

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	02	2025		31	01	2026

Section A Reference and administration details

Charity name

Packington Memorial Hall

Other names charity is known by

Registered charity number (if any) 521484

Charity's principal address

High Street

Packington

Ashby-de-la-Zouch

Postcode

LE65 1WJ

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	Steve Salt	Chair		Nominated
2	Louise Gratton	Booking Secretary		Nominated
3	Debbie Hamilton	Treasurer		Nominated
4	Claire Upson	Maintenance		Nominated
5	Zac Holden	Bar Manager		Nominated
6	Bryan Smith	HS&E		Parish Council
7	Marian Mugglestone			Parochial Church Council
8	Robert Dilworth			Packington History Group
9	Neville Bray			Packington Film Club
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Deed of trust as set out in the 1947 constitution.
How the charity is constituted (eg. trust, association, company)	As per section 2 from the 1947 the charity is held in trust.
Trustee selection methods (eg. appointed by, elected by)	As per section 3 of the 1947 constitution: Annual election of committee officers from volunteering trustees. Committee may consist of: 9 elected members; Group representative trustees (1 per group); 3 co-opted trustees as per 1947 constitution.

Additional governance issues (Optional information)

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

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

The committee has several policy documents which have been enacted and/or updated to maintain alignment with relevant legislation. All trustees are made aware of these policies when joining the committee and can provide input into revision when necessary.

To finance the refurbishment in 2009 a grant was awarded to the charity from the National Lottery this resulted in the Memorial Hall having a 'charge' placed upon the property; this has since been withdrawn. There has been a period of engagement with solicitors to ensure that the land that the property resides upon is lodged with the UK Land Registry correctly, this is concluding whereby the deeds will reside with the Charities Commission Official Custodian.

One major risk is associated with attraction and retention of volunteer trustees. Though the Memorial Hall has been able to maintain a quorate committee in line with the 1947 constitution, it is becoming more apparent that the busy lives of volunteers may pose a risk to fulfilling all the necessary offices on the committee.

Section C Objectives and activities

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

Since its inception in 1944 the overall objective of Packington Memorial Hall has been to be a benefit to the social, recreational and educational enjoyment of the village of Packington and the surrounding community.

This is still the founding tenet of the committee who strive to provide such a facility fit for modern enjoyment.

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

To maintain and make improvements to Packington Memorial Hall and to manage the facility for the benefit of the Community.

More than 22 groups use the hall each week with focuses including but not limited to: history, technology, support groups, gardening, painting, sewing, table tennis, karate, yoga/pilates, baby groups, film club etc. All with the aim of bringing the community together for common purpose.

At weekends the hall is hired for the purposes of children's and adult birthday parties, christening receptions, wedding receptions, wakes. Additionally, the hall is used by local groups for various fundraising events for local and national charities.

The committee regularly posts articles in the bi-monthly Packington Post (a magazine delivered free of charge to every village household). Through this work, the trustees are enabling the enrichment of many lives by providing a space for social, educational and fitness/sporting groups to access a well organised, modern and well maintained Packington Memorial Hall.

The Memorial Hall maintains it's own website where prospective hirers can read about the facilities on offer and make a booking should they choose to. This facility is also used to document some of the history of the Memorial Hall and to provide access to several policies of the committee in the interest of the public good.

Additional details of objectives and activities (Optional information)

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

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

No grants are awarded from the funds of Packington Memorial Hall. However, donations are made to charities following one off fundraising events organised and run by its volunteers and other members of the community. For example, the hall hosts an annual Big Breakfast event in support of local charities.

The charity supports community safety events, such as neighbourhood watch, CPR and defibrillator training. The charity also provides a venue to hold such events free of charge.

The management committee of Packington Memorial Hall consists entirely of volunteers from within the parish. This contribution is non-trivial for those Trustees who are in principal roles e.g. Booking Secretary, Treasurer, Chairman etc. and this contribution is greatly appreciated by the community.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The main achievements of the charity through this year have been predominantly focused on the continued maintenance and improvement of the facilities for the community.

This year the facilities have been improved by:

The installation of 22 solar panels with an accompanying battery storage system to a) reduce the energy bills of the hall and avoiding energy driven increases to hire rates and b) to generate energy sustainably for use within the hall and the surrounding residences.

Following the installation of solar panels the committee made the decision to invest in air conditioning to improve the comfort of the interior for all users. These shall be powered by the solar generation in the summer to provide cooling and will also provide an efficient source of heat in winter.

Additionally, the charity has undertaken a review of all policies and procedures, made improvement where necessary and ensured that all trustees are aware of them. This has also included refreshed routine inspection of the safety features of the facility to ensure that it remains suitable for all to use.

The Memorial Hall has seen its popularity increase, to the point where it is often difficult to accommodate new regular groups, this has led to a good financial income to ensure that the charity is solvent to continue its beneficial operation.

Section E Financial review

Brief statement of the charity's policy on reserves

Reserves are held in the bank for emergency use and to maintain the fabric of the premises where significant risk to users may be identified (e.g. replacement in part or in whole of the roof in case of collapse)

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

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

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

The charities principal funding comes from a combination of sources, all of which are passed back into the charity to aid the maintenance and improvement of the facilities or saved for future expenditure.

- 1) Proceeds from booking by regular hirers and from individual making one-off bookings.
- 2) Profits from the licenced bar on premises
- 3) Annual Duck Race held to raise community spirit and as a fund raiser for the charity.
- 4) One-off donations from individuals.

Funds generate have been used to improve the facilities for all users, including ethical environmental choices, for example, installation of solar generation and battery storage.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Signed by:



Full name(s)

Steve Salt

Position (eg Secretary, Chair, etc)

Chair

Date

20-Nov-25 | 09:35 GMT



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
St. Mark's Memorial Hall

No (if any)
521484

Receipts and payments accounts

CC16a

For the period from	Period start date 1/2/2024	To	Period end date 31/1/2025
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Bar Sales	15,247	-	-	15,247	14,630
Memorial Hall hire individual	14,528	-	-	14,528	11,037
Memorial Hall hire regular	19,520	-	-	19,520	17,362
Charitable Activities	781	-	-	781	- 25
Donations and legacies	450	-	-	450	-
Interest	74	-	-	74	559
Lost	160	-	-	160	-
	-	-	-	-	-
	-	-	-	-	-
AR)	50,759	-	-	50,759	43,563
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	50,759	-	-	50,759	43,563

A3 Payments

Advertising	40	-	-	40	-
Cleaning	3,479	-	-	3,479	2,935
Computer Costs	655	-	-	655	1,181
Gas and Electric	5,902	-	-	5,902	5,317
Insurance	1,716	-	-	1,716	1,550

Licence and Fees	372	-	-	372	200
Maintenance	8,216	-	-	8,216	7,835
Office/General Admin	94	-	-	94	455
Other Professional Services		-	-	-	-
Phone Costs	505	-	-	505	451
Printing, Postage and Stationery	90	-	-	90	24
Raising Funds	781	-	-	781	-
Rates	68	-	-	68	64
Trade Refuse	514	-	-	514	479
Travel	157	-	-	157	-
Wages	3,407	-	-	3,407	3,069
Water	703	-	-	703	946
Bar Stock	6,435	-	-	6,435	6,617
Deposit Returns	5,344	-	-	5,344	4,696
Error		-	-	-	325
Customer Refunds	958	-	-	958	376
Sub total	39,433	-	-	39,433	36,518

A4 Asset and investment purchases, (see table)					
Solar Panels	3,358	-	-	3,358	
	-	-	-	-	
Sub total	3,358	-	-	3,358	-

Total payments	42,791	-	-	42,791	36,518
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Net of receipts/(payments)	7,968	-	-	7,968	7,044
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	63,784	-	-	63,784	
Cash funds this year end	71,752	-	-	71,752	7,044

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
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B1 Cash funds

Bank Current Account	11,464	-	-
Bar Current Account	14,147		
Bar Savings Account	724		
Savings Account	45,000	-	-
Bar Petty Cash	417	-	-
Total cash funds	71,752	-	-
(agree balances with receipts and payments account(s))	OK	OK	OK

Unrestricted funds to nearest £

Restricted funds to nearest £

Endowment funds to nearest £

B2 Other monetary assets

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity’s own use

	Fund to which asset belongs	Cost (optional)	Current value (optional)
Property	Unrestricted	-	-
Furniture & Fittings	Unrestricted	-	-

		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

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

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

Signature	Print Name	Date of approval
<div>DocuSigned by: Debbie Hamilton 8FCED7EAC0E74D1...</div>	Debbie Hamilton	20-Nov-25 12:12 GMT



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

PACKINGTON MEMORIAL HALL

On accounts for the year
ended

31/01/2025

Charity no
(if any)

Set out on pages

CCXX 1-6

(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 31/01/2025

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:

Kel Mather

Date:

20/11/2025

Name:

KAYLEIGH BATE

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

ACCA 1482988

Address:

3 RUSHTONS YARD

ASHBY DE LA ZOUCH

LEICESTERSHIRE, LE65 2AL

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.



Independent examination of charity accounts checklist (CC32a)

A recommended checklist for examiners

This checklist is not suitable for the examination of voluntary group accounts.

1. Self-assessment checklist

The questions in this checklist are designed to help the examiner to undertake their independent examination in accordance with the legal requirements and good practice recommendations set out in the Commission's guidance on Independent examination of charity accounts: Directions and guidance for examiners (CC32).

The examiner is recommended to use the checklist alongside the Directions for independent examination. Not all the checks listed will apply in the case of every independent examination and so the checklist is not a substitute to the examiner using their own judgment as to what is necessary.

The prompt 'step done' may prompt a 'yes' or 'no'. A 'no' answer does not always indicate a problem because it may simply be that the step was either not applicable or found not to be necessary to the examination undertaken in which case the words 'not applicable' or 'not necessary' might be entered in place of a working paper reference.

Some answers may be 'no' because the evidence or information that was needed could not be obtained and this will need to be considered when the examiner makes their report. It is recommended that all the steps for each Direction are completed with a working paper reference added.

It may be that the examiner completes the checklist as they go through the examination or as a completeness check at the end as they bring their examination to a conclusion and prepare their report. There is no legal requirement to use this checklist and examiners may substitute their own checklist or take an alternative approach.

If the checklist is completed it is recommended that this forms part of the formal record of their independent examination undertaken and is kept in the file of examiner's working papers.

2. Checklist

The Directions and documentation	Step done?	Working paper reference
Direction 1: Check whether the charity is eligible to have an independent examination		
Checked the charity audit threshold applying to the accounts to be reviewed	Yes	N/A
Checked an audit is not required for any other reason	Yes	N/A
Confirmed the charity is eligible for independent examination	Yes	Attached
Confirmed the amount of the charity's income to figure shown the accounts (including any branches) and confirmed that income and assets are below the audit threshold or, if applicable, obtained a copy of the letter from the Commission approving an audit dispensation	Yes	N/A below threshold
If the charity has one or more subsidiaries confirmed that group accounts are not required by law	Yes	not a group.
If a charitable company checked that the audit exemption statement has been made	Yes	N/A below threshold
If applicable, rechecked the threshold calculation during the examination	Yes	below threshold
If the charity's income is more than £250,000 confirmed that the examiner is a member of one of the listed bodies	Yes	N/A
If applicable, informed the trustees that the charity is not eligible for an independent examination	Yes	N/A
If receipts and payments accounts have been prepared, checked that the charity's gross income is less than £250,000 and that it is not a company	Yes	N/A
If receipts and payments accounts have been prepared, check that there is no requirement to prepare accruals accounts in the charity's governing document or for any other reason	Yes	N/A
If applicable, informed the trustees that the charity is not eligible to prepare receipts and payments accounts	Yes	N/A
Direction 2: Check for any conflict of interest that prevents the examiner from carrying out their independent examination		
Confirmed that there are no close personal relationships with the trustees that compromise independence	Yes	All independent
Confirmed as having no the day to day involvement in the administration of the charity	Yes	no involvement
If providing other services to the charity then confirmed that all the criteria in Direction 2 necessary for independence are met	Yes	no other services
Identified that there are no circumstances in the examiner's judgment that would reasonably lead to the perception that the examiner is not independent	Yes	no circumstances

The Directions and documentation	Step done?	Working paper reference
Considered whether sufficiently skilled to carry out the examination and, where required, confirmed membership of a listed body	Yes	ACCA registered
If applicable, informed the trustees that you are not eligible to carry out the independent examination	Yes	N/A
Direction 3: Record your independent examination		
File of working papers prepared to document the work undertaken (see the Direction for guidance on key working papers)	Yes	Kept on Dorsey B Beta system
Evidence of appointment on file	Yes	Letter of engagement
If issued, letter of engagement signed by the trustees on file		
Documentation of steps required by Direction 1 are all done	Yes	
Documentation that steps required by Direction 2 are all done	Yes	
Analytical review documented	Yes	
Areas of concern identified and noted whether these were resolved or if unresolved and significant have included them in the examiner's report	Yes	none noted
Verification and vouching procedures undertaken and any checks made are on file	Yes	verified
Copy of approved accounts on file	Yes	Dorsey B Beta
Copy of trustees' annual report on file	Yes	Letter to supply
Copies of information relied upon as part of the examination are on file	Yes	
If applicable, copies of written assurances given	Yes	N/A
Recorded the conclusions drawn as an outcome of the independent examination that support the examiner's report are on file	Yes	No qualifications needed
Recorded any matters of material significance about which a report must be made direct to the Commission	Yes	None
Recorded whether to exercise discretion and report on relevant matters direct to the Commission	Yes	Not needed
Direction 4: Plan your independent examination		
Obtained an understanding of the charity's constitution, objectives, organisational structure, the funds managed, its activities and accounting records and systems	Yes	Discussed with treasurer
Planned specific examination procedures appropriate to the circumstances of the charity	Yes	11
Reviewed whether any areas for improvement were advised to the trustees in the previous year's independent examiner's report (or audit report and management letter) and looked to see if any action taken	Yes	Cash £160 discrepancy between treasurers
Considered the financial risks identified and, where accruals accounts prepared, considered whether the trustees have evidence that shows that the charity is a going concern	Yes	N/A
Noted any implications for the examiner's report and for separate reporting to the Commission	Yes	N/A

The Directions and documentation	Step done?	Working paper reference
Direction 5: Check that accounting records are kept to the required standard		
Checked that accounting records have been kept are complete and considered if they have been kept to the required standard	Yes	All on spreadsheet and now using accounting software
Asked the trustees about how they ensure the accounting records are complete	Yes	Discussed with treasurer
If corrections made or records created during the examination, the trustee approval for these has been sought and obtained	Yes	
Asked the trustees if they carried out a review of the charity's internal financial controls in the year reported	Yes	N/A.
Noted any implications for the examiner's report and for separate reporting to the Commission	Yes	No separate report needed
Direction 6: Check that the accounts are consistent with the accounting records		
Compared the accounts with the underlying accounting records	Yes	All correct.
Checked some entries from the listing of transactions of income and expenditure to vouchers such as invoices, bank statements, and receipts.	Yes	
If applicable, confirmed that the trustees have taken the necessary steps to ensure that restricted or endowed funds are correctly reported in the accounts	Yes	no restricted
If additional checks were necessary, the evidence was found that showed the accounting record was complete, voucher present, and both supported the entry in the accounts	Yes	N/A.
Direction 7: If the accounts are prepared on an accruals basis and one or more related party transactions took place the examiner must check if these were properly disclosed in the notes to the accounts		
Checked that the disclosures required by the SORP have been made and are complete	Yes	N/A.
Considered whether there are any implications for the examiner's report and reporting to the Commission	Yes	N/A.
If receipts and payments accounts prepared and a related party transaction note was provided, then checked the note for any implications for the examiner's report	Yes	N/A
Direction 8: Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts		
Checked with the trustees that the separate funds of the charity have been correctly accounted for and reported correctly in the accounts	Yes	no separate funds.
Checked the reasonableness of any significant estimates or judgments that have been made in preparing the accounts	Yes	no estimates

The Directions and documentation	Step done?	Working paper reference
Where accruals accounts are prepared, checked that the accounting policies adopted are consistent with the SORP and are appropriate to the activities of the charity	Yes	
Where accruals accounts are prepared, checked that the accounts were prepared on a going concern basis	Yes	
Noted any implications for the examiner's report and for separate reporting to the Commission	Yes	N/A
Direction 9: The examiner must check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period and, if the accounts are prepared on an accruals basis, check whether the trustees have made an assessment of the charity's position as a going concern when approving the accounts		
Asked the trustees whether they expect the charity to be able to settle outstanding invoices, bills and commitments as and when they fall due	Yes	No outstanding liabilities
Asked the trustees about the reserves policy and the adequacy of the level of reserves held	Yes	significant reserves
Where accruals accounts are prepared, checked that the trustees' have made an assessment of going concern and that their assessment is reasonable given the information available	Yes	
Where accruals accounts are prepared, checked that the SORP's disclosures about going concern have been made	Yes	
Noted any implications for the examiner's report and for separate reporting to the Commission	Yes	N/A
Direction 10: Check the form and content of the accounts		
Where receipts and payments accounts have been prepared, checked that the charity can lawfully prepare such accounts, that all the accounting statements are present and that the funds of the charity are correctly identified	Yes	
Where accruals accounts are prepared, checked that they comply with the SORP and applicable accounting standard	Yes	
If the charity is a company, checked that the accounts also comply with the applicable company law requirements	Yes	
Noted any implications for the examiner's report and for separate reporting to the Commission	Yes	N/A
Direction 11: Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence		
Carried out an analytical review	Yes	

The Directions and documentation	Step done?	Working paper reference
Following the analytical review, selected material items in the accounts for further explanation or supporting evidence	Yes	nothing material to note
If the accounts could be materially misstated, additional checks were undertaken and the examiner is satisfied that the item(s) identified were satisfactorily explained and correctly included in the accounts	Yes	no misstatement
Noted any implications for the examiner's report and for separate reporting to the Commission	Yes	N/A
Direction 12: Compare the trustees' annual report with the accounts		
Checked that any figure for reserves quoted in the trustees' annual report is not materially inconsistent with the accounts	Yes	
Compared the trustees' annual report with the accounts for any material inconsistency	Yes	
Noted any implications for the examiner's report and for separate reporting to the Commission	Yes	
Direction 13: Write and sign the independent examination report		
Reviewed the conclusions from the independent examination	Yes	
Considered whether the examination has identified a matter of concern that should be reported in the examiner's report	Yes	no matters
Checked that the examiner's report covers all of the matters required	Yes	
If relying on the work of others in undertaking the independent examination, the examiner is fully satisfied with their work and that work has been fully documented	Yes	Full independent review done
Signed and dated the examiner's report	Yes	
Reported matters of material significance direct to the Commission	Yes	N/A.
Exercised discretion and reported relevant matters direct to the Commission	Yes	N/A