



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 6 January 2020
To 5 January 2021

Period start date
Period end date

Charity name: Penyffordd & Penymynydd War Memorial Institute

Charity registration number: 524095

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 use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for: (a) meetings, lectures and classes, and (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the 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	Remembrance Day Commemoration Hall hire Carnival Bonfire Night
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have sought advice regarding trustee responsibilities from Flintshire Local Voluntary Council (FLVC).

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		

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	<p>The Penyffordd & Penymynydd War Memorial Institute was founded in 1923 as a valuable meeting place, hosting various clubs and activities for the benefit of the local community. It has continued to provide this service for almost one hundred years.</p> <p>The Institute building is at the heart of the local community. It is a consecrated building and hosts the memorial plaques to those who gave their lives in two world wars.</p>

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	<p>The accounting year 6 January 2020 to 5 January 2021 was an exceptional year for the Penyffordd & Penymynydd War Memorial Institute (WMI).</p> <p>Following many years of planning and efforts to secure funding, a building project was undertaken between February and September 2020 to extend the Institute building. The project required a substantial contribution from WMI reserves, together proceeds from grants and additional fundraising activities.</p> <p>Whilst WMI reserves were depleted over the course of the year due to the building project, a comfortable sum has been retained to fund operational WMI expenses and there are no current concerns as to the financial health of the charity.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Reserves are maintained to fund regular expenses relating to the running of the WMI building. These funds also serve as a reserve for maintenance purposes and any unforeseen expenses relating to the up-keep and smooth running of the WMI for the benefit of the community.</p>
Amount of reserves held	Para 1.22	£17,059.99 (6 January 2021)
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	Indentures (20 June 1923) Constitution (29 July 2005)
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Foundation CIO
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	Trustees are appointed by election following invitation.

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	Penyffordd & Penymynydd War Memorial Institute
Other name the charity uses	WMI, PPWMI
Registered charity number	524095

Charity's principal address	Chester Road Penyffordd Nr. Chester Flintshire CH4 0JZ

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	Robert Oldham	President		
2	Claire Metcalfe	Chair		
3	Lindsay Winkworth	Secretary		
4	Pat Ransome	Committee Member		
5	Stuart Guy	Treasurer		
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19				
20				

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

Director name	N/A	N/A

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A	N/A	N/A

Funds held as custodian trustees on behalf of others

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

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)

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

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)

	
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Full name(s)

Stuart James Guy	Claire Elizabeth Metcalfe
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Position (eg
Secretary, Chair, etc)

Treasurer	Chair
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Date

4 October 2021



Receipts and payments accounts

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For the period
from

06/01/2020

To



05/01/2021

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					
Hall Hire	809	-	-	809	6,671
Grants	26,000	-	-	26,000	4,000
Donations	8,004	-	-	8,004	1,925
Donations - Just Giving (Online)	3,728	-	-	3,728	-
Donations - Donate (Text)	181	-	-	181	-
Carnival	-	-	-	-	-
Bonfire Night	500	-	-	500	3,864
Miscellaneous	5,853	-	-	5,853	25
Loan	1,000	-	-	1,000	-
Bank Interest (HSBC Deposit A/C ****6125) - Remaining	0	-	-	0	12
	-	-	-	-	-
Sub total (Gross income for AR)	46,075	-	-	46,075	16,497
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	46,075	-	-	46,075	16,497
A3 Payments					
Gas	857	-	-	857	863
Electricity	684	-	-	684	1,965
Water	197	-	-	197	399
Insurance	994	-	-	994	706
Cleaning	353	-	-	353	1,366
Caretaker	2,000	-	-	2,000	1,980
Maintenance Buildings	131	-	-	131	3,867
Maintenance Grounds	538	-	-	538	-
Bonfire Night	50	-	-	50	2,732
Miscellaneous	66	-	-	66	390
WMI Improvements (2019) / Building Project (2020)	52,715	-	-	52,715	200
	-	-	-	-	-
Sub total	58,585	-	-	58,585	14,468
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	58,585	-	-	58,585	14,468
Net of receipts/(payments)	- 12,510	-	-	- 12,510	2,029
A5 Transfers between funds	- 5,848	-	-	- 5,848	
A6 Cash funds last year end	35,417	-	-	35,417	33,389
Cash funds this year end	17,059	-	-	17,059	35,418

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	HSBC Deposit A/C (****6125)	-	-	-
	HSBC Current A/C (****9783)	17,059	-	-
		-	-	-
	Total cash funds	17,059	-	-
	(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			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities			Amount due (optional)	When due (optional)
	Cash Loans	Unrestricted	3,688	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	 	STUART GUY CLAIRE METCALFE	04-Oct-21 04-Oct-21