



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month April	Year 2021		Day 31st	Month March	Year 2022

Section A Reference and administration details

Charity name	The Combined Halls Of Clare
Other names charity is known by	CHOC
Registered charity number (if any)	280136
Charity's principal address	The Old School Community Centre Callis Street Clare, Sudbury, Suffolk. Postcode CO10 8PX

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	Olive Smith	Chairman		
2	Ron Garden			
3	Jan Garden			
4	Roger Gee			
5	Stephen Kimminau			
6	Alan Mayle			
7	Robin Stone			
8	Loveday Perceval-Maxwell		1/04/21 to 13/10/21	
9	Sandra Salter		13/10/21 to 31/03/22	
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charity Commission Scheme
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM, appointed by Clare Town Council or co-opted by existing Trustees.

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.

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Section C Objectives and activities

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

The provision and maintenance of 2 Community Halls for the use of the inhabitants of Clare and the neighbourhood 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 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)

Maintain the fabric of Clare Town Hall and Clare Old School Community Centre.

Maintain facilities of both buildings to a standard expected by hirers.

Administer bookings for both buildings and fix and collect hire charges.

Seek to improve facilities.

Fund raise where possible.

Seek grant aid for improvement projects.

Additional details of objectives and activities (Optional information)

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

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

**Summary of the main
achievements of the charity
during the year**

Clare Town Hall

Maintained building and facilities in good repair.

Old School Community Centre

Maintained building and facilities in good repair.

Section E

Financial review

Brief statement of the charity's policy on reserves

A small reserve is held to fund any large emergency repairs.
Reserve fund will not exceed £15,000.
2021/22 end of year reserve was £10,617.53.

Details of any funds materially in deficit

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.

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)

Position (eg Secretary, Chair, etc)

Date

Olive Smith	Paul Heath
Chairman	Administrator
31st January 2023	

THE COMBINED HALLS OF CLARE

Management Account Summary for April 2021 to March 2022					
Income			Expenditure		
Hire Fees	25,013.50		Staff	13,705.11	
Fundraising	610.00		Gas	3,984.00	
Grants	24,835.52		Electricity	3,294.49	
Donations			Water	560.00	
Transfers			Waste	482.56	
			Licences	264.00	
			New Equipment & Improvements	818.78	
			Repairs & Maintenance	3,271.63	
			Supplies	565.67	
			Telephone	2,445.21	
			Stationary	82.17	
			Fundraising Expenses		
			Sundries	28.65	
			Transfers & Refunds	610.00	
	50,459.02			30,112.27	

Excess of Income over Expenditure =

20346.75

THE COMBINED HALLS OF CLARE

Fundraising Account Summary For 1st April 2021 to 31st March 2022				
Income			Expenditure	
Quiz	610.00			
Interest	0.12			
	610.12			0.00

Excess of Income over Expenditure = **610.12**

Bank Accounts Summary for year 2021 - 2022	Management Account	Fund Raising Account	Reserve Account	Total
1st April 2021	43027.95	802.23	10616.47	54446.65
31st March 2022	63374.70	1412.35	10617.53	75404.58
Difference over year	20346.75	610.12	1.06	20957.93

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The Chair
Combined Halls of Clare
Clare
Suffolk

15th April 2023

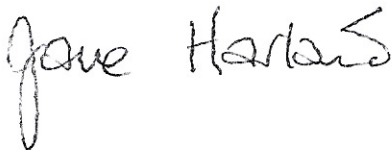
Dear Chair

I was pleased to be asked by Mr Paul Heath to act as Independent Examiner and to check the CHOC's accounts for the period 1 April 2021 to 31 March 2022; I can confirm that I have now completed the task.

I have cross-checked all entries in the Income and Expenditure accounts with the corresponding bank statements, invoices and receipts, and have checked all arithmetic procedures and calculations.

I am happy to report that I am able to verify that, to the best of my knowledge, the accounts inspected give a true representation of the state of CHOC's financial situation for the full period ending 31 March 2022.

Yours sincerely

A handwritten signature in black ink that reads "Jane Harland". The signature is written in a cursive style, with the first name "Jane" and the surname "Harland" clearly legible.

Jane Harland