



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 6 January 2024  
**To** 5 January 2025

**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	<b>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:</b>  <b>(a) meetings, lectures and classes, and</b>  <b>(b) other forms of recreation and leisure-time occupation,</b>  <b>with the object of improving the conditions of life for the inhabitants.</b>
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	<b>Remembrance Day Commemoration</b> <b>Hall hire</b> <b>Carnival</b> <b>Fireworks Night</b> <b>Spring Fair</b> <b>Christmas Fair</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees do seek advice from Flintshire Local Voluntary Council (FLVC) in the event of any questions relating to trustee responsibilities.</b>

## 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><b>The Penyffordd &amp; 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.</b></p> <p><b>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.</b></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><b>The PPWMI enjoyed financial success during the accounting year 6 January 2024 to 5 January 2025.</b></p> <p><b>User bookings remained healthy throughout the year, which, together with various fundraising activities has provided the PPWMI with an operating profit.</b></p> <p><b>The PPWMI continued to invest in projects to maintain and enhance the facility.</b></p> <p><b>There are no current concerns as to the financial health of the charity.</b></p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>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.</b>
Amount of reserves held	Para 1.22	<b>£30,316 (5 January 2025)</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### 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	<b>Indentures (20 June 1923) Constitution (updated 21 November 2022)</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Foundation CIO</b>
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	<b>Trustees are appointed by election following invitation.</b>

### 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		
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
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)

	
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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

15 March 2025
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Penyffordd & Penymynydd War Memorial Institute

No (if any)  
524095

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## Receipts and payments accounts

For the period from	Period start date 06/01/2024	To	Period end date 05/01/2025
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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 £
<b>A1 Receipts</b>					
Hire of Institute Facilities	23,566	-	-	23,566	17,958
Grants	4,000	-	-	4,000	4,000
Donations	1,175	-	-	1,175	2,664
WMI Fundraising	5,740	-	-	5,740	3,097
Carnival	2,677	-	-	2,677	2,721
Fireworks Night	4,973	-	-	4,973	2,914
Miscellaneous	-	-	-	-	100
Cash	548	-	-	548	-
Interest	129	-	-	129	61
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>42,808</b>	<b>-</b>	<b>-</b>	<b>42,808</b>	<b>33,515</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>42,808</b>	<b>-</b>	<b>-</b>	<b>42,808</b>	<b>33,515</b>
<b>A3 Payments</b>					
Projects	30	-	-	30	27,647
Gas	5,791	-	-	5,791	4,937
Electricity	2,105	-	-	2,105	1,899
Water	470	-	-	470	385
WiFi	216	-	-	216	216
Insurance	1,053	-	-	1,053	1,030
Cleaning	3,546	-	-	3,546	2,470
Caretaker	2,472	-	-	2,472	2,472
Maintenance Buildings	2,042	-	-	2,042	1,548
Maintenance Grounds	50	-	-	50	239
Carnival	176	-	-	176	2,158
Fireworks Night	2,226	-	-	2,226	-
Expenses	446	-	-	446	2,128
Refunds	1,830	-	-	1,830	1,010
Bank Charges	62	-	-	62	63
Business Rates	353	-	-	353	-
	-	-	-	-	-
<b>Sub total</b>	<b>22,868</b>	<b>-</b>	<b>-</b>	<b>22,868</b>	<b>48,202</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>22,868</b>	<b>-</b>	<b>-</b>	<b>22,868</b>	<b>48,202</b>
<b>Net of receipts/(payments)</b>	<b>19,940</b>	<b>-</b>	<b>-</b>	<b>19,940</b>	<b>- 14,687</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>10,376</b>	<b>-</b>	<b>-</b>	<b>10,376</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>30,316</b>	<b>-</b>	<b>-</b>	<b>30,316</b>	<b>- 14,687</b>

## 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 £
<b>B1 Cash funds</b>	HSBC Deposit A/C (****6125)	18,842	-	-
	HSBC Current A/C (****9783)	10,812	-	-
	Cash	662	-	-
	<b>Total cash funds</b>	<b>30,316</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	15/03/2025
			CLAIRE METCALFE	15/03/2025



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 January 2025

Charity no  
(if any)

524095

Set out on pages

(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 05/01/2025

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:

K Hardington

Date:

11/2/25

Name:

KELLY HARDING

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

Address:

8 HUNTERS CROFT  
HIGHER KINNERTON  
CHESTER CH4 9PD

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.

