



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 01 2020	To	31 12 2020

Section A Reference and administration details

Charity name **WAR MEMORIAL HALL AND INSTITUTE**

Other names charity is known by **MAYFIELD MEMORIAL HALL**

Registered charity number (if any) **522968**

Charity's principal address

Conygree Lane	
Mayfield	
Ashbourne	
Postcode	DE6 2HW

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	Stephen Dunn	Chair		
2	Sandra Terry	Treasurer		
3	Simon Sowter			
4	Maureen Burton			
5	Alzbeta Coats			
6	Jill Studholme	Secretary		
7	Graham Sowter		Appointed 12.08 2020	
8	Mandy Sowter		Resigned 11.07 2020	
9				
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)	Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Appointed or reappointed annually at the Annual General Meeting

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.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Section C Objectives and activities

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

To provide room hire for the benefit of local groups, societies and other organisations.

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)

We aim to provide:

A community space for all of Mayfield at affordable prices

Room hire for local charities, subsidised or at cost

A venue for the community polling station

The Trustees through events at the Hall raise money for other village charities and voluntary groups

Before the pandemic the Hall was hired on a regular basis by the Scouts, Senior Citizens, Bowling Club, Darts Club, Line Dancing, Art Group, Exercise Classes and Country and Western Group. These groups are slowly returning, together with new ones.

The Trustees have regard to the guidance issued by the Charity Commission on public benefit.

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.

Crucial to the survival of the charity has been the introduction of a Bar at the Memorial Hall. This has provided funds to allow the continued provision of facilities at low cost, together with a much needed refurbishment programme.

The Bar provides a community space for the village, for social activities, games and as a meeting place.

We are grateful to the time and effort of our volunteers.

Summary of the main achievements of the charity during the year

Our achievements have been curtailed by the pandemic. We had to cancel our annual Beer Festival and the Hall was closed to hirers.

The bar reopened in line with Government guidelines and has been, together with Covid grants, a life saver to the financial health of the Hall during this exceptionally difficult year.

Section E

Financial review

Brief statement of the charity's policy on reserves

Cash at bank and in hand at 31/12/2020 was £43720 in unrestricted funds.

Whilst the Trustees do not have a formal Reserves policy, we have an objective to hold at least £10000 for the day to day running of the Hall, together with a minimum of £10000 for unplanned building repairs.

The main financial risk is loss of income from the Bar, whether due to future lockdowns or otherwise and unplanned repair work to the building structure. The performance of the Hall and Bar is monitored and reviewed monthly, allowing problems to be detected earlier, rather than later. The buildings are insured but we believe funds are sufficient to meet unexpected repair costs. Our programme of planned improvements was halted during 2020 due to the uncertainty of the pandemic. These improvements have been reinstated on a cautious basis during 2021. This has been possible due to the Covid grants received and the contribution from the bar.

Details of any funds materially in deficit

Not applicable

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.

See above.

Section F

Other optional information



Future plans

Our refurbishment program will include updating the toilets, replacing the boiler and fire doors.

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SANDRA TERRY	STEPHEN DUNN
Position (eg Secretary, Chair, etc)	TREASURER	CHAIR
Date	26 / 10 / 2021	



Section A

Independent Examiner's Report

Report to the trustees/
members of

War Memorial Hall and Institute

On accounts for the year
ended

31.12.2020

Charity no
(if any)

522698

Set out on pages

8 and 9

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

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

Signed:

Date:

27.10.2021

Name:

CATHERINE ETHERINGTON

Relevant professional
qualification(s) or body

FCA NUMBER: 924553

(if any):

Address:

46 LOWER PINGLE ROAD
ASHBOURNE DERBYSHIRE
DE6 1TE.

Section B

Disclosure

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

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

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CHARITY COMMISSION
FOR ENGLAND AND WALES

No (if any)
522698

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01.01.2020		31.12.2020

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 Takings	19,541	-	-	19,541	55,421
Beer Festival Sponsorship	100	-	-	100	1,700
Donations	546	-	-	546	454
Hire of Hall	2,415	-	-	2,415	9,512
Events	-	-	-	-	760
Grants	11,334	-	-	11,334	-
Interest	14	-	-	14	11
	-	-	-	-	-
Sub total (Gross income for AR)	33,950	-	-	33,950	67,858
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	33,950	-	-	33,950	67,858
A3 Payments					
Bar Stock	14,213	-	-	14,213	34,178
Repairs and Renewals	2,701	-	-	2,701	5,077
Wages (Self Employed)	2,680	-	-	2,680	2,200
Utilities	6,065	-	-	6,065	5,626
Insurance	1,041	-	-	1,041	771
Licences	334	-	-	334	1,416
Donations	-	-	-	-	560
Bar Expenses	1,215	-	-	1,215	2,080
Band	-	-	-	-	250
Fire Safety	134	-	-	134	93
Events	600	-	-	600	-
Sundries	532	-	-	532	787
Cleaning	797	-	-	797	926
	-	-	-	-	-
Sub total	30,312	-	-	30,312	53,964
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	30,312	-	-	30,312	53,964
Net of receipts/(payments)	3,638	-	-	3,638	13,894
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	40,082	-	-	40,082	26,188
Cash funds this year end	43,720	-	-	43,720	40,082

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank	41,604	-	-
	Cash	2,116	-	-
		-	-	-
	Total cash funds	43,720	-	-
	(agree balances with receipts and payments account(s))			

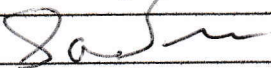

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Memorial Hall	Unrestricted	-	-
	Land including car park	Unrestricted	-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

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

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

Signature	Print Name	Date of approval
	SANDRA TERRY	26/10/21
	STEPHEN DUNN	26/10/21