

THE KEENE HALL

(Registered Charity No. 282025)

Report to the 22nd Annual General Meeting, held on Tuesday 7th June 2022

Introduction

It is my pleasure and privilege to present this report on behalf of the Trustees and it is appropriate that I start with thanks to the Keene Hall team: Susan Royce, our Administrator, Steve Bullman, our Caretaker/Cleaner and John Germaine, who continues as our relief Caretaker.

Administration

We came out of Covid restrictions in July 2021 and we are substantially operating as normal.

Trustees

We have a full set of nine Trustees, elected and nominated:

- Elected: Jean Blake, John Cummin, Christine Paul, Margaret Wallbank and Geraldine Willden
- Nominated: Anthony McQuiggan, Neville Paul, Geoff Smith and Stephanie Troop

Coronavirus

We are aware that this pandemic, whilst its effects have had a much reduced impact, is still with us. Currently we do not have restrictions in place and fingers crossed, this will remain the situation.

Hiring

Our hirings are approximately 10% down on the last full year before Covid (end of March 2019), but I would hope to see that figure improving as we go through the year

Building and Garden

The schedule of work we identified last year has been completed by Kevin Nason. Kevin is due to carry out decorating of the foyer and corridors, but because of an injury, the start of this has been delayed. We wish Kevin a speedy recovery.

The replacement floor covering for the foyer & corridors is due to be laid from Monday 30th May 2022, in time for our event on 4th June.

Queen's Jubilee event

We agreed to provide the whole of our premises for the Senior citizen's lunch being organized by the Parish Council. In addition, we agree to subsidise the tickets at £5 per person. We will be welcoming the new Mayor and Mayoress to our event.

Our aim, as ever, is to keep our Hall up to a very good standard, and to ensure we continue to offer a venue that is up to date, attractive, competitive, comfortable and safe!

Neville J. A. Paul

Chairman of the Trustees

June 2022

Keene Hall - Income & Expenditure 1st April 2021 to 31st March 2022

	As at 31 Mar 2022		Income	Expenditure
Bt.Fwd	Current Bank A/c 86026011	as at 1 April 2021	1,000.00	
	<u>deduct</u> o/s cheques			
	<u>add</u> items not yet credited			
	Capital Reserve A/c 86039210	as at 1 April 2021	65,503.02	
	Petty Cash		67.08	
	Cash not paid to bank			
	Total Bt. Fwd.		66,570.10	
Receipts	Rent from GPC		5,568.75	
	Hiring Charges		40,445.69	
	Refundable deposits		900.00	
	HMRC - JRS & City C'cil Grants		11,706.37	
	Deposit Interest		6.31	
	Other income		1,147.78	
	Total Receipts		59,774.90	
	TOTAL INCOME		126,345.00	
Payments	Salaries			33,684.82
	Administration & Cleaning			1,766.96
	Garden			1,786.79
	Building			8,215.32
	Utilities			8,539.65
	Insurance & PRS			2,304.13
	Printing & Stationery			120.10
	Capital expenditure			-
	Miscellaneous			211.50
	Deposits refunded			2,695.00
	Total Payments			59,324.27
	Total Receipts less Payments		450.63	
Cd. Fwd.	Current Bank A/c 86026011	as at 31 Mar.2022		1,000.00
	<u>deduct</u> o/s cheques			0.00
	<u>add</u> items not yet credited			-
	Business Reserve A/c 86039210	as at 31 Mar.2022		65,838.07
	Investments			
	Petty Cash float			62.66
	Cash in hand (not paid to bank)			120.00
	Total Cd. Fwd.			67,020.73
			TOTAL EXPEND	126,345.00
Control Totals:				
	TOTAL INCOME	126,345.00		
	less TOTAL EXPENDITURE	(126,345.00)		
	Difference	-		

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Keene Hall

**On accounts for the year
ended**

31 March 2022

**Charity no
(if any)**

282025

Set out on pages

One and two

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. ~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. Delete [] if not applicable.~~

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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.

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

Signed: **M. D. Cotterill**

Date: **11th May 2022**

Name: **Michael David Cotterill**

Relevant professional
qualification(s) or
body: I.C.A.E.W.

(if any):.

Address:

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Chelmsford

CM2 7EJ

