



# Trustees' Annual Report for the period

Period start date  
 From 01 04 2020 To 31 03 2021

## Section A Reference and administration details

Charity name Willington Peace Memorial Hall

Other names charity is known by

Registered charity number (if any) 300082

Charity's principal address 22 Station Road

Willington

Bedford

Postcode MK44 3QH

### 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	Melvin Endersby	Chairman		
2	Christine Dowson	Secretary		
3	Janet Taylor	Treasurer		
4	Heidi Smith			
5	Helen Endersby-Wood			
6	Johanna Hickton			
7	Stacey Horn			
8	Daphne Payne			
9				
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
Willington Parish Council	

**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)

Administration of Charity

How the charity is constituted

(eg. trust, association, co-op, party)

Committee3 consists of 8 people – 2 elected, 2 co-opted, 4 representative members.

Trustee selection methods

(eg. appointed by, elected by)

Elected members appointed at the AGM. Representative members adopted from village organisations.

CO-opted members have key roles, Treasurer, Secretary.

**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.

The VHMC have adopted policies for:

Safeguarding adults  
Safeguarding children  
Equality and Diversity

During the current climate, additional risk assessments have been put in place to protect users of the hall, and Covid 19 checks are in place.

Annual risk assessments are taken and guidelines strictly adhered to.

## Section C Objectives and activities

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

To provide and maintain the hall on behalf of the residents of the parish of Willington.

To manage the financial stability of the hall, it's maintenance and development on behalf of the village residents.

**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)**

The VHMC ensures that the building meets all health and safety requirements and generates income to pay for the upkeep of the hall and ongoing improvements through lettings and operating 2 lottery based schemes.

All money generated from clubs and lettings are re-invested into the hall for maintenance, general upkeep and development to enhance the property and needs of village users.

**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.

During the period from April 2020 to March 2021, a project to extend the main hall was implemented with financial support from local government and various charities. The project has been delivered on budget.

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

**The VHMC have:**

- Effectively maintained the hall
- \*Ensured that all health and safety and fire checks have been undertaken
- Ensured all repairs to lighting, water heater, toilets and drains have been completed
- Annual service of gas boiler completed
- Provided storage facilities for pre-school clubs and Brownies
- Replaced pads of the defibrillator
- Delivered the Legacy project to extend the main hall, increased parking facilities, provided a cycle rack and increased overall facilities, including standalone toilet and kitchen facilities to allow dual lettings of the building.
- LED lighting has been installed in the new extension. Existing lighting in the main hall has been replaced with LED lighting.



## Section E Financial review

**Brief statement of the charity's policy on reserves**

VHMC undertakes to maintain a reserve which represents a minimum 6 months of annual operating costs, £6500.

**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.

A grant was received from ACRE (Action with Communities in Rural England) £10,000.


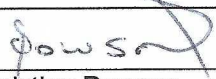
Due to the Covid 19 pandemic, support grants from Bedford Borough Council were gratefully received to make up for the considerable shortfall due to suspended lettings.

## 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**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Janet Taylor	Christine Dowson
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	Secretary
<b>Date</b>	17.08.2021	

WILLINGTON PEACE MEMORIAL HALL  
ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

INDEPENDENT EXAMINER'S REPORT

I have prepared the attached statements from my examination of the financial records of Willington Peace Memorial Hall for the year ended 31<sup>st</sup> March 2021. In my opinion proper records have been kept and there are no matters that arise from my examination.



John Edward Caves  
27 Northhill Road  
Cople  
Bedford  
MK44 3TU.

10<sup>th</sup> April 2021

**WILLINGTON PEACE MEMORIAL HALL**  
**Statement of Accumulated Funds as at 31st March 2021**

**GENERAL FUND**

**BALANCE**

**REPRESENTED BY:**

	£		£	£
Balance brought forward 1st April 2020	75,976.54	Bank account balances (Nat West)		
		Current account	41,324.83	
		Deposit account	6,074.66	
				47,399.49
		Excess of payments over receipts for the year ended 31st March 2021		28,577.05
	<u>75,976.54</u>			<u>75,976.54</u>

**MR CHRISTOPHER ERIC BURTON LEGACY FUND**  
**(LEGACY OF £40,000 RECEIVED 10TH NOVEMBER 2015)**

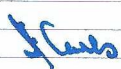
Legacy fully expended on Hall Extension during the year ended 31st March 2021

**HALL EXTENSION FUND**

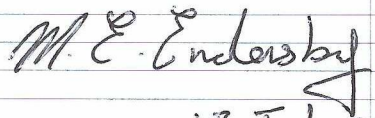
Nil balance as at 31st March 2021

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10th April 2021

  
 13 July 21



**WILLINGTON PEACE MEMORIAL HALL**  
**Receipts and Payments Accounts for the Year Ended 31st March 2021**

**GENERAL FUND**

RECEIPTS			PAYMENTS		
	2020/21	2019/20		2020/21	2019/20
	£	£		£	£
Lettings	6,144.50	21,554	Light and heat		
Interest received	40.82	216	Gas	766.62	697
200 Club income	1,533.00	1,607	Electricity	454.79	841
59 Club income	1,880.00	1,650		1,221.41	1,538
Business Support Grants	20,098.00	~	General expenses		
Bedford Borough Council Ward Fund Grant in connection with fire alarm	4,171.80	~	Caretaking	3,600.00	4,146
Compensation from bank	~	50	Insurance	1,456.61	1,602
Donation	~	20	Rates and licences	952.09	1,525
Excess of payments over receipts	28,577.05	~	Miscellaneous costs	344.00	206
				6,352.70	7,479
			Repairs and maintenance	3,996.07	2,034
			Planning application costs	749.18	58
			Drawings and calculations for extension	~	849
			200 Club prizes	740.00	900
			59 Club prizes	675.00	795
			Transfer to Store Room Renovation Fund	~	3,436
			Transfer to Hall Extension Fund	48,710.81	~
			Surplus of receipts over payments	~	8,008
	62,445.17	25,097		62,445.17	25,097

**STORE ROOM RENOVATION FUND (CLOSED)**

RECEIPTS			PAYMENTS		
	2020/21	2019/20		2020/21	2019/20
	£	£		£	£
Transfer from General Fund	~	3,436	Building work	~	3,436
	3,436.00	3,436		3,436.00	3,436

**MR CHRISTOPHER ERIC BURTON LEGACY FUND**

RECEIPTS			PAYMENTS		
	2020/21	2019/20		2020/21	2019/20
	£	£		£	£
Excess of payments over receipts	40,000.00	~	Transfer to Hall Extension Fund	40,000.00	~
	40,000.00	~		40,000.00	~

**HALL EXTENSION FUND**

RECEIPTS			PAYMENTS		
	2020/21	2019/20		2020/21	2019/20
	£	£		£	£
Grants:			Work carried out	130,610.81	~
Action with Communities in Rural England	10,000.00	~			
Willington Parish Council	1,900.00	~			
Garfield Weston	~	10,000			
Lottery Fund	~	10,000			
Wixamtree Trust	~	10,000			
Transfer from Mr Christopher Eric Burton Legacy Fund	40,000.00	~			
Transfer from General Fund	48,710.81				
Excess of payments over receipts	30,000.00	~	Surplus of receipts over payments	~	30,000
	130,610.81	30,000		130,610.81	30,000

*M. E. Endersby*  
13 July 21



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10th April 2021

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