



A charitable organisation - registration number 301914

Annual Report

2023 – 2024

Facebook – <http://facebook.com/pamberheathmemorialhall/>

X - @HallPamber

Website – phmemorialhall.co.uk

Email - pamberheath.memorialhall@gmail.com

Chairman's Report

Almost the entire year was taken up with the extension to the Hall with its final completion date in December 2023 but the grand re-opening ceremony was delayed until February 2024 to allow for final snagging issues to be dealt with.

The result has been a fine new venue for the community, future-proofed for the next generations of people living in Pamber Heath and the surrounding area.

The Opening Ceremony was very well attended with the Mayor and Mayoress opening the Hall. Two local MPs also attended to show their support for this new and exciting opportunity for the community. The sub-committee invited members of the public to the event who had shown their support for the venture over the years and it was very well attended with over 80 people present on the day.

Following a tour of the new building, the Mayor gave an address applauding the valuable work done by the sub-committee and he hoped the community would value it appropriately.

I would like to take this opportunity to formally thank the members of the sub-committee, namely Jenny Marshall, Amanda Davies, Christine McGarvie, Philip Kingston and Lynda Parker-Schwarz, for their extreme hard work, dedication and unfailing optimism in seeing this project through to a successful completion. Certainly, without them, this project would not have succeeded.

The coming months should see an increase in the bookings for the Hall as the community becomes aware of the new facilities and what it will mean to them. The Committee currently has more than half a dozen events already planned for the rest of the year and is also actively seeking ideas for future events from the local community.

At the end of our incredibly exciting year, watching our newly renovated and extended hall take shape, the hall remains in a viable financial position. Our accounts reflect grant and fund raised monies coming in and out of our accounts to provide for the building works. This has clearly depleted our savings but there is more work to do! Grants are being pursued to continue the improvement work in the main hall and we are grateful to the Parish Council and parish residents for their continuing support. New utilities include a new three phase electric supply, supporting EV chargers in the car park and gas central heating which we expect to move closer to hydrogen soon; the boiler is hydrogen ready. These new meters have created financial challenges due to supplier commissioning issues; however, we expect all to be resolved during quarter one of 2024-2025.

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 fundamentally critical to the well-being of the local community in a fit and proper state, especially now that it has been revitalised following the renovations.

Sunday Market

Many of you will have noticed that the Sunday Market has moved to the Hall car park now and from April this will also be the venue for car boot sales. This is one of the ideas put forward by our Committee, namely Susie and Scott, who will be running them on a monthly basis. We do hope that you will enjoy this new event and support it accordingly.

Bookings

We would like to thank Jenny Marshall for taking on the role of booking clerk initially on a temporary basis but she has refined the role to such an extent that she feels able to take it on permanently and the Committee is very grateful for her assistance.

Website, Advertising and Social Media

Our thanks go to Christine McGarvie who has been keeping the website updated this year, together with the huge task of creating the newsletter. Plans for a wider distribution have come to fruition with delivery now taking place to all 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 and she has been instrumental in the successful outcome of the new extension plans. She has also taken on the task of Parish Councillor and we welcome her knowledge and insight on the Committee.

Other Roles and Responsibilities

The Hall now has a dedicated Maintenance Engineer in Ian Cooper who brings a wealth of experience to the role. His expertise in all things handyman is ensuring that the Hall runs smoothly on a day-to-day basis.

One of the changes I have made during my first year is to introduce more rigid disciplines in the administration of the Hall to ensure that it meets current regulations and this includes all policies that the Committee feels are necessary for the efficiency of the Hall. These policies are available for the public to view on our website, together with the details of all our future events.

It was also felt appropriate to give more responsibility to individual members of the Committee to promote interest and pride in the work that the Committee does so any member of the public who feels they have something to bring to the mix would be very welcome – please see me afterwards if you would like to volunteer.

And finally.....

It has certainly been a challenging first year for me as Chair but it has been a truly rewarding one and we have succeeded due to the continued support of the Committee, parish council and local authority for which I thank them.

We are keeping our Treasurer and Secretary for another year, but we would welcome anyone onto the Management Committee who feels they could make a difference, especially with fresh ideas for events that will attract more users from the Community.

We are not finished yet with regards to improvements to the Hall, so keep watching this space for more innovative things happening in and around the Hall – and please feel free to put your suggestions to the Committee at any time.

Jane Escott-New

Treasurer's Report

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

The receipts and payments accounts for the financial year 2023 / 2024 ended on 31st March 2024 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

A1 Receipts	2023/2024	Last Year
Hiring charges for clubs	8,481	10,661
One off hires/deposit balance ¹	2,638	6,385
Pre-school hire	4,375	3,080
Sunday Market	640	0
Fundraising ²	1,360	5,227
Grants/donations ³	1,237	6,000
Lottery income	953	1,009
Lloyds Saving Account Interest	170	59
Other income ⁴	57	1,647
Good Exchange match funding	13,513	4,552
Total Receipts	33,424	38,620

A3 Payments

Caretaking	5,674	3,159
Booking and administration	3,150	2,400
Electricity	3,276	3,902
Gas	3,483	0
Heating Oil	514	2,156
Water	589	748
Telecomms	782	655
Insurance, rent and licences	1,587	2,312
Equipment	3,299	621
Maintenance and repairs	204	1,810
Supplies	380	397

¹ See notes

² See notes

³ See notes

⁴ See notes

Consumables, newsletter	397	380
Cost of fundraising	129	1,084
Refurbishment/extension ⁵	52,799	16,591
Donation paid to Good Exchange	0	175
Outgoings to Good Exchange ¹	0	5,257

Total Payments	76,263	41,647
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2023/2024

Last Year

A6 Cash funds last year end	60,679	63,706
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Net receipts for the year	(42,839)	(3,027)
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Cash funds this year end	17,840	60,679
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B1 Cash funds	2023/2024	Last Year
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Lloyds Bank current account	17,382	25,961
Lloyds Bank savings account	398	34,602
Cash float	60	116

Total cash funds	17,840	60,679
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B2 Other monetary assets

Clubs invoiced, payment not yet received	0	273
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B5 Liabilities

Electricity bill not yet received for period 1 st Sep 23 – 26 th Mar 24 (estimated)	£ 4,000	£ 0
Remaining payment owed to the Parish Council for the new front door	2,000	0
Hire deposits owed	500	1,050
Summer market stall rental received	64	0
Overpayment	0	40

⁵ See notes

¹

Notes to the annual accounts

• A1 One off Hires/deposit balance:	£
○ One off Hires	3,188
○ Deposits received	2,100
○ Deposits re-paid	(2,650)
	<hr/>
	2,638
○ Opening deposits 22/23	1,050
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• A1 Fundraising:	
○ Quiz night	659
○ Carol concert	637
○ Summer market 2024	64
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• A1 Grants/donations:	
○ Good exchange grants	1,000
○ Public donations	237
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	1,237
• A1 Other Income:	
○ On line shopping	57
• A3 Refurbishment/extension:	
○ Savings account transfer to Parish Council	40,000
○ Skip hire	480
○ New CCTV solution	1,583
○ Greenham grant paid to Parish Council	6,405
○ New front door	3,842
○ Sundries and Grand Opening	489
	<hr/>
	52,799

- Cashflow was negative at year end as funds were used to refurbish and build an extended facility. Without the building works, the charity would have seen a positive cash flow of £3,500 at year end
- The Reserves policy for 2022/23 was set at £26,000. However, issues with utility bills post refurbishment and loss of income throughout the build period negatively impacted reserves. Annual running costs for 24/25 is forecast to be £34,000 plus 2.2% inflation, £34,750. Strong rental income and the ability to return to holding fundraising events will boost reserves this year
- The original main hall requires refurbishment and improvement work, projects for 2024/2025 for which grant funding will be sought:
 - The back roof needs to be replaced due to old broken tiles and water ingress
 - The ceiling is old, crumbling, damaged by water and needs replacing
 - Old style incandescent ceiling lights can be replaced with LEDs once the ceiling is renewed
 - Cavity wall insulation would improve heat retention and reduce heating costs
 - The main hall flooring is old, water damaged due to old heating pipes that are no longer in use and difficult to sanitise. New flooring will be safer for children and floor exercise classes that share the area with dog clubs
 - Old incandescent car park lighting and unprotected outside wiring needs replacing; the issue was noted on the recent Electrical Installation Condition report
 - The main hall WiFi signal has been lost due to blocking of the hub signal by the new extension materials used in construction. WiFi extenders are required to return public WiFi availability to the area

Lynda Parker-Schwarz

Treasurer

Pre-School Report

Impstone Pre-School is the Hall's largest club :-

This last year has shown huge changes for us as a preschool. We had a summer of building works, giving us a new outside space behind the hall, while the children enjoyed watching the diggers and builders do their work every day!

We saw 26 children leave us ready for their school adventure in the July, however our numbers were already looking good going into the September, having a large number of new children waiting in the wings! The Autumn term saw a big influx for us as we headed into the Christmas break, probably all excited to move into the new space!

We celebrated the end of our Autumn term utilising the new stage in the main hall for our Christmas production where the children performed a mini musical for their families, finishing off with solo performances from nearly all the children! We look forward to using the stage for many more events in the future!

With the completion of the building works in December 2023, a full kit out over the Christmas break took place and we were ready to open our brand new space from January 2024.

The transformation now allows the children to have their own pegs to store their belongings, art work on the walls, a room specifically set up to meet the growing sensory needs of our children, as well as those with additional needs, and from February, we have even been able to utilise the covered courtyard space in all weathers, which is great for the children to now have outside play every day.

We have a child specific hob in the kitchen which the children have made full use of for their weekly cooking activities to make soups, pancakes, Welsh cakes and many more tasty treats.

The child specific toilets have been a great hit and are encouraging their independence in this area, as well as a rise and fall changing bed which allows the staff to safely change the children.

In May 2024, the garden space was re-graded and we look forward to this area being open before we close for the summer break, so the children can enjoy some large physical play and to enable us to make use of our outside classroom again.

Now we have an area separate from the main building, with our own sole use of facilities, we were able to extend our opening hours after the February half term to allow extra support for our working families. While numbers were, and still are, a little low for this with our current cohort, the offerings of this have been a selling point for new children looking to start from September 2024 onwards, so we will continue to offer this. We now open at 8.30am and close at 4pm.

Our overall numbers continue to excel with us having to start a waiting list as early as February, as demand was rapidly increasing. While we lose 29 children to school for September, we already have more than half these spaces filled, so the next academic year also looks to be positive.

The extended funding for children as young as 2 took effect from April 2024, which enabled a greater number of younger children to receive funding to support their hours in attendance, which has been a big help to more than half our parents that previously would've had to pay for this time. From September 2024, this funding becomes available to children as young as 9 months, which allows newly turned 2 year olds to receive funding, which has resulted in an increase in those children taking places with us.

We were sad to say goodbye to some of our staffing team at Easter, who left us to move to full time work, moved away from the area or to support their partners business, but we were very lucky to be inundated with candidates to fill the vacancies! Our new team members joined after the Easter break and have already settled well into the preschool family.

We continue to offer provision to a number of children with specialists needs and we cater for these on a 1:1 basis to support them and their families. The sensory room has been a huge benefit for these children especially and with the expertise of the team, we ensure they engage with as much of the same learning as their peers in a way that works for them. Early years is all about the unique child and that is the core of our values for all the children we look after, no matter their level of ability.

On October we had a visit from Ofsted, which was a huge success and we received high praise for our teaching and learning within the setting. We received a very high Good rating, so we still chase the elusive outstanding, however we were very proud of our result, especially as we were right in the midst of the building works and we only had a temporary garden! The inspector was very pleased with how we managed the environment around all that was going on, ensuring the children were safe at all times and could remain generally unaffected by everything.

Every week we continue with our visits to Bethany's Care Home, we have Wee Kicks sessions where the children are learning football skills, enhancing their gross motor movements and we have daily PE sessions.

We have just enjoyed our annual family trip to Beale Park, where the weather wasn't as warm as in previous years, but it didn't rain, so we were happy with that! And we are just about to have our Sports Day event.

We have celebrated Mother's Day by inviting Dad's/Grandad's/Uncles in to make special gifts for mummy and in June we will be doing the same for Father's Day!

As always, we owe a huge thanks to the Parish Council for their support to the preschool, allowing us the use of this new amazing space which the children and their families love. Also, thanks go to the Hall Committee, for supporting our vision to enhance the facilities at the hall to allow more users to benefit from use at the same time.

My biggest thanks go to our Preschool Committee, especially our chair, Jenny Marshall and Treasurer, Christine McGarvie, who dedicate their free time to support us with our events and the running of the preschool.

We look forward to seeing the preschool grow over the next school year and seeing our garden development too.

Amanda Davies

Impstone Pre-School Manager

PAMBER HEATH WAR MEMORIAL HALL

COMMITTEE of MANAGEMENT

Registered Charity Number 301914

Receipts and Payments Account

The Charity Commission 2011

Charity reporting and accounting CC15b 2013 and CC16 2017

Financial Year 2023 / 2024

DECLARATION

The receipts and payments accounts for the financial year 2023 / 2024 ended on 31st March 2024 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: MRS JANE ESCOTT-NEW

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 £

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B2 Other monetary assets

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B5 Liabilities

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Remaining payment owed to the Parish Council for the new front door	2,000	0
Hire deposits owed	500	1,050
Summer market stall rental received	64	0
Overpayment	0	40
Match funding and grants	0	16,000

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Committee of Management Statement of Cash Balance at 31st March 2024

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 2023-2024 and found it to be as follows:

	£
Cash held in notes	55.00
Cash held in coins	5.00
Total cash held	60.00

Trustee authorised to sign on behalf of all trustees

Signature:.....

Date:.....

Mrs Jane Escott-New



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Pamber Heath War Memorial Hall

On accounts for the year
ended

31st March 2014

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 31/03/2024

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:

27/6/2024

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

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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