

# LISVANE MEMORIAL HALL

England & Wales · Charity number 524175

## Details

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Other names	MEMORIAL HALL
Status	Registered
Legal form	Other
Registered	1964-07-09
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	59 Mill Road Lisvane Cardiff CF14 0XJ
Phone	02920750974
Email	<a href="mailto:contact@lisvanememorialhall.co.uk">contact@lisvanememorialhall.co.uk</a>
Website	<a href="http://lisvanememorialhall.co.uk">lisvanememorialhall.co.uk</a>

## Activities

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**Objects:** PARISH HALL

**Activities:** Administration of the Lisvane Memorial Hall complex for the purposes of physical and mental training , recreation and social ,moral and intellectual development through the medium of reading and recreation rooms,library,lectures,classes, recreations and entertainments for the benefits of the inhabitants of Lisvane without distinction of sex or political ,religious or other opinions.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF LISVANE AND ITS IMMEDIATE VICINITY
- Cardiff

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-02-28	£111,555	£90,102	-	-
2024-02-29	£54,710	£41,046	-	-
2023-02-28	£40,497	£31,355	-	-
2022-02-28	£21,737	£17,127	-	-
2021-02-28	£12,974	£31,598	-	-

## Trustees

Name	Role	Appointed
David Cann	Chair	2020-01-12
DR. CAROL HELEN BARRETT		2022-02-13
Elizabeth Heaven		2023-10-10
Frederich John Rhoden		2019-05-12
MR CHRIS WILLIAMS		
Susan Johnson		2019-07-07

**LISVANE MEMORIAL HALL**

England & Wales - Charity number 524175

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# Accounts

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# **LISVANE MEMORIAL HALL CHARITY COMMISSION REPORT FOR THE YEAR 1 MARCH 2024 TO 28<sup>th</sup> FEBRUARY 2025**

LISVANE MEMORIAL HALL, HEOL-Y-DELYN, LISVANE, CARDIFF, CF14 0SQ

CHARITY NUMBER: 524175

TRUSTEES: Carol Helen Barrett - Secretary

David Cann - Chair

Susan Johnson - Treasurer

Elizabeth Heaven

Christine Ann Mahoney

Frederich John Rhoden

David Allan Tooke

Chris Williams

Lisvane Memorial Hall (LMH), a permanent endowment made in 1947, is administered by a committee of Trustees (maximum number 12) who are elected annually at the Annual General Meeting. Any person, 18 years of age or above, who resides in the Ward of Lisvane, or a person associated with LMH and agreed by the Trustees to stand for election, can be elected as a Trustee. The Trustees' meet monthly, whenever possible, to administer the charity, which is for the purposes of physical and mental training and recreation and social, moral and intellectual development through the medium of reading and recreation, library, lectures, classes, recreations or otherwise as may be found expedient for the benefit of the inhabitants of the Ward of Lisvane, without distinction of sex, or of political, religious or other opinions.

The financial year 1<sup>st</sup> March 2024 to 28<sup>th</sup> February 2025 saw the usage of LMH gradually increase. There has been a significant increase in casual hires and most long-term regular hirers continue to use the facility. Although the hire rates are assessed by the Trustees twice a year, it has not been necessary to increase them in this financial year.

LMH was registered as a Charitable Incorporated Organisation on 2<sup>nd</sup> December 2024. The process of transferring the assets from the 1947 Trust to the CIO is in process. The Treasurer has started to open bank accounts for the new CIO and the Secretary is assembling the documents required by the Charity Commission for the transfer of the premises and land.

There had been a successful bid for Section 106 funding from Cardiff County Council that provided a grant of £80,000. The refurbishment of the Main Hall community kitchen and

re-decoration has been completed in this financial year. Further work will be carried out using the balance of the monies to refurbish the disabled toilet to latest standards, improve the PA system so that it is more user-friendly, reinstate the hearing loop, and refurbish the blocks that constitute the front pan of the stage, including locking them in position so that only authorised persons may put them up when required; for safety reasons.

After this work is completed, the Trustees intend to fund improvements to the Committee Room such that it can be used as a comfortable meeting space with modern facilities. An air-to-air heat pump will be installed as a pilot to enable the Trustees to decide about the installation of further renewable heating in the rest of the premises, including photovoltaic panels, in line with the Welsh Government's plan to reduce carbon emissions to zero by 2050 . This work will require further grants from appropriate organisations. Improvements to the Small Hall by are planned including refurbishing the community kitchen, providing more comfortable chairs, and an audio-visual system with a hearing loop. It is planned that the disabled access from the Main Hall corridor will be relocated to the far corner of, making the Small Hall space more useable. External works will be carried out to improve access to the building. At present energy and water usage are being monitored so as to provide information to decide on the most appropriate systems required for the needs of LMH.

Carol Barrett

Secretary

1<sup>st</sup> August 2025



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
LISVANE MEMORIAL HALL

On accounts for the year  
ended

28<sup>TH</sup> FEBRUARY 2025

Charity no  
(if any)

524175

Set out on pages

3 & 4

(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 28 / 02 / 2025.

Responsibilities and  
basis of report

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:

Date:

04/05/2025

Name:

David Ainsworth

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

Fellow Chartered Accountant, Institute of Chartered Accountants in England and Wales

Address:

14 Cotswold Avenue, Lisvane, Cardiff, CF14 0TA

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**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.**

No material matters of concern were identified during the examination.



## Lisvane Memorial Hall

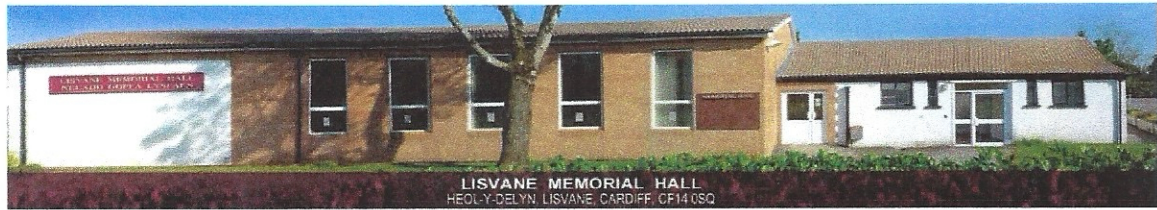
### Financial Accounts

Year Ended 28 February 2025

	2024-2025 Full Year <i>Actual</i> £	2023-24 Full Year <i>Actual</i> £
Charitable Activities - Lettings	53,546.24	53,816.27
Other Trading Activities - Building Funds	1,660.00	644.10
Donations and legacies	2,749.90	-
Grants	53,353.98	250
Investment Income	245.42	-
<b>Total Receipts</b>	<b>111,555.54</b>	<b>54,710.37</b>
Booking & Advertising Costs	(553.06)	(421.66)
Utilities	(7,850.26)	(10,066.53)
Cleaning & Hygiene	(1,081.34)	(993.38)
Maintenance and Repair	(12,260.32)	(13,520.74)
Inspection & Protection	(523.20)	(2,171.02)
Insurance & Licences	(2,009.08)	(2,532.23)
Staff Costs	(11,687.05)	(11,340.00)
Refurbishment (S106)	(54,137.98)	-
<b>Total Payments</b>	<b>(90,102.29)</b>	<b>(41,045.56)</b>
<b>Total Surplus (Defecit)</b>	<b>21,453.25</b>	<b>13,664.81</b>
Beginning Bank Balances	48,811.97	35,147.16
Total Cash Inflow / (Outflow)	21,453.25	13,664.81
<b>Closing Bank Balances</b>	<b>70,265.22</b>	<b>48,811.97</b>
<i>Of which: Restricted Funds</i>	-	250.00

Registered Charity Number:524175

**David Ainsworth**  
Independent Examiner  
04/05/2025



## Lisvane Memorial Hall

### Notes to the Accounts

Year ended 29th February 2025

	2024-25 Full Year <i>Actual</i>	2023-24 Full Year <i>Actual</i>
Charitable Activities - Lettings	53,546.24	53,816.27
Receipts	2,760.00	2,144.10
Prizes	(1,100.00)	(1,500.00)
Other trading activities - Building Funds	1,660.00	644.10
Donations and legacies	2,749.90	
Grants	53,353.98	250.00
Investment Income	245.42	
<b>Total Receipts</b>	<b>111,555.54</b>	<b>54,710.37</b>
Hallmaster Booking System	(367.80)	(238.80)
Web Site	(185.26)	(182.86)
Booking & Advertising Costs	(553.06)	(421.66)
Waste and Water	(753.00)	(646.23)
Electricity	(1,734.18)	(4,759.50)
Gas	(3,974.26)	(3,980.09)
Rates	(540.12)	(749.00)
Swalec Credit	0.00	617.45
Telephone & Broadband / Mobile	(848.70)	(549.16)
Utilities	(7,850.26)	(10,066.53)
Cleaning & Hygiene	(1,081.34)	(993.38)
Landscaping and Gardening	(4,160.40)	(4,056.80)
Repairs and Renewals	(8,099.92)	(9,463.94)
Maintenance and Repair	(12,260.32)	(13,520.74)
Inspection & Protection	(523.20)	(2,171.02)
Music Licence	-	(521.68)
Insurance	(1,829.08)	(1,830.55)
Premises Licence	(180.00)	(180.00)
Insurance & Licences	(2,009.08)	(2,532.23)
Caretaker	(6,394.25)	(6,462.00)
Administrator	(5,292.80)	(4,878.00)
Staff Costs	(11,687.05)	(11,340.00)
Refurbishment (S106)	(54,137.98)	
<b>Total Payments</b>	<b>(90,102.29)</b>	<b>(41,045.56)</b>

Registered Charity Number:524175

David Ainsworth  
Independent Examiner  
04/05/2025

## **Independent examiner's review of the 2024-25 accounts of Lisvane Memorial Hall (Charity no: 524175)**

4<sup>th</sup> May 2025

To the Trustees of Lisvane Memorial Hall

I have reviewed the accounts for the period ended 28 February 2025. In doing so, I have agreed the opening and closing positions to the bank statements and have traced a sample of receipts and payments to backing documentation, and the bank account. I did not find any material matters of concern, and hence include, as attached, a clean report, alongside my presentation of the accounts for the period.

This year's review was a bit more complex than previous years, in determining the correct presentation of the accounts re the new CIO, and after discussing with Carol Barrett, I am comfortable with the final presentation that all the income and expenses for the year are in the old charity, and that the asset transfer to the new CIO shell will come in the next fiscal year.

The quality of backing data was similar to the previous year, and continued to be at a high standard.

Unfortunately the excel monthly backup prepared were very hard to follow, due to a number of adjustments made within the files, and reconciling them to the main accounts was difficult, and ended up in the my manual recreation of the accounts. Once this was done, there were a number of small adjustments identified and agreed with the treasurer, as summarised below:

- Correction of presentation of expenses in 2024-25 (sign error), as well as ensuring comparatives matched last years accounts (summation error and missing expense category).
- Correction of revenue classification (move out of charitable activities and into donations) re £1,100 donation from LCA.
- Moving of £34.32 Cardiff Council refund from receipts into cleaning & hygiene.
- Moving £24 from Booking and Advertising costs to Maintenance & Repair.
- I had to manually create the second page of the accounts which splits out Revenue and Costs into the underlying sub-categories. It would be beneficial if this could be done by the treasurer for 2025-26.

In addition, I have some control recommendations for the Trustees as follows:

- Although consistent with the prior periods, given that Clare Cann, the administrator, is a direct relation of one of the Trustees, I would recommend that the other Trustees regularly review 1) that the price charged is "arms length" and at a defendable market rate and 2) that the hours charged are reasonable for the work that she undertakes.
- As noted last year, there are no invoices for the one-off hires as they pay in advance. I would recommend invoices are produced and sent in order to evidence the transaction. The evidence provided to me for such hires was mainly email based.

I would be delighted to discuss any of these issues/recommendations further, should you require.

Yours sincerely



David Ainsworth MBA MA BFP FCA

**LISVANE MEMORIAL HALL**

England & Wales - Charity number 524175

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# Accounts

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# **LISVANE MEMORIAL HALL CHARITY COMMISSION REPORT FOR THE YEAR 1 MARCH 2023 TO 29<sup>th</sup> FEBRUARY 2024**

LISVANE MEMORIAL HALL, HEOL-Y-DELYN, LISVANE, CARDIFF, CA14 0SQ

CHARITY NUMBER: 524175

TRUSTEES: Carol Helen Barrett - Secretary  
David Cann - Chair  
Susan Johnson - Treasurer  
Elizabeth Heaven  
Christine Ann Mahoney  
Frederich John Rhoden  
David Allan Tooke  
Chris Williams

Lisvane Memorial Hall (LMH), a permanent endowment made in 1947, is administered by a committee of Trustees (maximum number 12) who are elected annually at the Annual General Meeting. Any person, 18 years of age or above, who resides in the Ward of Lisvane, or a person associated with LMH and agreed by the Trustees to stand for election, can be elected as a Trustee. The Trustees' meet monthly, whenever possible, to administer the charity, which is for the purpose of physical and mental training and recreation and social, moral and intellectual development through the medium of reading and recreation rooms, library, lectures, classes, recreations and entertainments or otherwise as may be found expedient for the benefit of the inhabitants of the Ward of Lisvane in the City and County of Cardiff and its immediate vicinity, without distinction of sex or of political, religious or other opinions.

The financial year 1<sup>st</sup> March 2023 to 29<sup>th</sup> February 2024 saw the usage of LMH return to levels seen prior to the pandemic. There has been a significant increase in casual hires and most long-term regular hirers continue to use the facility. Although the hire rates are assessed by the Trustees twice a year, it has not been necessary to increase them in this financial year.

The exterior of LMH has been redecorated and the steel-framed windows of the Small Hall have been replaced with uPVC double glazing. There has been a successful bid for Section 106 funding from Cardiff County Council that has provided a grant of £80,000. The refurbishment of the Main Hall community kitchen and redecoration has been completed; and the provision of a new audio system in the Main Hall with a hearing loop, changes to the stage that will make it safer and improve the appearance of the front, and refitting of the

disabled toilet to provide dementia-friendly facilities will be completed by the end of 31<sup>st</sup> March 2025.

After this work is completed, the Trustees intend to fund further improvements to the Small Hall by refurbishing the community kitchen, providing more comfortable chairs and an audio-visual system with a hearing loop. There is also a desire to improve the Committee Room such that it can be used as a comfortable meeting space with modern facilities. The Trustees will also be looking for grants to help to improve the energy efficiency, working towards carbon neutrality in line with the Welsh Governments plan to reduce carbon emissions to zero by 2050. At present energy usage is being monitored so as to provide information to decide on the most appropriate renewable system.

Carol Barrett

Secretary

5<sup>th</sup> November 2024



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
LISVANE MEMORIAL HALL

On accounts for the year  
ended

29<sup>TH</sup> FEBRUARY 2024

Charity no  
(if any)

524175

Set out on pages

3 & 4

(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 29 / 02 / 2024.

Responsibilities and  
basis of report

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:

Date:

29/04/2024

Name:

David Ainsworth

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

Fellow Chartered Accountant, Institute of Chartered Accountants in England and Wales

Address:

14 Cotswold Avenue, Lisvane, Cardiff, CF14 0TA

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**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.**

No material matters of concern were identified during the examination.



## Lisvane Memorial Hall

### Financial Accounts

Year ended 29th February 2024

	2023-24 Full Year <i>Actual</i> £	2022-23 Full Year <i>Actual</i> £
Charitable Activities - Lettings	53,816.27	40,107.00
Other trading activities - Building Funds	644.10	390.00
Donations and legacies - Grant Income	250.00	-
<b>Total Receipts</b>	<b>54,710.37</b>	<b>40,497.00</b>
Booking & Advertising Costs	(421.66)	(557.26)
Utilities	(10,066.53)	(10,118.31)
Cleaning & Hygiene	(993.38)	(1,315.46)
Maintenance and Repair	(13,520.74)	(4,736.85)
Inspection & Protection	(2,171.02)	(788.94)
Insurance & Licences	(2,532.23)	(3,725.71)
Staff Costs	(11,340.00)	(10,112.00)
<b>Total Payments</b>	<b>(41,045.56)</b>	<b>(31,354.53)</b>
<b>Total Surplus</b>	<b>13,664.81</b>	<b>9,142.47</b>
<b>Beginning Bank Balances</b>	<b>35,147.16</b>	<b>26,004.69</b>
Total Cash Inflow / (Outflow)	13,664.81	9,142.47
<b>Closing Bank Balances</b>	<b>48,811.97</b>	<b>35,147.16</b>
<i>Of which: Restricted Funds</i>	250.00	-

Registered Charity Number:524175

**David Ainsworth**  
Independent Examiner  
29/04/2024



## Lisvane Memorial Hall

### Notes to the Accounts

Year ended 29th February 2024

	2023-24 YTD <i>Actual</i>	2022-23 YTD <i>Actual</i>
		£
Charitable Activities - Lettings	53,816.27	40,107.00
Receipts	2,144.10	1,390.00
Prizes	(1,500.00)	(1,000.00)
Other trading activities - Building Funds	644.10	390.00
Grants	250.00	0.00
Donations and legacies - Grant Income	250.00	0.00
<b>Total Receipts</b>	<b>54,710.37</b>	<b>40,497.00</b>
Hallmaster Booking System	(238.80)	(224.40)
Web Site	(182.86)	(332.86)
Booking & Advertising Costs	(421.66)	(557.26)
Waste and Water	(646.23)	(400.53)
Electricity	(4,759.50)	(3,832.83)
Gas	(3,980.09)	(4,796.23)
Rates	(749.00)	(352.50)
Swalec Credit	617.45	
Telephone & Broadband / Mobile	(549.16)	(582.54)
Mobile		(153.68)
Utilities	(10,066.53)	(10,118.31)
Caretaker & Cleaning		
PHS Hygiene	(993.38)	(643.74)
Covid Waste Bin Collection		(225.21)
Misc		(446.51)
Cleaning & Hygiene	(993.38)	(1,315.46)
Landscaping and Gardening Note B	(4,056.80)	(2,639.40)
Repairs and Renewals	(9,463.94)	(2,097.45)
Maintenance and Repair	(13,520.74)	(4,736.85)
Fire Protection		(178.50)
Electrical Inspection	(2,171.02)	(610.44)
Inspection & Protection	(2,171.02)	(788.94)
Music Licence	(521.68)	(1,618.36)
Insurance	(1,830.55)	(1,838.35)
Premises Licence	(180.00)	(269.00)
Insurance & Licences	(2,532.23)	(3,725.71)
Caretaker	(6,462.00)	(6,722.00)
Administrator	(4,878.00)	(3,390.00)
Staff Costs	(11,340.00)	(10,112.00)
<b>Total Payments</b>	<b>(41,045.56)</b>	<b>(31,354.53)</b>

Registered Charity Number:524175

**David Ainsworth**  
Independent Examiner  
29/04/2024

# Independent examiner's review of the 2023-24 accounts of Lisvane Memorial Hall (Charity no: 524175)

29 April 2024

To the Trustees of Lisvane Memorial Hall

I have reviewed the accounts for the period ended 29 February 2024. In doing so, I have agreed the opening and closing positions to the bank statements and have traced a sample of receipts and payments to backing documentation, and the bank account. I did not find any material matters of concern, and hence include, as attached, a clean report, alongside my presentation of the accounts for the period.

In terms of comparison to last year, I have seen a definitive improvement in the backing available for the non one-off hires via the new booking system, and this has definitely eased the process of review. The backup for expenses continued to be at a high standard (as it was last year).

I do note, however, that there were some small adjustments required, which I have made in my revised accounts, vs. the original accounts submitted to me, as summarised below:

## Account Presentation

- I have changed presentation of income to distinguish between Charitable Activities & Other Trading Activities. Other trading income includes Social Lotteries, whereas Charitable Activities include letting of non-investment property in furtherance of the charity's objects. Please see: [https://assets.publishing.service.gov.uk/media/5a7f7ff9e5274a2e8ab4c8c7/CC17b\\_completion\\_notes\\_new.pdf](https://assets.publishing.service.gov.uk/media/5a7f7ff9e5274a2e8ab4c8c7/CC17b_completion_notes_new.pdf).
- £250 grant was towards the repair of the Paxton Security System so should be reported as restricted funds. The income has also been split out on the face of the accounts that I have attached to my report.

## Amendment of Accounts

- Error of £24.60 re Cleaning that was reported in Repairs, has been corrected by Sue in final version.
- Expenses were showing as positive numbers on the face of the accounts. Adjusted so negative to match FY23 comparatives presentation. Has been corrected by Sue in final version.
- Formatting of the surplus cell needed to be changed to match previous year (numbers are underlined rather than cell being bordered).
- Typo in 2nd version of accounts sent to me where maintenance and repairs were stated as £135,220.74 - additional "2". This was amended by Sue in final version.

In addition, I have some control recommendations for the Trustees as follows:

- Although consistent with the prior period, given that Clare Cann, the administrator, is a direct relation of one of the Trustees, I would recommend that the other Trustees regularly review 1)

that the price charged is "arms length" and at a defensible market rate and 2) that the hours charged are reasonable for the work that she undertakes.

- There are no invoices for the one-off hires as they pay in advance. I would recommend invoices are produced and sent in order to evidence the transaction. The evidence provided to me for such hires was mainly email based.
- As noted last year, I would recommend the Trustees formalise their internal financial controls including their reserves policies, inline with the Charities Commission's guidance. I understand this is in progress as part of a move of the charity to a new CIO structure.

Lastly, there is one finding that I would recommend the Trustees follow up on:

- Rates invoice stated £513.60 but LMH only paid £513.00. No explanation was provided re the difference. Although small, I would recommend the underpayment is reported to the Council and resolved.

I would be delighted to discuss any of these issues/recommendations further, should you require.

Yours sincerely

A handwritten signature in black ink, appearing to read 'DAinsworth', written in a cursive style.

David Ainsworth MBA MA BFP FCA

**LISVANE MEMORIAL HALL**

England & Wales - Charity number 524175

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# Accounts

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# **LISVANE MEMORIAL HALL CHARITY COMMISSION REPORT FOR THE YEAR 1 MARCH 2022 TO 28<sup>th</sup> FEBRUARY 2023**

LISVANE MEMORIAL HALL, HEOL-Y-DELYN, LISVANE, CARDIFF, CR14 0SQ

CHARITY NUMBER: 524175

TRUSTEES: Carol Helen Barrett - Secretary  
David Cann - Chair  
Susan Johnson - Treasurer  
Frederich John Rhoden  
Chris Williams

Lisvane Memorial Hall (LMH), a permanent endowment made in 1947, is administered by a committee of Trustees (maximum number 12) who are elected annually at the Annual General Meeting. Any person, 18 years of age or above, who resides in the Parish of Lisvane, or a person associated with LMH and agreed by the Trustees to stand for election, can be elected as a Trustee. The Trustees' meet monthly whenever possible to administer the charity, which is for the purpose of physical and mental training and recreation and social, moral and intellectual development through the medium of reading and recreation rooms, library, lectures, classes, recreations and entertainments or otherwise as may be found expedient for the benefit of the inhabitants of the Parish of Lisvane in the County of Glamorgan and its immediate vicinity, without distinction of sex or of political, religious or other opinions.

The financial year 1<sup>st</sup> March 2022 to 28<sup>th</sup> February 2023 saw the usage of LMH return to levels seen prior to the pandemic. Some hirers were lost during the years of lockdown and recovery from the Covid 19 pandemic, but new groups have formed and now hire LMH for their activities alongside many of our previous hirers. A milestone was the return of the Lisvane Players, now in their 70<sup>th</sup> year, giving their first post-pandemic performance, which was very successful.

Running costs for the hall have increased significantly over the past financial year. LMH has suffered increased energy costs in line with all domestic and business users across the UK. After the previous Booking Secretary resigned due to the workload required for the role, the Trustees made the decision to employ the services of a Booking Secretary. This paid role is now providing a much smoother and responsive service and has been instrumental in the introduction of Hallmaster for invoicing regular users. It was with regret that the Trustees needed to increase charges for users of the hall in October 2022. Charges had remained

static for some years, and the increased costs meant that the long-term viability LMH would be in jeopardy if charges were not increased.

Necessarily, spend on general upkeep of the Halls has been kept to the minimum over the past year, focusing on safe operation of the heating systems and basic maintenance requirements but it is encouraging to see that the finances are now returning to a healthier position and the Trustees look forward to making improvements to the hall in the next year. There is already a project started to improve the Main Hall kitchen and to provide double glazing to the small hall, both of which may attract grant funding. There is also a desire to improve the Committee Room such that it can be used as a comfortable meeting space with modern facilities. The Trustees will also be looking at projects that will reduce energy costs and will work towards carbon neutrality in line with the Welsh Governments plan to reduce carbon emissions to zero by 2050.

It is hoped that new Trustees can be attracted to join the current ones to allow us to expand our commitment to LMH for future generations. To this end we will hold two open Trustee meetings in the next financial year, in October 2023 and March 2024 where interested parties are invited to attend, observe and ask questions when business is concluded. There is also an intention to revise the LMH constitution by converting it to a Charitable Incorporated Organisation (CIO) so that the potential financial liability of a Trustee is removed. This might encourage more trustees to come forward. Also, it will allow the inclusion of some financial controls. LMH is still subject to its original 1947 constitution that accompanied the endowment of the land to allow LMH to be constructed, and the world has changed enormously since then. We want to move our governance into the 2020s. We are grateful that our hirers usually pay promptly so that our cashflow is predictable. The Trustees now ensure that at least 6 months of expected expenditure is held in reserve.

Carol Barrett

Secretary

27<sup>th</sup> October 2023



**Lisvane Memorial Hall**  
**Financial Accounts**  
 Year ended 28th February 2023

	<b>2022-23</b> <b>Full Year</b> <b>Actual</b> <b>£</b>	<b>2021-22</b> <b>Full Year</b> <b>Actual</b> <b>£</b>
Lettings	40,107.00	21,127.00
Building Funds	390.00	610.00
<b>Total Receipts</b>	<b>40,497.00</b>	<b>21,737.00</b>
Booking & Advertising Costs	(3,947.26)	(224.00)
Utilities	(10,118.31)	(5,129.00)
Cleaning & Hygiene	(8,037.46)	(7,278.19)
Maintenance and Repair	(4,736.85)	(2,762.00)
Inspection & Protection	(788.94)	(139.00)
Insurance & Licences	(3,725.71)	(1,594.00)
<b>Total Payments</b>	<b>(31,354.53)</b>	<b>(17,126.19)</b>
<b>Total Surplus</b>	<b>9,142.47</b>	<b>4,610.81</b>
<b>Beginning Bank Balances</b>	<b>26,004.69</b>	<b>21,393.88</b>
Total Cash Inflow / (Outflow)	9,142.47	4,610.81
<b>Closing Bank Balances</b>	<b>35,147.16</b>	<b>26,004.69</b>
		<b>0.00</b>

Registered Charity Number:524175



**Lisvane Memorial Hall**  
**Notes to the Accounts**  
Year ended 28th February 2023

	2022-23 YTD Actual		2021-22 YTD Actual	
	£	£	£	£
Lettings		40,107.00		21,127.00
Receipts	1,390.00		1,560.00	
Prizes	(1,000.00)		(950.00)	
Building Fund		390.00		610.00
<b>Total Receipts</b>		<b>40,497.00</b>		<b>21,737.00</b>
Booking Secretary	(3,390.00)		0.00	
Hallmaster Booking System	(224.40)		(224.00)	
Web Site	(332.86)		0.00	
Booking & Advertising Costs		(3,947.26)		(224.00)
Waste and Water	(400.53)		(338.00)	
Electricity	(3,832.83)		(1,378.00)	
Gas	(4,796.23)		(2,773.00)	
Rates	(352.50)		0.00	
Telephone & Broadband / Mobile	(582.54)		(640.00)	
Mobile	(153.68)		0.00	
Utilities		(10,118.31)		(5,129.00)
Caretaker & Cleaning	(6,722.00)		(5,536.00)	
PHS Hygiene	(643.74)		(1,135.00)	
Covid Waste Bin Collection	(225.21)		0.00	
Misc	(446.51)		(607.19)	
Cleaning & Hygiene		(8,037.46)		(7,278.19)
Landscaping and Gardening Note B	(2,639.40)		(2,095.00)	
Repairs and Renewals	(2,097.45)		(667.00)	
Maintenance and Repair		(4,736.85)		(2,762.00)
Fire Protection	(178.50)		(139.00)	
Electrical Inspection	(610.44)		0.00	
Inspection & Protection		(788.94)		(139.00)
Music Licence	(1,618.36)		0.00	
Insurance	(1,838.35)		(1,594.00)	
Premises Licence	(269.00)		0.00	
Insurance & Licences		(3,725.71)		(1,594.00)
<b>Total Payments</b>		<b>(31,354.53)</b>		<b>(17,126.19)</b>

Registered Charity Number:524175



Section A Independent Examiner's Report

Report to the trustees	Charity Name LISVANE MEMORIAL HALL		
On accounts for the year ended	28 <sup>TH</sup> FEBRUARY 2023	Charity no (if any)	524175
Set out on pages	3 & 4 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 28 / 02 / 2023.

Responsibilities and basis of report

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").

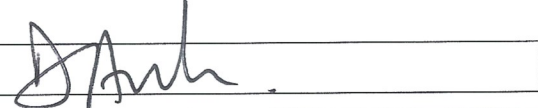
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:  Date: 23/04/2023

Name: David Ainsworth

Relevant professional qualification(s) or body (if any): Fellow Chartered Accountant, Institute of Chartered Accountants in England and Wales

Address: 14 Cotswold Avenue, Lisvane, Cardiff, CF14 0TA

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**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.**

No material matters of concern were identified during the examination.



**Lisvane Memorial Hall**  
**Financial Accounts**  
 Year ended 28th February 2023

	<b>2022-23</b>	<b>2021-22</b>
	<b>Full Year</b>	<b>Full Year</b>
	<b>Actual</b>	<b>Actual</b>
	<b>£</b>	<b>£</b>
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Registered Charity Number:524175

**David Ainsworth**  
 Independent Examiner  
 23/04/2023



## Lisvane Memorial Hall

### Notes to the Accounts

Year ended 28th February 2023

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	YTD		YTD	
	Actual		Actual	
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Registered Charity Number:524175

David Ainsworth  
Independent Examiner  
23/04/2023