



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 6 January 2022
To 5 January 2023

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 Fireworks Night Spring Fair Christmas Fair
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees does seek advice from Flintshire Local Voluntary Council (FLVC) in the event of any questions relating to trustee responsibilities.

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 (PPWMI) 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 PPWMI 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		

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The PPWMI enjoyed financial success during the accounting year 6 January 2022 to 5 January 2023.</p> <p>User bookings remained healthy throughout the year, which, together with various fundraising activities has provided the PPWMI with an operating profit.</p> <p>The PPWMI continued to invest in projects to maintain and enhance the facility.</p> <p>There are no current concerns as to the financial health of this charity.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	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.
Amount of reserves held	Para 1.22	£25,499 (6 January 2023)
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 (updated 21 November 2022)
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			
4	Pat Ransome	Committee Member		
5	Stuart Guy	Treasurer		
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17				
18				
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)		
Full name(s)	Stuart James Guy	Claire Elizabeth Metcalfe
Position (eg Secretary, Chair, etc)	Treasurer	Chair

Date	24 May 2023
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Penyffordd & Penymynydd War Memorial Institute

524095

Receipts and payments accounts

CC16a

For the period
from

06/01/2022



To

05/01/2023

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					
Hire of Institute Facilities	20,335	-	-	20,335	9,586
Grants	4,500	-	-	4,500	18,050
Donations	6,682	-	-	6,682	5,193
Donations - Just Giving (Online)	10	-	-	10	377
Donations - Other	808	-	-	808	2,301
Carnival	5,816	-	-	5,816	-
Fireworks Night	3,710	-	-	3,710	-
Interest	31	-	-	31	0
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	41,893	-	-	41,893	35,506
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	41,893	-	-	41,893	35,506
A3 Payments					
WMI Development Projects	9,403	-	-	9,403	27,327
Gas	1,991	-	-	1,991	1,860
Electricity	1,464	-	-	1,464	1,419
Water	623	-	-	623	273
WiFi	198	-	-	198	126
Insurance	865	-	-	865	882
Cleaning	3,136	-	-	3,136	1,985
Caretaker	2,472	-	-	2,472	2,507
Maintenance Buildings	570	-	-	570	1,002
Maintenance Grounds	1,570	-	-	1,570	-
Carnival	194	-	-	194	-
Fireworks Night	2,255	-	-	2,255	-
Loan repayments	3,688	-	-	3,688	-
Miscellaneous	-	-	-	-	2,062
Expenses	1,045	-	-	1,045	-
Refunds	50	-	-	50	38
Bank Charges	64	-	-	64	5
Sub total	29,588	-	-	29,588	39,486
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	29,588	-	-	29,588	39,486
Net of receipts/(payments)	12,304	-	-	12,304	- 3,980
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	13,194	-	-	13,194	-
Cash funds this year end	25,499	-	-	25,499	- 3,980

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)	14,427	-	-
	HSBC Current A/C (****9783)	10,957	-	-
	Cash in Hand	114	-	-
	Total cash funds	25,499	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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	
		Stuart Guy	24 May 2023	
		Claire Metalfe	24 May 2023	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Penyffordd/Penymynydd War Memorial Institute.

On accounts for the year
ended

5 Jan. 2023

Charity no
(if any)

524095

Set out on pages

1 & 2

(remember to include the page numbers of additional sheets)

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 05/01/2023.

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:

26/02/23

Name:

John E. Martin

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

N/A

Address:

1 Allerton Close, Penyffordd, CH4 0NJ

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.