



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## Trustees' Annual Report for the period

From 01/04/2021

Period start date To 31/03/2022

Period end date

**Charity name: Washington Village Memorial Hall**

**Charity registration number: 278148**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the charity is the provision and maintenance of a village Hall for the use of the inhabitants of the parish of Washington and the neighbourhood thereof without distinction of political, religious or other opinions including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.
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	The village hall provided facilities in the year for regular users and monthly meetings by a wide range of local clubs, organisations and individuals providing recreational activities.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Public Benefit – All the trustees have read the Charity Commission's Guidance on Public Benefit. The trustees have reviewed the charity's activities and have satisfied themselves that the charity's activities have complied with the guidance.

## 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	
		Volunteers – Efforts continue to recruit additional volunteers. The availability of

Contribution made by volunteers	Para 1.38	volunteers remains the single most significant risk to the future viability of the village hall and the existence of the charity.
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 village hall provided facilities in the year for:- 15 regular weekly, 7 regular monthly and a small number of one-off events.</p> <p>The regular activities included Tai Chi, adult ballet, fitness, morris dancing, jive dancing, pilates and yoga, dog training clubs, quilters, pudding club, art class, science group, country music, sugarcraft, Parish Council and W.I. meetings.</p> <p>Improvements to the village hall: funds from the Charities fund raising have been used to continue with improvements to the village hall and its facilities.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See CCIa report ye 31/03/2022 submitted separately.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity has a reserves policy a long term maintenance plan and agreed actions required to achieve the necessary financial reserves. Maintenance expenditure is allocated to the reserves in accordance with the long term maintenance plan. At the end o each financial year a proportion of the available funds are allocated to the reserves by the Trustee Board.
Amount of reserves held	Para 1.22	£19,148.08
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

#### **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	<p>The charity's principal sources of funds are:-</p> <ul style="list-style-type: none"> <li>- Hire charges for the use of the village Hall</li> <li>- Fund raising events hosted by the charity</li> <li>- Expenditure is directed solely towards the maintenance and improvement of the village hall and its facilities to allow it to continue to support the objects of the charity and meet the expectations of organisations and individuals that use it.</li> </ul>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Continued loss of existing volunteer force. Efforts continue to recruit additional volunteers. The availability of volunteers remains the single most significant risk to the future viability of the village hall and the existence of the charity.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission Scheme dated 15 <sup>th</sup> January 1979
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Trust
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	A maximum of four Trustees may be selected at the Annual General Meeting. Representative Trustees may be nominated by organisations specified in the governing document. A maximum of two Trustees may be appointed by the elected and representative Trustees.

### 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	Washington Village Memorial Hall
Other name the charity uses	N/A
Registered charity number	278148
Charity's principal address	Washington Village Memorial Hall School Lane, Washington, Nr Pulborough, West Sussex RH20 4AP

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	Lorna Goldsmith	Chair		Annual General Meeting
2	Patricia O'Shea	Secretary		Annual General Meeting
3	Rob Gerig	Treasurer		Annual General Meeting
4	Tracey Slaughter			Annual General Meeting
5	Helen Twine			Representative Trustee
6				
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Board of Trustees		

**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	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**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)**

**Exemptions from disclosure**

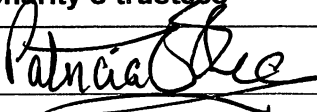
Reason for non-disclosure of key personnel details

**Other optional information**

**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)	Patricia O'Shea	
Position (eg Secretary, Chair, etc)	Trustee and Secretary	

Date

29/01/2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

WASHINGTON VILLAGE MEMORIAL HALL

Charity No:  
278148

CC16a

Receipts and payments accounts

For the period  
from

01/04/21

To


31/03/22

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 £
<b>A1 Receipts</b>					
Hall Hire	13,287	-	-	13,287	2,485
Donations	797	-	-	797	1,206
Maintenance	54	-	-	54	-
Grants	10,000	-	-	10,000	9,869
HMRC	110	-	-	110	16
Maintenance float	100	-	-	100	-
Hall Hire Deposits	1,560	-	-	1,560	100
Hall hire charges (following years)	1,162	-	-	1,162	-
Hall hire deposits (following years)	1,050	-	-	1,050	-
100 Club subscriptions	-	896	-	896	1,210
Bank interest	-	-	41	41	58
<b>Sub total (Gross income for AR)</b>	<b>28,119</b>	<b>896</b>	<b>41</b>	<b>29,056</b>	<b>14,944</b>
<b>A2 Asset and investment sales, (see table).</b>					
NONE	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>28,119</b>	<b>896</b>	<b>41</b>	<b>29,056</b>	<b>14,944</b>
<b>A3 Payments</b>					
Hall Hire cancellations	323	-	-	323	237
Utilities	3,317	-	-	3,317	1,103
Maintenance	4,684	-	-	4,684	3,919
Employee wages	4,259	-	-	4,259	4,020
Sundries	1,483	-	-	1,483	1,617
HMRC	110	-	-	110	16
Services in 2022 – 23	1,213	-	-	1,213	1,299
Hall Hire Deposits	1,560	-	-	1,560	100
creditors	66	-	-	66	243
100 Club prizes	-	585	-	585	590
Reserves	-	-	-	-	-
<b>Sub total</b>	<b>17,014</b>	<b>585</b>	<b>-</b>	<b>17,599</b>	<b>13,144</b>
<b>A4 Asset and investment purchases, (see table)</b>					
New Equipment	1,254	-	-	1,254	-
	-	-	-	-	-
<b>Sub total</b>	<b>1,254</b>	<b>-</b>	<b>-</b>	<b>1,254</b>	<b>-</b>
<b>Total payments</b>	<b>18,268</b>	<b>585</b>	<b>-</b>	<b>18,853</b>	<b>13,144</b>
<b>Net of receipts/(payments)</b>	<b>9,851</b>	<b>311</b>	<b>41</b>	<b>10,203</b>	<b>1,800</b>
<b>A5 Transfers between funds</b>	<b>- 11,945</b>	<b>- 55</b>	<b>12,000</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>16,555</b>	<b>1,151</b>	<b>7,107</b>	<b>24,813</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>14,461</b>	<b>1,407</b>	<b>19,148</b>	<b>35,016</b>	<b>1,800</b>



## 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	Closing Bank Balances	14,461	1,407	19,148
		-	-	-
	<b>Total cash funds</b>	<b>14,461</b>	<b>1,407</b>	<b>19,148</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	Hall Hire Debtors – Regular	3,399	-	-
	Hall Hire Debtors – One-Offs	226	-	-
	Sundry Debtors	1,213	-	-
	Entrust account	131	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Details			
	NIL		-	-
			-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Details			
	Fixed facilities	General A/c	20,972	-
	Furniture & equipment	General A/c	26,677	-
			-	-
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Details			
	Hall Hire Creditors – Regular	General A/c	64	
	Hall Hire Creditors – One-Offs	General A/c	1,162	
	Hall Hire Creditors – Deposits	General A/c	1,050	
	Sundry Creditors	General A/c	597	
	100 Club Prizes still to be paid	Improvement A/c	50	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		R Gerig	27 July 2022	



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/ members of

Washington Village Memorial Hall Charity

On accounts for the year ended

31 March 2022

Charity no (if  
any)

278148

Set out on pages

1 & 2

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2020.

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 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 (other than that disclosed below \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

06/11/2022

Name: Edwin Merrikin

Relevant professional qualification(s) or  
body (if any):

Address: Blessings, Barns Farm Lane  
Storrington  
RH20 4AH

**Section B****Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**