

St Edward's Hall

Registered Charity No. 295660

Annual Report to the Trustees of St Edward's Hall, prepared by Andrew Eastabrook, Chairman

Following the AGM of 2019 the Hall was extensively booked with a large variety of groups and organizations and the way ahead seemed to be a steady process of more of the same. The Users of the Hall were:

Stow Craft Fayre
Creators of Craft
Clothing Sale
Three Shires Craft
Manteaux
Stow Civic Society
Teak Garden Furniture
Kates Quiz Night
Juliet Robbins
Sheila Price Dance
Cotswold Baby Ballet

In January 2020 the first rumblings of the COVID-19 pandemic were felt and by March the entire country was in lockdown. All activities in the Hall were cancelled and effectively the Hall put in mothballs. No further activities have taken place since then apart from minimal cleaning and administrative checks. Happily, the Government provided an emergency grant of £10,000 which has protected the Hall's finances and, as can be seen in the Treasurer's Report, the Hall's finances are remarkably healthy considering the circumstances generally. The Trustees have determined that the Hall is to be re-opened, provided there is not a second wave of infection, on 1st October and this will only be done on the strict assurance by each Hirer that they take full responsibility for the activity taking place in the Hall. The Trustees are responsible for the provision of a building in which an activity can take place; they are not responsible for the way in which activity is carried out.

It is with regret that the resignation of the Administrator, Dawn Fox was accepted and I take this opportunity to thank Dawn for her hard work in the particularly trying circumstances of the COVID pandemic and in being "shielded" therein. On a pro-tem basis Mrs Delyth Eastabrook has taken over as Administrator whilst a permanent replacement is sought.

Against the background of the pandemic the Hall is in a good condition with a long list of potential returning Hirers and healthy finances. Future activities planned involve some remodelling of the toilets, the possibility of bringing the attic floor or at least part of it back into more regular use and the potential provision of electric car charging points for the use of visitors to Stow on the Wold subject to further discussions with the Town Council and other Stakeholders.

It is therefore with the hope that the Hall can resume its normal activities in a COVID free World that I present this report.

Andrew Eastabrook
Chairman of the Trustees

ST EDWARDS HALL

Registered Charity No 295560

TRUSTEES' ANNUAL REPORT

and

ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2019

**St Edwards Hall
Stow on the Wold
Cheltenham
Gloucestershire
GL54 1AF**

St Edwards Hall
Registered Charity No 295560
Report of the Committee of Management for the year ended 31 December 2019

Members of the office during the year were:

Elected Members:

Ms B Banning (Chairperson until retirement on 29th August 2019)
Mr A Eastabrook (Secretary until appointed Chairperson on 29th August 2019)
Mr T Norris (Deputy Chairperson until 29th August 2019)
***Mr Alex Clayton (Appointed Secretary on 29th August 2019)
Mr S Hills
Mrs J Turner
*Mrs A Edwards
*Mrs J Norris (Appointed Deputy Chair on 29th August 2019)

Representative Members:

Mr D Magson (PCC of the Parish of Stow on the Wold)
**Mr M Curtis / Mrs L Rixon (Representing Stow Town Council)

Co-opt Members:

*Mrs J Norris
***Mr A Clayton

Treasurer

****Ms Banning

Administrator Services:

*****Mr J Black
***** Mrs Dawn Fox.

Cleaner Services:

Cotswold Housekeeping Limited

*Mrs A Edwards retired from the committee on emigrating to USA in April 2019 and Mrs J Norris has taken her place as a Trustee from her co-op position until she was appointed a Trustee at the AGM, as per the Halls Scheme rules.

**The Town Council changed their representative from Mr Curtis to Mrs L Rixon on 3 July 2019.

***Mr A Clayton was co-opted on to the committee at the meeting on 3 July 2019 until his appointment as Trustee at the AGM when he took on the role as Secretary.

****Mr M Mosley retired on 31 December 2017 as treasurer and Ms Banning who was covering the role was appointed to the role as she is retired as Chair on 29 August 2019 at the AGM as per the Halls Scheme rules.

*****Mr Black's services were concluded with on 20 June 2019 and a new Administrator, Mrs Dawn Fox was appointed.

Objects

"The provision and maintenance of a village hall for the use of the inhabitants of Stow on the Wold and the neighbourhood thereof – without distinction of political, religious, or other opinions –including the use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupations, with the object of improving the conditions of life for the said inhabitants."

St Edwards Hall

Registered Charity No 295560

Report of the Committee of Management for the year ended 31 December 2019

Annual Report to the Trustees of St Edward's Hall, prepared by Andrew Eastabrook, Chairman, appointed 1 January 2020.

Following the AGM of 2019 the Hall was extensively booked with a large variety of groups and organizations and the way ahead seemed to be a steady process of more of the same. The Users of the Hall were:

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It is therefore with the hope that the Hall can resume its normal activities in a COVID free world that I present this report.

The Committee has approved this report

Signed - Chairperson: *Mr A Eastabrook*

Date:

For and on behalf of the Trustees of St Edwards Hall

St Edwards Hall
Registered Charity No 295560

Independent Examiner's Report to the Trustees

Accounts for the Year Ended 31 December 2019

Respective responsibilities of trustees and examiner.

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirements of section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent examiner's report.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking an explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement.

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements

to keep accounting records in accordance with section 41 of the Act. and

to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met.

Signed:

Date:

Mark Godfrey MAAT
For and on behalf of William Hinton Limited

Ross House
The Square
Stow on the Wold
Cheltenham
Gloucestershire
GL54 1AF

St Edwards Hall

Statement of Financial Activities for the Year ended 31 December 2019

Income and Expenditure Account

	Notes	2019 £	2018 £
Income			
Direct charges for hall hire	2	27,391	30,500
Grants and donations	3	-	6,196
Investment income	4	201	165
Sundry income		-	-
Total Income		<u>27,592</u>	<u>36,861</u>
Expenditure			
Wages and salaries		5,829	7,650
Heat, light and water		2,858	2,762
Repairs and renewals		4,645	36,513
Cleaning and supplies		631	147
Insurances and licences		1,775	1,708
Lift maintenance		473	3,273
Sundries		947	2,674
Car park		-	-
External repairs		-	136
Security systems		862	359
Computer and Internet		1,478	-
Total Expenditure		<u>19,496</u>	<u>55,222</u>
Net Income/Deficit for the Year		<u>8,096</u>	<u>(18,361)</u>

St Edwards Hall

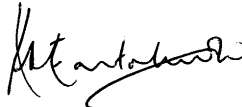
Balance Sheet as at 31 December 2019

	Notes	2019 £	2018 £
Current Assets			
COIF Charities Deposit Fund accounts		40,575	32,373
Bank accounts		7,405	7,511
Total Current Assets		<u>47,980</u>	<u>39,884</u>

The Funds of the Charity:

Income Funds

General Fund	39,884	58,245
Surplus/(deficit) for the year	8,096	(18,361)
Total Charity Funds	<u>47,980</u>	<u>39,884</u>



Signed - Chairperson: *Mr A Eastabrook*

Date : 02 - 09 - 2020

For and on behalf of the Trustees of the Charity

St Edwards Hall

Notes to the Accounts for the Year ended 31 December 2019

1. Accounting Policies

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards, the Statement of Recommended Practice (Accounting and Reporting by Charities) 2005 and the Charities Act 1993 Part VI.

There have been no changes to the accounting policies (valuation rules and methods of accounting) since last year.

No changes have been made to the accounts for previous years.

	2019 £	2018 £
2. Direct Charges for Hall Hire		
Lettings		
Art, charity and local events	332	166
Dance and keep fit	8,069	12,369
NHS	800	-
Table top sales	12,440	12,465
Car parking	5,750	5,500
	<u>27,391</u>	<u>30,500</u>
3. Grants and Donations		
General donations	-	20
Grants received	-	6,176
Gift Aid tax recoverable	-	-
	<u>-</u>	<u>6,196</u>
4. Investment Income		
COIF Charities Deposit Funds:	201	165
	<u>201</u>	<u>165</u>
5. Trustees' Remuneration		
No benefits or remuneration were paid or are payable out of the funds of the charity directly or indirectly to any Trustee.	<u>-</u>	<u>-</u>
6. Related Party Transactions		
No benefits or remuneration were paid or are payable out of the funds of the charity directly or indirectly to any related party of any Trustee.	<u>-</u>	<u>-</u>
7. Trustees' Expenses		
Expenses incurred on behalf of the charity by certain Trustees amounting in total to the amount shown were reimbursed during the year.	<u>-</u>	<u>-</u>