

REGISTERED CHARITY NUMBER 274186

TRUSTEES' ANNUAL REPORT AND RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 30 April 2021
FOR
LITTLE WALTHAM WAR MEMORIAL HALL

Little Waltham Memorial Hall

Charity No 274186

TRUSTEES' ANNUAL REPORT

The trustees present their report with the financial statements of the charity for the year ended 30 April 2021. The financial statements are prepared on a Receipts and Payments basis.

Reference and Administrative Information

Charity registration number: 274186

Registered address: 15 Brook Hill, Little Waltham, Chelmsford,
Essex, CM3 3LN

Trustees:

Gordon Condie (Chair)

Jaclyn Bennett (Treasurer)

Susan Condie (Secretary)

Cheryl Dawson (Booking Secretary)

Wilfred Wickham

Anthony Fewell

Julie Everard

Linda Burrow

Abigail Webb – appointed 16 Sep 2020

Governance

Little Waltham War Memorial Hall is a Charitable Trust, registered in England. It is managed by a committee of Trustees who are elected at the Annual General Meetings. The committee is comprised of Elected Officials, Representative Trustees and Independent Trustees. The Elected Officials include a Chair, Secretary, Treasurer and Booking Secretary. The Representative Trustees are made up from the Hall's many regular user groups. The local community is represented by Independent Trustees.

Together the committee of Trustees meet Bi-Monthly to govern the running, upkeep and development of the hall.

Purpose and Public Benefit

The object of the Charity is to maintain Little Waltham War Memorial Hall for the benefit of the Parish of Little Waltham, providing a hall facility, at affordable cost, for the local community as detailed in the charities constitution dated 13th November 1979.

Little Waltham Memorial Hall

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TRUSTEES' ANNUAL REPORT

The Trustees have had regard for the Charity Commission's guidance on public benefit in carrying out the charity's activities during the year.

Chair of Trustees Report

As with all facilities and businesses both large and small, Little Waltham Memorial Hall has been subjected to many challenges over the past year due to the Covid 19 pandemic. Closure causing a lack of income being a major object for the committee to manage. Along with that came expenditure from introducing all necessary safety measures in accordance with Government guidelines. However, once they were in place we were fortunate in being able to mitigate some of the affects by opening for both the Pre-school and the Church, allowing us to enable some income. Our ability to continue was also hugely supported by our own reserves and the use of available government assistance. We have therefor managed to 'hold our own' throughout this period.

Financially the Hall continues to rely on its hiring income to function and provide capital that can be used to maintain the building and its facilities. We are grateful to have many long standing regular user groups who contribute in this way, these include the daily PreSchool, RCCG Sunday Church, LW Drama group, LW Gardening Club and LW Good Companions amongst many others and we thank them for their continued support. Due to these groups the Hall benefits from having a busy calendar with regular constant use.

We enjoy a good working relationship with the Little Waltham Parish council and avail our facilities at times to assist. We also make the hall available for Polling days as they occur. Occasional private hirers also help with the income.

Jaclyn, our Hon Treasurer has kept her finger firmly on the pulse throughout as is evident by the immaculate and concise accounts that accompany this report. We are very fortunate to have her on the committee and our thanks go out to her.

Throughout this year, there have been a variety and multitude of rules and legislation to handle. The resolve and hard work by the elected officials in respect of managing these difficult times has been exemplary and of paramount importance to our continuance, my great appreciation and thanks goes out to them.

We are looking forward now to re-opening fully once more as the lifting of restrictions allow. We still have many immediate challenges in front of us but have a positive and healthy optimism for the future. We have plans and projects to put back into action that had been put on hold over the last year. These include modernisation of the Kitchen and new entrance doors amongst many other aspects of the facility. We hope to finish these in time for spring of 2024 which will be our Centenary year.

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TRUSTEES' ANNUAL REPORT

In the meantime, We maintain updated news and contact information amongst other details, all on our website at www.lwmemhall.uk so please visit and check in regularly.

Gordon Condie
Chair of Trustees

Financial Performance

As a result of the Covid 19 pandemic and associated restrictions, hirings of the hall were severely impacted with rental income being over 75% lower than the previous year. We had periods of complete closure as well as several months when just the Preschool and RCCG were permitted to use the hall. To mitigate the risk of losing our primary source of income we accessed the Furlough scheme and the Business Support Grant Scheme. Due to this additional support our income for the year was £37,776 the majority of which came in in the last few months of the year.

Expenditure for the year was £16,189 which was broadly in line with the previous year and reflects the relatively fixed nature of the charities overheads. The net surplus of funds generated in the year was £21,587 thanks to the additional financial assistance we recieved.

We ended the year with £52,595 of unrestricted reserves. This is well above our reserves policy of £20,000 and reflects the decision to put all larger maintenance and renovation plans on hold until we have more confidence about hiring income returning to the levels we need to ensure the sustainability of the hall.

The strong reserves position and reopening of the hall to all user groups means the Trustees are confident the hall continues to operate as a going concern. As hirings start to return we are once again focusing our attention on the works required to maintain the hall.

ON BEHALF OF THE TRUSTEES:



Gordon Condie, Chair of Trustees

Date: 13-10-21

**Independent Examiner's Report to the trustees of Little Waltham Memorial Hall
(Registered Charity Number 274186)**

I report to the trustees on my examination of the accounts of Little Waltham Memorial Hall for the year ended 30th April 2021

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 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



J Stobart FCCA
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
13th October 2021

Little Waltham Memorial Hall

Charity No. 274186

RECEIPTS AND PAYMENTS ACCOUNTS

For the period from 1st May 2020 to 30th April 2021

	1.Unrestricted	2.Restricted CJRS	3.Endowment	TOTAL	Last Year
Income					
Bank Interest Received	12	0	0	12	102
Donations and legacies	0	0	58	58	94
Government Grants Restricted	0	4,637	0	4,637	0
Government Grants Un Restricted	29,428	0	0	29,428	650
Recharges	176	0	0	176	292
Rentals - One Off Hirers	245	0	0	245	660
Rentals - Regular Hirers	943	0	0	943	5,468
Rentals - Representative Members	2,167	0	0	2,167	8,512
Storage	112	0	0	112	0
Total Income	£ 33,081	£ 4,637	£ 58	£ 37,776	£ 15,778
Expenditures					
Advertising/Promotional	173	0	0	173	187
Caretaking	2,573	4,637	0	7,210	7,419
Cleaning Supplies & Consumables	544	0	0	544	1,047
Gardening	443	0	58	502	130
Insurances	715	0	0	715	780
Maintenance & Repairs	2,974	0	0	2,974	1,219
Office/General Administrative Expenses	547	0	0	547	649
Other Professional Services	125	0	0	125	0
Printing, Postage and Stationery	30	0	0	30	0
Utilities	3,371	0	0	3,371	4,496
Total Expenditures	£ 11,494	£ 4,637	£ 58	£ 16,189	£ 15,925
NET SURPLUS/(DEFICIT) THIS YEAR	£ 21,587	£ 0	£ 0	£ 21,587	-£ 147
Brought Forward Reserves	31,008			31,008	31,156
CARRIED FORWARD RESERVES	£ 52,595	£ 0	£ 0	£ 52,595	£ 31,009

Little Waltham Memorial Hall

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Statement of Assets and Liabilities at End of the Period

For the period ending 30th April 2021

	1.Unrestricted	2.Restricted CJRS	3.Endowment
Cash Funds			
Current Account	26,038	0	0
Savings Account	26,516	0	0
Cash & Cheques in Hand	42	0	0
Total Cash Funds	£ 52,595	£ -	£ -
Other Monetary Assets			
Invoiced Hirings Outstanding at 30th April 2020	415	0	0
Hirings Not Yet Invoiced at 30th April 2020	2,902	0	0
Total Other Monetary Assets	£ 3,317	£ -	£ -

Investment Assets

Vera Perkins bequest of £677.81 of 2.5% Indexed Linked Gilt Stock 2020, is retained by the Little Waltham Parish Council as Custodian Trustee. The income from this bequest is available to the Management Committee for the maintenance and upkeep of the Memorial Hall Garden.

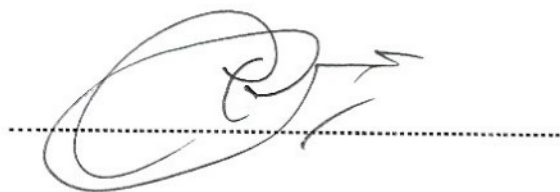
Assets Retained For Charity's Own Use

The Little Waltham Memorial Hall including it's grounds and storage buildings. Furniture & Equipment in the hall including the piano, tables, chairs, curtains and kitchen equipment

Liabilities

Supplier invoices not yet paid	121	0	0
Total Liabilities	£ 121	£ -	£ -

Signed on behalf of all the trustees



Gordon Condie
Chair of Trustees

13-10-21 Date