



Trustees' Annual Report for the period

	Period start date				Period end date		
	01	July	2019		30	June	2020
From				To			

Section A

Reference and administration details

Charity name

Summerheath Hall

Other names charity is known by

Registered charity number (if any) 305237

Charity's principal address

Summerheath Road

Hailsham

East Sussex

Postcode

BN27 3DR

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	Douglas James Morgan	Chair		Hailsham Theatres
2	Norman John Harris			Hailsham Harriers
3	Valerie Joy Elsbury			Summerfield Nursery
4	Bridget Helen Pinkney			
5	Janet Prudence Cross			
6	Adam Field			
7	Stephen Paul Willingham		11 October 2019 -	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Official Custodian for Charities	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
<p>Names of the charity trustees who manage the charity</p>																																																																																																			

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Conveyance dated 2 September 1959 of Summerheath Hall as amended by Order dated 2 August 2007
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	One representative requested from each regular hirer One representative requested from Hailsham Town Council The committee also co-opts additional members to fill vacancies

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

		8
		9
		10
		11
		12
		13
		14
		15
		16
		17
		18
		19
		20

Summary of the objects of the charity set out in its governing document

The Hall is held on trust for the purposes of a Village Hall for the use of the inhabitants of Hailsham and the neighbourhood without distinction of sex or of political religious or other opinions and in particular for use for meetings lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

We confirm that the trustees have had regard to the guidance issued by the Charity Commission on public benefit, and in particular the Commission's publications PB1/2/3 dated September 2013.

The Hall is used by local residents for many different types of activity. For example, regular hirers include a Theatre group; several different styles of Dance group; as well as different Fitness disciplines. We also house a thriving pre-school group, Summerfields Nursery. Spare capacity has been used by taking bookings for one off events such as children's birthday parties.

Towards the end of our financial year our bookings were severely curtailed by the introduction of the Covid-19 regulations although these were subsequently relaxed in stages. We hope that this relaxation will continue in the coming months to allow us to resume a more normal hiring pattern.

To ensure that we can keep our occupancy rates as high as possible, we charge an hourly rate for the use of the Hall and allow hires for as little as two hours. We are aware that other similar venues charge a flat rate for a full morning/afternoon/evening hire, which means that our hirers can pay a lower charge for their use of the Hall, though we remain conscious of the need to cover our current costs as well as planning for the future.

We review our hiring rates at least annually to ensure that we can cover our regular outgoings, plus build up a Reserve for future major works.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Committee is always aware that potential hirers have a wide range of other venues available to them in the local area. Our objective is to maximise our occupancy and to achieve this we review our charges regularly to ensure that these are kept as low as possible whilst covering our costs. We estimate that our large hall had a 71% occupancy rate, whilst that for the small hall was 90% before the Covid-19 regulations prevented us from making our Hall available.

Details of any funds materially in deficit:

We have no funds in deficit.

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In 2014 the Hall trustees embarked on a multi-phase programme of renovations. This is intended to upgrade our facilities to provide a modern environment for all our users. This will be funded from our own resources wherever possible.


In the year covered by this Report we updated our electrical system at a cost of £1,275 and spent £705 on matchboarding to protect the walls in our main hall.

Section E Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	
Full name(s)	Debbie Jane Morris
Position (eg Secretary, Chair, etc)	Chairman
Date	13 MARCH 2021

Section E

Financial review

Brief statement of the charity's policy on reserves

For the last thirteen years we have had a formal reserves policy in which we initially put aside £1,000 to cover unforeseen expenditure such as structural repairs to our main building which is now over seventy years old, as well as a hedge against reductions in income. This was augmented by transfers from income of a minimum of £150 per month and is subject to periodic reviews. Our current reserve remains at £8,000 and the Trustees will continue to balance the need to plan for the future, as well as meeting the needs of the present.

In this we acknowledge the receipt of State support in the form of a £10,000 Covid-19 Business Support Grant as well as funding from the Coronavirus Job Retention Scheme.

Details of any funds materially in deficit

We have no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In 2014 the Hall trustees embarked on a multiphase programme of renovations. This is intended to upgrade our facilities to provide a modern environment for all our users. This will be funded from our own resources wherever possible.

In the year covered by this Report we updated our electrical system at a cost of £1,275 and spent £705 on matchboarding to protect the walls in our main hall.

Section F

Other optional information

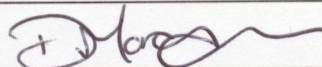
Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



N.J. Harris

Full name(s)

DOUGLAS JAMES MACNAM

NORMAN JOHN HARRIS

Position (eg Secretary, Chair, etc)

CHAIRMAN

VICE CHAIR

Date

13 MARCH 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Summerheath Hall

No (if any)
305237

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jul-19

To

Period end date
30-Jun-20

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					
Letting	22,404	-	-	22,404	30,072
Interest on deposits	35	-	-	35	41
Grant Received	10,500	-	-	10,500	500
Compensation payments	200	-	-	200	-
CJRS payments	953	-	-	953	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	34,092	-	-	34,092	30,613
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,092	-	-	34,092	30,613
A3 Payments					
Staff Costs	9,892	-	-	9,892	9,990
Insurance	1,617	-	-	1,617	1,645
Energy	3,024	-	-	3,024	2,955
Rates and Waste Removal	3,605	-	-	3,605	3,568
Printing, postage and telephones	574	-	-	574	768
Licences and Subscriptions	645	-	-	645	643
Improvements and Maintenance	7,707	-	-	7,707	9,962
Accounting Expenses	390	-	-	390	390
	-	-	-	-	-
Sub total	27,454	-	-	27,454	29,921
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	27,454	-	-	27,454	29,921
Net of receipts/(payments)	6,638	-	-	6,638	692
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	12,149	-	-	12,149	11,457
Cash funds this year end	18,787	-	-	18,787	12,149

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 Bank plc	17,718	-	-
	COIF Charities Deposit Fund	1,012	-	-
	Petty Cash	57	-	-
	Total cash funds	18,787	-	-
(agree balances with receipts and payments account(s))		OK	OK	OK

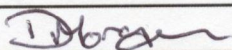
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Summerheath Hall, Hailsham	Functional asset	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	DOUGLAS MORGAN	13/03/21
N. J. Hain	NORMAN HARRIS	13/03/21



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Summerheath Hall

On accounts for the year
ended

30 June 2020

Charity no
(if any)

305237

Set out on pages

One and Two-----

(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 30 June 2020.

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:

Date:

08/02/2021

Name:

Samuel Chown

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

FCCA

Address:

Watson Associates

30-34 North Street

Hailsham, East Sussex, BN27 1DW

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.

(The following text is mirrored from the reverse side of the page and is not intended to be read here. It is provided for reference only.)

Report to the trustees
members of
Sumner Health Hall

On accounts for the year ended
30 June 2020

Set out on pages
One and Two

Responsibilities and basis of report
2011 (the Act)

Independent examiner's statement

I report in respect of my examination of the Trust's accounts dated out under section 45 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 148(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (as defined in section 148(5)(b) of the Act) in connection with the examination which gives me cause to believe that in any material respect:

- the accounts do not accord with the accounting records
- the accounting records were not kept in accordance with section 130 of the Act or

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.

Signature: *Samuel Crown*

Name: Samuel Crown

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

Address: Watson Associates
30-34 North Street
Hailsham, East Sussex, BN27 1DW

Date: 08/05/2021