



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/01/2023 **To** 31/12/2023

Charity name: WILLASTON MEMORIAL HALL

Charity registration number: 520090

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the charity is the provision and maintenance of a village hall for the use of the inhabitants of Willaston 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.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	1. Letting of the Hall to groups and individuals for the types activities mentioned in the charity's object. 2. Maintenance and enhancement of the premises.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have complied with the object of the charity under the Trust Deed and their duty under Section 4 of the 2006 Charities Act to give due regard to the guidance on public benefit published by the Charity Commission.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The trustees have managed the Hall throughout the year, making it available for hire by local groups and individuals. 17 different groups hired the Hall on a regular basis for activities ranging from Brownies to a club for the elderly to health-related activities, such as Pilates. The Hall is used as venue for a pre-school every weekday during term-time and is used most evenings by other groups. The activities undertaken improve the conditions of life of the inhabitants of Willaston village. Twice a week, the Post Office operates from the premises, offering services to the inhabitants of the village which would not otherwise be available. When not in use by local groups (mostly at weekends and during the school holidays) the Hall can be hired out to individuals for events such as parties and weddings. This brings in additional income to support the running and maintenance of the Hall. The trustees organised a Coronation Afternoon Tea and a Soup Lunch during the year which raised funds for the Hall.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Income for the year was £31,146 comprising £23,101 from regular hires, £5,986 from 'one-off' hires, £110 donations, £1136 from fundraising events and £813 interest. Expenditure was £23,291, comprising £6,712 for repairs and maintenance, £7,672 for cleaning, £6,792 for energy, utilities and insurance and £2,115 for sundries. The excess or income over expenditure (£7,855) has been added to reserves.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity's reserves are held to fund future major refurbishment/development of the Hall. The last major refurbishment was carried out in 2017 and was funded from reserves and charitable grants. The trustees expect to expend some significant sums during 2024 and 2025 on enhancing the facilities at the Hall, which is likely to reduce the reserves.
Amount of reserves held	Para 1.22	£53,200
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable trust/unincorporated association.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The trust deed provides for the Committee of Management to comprise four elected members and up to nine appointed by local organisations specified in the trust deed. The Committee of Management may also appoint up to three co-opted members. Vacancies for elected members are publicised in the village. The trustees are appointed/elected annually at the AGM. The trustees have also decided to co-opt a small number of volunteers onto the Committee of Management, although these members do not have the responsibilities or voting rights of trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Willaston Memorial Hall
Other name the charity uses	
Registered charity number	520090
Charity's principal address	The Green Willaston Neston CH64 2XR

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	Catherine Jones	Chair		
2	Doreen Francey	Secretary		
4	Lisa Nicholls	Treasurer		
5	Sheena Chalmers			Willaston Girlguiding units
6	Valerie Fisher			Willastonhey WI
	Brian Greenhalgh		From 19 September 2023	Willaston Residents and Countryside Society
	Christopher Hampshire		From 9 May 2023	Friends of Hadlow Row Station
7	Jacqueline Jenkins			Willaston Country Market
9	Suzanne Mills			Hadlow Green Singers
10	Shirley Duncan	Bookings Secretary	Until 19 September 2023	Co-opted
	Jane Murray	Bookings Secretary	From 14 November 2023	Co-opted
12	Councillor Myles Hogg			Co-opted
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Offical Custodian for Charities		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Catherine M. Jones

Full name(s)

Catherine Mary Jones

Position (eg Secretary,
Chair, etc)

Chair

Date

12 September 2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

Willaston Memorial Hall

On accounts for the year
ended

31/12/2023

Charity no
(if any)

590090

Set out on pages

3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

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

Independent
examiner's statement

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

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

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

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

Signed:

Ren Greenfield

Date:

9 April 2024

Name:

RICHARD EDWARD KEITH GREENFIELD

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

INSTITUTE OF CHARTERED ACCOUNTANTS IN
ENGLAND AND WALES.

Address:

"NEWLANDS", 3A THE RIDGEWAY, HENWALL
WIRRAL, MERseyside, CH60 8NB

Section B**Disclosure**

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

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

NOTHING TO REPORT
R. 1000

N
A

WILLASTON MEMORIAL HALL

Income and Expenditure Account for the period ended 31/12/2023

	2022	2023	Budget 2023
INCOME			
Lettings - Regular	20,844.26	23,101.39	23,000.00
Lettings - Casual	4,472.00	5,985.50	4,500.00
Donations	80.00	110.00	100.00
Bank Interest	112.69	813.01	360.00
Community Events	-	1,135.72	300.00
	<u>25,508.95</u>	<u>31,145.62</u>	<u>28,260.00</u>
EXPENDITURE			
Repairs & Maintenance	(7,444.16)	(6,712.41)	(8,000.00)
External Repairs & Maintenance Project	-	-	-
Donation & grants expenditure	-	-	-
Internal Rejuvenation Project	-	-	-
Gas	(1,845.58)	(1,748.25)	(1,800.00)
Electricity	(1,745.04)	(1,520.75)	(1,800.00)
Insurance	(434.29)	(2,023.48)	(1,200.00)
Telephone	(543.64)	(624.24)	(540.00)
Website	(100.00)	(100.00)	(100.00)
Water	(612.28)	(874.25)	(1,000.00)
Cleaning	(5,829.77)	(7,672.46)	(7,000.00)
Licences	(524.40)	(742.58)	(895.00)
Publicity/PR	(88.00)	-	(150.00)
Event expenses	-	(94.75)	-
Office/Sundry Expenses	(765.16)	(1,177.64)	(750.00)
	<u>(19,932.32)</u>	<u>(23,290.81)</u>	<u>(23,035.00)</u>
SURPLUS	<u>5,576.63</u>	<u>7,854.81</u>	<u>5,225.00</u>

Balance Sheet as at 31/12/2023

Co-Op Bank Current Account	5,786.50	7,828.30
Co-Op Bank Current 95 Day Deposit Account	40,209.03	46,022.04
	<u>45,995.53</u>	<u>53,850.34</u>
LESS		
Hall Hire Deposits	(650.00)	(650.00)
	<u>45,345.53</u>	<u>53,200.34</u>
Represented by:		
Accumulated Fund brought forward	33,768.90	39,265.53
Accumulated Donation Fund brought forward	6,000.00	6,080.00
Surplus for the year	5,576.63	7,854.81
Transfer to Donation Fund	(80.00)	(110.00)
Accumulated General Fund at 31 December	39,265.53	47,010.34
Accumulated Donation Fund at 31 December	6,080.00	6,190.00
Total Funds at Period End	<u>45,345.53</u>	<u>53,200.34</u>

NOTES:

1. The Trustees hold the freehold of the building which has an insured value of £1,364,828.72 (March 2023).

Lisa Nicholls CGMA (Honorary Treasurer)

From the records and information available to me I confirm that, in my opinion, the above statements properly represent the activities of Willaston Memorial Hall, Charity No 520090.

REK Greenfield, ACA, Honorary Auditor

9th April 2024

Rek Greenfield