



Trustees' Annual Report for the period

		Period start date			Period end date		
		01	04	2020	31	03	2021

From

01

04

2020

To

31

03

2021

Section A

Reference and administration details

Charity name

The Amlwch War Memorial Institute

Other names charity is known by

Amlwch Memorial Hall

Registered charity number (if any)

523632

Charity's principal address

18 Market St

Amlwch

Ynys Mon

Postcode

LL68 9ET

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	Richard Welsby	Chairman	8 years	Main Committee
2	Vivien Carter	Admin	27 years	Main Committee
3	Barry Tetlow	Treasurer	8 Years	Main Committee
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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)	Trust
Trustee selection methods (eg. appointed by, elected by)	Election then appointed by the Chair

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.

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Section C Objectives and activities

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

To manage and maintain the facility for the use of the Amlwch communities in general

The hall is used for Meetings, Entertainment, Lectures, Training courses and General social activities.

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)

Additional details of objectives and activities (Optional information)

Regular Trustees Management meeting for the efficient running of the facility and control of the finances.

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

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

Summary of the main achievements of the charity during the year

The Facility has been closed due to Covid 19 restrictions but, we have taken the opportunity to have the hall deep cleaned in line with Covid instructions.

More Maintenance has been completed and many jobs have been done.

We have also installed Broadband and now have Wi-Fi in in all rooms.

The toilets in the Playschool area are being refurbished this is ongoing at this time..

We have also upgraded the CCTV installation and replaced a number of the cameras.

The finances have remained stable due to the number of grants from the council and government that we have received.

All signage and hand sanitising equipment has been installed in line with Covid instructions

Section E

Financial review

Brief statement of the charity's policy on reserves

We have received a number of grants which has enabled us to increase the backup account to £22,000 this will enable us to attend to any unforeseen building work to be done before we start to earn revenue after covid restrictions are lifted.

Details of any funds materially in deficit

No Funds are in deficit

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.

Our main source of fund continues to be renting of the halls facilities which has been eliminated during this year.
But we have been very fortunate in securing a number of grants which is bridging the gap at the moment.

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)		
Full name(s)	Barry Arthur Tetlow Treasure	Vivien Carter Admin
Position (eg Secretary, Chair, etc)	Richard John Welsby Chair	
Date		



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Signature(s)		
Full name(s)	Barry Arthur Tetlow Treasure	Vivien Carter Admin
Position (eg Secretary, Chair, etc)	Richard John Welsby Chair	
Date		

Date	Details	Debit	Credit	Balance	Notes	Date Paid (In)	Bank Rec.	Comments
31/03/2020	Opening Balance		£ 19,958.28	£ 19,958.28				
14-Apr	Humphreys Recycle 7247	-£ 40.80		£ 19,917.48	DPD	14-Apr	14-Apr	Waste Disposal
22-Apr	Credent Insurance (Electronic Equipment Cover)	-£ 73.66		£ 19,843.82	DPC	22-Apr	22-Apr	Credent insurance
24-Apr	British Gas (Gas)	-£ 218.33		£ 19,625.49	D/D	24-Apr	24-Apr	20/2/20 to 31/3/20
24-Apr	British Gas (Elect)	-£ 115.47		£ 19,510.02	D/D	24-Apr	24-Apr	2/3/20 to 1/4/20
28-Apr	Viv Carter	-£ 357.67		£ 19,152.35	S/O	28-Apr	28-Apr	Admin
28-Apr	Cleaner (Alan Carter)	-£ 174.00		£ 18,978.35	S/O	28-Apr	28-Apr	Cleaning
14-May	BGB Services	-£ 228.00		£ 18,750.35	D/D	14-May	14-May	British Gas Services Heaters restart direct debit
21-May	Margaret Hinds Slimming World		£ 50.00	£ 18,800.35	Credit	21-May	21-May	Use of facilities
26-May	British Gas (Gas)	-£ 9.82		£ 18,790.53	D/D	26-May	26-May	1/4/20 to 30/4/20
26-May	British Gas (Elect)	-£ 60.07		£ 18,730.46	D/D	26-May	26-May	2/4/20 to 30/4/20
28-May	Viv Carter	-£ 357.67		£ 18,372.79	S/O	28-May	28-May	Admin
28-May	Cleaner (Alan Carter)	-£ 174.00		£ 18,198.79	S/O	28-May	28-May	Cleaning
03-Jun	Show Stoppers		£ 85.00	£ 18,283.79	AMH1920/116	03-Jun	03-Jun	Use of facilities
05-Jun	Humphreys Recycle 7576	-£ 20.40		£ 18,263.39	DPD	05-Jun	05-Jun	Waste Disposal
05-Jun	Dwr Cymru	-£ 135.15		£ 18,128.24	D/D	05-Jun	05-Jun	Water Rates
09-Jun	Maintenance Items Cheque 00948	-£ 7.90		£ 18,120.34	Cheque 00948	09-Jun	09-Jun	Maintenance Items
12-Jun	Stermats	-£ 4.69		£ 18,115.65	Debit Card	12-Jun	12-Jun	Maintenance Items
15-Jun	BGB Services	-£ 114.00		£ 18,001.65	D/D	15-Jun	15-Jun	British Gas Services Heaters Monthly D/D
22-Jun	British Gas (Gas)	-£ 3.48		£ 17,998.17	D/D	22-Jun	22-Jun	1/5/20 to 31/ 5 /20
22-Jun	British Gas (Elect)	-£ 66.79		£ 17,931.38	D/D	22-Jun	22-Jun	1/5/20 to 1/6/20
29-Jun	Viv Carter	-£ 357.67		£ 17,573.71	S/O	29-Jun	29-Jun	Admin
29-Jun	Cleaner (Alan Carter)	-£ 174.00		£ 17,399.71	S/O	29-Jun	29-Jun	Cleaning
30-Jun	IOACC Grant		£ 10,000.00	£ 27,399.71	IOACC 20108583 Grant	30-Jun	30-Jun	FP 30/06/20 0823010807463233975000N
01-Jul	B & Q	-£ 29.72		£ 27,369.99	Debit Card	01-Jul	01-Jul	Maintenance Items
06-Jul	Humphreys Recycle 7721	-£ 20.40		£ 27,349.59	DPD	06-Jul	06-Jul	Waste Disposal
08-Jul	B & Q	-£ 156.86		£ 27,192.73	Replacement toilet	08-Jul	08-Jul	Maintenance Items
14-Jul	BGB Services	-£ 114.00		£ 27,078.73	D/D	14-Jul	14-Jul	British Gas Services Heaters Monthly D/D
16-Jul	British Gas (Elect)	-£ 56.17		£ 27,022.56	D/D	16-Jul	16-Jul	2/6/20 to 1/7/20
23-Jul	Print Cartridges	-£ 124.18		£ 26,898.38	D/D	23-Jul	23-Jul	Admin online transaction
27-Jul	B & Q Refund		£ 25.00	£ 26,923.38	Credit Rerfund	27-Jul	27-Jul	Maintenance Items
27-Jul	B & Q	-£ 15.03		£ 26,908.35	Debit Card	27-Jul	27-Jul	Maintenance Items
28-Jul	Viv Carter	-£ 357.67		£ 26,550.68	S/O	28-Jul	28-Jul	Admin
28-Jul	Cleaner (Alan Carter)	-£ 174.00		£ 26,376.68	S/O	28-Jul	28-Jul	Cleaning
06-Aug	B & Q	-£ 5.62		£ 26,371.06	Debit Card	06-Aug	06-Aug	Maintenance Items
06-Aug	Toolstation Items Cheque 00950	-£ 57.79		£ 26,313.27	Cheque 00950	06-Aug	06-Aug	Maintenance Items
14-Aug	BGB Services	-£ 114.00		£ 26,199.27	D/D	14-Aug	14-Aug	British Gas Services Heaters Monthly D/D
18-Aug	British Gas (Elect)	-£ 60.39		£ 26,138.88	D/D	18-Aug	18-Aug	2/7/20 to 1/8/20
20-Aug	Humphreys Recycle 7988	-£ 20.40		£ 26,118.48	DPC	20-Aug	20-Aug	Waste Disposal
21-Aug	Stermats	-£ 11.34		£ 26,107.14	Debit Card	21-Aug	21-Aug	Maintenance Items
26-Aug	BCU		£ 180.00	£ 26,287.14	AMH1920/105	26-Aug	26-Aug	Use of facilities
28-Aug	Viv Carter	-£ 357.67		£ 25,929.47	S/O	28-Aug	28-Aug	Admin
28-Aug	Cleaner (Alan Carter)	-£ 174.00		£ 25,755.47	S/O	28-Aug	28-Aug	Cleaning
01-Sep	J D Electrics	-£ 1,261.91		£ 24,493.56	DPC	01-Sep	01-Sep	CCTV final payment Initial payment not yet paid in
04-Sep	Home Bargins	-£ 15.91		£ 24,477.65	POS	04-Sep	04-Sep	Maintenance Items
07-Sep	Transfer to Backup account	-£ 10,000.00		£ 14,477.65	DPC	07-Sep	07-Sep	Transfer to backup account
07-Sep	Home Bargins	-£ 10.13		£ 14,467.52	POS	07-Sep	07-Sep	No Receipt from Richard (Lost)
14-Sep	BGB Services	-£ 114.00		£ 14,353.52	D/D	14-Sep	14-Sep	British Gas Services Heaters Monthly D/D
15-Sep	J D Electrics	-£ 1,600.00		£ 12,753.52	Cheque 00951	15-Sep	15-Sep	Initial payment cheque banked late CCTV
15-Sep	Maintenance Items	-£ 31.33		£ 12,722.19	Cheque 00952	15-Sep	15-Sep	Toolstation order Maintenance Items

Date	Details	Debit	Credit	Balance	Notes	Date Paid (In)	Bank Rec.	Comments
17-Sep	British Gas (Elect)	-£ 65.13		£ 12,657.06	D/D	17-Sep	17-Sep	Elect 2/8/20 to 31/8/20
21-Sep	British Gas (Gas)	-£ 1.17		£ 12,655.89	D/D	21-Sep	21-Sep	Gas 1/8/20 To 31/8/20
22-Sep	Credent Insurance	-£ 198.46		£ 12,457.43	DPC	22-Sep	22-Sep	Credent insurance Trustee cover
28-Sep	Viv Carter	-£ 357.67		£ 12,099.76	S/O	28-Sep	28-Sep	Admin
28-Sep	Cleaner (Alan Carter)	-£ 174.00		£ 11,925.76	S/O	28-Sep	28-Sep	Cleaning
07-Oct	B&M Holyhead	-£ 54.96		£ 11,870.80	POS	07-Oct	07-Oct	Maintenance Items
14-Oct	BGB Services	-£ 114.00		£ 11,756.80	D/D	14-Oct	14-Oct	British Gas Services Heaters Monthly D/D
19-Oct	Playschool(Waste Bins)		£ 40.00	£ 11,796.80	AMH2021/1	19-Oct	19-Oct	Use of facilities
19-Oct	Playschool (Rent)		£ 490.00	£ 12,286.80	AMH2021/2	19-Oct	19-Oct	Use of facilities
20-Oct	British Gas (Elect)	-£ 78.98		£ 12,207.82	D/D	20-Oct	20-Oct	Elect 1/9/20 to 1/10/20
21-Oct	Humphreys Recycle 7988	-£ 20.40		£ 12,187.42	DPC	21-Oct	21-Oct	Waste Disposal Balance of invoice 7988
22-Oct	British Gas (Gas)	-£ 10.54		£ 12,176.88	D/D	22-Oct	22-Oct	31/8/20 to 30/9/20
26-Oct	Eurooffice	-£ 41.56		£ 12,135.32	Debit Card	26-Oct	26-Oct	Printing Paper
28-Oct	Viv Carter	-£ 357.67		£ 11,777.65	S/O	28-Oct	28-Oct	Admin
28-Oct	Cleaner (Alan Carter)	-£ 174.00		£ 11,603.65	S/O	28-Oct	28-Oct	Cleaning
03-Nov	Dragon Fire	-£ 242.16		£ 11,361.49	DPD	03-Nov	03-Nov	6Monthly Test and certification of the Fire alarms
03-Nov	Humphreys Recycle 8521	-£ 40.80		£ 11,320.69	DPC	03-Nov	03-Nov	Waste Disposal
03-Nov	B&M Holyhead	-£ 23.79		£ 11,296.90	Debit Card	03-Nov	03-Nov	Maintenance Items
09-Nov	Humphreys Recycle 8754	-£ 40.80		£ 11,256.10	DPC	09-Nov	09-Nov	Waste Disposal
16-Nov	BGB Services	-£ 114.00		£ 11,142.10	D/D	16-Nov	16-Nov	British Gas Services Heaters Monthly D/D
17-Nov	British Gas (Elect)	-£ 79.97		£ 11,062.13	D/D	17-Nov	17-Nov	1/10/20 to 1/11/20
19-Nov	ICO	-£ 35.00		£ 11,027.13	D/D	19-Nov	19-Nov	ICO Register annual subscription
20-Nov	British Gas (Gas)	-£ 31.54		£ 10,995.59	D/D	20-Nov	20-Nov	30/9/20 to 31/10/20
24-Nov	IOACC 20108583 Grant		£ 1,000.00	£ 11,995.59	Bacs	24-Nov	24-Nov	IOACC Grant
24-Nov	Stermats	-£ 8.58		£ 11,987.01	Debit Card	24-Nov	24-Nov	Maintenance Items
26-Nov	Welsh Water	-£ 88.78		£ 11,898.23	OTR	26-Nov	26-Nov	Water Rates
30-Dec	Viv Carter	-£ 357.67		£ 11,540.56	S/O	30-Dec	30-Dec	Admin
14-Dec	Ynys Mon Grant 008738		£ 3,248.77	£ 14,789.33	Bacs	14-Dec	14-Dec	Grant from IOACC 20108583
14-Dec	Ffenestri Amlwch	-£ 1,387.23		£ 13,402.10	DPC	14-Dec	14-Dec	New front door
14-Dec	BGB Services	-£ 114.00		£ 13,288.10	D/D	14-Dec	14-Dec	British Gas Services Heaters Monthly D/D
16-Dec	Tool Ststion	-£ 53.13		£ 13,234.97	Cheque 00953	16-Dec	16-Dec	Maintenance Items
17-Dec	British Gas (Elect)	-£ 85.86		£ 13,149.11	D/D	17-Dec	17-Dec	1/11/20 to 1/12/20
22-Dec	British Gas (Gas)	-£ 31.62		£ 13,117.49	D/D	22-Dec	22-Dec	30/10/20 to 30/11/20
29-Dec	Viv Carter	-£ 357.67		£ 12,759.82	D/D	29-Dec	29-Dec	Admin
29-Dec	BT Broadband package	-£ 38.99		£ 12,720.83	D/D	29-Dec	29-Dec	BT BroadBand
08-Jan	IOACC 20108583 Grant		£ 3,000.00	£ 15,720.83	FP 08/01/21 030404023507035857000n	08-Jan	08-Jan	IOACC Grant-covid-19
14-Jan	BGB Services	-£ 114.00		£ 15,606.83	D/D	14-Jan	14-Jan	British Gas Services Heaters Monthly D/D
18-Jan	British Gas (Elect)	-£ 76.49		£ 15,530.34	D/D	18-Jan	18-Jan	01/12/20 To1/1/21
25-Jan	BT Group Plc	-£ 38.99		£ 15,491.35	D/D	25-Jan	25-Jan	Broadband
25-Jan	British Gas (Gas)	-£ 42.64		£ 15,448.71	D/D	25-Jan	25-Jan	30/11/20 to 30/12/20
28-Jan	Viv Carter	-£ 357.67		£ 15,091.04	D/D	28-Jan	28-Jan	Admin
03-Feb	Humphreys Recycle (9456 & 9870)	-£ 40.80		£ 15,050.24	DPC	03-Feb	03-Feb	Waste Disposal
03-Feb	Dragon Fire	-£ 57.12		£ 14,993.12	Annual Maintenance	03-Feb	03-Feb	Fire Service
09-Feb	Replacement Keys	-£ 17.95		£ 14,975.17	Pos	09-Feb	09-Feb	Keys for the Hall
10-Feb	B&Q Direct	-£ 140.00		£ 14,835.17	Debit Card	10-Feb	10-Feb	order no. 1015868389 paid
11-Feb	Show Stoppers Storage		£ 150.00	£ 14,985.17	AMH2021/3	11-Feb	11-Feb	Use of facilities
11-Feb	Playschool		£ 490.00	£ 15,475.17	AMH2021/4	11-Feb	11-Feb	Use of facilities
12-Feb	IOACC 20108583 Grant		£ 3,000.00	£ 18,475.17	Bacs FP12/2/21 0303,09023443389023000N	12-Feb	12-Feb	12/2/21 0303 09023443389023000N
24-Feb	BT Group Plc	-£ 38.99		£ 18,436.18	D/D	24-Feb	24-Feb	Broadband
01-Mar	Viv Carter	-£ 357.67		£ 18,078.51	D/D	01-Mar	01-Mar	Admin

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01-Mar	British Gas (Gas)	-£ 30.95		£ 18,047.56	D/D	01-Mar	01-Mar	31/12/20 to 31/1/21
02-Mar	British Gas (Elect)	-£ 72.83		£ 17,974.73	D/D	02-Mar	02-Mar	01/1/21 to 01/2/21
03-Mar	Dragon Fire	-£ 111.60		£ 17,863.13	Invoice 232154	03-Mar	03-Mar	Call out plus new smoke detector
17-Mar	IOACC General (Grant From Coutcil)		£ 4,000.00	£ 21,863.13	Automated Credit	17-Mar	17-Mar	17/3/21 023840023228458126000N
18-Mar	Moondance Foundation (Grant)		£ 2,000.00	£ 23,863.13	Automated Credit	18-Mar	18-Mar	FP 145940000000734719341
18-Mar	Playschool		£ 560.00	£ 24,423.13	AMH2021/05	18-Mar	18-Mar	Use of facilities
23-Mar	British Gas (Gas)	-£ 28.54		£ 24,394.59	D/D	23-Mar	23-Mar	31/01/21 To 1/3/21
23-Mar	British Gas (Elect)	-£ 62.97		£ 24,331.62	D/D	23-Mar	23-Mar	1/2/21 to 1/3/21
24-Mar	Toolstation	-£ 29.40		£ 24,302.22	POS	24-Mar	24-Mar	Maintenance Items
24-Mar	BT Group Plc	-£ 38.99		£ 24,263.23	D/D	24-Mar	24-Mar	Broadband
25-Mar	Amazon	-£ 27.15		£ 24,236.08	POS	15-Mar	25-Mar	Wifi Items Maintenance
29-Mar	Viv Carter	-£ 357.67		£ 23,878.41	D/D	29-Mar	29-Mar	Admin
31-Mar	Medrwn Mon		£ 450.00	£ 24,328.41	Bacs	31-Mar	31-Mar	Grant To cover running costs during COVID-19

TOTAL -£ 24,398.64 £ 28,768.77

AMLWCH WAR MEMORIAL INSTITUTE

ACCOUNTS SUMMARY

YEAR ENDED 31ST MARCH 2021

EXPENSES:

Admin	165.74
Electricity	881.12
Gas	408.63
Insurance	272.12
Maintenance	3204.72
Salary	4292.04
Statutory costs	690.68
Water Rates	223.93
Cleaning	1241.79
BT Broadband	155.96

Equipment upgrade 2861.91

Total expenses	14398.64
Excess of income over expenditure	14375.68
	£28,774.32

INCOME

Reserve a/c interest	5.55
Fundraising	
Grants	26698.77
Use of Facilities	2070.00

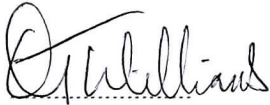
Total income:	28774.32
	£28,774.32

BALANCE SHEET:

Current bank a/c at close 31 March	2021	24328.41	Balance b/fwd from annual accounts to 31st Mar	2020	32249.48
Reserve bank a/c at close 31 March	2021	22296.75			
Less unrepresented cheques		0.00			
		46625.16	Plus excess b/down		14375.68
Cash in hand at close 31st March	2021	0.00			
		£46,625.16	Balance C/Fwd		£46,625.16

I have inspected the Institute's records, and verified the balances shown.

I believe the above to be a reasonable representation of the Institute's accounts.

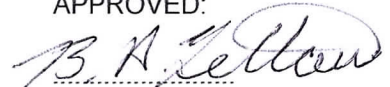


OT WILLIAMS

Noddfa Parys Lodge, Market Street, Amlwch

DATE 1st August 2021

APPROVED:


Treasurer