

CATISFIELD MEMORIAL HALL

England & Wales · Charity number 301774

Details

Status Registered

Legal form Other

Registered 1962-10-03

Register [View on the Charity Commission register](#)

Contact

Address 22 Catisfield Lane
Fareham
Hampshire
PO15 5NN

Phone 07533 463093

Email bookings.cmh@gmail.com

Website www.catisfieldmemorialhall.com

Activities

Objects: VILLAGE HALL

Activities: the provision and maintenance of a village hall for the use of the inhabitants of the Catisfield area 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 inhabitants lives, and as a Memorial to Catisfield people who died in World War II.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment
- **Who:** Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- **Area of benefit:** CATISFIELD AND THE NEIGHBOURHOOD
- Hampshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£36,136	£31,476	-	-
2024-12-31	£31,389	£21,196	-	-
2023-12-31	£28,738	£42,489	-	-
2022-12-31	£26,625	£23,089	-	-
2021-12-31	£34,999	£16,235	-	-
2020-12-31	£19,878	£17,749	-	-

Trustees

Name	Role	Appointed
Alan Baxter	Chair	2023-04-15
Dr Sue Baddeley		2019-03-23
Glenn Duggan		2014-03-21
JON EDWARD HAYLOCK		2015-03-20
Linda Hopwood		2024-04-22
Nicholas Morrish		2014-03-20
Simon Tier		2016-08-19

CATISFIELD MEMORIAL HALL

England & Wales - Charity number 301774

Accounts



**Minutes of the Annual General Meeting
held @ 19:00 on Saturday 28th March 2026**

Copies of the agenda and the financial statement were made available to attendees - projected onto the screen.

If hard copies are required by any attendee, please contact Lyn Gannon (gannons1@virginmedia.com) and they will be emailed to you.

1. Welcome from the Life President

Honorary Life President, Penny Melville-Brown welcomed attendees. She drew attention to the 2 cases on display in the hallway – the case on the left is the original which names all the people who lost their lives in the war. The second case, on the right is a replica, with Doug Gladings book inside, with all the details of those named on the memorial.

2. Minutes of the AGM held 28th March 2025

Proposed by Pat Butt, seconded by Nick Morrish, the minutes were approved.

3. Chairmans Report

A primary aim of any Charity's AGM is for the Trustees to explain how it has fulfilled its Charitable Objects.

Alongside this the trustees want to explain how the charity conforms with all the relevant rules and regulations including the Charity Commission Rules on governance.

Importantly, all of this needs to be done in financially, socially and environmentally responsible ways.

As a reminder, here are our charitable Objects:

“The provision and maintenance of a village hall for the use of the inhabitants of Catisfield 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,

(Importantly) with the object of improving the conditions of life for the said inhabitants,

and as a Memorial in perpetuity to those people of Catisfield who gave their lives for this

Country in the Second World War of 1939 to 1945.

Taking the elements one at a time:

Provision and maintenance of a village hall

We know from long experience that this Hall needs prompt maintenance and a regular programme of improvements to keep it up-to date - and so keep it attractive and useable by all our groups and, in turn, maintaining income and so our financial stability.

In the last financial year our maintenance and improvement programme has included:

Installing a security system to protect the premises and our visitors, especially during the hours of darkness.

Marking out the car park and painting the wall to make it safer for all our users

Installing the fixed projector to avoid cables snaking across the floor

Repairing and replacing the acoustic panels on the ceiling.

Repairs to the plumbing and sinks in the ladies and men's toilets

Replacing defective heaters in the kitchen and the loos.

Installing modern heaters to keep the hall warm especially important for the baby and senior citizens groups.

Replacing a damaged post on the drive.

Cleaning all the chairs and repairing defects.

Modifying the emergency lighting on the recommendations of a recent fire inspection.

And we've taken over responsibility for the defibrillator outside the main gates to provide an emergency facility for both hall users and the local community.

We are very fortunate in having Catisfield residents Sarah and Bob Maine to look after the cleanliness and everyday maintenance of the Hall premises and I think we all agree that they do an excellent job.

Jon Haylock liaises with the local contractors who look after the grounds and make sure that the grass is cut, the weeds are pulled and the boundary fences kept in good repair.

As Jon's statutory term as a Trustee comes to an end, we hope he will agree to continue to serve as a coopted Trustee.

We often forget the unseen work that goes on to keep the Hall and its surroundings fresh, clean and inviting to guests and we thank all those involved for the sterling work they do.

Without distinction of different opinions.

We have a specific policy to ensure that we avoid any risk of political or other affiliation.

Whilst our Equality and Diversity Policy ensures that the Hall is open to every person in our community regardless of disability, gender, race, religion or sexual orientation.

Sorry Mr Trump, if that means being woke, then woke we are.

Use - education, leisure and recreation and Improving life

The eclectic range of activities, many of which are not-for-profit community interest organisations, provide a rich cultural and recreational life for our citizens.

Community interest user groups include the Catisfield Village Association, the Catisfield and District Gardening Club, Beekeepers Association, the Ukeladies, the

Cycling Club, Alcoholics Anonymous, the Men's Shed, Arts, Crafts, Music and dance, Fitness and wellbeing, and more....babies and boomers alike.

Memorial

In 2025, thanks to prominent local historian Doug Glading, we commissioned a special display case in the entrance lobby. This matches the original case opposite which contains a list of those who died in WW2.

Doug's beautiful, illustrated book inside the case records his painstaking research into their lives of the men and women who served and died. The sacrifice of all those local people is once again commemorated for all to see.

And we have more underway: Fareham Men's Shed have kindly offered to make a commemorative timber buddy bench for the Hall grounds. The design and plans are already underway and the materials being sourced.

We are also discussing a joint scheme with the CVA to acquire an appropriately inscribed memorial bench made of wrought iron for the grounds.

Conforming with regulations.

Thanks to Nick Morrish, our Vice-Chair and Health & Safety Trustee, we are fully compliant with all the relevant fire and electrical safety regulations.

Fellow trustee, Glenn Duggan has updated our risk assessment policy, and we are fully compliant in that respect.

Another trustee, Sarah Brown, has extensive safeguarding experience and is leading on this important area to make sure that children and vulnerable adults at the Hall are safe.

Sarah and Glenn are close neighbours to the Hall, and both give much appreciated help in navigating the occasional difficulties with those neighbours adjacent to us when their lives are impacted by the Hall.

As a result, the rules for evening private parties have been modified to minimise noise or disruption in the evenings. We believe it is very important to maintain positive relationships between our neighbours and stakeholders and their community hall.

The potential loss of income from private parties has partly been offset by an increase in regular bookings in some of the vacant slots. Regular bookings are the lifeblood of the hall and Jane, our enthusiastic Bookings Secretary works hard to "sell" the hall and keep the calendar full.

So much so that it is often difficult to find a free slot for works to be done.

All our operations are underpinned by comprehensive but straightforward policies and practices which are published on our website for complete transparency.

Lyn Gannon, our invaluable Secretary works diligently behind the scenes to organize our meetings, keep our important records, and whip us all into shape when we are slow in completing our allocated tasks and actions, including keeping our policies under annual review. A sometimes-thankless task but one which is vital to the efficient administration of a charity. Thank you Lyn.

Councilor Connie Hockley is a constant source of knowledge and advice at our regular meetings and is always available when we need her for help with matters concerning the neighbourhood, our relations with Fareham Borough and Hampshire County Councils and much more.

Whilst Pat Butt- aka "Boss Pat" the leader of the ukelele group keeps her eagle eye and talent for attention to the finest detail on all our work.

Financially sound.

Regarding our financial stability, 2025 was another successful year for the Hall, still recording a small surplus despite the costs of maintenance and installation work that I mentioned earlier.

Linda Hopwood, our Treasurer will brief the meeting shortly on the finances, but I should emphasise how important it is to the Trustees that we are not only financially viable in the short and medium term but that we have enough reserves to cover any major events such as a fire. We are aware that the fabric of the building, its fixtures and fittings have a limited life, and we must have the means to carry out major works in the future for replacement and improvements.

If we need to raise funds for future works, as we did some years ago now when Penny oversaw the major refurbishment of the hall, we must be able to show that we are contributing a substantial proportion of the cost ourselves.

The fitting of solar panels to the roof was only possible because we had enough funds of our own to finance the project. The good news is that the panels are generating a return on our investment as well reducing our energy costs and providing visible evidence of commitment to our Environment and Sustainability Policy.

Look after the pennies and the pounds will look after themselves, and in this spirit, Linda is looking at getting better interest rates for our reserves, so that the money is working better for us without tying it up for too long and still remain easily accessible when we need it.

We are saving money long term on an outside contract for the mats by buying and cleaning our own.

And changing our website providers and updating the site has made it more user friendly and cost effective.

The percentages are small but over time it all adds up.

And on the subject of small percentages...

Hall rates

After careful consideration and studying detailed financial projections, the Trustees agreed to apply a modest increase in the hire charges of approximately 2%. This allows us partly to keep up with inflation and avoids the need to impose much bigger increases further down the line.

And as a responsible Charity I am particularly keen to ensure that those who provide us with their outstanding services are properly remunerated and kept up to date at rates that help to mitigate against the ever-increasing cost of living.

And finally,

I owe an immense debt of thanks to all our trustees and volunteer committee members, our sub-contractors and, especially, our users for their contribution to keeping this a safe, attractive, financially viable, thriving community asset.

I hope that more representatives of regular user groups will come forward to join our friendly Committee. It is not arduous work! The commitment is only 4 meetings a year and it is an opportunity to have your say in how the Hall operates and to ensure the thoughts and needs of your group are well represented.

We already have a volunteer, Amanda, from one of our craft groups, so if you would like to help please come forward and chat to any of the Trustees afterwards for more information and to see how you could make a small contribution to your community.

I hope you will agree with me when I say that, thanks to everyone concerned, we have a well-managed facility that is a credit to our community, that complies with the terms of our Charitable Scheme, and with the sound governance, and regulatory compliance, that the Charity Commission Rules, and the Law, require.

4. Treasurers Report (accounts shown on the screen) for the period ending 31.12.25

The report is shown at Annex A.

5/6 Nominations of Trustees and Representative Trustees

Nominations for elected trustees were:

- John Haylock – at the end of his 5-year tenure but co-opted
- Nick Morrish
- Linda Hopwood
- Alan Baxter
- Sarah Brown
- Amanda Fowler (user representative)
- Pat Butt (user representative)

All had declared their willingness to continue.

The Honorary Life President will continue as Penny Melville Brown.

Representative Trustee nominations are:

- Sue Baddeley (CVA & Wildlife Art)
- Simon Tier (Fareham Wheelers Cycling Club)
- Glenn Duggan (Catisfield Gardening Club)

7. Feedback from User Groups

Amanda Fowler said that the facilities were excellent, especially since the heaters had been fixed.

Pat Butt asked for the heating in the kitchen to be looked at. Alan said he would speak to the Bob, the maintenance man.

ACTION AB to arrange for kitchen heating to be checked.

Adrienne Wareham said it was also better now the dishwasher was working.

8. Any Other Business

No items were raised.

9. Date of the Next Meeting

The date for the next AGM is Saturday 20th March 2027@ 1900

The meeting closed at 19.33 and was followed by refreshments and a talk by Alan Baxter on Bees and Beekeeping, with honey tasting.

Profit and Loss

Catisfield Memorial Hall

For the year ended 31 December 2025

	2025	2024
Trading Income		
200 - Sales - regular users	27,377	25,116
201 - Sales - additional charge	25	-
202 - Private hire	3,845	4,951
204 - Key replacement	40	220
262 - Solar Power Income	1,176	1,512
270 - Interest Income	341	-
Total Trading Income	32,804	31,799
Gross Profit	32,804	31,799
Operating Expenses		
408 - Subcontractor - Cleaning	4,160	4,334
473 - Subcontractor - Maintenance	771	1,028
472 - Subcontractor - Gardening	901	1,184
430 - Subcontractor - bookings secretary	7,320	6,006
409 - Subcontractor - Window cleaning	-	140
420 - Entertainment-100% business	-	78
425 - Postage, Printing and Stationery	68	16
433 - Hall Insurance	1,317	1,271
434 - Insurance for maintenance subcontractor (BM)	216	192
435 - Insurance for Cleaning Subcontractor (SM)	103	96
441 - Professional Fees	-	175
445 - Light, Power, Heating	2,823	2,634
450 - Security	3,195	663
463 - IT Software and Consumables	887 ¹	803
464 - IT - one off costs	1,576	-
465 - Water Supply & Waste	1,140 ²	877
466 - Initial doormats cleaning	289	307
474 - Waste collection	394	294
475 - Repairs, maintenance and equipment	675 ³	296
476 - Repairs - one off costs	4,318	-
480 - Cleaning products and toilet roll	550	314
485 - Health & Safety Consumables	420	305
489 - Telephone & Internet	284	275
490 - Bad debts	24	-
Total Operating Expenses	31,432	21,288

Net Profit

1,372

10,510

1. IT software & consumables

This includes £1,335.60 for new projector and installation.

Profit and Loss

2. Initial doormats cleaning

Termination payment to end contract.

3. Repairs - one off costs

Includes £2,041.20 for acoustic installations. Car park wall & spaces painted, mounting display box. £1,182.00 for Thermoplastic car park marking.

4. Health & safety PAT

testing.

Balance Sheet

Catisfield Memorial Hall As at 31 December 2025

31 DEC 2025 31 DEC 2024

Assets

Bank		
600 - CMH Treasurers Account	7,226	5,407
601 - CMH Reserve Account	44,027	41,185
Total Bank Current Assets	51,252	46,592
Current Assets		
610 - Accounts Receivable	(285)	207
620 - Prepayments	-	161
Total Current Assets	(285)	368
Total Assets	50,967	46,961

Liabilities

Current Liabilities		
800 - Accounts Payable	968	1,141
810 - Refundable deposits	1,919	550
812 - Key deposits	290	310
818 - Income in Advance	4,596	3,139
Total Current Liabilities	7,773	5,139
Total Liabilities	7,773	5,139

Net Assets **43,194** **41,821**

Equity

960 - Retained Earnings	6,556	(3,955)
980 - Owner A Drawings	35,266	35,266
Current Year Earnings	1,372	10,510
Total Equity	43,194	41,821

Aged Receivables Summary

Catisfield Memorial Hall As at 31 December 2025

Ageing by due date

CONTACT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
Baby Sensory	42	-	-	-	-	42
Jiggy Wrigglers	(2)	-	-	-	-	(2)
PRIVATE EVENT HIRE	(76)	-	-	-	(150)	(226)
Radfield Home Care	1	-	-	-	-	1
Rotary Club	-	-	-	-	(100)	(100)
Total	(35)	-	-	-	(250)	(285)
Percentage of total	-	-	-	-	-	-

Aged Payables Summary

Catisfield Memorial Hall

As at 31 December 2025

Ageing by due date

CONTACT	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
Aged Payables							
Bob & Sarah Main	398	-	-	-	-	-	398
Jane	570	-	-	-	-	-	570
Total Aged Payables	968	-	-	-	-	-	968
Total	968	-	-	-	-	-	968
Percentage of total	-	-	-	-	-	-	-

Account Transactions

Catisfield Memorial Hall

For the period 1 January 2025 to 31 December 2025

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT
IT - one off costs					
24 Feb 2025	Payable Invoice	New Forest Technology Services - Projector, cable, bracket & installation	0023	1,336	-
11 Sept 2025	Payable Invoice	Osam Websites - Website transfer	INV-030087	120	-
23 Sept 2025	Payable Invoice	Osam Websites - Web.com transfer (second half £100+VAT)	INV-030595	120	-
Total IT - one off costs				1,576	-
Repairs - one off costs					
10 Apr 2025	Payable Invoice	bob Main - Repair & paint wall in car park	76	795	-
22 Apr 2025	Spend Money	Solent Road Markings - Thermoplastic car park marking		1,182	-
20 Aug 2025	Payable Invoice	Resonics Ltd - Invoice for acoustic installations	167614 services	2,041	-
8 Dec 2025	Spend Money	Mark Gunn - display box and mounting		300	-
Total Repairs - one off costs				4,318	-
Repairs, maintenance and equipment					
9 Jan 2025	Payable Invoice	Proton (Southern) Ltd - Washrite call out charge; labour charges; consumables for dishwasher	061241	113	-
19 Sept 2025	Payable Invoice	JANE SOUTHWICK - child step to reach sink		6	-
26 Sept 2025	Payable Invoice	Burgess Furniture - chair feet pack		13	-
10 Oct 2025	Payable Invoice	bob Main - Replace 2 damaged oak posts on driveway to gates		175	-
Drift Electrical - Attendance to investigate power loss to					
7 Nov 2025	Payable Invoice	disabled alarm and external light, We have allowed to refeed the disabled alarm if required but if we can trace and repair existing circuit then we will do this.	235		
16 Nov 2025	Payable Invoice	Dunlop Plumbing, Heating & Gas - Attend to leak in men's toilets	INV31788	132	-
Total Repairs, maintenance and equipment				675	-
Total				6,569	-

**Independent Examiner's Report to the Trustees of
CATISFIELD MEMORIAL HALL**
Charity No: 301774

I report to the Trustees on my examination of the accounts of Catisfield Memorial Hall for the year ended 31st December 2025.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of Catisfield Memorial Hall 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 charity's accounts carried out under section 145 of the 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 my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. 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 respect in order to enable a proper understanding of the accounts to be reached.

Ian Richardson
2 Wayfarer Close
Warsash
Southampton
SO31 9AU

Date: 10 June 2026

CATISFIELD MEMORIAL HALL

Charity No: 301774

**Receipts and Payments Account
for the year ended 31st December 2025**

	Unrestricted Funds £	Restricted Funds £	2025 Total Funds £	2024 Total Funds £
Receipts				
General income	34,562	-	34,562	29,450
Income from solar panels	1,233	-	1,233	1,512
Interest	<u>341</u>	<u>-</u>	<u>341</u>	<u>427</u>
Total Receipts	<u>36,136</u>	<u>-</u>	<u>36,136</u>	<u>31,389</u>
Payment				
General running expenses				
Cleaning	5,073	-	5,073	5,050
Electricity	2,881	-	2,881	2,634
Water	980	-	980	939
Gardening	901	-	901	1,237
Refuse	394	-	394	393
General repairs & maintenance	6,058	-	6,058	1,129
Security & CCTV	3,000	-	3,000	663
Projector and related equipment	1,365	-	1,365	-
Consumables	-	-	-	-
Safety related	420	-	420	305
Insurance	1,636	-	1,636	1,560
Post & stationery	68	-	68	16
Telephone & internet	284	-	284	275
Sundry	-	-	-	77
Legal fees	-	-	-	-
Bookings secretary & software	7,756	-	7,756	6,743
Publicity & website	660	-	660	-
Professional fees	<u>-</u>	<u>-</u>	<u>-</u>	<u>175</u>
Total Payments	<u>31,476</u>	<u>-</u>	<u>31,476</u>	<u>21,196</u>
Net receipts	4,660	-	4,660	10,193
Cash funds last year end	<u>46,543</u>	<u>49</u>	<u>46,592</u>	<u>36,399</u>
Cash funds this year end	<u>51,203</u>	<u>49</u>	<u>51,252</u>	<u>46,592</u>

CATISFIELD MEMORIAL HALL

England & Wales - Charity number 301774

Accounts

**Independent Examiner's Report to the Trustees of
CATISFIELD MEMORIAL HALL**
Charity No: 301774

I report to the Trustees on my examination of the accounts of Catisfield Memorial Hall for the year ended 31st December 2024.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of Catisfield Memorial Hall 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 charity's accounts carried out under section 145 of the Act and in 2024 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 my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. 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 respect in order to enable a proper understanding of the accounts to be reached.

Ian Richardson
2 Wayfarer Close
Warsash
Southampton
SO31 9AU

Date:

CATISFIELD MEMORIAL HALL

Charity No: 301774

**Receipts and Payments Account
for the year ended 31st December 2024**

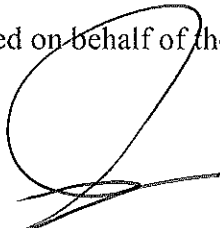
	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Receipts				
General income	29,450	-	29,450	28,355
Income from solar panels	1,512	-	1,512	-
Interest	427	-	427	383
Total Receipts	<u>31,389</u>	<u>-</u>	<u>31,389</u>	<u>28,738</u>
Payment				
General running expenses				
Cleaning	5,050	-	5,050	4,239
Electricity	2,634	-	2,634	1,885
Water	939	-	939	418
Gardening	1,237	-	1,237	1,391
Refuse	393	-	393	373
General repairs & maintenance	1,129	-	1,129	2,012
Security	663	-	663	-
Solar panels & storage battery	-	-	-	22,860
Consumables	-	-	-	65
Safety related	305	-	305	416
Insurance	1,560	-	1,560	2,098
Post & stationery	16	-	16	30
Telephone & internet	275	-	275	-
Sundry	77	-	77	66
Legal fees	-	-	-	-
Bookings secretary & software	6,743	-	6,743	6,262
Publicity	-	-	-	374
Professional fees	175	-	175	-
Total Payments	<u>21,196</u>	<u>-</u>	<u>21,196</u>	<u>42,489</u>
Net receipts/(payments)	10,193	-	10,193	(13,751)
Cash funds last year end	<u>36,350</u>	<u>49</u>	<u>36,399</u>	<u>50,150</u>
Cash funds this year end	<u>46,543</u>	<u>49</u>	<u>46,592</u>	<u>36,399</u>

CATISFIELD MEMORIAL HALL
Charity No: 301774

Statement of assets and liabilities at 31st December 2024

	Unrestricted Funds £	Restricted Funds £
Cash funds		
Lloyds Bank	<u>46,543</u>	<u>49</u>
	<u>46,543</u>	<u>49</u>

The accounts set out on pages 2 and 3 were approved by the Trustees on
and signed on behalf of the Trustees by



ALAN BAXTER
CHAIRMAN
27/6/2025

CATISFIELD MEMORIAL HALL

England & Wales - Charity number 301774

Accounts

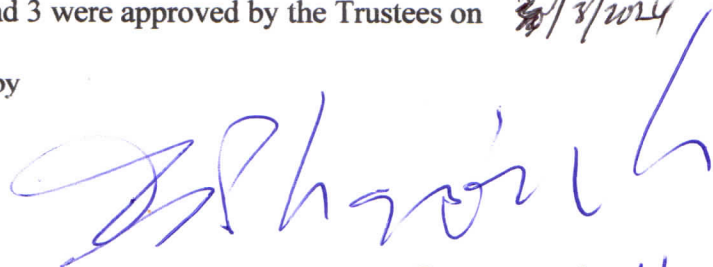
CATISFIELD MEMORIAL HALL

Charity No: 301774

Statement of assets and liabilities at 31st December 2023

	Unrestricted Funds £	Restricted Funds £
Cash funds		
Lloyds Bank	<u>36,350</u>	<u>49</u>
	<u>36,350</u>	<u>49</u>

The accounts set out on pages 2 and 3 were approved by the Trustees on ²⁹~~30~~/12/2024
and signed on behalf of the Trustees by


DOUG PARSON
(TREASURER)

**Independent Examiner's Report to the Trustees of
CATISFIELD MEMORIAL HALL**
Charity No: 301774

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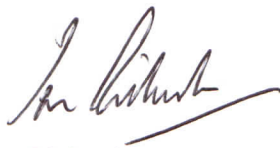
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1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts did not comply with the applicable requirements concerning the form and content 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 respect in order to enable a proper understanding of the accounts to be reached.



Ian Richardson
2 Wayfarer Close
Warsash
Southampton
SO31 9AU

Date:

3/4/2024

CATISFIELD MEMORIAL HALL
Charity No: 301774

Receipts and Payments Account
for the year ended 31st December 2023

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Receipts				
General income	28,355	-	28,355	26,603
FBC grants	-	-	-	-
Interest	<u>383</u>	-	<u>383</u>	<u>22</u>
Total Receipts	<u>28,738</u>	<u>-</u>	<u>28,738</u>	<u>26,625</u>
Payment				
General running expenses				
Cleaning	4,239	-	4,239	5,966
Electricity	1,885	-	1,885	1,390
Water	418	-	418	280
Gardening	1,391	-	1,391	1,110
Refuse	373	-	373	427
General repairs & maintenance	2,012	-	2,012	4,008
Fencing	-	-	-	2,700
Solar panels & storage battery	22,860	-	22,860	-
Consumables	65	-	65	191
Safety related	416	-	416	682
Insurance	2,098	-	2,098	-
Post & stationary	30	-	30	-
Accountancy	-	-	-	-
Sundry	66	-	66	39
Legal fees	-	-	-	-
Bookings secretary & software	6,262	-	6,262	5,891
Publicity	374	-	374	405
Professional fees	-	-	-	-
Total Payments	<u>42,489</u>	<u>-</u>	<u>42,489</u>	<u>23,089</u>
Net (payments)/receipts	(13,751)	-	(13,751)	3,536
Cash funds last year end	<u>50,101</u>	<u>49</u>	<u>50,150</u>	<u>46,614</u>
Cash funds this year end	<u>36,350</u>	<u>49</u>	<u>36,399</u>	<u>50,150</u>

CATISFIELD MEMORIAL HALL

England & Wales - Charity number 301774

Accounts



Minutes of the Annual General Meeting held @ 19:30 on Saturday 15th April 2023

Copies of the agenda, minutes of the last meeting, the Chairman's report, bookings report and the financial statement were made available to attendees.

1. Welcome from the Life President

Honorary Life President, Penny Melville-Brown welcomed the attendees and introduced members of the committee. She highlighted the return to normality after two difficult years and looked forward to the approaching Coronation celebrations.

2. Apologies

Apologies were received from Jill Grove, Patrick King and Simon Tier.

3. Minutes of the AGM held 2nd April 2022

Proposed by Connie Hockley, seconded by Sue Baddeley, the minutes were approved.

4. Chairmans Report (attached as Annex A)

Discussion took place on hall bookings (noting the great increase in party bookings). A **Bookings Report** prepared by Jane Southwick, our Booking Secretary is attached as **Annex B**. Any noise from bookings should be brought to an end at 23.00 and the hall and car park should be closed by 23.30.

Feedback from hirers over the last year has been good and the effort and attention to detail of our new cleaner Sarah Main was noted, as was the assistance of her husband Bob in clearing some long-standing maintenance issues.

Discussion also took place on the fitting of solar panels and further investigation should take place. If the Solar Together installed is not to be used, the £150 deposit will be reclaimed. It was suggested that the committee should speak to Nick Girdler who led the installation of solar panels at Titchfield Village Hall.

Proposed by Stephen Day and seconded by Connie Hockley, the report was accepted.

5. Treasurers Report (attached as Annex C)

The following figures for the financial year 1st Jan 22 to 31st Dec 22 were noted:

- Total receipts £26,625
- Total payments £23,089
- Net receipts £3,536
- Cash funds (as of 31/12/22) £50,101

The treasurer ran through the main items of expenditure and noted that no insurance was paid last year, due to a delayed payment, so two lots will be paid this year.

The budget for this year still includes the solar panel project. No other major project, or maintenance is anticipated.

Proposed by Connie Hockley and seconded by Sue Baddeley, the report was accepted.

6. Nominations of Trustees and Representative Trustees

Nominations for elected trustees were:

- Roger Grove
- John Haylock
- Nick Morrish
- Doug Pharoah
- Alan Baxter

All had declared their willingness to continue.

Stephen Day steps down as trustee as required after 5 years' service but will continue on the committee as a volunteer.

One co-opted trustee, Peter Davies, to be confirmed at the next committee meeting.

The Honorary Life President will continue as Penny Melville Brown.

Proposed by Connie Hockley and seconded by Glenn Duggan, the nominations of the representative and co-opted trustees were approved as a block vote.

7. Nominations of Trustees and Representative Trustees

Nominations for Representative trustees from user groups were:

- Patrick King (CVA)
- Simon Tier (Fareham Wheelers Cycling Club)
- Glenn Duggan (Catisfield Gardening Club)
- Dr Sue Baddeley (Wildlife Art)

Proposed by Roger Grove and seconded by Penny Melville Brown, the representative trustees were approved as a block vote.

8. Any Other Business

No additional matters were raised.

9. Date of the Next Meeting

The provisional date for the next AGM is Friday 5th April 2024.

The meeting closed at 8.45pm and was followed by refreshments and a fascinating talk by Glenn Duggan, entitled A Potted History of Catisfield.

ANNEX A TO THE AGM 2023 REPORT

Chairman's AGM Report April 2023

Chairmans Report

I'm glad to be able to attend the AGM this time. Last year, I caught COVID just before the AGM and Alan took the meeting in my stead. This year, our Secretary, Lyn is away celebrating her husband's 70th birthday and Peter Davies kindly volunteered to take the minutes.

Hall bookings are finally back up to pre-pandemic levels. We have lost some regular hirers along the way, but some exciting new groups have taken their place. We've also seen an increase in one-off bookings for parties and other events.

We have printed some copies of the bookings report for you to read. If you would like a copy of all the reports and the minutes of this AGM emailing to you, please add your details to the contacts list that is circulating or email me at: trustees.cmh@gmail.com.

Last year saw the wonderful Queen's Jubilee event at the hall, excellently organised by the CVA events team. It was well attended and very well received. This year, we are looking forward to the Picnic in the Village Coronation Party, which takes place on 6 May during the afternoon and evening, after the King's coronation itself.

Feedback from hirers over the last year has been good. I'm sure you'll agree that the hall looks very clean and well maintained. I'd like to thank our new cleaner Sarah, for her effort and attention to detail. I'd also like to thank her husband, Bob, for fixing a number of long-term niggling maintenance issues.

Sadly, in September, an inconsiderate hirer created a significant noise and light nuisance to our neighbours. Our complaints procedure was invoked and the following changes implemented:

- No bookings for events lasting later than 23:30 will be accepted without the prior agreement of the Chairman. Neighbours are to be informed of any extended bookings.
- Bookings until 23:30 must cease activity and noise at 23:00, leaving the further 30 minutes for clear-up only.
- Hirers will be advised that exceeding the agreed booking period will result in additional charges and potential loss of their deposit.

Improvements to energy efficiency and our carbon footprint remain high on our agenda.

Unfortunately, our plan to install solar panels in 2022 did not come to fruition. We got as far as having scaffolding installed before finding out that the proposed system was not compatible with the hall's electrical supply. The market is currently focused on upgrading domestic properties with single phase electrical supply and gas boilers, whereas the hall is not on mains gas, has electric room and water heaters, and a three-phase supply. We will have to wait for the equipment to become readily available or consider an alternative approach.

Management Committee

If you want to get more involved in your community, we are always looking for enthusiastic volunteers to join the hall management committee. It's not an onerous job. We hold four management meetings a year. There are various routine tasks and one-off projects which you could help with, depending on your skills and what time you can spare. If you are interested, contact the chairman on trustees.cmh@gmail.com or speak to any of the committee.

The only change in the committee this year has been the addition of Peter Davies to the team as a volunteer. He has also very kindly agreed to take over from Roger Grove as Health and Safety officer. Roger has continued to play an active role in the smooth running of the hall and his practical help has been invaluable.

Election of Trustees

Our elected trustees serve a period of 5 years, after which they must take at least a year out before being eligible for election onto the Management Committee once more. If the rest of the trustees want those who have completed their maximum time, to stay on, then it is within their remit to co-opt them back onto the committee for a year, after which they can be re-elected.

Up to 9 representative trustees may be nominated by the hall's regular user groups.

Up to 2 additional trustees may be co-opted at any meeting during the year.

The trustees for the following year are listed in the minutes above.

The following appointments are to be confirmed at the first Management Committee meeting after the AGM (to be held on 10/05/23):

Chairman	Nick Morrish
Vice Chairman	Alan Baxter
Hon Secretary	Lyn Gannon
Treasurer	Doug Pharaoh
H&S Officer	Peter Davies
Auditor	Ian Richardson (retired accountant)
Bookings Secretary	Jane Southwick

ANNEX B TO THE AGM 2023 REPORT

Bookings AGM Report April 2023

Bookings Report**Overview**

2022 was another successful year. After the limitations of 2021, numbers increased in all areas:

- regular group bookings in hours (up 9%)
- one off bookings for private hire (parties, fund raising events, meetings etc) in hours up 48%
- regular groups revenue increased by 13%
- private hire revenue increase by 51%

HOURS BOOKED

	2021	2022	% incr
Regular bookings	1791	1960.25	9%
Private hire bookings	184.5	273	48%

REVENUE BOOKED

	2021	2022	%incr
Regular bookings	18470.39	20820	13%
Private hire booking	3228.76	4881.77	51%

Sales Breakdown 2022

Item	Current Unit Price	Quantity Sold	Total	Average Price
001 - Regular User	£10.20	701.3	£6,897.61	£9.84
002 - Regular User	£11.50	1,259.0	£13,922.39	£11.06
005 - Private Hire of The Main Hall	£18.50	273.0	£4,881.77	£17.88
008 - Additional Key Charge of £10	£10.00	9.0	£90.00	£10.00
010 - Deposit for One Off User	£100.00	43.0	£4,300.00	£100.00
Total		2,285.3	£30,091.77	£13.17

Summary

Sales by item	£30,091.77
Other sales	£176.79
Cash sales	£0.00
Credits	-£5,137.38
Total Sales	£25,131.18

Top 10 Booked In 2022 (by revenue)

1. Private Hire
2. Baby Sensory
3. Fareham Wheelers Cycling Club
4. Thursday Bridge Group
5. Recapture Life CIC
6. Ailis O'Dowda Irish Dancing
7. Catisfield Village Association
8. AA Titchfield Meeting
9. Sharon Marnell Music Services
10. Jiggy Wrighlers

Regular Groups

In 2022 CMH hosted our largest number of groups, 38 in total, most weekly, some monthly. These included several new groups who have continued on into 2023:

Fareham Bee Keepers Association
Kitty Hawk Karma
My Juju Yoga
Perform
Recapture Life CIC

This was a challenging year for new groups and some other new joiners were unable to continue their bookings. For a variety of reasons, some long term groups have also left CMH. We thank them for their business and wish them with in the future:

Bee Tee's Place
Debut Dance Academy
Elizabeth Pelley Flower Arranging
Fareham Art Group
Trainmaster

These changes have allowed our other groups, who are in demand to offer additional classes. These include Sweetest Feeling Baby Massage, My Juju Yoga, Yoga in Fareham, Jiggy Wrighlers and CVA and Beekeepers Association.

Improvements

We have simplified the booking form so it is more user friendly.

Reformatted the website so group information and events are easy to find.

Use a feedback form for bookings to enable us to continue to provide the best venue and service possible.

ANNEX C TO THE AGM 2023 REPORT

Financial AGM Report April 2023

Below is a summary of the financial year 1st Jan 22 to 31st Dec 22.

CATISFIELD MEMORIAL HALL

Charity No: 301774

**Receipts and Payments Account
for the year ended 31st December 2022**

	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Receipts				
General income	26,603	-	26,603	18,423
FBC grants	-	-	-	16,573
Interest	22	-	22	3
Total Receipts	<u>26,625</u>	<u>-</u>	<u>26,625</u>	<u>34,999</u>
Payment				
General running expenses				
Cleaning	5,966	-	5,966	4,212
Electricity	1,390	-	1,390	958
Water	280	-	280	368
Gardening	1,110	-	1,110	1,219
Refuse	427	-	427	29
General repairs & maintenance	4,008	-	4,008	1,952
Fencing	2,700	-	2,700	-
Consumables	191	-	191	310
Safety related	682	-	682	860
Insurance	-	-	-	843
Post & stationary	-	-	-	2
Accountancy	-	-	-	180
Sundry	39	-	39	82
Legal fees	-	-	-	300
Bookings secretary & software	5,891	-	5,891	4,560
Publicity	405	-	405	360
Professional fees	-	-	-	-
Total Payments	<u>23,089</u>	<u>-</u>	<u>23,089</u>	<u>16,235</u>
Net receipts	3,536	-	3,536	18,764
Cash funds last year end	46,565	49	46,614	27,850
Cash funds this year end	<u>50,101</u>	<u>49</u>	<u>50,150</u>	<u>46,614</u>

**Independent Examiner's Report to the Trustees of
CATISFIELD MEMORIAL HALL
Charity No: 301774**

I report to the Trustees on my examination of the accounts of Catisfield Memorial Hall for the year ended 31st December 2022.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of Catisfield Memorial Hall 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 charity's accounts carried out under section 145 of the Act and in 20 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 my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. 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 respect in order to enable a proper understanding of the accounts to be reached.

Ian Richardson
2 Wayfarer Close
Warsash
Southampton
SO31 9AU

* Date: 10th April 2023 *

CATISFIELD MEMORIAL HALL

Charity No: 301774

Statement of assets and liabilities at 31st December 2022

	Unrestricted Funds £	Restricted Funds £
Cash funds		
Lloyds Bank	<u>50,101</u>	<u>49</u>
	<u>50,101</u>	<u>49</u>

The accounts set out on pages 2 and 3 were approved by the Trustees on 10th April 2023

and signed on behalf of the Trustees by

D Pharoah



CATISFIELD MEMORIAL HALL

England & Wales - Charity number 301774

Accounts



Minutes of the Annual General Meeting held @ 1900 on Saturday 2nd April 2022

All attendees were handed a pack containing the agenda, minutes of the last meeting, the Chairmans report and the Financial Statement

1. Welcome from the Life President

After stating that the Chairman, Nick Morrish, was absent due to having contracted Covid, Penny Melville-Brown highlighted the important events of this year – 75 years of the Hall, Platinum Jubilee year, 40th anniversary of the Falklands conflict – and 2 years of Covid. She asked for a vote of thanks to be recorded for Fareham Borough Council for all their help, support and financial contributions. This was unanimously agreed.

2. Apologies

Apologies had been received from Nick Morrish, Simon Tier, Graham Jacobs, Jane Southwick and Jill Grove.

3. Minutes of the AGM held 28th March 2021 (by Zoom)

Proposed by Roger Groves, seconded by Connie Hockley – the minutes were approved.

4. Chairmans Report (Full report at Annex A)

The report pointed out the difficulties that had been experienced during the pandemic but Penny Melville Brown said that the Chairman's leadership had proved invaluable, drawing on lots of advice to keep the hall going. The committee were thanked for their support and the Hall's users were thanked for staying with the Hall during some difficult times.

Proposed by Alan Baxter, seconded by Connie Hockley, the report was accepted.

5. Treasurers Report

The Treasurer said that he was reporting against figures from 2019, for a better comparison – the Covid closures meant that the figures for 2020/21 are not comparable.

Grants over the 2 years totalled £28,000, which enabled the hall to ride out the pandemic. The Bookings Secretary role costs have increased due to a salary increase to reflect additional duties which, in turn, have increased revenue: social media accounts are updated (publicity costs therefore

reduced); users are shown around the facility and seven new regular user groups have been recruited.

Bank figures as at 2 April are:

Treasurers account £7475.61

Business account £41068.15

The Treasurer ran through the regular expenses such as hand sanitisers and dispensers, cleaning costs, electricity, refuse, repairs, maintenance, health and safety aspects and legal fees.

Additional expenses forecast this year are - 3 hot air hand dryers, 13 emergency lights and fittings, the new side emergency door (installed but bill awaited) plus potential significant electricity increase (the Hall is deemed a commercial user). Solar panels remain due for installation and, while representing sizeable cost, should offset high energy costs while reducing the climate impact of the Hall.

Quotes are being obtained to get a bigger rubbish bin- but no glass recycling - users will still be told to remove their own.

Action: User Instructions to be amended to require removal of glass and any change in rubbish removal/collection.

Proposed by Jon Haylock, seconded by Stephen Day, the accounts were accepted.

6/7 Nominations of Trustees and Representative Trustees

Nominations for elected trustees were:

Stephen Day
Roger Grove
Jon Haylock
Nick Morrish
Doug Pharoah

All had declared their willingness to continue.

Proposed by Connie Hockley, seconded by Alan Baxter, the nominations were approved

1 co-opted trustee - Alan Baxter

Nominations for Representative trustees from user groups were:

Patrick King (CVA)
Simon Tier (Fareham Wheelers Cycling Club)

Glenn Duggan (Catisfield Gardening Club)
Dr Sue Baddeley (Wildlife Art)

Proposed by Connie Hockley, seconded by Roger Esnault – the nominations of the representative and co-opted trustees were approved.

The Honorary Life President will continue as Penny Melville Brown and Yvonne Pharoah remains a volunteer member of the Management Committee.

Action: The Life President requested trustees (elected, co-opted, representative) each provide a brief sentence or two describing the benefits of the role and, where appropriate, for their user groups.

8. Feedback from User Groups

It was agreed that a simple form (four questions) would be a good method of getting feedback: praise or forewarning of problems. Such should be issued by the Bookings Secretary to users: regular users at the end of each term; one-off users after their events for return to the Chairman. Dr Baddeley also recommended putting the form on the website.

Action: Implement user feedback form proposals.

9. Any Other Business

- a. Roger Grove updated attendees on the situation regarding the emergency lighting - as it involves expenditure over £1,000, trustee approval will be sought via e-mail.
- b. Tania Bevis from the CVA gave an update on all arrangements for the Platinum Jubilee Day being held on June 4th. There would be entertainment, music, food, drink and a raffle. Tickets would be sold through an agent - Eventbrite - hopefully going live within the next 2 weeks. Local fundraising is continuing to keep ticket costs down. Letters to all neighbours in the vicinity have been sent out, all necessary paperwork has been approved. Penny Melville Brown said that everyone was delighted that it had all come together and asked for a copy of all the paperwork, to check everything was in situ for our own insurers to sign off.
- c. Penny Melville Brown said that there is a wealth of local talent and experience that could be shared through talks and involvement with the Hall. There is a wide variety of skills within the community to tap into. Therefore if anyone knows of such people, we would be very pleased to speak to them.

Action: Attendees were invited to identify local people with skills and experiences to share.

10. Date of the Next Meeting

The AGM will be held before 31 March 2023.

Annex A to the AGM 2022 report

Chairman's AGM Report
March 2022

Report

In this Platinum Jubilee year, Catisfield Memorial Hall is also celebrating a notable anniversary. It is 75 years since the first Memorial Hall, a Ministry of Works prefabricated building from Corhampton Down was erected on land donated by Samuel Mortimer as a memorial to those residents of Catisfield who had lost their lives during the Second World War. The Memorial Hall is now a registered charity, managed by its volunteer trustees.

It is wonderful that this year, after two virtual AGMs, we can finally get together in the hall (all except for the chairman who, with impeccable timing, has just contracted COVID).

Since the last virtual AGM, the hall has been open continually. Gradually, most of our regular users returned. A few groups found it too difficult to continue, but other new groups have started at the hall. More details of all our comings and goings are included in the booking report.

We were kept busy advising current and potential users about how the latest COVID rules affected them. That would have been very difficult without the help of Kevin Sawyers of Action Hampshire and guidance from Action for Communities in Rural England.

Gradually, over the last year, the various restrictions were lifted. For a long time, as a measure of caution, we still limited the number of attendees at the hall to 50. Where COVID-related cancellations were necessary, we also continued to credit or refund bookings. Once all restrictions ended, we returned to our normal pre-pandemic rules.

Last year, we signed up with the HCC Solar Together programme to install solar panels on the roof of the hall. The project has been repeatedly delayed due to shortages of hardware and staff. A new installer has now been taken on to complete the work. In these times of rising fuel prices, we hope the installation will happen soon. In the meantime, we have replaced our draughty old fire door and replaced fluorescent lights with LEDs.

Management Committee

If you want to get more involved in your community, we are always looking for enthusiastic volunteers to join the hall management committee. It is not an onerous job. We hold four management meetings a year. There are various routine tasks and one-off projects which you could help with, depending on your skills and what time you can spare. If you are interested, contact the chairman on trustees.cmh@gmail.com or speak to any of the committee.

We are very grateful to **Lyn Gannon** who took on the job of Secretary back in August last year. With all the difficulties presented by the COVID rules, it cannot have been easy time to start a new role. We would like to thank her for her perseverance and professionalism.

Our Bookings Secretary, **Jane Southwick** finally got to meet the committee in person. She has continued to deal with the ever-changing situation in a calm and friendly manner.

Patrick King is our new CVA representative trustee, taking over from **Dawn Wallace** after her many years of service.

Alan Baxter joined the committee and agreed to be a co-opted trustee. His wine tasting talk was the first event organized by the hall since the pandemic began.

Graham Jacobs and **Sam Brown** began volunteering with the hall and are associate members of the committee.

Special thanks to **Roger Grove** for continually stepping into the breach to keep the hall in good shape at a time when practical help has been in short supply.

Election of Trustees

Our elected trustees serve a period of 5 years, after which they must take a year out before being elected onto the Management Group once more. If the rest of the Management Group want those who have completed their maximum time, to stay on, then it is within their remit to co-opt them back onto the committee for a year, after which they can be re-elected. This year, no one has reached their 5-year limit.

The nominations are listed below. Unless anyone has any objections to any of the nominees, a block vote will be taken, covering everyone.

Elected Trustees from the members of Management Committee (up to 5):

Nominations: Stephen Day
 Roger Grove
 Jon Haylock
 Nick Morrish
 Doug Pharoah

Co-opted Trustees:

Proposed co-option: Alan Baxter

Representative Trustees from users (up to 9):

Nominations: Patrick King (CVA)
 Simon Tier (Fareham Wheelers Cycling Club)
 Glenn Duggan (Catisfield Gardening Club)
 Dr Sue Baddeley (Wildlife Art)

For your information, our Honorary Life President will continue as Penny Melville-Brown and our Associates, our volunteers, will remain; they are Jill Grove & Yvonne Pharaoh.

Appointments that will be confirmed at the first Management Committee meeting are

Chairman	Nick Morrish
Vice Chairman	Vacant
Hon Secretary	Lyn Gannon
Treasurer	Doug Pharaoh
H&S Officer	Roger Grove
Auditors	Ian Richardson, Hall & Co
Bookings Secretary	Jane Southwick

CATISFIELD MEMORIAL HALL
Charity No: 301774

2021

Receipts and Payments Account
for the year ended 31st December 2021

	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Receipts				
General income	18,423	-	18,423	8,536
FBC grants	16,573	-	16,573	11,334
Interest	<u>3</u>	<u>-</u>	<u>3</u>	<u>8</u>
Total Receipts	<u>34,999</u>	<u>-</u>	<u>34,999</u>	<u>19,878</u>
Payment				
General running expenses				
Cleaning	4,212	-	4,212	3,760
Electricity	958	-	958	1,032
Water	368	-	368	375
Gardening	1,219	-	1,219	1,238
Refuse	29	-	29	360
Repairs & maintenance	1,952	-	1,952	3,225
Consumables	310	-	310	247
Safety related	860	-	860	745
Insurance	843	-	843	820
Post & stationary	2	-	2	23
Accountancy	180	-	180	180
Sundry	82	-	82	-
Legal fees	300	-	300	600
Bookings secretary & software	4,560	-	4,560	4,438
Publicity	360	-	360	650
Professional fees	-	-	-	-
Total Payments	<u>16,235</u>	<u>-</u>	<u>16,235</u>	<u>17,749</u>
Net receipts	18,764	-	18,764	2,129
Cash funds last year end	<u>27,801</u>	<u>49</u>	<u>27,850</u>	<u>25,721</u>
Cash funds this year end	<u>46,565</u>	<u>49</u>	<u>46,614</u>	<u>27,850</u>

CATISFIELD MEMORIAL HALL
Charity No: 301774

Statement of assets and liabilities at 31st December 2021

	Unrestricted Funds £	Restricted Funds £
Cash funds		
Lloyds Bank	<u>46,565</u>	<u>49</u>
	<u>46,565</u>	<u>49</u>

The accounts set out on pages 2 and 3 were approved by the Trustees on *9th March 2022*
and signed on behalf of the Trustees by

D Pharoah



**Independent Examiner's Report to the Trustees of
CATISFIELD MEMORIAL HALL**
Charity No: 301774

I report to the Trustees on my examination of the accounts of Catisfield Memorial Hall for the year ended 31st December 2021.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of Catisfield Memorial Hall 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 charity's accounts carried out under section 145 of the Act and in 2021 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 my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. 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 respect in order to enable a proper understanding of the accounts to be reached.



Ian Richardson
2 Wayfarer Close
Warsash
Southampton
SO31 9AU

Date: 9th March 2022

**Independent Examiner's Report to the Trustees of
CATISFIELD MEMORIAL HALL**
Charity No: 301774

I report to the Trustees on my examination of the accounts of Catisfield Memorial Hall for the year ended 31st December 2021.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of Catisfield Memorial Hall 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 charity's accounts carried out under section 145 of the Act and in 2021 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 my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. 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 respect in order to enable a proper understanding of the accounts to be reached.



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Date: 9th March 2022