)	David Miles
Position (eg Secretary, Chair, etc)	Treasurer
Date	17 - 10 - 2022

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Cassel Memorial Hall Trustees - Accounts

		<u>12 months</u>
<u>Income</u>		<u>2021</u>
Lettings		7,296.04
Casual	7,296.04	
Regular	£0	
Art	£0	
Birds	£0	
Film	£0	
Parish Council	£0	
Table Tennis	£0	
Pilates		
WI	£0	
Yoga	£0	
Bank Interest		£0
Grants for refurbishment		£0
NHDC		
Luton & Beds Community		
Lilley Community Cinema Club		
Grants for Covid		20,308.00
NHDC Small Business Grant	20,308.00	
Omicron Hospitality & Leisure Grant		
<b>Total Income</b>		<b>27,604.04</b>
<u>Expenditure</u>		<u>2021</u>
Salaries		£6,211
Booking Clerk	£3,136	
Cleaner	£3,076	
Energy		£1,429
Electricity	£372	
Oil	£797	
Water	£260	
Insurance		545.64
Council Tax		155.38
Telephone		358.62
Capital Items	Water boiler	
	Floor renovation	
Maintenance		
	Roof repairs	
	Patio	
	Windows	
	Toilet refurbishment	
	Decorating	
	Other maintenance	2,249.43
Housekeeping		
	Cleaning Products	522.79
	Waste disposal	
Sundry Items		£1,096
	Auditor	100.00
	Music License	132.00
	Software & stationery	664.03
	Promotion	20.00
	Grass cutting	180.00
<b>Total Expenditure</b>		<b>£12,568</b>

<u>Statement of Funds</u>		<u>2021</u>
Total Income		£26,513
Total Expenditure		£11,479
<b>Surplus for the Year</b>		<b>£15,036</b>
Balance brought forward from prior year		£12,949
Cash at 31-Dec-2021 / 28 Feb 2022		£27,983

<u>Breakdown of Funds</u>		<u>£225</u>
Deposits held by Cassel Hall against future bookings		£225
<b>Balance of funds less liabilities</b>		<b>£27,758</b>

**CASSEL MEMORIAL HALL TRUSTESS**  
**ACCOUNTS FOR FINANCIAL YEAR ENDED 31<sup>ST</sup> DECEMBER 2021**

STATEMENT OF FUNDS AS AT 31<sup>ST</sup> DECEMBER 2021

Total Income	£27,604.04
Total expenditure	<u>-£12,568.00</u>
Profit for the year	£15,036.04
Balance brought forward from prior year ending 31 <sup>st</sup> Dec 2020	<u>£12,949.00</u>
Total cash	<b>£27,985.04</b>

David Miles – Treasurer..... 

Date..... 17 October 2022

I have completed my examination. I confirm that no material matters have come to my attention 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.

Claire Goffin – Auditor..... 

Date..... 17<sup>th</sup> October 2022