



**Tilston Village Hall  
(Tilston War Memorial Hall)**

**Trustees Annual Report for the year ended 31 December 2021**

The Trustees present their annual report and audited financial statements for the year ended 31 December 2021 and confirm they comply with the Charities Act 1993, as amended by the Charities Act 2006, the trust deed and the Charities SORP 2005.

**Reference and Administrative Information**

Charity Name:	Tilston Village Hall
Working Name:	Tilston War Memorial Hall
Charity Registration number:	520125
Premises Address:	Malpas Road, Tilston, Malpas, Cheshire, SY14 7HH

**Trustees 2021**

Joanna Huxtable (Chair)	(Resigned February 2022)
Margaret Lee	
Jill Farmer	
Patricia Blazdell	
Clare Clowes	
Cressida Travis	
Moya Watson	

**Independent Examiner**

David Nelson  
70 High Street  
Bridgnorth  
WV16 4DX

**Bankers:**

Lloyds Bank  
Regent Street  
Wrexham

## **Organisational Structure**

The charity trustees are responsible for the general control and management of the charity. The trustees are all volunteers and give their time freely and receive no remuneration or other financial benefits.

The trustees meet together monthly and are responsible for all decisions taken in relation to the operation of the Village Hall. Other committee members support the trustees with the day-to-day running of the Village Hall and we also have volunteers who help with basic maintenance and gardening.

## **Recruitment and appointment of new trustees**

The existing trustees are responsible for the recruitment of new trustees but seek the views and recommendations of committee members. In selecting new trustees, we seek to identify local people who regularly support village activities and initiatives and who are willing to volunteer to help in the community. Potential trustees are invited to attend committee meetings as observers and are helped to understand the aims and activities of the Hall as a registered charity.

## **Our Aims**

Tilston Village Hall operates under a Conveyance and Trust Deed dated 4 February 1972.

We aim to provide a quality community building for use by the community of the rural village of Tilston and surrounding areas. The Hall is a venue for meetings, lectures, fitness classes, children's activities and other forms of recreation and social gatherings which improve and enhance the lives of the local inhabitants.

## **Our Objectives**

Our objective is to be a welcoming environment and space, maintained to a high standard, which is a focal point for village life and the wider community. The committee continually monitor the building condition and maintenance requirements of the hall and improve facilities and equipment as much as budgets permit.

We welcome all group users for activities within the bounds of our licence and do not discriminate by reason of age, gender, colour, race, religion or disability. We are especially mindful of the needs of the very young, the elderly and those with special needs and we do our best to accommodate them.

## **Review of Activities & Achievements**

The Hall was closed for the first four months of 2021 due to Covid-19. This of course had a negative impact on our rental income but we were fortunate enough to receive grants of nearly £17,000 from Cheshire West & Chester for loss of business due to Covid and a grant from Sport England of £1,000 to help us with the costs of signage and additional cleaning frequency and materials to allow us to re-open for fitness and sports activities.

The fixed costs of running the hall (utilities, insurance, licences etc) continued even though the hall was closed and we received no rental income at all.

A major expense in 2021 was to make the hall roof water-tight. Unfortunately, the roof had three areas where water was seriously leaking into the hall and this had to be repaired to limit damage to the main fabric of the building.

One of the duties of the trustees is to ensure our facilities and equipment are attractive and in good working order, so a new fridge freezer and microwave were purchased for the kitchen and decorating undertaken in the entrance hall.

A full electrical inspection was undertaken by an approved contractor and the remedial work carried out to make the hall compliant with the legislation in place for running a community building. Locks on the main entrance door and rear patio doors had to be replaced. A reconditioned petrol lawn mower was purchased to save the volunteers who cut the grass having to use their own garden equipment – this was very much appreciated by our volunteer gardeners.

The Hall Committee was pleased to welcome back most of our regular hirers once the hall was allowed to reopen in May under Covid guidance. Brownies & Guides did not return until September 2021 and Beavers, Youth Club and Evergreens have still not returned.

The Hall was used for Chester West & Chester elections and for the first time, interviews for a new Head Teacher at a local primary school were held as the additional space at the hall allowed for social distancing.

Due to the restrictions of Covid 19, much of our regular fund-raising activity was stopped, although a jumble sale did raise just over £400 for hall funds.

The hall continued to be well used as the perfect venue for children's parties and family gatherings including a christening reception, 70<sup>th</sup> birthday party and a family Christmas dinner.

## **Financial Review**

The Village Hall accounts are prepared on a receipts and payments basis, based on the date of receipts and dates of payments made.

Our total receipts for 2021 were £25,595. The cost of keeping the hall running and in good repair is around £1,000 a month and our income is entirely generated from hiring out the hall. Our financial statements show a rental income of £7,088 for the year and payments totalling £15,480 – which includes the cost of £5,856 for the major roof repairs. The Covid grants from Cheshire West & Chester and Sport England kept the hall financially secure, otherwise the hall would have had an approximate £8,000 loss in 2021.

Cash funds at the end of the year were £31,855. The hall has no other assets or liabilities.

## **Future Plans**

The gent's toilet is in need of refurbishment, not having been decorated or updated for many years. Quotes have been obtained to carry out this work and it is hoped the work will be undertaken in August 2022 which is a quieter period for hires and therefore less disruptive to our hall users.

Longer term, we have been advised that the roof has a life of 8-10 years before needing complete replacement, so the committee will be looking at ways of building a reserve fund for this work.

## **Statement of Trustees Responsibilities**

The charity trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time, the financial position of the charity. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purposes of charity law who served during 2021 are set out on page 1.

Approved by the Trustees and signed on their behalf:

**Jill Farmer**  
**Life President & Trustee**

**March 2022**



# TILSTON WAR MEMORIAL HALL

## Receipts and Payments Year ended 31 December 2021

	2021	2020	+/-	Note
	£	£	£	
<b>RECEIPTS</b>				
Rent	7,088	5,474	1,614	1
Fund Raising	600	0	600	
Donations & Grants	17,907	13,168	4,739	
<b>TOTAL RECEIPTS</b>	<b>25,595</b>	<b>18,642</b>	<b>6,953</b>	
<b>PAYMENTS</b>				
Wages	1,470	649	821	
Hall Cleaning	380	415	-35	
Renewals and general repairs	3,269	2,828	441	2
Building Repairs	5,856	3,920	1,936	3
Utilities	1,470	2,183	-713	4
Service & Inspections	543	0	543	
Licences	249	407	-158	
Window Cleaning	80	0	80	
Cleaning Materials	221	240	-19	
Insurance	1,302	1,255	47	
Refunds	100	298	-198	5
Sundries	540	264	276	6
<b>TOTAL PAYMENTS</b>	<b>15,480</b>	<b>12,459</b>	<b>3,021</b>	
<b>NET RECEIPTS</b>	<b>10,115</b>	<b>6,183</b>	<b>3,932</b>	

*David Nelson*

David Nelson  
Independent Examiner

4 MARCH 2022



## TILSTON WAR MEMORIAL HALL

### **Assets & Liabilities As at 31 December 2021**

	<b>2021</b>	<b>2020</b>	<b>Note</b>
	<b>£</b>	<b>£</b>	
<b>CASH FUNDS</b>			
Bank current account	31,855	21,741	7
<b>OTHER ASSETS</b>	0	0	
<b>LIABILITIES</b>	0	0	
<b>TOTAL NET ASSETS</b>	<u><u>31,855</u></u>	<u><u>21,741</u></u>	
<b>RESERVES</b>			
General reserve	<u><u>31,855</u></u>	<u><u>21,741</u></u>	



# TILSTON WAR MEMORIAL HALL

## Notes to the Accounts Year ended 31 December 2021

	2021	2020
	£	£
<b>1 Rent receipts</b>		
Yoga	1,480	812
Simply Move/ Cardio Fit	752	624
Evergreens	0	36
Badminton	429	354
Beavers	0	289
Wine Club	244	96
Guides	0	153
Brownies	0	153
Youth Club	0	114
Parish Council	142	54
Knit One, Purl One	0	77
Church	64	0
Playing Field Association	0	96
Schools	336	0
C.W.A.C.	260	0
Emily Moore Dance School	457	949
Fox Dance School	0	480
Wakes Committee	0	40
Private Functions/Other	1,712	811
Drama Club	756	0
Conservative Association	120	0
Puppy School	336	336
<b>Total</b>	<b><u>7,088</u></b>	<b><u>5,474</u></b>

As at 31 December 2021 a total of £575 (2020 - £80.00) was owing to the Hall from customers renting the facilities. This amount will be accounted for when received.



# TILSTON WAR MEMORIAL HALL

## Notes to the Accounts (cont'd)

Year ended 31 December 2021

	2021	2020
	£	£
<b>2 Renewals and general repairs</b>		
Fridge Freezer	424	0
Microwave	68	0
Handryers & Sockets	0	340
General repairs and maintenance	2,777	2,488
<b>Total</b>	<b>3,269</b>	<b>2,828</b>
<b>3 Building Repairs</b>		
Roof Repair	5,856	0
Floor Refurbishment	0	3,920
<b>Total</b>	<b>5,856</b>	<b>3,920</b>
<b>4 Utilities</b>		
Oil	384	737
Electricity	642	892
Water	183	295
Broadband	261	259
<b>Total</b>	<b>1,470</b>	<b>2,183</b>
<b>5 Refunds</b>	<b>100</b>	<b>298</b>
Refunds represent hire monies refunded due to the Village Hall being closed between 1st January to 1st May 2021 due to Covid 19.		
<b>6 Sundries</b>		
Hanging Baskets – Summer	120	100
Remembrance Day	50	60
Key Cutting	62	55
Gift	87	47
Laundry	43	0
Lawn Mower Purchase	100	0
Other	78	2
<b>Total</b>	<b>540</b>	<b>264</b>



## TILSTON WAR MEMORIAL HALL

### Notes to the Accounts (cont'd) As at 31 December 2021

£

#### 7 CASH BOOK AND BANK SUMMARY

Cash book balance @ 1/1/2021	£21,740.70
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Receipts	£25,594.73
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Less Payments	£15,480.42
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Cash book balance @ 31/12/2021	<u>£31,855.01</u>
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Bank Account balance @ 31/12/2021	£31,855.01
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Less cheques not yet cleared	£0.00
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	<u>£31,855.01</u>
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- 8 Tilston War Memorial Hall is the working name of the charity "Tilston Village Hall", which is registered with the Charity Commission for England and Wales, with charity number 520125.



## **TILSTON WAR MEMORIAL HALL**

### **Accounting Policies Year ended 31 December 2021**

- A** These accounts are prepared on a receipts and payments basis, based on the date of receipts, and dates of payments made.
- B** Ownership of the War Memorial Hall building resides with Tilston Parish Council. No expenditure on the building or its contents is capitalised.





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
TILSTON VILLAGE HALL

On accounts for the year  
ended

31 DECEMBER 2021

Charity no  
(if any)

520125

Set out on pages

1 to 6

(remember to include the page numbers of additional sheets)

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

Responsibilities and  
basis of report

As the charity 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 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.

Signed:

*D Nelson*

Date:

4 March 2022

Name:

DAVID NELSON

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

PREVIOUSLY FCA 1980 to 2020 – NOW RETIRED

Address:

70 HIGH STREET, BRIDGNORTH. WV16 4DX



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.

Report to the trustees members of		On accounts for the year ended		Set out on pages	
TILSTON VILLAGE HALL		31 DECEMBER 2021		1 to 6	
Charity no (if any)		520125			
<p>           I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.         </p> <p>           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").         </p> <p>           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(b) of the Act.         </p> <p>           I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:         </p> <ul style="list-style-type: none"> <li>the accounts do not accord with the accounting records</li> <li>accounting records were not kept in accordance with section 130 of the Act or</li> </ul> <p>           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.         </p>					
Signed:		Date:		4 March 2022	
Name:		DAVID NELSON			
Relevant professional qualification(s) or body (if any):		PREVIOUSLY FCA 1980 to 2020 - NOW RETIRED			
Address:		70 HIGH STREET, BRIDGNORTH, WY16 4DX			