

Trustees’ Annual Report for the period

From 01/02/2024 -Period start date

Period end date 31/01/2025.

Charity name: Frindsbury Extra Memorial Hall

Charity registration number: 302745

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provision of a community hall for the use of local residents of Frindsbury Extra and the neighbourhood.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The hall was used for the following activities: Girl Guides, Churches, 50+ group, birthdays and family gatherings, Kent County Council, disabled groups, Alcoholic Anonymous, Weight Watchers, Medway Beekeepers, Dance and Exercise classes, polling station, Sewing groups, Funerals and many other family-type activities.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have regard to the guidance issued by the charity commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	None
	Para 1.38	

Contribution made by volunteers		The chairman and Secretary are unpaid volunteers.
Other		None

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The hall is made available to a wide cross section of the community for social functions which they cannot provide within their homes, as detailed in the objectives and activities above.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The management committee meets in February or March of each year to review and approve the receipts and payments for the preceding year ending on 31st January, as supplied by the treasurer, and to compare results against budgets.
Performance of fundraising activities against objectives set	Para 1.41	Not applicable
Investment performance against objectives	Para 1.41	Not applicable
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<table><tr><td></td><td>(2025)</td><td>(2024)</td></tr><tr><td>Income</td><td>£32,844</td><td>£24,535</td></tr><tr><td>Expenses</td><td>£16,420</td><td>£16,118</td></tr><tr><td>Surplus</td><td>£16,424</td><td>£ 8,417</td></tr></table>		(2025)	(2024)	Income	£32,844	£24,535	Expenses	£16,420	£16,118	Surplus	£16,424	£ 8,417
	(2025)	(2024)												
Income	£32,844	£24,535												
Expenses	£16,420	£16,118												
Surplus	£16,424	£ 8,417												
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to finance repairs and to ensure the continuing functioning of the Hall.												
Amount of reserves held	Para 1.22	<table><tr><td></td><td>(2025)</td><td>(2024)</td></tr><tr><td>Bank</td><td>£78,692</td><td>£62,268</td></tr></table>		(2025)	(2024)	Bank	£78,692	£62,268						
	(2025)	(2024)												
Bank	£78,692	£62,268												
Reasons for holding zero reserves	Para 1.22	Not applicable												
Details of fund materially in deficit	Para 1.24	Not Applicable												
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not Applicable												

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Rental of Hall
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	Inability to meet its commitments to fund the running of the hall.
Other		None

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Trust Deed

How is the charity constituted?	Para 1.25	An unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Committee of management

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Not applicable
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Not applicable
Relationship with any related parties	Para 1.51	Not applicable
Other		None

Reference and Administrative details

Charity name	Frindsbury Extra Memorial Hall
Other name the charity uses	
Registered charity number	302745
Charity's principal address	16-18 Holly Road, Wainscott, Rochester, ME2 4LG.

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Christopher Sparks	Chairman	01/02/2024 to 31/01/2025	Committee of management
2	Pamela Ann Coomber	Secretary	01/02/2024 to 31/01/2025	Committee of management
3	Fatima Mitchell	Treasurer	01/02/2024 to 31/01/2025	Committee of management
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name	Not Applicable	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Not applicable		

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not Applicable


Other optional information

Not Applicable

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Fatima Mitchell	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	23/11/25	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Frindsbury Extra Memorial Hall

13 01 2025
302745

Receipts and payments accounts

For the period from	01/02/2024	To	31/01/2025
------------------------	------------	----	------------

302745

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Rent of Hall	31,344	-	-	31,344	22,095
Deposits Held	1,500	-	-	1,500	2,440
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	32,844	-	-	32,844	24,535
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,844	-	-	32,844	24,535
A3 Payments					
Accounting Fees	250	-	-	250	-
Council Tax	144	-	-	144	10
Cleaning Materials	78	-	-	78	-
Refund of Sales	258	-	-	258	-
Refund of Deposits	1,720	-	-	1,720	2,220
Repairs	1,940	-	-	1,940	975
Water Rates	795	-	-	795	763
Electricity	884	-	-	884	1,774
Gas	1,503	-	-	1,503	2,062
Service Payments	173	-	-	173	214
Management Fees	5,500	-	-	5,500	5,000
Cleaning	3,175	-	-	3,175	3,100
Sub total	16,420	-	-	16,420	16,118
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	16,420	-	-	16,420	16,118
Net of receipts/(payments)	16,424	-	-	16,424	8,417
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	62,268	-	-	62,268	53,851
Cash funds this year end	78,692	-	-	78,692	62,268

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Bank Account	78,692	"	"
	"	"	"
	"	"	"
Total cash funds	78,692	"	"

(agree balances with receipts and payments account(s))

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	"	"	"
	"	"	"
	"	"	"
	"	"	"
	"	"	"
	"	"	"

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		"	"
		"	"
		"	"
		"	"
		"	"


B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		"	"
		"	"
		"	"
		"	"
		"	"
		"	"
		"	"
		"	"

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		"	
		"	
		"	
		"	
		"	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Mr Chris Sparks	25/11/25

CCXX R2 accounts (SS)

14/11/2025



Section A

Independent Examiner's Report

Report to the trustees/
members of

Frindsbury Extra Memorial Hall

On accounts for the year
ended

31st January 2025

Charity no
(if any)

302745

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

26/11/2025

Name:

Roland Alan Mitchell

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

The Association of Chartered Certified Accountants

Address:

173 Wainscott Road, Frindsbury Extra, Rochester, Kent, ME2 4JX.

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

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

None.