

Trustees' Annual Report for the period

Period start date				Period end date			
From	01	01	2021	To	31	12	2021

Section A Reference and administration details

Charity name

War Memorial Hall at Platt

Other names charity is known by

Platt War Memorial Hall

Registered charity number (if any)

302897

Charity's principal address

Platt Memorial Hall

1 Platinum Way

Platt, Sevenoaks, Kent

Postcode

TN15 8FH

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	David Vallance	Chairman		
2	David Cox	Treasurer		
3	David Crackles	Secretary		
4	Barry Baker			
5	John Acton			
6	Phil Lonkhurst			
7	Anthony Sales			
8	Richard Searle			
9	Scott Wishart			
10	Graham Darby			
11	Ruth Parkin		1-1-21 to 21-7-21	
12	Michael Varney-Burch		1-1-21 to 21-7-21	
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Trust Deed sealed 10th January 1933

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

Co-opted to the management committee then formally appointed at the next AGM. Term of office 3 years renewable on completion.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees are encouraged to attend a 'taster' meeting at which the responsibility of a trustees is explained, and questions answered.

Trustees are generally drawn from those living in the area of benefit and also users of the hall and its facilities.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The trust deed requires that the trustees permit the memorial hall to be used by the inhabitants of the area to benefit as a reading and recreation room and also for lectures, meetings and entertainment and for other purposes as the committee think advisable and for the provision of food and refreshment.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The hall is used by local societies for talks (interest and education), indoor sports such as short mat bowls and badminton. It is also used for yoga and Pilates, karate, keep fit classes and meetings of the local brownies.

It is also used for children's parties, adult parties, art classes, wedding receptions, association meetings, amateur dramatics, fundraising events and workshops, exhibitions, and as a polling station for local and national elections.

The Parish Council use the hall for their regular meetings and the local school use the facilities for their outdoor activities. The hall is also used for band and music group practice and live performances. Pre-school activities are also provided as a commercial enterprise.

The Environment Agency and other commercial organisations have used the hall for regional meetings taking advantage of the hall's location, ease of road and rail access, and its facilities including a well-equipped kitchen and good car parking.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Despite Covid being very much the controlling factor during much of 2021, our hall has weathered the storm and is well on its way back to what we would call normal, the help of government grants throughout the year helping considerably with bookings now very much on the increase. During this year we have been able to build our small store and office extension having been put on hold during 2020 due to covid. Having once again gone out to tender over the Christmas and the New Year period we were able to start the build at the beginning of May 21.

Originally a 10 week build time, but with Brexit and Covid combined it pushed this period out to more than 6 months. We were also extremely lucky to receive financial support to the tune of £30k from three major funders towards our £50k Project.

Whilst we have been able to build our much needed store during this year much of the time it has been high and lows with long periods of closure or partial closure effecting very much the way we run our hall, however we have come through it with bookings very much on the rise, so much so that this became a demanding position for a trustee which has seen us employ a part time booking secretary incorporating the Hall master online booking system.

Looking to 2022 we intend to also move to a part time caretaker/cleaner role to ease the workload of the trustee and with wedding bookings increasing we intend to add round tables and tablecloths to our portfolio. Whilst the year ended with covid restrictions easing and returning to some normality it just wasn't quite enough for our bi-annual New Year's Eve party to take place, which we cancelled.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity has sufficient funds to meet all foreseeable expenditures and a reasonable reserve to cover operational and maintenance costs.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main income for the charity is usually from hire charges from users of the Halls. During 2021, income from hire charges was significantly reduced due to the covid pandemic. The charity benefited from Government covid grants which ensured the charity had sufficient income to meet costs.

Section F



Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	DAVID MICHAEL VALLANCE	DAVID RAYMOND COX
Position (eg Secretary, Chair, etc)	CHAIR.	TREASURER
Date	28.3.22	

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

WAR MEMORIAL HALL AT PLATT

**On accounts for the year
ended**

31st DECEMBER 2021

**Charity no
(if any)**

302897

Set out on pages

8 to 9

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

**Responsibilities and
basis of report**

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 accounts to be reached.

Signed:

S. Allewell

Date:

29/03/2022

Name:

Sarah Allewell

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

ACA
ICAEW

Address:

Rookery Dene
Long Mill Lane
Platt
Sevenoaks
Kent
TN15 8NA

Section B**Disclosure**

Only complete if the examiner needs to highlight material 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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

WAR MEMORIAL HALL AT PLATT

Receipts and payments accounts

CC16a

For the period from	1st January 2021	To	31st December 2021
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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					
Hire of Hall	20,515	0	0	20,515	9,386
Fund raising events	0	0	0	0	0
Other income	0	0	0	0	0
Grants	19,852	28,848	0	48,700	11,334
Donations	5	40	0	45	683
Refundable Bonds	4,128	0	0	4,128	0
	0	0	0	0	0
	0	0	0	0	0
Sub total (Gross income for AR)	44,501	28,888	0	73,389	21,403
A2 Asset and investment sales, (see table).					
	0	0	0	0	0
	0	0	0	0	0
Sub total	0	0	0	0	0
Total receipts	44,501	28,888	0	73,389	21,403
A3 Payments					
Fund raising event costs and refunds	0	0	0	0	0
Utilities	1,656	0	0	1,656	2,236
Cleaning & maintenance	2,294	0	0	2,294	2,245
Insurance & Licences	2,565	0	0	2,565	1,009
Fire & safety	101	0	0	101	464
Donations	0	0	0	0	75
Garden maintenance	3,002	0	0	3,002	2,065
Welfare & sundries	1,854	0	0	1,854	1,449
Bookings clerk	4,100	0	0	4,100	0
Maintenance & service	3,941	0	0	3,941	2,966
Consultancy	0	1,100	0	1,100	1,600
Refundable Bonds	2,878	0	0	2,878	0
Sub total	22,391	1,100	0	23,491	14,109
A4 Asset and investment purchases, (see table)					
New hall buildings	0	49,888	0	49,888	3,490
Fixture & fittings	0	0	0	0	0
Equipment	274	0	0	274	1,135
Sub total	274	49,888	0	50,162	4,625
Total payments	22,665	50,988	0	73,653	18,733
Net of receipts/(payments)	21,836	-22,100	0	-264	2,669
A5 Transfers between funds	0	0	0	0	0
A6 Cash funds last year end	16,910	46,939	0	63,849	61,180
Cash funds this year end	38,746	24,839	0	63,585	63,849

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Natwest Bank - Bookings Account	37,377	-	
	Natwest Bank - Restricted funds Account		24,839	
	Lloyds Bank - Expenses Account	1,369	-	
	Petty Cash	-	-	
	Total cash funds	38,746	24,839	-

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

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	New Hall site	Restricted	208,000	245,000
	New Hall Building	Restricted	878,378	1,063,578
	Fixtures & Fittings	Restricted	26,570	18,352
	Equipment	Unrestricted	7,963	5,788
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval