

**Pamber Heath Memorial Hall
Annual General Meeting**

Chairman's Report for year 2021 – 2022

It has been another challenging year for the Hall but despite the continued Covid crisis, the Hall is completing this year in a good place financially and with hope for the future.

Whilst we had to cancel our much-loved Carol Concert due to the Covid situation, we did put on Summer and Christmas Market events that proved very popular indeed and gives us hope that this next year will enable us to produce events that will make the community eager to come and use the Hall.

The first major event planned for 2022 is another Summer Market being held on Saturday 9th July. As with all events held at the Hall, the part of volunteers is crucial and it is hoped that more members of the community will come forward during the course of this year, not only to help at events but to participate in the running of the Hall by becoming a member of the Management Committee. This latter role only involves a couple of hours per month but provides a great deal of satisfaction in knowing that you have played your part in keeping something as fundamentally critical to the well-being of the local community in a fit and proper state.

Bookings

After more than 10 years as the Hall Bookings Clerk, Joe Sidey has handed over the reins to the Hall Cleaner, Sophie Ward who will now do both jobs, although there are plans for the creation of a Caretaker position at the Hall. This role would suit a retired handy person as it involves a limited number of hours per week, looking after the Hall, attending to deliveries of oil, doing small repairs and liaising with the Chairman on any major problems.

Queen's Green Canopy and Greenham Trust

The Hall participated in the Queen's Green Canopy and Greenham Trust anniversary programmes by planting a hedge and some trees in the grounds. Further trees will be planted later in the year as they become available.

Planning for the New Build

With a sterling contribution from the Sub-Committee comprising Lynda Parker-Schwarz, Christine McGarvey, Amanda Davies, Philip Kingston and Jenny Marshall, the Hall has made solid progress with the plans for the new build.

The revised plans for the single storey extension have been passed by the relevant parties and plans are now in place to raise more money.

Maintenance

Whilst the plans for the extension are progressing, there is still a lot of work to be done to keep the Hall in good condition for the local community to use safely. The lighting is progressively being upgraded to the latest standards and there are plans to upgrade the heating to a more efficient and green system.

Website, Advertising and Social Media

Our thanks go to Christine McGarvey who has been keeping the website updated this year, together with the huge task of creating the newsletter. Not only has she modernised its look, she has also updated the printing process and is now planning for a wider distribution of the pamphlet to reach the outlying areas of the community. Our thanks once again to all those volunteers who give their time to ensuring this happens on a regular basis.

Finance

Our finances have been meticulously maintained by Lynda Parker-Schwarz who has continued to diligently pursue cheaper and more appropriate insurances and utility prices. Although we have lacked income from hall hire, during the COVID lockdowns we were given grants by the local authority and have managed to sustain a healthy bank balance.

Now that the Hall is resuming some form of normality with regards to hosting future events, it is hoped that the finances will continue to improve during this coming year. Once again, our thanks go to the Bowls Club and Deft Fingers who continued to pay a retainer when the Hall could not open.

And finally.....

We have managed the past year due to the continued support of the Committee and local authority for which I thank them.

Alan Marshall
Chairman
Pamber Heath Memorial Hall

Date

PAMBER HEATH WAR MEMORIAL HALL

COMMITTEE of MANAGEMENT

Registered Charity Number 301914

Receipts and Payments Account

The Charity Commission 2011
Charity reporting and accounting 2013 and CC16 2017

Financial Year 2021 / 2022

DECLARATION

The receipts and payments accounts for the financial year 2021 / 2022 ended on 31st March 2022 and, prior year figures are as approved by the Trustees

The charity is not a limited company and the gross recorded income for the financial year from all sources does not exceed £250,000

Signature: Date:
.....

Trustee authorised to sign on behalf of all trustees

Full name: MR ALAN MARSHALL

Forward to the Charity Commission by: Lynda Parker-Schwarz

Address: Bell House, 19A
Church Road
Pamber Heath
HANTS RG26 3DZ

Telephone number: 01189 700422

Notes on the format of this document

This document is modelled on the Charity Commission's template CC16 and has been completed in accordance with their guidance entitled 'Receipts and Payments Accounts Introductory Notes' 2017; amounts are rounded to the nearest £

These accounts are prepared on the 'receipts and payments basis' and do not include prepayments and accruals, nor do they record the increase or decrease in total funds caused by valuation of assets. This is allowed in the England and Wales section 133 of the Charities Act 2011

A1 Receipts

2021/2022

Last Year

Hiring charges for clubs	5,555	2,474
One off hires	2,692	
335		
Pre-school hire	1,452	0
Fundraising events	3,964	
15,177		
Lottery income	1,182	264
Lloyds Saving Account Interest	3	
2		
Other income	13,736	20,908
Total Receipts	28,584	
39,160		

A3 Payments

Caretaking	1,951	1,322
Booking and administration	2,259	
1,133		
Electricity	1,636	1,173
Heating Oil	1,365	2,551
Water	607	363
Telecomms	544	617
Insurance, rent and licences	2,262	
2,216		
Equipment	853	794
Maintenance and repairs	2,221	
1,631		
Supplies	422	764
Consumables, newsletter	511	
151		
Cost of fundraising events	943	
823		
Total Payments	15,574	
13,538		

**A6 Cash funds last year end
25,075**

50,696

Net receipts for the year	13,010
25,621	

Cash funds this year end	63,706
50,696	

**B1 Cash funds
Last Year**

2021/2022

Lloyds Bank current account	17,580	
30,106		
Lloyds Bank savings account	45,583	
20,315		
Cash float	542	275

Total cash funds	<hr/>	63,705
50,696		

B2 Other monetary assets

Clubs invoiced, payment not yet received	1,031
0	

B5 Liabilities

The Good Exchange matched funding received ¹	10,000
10,000	

¹ See notes

Notes to the annual accounts

- | | |
|--|--------------|
| • A1 Fundraising events: | £ |
| o Good Exchange public donations | 576 |
| o Summer and Christmas markets | 2,509 |
| o Bags2School events | 754 |
| o On-line shopping charitable donations | 91 |
| o Gift aid | 34 |
| | <hr/> 3,965 |
| • A1 Other Income: | £ |
| o Basingstoke and Deane re-start grant | 8,000 |
| o Hiscox business interruption insurance claim | |
| 5,373 | |
| o Damage claim paid by hirer | |
| 43 | |
| o Float returned to cash box | 20 |
| o Donations | 300 |
| | <hr/> 13,736 |
| • A3 Cost of fundraising events: | £ |
| o Summer and Christmas markets | 462 |
| o Donation request letters sent | 30 |
| o Costco membership for fundraising supplies | |
| 26 | |
| o Queen's canopy tree planting | 56 |
| o Extension invoices paid | 369 |
| | <hr/> 943 |
| • B2 Other. Three outstanding clubs invoices were paid in April: | £ |

o K9 Planet	726	
o Youth running club		209
o Tae Kwon Do		96
	—	

1,031

- B5 Liabilities. The Good Exchange paid the Hall £10,000 in matched funding to 31st March 2021. This would have to be paid back if the extension project does not go ahead

• Cash balance at 31 st March 2021	£
o Cash float held by Treasurer	542
o Cash float held by Booking Clerk	0
	<u>542</u>

- Invoices paid by cheque, included in accounts but not cleared at year end. Cheque numbers:

o 001586	£71.38
o 001587	£152.33

£223.71

- Rental income picked up in the second half of the year, reflecting a post pandemic return to socialisation

Committee of Management Statement of Cash Balance at 31st March 2022

Declaration

I have audited the Cash Balance held by the Pamber Heath Memorial Hall Committee of Management Treasurer at the end of the financial year 2021-2022 and it to be as follows:

	£
Cash held in notes	535.00
Cash held in coins	7.17
Cash held by Booking Clerk	<u>0.00</u>
Total cash held	542.17

Trustee authorised to sign on behalf of all trustees

Signature:.....
.....

Date:

Mr Alan Marshall



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Pamber Heath Memorial Hall

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)**

301914

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Date:

27/6/2022

Name:

Roger David Gardiner FCA

**Relevant professional
qualification(s) or body
(if any):**

Institute of Chartered Accountants
England and Wales

Address:

Nuthatch, The Glen, Pamber Heath
Tadley HANTS
RG26 3DY

Give here brief details of any items that the examiner wishes to disclose.