

UPWEY & BROADWEY MEMORIAL HALL

ANNUAL GENERAL MEETING MINUTES

6th APRIL 2021

Present:

Mr G Brant (Chair), Mr J Harwood (Lettings), Mrs J Hambleton (Treasurer), Mrs S Warren (Secretary), Mrs J Harwood, Mrs E Morris, Mrs M Carter, Mr G Bowker & Mr S Vallard.

Observers: Simon & Lucy Sprayer

Apologies:

None

Minutes of the previous Annual General Meeting held 7th April 2020 – Not held but a record of the cancelled meeting was recorded.

Matters Arising:

The Covid 19 Pandemic continues and the hall has remained closed in line with the current Government Guidelines. In addition, the guidance was that from 17/05/2021 up to 6 households could meet indoors and so the hall could reopen but it would be limited depending on the type of group/person wishing to hire the hall.

Future Committee Meetings will continue to be held virtually for the time being via the zoom platform until guidance permitted face to face meetings/events to be held.

Correspondence:

None

Chairman's Annual Report:

Not completed this year.

Accounts:

Mrs J Hambleton, Treasurer, presented the accounts for year ending 31st December 2020 and noted the bank balance was £14283.92.

Authorisation:

Mr G Brant, Chairman, was authorised by the meeting to be the person to act on behalf of the committee to approve the annual report & accounts.

Adoption:

The Annual Report & accounts were duly adopted.

Resignations:

In accordance with the Constitution, the existing Management Committee resigned.

Management Committee Elections:

The following were duly elected to serve on the new Management committee:

Chairman – Mr G Brant

Vice Chairman – Mr G Bowker

Treasurer – Mrs J Hambleton

Secretary – Mrs S Warren

Lettings Officer – Mr J Harwood

Committee Members – Mrs E Morris, Mrs J Harwood & Mr S Vallard.

Mrs M Carter decided not to continue on the committee. A card will be sent to Mrs M Carter to thank her for her time and commitment to the Memorial Hall Committee. It was hoped Mrs A Griffiths would be willing to join the committee.

Representatives:

None.

AOB:

None

Sara Warren

Secretary

6th April 2021.


05-04-2022

UPWEY & BROADWEY MEMORIAL HALL

ACCOUNTS FOR THE YEAR ENDING 31st DECEMBER 2021

| <u>RECEIPTS</u> | 2021 | 2020 |
|---------------------------|--------------------------|-------------|
| <u>LETTINGS</u> | | |
| BACS | 6923.00 | 2371.50 |
| CHEQUES | 433.00 | 2451.96 |
| CASH | 152.50 | 1298.00 |
| STORAGE | 125.00 | 75.00 |
| GRANTS | 17431.00 | 10000.00 |
| FURLOUGH MONEY | 1497.60 | 1303.82 |
| DC RATES REBATE | 849.37 | |
| ELECTRICITY VAT REBATE | | 702.41 |
| TOTAL INCOME | <u>£27,411.47</u> | £ 18,202.69 |

| | | |
|--------------------------|--------------------------|------------|
| <u>EXPENSES</u> | | |
| PERFORMING RIGHTS | 344.62 | |
| DC RATES | 248.21 | 849.37 |
| EVERFLOWwater | 323.61 | 61.93 |
| OPUS ...electricity | 1239.98 | 963.52 |
|removal of meter | 324.43 | |
| BUILDING insurance | 2005.74 | 1924.48 |
| WAGES | 3744 | 3744 |
| RENEWALS | 17095.8 | 1236.92 |
| Contacta loop | 2387.4 | |
| Office furniture | 1771.2 | |
|Rewiring Hall | 12937.2 | |
| REPAIRS | 1895 | 1995.4 |
| ...Marvel Carpentry | 1895 | |
| FIRE extin'er check | 58.2 | 82.8 |
| DC waste disposal | 132.3 | |
| TREE planting | 393 | |
| TREE services | 288 | |
| MISCELLANEOUS | 531.69 | 664.14 |
| GRASS cutting | 157 | 176 |
| LUCAS & MOORE vat | | 238.5 |
| TOTAL EXPENDITURE | <u>£28,781.58</u> | £11,937.06 |

DEFICIT FOR THE YEAR £1,370.11 profit £6,265.63

CLOSING BANK BALANCE 31st Dec ²⁰²¹~~2020~~ **£12584.76** £14,283.92


05-04-2022



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

UPWEY & BROADWEY MEMORIAL HALL

**On accounts for the year
ended**

2021

**Charity no
(if any)**

301193

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 December 2021

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

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 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 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.

Signed:

Date:

25 March 2023

Name:

John McPheat

Address:

10 Park Road

Portland

Dorset DT5 2AD