

LAVANT MEMORIAL HALL

England & Wales · Charity number 305390

Details

Other names LAVANT WAR MEMORIAL HALL

Status Registered

Legal form Other

Registered 1963-09-18

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

Contact

Address 4 St. Marys Close
Lavant
Chichester
PO18 0DL

Phone 01243527894

Email admin@lavantmemorialhall.org.uk

Activities

Objects: THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF LAVANT AND THE NEIGHBOURHOOD THEREOF WITHOUT DISTINCTION OF POLITICAL RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR MEETINGS, LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Provide accommodation for local organisations.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Amateur Sport, Animals, Recreation
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** LAVANT.
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£39,542	£40,923	-	-
2023-08-31	£34,550	£28,606	-	-
2022-08-31	£32,272	£27,063	-	-
2021-08-31	£34,566	£24,247	-	-
2020-08-31	£31,562	£37,587	-	-

Trustees

Name	Role	Appointed
Alison Elizabeth Fordham		2025-03-04
DAVID JOHN KENT		
ELAINE SHEPPARD		
Harry Anthony Bleach		2025-12-02
Hilbre Marian Louise Tucker		2022-12-06
Jessica Amy Riseborough		2023-06-06
Keith Frederick Walter Bartlett		2025-12-02
Liz Goodey		2025-04-02
Maureen O'Grady		2020-03-06
Rupert James Burton		2025-10-07
SHEILA MARY SIMS		
William Henry Thomas		2025-12-02

LAVANT MEMORIAL HALL

England & Wales - Charity number 305390

Accounts

LAVANT MEMORIAL HALL

REGISTERED CHARITY NO. 305390-1

ANNUAL REPORT

AND

ACCOUNTS

FOR THE

YEAR ENDED 31ST AUGUST 2024

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2024

RECEIPTS		2024			2023		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Operating Activities	Hall hire	30902.40		30902.40	28070.30		28070.30
Fund raising events	Xmas Fayre	440.75		440.75	466.40		466.40
	Jumble Sale	815.83		815.83	562.45		0.00
	Centenary	0.00		0.00	14.00		14.00
		<u>1256.58</u>		<u>1256.58</u>	<u>1042.85</u>		<u>1042.85</u>
Grants		0.00		0.00	0.00		0.00
Donations		269.00		269.00	69.00		69.00
Interest		1710.69		1710.69	489.73		489.73
Other Receipts	200 Club	1422.00		1422.00	1728.00		1728.00
	Fit Rebate E.ON	2131.56		2131.56	1085.75		1085.75
	Electricity refund	1849.66		1849.66	0.00		0.00
	Insurance	0.00		0.00	2064.43		2064.43
		<u>5403.22</u>		<u>5403.22</u>	<u>4878.18</u>		<u>4878.18</u>
TOTAL RECEIPTS		39541.89		39541.89	34550.06		34550.06

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2024

PAYMENTS		2024			2023		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Property & Equipment	Maintenance & repairs	9357.93		9357.93	5000.13		5000.13
	Other improvements	5571.00		5571.00	241.80		241.80
		<u>14928.93</u>		<u>14928.93</u>	<u>5241.93</u>		<u>5241.93</u>
Hall Cleaning	Rental of Bins	1292.70		1292.70	1150.40		1150.40
	Regular cleaning	4490.78		4490.78	4668.60		4668.60
	Consumables and expenses	1924.12		1924.12	1483.02		1483.02
	Other cleaning	409.60		409.60	60.00		60.00
	Window cleaning	189.00		189.00	60.00		60.00
		<u>8306.20</u>		<u>8306.20</u>	<u>7422.02</u>		<u>7422.02</u>
PRS for Music		162.01		162.01	139.20		139.20
Licences		201.00		201.00	220.00		220.00
Fire and Safety		898.27		898.27	593.00		593.00
Insurance premium		1868.74		1868.74	1709.83		1709.83
Telecommunications		761.70		761.70	683.22		683.22
Information Technology		310.66		310.66	255.58		255.58
Administration		5604.00		5604.00	4893.23		4893.23
Water & general rates		410.30		410.30	1207.61		1207.61
Electricity		5936.54		5936.54	5086.85		5086.85
Donations - Lavant Players		750.00		750.00	0.00		0.00
200 Club prizes		785.00		785.00	904.00		904.00
Independent examination		0.00		0.00	250.00		250.00
TOTAL PAYMENTS		40923.35		40923.35	28606.47		28606.47

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2024

	2024			2023
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Total receipts for the year (page 2)	39541.89	0.00	39541.89	34550.06
Total payments for the year (page 3)	40923.35	0.00	40923.35	28606.47
Net receipts / (payments) for the year	(1381.46)	0.00	(1381.46)	5943.59
Cash and bank balances as at 31st August 2023 brought forward	57177.33	0.00	57177.33	51233.74
Cash and bank balances as at 31st August 2024 carried forward	55635.87	0.00	55635.87	57177.33

The accounts have been prepared in the form of receipts and payments and a Statement of assets and liabilities in accordance with Section 133 Charities Act 2011.

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2024

MONETARY ASSETS	2024	2023
Barclays Community Account	£8,500.24	£11,751.39
Virgin	<u>£47,135.63</u>	<u>£45,425.94</u>
TOTAL	<u>£55,635.87</u>	<u>£57,177.33</u>

NON-MONETARY ASSETS

Lavant Memorial Hall committee is Managing Trustee of Lavant Memorial Hall and the Lavant Parish Council is Custodian Trustee.

Insurance value of the buildings £1,309,742 for the Hall and Outbuildings (2023 £1,309,742)

Other assets - value unknown - piano, curtains, cutlery and crockery various kitchen and cleaning equipment.

Other assets - with purchase price

Radio Microphone	227
Taski cleaner & accessories	820
Loop system	695
Cycle rack	265
Storage cupboards	235
Skittle Alley	250
Pumps x 4	202
Tables laminate x 6	806
Tables x 16 + cart	1592
Notice board	418
Large Ladder	590
Projector, Speakers and Amplifier	3073
Soft seat chairs x 140	4038
Projector screen	292
Tables	995
Solar PV System (included in insurance value of buildings)	18970
Water boiler	405
Flood gates	<u>4740</u>
Carried forward	38613

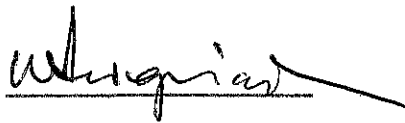
NON MONETARY ASSETS CONTINUED

Brought forward	38613
Cooker	1104
Dishwasher	2280
Fridge	299
Fridge freezer	625
Microwave	87
Tables and trolley	1662
Storage heaters (included in insurance value of buildir	7040
Small Step ladder	91
Laptop	499
Seven Tables & Trolley	200
Raffle Drum	100
	<u>52600</u>
Less Solar Panels and Storage Heaters Included in the	<u>-26010</u>
	<u>26590</u>

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2024

(CONTINUED)

DEBTORS & PREPAYMENTS	2024	2023
Hall Hire	0.00	0.00
 LIABILITIES		
Caretaker	105.28	346.73
Paul Mortimer - Window cleaning	42.00	0.00
SDL Building Services	560.00	0.00
2 months PA Fire Systems servicing contract	37.00	0.00
Astonish - August Cleaning	350.00	0.00
Expenses S Sims	0.00	129.84
Expenses R Wignall	0.00	60.61
TJB Cleaning Services	0.00	399.26
TA Electrical Services	0.00	65.00
Jennie Lindfield	0.00	420.00
Finishing Touch	0.00	1548.00
Advance payments, Deposits and other liabilities	4497.00	4747.25
	<u>5591.28</u>	<u>7716.69</u>



Signed:

Mr R Wignall, Chairman

Date:

25 June 2025



Miss J Riseborough, Treasurer

Date:

26 June 2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LAVANT MEMORIAL HALL

I report to the trustees on my examination of the accounts of the Lavant Memorial Hall (the Trust) for the year ended 31st August 2024

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all of 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 aspect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Connor Allan

Relevant professional qualification or membership of professional bodies : ACA

Address: 14 Barnfield, Billingshurst, RH14 9ZT

Date:

COMMITTEE OF MANAGEMENT

OFFICERS

		Elected	Re-elected
Chairman	Mr R Wignall	2021	2024
Vice Chairman	Mrs S Ings	2023	2023
Treasurer	Miss J Riseborough	2023	2023
Secretary	Mrs S Sims	2007	2023

COMMITTEE MEMBERS ELECTED OR RE-ELECTED DECEMBER 2023

Parish Council	Mrs L Tucker	2022	2023
Short Mat Bowls	No representative		
Friendly Club	No representative		
Lavant Players	Mr J O'Brennan	2022	2023
Cricket Club	Mr R Wignall		2023
W.I.	Ms M O'Grady		2023
Football Club	Mr D Kent		2023
Lavant PCC	No representative		

COMMITTEE MEMBERS ELECTED DECEMBER 2024

Liz Goodey	2024
Alison Elizabeth Fordham	2024

VILLAGE REPRESENTATIVES

Mrs E Sheppard		2023
Mrs S Ings	2022	2023
Dr P Rivett	2022	2023

NON-TRUSTEE:

Mr A Bleach, Caretaker

APPOINTED BANKERS:

Barclays Bank PLC, East Street, Chichester,
West Sussex
CAF Bank Ltd. Kings Hill, West Malling, Kent
Virgin Money, Newcastle upon Tyne
Northumberland

INDEPENDENT EXAMINER

Connor Allan
14 Barnfield, Billingshurst, RH14 9ZT

ANNUAL REPORT

LAVANT MEMORIAL HALL Pook Lane East Lavant Chichester West Sussex is registered with the Charities Commission (No. 305390/1) and constituted by deed of trust dated 17th February 1951.

The Parish Council of Lavant is the Custodian Trustee of the Charity and the Committee of Management is the Managing Trustee of the Charity.

Correspondence Addresses:

Treasurer: 43 Northside, Lavant, PO18 0BX

Caretaker: Ashdean, Midhurst Road, Lavant, Chichester PO18 0DE.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

The Committee of Managing Trustees of the Charity is wholly responsible for the control and management of the Charity. Charity law requires the trustees of the association to management prepare a receipts and payments account and a statement of assets and liabilities for each financial year. In addition the Trustees are responsible for keeping proper accounting records sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Association. Also they are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

New Trustees appointed to the Management Committee are recruited and appointed with due attention paid to the Charity's governing document particularly with regards to any person who belongs to an external body.

CHARITY OBJECTIVE

The object of the Charity is to maintain Lavant Memorial Hall for the communal benefit of the inhabitants of Lavant village and the surrounding area. The committee aims to provide good facilities at a reasonable cost to all hirers. In doing so the Committee Trustees have had regards to the guideline issued by the Charity Commission on Public benefit.

ACTIVITIES AND DEVELOPMENTS

2024 was a successful year for the hall with users broadly satisfied, occupancy up, various improvements carried out and no flooding. Nevertheless, substantial challenges lie ahead with attracting new volunteers to replenish, or at least support, the dwindling and ageing management team (current average age 79) and the increasing need for paid assistance.

Whether due to climate change or otherwise, flooding remains an existential threat. After the floods of 2023, the year began with an anxious wait to see whether the River Lavant would again overtop. Fortunately, it did not do so, although coming perilously close. A small "flood watch" team responded on a number of occasions at short notice to erect the hall's flood barriers when there was a risk of an overnight inundation and this action managed to keep the hall open for hirers. We continued to support Lavant Parish Council in making representations to the Environment Agency and Southern Water to take flood mitigation action.

It also became apparent that the remodelling of the car park entrance in 2023 had introduced a new risk of flash flooding to the car park and entrance following heavy rain, the surface levels with respect to the highway having been incorrectly set. Representations to WSCC Highways resulted in some action to clear storm drains, but the threat remains. A considerable amount of time has been spent on trying to find a solution that does not require the erection of flood barriers (which temporarily close the hall) every time there is a threat of sudden heavy rain in winter. To-date, a suitable scheme is yet to be identified. Following the withdrawal of insurance cover for storm and flood risk in 2023, we continue to maintain a substantial reserve as a self-insurance against further flooding.

Against this backdrop it was pleasing to see that hirer occupancy was slightly up on 2023, with a corresponding increase in revenue. Hirings have now returned to pre-Covid levels with a core of some 30 organisations using the hall on a regular basis. During the year we were pleased to welcome a further Pilates provider, catering for early morning classes, although an attempt to re-start a Creation Station franchise did not succeed.

The trustees gave some consideration to the role of the Hall within the village, given its charitable purpose, whilst noting that the Lavant Churches provide a number of activities aimed at addressing social needs. It had been hoped to solicit village attitudes alongside the Parish Council's wider community survey, but ultimately this was deferred, at least until after the Council's survey. Nevertheless, we went ahead with a survey of our regular users, the first time this had been done, which produced some valuable insights into our users' demographics and hall experience. What emerged was a picture of a hall operating as an unattended venue for hire – much valued by its regular users and occasional hirers – but less the social hub of a village. This probably reflects changing social patterns and the proximity of Lavant to Chichester.

Some two thirds of user organisations responded, representing upwards of 500 individuals. Gratifyingly, user experience was overwhelmingly positive and the hall is clearly valued, particularly its setting and ambience. There were useful suggestions for improvement, many of which are being addressed, but little common themes beyond a wish to ensure users left the hall as others would wish to find it – a particular challenge for an unattended hall. A final report on the survey and the actions taken, will be published early in the new year.

The trustees discussed whether to hold a Christmas Fayre in 2024, the feeling being that the event had become a little "tired" and was in need of a re-fresh. It was agreed that such an event should primarily be a village event that might serve to strengthen the connection with the village and elicit heightened interest in the hall. Nevertheless, funds raised should at least cover the opportunity cost. The event was re-branded a Christmas Market and re-launched with a bigger and wider variety of stalls, some activities specifically for children, and a more extensive publicity campaign covering both traditional and social media to increase footfall. Despite the event coinciding with the peak of storm Bert, results were very encouraging, with gross receipts up three-fold and positive feedback from both stallholders and visitors.

The rolling programme of redecoration and improvements has continued. The Green Room and both kitchens were re-decorated and both the Green Room and Bleaches Room lighting were converted to energy-saving LED based illumination. The Green Room lighting was supported in part by a donation from the Lavant Fete Committee. Several roof repairs were carried out along with the replacement of a number of Main Hall ceiling tiles that had become damaged or marked. Some electrical work was undertaken to facilitate the use of radio microphones, mostly funded through The Lavant Players, and some modifications made in the Bleaches Room to make the installation more "hirer friendly". Outside the hall itself, the pavilion was in need of renovation following the 2023 flood and the work is now being undertaken in partnership with Lavant Cricket Club who are providing the labour.

After careful consideration, hall hire rates were raised by around 5% overall in response to the normal inflationary pressures and, more particularly, entering into a new fixed-price electricity supply deal. The previous historical fixed deal had become excellent value, so the impact was an increase of about 80%, with electricity now contributing around 30% of operating costs. We also had the Hall re-valued for insurance purposes, resulting in a small increase in premium.

Amongst the policy issues considered were a review of safeguarding arrangements, although these largely devolve to users, and a response to the government consultation on Martyn's Law, which proposes placing a "duty to protect" (against terrorism) on the trustees. There appears to be no recognition as yet as to how this might be applied proportionately to an unattended venue such as ours.

A risk assessment update was carried out, resulting in a number of minor actions that have been completed, including the marking of some potential hazards for those users with visual impairment. A specific fire risk assessment was also completed by a competent third party. Following a change of cleaning contractor the hall is now storing cleaning consumables and has instituted a CoSHH register.

FINANCIAL SUMMARY

INCOME

Hall hire income of £30,902.40 was £2,831.70 higher than last year, due to a combination of an increase in hire fees and more bookings.

Other regular sources of income were the 200 Club at £1,422 (down £306 on last year), the Xmas fayre which raised £440.75 (down £25.65 on last year), and the the jumble sale generated £815.83 income (an increase of £253.38 on the last year).

Donations of £269, were up £200 on last year.

These activities, taken together with the Fit Rebate of £2,131.56, brought the total unrestricted funds income to £39,541.89, £4,991.83 higher than the previous year.

EXPENDITURE

Expenditure on Property & Equipment of £14,928.93, was £9,687 higher than the previous year.

Cleaning costs of £8,306.20 were £884.18 higher than the previous year, following our implementation of a new cleaning company.

Our PRS music license was slightly more costly this year, at £162.01.

Costs of fire equipment inspections and fire alarm systems were £898.27. £305.27 more than last year, following purchase of some new fire extinguishers for the hall.

Telecommunication costs of £761.70 were up £78.48 from last year.

Total payments from unrestricted funds of £40,923.35 were £12,316.88 higher than last year.

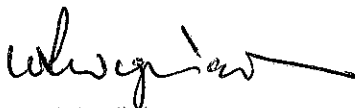
MONETARY ASSETS

Monetary Assets of £55,635.87 at the end of 2023/24 were £1,541.46 lower than the previous year.

THANKS

I am grateful to the management committee, several of whom have undertaken particular tasks to progress our endeavours, for their support over the year. Booking Secretary, Jennie Lindfield, and Caretaker, Tony Bleach, also continued to ensure that the hall operated successfully on a day-to-day basis. My thanks and appreciation are due to all of you.

Sheila Sims has continued to combine the roles of Secretary and "200 Club" promoter with her customary efficiency and good humour, for which I am truly grateful.



Mr R Wignall Chairman

Date:

25 June 2025

LAVANT MEMORIAL HALL

England & Wales - Charity number 305390

Accounts

LAVANT MEMORIAL HALL

LAVANT MEMORIAL HALL REGISTERED CHARITY NO. 305390-1

ANNUAL REPORT

AND

ACCOUNTS

FOR THE

YEAR ENDED 31ST AUGUST 2023

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2023

RECEIPTS		2023			2022		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Operating Activities	Hall hire	28070.30		28070.30	20661.15		20661.15
Fund raising events	Xmas Fayre	466.40		466.40	354.10		354.10
	Jumble Sale	562.45					
	Centenary	14.00		14.00	3604.36		3604.36
		<u>1042.85</u>		<u>1042.85</u>	<u>3958.46</u>		<u>3958.46</u>
Grants		0.00		0.00	2667.00		2667.00
Donations		69.00		69.00	1050.00		1050.00
Interest		489.73		489.73	17.59		17.59
Other Receipts	200 Club	1728.00		1728.00	1872.00		1872.00
	Flt Rebate E.ON	1085.75		1085.75	2045.80		2045.80
	Insurance	2064.43					
		<u>4878.18</u>		<u>4878.18</u>	<u>3917.80</u>		<u>3917.80</u>
TOTAL RECEIPTS		34550.06		34550.06	32272.00		32272.00

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2023

PAYMENTS		2023			2022		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Property & Equipment	Maintenance & repairs	5000.13		5000.13	2275.40		2275.40
	Other Improvements	241.80		241.80	3424.80		3424.80
		<u>5241.93</u>		<u>5241.93</u>	<u>5700.20</u>		<u>5700.20</u>
Hall Cleaning	Rental of Bins	1150.40		1150.40	1088.50		1088.50
	Regular cleaning	4668.60		4668.60	4700.80		4700.80
	Consumables	1483.02		1483.02	501.30		501.30
	Other cleaning	60.00		60.00	0.00		0.00
	Window cleaning	60.00		60.00	100.00		100.00
		<u>7422.02</u>		<u>7422.02</u>	<u>6390.60</u>		<u>6390.60</u>
PRS for Music		139.20		139.20	294.61		294.61
Licences		220.00		220.00	180.00		180.00
Fire and Safety		593.00		593.00	776.38		776.38
Insurance premium		1709.83		1709.83	1576.93		1576.93
Telecommunications		683.22		683.22	867.30		867.30
Information Technology		255.58		255.58	576.00		576.00
Administration		4893.23		4893.23	4984.00		4984.00
Water & general rates		1207.61		1207.61	813.83		813.83
Electricity		5086.85		5086.85	3792.60		3792.60
Misc./sundries		0.00		0.00	0.00		0.00
200 Club prizes		904.00		904.00	861.00		861.00
Independent examination		250.00		250.00	250.00		250.00
TOTAL PAYMENTS		28606.47		28606.47	27063.45		27063.45

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2023

	2023			2022
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Total receipts for the year (page 2)	34550.06	0.00	34550.06	32272.00
Total payments for the year (page 3)	28606.47	0.00	28606.47	27063.45
Net receipts for the year	5943.59	0.00	5943.59	5208.55
Cash and bank balances as at 31st August 2022 brought forward	51233.74	0.00	51233.74	46025.19
Cash and bank balances as at 31st August 2023 carried forward	57177.33	0.00	57177.33	51233.74

The accounts have been prepared in the form of receipts and payments and a Statement of assets and liabilities in accordance with Section 133 Charities Act 2011.

LAVANT MEMORIAL HALL Registered Charly No. 305390 - 1

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2023

MONETARY ASSETS	2023	2022
Barclays Community Account	11751.39	£23,593.92
CAF Bank Gold	-	£27,639.82
Virgin - 95 Day Notice Business Account	40409.39	-
Virgin - Charity Instant Access	5016.55	-
TOTAL	<u>£57,177.33</u>	<u>£51,233.74</u>

NON-MONETARY ASSETS

Lavant Memorial Hall committee is Managing Trustee of Lavant Memorial Hall and the Lavant Parish Council is Custodian Trustee.

Insurance value £1,309,742 for the Hall and Outbuildings (2022 £1,198,300)

Other assets - value unknown - piano, curtains, cutlery and crockery various kitchen and cleaning equipment.

Other assets - with purchase price

Radlo Microphone	227
Taski cleaner & accessories	820
Loop system	695
Cycle rack	265
Storage cupboards	235
Skittle Alley	250
Pumps x 4	202
Tables laminate x 6	806
Tables x 16 + cart	1592
Notice board	418
Large Ladder	590
Projector, Speakers and Amplifier	3073
Soft seat chairs x 140	4038
Projector screen	292
Tables	995
Solar PV System (included in Insurance value of buildings)	18970
Water boiler	405
Whiteboard	44
Flood gates	4740
Carried forward	<u>38657</u>

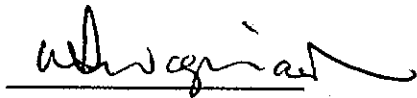
NON MONETARY ASSETS CONTINUED

Brought forward	38657
Cooker	1104
Dishwasher	2280
Fridge	299
Fridge freezer	379
Microwave	87
Tables and trolley	1662
Storage heaters (Included in Insurance value of bulldin	7040
Small Step ladder	91
Laptop	499
Seven Tables & Trolley	200
Raffle Drum	100
	<hr/>
	52398
Less Solar Panels and Storage Heaters included in the Insurance value of bulldings	<hr/>
	-26010
	<hr/>
	26388

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2023

(CONTINUED)

DEBTORS & PREPAYMENTS	2023	2022
Hall Hire	0.00	11.00
LIABILITIES		
Caretaker	346.73	108.33
Smith Simmons & Partners		180.00
Expenses S Sims	129.84	20.00
Expenses R Wignall	60.61	
TJB Cleaning Services	399.26	399.26
TA Electrical Services	65.00	
Jennie Lindfield	420.00	
Finishing Touch	1548.00	
Advance payments, Deposits and other liabilities to customers	4747.25	2920.50
	<u>7716.69</u>	<u>3628.09</u>



Signed:

Mr R Wignall, Chairman

Date:

23 June 2024



Miss J Riseborough, Treasurer

Date:

23 JUNE 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LAVANT MEMORIAL HALL

I report to the trustees on my examination of the accounts of the Lavant Memorial Hall (the Trust) for the year ended 31st August 2023

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 Act and in carrying out my examination I have followed all of 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 aspect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed: *M. W. Merritt*

Name: Michael Merritt

Relevant professional qualification or membership of professional bodies : FCA

Address: 87 Worcester Road, Chichester, West Sussex PO19 5EB

Date: *25 June 2024*

ANNUAL REPORT

LAVANT MEMORIAL HALL Pook Lane East Lavant Chichester West Sussex is registered with the Charities Commission (No. 305390/1) and constituted by deed of trust dated 17th February 1951.

The Parish Council of Lavant is the Custodian Trustee of the Charity and the Committee of Management is the Managing Trustee of the Charity.

Correspondence Addresses:

Treasurer: 43 Northside, Lavant, PO18 0BX

Caretaker: Ashdean, Midhurst Road, Lavant, Chichester PO18 0DE.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

The Committee of Managing Trustees of the Charity is wholly responsible for the control and management of the Charity. Charity law requires the trustees of the association to management prepare a receipts and payments account and a statement of assets and liabilities for each financial year. In addition the Trustees are responsible for keeping proper accounting records sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Association. Also they are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

New Trustees appointed to the Management Committee are recruited and appointed with due attention paid to the Charity's governing document particularly with regards to any person who belongs to an external body.

CHARITY OBJECTIVE

The object of the Charity is to maintain Lavant Memorial Hall for the communal benefit of the inhabitants of Lavant village and the surrounding area. The committee aims to provide good facilities at a reasonable cost to all hirers. In doing so the Committee Trustees have had regards to the guideline issued by the Charity Commission on Public benefit.

ACTIVITIES AND DEVELOPMENTS

The year began with high hopes that we could build on the post-covid recovery begun in 2022. However, the River Lavant overflowed its banks early on the morning of Monday 16th January and flooded the village green, the hall and the car park.

At the time of the incident a Flood alert was in place, but there was no Flood Warning for Lavant and no rain had been forecast overnight although, in practice, there was a very heavy downpour. In response our flood barriers were set up on all doors to stop the ingress of water and pumps deployed into the sumps to begin clearing the standing water inside the hall. Although there was water throughout the hall, except for the foyer where the floor is slightly raised, the relatively prompt action kept the water level to 1-2cm, despite the outside level being around 30cm. The internal water was also "clean" with no visible mud or detritus. External water levels dropped and all standing water was removed in less than 24 hours.

The hall was closed for most users for 10 days and an extended drying operation was carried out on behalf of our insurers lasting approximately 7 weeks. Damage was minimal. An insurance claim covering business interruption, minor remediation and additional operating costs was filed and paid in full. The consequence, however, was the withdrawal of insurance cover for storm and flood at renewal. Subsequently it has proved impossible to obtain such cover on acceptable terms, so the hall is currently operating a self-insurance policy for these risks, which are being covered by reserves.

Having dealt with the flooding, a restart was made on our rolling programme of upgrades and improvements, following completion of the Sports Section refurbishment in 2022. There was welcome news when the Lavant Parish Council generously agreed to cover the remaining costs for this project from CIL monies.

The Bleaches Room was redecorated and the carpet tiles, which had in any case been damaged by the flood, replaced. The room was fitted with a whiteboard and some photographs depicting the Bleach family's involvement with the hall. At the same time the village tapestry was moved to the main hall where it can be enjoyed by a wider audience.

Later in the year the main hall was redecorated and the partition curtains cleaned and fitted on new tracks. The opportunity was also taken to upgrade the lighting to modern LED panels, both improving illumination and reducing electricity consumption and carbon footprint. This work was supported in part by a grant from the proceeds of the Lavant fete.

The foyer floor vinyl was also re-laid in a uniform and lighter colour.

During the year, the safety of glazing was reviewed and found to be generally satisfactory, with a small number of panels being treated to conform with current building regulations. The periodic Electric Installation Condition Report was commissioned, all remedial recommendations implemented and the installation re-certified.

The Lavant Players installed a new motorised projection screen on the rear wall of the stage at their own expense and brought forward an ambitious plan to upgrade the stage lighting to a modern digital system, install a short-throw projector to operate with the new screen and upgrade the audio system. Although there was no objection in principle, and there would likely be collateral benefits to the other hall users, the management committee felt that work would most likely benefit the Players, who would therefore need to fund raise for the majority of the substantial investment required. The project could then be reviewed against other hall priorities.

A number of discussions were held with Lavant Parish Council around legacy issues with the car park - lighting, marking out, drainage - and the extent to which the hall could help the council with the administration of bookings for the new sports field and the village green. These discussions are on-going. The remodelling of the car park entrance on Pook Lane was completed by the developers of the Great Elms estate. This has resulted in a smarter, landscaped entrance, with better visibility, kerbs and road furniture. Lavant's historic K6 phone box has been positioned adjacent to the junction in a joint project by the Lavant History Society, Lavant Parish Council and the Goodwood Estate.

Bookings to hire the hall continued to recover and reached pre-pandemic levels. The Lavant Players made a welcome return at the start of the year with a traditional pantomime. The Bee Busy home education group has become established and a new Pilates class is operating, a pleasing development after the loss of Tai Chi and Zumba in recent years. On the other hand, a novel attempt by the English Wine Company to launch a monthly wine-tasting failed to get off the ground and the Lavant WI has gone into suspension, although their Craft section continues. There was also an upturn in private bookings for parties and events. The overall result is that the hall is well-used. Hire rates were increased by a little below inflation in anticipation of higher energy costs next year and the need for additional reserves.

We began the year needing a treasurer following the resignation of Bob Mayne at the 2022 AGM, which he kindly agreed to defer pending the examination and approval of the accounts. Several false starts were made before we were able to appoint Miss Jess Riseborough, a Lavant resident, to the role in June, a satisfying result.

FINANCIAL SUMMARY

INCOME

Hall hire income of £28,070.30 was £7,409.15 higher than last year.
Other regular sources of income were the 200 Club at £1728 (down £144 on last year) and the Xmas fayre, £466.40, which was £112.30 up on the previous year.
The jumble sale generated £562.45 income, which did not take place last year.
A further £14 was received following the Centenary celebrations in the 20/21 year.
Donations of £69, were £981 lower than last year.
Following the closure of the CAF account which generated £64.79 over 4 months from September to December. We opened a Virgin Charity Account, which has provided income of £424.94 in the 5 months it has been open.
Following the flood in January, we had to make an insurance claim. We received £2,064.43, which covered cancelled bookings and repairs to the hall.

These activities, taken together with the Fit Rebate of £1,085.75, brought the total unrestricted fund income to £34,550.06, £2,278.06 higher than the previous year.

EXPENDITURE

Expenditure on Property & Equipment of £5,241.93, was £458.27 lower than the previous year. This, of course, includes expenditure following the flooding of the hall.
Cleaning costs of £7,422.02 were higher than the previous year.
Our PRS music license was cheaper this year, at £139.20.
Costs of fire equipment inspections and fire alarm systems were £593. £183.38 less than last year.
Telecommunication costs of £683.22 were down £184.08 from last year.
Water and general rates of £1,207.61 were higher than last year by £393.78.
Electricity costs were also higher at £5,086.85, an increase of £1,294.25.
Total payments from unrestricted funds of £28,606.47 were £1,543.02 higher than last year.
No trustees claimed expenses, similarly to 2022 when no trustees claimed expenses either.

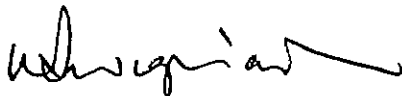
MONETARY ASSETS

Monetary Assets of £57,177.33 at the end of 2022/23 were £5,943.59 higher than the previous year.

THANKS

I am grateful to the management committee, several of whom have undertaken particular tasks to progress our endeavours, for their support over the year. Booking Secretary, Jennie Lindfield, and Caretaker, Tony Bleach, also continued to ensure that the Hall operated successfully on a day-to-day basis. My thanks and appreciation are due to all of you.

Sheila Sims has continued to combine the role of Secretary and "200 Club" promoter with her customary efficiency and good humour and my Vice-Chair, Susan Ings, has been an invaluable source of advice, for all of which I am truly grateful.



Mr R Wignall Chairman

Date:

23 June 2024

LAVANT MEMORIAL HALL

England & Wales - Charity number 305390

Accounts

LAVANT MEMORIAL HALL

LAVANT MEMORIAL HALL REGISTERED CHARITY NO. 305390-1

ANNUAL REPORT

AND

ACCOUNTS

FOR THE

YEAR ENDED 31ST AUGUST 2022

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2022

RECEIPTS		2022			2021		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Operating Activities	Hall hire	20661.15		20661.15	8082.25		8082.25
Fund raising events	Xmas Fayre	354.10		354.10	0.00		0.00
	Centenary	<u>3604.36</u>		<u>3604.36</u>	<u>0.00</u>		<u>0.00</u>
		<u>3958.46</u>		<u>3958.46</u>	<u>0.00</u>		<u>0.00</u>
Grants		2667.00		2667.00	19708.00		19708.00
Donations		1050.00		1050.00	4287.40		4287.40
Investment Income		17.59		17.59	2.77		2.77
Other Receipts	200 Club	1872.00		1872.00	1688.00		1688.00
	Fit Rebate E.ON	<u>2045.80</u>		<u>2045.80</u>	<u>797.87</u>		<u>797.87</u>
		<u>3917.80</u>		<u>3917.80</u>	<u>2485.87</u>		<u>2485.87</u>
TOTAL RECEIPTS		32277.00		32277.00	34566.29		34566.29

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2022

PAYMENTS		2022			2021		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Property & Equipment	Maintenance & repairs	2275.40		2275.40	2648.68		2648.68
	Other improvements	3424.80		3424.80	6487.07		6487.07
		<u>5700.20</u>		<u>5700.20</u>	<u>9135.75</u>		<u>9135.75</u>
Hall Cleaning	Rental of Bins	1088.50		1088.50	775.05		775.05
	Regular cleaning	4700.80		4700.80	1330.00		1330.00
	Consumables	501.30		501.30	382.07		382.07
	Other cleaning	0.00		0.00	390.00		390.00
	Window cleaning	100.00		100.00	118.00		118.00
	<u>6390.60</u>		<u>6390.60</u>	<u>2995.12</u>		<u>2995.12</u>	
PRS for Music	294.61		294.61	0.00		0.00	
Licences	180.00		180.00	180.00		180.00	
Fire equipment inspection	776.38		776.38	45.00		45.00	
Insurance premium	1576.93		1576.93	1502.30		1502.30	
Telecommunications	867.30		867.30	1274.02		1274.02	
Information Technology	576.00		576.00	543.35		543.35	
Administration	4984.00		4984.00	4705.13		4705.13	
Water & general rates	813.83		813.83	100.47		100.47	
Electricity	3792.60			2487.01		2487.01	
Misc./sundries				188.00		188.00	
200 Club prizes	861.00		861.00	891.00		891.00	
Independent examination	250.00		250.00	200.00		200.00	
TOTAL PAYMENTS		27063.45		27063.45	24247.15		24247.15

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2022

	2022			2021
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Total receipts for the year (page 2)	32272.00	0.00	32272.00	34566.29
Total payments for the year (page 3)	27063.45	0.00	27063.45	24247.15
Net receipts / (payments) for the year	5208.55	0.00	5208.55	10319.14
Cash and bank balances as at 31st August 2021 brought forward	46025.19		46025.19	35706.05
Cash and bank balances as at 31st August 2022 carried forward	51233.74		51233.74	46025.19

Note: Receipts of Unrestricted Funds for the year ending 31st August 2022 of £32272.00 included Donations of £1000 designated to be used for Hall improvements (2020/21 £4000).

The accounts have been prepared in the form of receipts and payments and a Statement of assets and liabilities in accordance with Section 133 Charities Act 2011.

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2022

MONETARY ASSETS	2022	2021
Barclays Community Account	23593.92	18402.96
CAF Bank Gold	<u>27639.82</u>	<u>27622.23</u>
TOTAL	<u>51233.74</u>	<u>46025.19</u>

NON-MONETARY ASSETS

Lavant Memorial Hall committee is Managing Trustee of Lavant Memorial Hall and the Lavant Parish Council is Custodian Trustee.

Insurance value £1198300 for the Hall and Outbuildings (2021 £1077608)

Other assets - value unknown - piano, curtains, cutlery and crockery various kitchen and cleaning equipment.

Other assets - with purchase price

Radio Microphone	227
Taski cleaner & accessories	820
Loop system	695
Cycle rack	265
Storage cupboards	235
Skittle Alley	250
Pumps x 4	202
Tables laminate x 6	806
Tables x 16 + cart	1592
Notice board	418
Large Ladder	590
Projector, Speakers and Amplifier	3073
Soft seat chairs x 140	4038
Projector screen	292
Tables	995
Solar PV System (included in insurance value of buildings)	18970
Water boiler	405
Flood gates	<u>4740</u>
Carried forward	38613

NON MONETARY ASSETS CONTINUED

Brought forward	38613
Cooker	1104
Dishwasher	2280
Fridge	299
Fridge freezer	379
Microwave	87
Tables and trolley	1662
Storage heaters (included in insurance value of buildings)	7040
Small Step ladder	91
Laptop	499
Seven Tables & Trolley	200
Raffle Drum	100
	<hr/>
	52354
Less Solar Panels and Storage Heaters included in the insurance value of buildings	-26010
	<hr/>
	26344

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LAVANT MEMORIAL HALL

I report to the trustees on my examination of the accounts of the Lavant Memorial Hall (the Trust) for the year ended 31st August 2022

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 Act and in carrying out my examination I have followed all of 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 aspect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed: *MW Merritt*

Name: Michael Merritt

Relevant professional qualification or membership of professional bodies : FCA

Address: 87 Worcester Road, Chichester, West Sussex PO19 5EB

Date: 14 April 2023

COMMITTEE OF MANAGEMENT

OFFICERS

		Elected	Re-elected
Chairman	Mr R Wignall	2021	03/01/2023
Vice Chairman	Mrs E Woodford	resigned 06/12/2022	
Vice Chairman	Mrs S Ings	03/01/2023	
Treasurer	Mr R Mayne	2019	2022
Secretary	Mrs S Sims	2007	2022

COMMITTEE MEMBERS ELECTED OR RE-ELECTED DECEMBER 2022

Parish Council	Mrs S Ings	resigned 06/12/2022	
Parish Council	Mrs L Tucker	06/12/2022	
Short Mat Bowls	No representative		
Horticultural Society	Mr J Sharrod		2022
Friendly Club	No representative		
Lavant Players	Dr P Rivett	resigned 06/12/2022	
Lavant Players	Mr J O'Brennan	06/12/2022	
Cricket Club	Mr R Wignall		2022
W.I.	Ms M O'Grady		2022
Football Club	Mr D Kent		2022
Lavant PCC	Mrs C Evison	resigned 06/12/2022	
Lavant PCC	No representative		

VILLAGE REPRESENTATIVES

	Mrs E Sheppard		2022
	Mrs E Woodford	resigned 06/12/2022	
	Mrs S Ings	06/12/2022	
	Dr P Rivett	06/12/2022	
CO-OPTED MEMBER	Mrs A Thomas	03/01/2023	

NON-TRUSTEE:

Mr A Bleach, Caretaker

APPOINTED BANKERS:

Barclays Bank PLC, East Street, Chichester,
West Sussex
CAF Bank Ltd. Kings Hill, West Malling, Kent
Virgin Money, Newcastle upon Tyne
Northumberland

INDEPENDENT EXAMINER

Mr M Merritt, 87 Worcester Road,
Chichester, West Sussex, PO19 5EB

ANNUAL REPORT

LAVANT MEMORIAL HALL Pook Lane East Lavant Chichester West Sussex is registered with the Charities Commission (No. 305390/1) and constituted by deed of trust dated 17th February 1951.

The Parish Council of Lavant is the Custodian Trustee of the Charity and the Committee of Management is the Managing Trustee of the Charity.

Correspondence Addresses:

Treasurer: 28 Charlton, Chichester PO18 0HU.

Caretaker: Ashdean, Midhurst Road, Lavant, Chichester PO18 0DE.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

The Committee of Managing Trustees of the Charity is wholly responsible for the control and management of the Charity. Charity law requires the trustees of the association to prepare a receipts and payments account and a statement of assets and liabilities for each financial year. In addition the Trustees are responsible for keeping proper accounting records sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Association. Also they are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

New Trustees appointed to the Management Committee are recruited and appointed with due attention paid to the Charity's governing document particularly with regards to any person who belongs to an external body.

CHARITY OBJECTIVE

The object of the Charity is to maintain Lavant Memorial Hall for the communal benefit of the inhabitants of Lavant village and the surrounding area. The committee aims to provide good facilities at a reasonable cost to all hirers. In doing so the Committee Trustees have had regards to the guideline issued by the Charity Commission on Public Benefit.

ACTIVITIES AND DEVELOPMENTS

For the first time in three years events have not been dominated by Covid-19 considerations. As government regulations were relaxed to reflect the adjustment to "living with Covid", so the trustees were able to ease restrictions on hall use gradually throughout the year. At the time of writing, we have removed all the covid-related special hire conditions and capacity restrictions in favour of continuing to encourage hirers to be mindful of vulnerable users and the demographics of their groups. We have also continued to provide sanitising and cleaning materials.

Bookings were steady throughout the year, but have yet to return to pre-pandemic levels. Most regular hirers are now back in the Hall, but one or two did not survive lockdown restrictions, or have found it necessary to reduce the scope of their activities, so we were particularly pleased to see the Lavant Players return to the Hall this autumn for a show in early 2023. Discretionary bookings for parties and weddings, in particular, have also been slow to recover. There have been new regular hires, particularly from child-focused groups, but it remains to be seen whether these will become established. The Hall was also pleased to be able to host the newly formed Lavant Ukraine Support Group.

Thanks to generous support from Chichester District Council throughout the pandemic, with a final grant in January, the financial impact has been manageable.

The prospect of better times allowed the trustees to launch the year's major project, a full refurbishment of the hall's sports facilities, which had been on hold. Fortuitously the project could now be undertaken alongside the laying of a new sports pitch opposite the hall as a result of the planning conditions attached to new housing development in the village. The project entailed renovation of the team and referee's changing rooms, showers and toilets, with new fixtures and fittings and incorporating energy savings, improved ventilation and drainage. Some related minor roofing works identified in last year's building condition survey were also included.

Smith Simmons & Partners had been engaged to specify and supervise the works and Nutbourne Construction were selected after a competitive tendering process. Work commenced in June and was substantially completed in time for Lavant CC to use the facilities for their last home game and for Lavant FC to return to the village on the new pitch this season. The project was funded by Lavant Parish Council (LPC) CIL monies arising from local housing development.

Following on from last year's extensive work on modernising the fire alarm system at the hall (to the effectiveness of which those keyholders who have been called out can attest!), further work has been undertaken to bring the complementary emergency lighting up to current standards. The Bleaches Room has also been improved by the installation of built-in cupboards to replace miscellaneous free-standing storage.

As a further spin off from the housing development, LPC have had the Hall car park extended, with a welcome increase in spaces. These works are not yet quite complete, but the car park is in use. The trustees have discussed concerns from users about the lack of lighting in the extended area and have made representation to LPC. However, the South Downs National Park Authority "dark skies" policy has so far precluded further action, short of a new planning application.

The Hall had passed its centenary in 2021, but plans to mark the occasion had been shelved because of the pandemic. Local hauliers, Bleach of Lavant, had suffered a similar fate with their own centenary. With the easing of restrictions, plans were resurrected and it was agreed to mount a joint celebration over the August bank holiday weekend, incorporating an exhibition showcasing 100 years of the Hall. Many regular users supported the event with stalls highlighting their own history.

The event became a village celebration, featuring a variety of live music and dancing, together with food and drink and a late-summer party atmosphere thanks in part to good weather. Over £3,600 was raised for Hall funds and the trustees will ensure that this money is re-invested in maintaining and improving the Hall. A small plaque has been placed in the Hall to commemorate the centenary and a photo-album added to the Hall archives. Very considerable thanks are due to the steering group who put the event together and particularly to Mick Bleach who was the inspiration behind the weekend.

FINANCIAL SUMMARY

INCOME

Hall hire income of £20661.15 was £12578.90 higher than the previous year reflecting a recovery from the impact of the Covid-19 'lockdowns'.

Other regular sources of income were the 200 Club £1872.00, up £184.00 on higher renewals; and the Xmas Fayre £354.10 which did not take place last year because of Covid-19.

The year benefitted from the event held jointly with Bleaches of Lavant to celebrate both organisations' centenaries, which raised £3604.36.

Government grants of £2667 in compensation for the Hall closures due to the Covid-19 pandemic were £17041 lower than the previous year.

Donations of £1050 were £3237.40 lower and included £1000 which has been designated to be used for Hall improvements.

These activities taken together with Fit Rebate of £2045.80, £1247.93 higher on the timing of receipts, and investment income £17.59, brought the total unrestricted funds income to £32272.00, £2294.29 lower than the previous year.

EXPENDITURE

Expenditure on Property & Equipment of £5700.20 was £3435.55 lower than the previous year and included further improvements to the Fire Detection System of £1594.80 and architectural services relating to the upgrade of the sports changing room facilities £1530.

Cleaning costs of £6390.60 were £3395.48 higher due to reopening of the Hall following the closures during the Covid-19 pandemic.

PRS music licencing costs of £294.61 recommenced following the Hall closures.

Fire equipment inspection costs of £776.38 increased by £731.38 on maintenance costs for the new fire detection system.

Telecommunication costs of £867.30 were £406.72 lower on the new BT contract.

Water & general rates of £813.83 were £713.36 higher on the reopening of the Hall. Electricity costs of £3792.60 were similarly £1305.59 higher.

Total payments from unrestricted funds of £27063.45 were £2816.30 higher than the previous year.

During the year no Trustees (2020/21 two) claimed expenses (2020/21 £141.51).

MONETARY ASSETS

Monetary Assets of £51233.74 at the end of 2021/22 were £5208.55 higher than the previous year.

THANKS

It is pleasing to note that during the year individual members of the management committee took on particular tasks to good effect. Booking Secretary, Jennie Lindfield, and Caretaker, Tony Bleach, also continued to ensure that the Hall operated successfully on a day-to-day basis. Tony even found time to write a book of reminiscences, that includes interesting historical material about the Hall and his family connections to it. My thanks and appreciation are due to all of you.

The healthy state of the Hall's finances is testament to the work of our Treasurer, Bob Mayne, whose last year this will be. He has steered us through the choppy waters of the pandemic and he leaves with our regrets, thanks and best wishes. Sheila Sims has continued to combine the roles of Secretary and "200 Club" promoter with aplomb and has been a source of sound advice, for all of which I am truly grateful.

Mr R Wignall Chairman

Date:

4 April 2023

LAVANT MEMORIAL HALL

England & Wales - Charity number 305390

Accounts

LAVANT MEMORIAL HALL

LAVANT MEMORIAL HALL REGISTERED CHARITY NO. 305390-1

ANNUAL REPORT

AND

ACCOUNTS

FOR THE

YEAR ENDED 31ST AUGUST 2021

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2021

RECEIPTS		2021			2020		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Operating Activities	Hall hire	8082.25		8082.25	12349.00		12349.00
Fund raising events	Xmas Fayre	0.00		0.00	508.41		508.41
	Jumble sale	0.00		0.00	759.80		759.80
		<u>0.00</u>		<u>0.00</u>	<u>1268.21</u>		<u>1268.21</u>
Grants		19708.00		19708.00	10000.00		10000.00
Donations		4287.40		4287.40	822.00		822.00
Investment Income		2.77		2.77	41.51		41.51
Insurance Income		0.00			3966.35		
Other Receipts	200 Club	1688.00		1688.00	1590.00		1590.00
	Fit Rebate E.ON	797.87		797.87	1525.51		1525.51
		<u>2485.87</u>		<u>2485.87</u>	<u>3115.51</u>		<u>3115.51</u>
TOTAL RECEIPTS		34566.29		34566.29	31562.58		31562.58

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2021

PAYMENTS		2021			2020		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Property & Equipment	Maintenance & repairs	2648.68		2648.68	13641.76		13641.76
	Other improvements	6487.07		6487.07	3672.74		3672.74
		<u>9135.75</u>		<u>9135.75</u>	<u>17314.50</u>		<u>17314.50</u>
Hall Cleaning	Rental of Bins	775.05		775.05	840.40		840.40
	Regular cleaning	1330.00		1330.00	1932.00		1932.00
	Consumables	382.07		382.07	479.47		479.47
	Other cleaning	390.00		390.00	300.00		300.00
	Window cleaning	118.00		118.00	89.00		89.00
		<u>2995.12</u>		<u>2995.12</u>	<u>3640.87</u>		<u>3640.87</u>
PRS for Music	0.00		0.00	267.20		267.20	
Licences	180.00		180.00	220.00		220.00	
Fire equipment inspection	45.00		45.00	99.50		99.50	
Insurance premium	1502.30		1502.30	448.32		448.32	
Telecommunications	1274.02		1274.02	1706.84		1706.84	
Information Technology	543.35		543.35	344.38		344.38	
Administration	4705.13		4705.13	6458.97		6458.97	
Water & general rates	100.47		100.47	805.28		805.28	
Electricity	2487.01			4810.00		4810.00	
Misc./sundries	188.00						
Fund raising events	Xmas fayre	0.00		0.00	40.50		40.50
	Jumble	0.00		0.00	40.50		40.50
		<u>0.00</u>		<u>0.00</u>	<u>81.00</u>		<u>81.00</u>
200 Club prizes	891.00		891.00	1010.00		1010.00	
Independent examination	200.00		200.00	200.00		200.00	
Returned deposits	0.00		0.00	180.00		180.00	
TOTAL PAYMENTS		24247.15		24247.15	37586.86		37586.86

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2021

	2021			2020
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Total receipts for the year (page 2)	34566.29	0.00	34566.29	31562.58
Total payments for the year (page 3)	24247.15	0.00	24247.15	37586.86
Net receipts / (payments) for the year	10319.14	0.00	10319.14	(6024.28)
Cash and bank balances as at 31st August 2020 brought forward	35706.05		35706.05	41730.33
Cash and bank balances as at 31st August 2021 carried forward	46025.19		46025.19	35706.05

Note: Receipts of Unrestricted Funds for the year ending 31st August 2021 of £34566.29 included Donations of £4000 designated to be used for Hall improvements.

The accounts have been prepared in the form of receipts and payments and a Statement of assets and liabilities in accordance with Section 133 Charities Act 2011.

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2021

MONETARY ASSETS	2021	2020
Barclays Community Account	18402.96	8086.59
CAF Bank Gold	<u>27622.23</u>	<u>27619.46</u>
TOTAL	<u>46025.19</u>	<u>35706.05</u>

NON-MONETARY ASSETS

Lavant Memorial Hall committee is Managing Trustee of Lavant Memorial Hall and the Lavant Parish Council is Custodian Trustee.

Insurance value £1077608 for the Hall and Outbuildings (2020 £1069056)

Other assets - value unknown - piano, curtains, cutlery and crockery various kitchen and cleaning equipment.

Other assets - with purchase price

Radio Microphone	227
Taski cleaner & accessories	820
Loop system	695
Cycle rack	265
Storage cupboards	235
Skittle Alley	250
Pumps x 4	202
Tables laminate x 6	806
Tables x 16 + cart	1592
Notice board	418
Large Ladder	590
Projector, Speakers and Amplifier	3073
Soft seat chairs x 140	4038
Projector screen	292
Tables	995
Solar PV System (included in insurance value of buildings)	18970
Water boiler	405
Flood gates	<u>4740</u>
Carried forward	38613

NON MONETARY ASSETS CONTINUED

Brought forward	38613
Cooker	1104
Dishwasher	2280
Fridge	299
Fridge freezer	379
Microwave	87
Tables and trolley	1662
Storage heaters (included in insurance value of buildings)	7040
Small Step ladder	91
Laptop	499
	<u>52054</u>
Less Solar Panels and Storage Heaters included in the insurance value of buildings	<u>-26010</u>
	<u>26044</u>

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2021

(CONTINUED)

DEBTORS & PREPAYMENTS	2021	2020
Hall Hire	0.00	586.80
LIABILITIES		
Caretaker	10.19	146.47
Booking Secretary	0.00	200.00
Green Clean UK Ltd	0.00	35.04
Surelock Homes	0.00	234.00
Squires Plumbing	0.00	167.23
Expenses S Sims	0.00	59.10
Expenses R Wignall	86.34	28.78
Expenses P Rivett	0.00	69.50
T&T Cleaning	232.50	60.00
Deposits, advance payments and other liabilities to customers	3717.75	2564.00
	<u>4046.78</u>	<u>3564.12</u>

Signed: 
Mr R Wignall Chairman
Date: 26 April 2022


Mr R Mayne Treasurer
Date: 26 April 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LAVANT
MEMORIAL HALL

I report to the trustees on my examination of the accounts of the Lavant Memorial Hall (the Trust) for the year ended 31st August 2021

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 Act and in carrying out my examination I have followed all of 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 aspect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed: *M. W. Merritt*
Name: Michael Merritt
Relevant professional qualification or membership of professional bodies : FCA
Address: 87 Worcester Road, Chichester, West Sussex PO19 5EB
Date: *26 April 2022*

COMMITTEE OF MANAGEMENT

OFFICERS

			Elected	Re-elected
Chairman	Mr P Winter	resigned 01/12/20	2004	
Chairman	Mr R Wignall		05/01/2021	04/01/2022
Vice Chairman	Mrs E Woodford		05/01/2021	04/01/2022
Treasurer	Mr R Mayne		2019	2021
Secretary	Mrs S Sims		2007	2021

COMMITTEE MEMBERS ELECTED OR RE-ELECTED DECEMBER 2021

Parish Council	Mrs S Ings		2021
Short Mat Bowls	No representative		
Horticultural Society	Mr J Sharrod	resigned 05/01/21	2021
Friendly Club	No representative		
Lavant Players	Dr P Rivett		2021
Cricket Club	Mr R Wignall		2021
W.I.	Ms M O'Grady		2021
Football Club	Mr D Kent		2021
Lavant PCC	Mrs C Evison		2021

VILLAGE REPRESENTATIVES

Mr J Sharrod	resigned 07/12/2021	05/01/2021	
Mrs E Sheppard			2021
Mrs E Woodford			2021

NON-TRUSTEE:

Mr A Bleach, Caretaker

APPOINTED BANKERS:

Barclays Bank PLC, East Street, Chichester,
West Sussex
CAF Bank Ltd. Kings Hill, West Malling, Kent

INDEPENDENT EXAMINER

Mr M Merritt, 87 Worcester Road,
Chichester, West Sussex, PO19 5EB

ANNUAL REPORT

LAVANT MEMORIAL HALL Pook Lane East Lavant Chichester West Sussex is registered with the Charities Commission (No. 305390/1) and constituted by deed of trust dated 17th February 1951.

The Parish Council of Lavant is the Custodian Trustee of the Charity and the Committee of Management is the Managing Trustee of the Charity.

Correspondence Addresses:

Treasurer: 28 Charlton, Chichester PO18 0HU.

Caretaker: Ashdean, Midhurst Road, Lavant, Chichester PO18 0DE.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

The Committee of Managing Trustees of the Charity is wholly responsible for the control and management of the Charity. Charity law requires the trustees of the association to prepare a receipts and payments account and a statement of assets and liabilities for each financial year. In addition the Trustees are responsible for keeping proper accounting records sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Association. Also they are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

New Trustees appointed to the Management Committee are recruited and appointed with due attention paid to the Charity's governing document particularly with regards to any person who belongs to an external body.

CHARITY OBJECTIVE

The object of the Charity is to maintain Lavant Memorial Hall for the communal benefit of the inhabitants of Lavant village and the surrounding area. The committee aims to provide good facilities at a reasonable cost to all hirers. In doing so the Committee Trustees have had regards to the guideline issued by the Charity Commission on Public Benefit.

ACTIVITIES AND DEVELOPMENTS

For the second year in succession 2021 was a year dominated by the effects of the Covid-19 pandemic. Restrictions were sufficiently severe at the beginning of January to preclude use of the Hall, so the Hall was closed until April when child-related activities resumed, followed by further limited relaxation in May.

The trustees had taken the view that the Hall had an obligation to be open to serve the community whenever possible.

Following lifting of legal restrictions in the summer users began to return in September, albeit at an initial lower level of occasional bookings. Since then bookings have continued at a slightly depressed level.

Throughout the year we received strong financial support from Chichester District Council in grants and rates relief. Some regular hirers very generously donated payments they had made for bookings that could not be fulfilled.

The lower levels of Hall activity provided an opportunity to take stock of the building and a condition survey was commissioned from a chartered surveyor. This provided a 10-year schedule of suggested works with no major issues identified beyond prudent maintenance, although the funds required will still be challenging.

The Fire Alarm System at the Hall was substantially upgraded to bring it up to current standards.

The trustees also decided to embark on the long-delayed upgrade to the sports showers and washrooms and the process of specifying the works and seeking tenders has commenced.

FINANCIAL SUMMARY

INCOME

Hall hire income was £4266.75 lower than the previous year at £8082.25, reflecting the bigger impact of the Covid-19 'lockdowns', although the previous year was also affected by the closure of the Hall due to flooding. Other regular sources of income were the 200 Club £1688.00, up £98.00 on higher renewals;

the Xmas Fayre and Jumble Sale did not take place this year because of Covid-19.

The year benefitted from the various government grants of £19708 in compensation for the Hall closures due to the Covid-19 pandemic, £9708 higher than the previous year. The previous year included the business interruption insurance claim of £3786.35 for the flooding.

Donations of £4287.40 were £3465.40 higher and included £4000 which has been designated to be used for Hall improvements.

These activities taken together with Fit Rebate of £797.87, £727.64 lower on the timing of receipts, and investment income £2.77, brought the total unrestricted funds income to £34566.29, £3003.71 more than the previous year.

EXPENDITURE

Expenditure on Property & Equipment of £9135.75 was £8178.75 lower than the previous year and included the installation of a new Fire Detection System of £6487.07.

Cleaning costs of £2995.12 were £645.75 lower due to the Hall closures.

PRS music licencing costs were zero on the Hall closures.

Insurance costs of £1502.30 were higher on the phasing of payments.

Administration costs of £4705.13 were £1753.84 lower on reduced activity, along with similar reductions in water and electricity usage. Electricity charges were reduced further by a credit £1727.97 from E.ON for overpayments in previous years.

Total payments from unrestricted funds of £24247.15 were £13339.71 lower than the previous year.

During the year two Trustees (2019/20 two) claimed small expenses of £141.51 (2019/20 £88.77) for software licences and postage & stationery.

MONETARY ASSETS

Monetary Assets of £46025.19 at the end of 2020/21 were £10319.14 higher than the previous year.

THANKS

The Covid Working Group members were kept busy with the evolving and frequently changing regulations and again ensured that the Hall was able to operate as a "Covid secure" facility whenever possible. Caretaker Tony Bleach, and Booking Secretary, Jennie Lindfield, did most of the heavy lifting dealing with rescheduling and re-arranging activities and making things happen on a day-to-day basis, whilst generously and voluntarily contributing to the general belt-tightening during lockdown.

A small presentation of a gift and photographic mementos was made to former Chair, Peter Winter, during the year.

It is apparent that it is becoming increasingly difficult to find volunteers willing to serve as trustees, so I would particularly like to thank the management committee for their support and especially the Treasurer, Bob Mayne, whose diligent attention to securing financial support has kept us afloat, and the Secretary, Sheila Sims, who in addition to her normal workload has also kindly taken on promoting the "200" Club, following Peter Winter's retirement.



Mr R Wignall Chairman

Date:

26 April 2022

Page 11 of 11

LAVANT MEMORIAL HALL

England & Wales - Charity number 305390

Accounts

LAVANT MEMORIAL HALL

LAVANT MEMORIAL HALL REGISTERED CHARITY NO. 305390-1

ANNUAL REPORT

AND

ACCOUNTS

FOR THE

YEAR ENDED 31ST AUGUST 2020

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2020

RECEIPTS		2020			2019		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Operating Activities	Hall hire	12349.00		12349.00	22166.40		22166.40
Fund raising events	Xmas Fayre	508.41		508.41	506.62		506.62
	Jumble sale	759.80		759.80	593.41		593.41
	Quiz night	0.00		0.00	484.00		484.00
		<u>1268.21</u>		<u>1268.21</u>	<u>1584.03</u>		<u>1584.03</u>
Sale of equipment							
Grants	Grants	10000.00		10000.00			0.00
Donations	Donations	822.00		822.00	820.00		820.00
Legacy	Legacy	0.00		0.00	5000.00		
Investment Income	Investment income	41.51		41.51	34.01		34.01
Insurance Income		3966.35					
Other Receipts	200 Club	1590.00		1590.00	2196.00		2196.00
	Fit Rebate E.ON	1525.51		1525.51	1396.39		1396.39
		<u>3115.51</u>		<u>3115.51</u>	<u>3592.39</u>		<u>3592.39</u>
TOTAL RECEIPTS		31562.58	0.00	31562.58	33196.83	0.00	33196.83

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2020

PAYMENTS		2020			2019		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Property & Equipment	Maintenance & repairs	13641.76		13641.76	2059.08		2059.08
	Toilet improvements			0.00	4712.18		4712.18
	Other improvements	3672.74		3672.74	749.61		749.61
		<u>17314.50</u>		<u>17314.50</u>	<u>7520.87</u>		<u>7520.87</u>
Hall Cleaning	Rental of Bins	840.40		840.40	871.20		871.20
	Regular cleaning	1932.00		1932.00	10793.00		10793.00
	Consumables	479.47		479.47	989.47		989.47
	Other cleaning	300.00		300.00	352.00		352.00
	Window cleaning	89.00		89.00	158.00		158.00
		<u>3640.87</u>		<u>3640.87</u>	<u>13163.67</u>		<u>13163.67</u>
PRS for Music		267.20		267.20	267.20		267.20
Licences		220.00		220.00	200.00		200.00
Fire equipment inspection		99.50		99.50	40.00		40.00
Insurance premium		448.32		448.32	1329.94		1329.94
Telecommunications		1706.84		1706.84	508.74		508.74
Information Technology		344.38		344.38	99.59		99.59
Administration		6458.97		6458.97	1650.96		1650.96
Water & general rates		805.28		805.28	1106.73		1106.73
Electricity		4810.00		4810.00	4668.00		4668.00
Misc./sundries							
Bank charges				0.00	25.00		25.00
Fund raising events	Xmas fayre	40.50		40.50	27.15		27.15
	Jumble	40.50		40.50	27.15		27.15
	Quiz night			0.00	118.68		118.68
		<u>81.00</u>		<u>81.00</u>	<u>172.98</u>		<u>172.98</u>
200 Club prizes	1010.00		1010.00	1003.00		1003.00	
Independent examination	200.00		200.00	200.00		200.00	
Returned deposits	180.00		180.00	665.00		665.00	
TOTAL PAYMENTS		37586.86		37586.86	32621.68		32621.68

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2020

	2020			2019
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Total receipts for the year (page 2)	31562.58	0.00	31562.58	33196.83
Total payments for the year (page 3)	37586.86	0.00	37586.86	32621.68
Net receipts / (payments) for the year	(6024.28)	0.00	(6024.28)	575.15
Cash and bank balances as at 31st August 2019 brought forward	41730.33		41730.33	41155.18
Cash and bank balances as at 31st August 2020 carried forward	35706.05		35706.05	41730.33

Note: Receipts of Unrestricted Funds for the year ending 31st August 2019 of £33196.83 included a Legacy of £5000 designated to be used for Hall improvements, of which £3073.20 was spent in the year ending 31st August 2020 on a new stage projector and sound system.

There were no legacies received in the year ending 31st August 2020.

The accounts have been prepared in the form of receipts and payments and a Statement of assets and liabilities in accordance with Section 133 Charities Act 2011.

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2020

MONETARY ASSETS	2020	2019
Barclays Community Account	8086.59	14152.38
CAF Bank Gold	<u>27619.46</u>	<u>27577.95</u>
TOTAL	<u>35706.05</u>	<u>41730.33</u>

NON-MONETARY ASSETS

Lavant Memorial Hall committee is Managing Trustee of Lavant Memorial Hall and the Lavant Parish Council is Custodian Trustee.

Insurance value £1069056 for the Hall and Outbuildings (2019 £1044000)

Other assets - value unknown - piano, curtains, cutlery and crockery various kitchen and cleaning equipment.

Other assets - with purchase price

Radio Microphone	227
Taski cleaner & accessories	820
Loop system	695
Cycle rack	265
Storage cupboards	235
Skittle Alley	250
Payphone	176
Pumps x 4	202
Tables laminate x 6	806
Tables x 16 + cart	1592
Notice board	418
Large Ladder	590
Projector, Speakers and Amplifier	3073
Soft seat chairs x 140	4038
Projector screen	292
Tables	995
Solar PV System	18970
Water boiler	405
Flood gates	<u>4740</u>
Carried forward	38789

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

NON MONETARY ASSETS CONTINUED

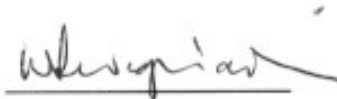
Brought forward	38789
Cooker	1104
Dishwasher	2280
Fridge	299
Fridge freezer	379
Microwave	87
Tables and trolley	1662
Storage heaters	7040
Small Step ladder	91
Laptop	499
	<hr/>
	52230
	<hr/>

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2020

(CONTINUED)

DEBTORS & PREPAYMENTS	2020	2019
Hall Hire	586.80	809.00
LIABILITIES		
Caretaker	146.47	1593.58
Booking Secretary	200.00	769.23
Green Clean UK Ltd	35.04	
Surelock Homes	234.00	
Squires Plumbing	167.23	
Expenses S Sims	59.10	
Expenses R Wignall	28.78	
Expenses P Rivett	69.50	
T&T Cleaning	60.00	
Busy Bees Cleaning		300.00
Expenses P Winter		51.15
Deposits received in advance	809.60	241.00
Refunds and other liabilities to customers	1754.40	
	<u>3564.12</u>	<u>2954.96</u>

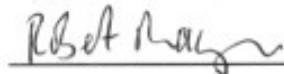


Signed:

Mr R Wignall Chairman

Date:

6 April 2021



Mr R Mayne Treasurer

Date:

6 April 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LAVANT
MEMORIAL HALL

I report to the trustees on my examination of the accounts of the Lavant Memorial Hall (the Trust) for the year ended 31st August 2020

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 Act and in carrying out my examination I have followed all of 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 aspect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed: *M.W. Merritt*
Name: Michael Merritt
Relevant professional qualification or membership of professional bodies : FCA
Address: 87 Worcester Road, Chichester, West Sussex PO19 5EB
Date: 28 April 2021

COMMITTEE OF MANAGEMENT

OFFICERS

		Elected	Re-elected
Chairman	Mr P Winter resigned 01/12/20	2004	
	Mr R Wignall	05/01/2021	
Vice Chairman	Mrs E Woodford	05/01/2021	
Treasurer	Mr R Mayne	2019	2020
Secretary	Mrs S Sims	2007	2020

COMMITTEE MEMBERS ELECTED OR RE-ELECTED DECEMBER 2020

Parish Council	Mrs S Ings		2020
Short Mat Bowls	No representative. Mr P Winter was the representative until 01/12/20		
Horticultural Society	No representative Mr J Sharrod was the representative until 05/01/21		
Friendly Club	No representative		
Lavant Players	Dr P Rivett		2020
Cricket Club	Mr R Wignall		2020
W.I.	Mrs M O'Grady	06/03/2020	2020
Football Club	Mr D Kent		2020
Lavant PCC	Mrs C Evison	01/12/2020	

VILLAGE REPRESENTATIVES

	Mrs E Sheppard		2020
	Mrs E Woodford	01/12/2020	
	Mr J Sharrod	05/01/2021	

NON-TRUSTEE: Mr A Bleach, Caretaker

APPOINTED BANKERS: Barclays Bank PLC, East Street, Chichester,
West Sussex
CAF Bank Ltd. Kings Hill, West Malling, Kent

INDEPENDENT EXAMINER Mr M Merritt, 87 Worcester Road,
Chichester, West Sussex, PO19 5EB

ANNUAL REPORT

LAVANT MEMORIAL HALL Pook Lane East Lavant Chichester West Sussex is registered with the Charities Commission (No. 305390/1) and constituted by deed of trust dated 17th February 1951.

The Parish Council of Lavant is the Custodian Trustee of the Charity and the Committee of Management is the Managing Trustee of the Charity.

Correspondence Addresses:

Treasurer: 28 Charlton, Chichester PO18 0HU.

Caretaker: Ashdean, Midhurst Road, Lavant, Chichester PO18 0DE.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

The Committee of Managing Trustees of the Charity is wholly responsible for the control and management of the Charity. Charity law requires the trustees of the association to prepare a receipts and payments account and a statement of assets and liabilities for each financial year. In addition the Trustees are responsible for keeping proper accounting records sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Association. Also they are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

New Trustees appointed to the Management Committee are recruited and appointed with due attention paid to the Charity's governing document particularly with regards to any person who belongs to an external body.

CHARITY OBJECTIVE

The object of the Charity is to maintain Lavant Memorial Hall for the communal benefit of the inhabitants of Lavant village and the surrounding area. The committee aims to provide good facilities at a reasonable cost to all hirers. In doing so the Committee Trustees have had regards to the guideline issued by the Charity Commission on Public Benefit.

ACTIVITIES AND DEVELOPMENTS

Two major events impacted considerably on the activities of the Hall during the year. Exceptional wet weather early in 2020 forced the Hall to close for a month due to flooding, although we were able to claim on the Hall's business interruption insurance. A week after the Hall reopened, the Covid-19 pandemic lockdown again forced the Hall to close and the cancellation of bookings on a rolling basis. A government grant was obtained which broadly covered the lost income for the five months from March to August. The Hall was able to reopen from 1st September as a "Covid Secure" venue after the implementation of appropriate restrictions and processes. Throughout the pandemic the Trustees have taken the view that the Hall should stay open, if at all possible, to support the local community with permissible activities in accordance with Covid-19 regulations, and that these objectives should override purely financial considerations, provided the future of the Hall is not jeopardised. To this end the Trustees approved a reduction in the minimum financial reserve the Hall should hold to £15,000, equivalent to approximately seven months normal revenue.

Important maintenance and renewal activities continued with replacement of the stage projector and sound system, essential electrical work to bring the installation up to current standards and renovation of the Hall's drains.

Future improvement projects include refurbishment of the sports shower and changing room facilities and upgrading of the fire detection and emergency lighting system.

FINANCIAL SUMMARY

INCOME

Hall hire income was £9817.40 lower than the previous year at £12349.00, reflecting the Hall closure of six months due to flooding and the Covid-19 pandemic.

Other regular sources of income were the 200 Club £1590.00, down £606.00 on lower renewals; Xmas Fayre £508.41 and Jumble Sale £759.80. The Quiz night did not take place this year.

The year benefitted from the business interruption insurance claim of £3786.35 and government grant of £10000 in compensation for the Hall closures due to the flooding and Covid-19 pandemic respectively.

These activities taken together with Fit Rebate of £1525.51, Donations of £822.00, and Investment income £41.51 brought the total unrestricted funds income to £31562.58, £1634.25 less than the previous year.

EXPENDITURE

Expenditure on Property & Equipment of £17314.50 was £9793.63 higher than the previous year and included £3073.20 for the stage projector and sound system, £5064.00 on drain works and £6476.43 for upgrades to the electrical cabling and lighting.

Regular cleaning costs of £1932.00 were £8861.00 lower partly on the Hall closures but also on a change in contracting arrangements.

Administration costs of £6458.97 were £4808.01 higher than the previous year principally on the recruitment of the Booking Secretary.

Total payments from unrestricted funds of £37586.86 were £4965.18 higher than the previous year.

During the year two Trustees (2018/19 two) claimed small expenses of £88.77 for software licences (2018/19 £50.28 for postage and stationery).

MONETARY ASSETS

Monetary Assets of £35706.05 at the end of 2019/20 were £6024.28 lower than the previous year.

During the year the Trustees decided that the reserves set aside for the occurrence of unforeseen circumstances should be reduced from £25000 to £15000 to reflect the financial pressures caused by loss of income resulting from the current Covid-19 pandemic.

THANKS

During the year the Management Committee decided to mark Tony Bleach's 50-year association with the Hall by renaming the Committee Room the Bleaches Room, recognising not only Tony's immense contribution, but those of his wife Hazel and other family members before them.

Once more the Management Committee would like to thank Tony for his continuing work as Caretaker, and the Booking Secretary Jennie Lindfield, who have borne much of the brunt of the pandemic impact, particularly dealing with maintenance, access, cleaning and constantly changing bookings. Thanks also go to the Covid Working Group Members, a subgroup of the Committee, who enabled the reopening of the Hall.

Peter Winter retired as Chairman at the end of 2020 after 16 years as Chair and many years on the Management Committee before that. He has provided wise and effective leadership and overseen many major improvements to the Hall, including the suspended ceiling, solar electricity generation, installation of disabled facilities, flood defences and the modernisation and re-equipping of the kitchen and toilets. He also ran the 200 Club since inception. We owe him an enormous debt of gratitude and wish him well for the future.

Continuing thanks are due to the Management Committee for their support and, particularly, Sheila Sims as Secretary for keeping the administration running smoothly and providing timely advice and guidance.



Mr R Wignall Chairman

Date:

6 April 2021