

# HUNTINGDON COMMEMORATION HALL

England & Wales · Charity number 302645

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 1962-09-11

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

## Contact

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**Address** Commemoration Hall  
39 High Street  
Huntingdon  
PE29 3AQ

**Phone** 01480

**Email** [ADMIN@COMMHALL.ORG](mailto:ADMIN@COMMHALL.ORG)

**Website** [www.commhall.org](http://www.commhall.org)

## Activities

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**Objects:** PURPOSES OF FACILITIES FOR RECREATION AND WELFARE.

**Activities:** The Huntingdon Commemoration Hall Charity's activities are based on the objects of the Charity stated in the original Trust Deed dated 1947 and subsequent Memorandum of Amendment, namely to provide and promote for the benefit of the inhabitants of Huntingdon and particularly for those of less financial means facilities for their recreation or welfare.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

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- **Area of benefit:** HUNTINGDON
- Cambridgeshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£321,805	£287,815	-	-
2024-03-31	£226,414	£198,021	-	-
2023-03-31	£119,745	£130,115	-	-
2022-03-31	£91,662	£84,751	-	-
2021-03-31	£35,249	£19,767	-	-

## Trustees

Name	Role	Appointed
<b>Paul Sweeney</b>	Chair	2018-12-17
Dominic Whitehead		
Elena Carpenter		2019-08-19
Georgina Samantha Hunt		2024-06-06
Guy Makey		2018-12-17
Mark Neil Fearon		2024-06-06
Peter Vialls		2019-06-10
Sarah Stammler		2018-12-17

**HUNTINGDON COMMEMORATION HALL**

England & Wales - Charity number 302645

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# Accounts

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Charity Registration Number: 302645

**Huntingdon Commemoration Hall**

**Unaudited**

**Annual Report and Financial Statements**

**For the Year Ended**

**31 March 2025**

# HUNTINGDON COMMEMORATION HALL

## Contents

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	<b>Page</b>
Charity Reference and Administrative Information	1
Trustees' and Chair's Report	2 - 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the accounts	8 - 13

## HUNTINGDON COMMEMORATION HALL

### REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2025

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#### The charity name

The legal name of the charity is Huntingdon Commemoration Hall.

#### The charity's areas operation and UK charitable registration

The charity is registered in England & Wales with the Charity Commission for England & Wales (CCEW) with charity number 302645.

#### Legal structure of the charity

The Governing Document of the charity is the Trust Deed establishing the charity. The Governing Document is dated 10 November 1947. The Trustees are all individuals.

#### The principal operating address of the charity is:

39 High Street, Huntingdon, PE29 3AQ

The charity's website address is [www.commhall.org](http://www.commhall.org)

#### The Trustees in office on the date the report was approved were:

P Sweeney (Chair)  
D Whitehead  
A Welsh  
S Stammler  
G Makey  
P Vialls  
E Carpenter  
E Daly  
M Fearon  
G Hunt

#### The following persons served as Trustees during the year ended 31 March 2025:

Name	Appointed
P Sweeney	2018
D Whitehead	2005
A Welsh	2014
A McAdam (resigned 6 June 2024)	2018
S McAdam (resigned 6 June 2024)	2015
S Stammler	2018
G Makey	2018
P Vialls	2019
E Carpenter	2019
E Daly	2021
T Askew (resigned 30 January 2025)	2022
R Crisp (resigned 30 January 2025)	2023
M Fearon (appointed 6 June 2024)	2024
G Hunt (appointed 6 June 2024)	2024

The power of appointing new or additional Trustees vests with the existing Trustees and they must be nominated by resolution of the Committee.

#### Bankers

Barclays Bank plc  
1 Market Hill  
Huntingdon  
PE29 3AE

#### Independent examiner

George Hay  
St. George's House  
14 George St  
Huntingdon  
PE29 3GH

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2025

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The Trustees' present their report and the financial statements for the year ended 31 March 2025.

Reference and administrative information set on page 1 forms part of this report.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements, the Charities Act 2011, Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (the "Charities SORP") and comply with the charity's Governing Document.

#### **Objectives and activities of the charity**

The Huntingdon Commemoration Hall charity's activities are based on the objects of the charity stated in the original Trust Deed dated 1947 and subsequent Memorandum of Amendment, namely to provide and promote for the benefit of the inhabitants of Huntingdon (and particularly for those of less financial means) facilities for their recreation or welfare.

#### **Public benefit**

The Hall continued to be let to local community groups and the Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **The achievements and performance of the charity during the year is described in the following Chair's report.**

It is a pleasure to present my report as Chair of the Huntingdon Commemoration Hall Charity for the period from April 2024 to March 2025. This has been a year of meaningful progress, strong community engagement, and growing confidence in the Hall's role as a thriving charitable organisation at the heart of local life.

Throughout the year, the Hall has continued to be well used by a wide range of community groups, private hirers, and local organisations. This consistent demand reflects both the versatility of the building and the value it holds for those who use it. It has been particularly encouraging to welcome new users alongside long-standing supporters, reinforcing the Hall's position as a place for creativity, remembrance, and connection.

#### **Arts Café Kitchen Redevelopment – August 2024**

A major highlight of the year was the redevelopment of the kitchen within the Arts Café space in August 2024. This project was made possible through funding from Cambridgeshire County Council, for which we are extremely grateful. The redevelopment has created a modern, fit-for-purpose kitchen, providing a new and sustainable way to strengthen our food offering.

The new kitchen enables us to produce our own food items and products on site, giving greater control over quality and costs while reducing reliance on external suppliers. This has resulted in lower operating costs and a reduced environmental impact, with fewer deliveries and more efficient use of resources. Importantly, food waste has also been reduced, supporting our commitment to responsible and sustainable operation.

#### **Improvement to our facilities.**

Thanks again to a grant from Cambridgeshire County Council we were also able to install air conditioning in our main hall improving the heating and cooling abilities for the comfort of our users, communities and hirers. This will also help to reduce our costs and carbon emissions.

#### **Community Performance and the Christmas Pantomime**

Our Christmas pantomime, A Christmas Wish, was another standout success and remains a cornerstone of the Hall's cultural programme. As a community-based amateur theatre production, the pantomime plays a vital role in bringing people together, showcasing local talent, and creating shared experiences across generations.

The 2024 production welcomed approximately 2,500 audience members, demonstrating the continued enthusiasm for accessible, locally produced live performance. This success was made possible by the dedication of the cast, crew, volunteers, and creative team. We were also delighted to receive huge support from the Mayor of Huntingdon, Cllr Karl Brockett, and his wife Julie, whose encouragement and visible backing meant a great deal to all involved and highlighted the wider civic value of the production.

### **Governance, Growth, and Looking Ahead**

As the Hall continues to grow and develop as a charity, the Trustees have begun a period of reflection to review where we are and how we sustain both our performance and our growth into the future. This includes taking a thoughtful and strategic look at our staffing structure, ensuring we have the right capacity and skills in place, as well as reviewing the fabric of the building to understand future maintenance and investment needs.

This work is about setting a clear direction—identifying priorities, planning responsibly, and ensuring that the Hall remains resilient, welcoming, and fit for purpose for years to come. By balancing ambition with careful stewardship, we aim to protect what makes Commemoration Hall special while continuing to evolve in response to community needs.

I would like to thank my fellow Trustees for their continued commitment, insight, and collaborative approach, as well as all staff, volunteers, supporters, and users of the Hall. Your contribution is fundamental to everything we achieve.

With strong foundations, improved facilities, and a clear focus on the future, I am confident that Commemoration Hall Charity is well placed to continue serving our community with energy, creativity, and care.

### **Trustees – policies adopted for the induction and training of Trustees**

Training of the Trustees' is undertaken on an informal basis. Each new Trustee upon his or her appointment will be given a copy of the Trust Deed and any amendments to it, as well as a copy of the charity's latest report, finance governance document and statement of accounts. All Trustees are kept informed at meetings of their duties and obligations under the law in addition to their proper conduct.

### **Financial Review**

#### **a) Principal funding**

As shown in the Financial Statements, our financial position has improved this year. The charity's income is made up of income generated from the Arts Café, events, commercial and community room and hall hires, donations and grants. See notes 2 and 3 to the accounts.

As at 31 March 2025 the charity had £38,172 (2024: £38,760) in unrestricted funds and £47,843 (2024: £13,265) in restricted funds. This puts the charity in a modestly robust position to initiate further income generating charitable activities and projects with an eye on achieving the long-term objective of becoming financially sustainable.

The charity recorded a net surplus of £33,990 (2024: £28,393) for the year.

Trustees have complete discretion for their use of unrestricted funds. The Trustees meet at properly convened meetings to review the assets and finances of the charity.

#### **b) Principal risks and uncertainties**

The Trustees have considered the major risks to which the charity is exposed to and have satisfied themselves that they have robust systems and processes in place in order to manage those risks.

#### **c) Reserves policy**

It is the policy and objective of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to approximately three month's expenditure, excluding depreciation and discrete projects. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in income, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

#### **d) Going concern**

The charity continues to face many financial challenges as a result of the continued impact of high inflation on the cost of stock, wages and general expenses together with the wider economic pressures facing our community. Since the year end we have seen the Arts Café, events and hall hire bookings continue to remain strong as a result of repeat customers, referrals and new enquiries. As mentioned in the Chair's Report the Christmas Pantomime has been a great source of much needed funds and the improvements made to the kitchen with the assistance of grants have enabled us to improve the financial contribution made to the charity. Additionally, since the year end the charity has been awarded a grant that will help us become greener by replacing many of the old inefficient lights throughout the hall. The Trustees believe this will have a positive financial impact on the charity. This together with the efforts of the Trustees, staff and volunteers puts us in a good position to tackle the financial challenges. The Trustees continue to carry out regular financial stress tests so that any potential issues can be identified and tackled as early as possible. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2025

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#### Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of Trustees and signed on their behalf by:



**Mark Fearon**  
Trustee

Date: 19 January 2026

## HUNTINGDON COMMEMORATION HALL

### Independent Examiner's Report to the Trustees of Huntingdon Commemoration Hall

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I report to the Trustees on my examination of the financial statements of Huntingdon Commemoration Hall ('the charity') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 8 to 13.

#### Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

*Samantha Green*

*Samantha Green ACA*

*George Hay Partnership LLP*

St. George's House

14 George St

Huntingdon

PE29 3GH

Date:

HUNTINGDON COMMEMORATION HALL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
<b>Income from</b>					
Donations and grants	2	847	63,615	<b>64,462</b>	22,019
Charitable activities	3	257,343	-	<b>257,343</b>	204,395
Total income		<u>258,190</u>	<u>63,615</u>	<u><b>321,805</b></u>	<u>226,414</u>
<b>Expenditure</b>					
Charitable activities	12	258,778	29,037	<b>287,815</b>	198,021
Other expenditure		-	-	-	-
Total expenditure	12	<u>258,778</u>	<u>29,037</u>	<u><b>287,815</b></u>	<u>198,021</u>
<b>Net (expenditure) / income for the year</b>		<u>(588)</u>	<u>34,578</u>	<u><b>33,990</b></u>	<u>28,393</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		38,760	13,265	<b>52,025</b>	23,632
Net movement in funds		(588)	34,578	<b>33,990</b>	28,393
Total funds carried forward		<u>38,172</u>	<u>47,843</u>	<u><b>86,015</b></u>	<u>52,025</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages on 8 to 13 form part of these financial statements.

HUNTINGDON COMMEMORATION HALL

BALANCE SHEET AS AT 31 MARCH 2025

	Note	2025 £	2024 £
<b>Fixed Assets</b>			
Tangible Assets	6	50,750	20,097
<b>Current Assets</b>			
Stock		2,075	2,250
Debtors	7	10,554	12,961
Cash at bank and in hand		52,164	33,237
<b>Total current assets</b>		<b>64,793</b>	<b>48,448</b>
<b>Creditors: amount falling due within one year</b>	8	<b>(29,528)</b>	<b>(16,520)</b>
<b>Net current assets</b>		<b>35,265</b>	<b>31,928</b>
<b>Total net assets</b>		<b>86,015</b>	<b>52,025</b>

The total net assets of the charity are funded by the funds of the charity as follows:

		2025 £	2024 £
<b>Charity funds</b>			
Unrestricted funds	10	38,172	38,760
Restricted funds	11	47,843	13,265
<b>Total funds</b>		<b>86,015</b>	<b>52,025</b>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



**Eamonn Daly**  
Trustee

Date: 19 January 2026

The notes on pages 8 to 13 form part of these financial statements.

## 1 Accounting policies

### a) Basis of Preparation

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity meets the definition of a public benefit entity under FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair" view. This departure has involved following the Statement of Recommended Practice for charities applying FRS102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historic cost convention. The principal accounting policies adopted are set out below.

### b) Going concern

The charity continues to face many challenges as a result of the ongoing high cost of utilities, food and general expenses together with the wider economic pressures, such as interest rates, facing our community. Since the year end we have seen the Arts Café, event and hire bookings continue to remain strong as a result of repeat customers and through referrals. Following the significant capital investment in the hall since the year end we believe we have put ourselves in a strong position to continue to retain and attract new customers. Through the efforts of the Trustees, staff and volunteers we are in a good position to tackle these challenges. The Trustees continue to carry out regular financial stress tests so that any potential issues can be addressed in advance. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

### c) Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### d) Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Charity activity income is net of VAT and other income related taxes.

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Restricted funds can be used only for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

### e) Resources Expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs. All expenditure is inclusive of irrecoverable VAT.

### f) Employee benefits

The cost of any unused holiday entitlement is recognized in the period in which the employee's services are received. Termination benefits are recognized immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### g) Taxation

The Trustees consider that the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and no other purpose. The charity was registered for VAT part way through the previous year.

**1 Accounting policies (continued)**

**h) Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Equipment	25% - 33% straight-line
Fixtures and fittings	20% straight-line
Property improvements	10% straight-line

**i) Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible fixed assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**j) Stock**

Stock is accounted for at the lower of cost and net realisable value on a first in first out basis.

**k) Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**l) Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**m) Financial instruments**

The charity has elected to apply Sections 11 and 12 of FRS 102 in respect of financial instruments.

Financial assets and financial liabilities are recognised when the charity becomes party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

The charity's policies for its major classes of financial assets and financial liabilities are set out below.

**Financial assets**

Basic financial assets, including trade and other debtors, cash and bank balances and financing are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate.

Such assets are subsequently carried at amortised cost using the effective interest method, less any impairment.

**Financial liabilities**

Basic financial liabilities, including trade and other creditors and loans that are classified as debt, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

**1 Accounting policies (continued)**

**m) Financial instruments (continued)**

**Impairment of financial assets**

Financial assets measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of Financial Activities.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between the asset's carrying amount and the best estimate of the amount the company would receive for the asset if it were to be sold at the reporting date.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between the asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If the financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in the Statement of Financial Activities.

**Derecognition of financial assets and financial liabilities**

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) despite having retained some significant risks and rewards of ownership, control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

**Offsetting of financial assets and financial liabilities**

Financial assets and liabilities are offset and the net amount reported in the balance sheet when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**n) Employees**

The average number of employees during the year was 4 (2024 – 4). No employees received annual remuneration more than £60k in this or the previous year. Details of employee costs including amounts paid to a defined contribution scheme are shown in note 12.

HUNTINGDON COMMEMORATION HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

2 Grants received

During the year the charity received the following restricted grants:

	2025	2024
	£	£
Green Business Impact Grant	11,300	-
Cambridgeshire County Council	40,000	-
West Cambridgeshire Federation	-	3,000
Huntingdon Freemen's Trust	-	7,160
Huntingdon District Council	11,465	7,084
Huntingdon Youth Theatre	-	500
Shakespeare at The George	-	1,000
Huntingdon Rotary Club	200	-
Various individuals	650	1,644
	<u>63,615</u>	<u>20,388</u>

3. Income from charitable activities

	2025	2024
	£	£
Room hire	24,119	17,961
Events	82,353	49,837
Food and drinks	150,871	136,597
	<u>257,343</u>	<u>204,395</u>

4. Trustees' Remuneration and Benefits

There were no Trustees' remuneration or any other benefits for the year ended 31 March 2025 (31 March 2024 - £nil).

Trustees' expenses

Trustees' expenses paid for in this and the previous year were £nil.

During the year T Askew received £2,410 (2024: £2,883) from the charity for the provision of technical support services whilst acting as a Trustee.

5. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £700 (2024: £600).

6. Tangible fixed assets

	Fixtures, fittings and equipment £	Property Improvements £	Total £
<b>Cost</b>			
At 1 April 2024	29,531	8,767	38,298
Additions	46,900	-	46,900
At 31 March 2025	<u>76,431</u>	<u>8,767</u>	<u>85,198</u>
<b>Depreciation</b>			
At 1 April 2024	17,672	529	18,201
Charge for the year	15,370	877	16,247
At 31 March 2025	<u>33,042</u>	<u>1,406</u>	<u>34,448</u>
<b>Net book value</b>			
<b>At 31 March 2025</b>	<u>43,389</u>	<u>7,361</u>	<u>50,750</u>
At 31 March 2024	<u>11,859</u>	<u>8,238</u>	<u>20,097</u>

7. Debtors

	2025	2024
	£	£
Trade debtors	7,289	8,805
Prepayments	3,265	2,524
Other debtors	-	1,632
	<u>10,554</u>	<u>12,961</u>

HUNTINGDON COMMEMORATION HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

8. Creditors: Amounts falling due within one year

	2025	2024
	£	£
Trade creditors	11,544	3,128
Taxation	6,085	7,249
Pension creditor	242	218
Accruals	6,197	5,075
Other creditors	5,430	850
Trustee loan	30	-
	<u>29,528</u>	<u>16,520</u>

9. Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025	2024
	£	£
Within one year	3,330	229
After one year and not later than five years	3,885	-

10. Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used and unexpended balances from charitable activities.

	At 1 April 2024	Incoming resources	Resources Expended	Transfers	At 31 March 2025
	£	£	£	£	£
General fund	38,760	258,190	(258,778)	-	<u>38,172</u>

	At 1 April 2023	Incoming resources	Resources Expended	Transfers	At 31 March 2024
	£	£	£	£	£
General fund	19,460	206,026	(186,726)	-	<u>38,760</u>

11. Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024	Incoming resources	Resources Expended	Transfers	At 31 March 2025
	£	£	£	£	£
General fund	13,265	63,615	(29,037)	-	<u>47,843</u>

	At 1 April 2023	Incoming resources	Resources Expended	Transfers	At 31 March 2024
	£	£	£	£	£
General fund	4,172	20,388	(11,295)	-	<u>13,265</u>

HUNTINGDON COMMEMORATION HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

12. Support costs for charitable activities

	Current year Unrestricted funds £	Current year restricted funds £	Current year total £	Prior year total £
<b>Cost of sales</b>				
Food and drink	72,660	-	72,660	58,824
Events and technical support	53,577	-	53,577	29,340
Operating lease payments	3,078	-	3,078	874
<b>Premises expenses</b>				
Light and heat	20,339	-	20,339	23,393
Rates	1,138	-	1,138	2,240
Cleaning	2,272	-	2,272	2,556
Repairs	11,362	17,524	28,886	9,863
<b>Administrative overheads</b>				
Salaries and wages	66,367	-	66,367	48,759
Pension costs	1,163	-	1,163	728
Subscriptions	612	-	612	779
Insurance	3,059	-	3,059	1,931
Telephone and internet	665	-	665	768
Hire of equipment	1,907	-	1,907	363
Licenses and other council payments	1,021	-	1,021	679
Advertising	4,593	-	4,593	3,671
Sundry and stationery expenses	1,859	-	1,859	465
Bad debt provision	2,432	-	2,432	564
Depreciation	6,154	10,093	16,247	8,322
<b>Professional fees</b>				
Accountancy and payroll	1,677	-	1,677	830
Legal and professional	-	1,420	1,420	-
<b>Financial costs</b>				
Bank and credit card charges	2,843	-	2,843	3,072
<b>Total support costs</b>	<b>258,778</b>	<b>29,037</b>	<b>287,815</b>	<b>198,021</b>

13 Related party transactions

There were no related party transactions other than the Trustees services disclosed in note 4.



**HUNTINGDON COMMEMORATION HALL**

England & Wales - Charity number 302645

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# Accounts

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Charity Registration Number: 302645

**Huntingdon Commemoration Hall**

**Unaudited**

**Annual Report and Financial Statements**

**For the Year Ended**

**31 March 2024**

## HUNTINGDON COMMEMORATION HALL

### Contents

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	<b>Page</b>
Charity Reference and Administrative Information	1
Trustees' and Chair's Report	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the accounts	10 - 15

## HUNTINGDON COMMEMORATION HALL

### REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2024

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#### The charity name

The legal name of the charity is Huntingdon Commemoration Hall.

#### The charity's areas operation and UK charitable registration

The charity is registered in England & Wales with the Charity Commission for England & Wales (CCEW) with charity number 302645.

#### Legal structure of the charity

The Governing Document of the charity is the Trust Deed establishing the charity. The Governing Document is dated 10 November 1947. The Trustees are all individuals.

#### The principal operating address of the charity is:

39 High Street, Huntingdon, PE29 3AQ

The charity's website address is [www.commhall.org](http://www.commhall.org)

#### The Trustees in office on the date the report was approved were:

P Sweeney (Chair)  
D Whitehead  
A Welsh  
S Stammler  
G Makey  
P Vialls  
E Carpenter  
E Daly  
T Askew  
R Crisp  
M Fearon (appointed 6 June 2024)  
G Hunt (appointed 6 June 2024)

#### The following persons served as Trustees during the year ended 31 March 2024:

Name	Appointed
P Sweeney	2018
D Whitehead	2005
A Welsh	2014
A McAdam (resigned 6 June 2024)	2018
S McAdam (resigned 6 June 2024)	2015
S Stammler	2018
G Makey	2018
P Vialls	2019
E Carpenter	2019
E Daly	2021
T Askew	2022
R Crisp	2023

The power of appointing new or additional Trustees vests with the existing Trustees and they must be nominated by resolution of the Committee.

#### Bankers

Barclays Bank plc  
1 Market Hill  
Huntingdon  
PE29 3AE

#### Independent examiner

Kinnaird Hill  
Brunel House  
1 Archers Court  
Huntingdon  
PE29 6XG

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

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The Trustees' present their report and the financial statements for the year ended 31 March 2024.

Reference and administrative information set on page 1 forms part of this report.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements, the Charities Act 2011, Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (the "Charities SORP") and comply with the charity's Governing Document.

#### **Objectives and activities of the charity**

The Huntingdon Commemoration Hall charity's activities are based on the objects of the charity stated in the original Trust Deed dated 1947 and subsequent Memorandum of Amendment, namely to provide and promote for the benefit of the inhabitants of Huntingdon (and particularly for those of less financial means) facilities for their recreation or welfare.

#### **Public benefit**

The Hall continued to be let to local community groups and the Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **The achievements and performance of the charity during the year is described in the following Chair's report.**

Our third year! As Trustees we still refer to years in terms of our re-launch meaning that we have just completed the third year in this current cycle. This makes it easier for us as a board to track our success and growth with comparative financial reports and audience numbers. So having survived the 'terrible twos' we are most definitely in our 'thunderous threes' era!

Year Three has seen our charity grow above our expectations, financially delivering over and above our forecasts and budgets which although on paper appears to be a great success, also brings its own problems. Ticket sales are up which account for a large portion of the financial income seen in the accounts, bear in mind that for the majority of these shows we are on what is referred to as a ticket split, meaning that we receive the income but are then liable to pay the artist or performer their percentage of the sales, this is often c.70% of the total box office. Meaning that our accounts although showing a high income, don't proportionally show as a top line the relevant expenditure. We are then also liable for the VAT on these tickets which has a real impact on our VAT returns each quarter. The good news is that with ticket sales rising we are seeing a real growth in our audiences, with less and less shows needing to be cancelled for 'low ticket sales' and more due to around the performers availability or the show itself becoming unavailable.

One of the biggest success stories this year has to be the return of the annual Pantomime to The Hall, of which I will talk more about later. Along with the Panto we've grown our events programme beyond anything we've seen before, and for the first time (that I can recall) we have been in a position to produce a quarterly booklet of forthcoming events. A milestone moment to see everyone's hard work in one booklet, highlighting just how much we invest in our town and its community. The impact we have on Huntingdon still remains high, we have seen a small decline in our ability to provide 'free' events such as art classes and workshops that were set up under the 'Arts Alive' banner. We hope to re-introduce much more of these in the coming months/years.

Our mission remaining the focus of everything we strive to achieve:

**'To provide a welcoming space to enrich and support the local community, bringing people together through arts, events and entertainment'.**

These events are key to our future success and the access to funding that we desperately need to survive, aiding us to continually develop our charity and building. Ensuring the charity and The Hall is accessible to everyone has always been a driver for us as Trustees **'Making the Hall feel welcoming, warm, safe and inclusive to all users'**.

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024 - continued

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This year we have seen, following a lengthy campaign, CCTV finally installed in Literary Walk. The area has often been noted for its murky and foreboding appearance and has constantly been brought up by visitors and volunteers alike, so I'm very happy to see the installation.

Success also brings challenges, particularly when we operate with a large percentage of voluntary based roles within the charity. Growth in the Arts Café and for Events means a greater reliance on the goodwill of our teams to step in to support the running of the building that on occasion can be 12 hours+ a day. Additionally, the 'back of house' roles that we all run as volunteers means that the time dedicated to them has increased, I'm incredibly grateful for those who do support us, when I say we couldn't do this without you I mean it, we really couldn't. It makes me so proud when I speak about our charity and the incredible volunteer group we have.

#### The Arts Café

I feel like I will be saying this line for the next 100 years, however our Arts Café continues to grow and be discovered by new faces, many of whom have never stepped foot inside this 182-year-old building! The pleasant surprise that we see will never not be heartwarming. The footfall continues to grow, and we are now looking at ways to push that further. This year has seen us move the café to open on Sundays, a big step forward and one that has thankfully paid off, we can now regularly welcome visitors to the hall and the café a full 7 days a week (and now including Bank Holidays) an important step that puts us in line with other hospitality retailers in the town and marks our intention to grow beyond a mere charity run café space into a fully-fledged venue offering some of the best service and refreshments in Huntingdon (Our coffee is often complimented as already being the best there is!).

The Trustees wish to extend their thanks to our Arts Café Manager, Jenny, and her team that has grown to four paid employees this year! Employees underpin our whole café operation supported by our very generous volunteers who give their time daily to ensure the arts café operations remains as professional as ever. We as Trustees would like to thank each of our dedicated arts café volunteers. I'd like to add that they have all been supportive in the transitions we have made throughout the year as we grow, it's not always easy, but it is always needed! Trustees hope that the changes brought on through the successful funding of the kitchen refit will continue to support the charity and see more and more people enjoy what we already know to be our amazing café.

The Arts Café remains one of the pillars of our business plan, a perfect way for us to market the Hall, its space and our events to the visitors. With a large proportion of its demographic in the elderly age bracket we find more and more that this area has become their haven, their get away from life and a space where they can interact with our staff and volunteers, perhaps read books. It is also fast becoming its own 'event space' through our now regular set of community groups such as knit and natter, French reading group and poetry afternoons. This speaks directly to our values and provides us with data and feedback to feed funding applications that will continue to support our community through the arts.

#### Arts, Events and Entertainment

##### ***'Encourage a diverse range of nourishing and uplifting events, performances and productions'***

As I've said, this year has seen the number of shows, events and hires grow in significant numbers, with another huge positive in that we are seeing audience numbers grow on a show-by-show basis. This is no doubt down to the sheer awareness we now have within the local area for our shows and events. More work is needed here but this year has seen some incredible attendance numbers for some events. We've now built a very stable set of repeat bookings from groups like The Pantaloons, Lamphouse Theatre, Solve Along a Murder She Wrote and Wrestling all of whom are seeing their followings grow. Our inaugural 'Theatre Season' launched in Sept/Oct 2023 and saw four unique dramatic or theatrical natured touring plays grouped together under one banner.

Dramatic art performances have seen slower growth in audience numbers and is still something that we will focus on going forwards. Sandra Birnie did a great job in curating the content and we continue to grow our understanding of 'what works' and what our audiences want in Huntingdon, remember, we are still very much in our new infancy years. Also, of note this year is that Huntingdon Drama Club are celebrating their 80th anniversary, an outstanding achievement for a local amateur club who will run three shows throughout 2024 starting with 'Family Album' in spring. HYT continue their return residency and have seen growth in their membership, a huge testament to them and their group. Elaine Baker has settled into her role as Events Manager and has been a huge asset and supported the growth in our events.

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024 - continued

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#### Arts, Events and Entertainment - continued

We cannot mention 2023 without addressing the HUGE success of Heartfelt Productions 'Cinderella – An Almost Traditional Pantomime'. The Hall has a very rich history with Pantomimes, most notably with Panto '89. One of The Hall's long term amateur dramatic performing groups who starts in, no surprise, 1989 and finished with their final show in 2012. Heartfelt Productions began production in early 2023, writing their own script and setting auditions for June/July with rehearsals starting in September. The entire cast and crew made up of local volunteers who gave their time freely to ensure the production was ready on time. Selling over 1,600 tickets in its 10-show run the show was warmly received by everyone. What I'd like to bring particular note to is that the pantomime serves as an entry level to younger people, many of whom have never set foot in a theatre and for them, seeing the pantomime was their first taste of 'live' theatre.

Our aim to 'Inspire Creativity' has never felt more prevalent than here. A huge number of front of house volunteers supported with the 'Snack Shack' and brought in a sizeable amount of income from drinks and refreshments. All of which aids the charity for the quieter months of Jan – March each year. Heartfelt are returning in 2024 with another new show, one that we are sure will bring my magic and delight to audiences in Huntingdon. We're very lucky to have three amateur theatre groups under our roof, a real testament to the building and its appeal on the High Street.

#### Volunteering

As ever we are beyond grateful for all our volunteers, the rich history of the hall is filled with people who have volunteered their time to support and grow the hall over the years. Whether they are serving coffees in the Arts Café, pouring wine at Events or working behind the scenes to ensure that the charity continues forwards. We could not do this without you, and we wouldn't want to. Our volunteers have become our ambassadors, our spokes people for the charity and what it stands for acting not only as operational bodies, but their involvement is also what really makes our Hall feel welcoming, warm, safe and inclusive.

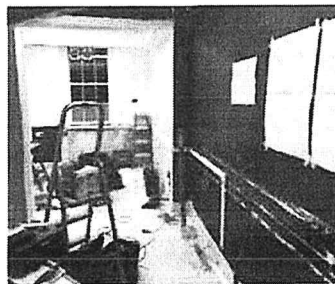
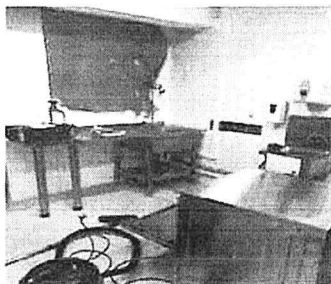
We are, as ever, indebted to them for their generosity and we thank you one and all for your continued support. We understand that circumstances change and that not everyone can remain long term, however each of you are just as important as the next. We move into this new year with plans for further recruitment drives as we continue to grow and develop 'volunteer roles' throughout the entire building. Incorporating other operational tasks along the way such as light and sound, maintenance and marketing.

#### Next Year

As we thunderously roll into a new financial year our focus, as always, is on ensuring that we do what we do best, at the best level we can.

Since the year end we were successful in our bid to the 'Priorities Fund' from Cambridge County Council, who awarded the charity £40,000 to refit our very out of date kitchen area and to install the long overdue air conditioning in the main hall. Our kitchen refurbishment and the installation of air conditioning units took place in early summer. This was all done thanks to Elena Carpenter for the application and the project managing team of Elaine Baker, Steve Baker, Dave Bridges, Scottie Fagg and Dominic Whitehead. The kitchen refurbishment allows us to dramatically improve both our range of food and drink offerings but also to generate greater profit margins for the charity by bringing more of our food production inhouse.

There were also a number of our volunteers who stepped in to support the refit including John Medcalf and Adam Waugh who supported during the week.



With the growth in our audience figures and café visitors we are now entering into a much deeper understanding of our charity and who we connect with. This data will allow us to make informed decisions on our future funding applications and continually align our focus on our charitable outcomes. Ensuring sustainable decisions are continually made about our next steps is key to our success.

One thing we didn't quite manage this year was a review of our energy use in terms of making it greener, this is a priority for the board, and we are hopeful that we will see some improvements in the coming year. I'm also keen to reignite our 'Arts Alive' legacy project for the charity. Exploring user groups outside of our current ones, making the hall accessible and available to more and more of our community than ever before, things like ensuring the pantomime is accessible to vulnerable and disadvantaged children is hugely important to me.

I'll finish as I do every year, by sharing and reminding us all of one of our key values, again highlighting who we are and why we do what we do.

*'Preserving the Hall and its heritage for the benefit of the local community, ensuring it is run professionally and sustainably'.*

A heartfelt Thank You to you all for supporting the charity this year, here's to another year of growth, inclusion, and success.

**Trustees – policies adopted for the induction and training of Trustees**

Training of the trustees' is undertaken on an informal basis. Each new trustee upon his or her appointment will be given a copy of the Trust Deed and any amendments to it, as well as a copy of the charity's latest report, finance governance document and statement of accounts. All trustees are kept informed at meetings of their duties and obligations under the law in addition to their proper conduct.

**Financial Review**

**a) Principal funding**

As shown in the Financial Statements, our financial position has improved this year. The charity's income is made up of income generated from the Arts Café, events, commercial and community room and hall hires, donations and grants. See notes 2 and 3 to the accounts

As at 31 March 2024 the charity had £38,760 (2023: £19,460) in unrestricted funds and £13,265 (2023: £4,172) in restricted funds. This puts the charity in a modestly robust position to initiate further income generating charitable activities and projects with an eye on achieving the long-term objective of becoming financially sustainable.

The charity recorded a net surplus of £28,393 (2023: deficit of £10,372) for the year. Trustees have complete discretion for their use of unrestricted funds. The Trustees meet at properly convened meetings to review the assets and finances of the charity.

**b) Principal risks and uncertainties**

The Trustees have considered the major risks to which the charity is exposed to and have satisfied themselves that they have robust systems and processes in place in order to manage those risks.

**c) Reserves policy**

It is the policy and objective of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to approximately three month's expenditure, excluding depreciation and discrete projects. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in income, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

**d) Going concern**

The charity continues to face many financial challenges as a result of the continued impact of high inflation on the cost of stock, wages and general expenses together with the wider economic pressures facing our community. Since the year end we have seen the Arts Café, events and hall hire bookings continue to remain strong as a result of repeat customers, referrals and new enquiries. As mentioned in the Chair's Report the return of the Pantomime to the Hall has been a great source of much needed funds and the improvements made to the kitchen with the assistance of grants have enabled us to improve the financial contribution made to the charity. Additionally, since the year end the charity has been awarded a grant that will help us become greener by replacing many of the old inefficient lights throughout the hall. The Trustees believe this will have a positive financial impact on the charity. This together with the efforts of the Trustees, staff and volunteers puts us in a good position to tackle the financial challenges.

The Trustees continue to carry out regular financial stress tests so that any potential issues can be identified and tackled as early as possible. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

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#### Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of Trustees and signed on their behalf by:



**Mark Fearon**  
Trustee

Date: 24 January 2025

## HUNTINGDON COMMEMORATION HALL

### Independent Examiner's Report to the Trustees of Huntingdon Commemoration Hall

---

I report to the Trustees on my examination of the financial statements of Huntingdon Commemoration Hall ('the charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 8 to 15.

#### Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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.

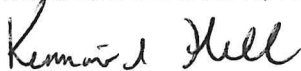
An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



**Nita Hutchcraft FCCA**

**For and on behalf of Kinnaid Hill**

#### Chartered Certified Accountants

Brunel House  
1 Archers Court  
Huntingdon  
PE29 6XG

Date: 28 January 2025

HUNTINGDON COMMEMORATION HALL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
<b>Income from</b>					
Donations and grants	2	1,631	20,388	22,019	6,500
Charitable activities	3	204,395	0	204,395	113,245
Total income		<u>206,026</u>	<u>20,388</u>	<u>226,414</u>	<u>119,745</u>
<b>Expenditure</b>					
Charitable activities	12	186,726	11,295	198,021	130,117
Other expenditure		0	0	0	0
Total expenditure	12	<u>186,726</u>	<u>11,295</u>	<u>198,021</u>	<u>130,117</u>
<b>Net income/(expenditure) for the year</b>		<u>19,300</u>	<u>9,093</u>	<u>28,393</u>	<u>(10,372)</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		19,460	4,172	23,632	34,004
Net movement in funds		19,300	9,093	28,393	(10,372)
Total funds carried forward		<u>38,760</u>	<u>13,265</u>	<u>52,025</u>	<u>23,632</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages on 10 to 15 form part of these financial statements.

HUNTINGDON COMMEMORATION HALL

BALANCE SHEET AS AT 31 MARCH 2024

	Note	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible Assets	6	20,097	16,368
<b>Current Assets</b>			
Stock		2,250	2,250
Debtors	7	12,961	4,497
Cash at bank and in hand		33,237	11,050
<b>Total current assets</b>		<b>48,448</b>	<b>17,797</b>
<b>Creditors: amount falling due within one year</b>	8	<b>(16,520)</b>	<b>(10,533)</b>
<b>Net current assets</b>		<b>31,928</b>	<b>7,264</b>
<b>Total net assets</b>		<b>52,025</b>	<b>23,632</b>

The total net assets of the charity are funded by the funds of the charity as follows:

		2024 £	2023 £
<b>Charity funds</b>			
Unrestricted funds	10	38,760	19,460
Restricted funds	11	13,265	4,172
<b>Total funds</b>		<b>52,025</b>	<b>23,632</b>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



**Eamonn Daly**  
Trustee

Date: 24 January 2025

The notes on pages 10 to 15 form part of these financial statements.

## HUNTINGDON COMMEMORATION HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

##### a) Basis of Preparation

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity meets the definition of a public benefit entity under FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair" view. This departure has involved following the Statement of Recommended Practice for charities applying FRS102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historic cost convention. The principal accounting policies adopted are set out below.

##### b) Going concern

The charity continues to face many challenges as a result of the ongoing high cost of utilities, food and general expenses together with the wider economic pressures, such as interest rates, facing our community. Since the year end we have seen the Arts Café, event and hire bookings continue to remain strong as a result of repeat customers and through referrals. Following the significant capital investment in the hall since the year end we believe we have put ourselves in a strong position to continue to retain and attract new customers. Through the efforts of the Trustees, staff and volunteers we are in a good position to tackle these challenges. The Trustees continue to carry out regular financial stress tests so that any potential issues can be addressed in advance. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### c) Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

##### d) Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Charity activity income is net of VAT and other income related taxes.

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Restricted funds can be used only for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

##### e) Resources Expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs. All expenditure is inclusive of irrecoverable VAT.

##### f) Employee benefits

The cost of any unused holiday entitlement is recognized in the period in which the employee's services are received. Termination benefits are recognized immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### g) Taxation

The Trustees consider that the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and no other purpose. The charity was registered for VAT part way through the previous year.

## HUNTINGDON COMMEMORATION HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies (continued)

##### h) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residential values over their useful lives on the following basis:

Equipment	25% - 33% straight-line
Fixtures and fittings	20% straight-line
Property improvements	10% straight-line

##### i) Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible fixed assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

##### j) Stock

Stock is accounted for at the lower of cost and net realisable value on a first in first out basis.

##### k) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### l) Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

##### m) Financial instruments

The charity has elected to apply Sections 11 and 12 of FRS 102 in respect of financial instruments.

Financial assets and financial liabilities are recognised when the charity becomes party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

The charity's policies for its major classes of financial assets and financial liabilities are set out below.

###### Financial assets

Basic financial assets, including trade and other debtors, cash and bank balances and financing are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate.

Such assets are subsequently carried at amortised cost using the effective interest method, less any impairment.

###### Financial liabilities

Basic financial liabilities, including trade and other creditors and loans that are classified as debt, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

## HUNTINGDON COMMEMORATION HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies (continued)

##### m) Financial instruments (continued)

###### Impairment of financial assets

Financial assets measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of Financial Activities.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between the asset's carrying amount and the best estimate of the amount the company would receive for the asset if it were to be sold at the reporting date.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between the asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If the financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in the Statement of Financial Activities.

###### Derecognition of financial assets and financial liabilities

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) despite having retained some significant risks and rewards of ownership, control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

###### Offsetting of financial assets and financial liabilities

Financial assets and liabilities are offset and the net amount reported in the balance sheet when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### n) Employees

The average number of employees during the year was 4 (2023 – 2). No employees received annual remuneration more than £60k in this or the previous year. Details of employee costs including amounts paid to a defined contribution scheme are shown in note 12.

HUNTINGDON COMMEMORATION HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

2 Grants received

During the year the charity received the following restricted grants:

	£
West Cambridgeshire Federation	3,000
Huntingdon Freeman's Trust	7,160
Huntingdon District Council	7,084
Huntingdon Youth Theatre	500
Shakespeare at The George	1,000
Various individuals	1,644
	<u>20,388</u>

In the previous year the charity received restricted grants totalling £4,172 from Huntingdon Freeman's Trust.

3. Income from charitable activities

	2024	2023
	£	£
Room hire	17,961	21,770
Events	49,837	5,134
Food and drinks	136,597	86,341
	<u>204,395</u>	<u>113,245</u>

4. Trustees' Remuneration and Benefits

There were no Trustees' remuneration or any other benefits for the year ended 31 March 2024 (31 March 2023 - £nil).

Trustees' expenses

Trustees' expenses paid for in this and the previous year were £nil.

During the year T Askew, a Trustee, received £2,883 from the charity for the provision of technical support services.

5. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £600 (2023: £600).

6. Tangible fixed assets

	Fixtures, fittings and equipment £	Property Improvements £	Total £
<b>Cost</b>			
At 1 April 2023	26,247	0	26,247
Additions	3,284	8,767	12,051
At 31 March 2024	<u>29,531</u>	<u>8,767</u>	<u>38,298</u>
<b>Depreciation</b>			
At 1 April 2023	9,879	0	9,879
Charge for the year	7,793	529	8,322
At 31 March 2024	<u>17,672</u>	<u>529</u>	<u>18,201</u>
<b>Net book value</b>			
At 31 March 2024	<u>11,859</u>	<u>8,238</u>	<u>20,097</u>
At 31 March 2023	<u>16,368</u>	<u>0</u>	<u>16,368</u>

7. Debtors

	2024	2023
	£	£
Trade debtors	8,805	1,592
Prepayments	2,524	2,371
Other debtors	1,632	534
	<u>12,961</u>	<u>4,497</u>

HUNTINGDON COMMEMORATION HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

8. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	3,128	5,089
Taxation	7,249	3,390
Pension creditor	218	90
Accruals	5,075	1,950
Other creditors	850	0
Trustee loan	0	14
	<u>16,520</u>	<u>10,533</u>

9. Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024	2023
	£	£
Within one year	229	1,096
After one year and not later than five years	0	229

10. Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used and unexpended balances from charitable activities.

	At 1 April 2023	Incoming resources	Resources Expended	Transfers	At 31 March 2024
	£	£	£	£	£
General fund	19,460	206,026	(186,726)	0	38,760

	At 1 April 2022	Incoming resources	Resources Expended	Transfers	At 31 March 2023
	£	£	£	£	£
General fund	34,004	115,573	(130,117)	0	19,460

11. Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023	Incoming resources	Resources Expended	Transfers	At 31 March 2024
	£	£	£	£	£
General fund	4,172	20,388	(11,295)	0	13,265

	At 1 April 2022	Incoming resources	Resources Expended	Transfers	At 31 March 2023
	£	£	£	£	£
General fund	0	4,172	0	0	4,172

HUNTINGDON COMMEMORATION HALL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

12. Support costs for charitable activities

	Current year Unrestricted funds	Current year restricted funds	Current year total	Prior year total
	£	£	£	£
<b>Cost of sales</b>				
Food and drink	58,824	0	58,824	45,934
Events and technical support	29,340	0	29,340	4,884
Operating lease payments	874	0	874	1,115
<b>Premises expenses</b>				
Light and heat	23,393	0	23,393	28,056
Rates	2,240	0	2,240	3,022
Cleaning	2,556	0	2,556	3,113
Repairs	1,851	8,012	9,863	1,839
<b>Administrative overheads</b>				
Salaries and wages	48,759	0	48,759	29,932
Pension costs	728	0	728	468
Software licences and consumables	779	0	779	291
Insurance	1,931	0	1,931	3,053
Telephone and internet	768	0	768	888
Hire of equipment	363	0	363	567
Entertainment	0	0	0	568
Recoverable VAT	0	0	0	(4,944)
Licenses and other council payments	679	0	679	589
Advertising	3,671	0	3,671	623
Sundry and stationery expenses	465	0	465	1,097
Bad debt provision	564	0	564	443
Depreciation	5,039	3,283	8,322	6,847
<b>Professional fees</b>				
Accountancy and payroll	830	0	830	808
<b>Financial costs</b>				
Bank and credit card charges	3,072	0	3,072	924
<b>Total support costs</b>	<b>186,726</b>	<b>11,295</b>	<b>198,021</b>	<b>130,117</b>



**HUNTINGDON COMMEMORATION HALL**

England & Wales - Charity number 302645

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# Accounts

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Charity Registration Number: 302645

**Huntingdon Commemoration Hall**  
**Unaudited**  
**Annual Report and Financial Statements**  
**For the Year Ended**  
**31 March 2023**

# HUNTINGDON COMMEMORATION HALL

## Contents

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	<b>Page</b>
<b>Charity Reference and Administrative Information</b>	1
<b>Trustees' and Chair's Report</b>	2 - 6
<b>Independent Examiner's Report</b>	7
<b>Statement of Financial Activities</b>	8
<b>Balance Sheet</b>	9
<b>Notes to the accounts</b>	10 - 15

## HUNTINGDON COMMEMORATION HALL

### REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2023

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#### The charity name

The legal name of the charity is: Huntingdon Commemoration Hall

#### The charity's areas operation and UK charitable registration

The charity is registered in England & Wales with the Charity Commission for England & Wales (CCEW) with charity number 302645.

#### Legal structure of the charity

The Governing Document of the charity is the Trust Deed establishing the charity. The Governing Document is dated 10 November 1947. The Trustees are all individuals.

#### The principal operating address of the charity is:

39 High Street, Huntingdon, PE29 3AQ

The charity's website address is [www.commhall.org](http://www.commhall.org)

#### The Trustees in office on the date the report was approved were:

P Sweeney (Chair)

D Whitehead

A Welsh

A McAdam

S Stammler

G Makey

P Vialls

E Carpenter

E Daly

T Askew

R Crisp (Appointed 13 September 2023)

#### The following persons served as Trustees during the year ended 31 March 2023:

Name	Appointed
P Sweeney	2018
A Beevor (Resigned 21 January 2023)	2015
D Whitehead	2005
A Welsh	2014
A McAdam	2018
S McAdam (Resigned 8 November 2023)	2015
S Stammler	2018
G Makey	2018
P Vialls	2019
E Carpenter	2019
E Daly	2021
T Askew	2022

The power of appointing new or additional Trustees vests with the existing Trustees and they must be nominated by resolution of the Committee.

#### Bankers

Barclays Bank plc  
1 Market Hill  
Huntingdon  
PE29 3AE

#### Accountants

Kinnaird Hill  
Brunel House  
1 Archers Court  
Huntingdon  
PE29 6XG

# HUNTINGDON COMMEMORATION HALL

## TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

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The Trustees' present their report and the financial statements for the year ended 31 March 2023.

Reference and administrative information set on page 1 forms part of this report.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements, the Charities Act 2011, Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (the "Charities SORP") and comply with the charity's governing document.

### **Objectives and activities of the charity**

The Huntingdon Commemoration Hall charity's activities are based on the objects of the charity stated in the original Trust Deed dated 1947 and subsequent Memorandum of Amendment, namely to provide and promote for the benefit of the inhabitants of Huntingdon (and particularly for those of less financial means) facilities for their recreation or welfare.

### **Public benefit**

The Hall continued to be let to local community groups and the Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **The achievements and performance of the charity during the year is described in the following Chair's report.**

Whilst we are technically in the Hall's 180th Year the reality is that we are still in the infancy of this new iteration of 'relaunch' post-pandemic. Referring to this period as our 'second year' keeps the narrative easier to understand and gives us as Trustees a better reference point when looking at our successes and areas for improvement.

Post pandemic is something I think that we all hoped would stop being used in common speech but sadly covid and the subsequent lockdowns are still impacting the world around us and more relevantly us as a charity. Coupled with the ramifications of the wars around the world and difficulties with Brexit we have seen the cost of this hit hard. The cost-of-living crisis has had a huge impact on us as a charity, with an astronomical rise in the cost of gas and electricity gravely impacting our profitability. Added with the rise in the costs of goods we are seeing much less of an increase in profit than we had anticipated.

That said, the Hall and the charity itself is growing in line with our expectations, sometimes exceeding them which brings its own challenges; however, the reach of the charity is now spreading through our community as more and more people discover us for the first time. The impact of the hall and its events is still something to celebrate, our ever-growing audiences brought in for our diverse range of arts, events and theatre. As we grow, we understand our audiences better which in turn shapes our programming decisions and although we are still, as mentioned above, in our 'infancy' we are growing our audiences' numbers.

Our mission remaining the focus of everything we strive to achieve:

**'To provide a welcoming space to enrich and support the local community, bringing people together through arts, events and entertainment'.**

With the monetary challenges in consideration, I am very happy with this year's financial results, achieving a turnover of c.£113k, although showing a deficit for the year, I still believe that when considered against the rising costs over the last 12 months shows that we are well on our way to becoming the sustainable entity that we hoped for. It has of course meant that some of the repairs and upgrades that we had planned have had to be put on hold (for now) as we have worked to ensure that the focus remained on keeping the building active and accessible to all. The easiest 'fix' would have course been to increase all of our pricing and in some areas we have. We have however tried where possible to ensure that we remain as accessible as possible to meet our value of 'Making the Hall feel welcoming, warm, safe and inclusive to all users' we are now looking at more sustainable ways to reduce our costs, such as producing food on site rather than buying in and bulk ordering where possible.

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

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As ever our performance is underpinned by our strong board of Trustees and our governance, keeping our board local and community based supports the development of the trust as a sustainable community asset. Bringing in and utilising the skills we need to progress and grow. We have also continued to develop through a newly formed operations group – all of whom support the charity through bookings, stock control and ordering, event and arts café management, taking the day-to-day challenges head on. I would like to take a second to recognise and thank all those within the operations group for all the work they do, tirelessly, behind the scenes.

This year has also seen our partnership working grow as we move closer to making the Hall a centre piece of our town. Work has continued with the Huntingdon and Godmanchester Twinning Association towards updating the mural at the rear of the hall. This project is due for completion in September 2023 and will see artists from our European twin towns (Szentendre, Gubbio, Salon de Provence and Wertheim) visit Huntingdon to paint a section of the mural with landmarks of their hometowns. This project will celebrate our rich heritage and hopefully be a new visitor attraction for the town of Huntingdon for many years to come. We have also agreed a new partnership with BID Huntingdon (Business Improvement District) to house a new Visitors Centre within the currently unused front office space at the Hall, utilising funding through Huntingdonshire District Council and the CPCA (Cambridge and Peterborough Combined Authority) with the support of TCHC and BID the planned Visitors Centre will be a focal point for the town and provide the Hall with increased footfall and highlight the charities offerings through the arts café and nightly events, opening our reach beyond just our local community but also into the visitor and tourism economy could be a key financial factor in the coming years. The Visitor Centre opened in November 2023.

#### **The Arts Café**

Our Arts Café continues to grow and be discovered by new faces, many of whom have never stepped foot inside this 180 year old building! The pleasant surprise that we see will never not be heartwarming. The footfall continues to grow and we are now looking at ways to push that further.

What we have identified about the Arts Café is how integral it is within the community as a 'safe space'.

The Trustees wish to extend their thanks to our Arts Café employees Jenny and Sheila, Sheila who joined us in December 2022 as a replacement for Jade who moved from the area. The employees underpin our whole café operation supported by our very generous volunteers who give their time daily to ensure the arts café operations remains as professional as ever. We as Trustees would like to thank each of our dedicated arts café volunteers, we really could not do this without you!

The Arts Café remains one of the pillars of our business plan, a perfect way for us to market the Hall, its space and our events to the visitors. With a large proportion of its demographic in the elderly age bracket we find more and more that this area has become their haven, their getaway from life and a space where they can interact with our staff and volunteers, perhaps read books. It is also fast becoming its own 'event space' through our growing number of community groups such as knit and natter, French reading group and poetry afternoons. This speaks directly to our values and also provides us with data and feedback to feed funding applications that will continue to support our community through the arts.

#### **Arts, Events and Entertainment**

##### **'Encourage a diverse range of nourishing and uplifting events, performances and productions'**

Another fantastic year for events! With particular thanks again to Sandra Birnie for her support in delivering a wide catalogue of not just events but also hall hires that have seen some much-needed income come through the doors. Much the same as last year we have expanded our events through comedy, tribute bands, touring theatre and cabaret acts. Many of these acts are now on their second, third or more return to the hall, seeing audiences engage and interact with these shows is incredible. I don't think there is ever an event where someone doesn't stop one of us to say "what a great venue! I never knew this was here!" (which points to some work around our marketing strategy) Our home-grown drama clubs, Huntingdon Youth Theatre and Huntingdon Drama Club are now both fully settled back in their rightful home and seeing their audience numbers grow along with the touring events.

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

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Alongside the more 'mainstream' events we have grown our arts events with the support of Angela Makey and Sandra, many under our 'Arts Alive' banner. A hugely important stem from the events calendar that now includes the very popular poetry workshops, acoustic nights and book signings. Exploring this stream of 'events' has once again opened the hall to new audiences seeking to ignite that creative spirit. Although not always seen as 'income generators' they are hugely important. As we grow, we can use the existing data to seek funding to support more of these moving forward, exploring new art forms and disciplines, continuing to widen access to the creative arts and centering the hall as the home of the arts in Huntingdon.

Subsequent to the year-end we secured funding through the Freeman's Charity (Huntingdon) to build a free-standing tech booth that moved us away from having a very amateurish table at the back of the hall, giving us a dedicated space for touring bands and artists to ensure our equipment is safe and secure but able to be used to its full potential. A new addition to our employee roster this year has been Elaine Baker who has taken on the ad-hoc role of Events Manager. An integral role in managing events and bookings, we are hugely grateful to her (and her husband Steve who joined our volunteers) for the years of experience and expertise she brings.



### Volunteering

As ever we are beyond grateful for our volunteers, the rich history of the hall is filled with people who have volunteered their time to support and grow the hall over the years. Whether they are serving coffees in the Arts Café, pouring wine at Events or working behind the scenes to ensure that the charity continues forwards we could not do this without you, and we wouldn't want to. Our volunteers have become our ambassadors, our spokespeople for the charity and what it stands for acting not only as operational bodies, but their involvement is also what really makes our Hall feel welcoming, warm, safe and inclusive. We are, as ever, indebted to them for their generosity and we thank you one and all for your continued support. We understand that circumstances change and that not everyone can remain long term, however each of you are just as important as the next, ambassadors for our charity. We move into this new year with plans for further recruitment drives as we continue to grow and develop 'volunteer roles' throughout the entire building. Incorporating other operational tasks along the way such as light and sound, maintenance and marketing.

### Next Year

The list of 'what's next?' seems never ending and it's not always easy to assume we know what will come out first. With funding applications in place for development of the building it can sometimes feel like spinning plates! We can absolutely assure you that there are plans, very detailed plans, around funding targets for development. Things like the re-development of the kitchen area to include new equipment and air conditioning for the building. Improving the rear ramped access so that we continue to ensure we are accessible to all. CCTV coverage to safeguard our audience members and staff. Grants to improve the exterior of the building and make it a more sustainable, greener run venue. As well as more specific funding to support our volunteers' skills and drive our Arts Alive programming.

We were thrilled to bring local amateur Pantomime back to the Commemoration Hall in December, as it had been missing in action for around 10 years. This staple of venues like ours brought our community together over the festive period and generate much welcomed income to progress some of the longer-term plans for the charity.

Engaging with our users is always integral to our future plans, finding out what they want, how they see the Hall developing and what they would like our priorities to be. This in turn supports us in grant applications and also in understanding where we need to focus, we will continue to engage with our users in the coming year as we continue to align our values with how the Hall is used.

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

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As we move into 'year three' (or one hundred and eighty one if you're counting) my hope is that we continue to drive forward the plans that we have laid out, and to see our charity go from strength to strength as we engage with more and more people and share the incredible work that we are all doing to make The Commemoration Hall the most amazing building we all know it to be. I finished last year's Chair Report by sharing one of our values, a line that I will use again now, because it shows who WE are and why we do this. 'Preserving the Hall and its heritage for the benefit of the local community, ensuring it is run professionally and sustainably'. Here's to another year of growth, inclusion, and success.

#### **Trustees – policies adopted for the induction and training of Trustees**

Training of the Trustees' is undertaken on an informal basis. Each new Trustee upon his or her appointment will be given a copy of the Trust Deed and any amendments to it, as well as a copy of the charity's latest report, finance governance document and statement of accounts. All Trustees are kept informed at meetings of their duties and obligations under the law in addition to their proper conduct.

#### **Financial Review**

##### **a) Principal funding**

As shown in the Financial Statements, our financial position has marginally diminished this year. The charity's income is made up of income generated from the Arts Café, commercial and community room and hall hires, donations and grants.

As at 31 March 2023 the charity had £23,632 (2022: £34,004) in unrestricted funds. This puts the charity in a modestly robust position to initiate further income generating charitable activities and projects with an eye on achieving the long-term objective of becoming financially sustainable.

The charity recorded a net deficit of £10,372 (2022: surplus of £6,911) for the year.

The entire resources of the charity are unrestricted, and the Trustees have complete discretion for their use. The Trustees meet at properly convened meetings to review the assets and finances of the charity.

##### **b) Principal risks and uncertainties**

The Trustees have considered the major risks to which the charity is exposed and have satisfied themselves that they have robust systems and procedures in place in order to manage those risks.

##### **c) Reserves policy**

It is the policy and objective of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to approximately three month's expenditure, excluding depreciation. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in income, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has broadly been maintained throughout the year.

##### **d) Going concern**

The charity continues to face many financial challenges as a result of the impact of high inflation on the cost of utilities, food and general expenses together with the wider economic pressures facing our community. Since the year end we have seen the Arts Café, event and hall hire bookings continue to remain strong as a result of repeat customers, referrals and enquiries. As mentioned in the Chair's Report the Huntingdon Visitor Centre recently opened within the Hall. The Trustees believe this will have a positive financial impact on the charity. This together with the efforts of the Trustees, staff and volunteers puts us in a good position to tackle the financial challenges. The Trustees continue to carry out regular financial stress tests so that any potential issues can be identified and tackled as early as possible. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**HUNTINGDON COMMEMORATION HALL  
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023**

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**Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

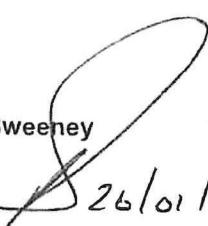
The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of Trustees and signed on their behalf by:

**Paul Sweeney**

Chair

Date:



26/01/24

## HUNTINGDON COMMEMORATION HALL

### Independent Examiner's Report to the Trustees of Huntingdon Commemoration Hall

---

I report to the Trustees on my examination of the financial statements of Huntingdon Commemoration Hall ('the charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work, for this report, or for the opinions I have formed.

#### Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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.

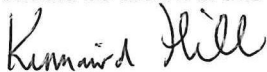
An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



**Nita Hutchcraft FCCA**  
**For and on behalf of Kinnaird Hill**

#### Chartered Certified Accountants

Brunel House  
1 Archers Court  
Huntingdon  
PE29 6XG

Date: 29/01/2024

## HUNTINGDON COMMEMORATION HALL

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
<b><u>Income from</u></b>					
Donations and legacies	2	2,328	4,172	6,500	8,335
Charitable activities		113,245	0	113,245	83,327
<b>Total income</b>		<b>115,573</b>	<b>4,172</b>	<b>119,745</b>	<b>91,662</b>
<b><u>Expenditure</u></b>					
Charitable activities	9	130,115	0	130,115	84,751
Other expenditure		0	0	0	0
<b>Total expenditure</b>	9	<b>130,115</b>	<b>0</b>	<b>130,115</b>	<b>84,751</b>
<b>Net (expenditure)/income for the year</b>		<b>(14,544)</b>	<b>4,172</b>	<b>(10,372)</b>	<b>6,911</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		<b>34,004</b>	<b>0</b>	<b>34,004</b>	27,093
Net movement in funds		<b>(14,544)</b>	<b>4,172</b>	<b>(10,372)</b>	6,911
<b>Total funds carried forward</b>		<b>19,460</b>	<b>4,172</b>	<b>23,632</b>	34,004

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages on 10 to 15 form part of these financial statements.

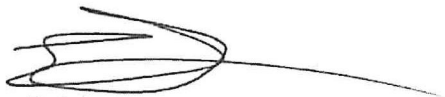
**HUNTINGDON COMMEMORATION HALL**  
**BALANCE SHEET AS AT 31 MARCH 2023**

	Note	2023 £	2022 £
<b>Fixed Assets</b>			
Tangible Assets	5	16,368	17,735
<b>Current Assets</b>			
Stock		2,250	2,000
Debtors	6	4,497	3,793
Cash at bank and in hand		11,050	16,454
<b>Total current assets</b>		<b>17,797</b>	<b>22,247</b>
<b>Creditors: amount falling due within one year</b>	7	<b>(10,533)</b>	<b>(5,978)</b>
<b>Net current assets</b>		<b>7,264</b>	<b>16,269</b>
<b>Total net assets</b>		<b>23,632</b>	<b>34,004</b>

The total net assets of the charity are funded by the funds of the charity as follows:

		2023 £	2022 £
<b>Charity funds</b>			
Unrestricted funds	9	19,460	34,004
Restricted funds		4,172	0
<b>Total funds</b>		<b>23,632</b>	<b>34,004</b>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



**Eamonn Daly**  
Trustee

Date: 26/01/24

The notes on pages 10 to 15 form part of these financial statements.

## HUNTINGDON COMMEMORATION HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 1. Accounting policies

##### a) Basis of Preparation

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity meets the definition of a public benefit entity under FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair" view. This departure has involved following the Statement of Recommended Practice for charities applying FRS102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historic cost convention. The principal accounting policies adopted are set out below.

##### b) Going concern

The charity is currently facing many challenges as a result of the impact of high inflation on the cost of utilities, food and general expenses together with the wider economic pressures, such as interest rates, facing our community. Since the year end we have seen the Arts Café, event and hire bookings go from strength to strength as a result of repeat customers and through referrals. Through the efforts of the Trustees, staff and volunteers we are in a good position to tackle these challenges. The Trustees continue to carry out regular financial stress tests so that any potential issues can be addressed in advance. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### c) Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Charitable activity income is inclusive of VAT.

##### d) Resources Expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs. All expenditure is inclusive of irrecoverable VAT.

##### e) Employee benefits

The cost of any unused holiday entitlement is recognized in the period in which the employee's services are received. Termination benefits are recognized immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

## HUNTINGDON COMMEMORATION HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

---

#### 1. Accounting policies (continued)

##### f) Taxation

The Trustees consider that the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and no other purpose. The charity was registered for VAT part way through the year.

##### g) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment    25% - 33% reducing balance

##### h) Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible fixed assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

##### i) Stock

Stock is accounted for at the lower of cost and net realisable value on a first in first out basis.

##### j) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### k) Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

## HUNTINGDON COMMEMORATION HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 1. Accounting policies (continued)

##### l) Financial instruments

The Charity has elected to apply Sections 11 and 12 of FRS 102 in respect of financial instruments. Financial assets and financial liabilities are recognised when the Charity becomes party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

The Charity's policies for its major classes of financial assets and financial liabilities are set out below.

##### Financial assets

Basic financial assets, including trade and other debtors, cash and bank balances and financing are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate.

Such assets are subsequently carried at amortised cost using the effective interest method, less any impairment.

##### Financial liabilities

Basic financial liabilities, including trade and other creditors and loans that are classified as debt, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

##### Impairment of financial assets

Financial assets measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the statement of financial activities.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between the asset's carrying amount and the best estimate of the amount the company would receive for the asset if it were to be sold at the reporting date.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between the asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If the financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in the statement of financial activities.

## HUNTINGDON COMMEMORATION HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 1. Accounting policies (continued)

##### Financial instruments (continued)

##### Derecognition of financial assets and financial liabilities

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) despite having retained some significant risks and rewards of ownership, control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

##### Offsetting of financial assets and financial liabilities

Financial assets and liabilities are offset and the net amount reported in the balance sheet when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### m) Fund Accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Restricted funds can be used only for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

#### n) Employees

There were two employees (2022 – 2) during the year. No employees received annual remuneration more than £60k in this or the previous year.

#### 2. Grants received

During the year the charity received a restrictive grant of £4,172 from Huntingdon Freeman's Trust. In the previous year the Charity received grants totalling £8,250 from Huntingdon District Council through their Local Restriction Support Grants scheme.

#### 3. Trustee's Remuneration and Benefits

There were no Trustees' remuneration or any other benefits for the year ended 31 March 2023 (31 March 2022 - £nil).

##### Trustees' expenses

Trustee's expenses paid for the year ended 31 March 2023 were £nil (31 March 2022 - £4).

#### 4. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £600 (2022: £540).

**HUNTINGDON COMMEMORATION HALL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023**

**5. Tangible fixed assets**

	<b>Fixtures, fittings and equipment £</b>
<b>Cost</b>	
At 1 April 2022	20,767
Additions	5,480
At 31 March 2023	<u>26,247</u>
<b>Depreciation</b>	
At 1 April 2022	3,032
Charge for the year	6,847
At 31 March 2023	<u>9,879</u>
<b>Net book value</b>	
At 31 March 2023	<u>16,368</u>
At 31 March 2022	<u>17,735</u>

**6. Debtors**

	<b>2023 £</b>	<b>2022 £</b>
Trade debtors	1,592	2,331
Prepayments	2,371	1,462
Other debtors	534	0
	<u>4,497</u>	<u>3,793</u>

**7. Creditors: Amounts falling due within one year**

	<b>2023 £</b>	<b>2022 £</b>
Trade creditors	5,089	2,035
Taxation	3,390	55
Pension creditor	90	86
Accruals	1,950	1,802
Trustee loan	14	2,000
	<u>10,533</u>	<u>5,978</u>

**8. Operating lease commitments**

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>2023 £</b>	<b>2022 £</b>
Within one year	1,096	1,096
After one year and not later than five years	229	1,325

## HUNTINGDON COMMEMORATION HALL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

#### 9. Support costs for charitable activities

	Current year Unrestricted funds £	Current year restricted funds £	Current year total £	Prior year total £
<b><u>Cost of sales</u></b>				
Food and drink	45,934	0	45,934	31,195
Events and technical support	4,884	0	4,884	6,368
Operating lease payments	1,115	0	1,115	869
<b><u>Premises expenses</u></b>				
Light and heat	28,056	0	28,056	10,908
Rates	3,022	0	3,022	863
Cleaning	3,113	0	3,113	2,138
Repairs	1,839	0	1,839	7,888
<b><u>Administrative overheads</u></b>				
Salaries and wages	29,932	0	29,932	18,301
Pension costs	468	0	468	218
Software licences and consumables	291	0	291	495
Insurance	3,053	0	3,053	2,299
Telephone and internet	888	0	888	810
Hire of equipment	567	0	567	200
Entertainment	568	0	568	0
Recoverable VAT	(4,944)	0	(4,944)	0
Licenses and other council payments	589	0	589	660
Advertising	623	0	623	742
Sundry and stationery expenses	1,097	0	1,097	659
Bad debt provision	443	0	443	0
Depreciation	6,847	0	6,847	3,032
Loss on disposal of fixed asset	0	0	0	850
Insurance claim	0	0	0	(5,770)
<b><u>Professional fees</u></b>				
Accountancy and payroll	808	0	808	480
<b><u>Financial costs</u></b>				
Bank charges	922	0	922	800
Other interest paid	0	0	0	98
<b>Total support costs</b>	<b>130,115</b>	<b>0</b>	<b>130,115</b>	<b>84,751</b>

**HUNTINGDON COMMEMORATION HALL**

England & Wales - Charity number 302645

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# Accounts

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Charity Registration Number: 302645

**Huntingdon Commemoration Hall**  
**Unaudited**  
**Annual Report and Financial Statements**  
**For the Year Ended**  
**31 March 2022**

# HUNTINGDON COMMEMORATION HALL

## Contents

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	<b>Page</b>
Charity Reference and Administrative Information	1
Trustees' and Chair's Report	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the accounts	10 - 15

# HUNTINGDON COMMEMORATION HALL

## REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2022

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### The charity name

The legal name of the charity is: Huntingdon Commemoration Hall

### The charity's areas operation and UK charitable registration

The charity is registered in England & Wales with the Charity Commission for England & Wales (CCEW) with charity number 302645.

### Legal structure of the charity

The Governing Document of the charity is the Trust Deed establishing the charity. The Governing Document is dated 10 November 1947. The trustees are all individuals.

### The principal operating address of the charity is:

39 High Street, Huntingdon, PE29 3AQ

The charity's website address is [www.commhall.org](http://www.commhall.org)

### The Trustees in office on the date the report was approved were:

P Sweeney (Chair)  
A Beevor  
D Whitehead  
A Welsh  
A McAdam  
S McAdam  
S Stammler  
G Makey  
P Vials  
E Carpenter  
E Daly  
T Askew

### The following persons served as Trustees during the year ended 31 March 2022:

Name	Appointed
P Sweeney	2018
A Beevor	2015
D Whitehead	2005
A Welsh	2014
A McAdam	2018
S McAdam	2015
S Stammler	2018
G Makey	2018
P Vials	2019
E Carpenter	2019
E Daly	2021

The power of appointing new or additional trustees vests with the existing trustees and they must be nominated by resolution of the Committee. The Committee must consist of not less than twelve people.

### Bankers

Barclays Bank plc  
1 Market Hill  
Huntingdon  
PE29 3AE

### Accountants

Kinnaird Hill  
Brunel House  
1 Archers Court  
Huntingdon  
PE29 6XG

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022

---

The trustees' present their report and the financial statements for the year ended 31 March 2022.

Reference and administrative information set on page 1 forms part of this report.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements, the Charities Act 2011, Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (the "Charities SORP") and comply with the charity's governing document.

#### **Objectives and activities of the charity**

The Huntingdon Commemoration Hall charity's activities are based on the objects of the charity stated in the original Trust Deed dated 1947 and subsequent Memorandum of Amendment, namely to provide and promote for the benefit of the inhabitants of Huntingdon (and particularly for those of less financial means) facilities for their recreation or welfare.

#### **Public benefit**

The Hall continued to be let to local community groups and the trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **The achievements and performance of the charity during the year is described in the following Chair's report.**

It's often difficult to know where to start when talking about the Hall; there are so many strands and facets to our work and reach that to quantify it all can sometimes be challenging.

The last twelve months have certainly brought both successes and stresses in equal measure! However, as usual we have taken each challenge head on and adapted our operations to ensure that we are continually moving forward. We've seen our charity grow at an incredible rate, whilst always remaining focussed on our mission and objectives:

***"To provide a welcoming space to enrich and support the local community, bringing people together through arts, events and entertainment"***

Since our post-pandemic reopening in July 2021, we have established ourselves as a prominent arts and entertainment venue on Huntingdon's high street, attracting large audiences through a diverse programme of events and shows, using the building to its full potential. We believe this has contributed to a marked increase in footfall within the town, in turn significantly boosting our night-time economy.

I am delighted to report that in the twelve months from reopening, the year to July 2022, we have achieved turnover of just under £100k, excluding grants and donations. Sustainability - for a charity - is everything, and crucially our turnover has so far proved sufficient to cover all operating costs, ongoing and essential maintenance, minor infrastructure upgrades and to launch and support our community arts programme (Arts Alive).

This performance is of course underpinned by our governance functions - a strong Board of Trustees, all local and community-based, supporting and guiding the development of the Trust as a sustainable community asset. This team is uniquely placed to lead the charity into the future, and includes expertise in entertainment and marketing, charitable operations, a qualified solicitor and accountant, industry expertise in volunteer management, health and safety and building and maintenance, an experienced theatre technician and key representatives from local councils. Alongside the Board an operational group of staff and volunteers, bringing professional experience in hospitality, stock control, programming curation and event and theatre management, drive our day-to-day activities.

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022

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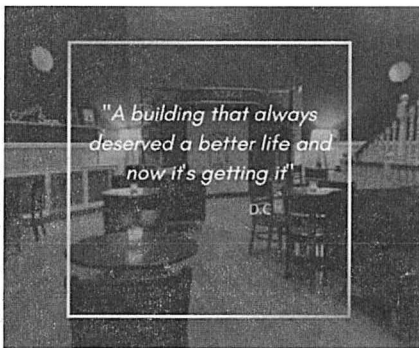
#### The Arts Café

The Arts Café is fast becoming a focal point in the town centre, with daily footfall growing as people continually discover this amazing, welcoming and creative space.

We have let the Café grow organically, rather than through a lot of marketing or advertising, allowing our amazing staff and volunteer team to shape what is a new function of the Hall and ensure we deliver the best possible service. Our visitor's book is testament to the success of this approach, jam-packed with compliments about the quality of the café and the warm reception they received.

Trustees wish to extend a heartfelt thanks to our employees Jenny and Jade for leading this first phase with dedicated professionalism, and of course also to our cast of volunteers who help to create the high standards of customer service and community-led ethos for which we are striving. In recent months, particularly as the café has established itself, our volunteers have really stepped up during some incredibly busy periods.

The Arts Café is not only the cornerstone of our business plan but a great advert for bringing people into the Hall, its ambiance integral to helping us deliver against another of our core values, **'Making the Hall feel welcoming, warm, safe, and inclusive to all users'**



#### Our Programme of Events

Where to start! What an absolutely fantastic, eclectic mix of shows, events, and bookings we have achieved in 12 months.

Building on our monthly Comedy Club, this year we've seen a huge increase in the popularity in our Tribute Nights - from Abba to Letz Zep, from George Michael to Fleetwood Mac - creating a great live music atmosphere at the heart of the high street. Each brings their own bespoke audience, yet again widening our reach and helping to ensure that there really is something for everyone.

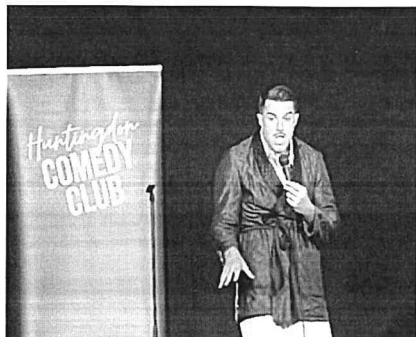
Our two local theatre groups - Huntingdon Drama Club and Huntingdon Youth Theatre - have both returned, their rehearsals and performances back in their rightful home. It really means a great deal to me personally to see them back under our roof. Audiences have grown, shaking off any 'post-pandemic' hesitancy to witness some amazing productions.

We've also begun to attract touring shows from companies such as the Lamphouse Theatre Group, The Shaw Society and The Pantoons - something we are keen to grow further in the next 12 months.

Music and Drama aside we have also seen several local dance schools take to the stage in review performances of their classes. And with regards to cabaret and light-hearted entertainments, other new audiences have enjoyed the incredible 'Solve-a-Long-a- Murder She Wrote' and our popular Wrestling events, which continue to shake the building from its foundations up to a soundtrack of body slams and audience cheers!

### Our Programme of Events - continued

Particular thanks here go to Sandra Bernie, one of our amazing volunteers, who supports the booking diary arranging hires and seeks out new performances to grow new income streams, including hire of our Minerva room space.



### Arts Alive Programming

Arts Alive @ The Commemoration Hall started life in 2021 as a diverse 12-week programme of creative and cultural opportunities including painting, poetry, fiction and other celebrations of creative arts practice. We were immensely proud of the original programme and have now adopted it wholesale as our community arts programme - an ongoing strand of free or low-cost cultural experiences, opportunities and activities, widening access to the creative arts for everyone, previously unavailable in Huntingdon. We would like to pay particular thanks to Angela Makey and Niche Comics in their ongoing support of the Arts Alive programme.



Book Clubs, Acoustic Nights, Open Mic Poetry Days, Storytelling and a wide range of workshops are now taking place each month, supporting another core value of the Hall to **'Encourage a diverse range of nourishing and uplifting events, performances, and productions.'**



## **Volunteering**

The Hall's proud history of volunteering has continued through some incredible contributions across the last year. We've developed a strong offer and programme, attracting around 60 volunteers, of which about 50% undertake a regular café shift or support an event. In our last volunteer survey 90% of respondents told us they were having a good or a very good volunteering experience, with 89% saying they were still likely to be volunteering with us in 6 months. We will forever be indebted to our volunteers for the time, talent and expertise they bring. We are much stronger because of them and we are incredibly thankful for everything they provide.

## **Future plans**

There's a great number of plans in the pipeline, some of which will take time to evolve and grow as we grow and engage more staff, and others that are more immediate such as the continual evolution of the Hall's infrastructure. We've developed key partnerships with Huntingdon Town Council, Huntingdonshire District Council, BID Huntingdon First and other local groups such as the Huntingdon and Godmanchester Twinning Association, with whom we are creating opportunities for the hall to diversify its offer further in the near future. Some of these plans include an update to the historic mural on the back of our building, a visitors centre, extended opening days/times on our Arts Café / Bar areas and renovation works.

## **Trustees – policies adopted for the induction and training of Trustees**

Training of the trustees' is undertaken on an informal basis. Each new trustee upon his or her appointment will be given a copy of the Trust Deed and any amendments to it, as well as a copy of the charity's latest report, finance governance document and statement of accounts. All trustees are kept informed at meetings of their duties and obligations under the law in addition to their proper conduct.

## **Financial Review**

### **a) Principal funding**

As shown in the Financial Statements, we have continued to improve our financial position this year. The charity's income is made up of income generated from the Arts Café, room and hall hires, donations and grants. In the previous year income was primarily made up of grants from the local council.

As at 31 March 2022 the charity had £34,004 (2021: £27,093) in unrestricted funds. This puts the charity in a robust position to initiate further incoming generating charitable activities and projects with an eye on achieving the long-term objective of becoming financially sustainable.

The charity recorded a net surplus of £6,911 (2021: £19,767) for the year.

The entire resources of the charity are unrestricted and the trustees have complete discretion for their use. The trustees meet at properly convened meetings to review the assets and finances of the charity.

### **b) Principal risks and uncertainties**

The trustees have considered the major risks to which the charity is exposed and have satisfied themselves that they have robust systems and procedures in place in order to manage those risks.

### **c) Reserves policy**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to three month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in income, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

### **d) Going concern**

The charity is currently facing many challenges as a result of significant increases in the cost of utilities, food and general expenses together with the wider economic pressures facing our community. Since the year end we have seen the Arts Café, event and hire bookings go from strength to strength as a result of repeat customers and through referrals. Through the efforts of the trustees, staff and volunteers we are in a good position to tackle these challenges. The trustees continue to carry out regular financial stress tests so that any potential issues can be addressed in advance. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**Statement of Trustees' Responsibilities**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

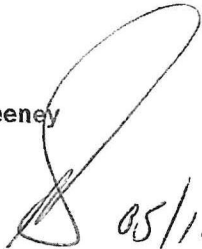
The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees and signed on their behalf by:

**Paul Sweeney**

Chair

Date:



05/12/22

## HUNTINGDON COMMEMORATION HALL

### Independent Examiner's Report to the Trustees of Huntingdon Commemoration Hall

---

I report to the trustees on my examination of the financial statements of Huntingdon Commemoration Hall ('the charity') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



**Nita Hutchcraft FCCA**  
For and on behalf of Kinnaird Hill

#### Chartered Certified Accountants

Brunel House  
1 Archers Court  
Huntingdon  
PE29 6XG

Date:

# HUNTINGDON COMMEMORATION HALL

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<b>Income from</b>				
Donations and legacies		8,335	8,335	3,859
Charitable activities		83,327	83,327	31,390
<b>Total income</b>		<b>91,662</b>	<b>91,662</b>	<b>35,249</b>
<b>Expenditure</b>				
Charitable activities	9	84,751	84,751	15,482
Other expenditure		0	0	0
<b>Total expenditure</b>	9	<b>84,751</b>	<b>84,751</b>	<b>15,482</b>
<b>Net income for the year</b>		<b>6,911</b>	<b>6,911</b>	<b>19,767</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward		<b>27,093</b>	<b>27,093</b>	7,326
Net movement in funds		<b>6,911</b>	<b>6,911</b>	19,767
<b>Total funds carried forward</b>		<b>34,004</b>	<b>34,004</b>	<b>27,093</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages on 10 to 15 form part of these financial statements.

# HUNTINGDON COMMEMORATION HALL


## BALANCE SHEET AS AT 31 MARCH 2022

	Note	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible Assets	5	17,735	4,817
<b>Current Assets</b>			
Stock		2,000	-
Debtors	6	3,793	79
Cash at bank and in hand		<u>16,454</u>	<u>22,677</u>
<b>Total current assets</b>		<b>22,247</b>	<b>22,756</b>
<b>Creditors: amount falling due within one year</b>	7	<b>(5,978)</b>	<b>(480)</b>
<b>Net current assets</b>		<u><b>16,269</b></u>	<u><b>22,276</b></u>
<b>Total net assets</b>		<u><b>34,004</b></u>	<u><b>27,093</b></u>

The total net assets of the charity are funded by the funds of the charity as follows:

		2022 £	2021 £
<b>Charity funds</b>			
Unrestricted funds	8	34,004	27,093
<b>Total funds</b>		<u><b>34,004</b></u>	<u><b>27,093</b></u>

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



Eamonn Daly

Date: 5/12/2022

The notes on pages 10 to 15 form part of these financial statements.

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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### 1. Accounting policies

#### a) Basis of Preparation

The accounts (financial statements) have been prepared under the historic cost convention, and in accordance with the relevant version of the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity meets the definition of a public benefit entity under FRS 102.

The financial statements have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair" view. This departure has involved following "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Second Edition) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

#### b) Going concern

The charity is currently facing many challenges as a result of significant increases in the cost of utilities, food and general expenses together with the wider economic pressures facing our community. Since the year end we have seen the Arts Café, event and hire bookings go from strength to strength as a result of repeat customers and through referrals. Through the efforts of the trustees, staff and volunteers we are in a good position to tackle these challenges. The trustees continue to carry out regular financial stress tests so that any potential issues can be addressed in advance. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### c) Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

#### d) Resources Expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

#### e) Taxation

The trustees consider that the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and no other purpose. The charity was not registered for VAT during the year.

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

---

### 1. Accounting policies (continued)

#### f) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment    25% - 33% reducing balance

#### g) Stock

Stock is accounted for at the lower of cost and net realisable value on a first in first out basis.

#### h) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### i) Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

#### j) Financial instruments

The Charity has elected to apply Sections 11 and 12 of FRS 102 in respect of financial instruments.

Financial assets and financial liabilities are recognised when the Charity becomes party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

The Charity's policies for its major classes of financial assets and financial liabilities are set out below.

##### Financial assets

Basic financial assets, including trade and other debtors, cash and bank balances and financing are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate.

Such assets are subsequently carried at amortised cost using the effective interest method, less any impairment.

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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### 1. Accounting policies (continued)

#### Financial instruments (continued)

##### Financial liabilities

Basic financial liabilities, including trade and other creditors and loans that are classified as debt, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

##### Impairment of financial assets

Financial assets measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the statement of financial activities.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between the asset's carrying amount and the best estimate of the amount the company would receive for the asset if it were to be sold at the reporting date.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between the asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If the financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in the statement of financial activities.

#### Derecognition of financial assets and financial liabilities

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) despite having retained some significant risks and rewards of ownership, control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

#### Offsetting of financial assets and financial liabilities

Financial assets and liabilities are offset and the net amount reported in the balance sheet when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

---

### 1. Accounting policies (continued)

#### k) Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds can be used only for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

#### l) Employees

There were two employees (2021 – nil) during the year.

### 2. Grants received

During the year the charity received grants totalling £8,500 (2021: £26,708) from Huntingdon District Council through their Local Restriction Support Grants scheme.

### 3. Trustee's Remuneration and Benefits

There were no trustees' remuneration or any other benefits for the year ended 31 March 2022 (31 March 2021 - £nil).

#### Trustees' expenses

Trustee's expenses paid for the year ended 31 March 2022 were £nil (31 March 2021 - £4).

### 4. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £540 (2021: £480).

### 5. Tangible fixed assets

	<b>Fixtures, fittings and equipment £</b>
<b>Cost</b>	
At 1 April 2021	4,817
Additions	16,800
Disposals	(850)
At 31 March 2022	<u>20,767</u>
<b>Depreciation</b>	
At 1 April 2021	0
Charge for the year	3,032
On disposal	0
At 31 March 2022	<u>3,032</u>
<b>Net book value</b>	
At 31 March 2022	<u>17,735</u>
At 31 March 2021	<u>4,817</u>

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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### 6. Debtors

	2022	2021
	£	£
Trade debtors	2,331	0
Prepayments	1,462	79
	<u>3,793</u>	<u>79</u>

### 7. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	2,035	0
Taxation	55	0
Pension creditor	86	0
Accruals	1,802	480
Trustee loan	2,000	0
	<u>5,978</u>	<u>480</u>

### 8. Grant award

In the year ended 31 March 2020 the Charity was awarded a restricted grant of £5,000 from Huntingdon Freeman's Trust towards restoration costs of the hall of which £2,568 was spent on a disabled ramp in that year. The remainder of the grant was spent in the previous year.

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 9. Support costs for charitable activities

	Current year Unrestricted funds £	Current year restricted funds £	Current year total £	Prior year total £
<b><u>Cost of sales</u></b>				
Food and drink	31,195	0	31,195	0
Events and technical support	6,368	0	6,368	0
Operating lease payments	869	0	869	0
<b><u>Premises expenses</u></b>				
Light and heat	10,908	0	10,908	5,079
Rates	863	0	863	776
Cleaning	2,138	0	2,138	220
Repairs	7,888	0	7,888	6,549
<b><u>Administrative overheads</u></b>				
Salaries and wages	18,301	0	18,301	0
Pension costs	218	0	218	0
Software licences and consumables	495	0	495	57
Insurance	2,299	0	2,299	1,365
Telephone and internet	810	0	810	566
Hire of equipment	200	0	200	0
Trustee expenses	0	0	0	4
Other council payments	660	0	660	124
Advertising	742	0	742	66
Sundry and stationery expenses	659	0	659	128
Depreciation	3,032	0	3,032	0
Loss on disposal of fixed asset	850	0	850	0
Insurance claim	(5,770)	0	(5,770)	0
<b><u>Professional fees</u></b>				
Accountancy and payroll	1,128	0	1,128	480
<b><u>Financial costs</u></b>				
Bank charges	800	0	800	68
Other interest paid	98	0	98	0
<b>Total support costs</b>	<b>84,751</b>	<b>0</b>	<b>84,751</b>	<b>15,482</b>



**HUNTINGDON COMMEMORATION HALL**

England & Wales - Charity number 302645

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# Accounts

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Charity Registration Number: 302645

**Huntingdon Commemoration Hall**  
**Unaudited**  
**Annual Report and Financial Statements**  
**For the Year Ended**  
**31 March 2021**

# HUNTINGDON COMMEMORATION HALL

## Contents

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	<b>Page</b>
<b>Charity Reference and Administrative Information</b>	1
<b>Trustees' and Chair's Report</b>	2 - 6
<b>Independent Examiner's Report</b>	7
<b>Statement of Financial Activities</b>	8
<b>Balance Sheet</b>	9
<b>Notes to the accounts</b>	10 - 15

# HUNTINGDON COMMEMORATION HALL

## REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

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### The charity name

The legal name of the charity is: Huntingdon Commemoration Hall

### The charity's areas operation and UK charitable registration

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 302645.

### Legal structure of the charity

The Governing Document of the charity is the Trust Deed establishing the charity. The Governing Document is dated 10 November 1947. The trustees are all individuals.

### The principal operating address of the charity is:

39 High Street, Huntingdon, PE29 3AQ

The charity's website address is [www.commhall.org](http://www.commhall.org)

### The Trustees in office on the date the report was approved were:

P Sweeney (Chair)

A Beevor

D Whitehead

A Welsh

A McAdam

S McAdam

S Stammler

G Makey

P Vialls

E Carpenter

E Daly (appointed 5 July 2021)

### The following persons served as Trustees during the year ended 31 March 2021:

Name	Appointed
P Sweeney	2018
A Beevor	2015
D Whitehead	2005
A Welsh	2014
A McAdam	2018
S McAdam	2015
S Stammler	2018
G Makey	2018
P Vialls	2019
E Carpenter	2019

The power of appointing new or additional trustees vests with the existing trustees and they must be nominated by resolution of the Committee. The Committee must consist of not less than twelve and not more than twenty people.

### Bankers

CAF Bank Ltd  
25 Kings Hill Avenue  
West Malling ME19 4JQ

Barclays Bank plc  
1 Market Hill  
Huntingdon  
PE29 3AE

### Accountants

Kinnaird Hill  
Montagu House  
81 High Street  
Huntingdon  
PE29 3NY

## HUNTINGDON COMMEMORATION HALL

### TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

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The trustees' present their report and the financial statements for the year ended 31 March 2021.

Reference and administrative information set on page 1 forms part of this report.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements, the Charities Act 2011, Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (the Charities SORP") and comply with the charity's governing document.

#### **Objectives and activities of the charity**

The Huntingdon Commemoration Hall Charity's activities are based on the objects of the Charity stated in the original Trust Deed dated 1947 and subsequent Memorandum of Amendment, namely to provide and promote for the benefit of the inhabitants of Huntingdon (and particularly for those of less financial means) facilities for their recreation or welfare.

#### **Public benefit**

The Hall continued to be let to local community groups and the trustees have paid due regard to guidance issued by the Charity Commission's in deciding what activities the charity should undertake.

#### **The achievements and performance of the charity during the year is described in the following Chair's report.**

Following a successful re-opening of the Hall at the end of 2019, this past year was certainly not the one for which we had planned. Covid-19 has hit us all in different ways and many have struggled through uncertainty. The impact of the pandemic is likely to affect businesses, charities and of course individuals for years to come. Finances have been challenging, and although emergency grants were available many of us have seen and experienced hardship.

For the Hall specifically, we're hugely grateful to the Huntingdonshire District and Town Councils for their support and financial aid over the last 18 months. I feel we would be in a very different place without it.

That said, our charity didn't take the pandemic laying down and, in socially distanced work groups, we completed the extensive renovation and decorating works begun in 2019. Covid may have prevented us from welcoming guests but it did afford us the time to make the Hall look and feel vibrant for our local community. And that, to me, sums up the Hall: our community. Against all odds our community pulled together like never before to ensure that, once allowed, we re-opened with a fresh new look that, as our guestbook testifies, really delivers on the WOW factor.

Though this annual financial report only covers the period of April 2020 to March 2021, I want to take the opportunity to share with you some of the remarkable progress the Hall has made since fully re-opening.

On the 5th July 2021 we launched our brand new Arts Café. Heralding the start of a new era, with our first employee Jenny Taylor at the helm to welcome guests with excellent coffee and locally-sourced cakes, the Café represents a huge step forward for us; it means we keep our doors open throughout the week, welcoming local people into a safe and warm space where they can relax and explore their creativity through our varied programme of events.

We've had a number of people comment about the nature of 'Art' in our 'Arts' Café, and we are keen to highlight the 's' – arts plural – incorporating the Visual (including ceramics, drawing, filmmaking, painting, photography), Literary (fiction, drama, poetry and prose) Performing (dance, music and theatre) and Textile (knitting, crochet, decorative). Almost all have featured in our programme during the first two months alone, something of which our Trustees are rightly proud.

# HUNTINGDON COMMEMORATION HALL

## TRUSTEES' AND CHAIR'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Café is the perfect vehicle for us to introduce guests to our refreshed venue and bring attention to the amazing programme for the months ahead. As alluded to above, feedback so far has been outstanding and many new faces are discovering the Hall and choosing us as their preferred café destination, ahead of the more commercial high street options. We consciously opened quite slowly to give our staff and volunteers time to create a new atmosphere, ensuring that guest experience is positive, inclusive and high by any standard. We reject the idea that charity means amateur and aspire to have the Café grow and become *the* thriving Arts Hub in our town.



In our launch month we also delivered “Curtains Up – The Commemoration Hall Launch Night” on a date unplanned but turned out to be serendipitous; the original trust deed for the building was signed on July 21<sup>st</sup> 1842, and as fate would have it the second deed creating the charitable entity the Hall is today was also signed on the July 21<sup>st</sup>, in 1959. In front of an invited audience of more than 100 local dignitaries, charity workers, volunteers, supporters and past users of the Hall, we celebrated our history, marked the relaunch and outlined our future plans. Emotional speeches from Trustees were accompanied by an ambitious Variety Show, put together entirely through lockdown, to ensure the night was a huge success. Our simple message was, “The Commemoration Hall is BACK!”





### Arts Alive @ The Commemoration Hall

Not wanting to rest on our own laurels, in August 2021 we launched Arts Alive @ The Commemoration Hall – a diverse, 12 week programme of creative events including model painting, poetry and fiction days, circus workshops, a celebration of comic book art, storytelling and art classes, delivered with our good friends and supporters at the Huntingdon and Godmanchester Twinning Association. The vast majority of events were free to participants, in keeping with our charitable mission to make the arts accessible to those of lesser means. All were designed to inspire creativity and to date we have welcomed over 300 children and adults into the Hall. The volunteer group delivering Arts Alive were another huge demonstration of the love for the building from our community. Here's to Arts Alive 2 in 2022!



### The Future

Programming for the remainder of 2021-22 and beyond is now full steam ahead, and now that restrictions on audience size has lifted larger scale events can return. We've kick started our regular Bingo nights and are proud to announce that our comedy nights are BACK, on the first Saturday of each month, and we've already had some nationally-recognised performers grace the stage including Milton Jones and Reginald D Hunter. Musical performances have included *Gimme! Gimme! Gimme!* - the ABBA Tribute act and regular, folk-inspired acoustic nights delivered in partnership with Niche Comics.

A host of great shows are booked until the end of the year: Solve-A-Long-A-Murder-She-Wrote, RevPro Wrestling, The Pantaloons, Huntingdon Drama Club Present 'Together Alone', Lets Zep Tribute, George Michael Tribute, Halloween crafts, Crime Fiction, Military History, Haunted Huntingdon Talks and Q&A, Open Mic Poetry, Art Exhibitions and of course our now annual Christmas Party to name just a few.

September also saw the welcome and emotional return of Huntingdon Youth Theatre (HYT) to the Hall, a group I am happy to say I helped launch with our Vice-Chair Dominic Whitehead and his wife Beryl-Anne in 1997. Following the return of their parent group Huntingdon Drama Club, HYT use the Hall every Tuesday evening, bringing children from 11 upwards together to perform and learn stagecraft.

Building on this progress 2022 is already shaping up to be an outstanding year, and we look forward with confidence.

### Volunteers

The Hall has a rich history of engaging volunteers, the renovations referenced above completed through a staggering 5000 hours of voluntary effort. Our Café is supported daily by even more new volunteers, working alongside Jenny, promoting the Hall and serving our guests. So on behalf of the Trustees I'd like to offer an enormous thank you to each and every person who has donated their time and talents over the last year. May the Hall continue to inspire people to give back to their local community through us.

### Trustees – policies adopted for the induction and training of Trustees

Training of the trustees' is undertaken on an informal basis. Each new trustee upon his or her appointment will be given a copy of the Trust Deed and any amendments to it, as well as a copy of the charity's latest report and statement of accounts. All trustees are kept informed at meetings of their duties and obligations under the law in addition to their proper conduct.

## Financial Review

### **a) Principal funding**

As shown in the Financial Statements, we have continued to improve our financial position this year. The charity's income is made up primarily of grants from the local council which was a direct result of the boards' focus on this area during the year. The grants received contributed to the cost of the refurbishment and improvement of the hall as mentioned above.

As at 31 March 2021 the charity had £27,093 (2020: £7,326) in unrestricted funds. This puts the charity in a robust position to initiate further incoming generating charitable activities and projects with an eye on achieving the long-term objective of becoming financially self-sufficient.

The charity recorded a net surplus of £19,767 (2020: £3,290) for the year.

The entire resources of the charity are unrestricted and the trustees have complete discretion for their use. The trustees meet at properly convened meetings to review the assets and finances of the charity.

### **b) Principal risks and uncertainties**

The trustees have considered the major risks to which the charity is exposed and have satisfied themselves that they have robust systems and procedures in place in order to manage those risks.

### **c) Reserves policy**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to three month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in income, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

### **d) Going concern**

Since the year end restrictions have been lifted enabling the opening of the Arts Café, the return of live events and a full host of activities in the pipeline and considering post year end results the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, albeit there may be a lower level of grants received. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

## Our Values

This year has been unashamedly about income generation and getting people through the doors once more to use and value the Hall. However, we have not taken our eye off the long-term, and we have invested time with our Trustee board to explore our values to guide us in how the Hall develops in the long-term to become independently financially sustainable. We have established three strong core values that we can use to support the Hall in an ever-changing world. These are:

- 1. Making the Hall feel welcoming, warm, safe, and inclusive to all users.**
- 2. Encouraging a diverse range of nourishing and uplifting events, performances, and productions.**
- 3. Preserving the Hall and its heritage for the benefit of the local community, ensuring it is run professionally and sustainably.**

## And Finally...

'Inspiring creativity' has been adopted as our new mantra. It's who we are and what we stand for. We want to inspire people to push themselves, try new things, see things they've never seen before and experience feelings they didn't realise they had. Our programme will grow to reflect these ambitions, though I already have to pinch myself whenever I think of what has been already achieved, through such turbulent times. We will continue to build on the momentum we have created by growing our programme and audiences. Stay Tuned!

### Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees and signed on their behalf by:



**Paul Sweeney**

Chair

Date: 22 November 2021

## HUNTINGDON COMMEMORATION HALL

### Independent Examiner's Report to the Trustees of Huntingdon Commemoration Hall

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I report to the trustees on my examination of the financial statements of Huntingdon Commemoration Hall ('the charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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.

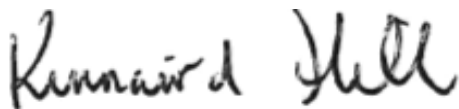
An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



**Nita Hutchcraft FCCA**  
**For and on behalf of Kinnaird Hill**

#### **Certified Chartered Accountants**

Montagu House  
81 High Street  
Huntingdon  
PE29 3NY

Date: 1 December 2021

# HUNTINGDON COMMEMORATION HALL

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b><u>Income from</u></b>				
Donations and legacies		3,859	3,859	45
Charitable activities	2	31,390	31,390	23,625
<b>Total income</b>		<b>35,249</b>	<b>35,249</b>	<b>23,670</b>
<b><u>Expenditure</u></b>				
Charitable activities	7	15,482	15,482	20,380
Other expenditure		0	0	0
<b>Total expenditure</b>	7	<b>15,482</b>	<b>15,482</b>	<b>20,380</b>
<b>Net income for the year</b>		<b>19,767</b>	<b>19,767</b>	<b>3,290</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward		<b>7,326</b>	<b>7,326</b>	4,036
Net movement in funds		<b>19,767</b>	<b>19,767</b>	3,290
<b>Total funds carried forward</b>		<b>27,093</b>	<b>27,093</b>	<b>7,326</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages on 10 to 15 form part of these financial statements.

# HUNTINGDON COMMEMORATION HALL

## BALANCE SHEET AS AT 31 MARCH 2021

	Note	2021	2020
<b>Fixed Assets</b>		£	£
Tangible Assets	5	4,817	0
<b>Current Assets</b>			
Debtors		79	0
Cash at bank and in hand		<u>22,677</u>	<u>7,806</u>
<b>Total current assets</b>		<b>22,756</b>	<b>7,806</b>
<b>Creditors: amount falling due within one year</b>	6	<b>(480)</b>	<b>(480)</b>
<b>Net current assets</b>		<u><b>22,276</b></u>	<u><b>7,326</b></u>
<b>Total net assets</b>		<u><b>27,093</b></u>	<u><b>7,326</b></u>

The total net assets of the charity are funded by the funds of the charity as follows:

		2021	2020
		£	£
<b>Charity funds</b>			
Unrestricted funds	8	27,093	7,326
<b>Total funds</b>		<u><b>27,093</b></u>	<u><b>7,326</b></u>

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



**Eamonn Daly**

Date: 22 November 2021

The notes on pages 10 to 15 form part of these financial statements.

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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### 1. Accounting policies

#### a) Basis of Preparation

The accounts (financial statements) have been prepared under the historic cost convention, and in accordance with the relevant version of the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity meets the definition of a public benefit entity under FRS 102.

The financial statements have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a “true and fair” view. This departure has involved following “Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Second Edition) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

#### b) Comparatives

The comparative numbers for the year ended 31 March 2020 were not subject to an Independent Examination.

#### c) Going concern

Since the year end restrictions have been lifted enabling the opening of the Arts Café, the return of live events and a full host of activities in the pipeline and considering post year end results the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, albeit there may be a lower level of grants received. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### d) Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

#### e) Resources Expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

#### f) Taxation

The Trustees consider that the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and no other purpose. Value added tax is recoverable by the charity

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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### 1. Accounting policies (continued)

#### g) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residential values over their useful lives on the following bases:

Fixtures, fittings and equipment    25% reducing balance

#### h) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### i) Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

#### j) Financial instruments

The Charity has elected to apply Sections 11 and 12 of FRS 102 in respect of financial instruments.

Financial assets and financial liabilities are recognised when the Charity becomes party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

The Charity's policies for its major classes of financial assets and financial liabilities are set out below.

##### Financial assets

Basic financial assets, including trade and other debtors, cash and bank balances and financing are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate.

Such assets are subsequently carried at amortised cost using the effective interest method, less any impairment.

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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### 1. Accounting policies (continued)

#### **Financial instruments (continued)**

##### Financial liabilities

Basic financial liabilities, including trade and other creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

##### Impairment of financial assets

Financial assets measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the statement of financial activities.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between the asset's carrying amount and the best estimate of the amount the company would receive for the asset if it were to be sold at the reporting date.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between the asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If the financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in the statement of financial activities.

#### **Derecognition of financial assets and financial liabilities**

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) despite having retained some significant risks and rewards of ownership, control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

#### **Offsetting of financial assets and financial liabilities**

Financial assets and liabilities are offset and the net amount reported in the balance sheet when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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### 1. Accounting policies (continued)

#### k) Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds can be used only for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

#### l) Employees

There were no employees during the year.

### 2. Grants received

During the year the charity received grants totalling £26,708 from Huntingdon District Council through their Local Restriction Support Grants scheme.

### 3. Trustee's Remuneration and Benefits

There were no trustees' remuneration or any other benefits for the year ended 31 March 2021 (31 March 2020 - £nil).

#### Trustees' expenses

Trustee's expenses paid for the year ended 31 March 2021 were £4 (31 March 2020 - £329).

### 4. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £480 (2020: £480).

### 5. Tangible fixed assets

	<b>Fixtures, fittings and equipment</b>
	£
<b>Cost</b>	
At 1 April 2020	0
Additions	4,817
Disposals	0
At 31 March 2021	<u>4,817</u>
<b>Depreciation</b>	
At 1 April 2020 & 31 March 2021	<u>0</u>
<b>Net book value</b>	
At 1 April 2020	<u>0</u>
At 31 March 2021	<u><u>4,817</u></u>

### 6. Creditors: Amounts falling due within one year

	<b>2021</b>	<b>2020</b>
	£	£
Accountancy fees	<u>480</u>	<u>480</u>

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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### 7. Support costs for charitable activities

	Current year unrestricted funds £	Current year restricted funds £	Current year total £	Prior year total £
<b><u>Premises expenses</u></b>				
Council tax	412	0	412	796
Light and heat	5,079	0	5,079	6,062
Water rates	584	0	584	367
Appliances testing	0	0	0	720
Repairs	6,549	0	6,549	3,375
<b><u>Administrative overheads</u></b>				
Software licences	57	0	57	264
Insurance	1,365	0	1,365	1,393
Telephone and internet	566	0	566	284
Trustee expenses	4	0	4	329
Sundry and stationery	128	0	128	3,196
Other council payments	124	0	124	370
Advertising	66	0	66	400
HMRC payments	0	0	0	871
Events	0	0	0	1,413
<b><u>Professional fees</u></b>				
Accountancy costs	480	0	480	480
<b><u>Financial costs</u></b>				
Bank charges	68	0	68	60
<b>Total support costs</b>	<b>15,482</b>	<b>0</b>	<b>15,482</b>	<b>20,380</b>

# HUNTINGDON COMMEMORATION HALL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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### 8. Grant award

In the previous year the Charity was awarded a restricted grant of £5,000 from Huntingdon Freeman's Trust towards restoration costs of the hall of which £2,568 was spent on a disabled ramp in that year. The remainder of the grant was spent after the balance sheet date.