



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 1st January, 2022 to 31st December, 2023

Charity name: North Mymms Memorial Hall

Charity registration number: 302439

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide a village hall for the use of the inhabitants of the Parish of North Mymms and its neighbourhood. It is the focal point in the Parish for many local events, meetings and entertainments with the object of enhancing the life of the community.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Hall has been serving the North Mymms community since its foundation in 1957 and is completely self-funded. The hall is let on an hourly basis to a number of local clubs and classes for specific groups during the day, evenings and weekends. These range from exercise and dance classes for retirees, children's parties, and events supporting local charities such as the Macmillan Cancer Support. We have participated in the "Warm Space" initiative to provide a warm shelter and hot food during the winter months. The trustees arrange many activities such as tea dances, and events for children at Easter and Christmas. Following the cancellation of the Hertfordshire County Council mobile library in the area, the Memorial Hall incorporated a community 'Book Swap' service in 2016, which has run successfully ever since.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All the Trustees are aware of the Charity Commission guidance on public benefit, and confirm compliance when planning our activities.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We regularly apply for, and are grateful to receive, grants from national and regional charitable organisations, local businesses and governmental bodies to carry out specific activities and also for the general maintenance of the fabric of the hall and improvement of its facilities.
Policy on social investment including program related investment	Para 1.38	The management committee offers reduced charges for local charities and the hall hosts a number of charitable events for local societies.
Contribution made by volunteers	Para 1.38	The management committee comprises unpaid local volunteers, as are the organisers of special events. The hall would be unable to offer the range of activities without their assistance.
Other		We also benefit from “ad hoc” payments by local folk who attend coffee mornings, and the sale of local products gifted to the hall.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Following the success of the service the main hall is opened twice a month so local people can meet friends, make new ones, exchange books from the growing library and enjoy refreshments within a large community meeting place. The hall now offers a delivery service to elderly residents for books and jigsaw puzzles, and local schoolchildren visit during the annual "Book Day". The hall hosts a number of events for the community during the year including afternoon teas, dances, etc. and this year a successful pantomime at Christmas with performers from the local community including children from local schools. Over the winter months we have participated in the "Warm Space" initiative, providing soup and a hot drink over the winter months.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We achieved our objective of building hall usage back to pre-Covid levels. This is critical since the trustees are tasked with providing a hall facility at no cost to the local parish. We continue to enhance our electronic booking system for the hall which enables us to keep track of events, monitor income and raise invoices. Recently we've interfaced our heating and heating systems such that the hall is only heated when hired out. We continue to enhance our dedicated website which informs the community of upcoming events, and enables potential users to check availability and request bookings.
Performance of fundraising activities against objectives set	Para 1.41	During the year we have received funding from local recreational charities, from our local borough and parish councils, and from fund raising activities. Our fundraising activities

Investment performance against objectives	Para 1.41	We seek to maintain a positive balance between expenditure and income, and maintain a reserve fund for building repairs.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We have been the recipients of a number of specific grants from the parish council, and other local bodies for enhancement of stage lighting which is now fully functional. Last year we completed refurbishment of an underused storage area, which is now hired on a regular basis.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The policy of the Management Committee is to hold a reserve to allow for any emergency funding requirements. All our funding is unrestricted and readily available.
Amount of reserves held	Para 1.22	Minimum of £40,000 in our ready-access business reserve account and minimum of £10,000 in our current account.
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The primary source of funding is from letting the hall's facilities for regular lessons and classes, and occasional special events. We hold fund-raising events from time to time, but regularly apply for and receive, grants from local and national organisations to carry out more general maintenance and improvement activity and this will continue in the future.
Investment policy and objectives including any social investment policy adopted	Para 1.46	As stated, above policy of the Management Committee is to hold sufficient reserves to allow for any emergency funding requirements.
A description of the principal risks facing the charity	Para 1.46	We have a very supportive local community, but like many charities suffer from the scarcity of volunteers who can give of their time on a regular basis. In common with many institutions, we are concerned at the potential rise in our future costs, particularly energy.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Trust Deed dated 8 th February, 1960
How is the charity constituted?	Para 1.25	Trust with a maximum of 9 elected trustees and up to 4 co-opted members. North Mymms Parish Council shall appoint one member of the Committee
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed or reappointed every three years at the Annual General Meeting held in August/September.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All policies and procedures are discussed, voted on and agreed at meetings of the Management Committee held at least once a quarter. All decisions are recorded in the minutes of the meetings. Trustees joining the Management Committee are given a broad outline of their responsibilities prior to joining and subsequently provided with a personal copy of the Trust Deed.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Management Committee has a close working relationship with North Mymms Parish Council and at least one member of the Committee is a Parish Councillor. The Parish, Borough, and County Councils have provided grants previously to support the work of the Committee.
Relationship with any related parties	Para 1.51	The Memorial Hall was built by public subscription and is named in memory of the men of the Parish who died in the two world wars and, as such, is an Imperial War Museum Registered War Memorial. The Management Committee liaises with the War Memorials Trust, which has previously provided a grant to restore our War Memorial Board.

Reference and Administrative details

Charity name	North Mymms Memorial Hall
Other name the charity uses	NMMH
Registered charity number	302439
Charity's principal address	36 Station Road, North Mymms, Hertfordshire, AL9 7PG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Anthony John Green	Chairman		NMMH Management Committee
2	Paul Thomson		10/09/2022	As above
3	Frances Thompson			As above
4	Jennie Dee			As above
5	Teresa Florence TRAVELL			North Mymms Parish Council
6	North Mymms Parish Council	Custodian Trustee		
7				
8				
9				
10				
11				
12				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	NatWest Bank Plc	13 Stonehills, Welwyn Garden City, Hertfordshire AL8 6ND
Accountant	Chris Birtwistle FCA	29 Brookmans Avenue, Brookmans Park, AL9 7QH

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Anthony John Green	
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Position (eg Secretary,
Chair, etc)

Chair	
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Date

15/08/2024

**NORTH MYMMS MEMORIAL HALL
36 STATION ROAD
WELHAM GREEN
HERTS
AL9 7PG**

**NORTH MYMMS MEMORIAL HALL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED THE
31ST DECEMBER 2023
AND BALANCE SHEET AT THAT DATE**

North Mymms Memorial Hall

Balance Sheet as at the 31st December 2023

<u>2022</u>				<u>2023</u>
		<u>ASSETS</u>		
		Fixed Assets		
9624		Freehold Property		9624
	30467	Fixtures and Fittings	30467	
	28525	Less Depreciation	29011	
1942				1456
9624		Total Fixed Assets		11080
		<u>CURRENT ASSETS</u>		
	34645	Bank Current Account	39877	
	14254	NSB Investment	14365	
	125	Prepayments	200	
	49024		54442	
		<u>CURRENT LIABILITIES</u>		
	453	Amount held for Book Swap		
	3922	Accruals	2730	
44649	4375		2730	51712
		<u>NET ASSETS</u>		
54273				62792
		Financed by		
41584		Capital Account		46615
5800		Reserves		5800
3800		Specific Reserve-Panto Fund Raising		3800
5031		Profit for the year		6577
56215				62792

I have examined the Balance Sheet dated the 31st December 2023 and the annexed Income and Expenditure Account with the books and documents submitted to me and have subsequently received such information as required.

I certify that the Income and Expenditure Account and the Balance Sheet show a true and fair view of the Financial Affairs of the North Mymms Memorial Hall for the Year ended 31st December, 2023

Hon Auditor Date

Chris Birtwistle F.C.A

North Mymms Memorial Hall

Income and Expenditure Accounts

Year Ended the 31st December 2023

2022

2023

Income

21056	Hall and Room Letting	29715
	Rental Income	500
1746	Fund Raising	
	Pantomine	2446
1000	Grants - General	7203
255	Donation	
13	Interest on Investments	111
<u>24070</u>		<u>39975</u>

Expenditure

3600	Wages	3700
350	Accountancy	350
5799	Gas and Electricity	12449
167	Office expenses	150
836	Insurance	1231
495	PRS and PPL	384
915	Rates and Water	633
2800	Repairs and Renewals	6608
189	Sundry Expenses	283
1731	Cleaning	3606
675	Website	1035
835	Consumables	2483
647	Depreciation - Fixtures and Fittings	486

19039

33398

5031

Excess Income Over Expenditure

6577

NORTH MYMMS MEM

Extended Trial Balance

Description	Opening Balances		Cash Book Payments		Cash Book Receipts	
	Dr	Cr	Dr	Cr	Dr	Cr
Freehold Property	9624					
Fixtures and Fittings	30467					
Depreciation		28525				
Nat West Current Account	34645			40420	45652	
NSI Investment Account	14254					
Accounts held for 3rd Parties						
Book Swap		453				740
Hall lettings			1600			30122
Sale of Spotlight						
Grants received - General						9508
Rent						500
Compensation						
Consumables			2483			
Fund raising - General						
Fund raising - Pantomine			2241			4729
Website			1035			
Defibrillator						
Grant spend			2305			
Donations received						
Repairs and renewals			6890			
Wages			3700			
Cleaning services			3606			
Gas and electricity		2920	13369			
Water - clear and waste		72	487			
Council tax to WHDC			218			
Parking Lease						
PRS/PPL Music licence		230	277			
Hall Master licence						
Insurance	125		1306			
Accountancy		700	700			

Pantomine expenses						
Stationery						
Sundry			203			53
Capital Reserve		46615				
Contingency reserve		5800				
Specific reserves -						
Flooring Fund						0
Panto fundraiser		3800				.
Profit for						
	89115	89115	40420	40420	45652	45652
		0				

MEMORIAL HALL

Statement for the year to 31st December 2023

Journal	Journal	Accruals	Debtors	Income & Expenditure	Balance Sheet	
Dr	Cr					
					9624	
					30467	
				486		29011
					39877	
					0	
				111	14365	
1193						0
	1193				29715	
2305					7203	
					500	
				2483		
42					2446	
				1035		
	2305			0		
	282			6608		
				3700		
				3606		
		2000		12449		
				415		
				218		
		230		277		
107				107		
			200	1231		
		350		350		

		150		150			
240	107			283			
							46615
							5800
							3800
3887	3887	2730	200	33398	39975	94333	85226
				6577		200	2730
				0			6577
						94533	94533
							0

NORTH MYMMS MEMORIAL HALL

Extended Trial Balance for the year to 31st Dember 2022

Description	Opening	Balances	Cash Book	Paymen	Cash Book	Receipts	Journ	Journ	Accruals	Debtor	Income &	Expendit	Balance	Sheet
	Dr	Cr	Dr	Cr	Dr	Cr	Dr	Cr						
Freehold Property	9,624												9,624	
Fixtures and Fittings	30,467												30,467	
Depreciation		27,878									647			28,525
Nat West Current Account	26,427			18,182	26,400								34,645	
													-	
NSI Investment Account	14,241											13	14,254	
Accounts held for 3rd Parties														
Book Swap		453												453
Hall lettings			2,025			23,081						21,056		
Sale of Spotlight						280	280					-		
												-		
Grants received - General						1,000						1,000		
												-		
Compensation												-		
Office expenses			835								835			
Fund raising - General						1,784	38					1,746		
												-		
Fund raising - Pantomine												-		
Website			675								675			
Defibrillator											-	-		
Grant spend			226					226			-			
Donations received						255						255		
											-			
Repairs and renewals			2,574				226				2,800			

Wages			3,600								3,600			
Cleaning services			1,731								1,731			
Gas and electricity		850	3,729						2,920		5,799			
Water - clear and waste		200	589						72		461			
											-			
Council tax to WHDC			404								404			
											-			
Parking Lease			50								50			
											-			
PRS/PPL Music licence									230		230			
Hall Master licence			265								265			
											-			
Insurance	156		805							125	836			
											-			
Accountancy		350							700		350			
											-			
Pantomine expenses											-			
Stationery			167								167			
Sundry			507					318			189			
											-			
Capital Reserve		36,589												41,584
											-			
Contingency reserve		5,800												5,800
											-			-
Specific reserves -											-			-
Flooring Fund						-					-			-
Panto fundraiser		3800												3,800
											-			
Profit for		4,995												
											-			
	80,915	80,915	18,182	18,182	26,400	26,400	544	544	3,922	125	19,039	24,070	88,990	80,162
											5,031		125	3,922

											-			5,031
													89,115	89,115

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NORTH MYMMS MEMORIAL HALL
Extended Trial Balance for the year to 31st Dember 2021

Description	Opening Balances		Cash Book Payments		Cash Book Receipts		Journal	Journal	Accruals	Debtors	Income & Expenditure		Balance Sheet	
	Dr	Cr	Dr	Cr	Dr	Cr	Dr	Cr						
Freehold Property	9,624												9,624	
Fixtures and Fittings	30,467												30,467	
Depreciation		27,016									862			27,878
Nat West Current Account	33,869			28,160	20,718								26,427	
NSI Investment Account	14,240											1	14,241	
Accounts held for 3rd Parties														
Book Swap		1,850					1,397							453
Hall lettings			1,950			9,837						7,887		
Rent received						1,000						1,000		
												-		
Grants received - General		13,151				2,350						15,501		
												-		
Compensation												-		
Office expenses												-		
												-		
Fund raising - General												-		
												-		
Fund raising - Pantomine						4,499	312					4,187		
Website			453								453			
Defibrillator			8,771					8,771			-	-		
Chairs							7,374				7,374			
Donations received						2,616						2,616		
												-		
Repairs and renewals			9,954								9,954			
												-		
Wages			750								750			
												-		
Cleaning services			150								150			
												-		
Gas and electricity			2,884						850		3,734			
												-		
Water - clear and waste			845			376			200		669			
												-		
Council tax to WHDC			182								182			
												-		
Parking Lease			50								50			
												-		
PRS/PPL Music licence							226				226			

Hall Master licence			224								224			
											-			
Insurance	156		707							156	707			
											-			
Accountancy		150	150						350		350			
											-			
Pantomine expenses			312					312			-			
Gift											-			
Sundry			778			40		226			512			
											-			
Capital Reserve		36,589												36,589
											-			
Contingency reserve		5,800												5,800
											-			
Specific reserves -											-			
Flooring Fund						-					-			
Panto fundraiser		3,800				.								3,800
											-			
Deficit for year											-			
											-			
	88,356	88,356	28,160	28,160	20,718	20,718	9,309	9,309	1,400	156	26,197	31,192	80,759	74,520
											4,995		156	1,400
											-			4,995
													80,915	80,915

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0

NORTH MYMMS MEMORIAL HALL
Extended Trial Balance for the year to 31st Dember 2021

Description	Opening Balances		Cash Book Payments		Cash Book Receipts		Journal	Journal	Accruals	Debtors	Income & Expenditure		Balance Sheet	
	Dr	Cr	Dr	Cr	Dr	Cr	Dr	Cr						
Freehold Property	9,624												9,624	
Fixtures and Fittings	30,467		3,121								3,123		30,467	
Depreciation		25,866												25,866
Nat West Current Account	18,592			19,855	35,133								33,871	
NSI Investment Account	14,138											102	14,240	
Accounts held for 3rd Parties														
Book Swap		1,650				200								1,850
Hall lettings			1,268			9,371						8,104		
Rent received						2,352						2,352		
Grants received - General						23,015						23,015		
Compensation														
Stationery							274				274			
Fund raising - General						110						110		
Fund raising - Pantomime						55						55		
Website			352								352			
Grant			1,058					1,058						
Donations received														
Repairs and renewals			4,466				1,058				5,524			
Keyholder time and expenses			1,303								1,303			
Cleaning services			1,425								1,425			
Gas and electricity			4,497			29					4,468			
Water - clear and waste			545								545			
Council tax to WHDC			82								82			
Parking Lease			383								383			
PRS/PPL Music licence	313		-								-		313	
Hall Master licence			212								212			
Insurance	1,247		235								235		1,247	
Accountancy		150	450								450		150	
Pantomime expenses											-			
Sundry			458					274			184			
Capital Reserve		33,085									-		33,085	
Contingency reserve		5,800									-		5,800	
Specific reserves -											-			
Flooring Fund		2,388									-		2,388	
Panto fundraiser		3,800									-		3,800	
Deficit for year		1,642									-		1,642	
	74,381	74,381	19,855	19,855	35,133	35,133	1,332	1,332	-	-	18,560	33,738	88,202	76,141
											15,177		-	-
											-		15,177	
												88,202	91,318	

**NORTH MYMMS MEMORIAL HALL
36 STATION ROAD
WELHAM GREEN
HERTS
AL9 7PG**

**NORTH MYMMS MEMORIAL HALL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED THE
31ST DECEMBER 2023
AND BALANCE SHEET AT THAT DATE**

North Mymms Memorial Hall

Income and Expenditure Accounts

Year Ended the 31st December 2023

<u>2022</u>			<u>2023</u>
		<u>Income</u>	
21056	Hall and Room Letting	29715	
	Rental Income	500	
1746	Fund Raising		
	Pantomime	2446	
1000	Grants - General	7203	
255	Donation		
13	Interest on Investments	111	
<u>24070</u>			<u>39975</u>
		<u>Expenditure</u>	
3600	Wages	3700	
350	Accountancy	350	
5799	Gas and Electricity	12449	
167	Office expenses	150	
836	Insurance	1231	
495	PRS and PPL	384	
915	Rates and Water	633	
2800	Repairs and Renewals	6608	
189	Sundry Expenses	283	
1731	Cleaning	3606	
675	Website	1035	
835	Consumables	2483	
647	Depreciation - Fixtures and Fittings	486	
<u>19039</u>			<u>33398</u>
<u>5031</u>	Excess Income Over Expenditure		<u>6577</u>

North Mymms Memorial Hall

Balance Sheet as at the 31st December 2023

<u>2022</u>				<u>2023</u>
		<u>ASSETS</u>		
		Fixed Assets		
9624		Freehold Property		9624
	30467	Fixtures and Fittings	30467	
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1942				1456
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		<u>CURRENT LIABILITIES</u>		
	453	Amount held for Book Swap		
	3922	Accruals	2730	
44649	4375		2730	51712
		<u>NET ASSETS</u>		
54273				62792
		Financed by		
41584		Capital Account	46615	
5800		Reserves	5800	
3800		Specific Reserve-Panto Fund Raising	3800	
5031		Profit for the year	6577	
56215			62792	

I have examined the Balance Sheet dated the 31st December 2023 and the annexed Income and Expenditure Account with the books and documents submitted to me and have subsequently received such information as required.

I certify that the Income and Expenditure Account and the Balance Sheet show a true and fair view of the Financial Affairs of the North Mymms Memorial Hall for the Year ended 31st December, 2023

Hon Auditor Date August 15th 2024

Chris Birtwistle F.C.A