

LISVANE MEMORIAL HALL CHARITY COMMISSION REPORT FOR THE YEAR 1 MARCH 2022 TO 28th 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 1st March 2022 to 28th 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 70th 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.

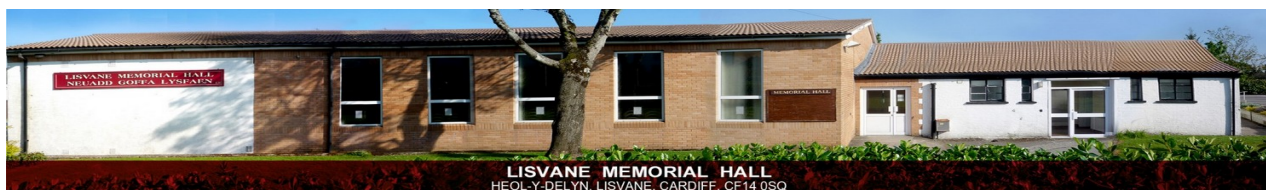
Necessarily, spend on general upkeep of the Halls has been kept to the minimum over the past year, focusing on safe operation of the heating systems and basic maintenance requirements but it is encouraging to see that the finances are now returning to a healthier position and the Trustees look forward 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

27th October 2023



Lisvane Memorial Hall

Financial Accounts

Year ended 28th February 2023

	2022-23 Full Year <i>Actual</i> £	2021-22 Full Year <i>Actual</i> £
Lettings	40,107.00	21,127.00
Building Funds	390.00	610.00
Total Receipts	40,497.00	21,737.00
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)
Total Payments	(31,354.53)	(17,126.19)
Total Surplus	9,142.47	4,610.81
Beginning Bank Balances	26,004.69	21,393.88
Total Cash Inflow / (Outflow)	9,142.47	4,610.81
Closing Bank Balances	35,147.16	26,004.69
		0.00

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
Total Receipts		40,497.00		21,737.00
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)
Total Payments		(31,354.53)		(17,126.19)

Registered Charity Number:524175



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
LISVANE MEMORIAL HALL

On accounts for the year ended

28TH FEBRUARY 2023

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 / 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

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

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David Ainsworth
Independent Examiner
23/04/2023

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