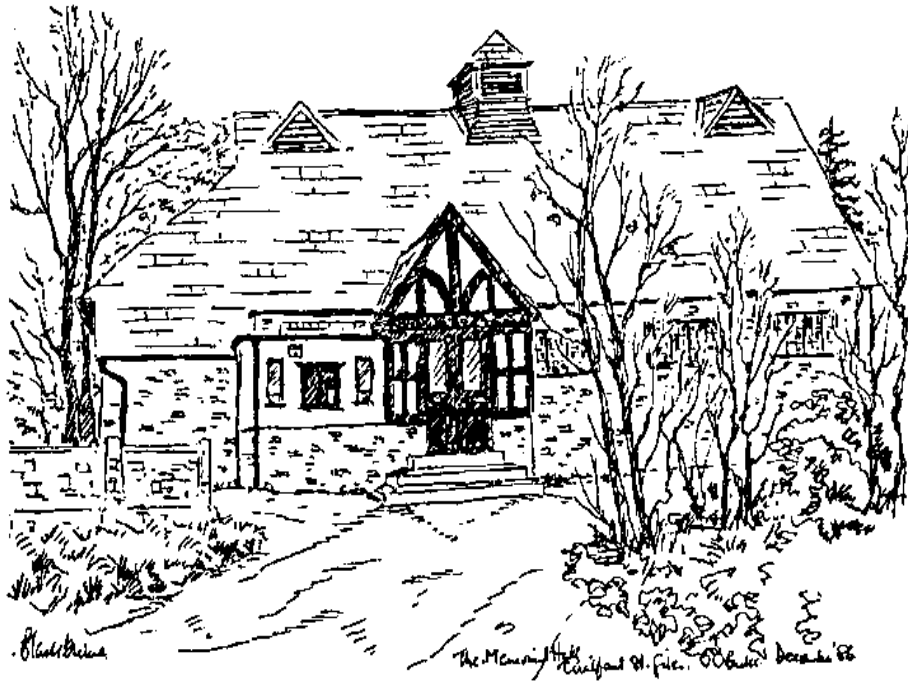


CHALFONT ST GILES MEMORIAL HALL



TRUSTEES REPORT and ACCOUNTS

**for the year ended
31st December 2022**

Charity No. 1163859

CHALFONT ST GILES MEMORIAL HALL

School Lane, Chalfont St. Giles, Bucks, HP8 4JJ

Legal and Administrative Information

Chalfont St. Giles Memorial Hall is a foundation charitable incorporated organisation.
Charity No. 1163859 – Registered on 6 October 2015

Trustees -

Mr. A.J. Hoare	Chairman/Fund Raising Co-ordinator
Miss K. Martin	Deputy Chairman
Mr. K. Huxham	Hon. Secretary
Mr. A. Penson	Hon. Treasurer
Mr. I. A. Johnson	
Mr. G. Jackson	
Dr. R. Perkins	
Ms. C. Santry	
Mr. S. Whitehurst	

Booking Secretary

Mr. D. Howkins
memorialhallbookings@gmail.com

Independent Examiner -

Mr. M.J. Bedford
Retired Chartered Accountant
10 The Brow
Chalfont St Giles
HP8 4JD

Bankers -

Lloyds Bank plc
Buckinghamshire Building Society, Chalfont St. Giles,

Chalfont St Giles Memorial Hall

Trustees Report for the year ended 31 December 2022

Introduction

The Trustees present their report and accounts for the year ended 31st December 2022 together with the report of the Independent Examiner.

The Chalfont St. Giles Memorial Hall was funded by public subscription from 1919 and constructed in 1923 as a memorial to servicemen from the village, who lost their lives in the Great War. The hall was extended in 1999/2000 with the benefit of some restricted fund donations.

This current incorporated charity was formed in 2015. Previously the Hall was run as an unincorporated charity with the same name and with the same objectives.

Objects of the Charity

The Memorial Hall is operated for "the use of the inhabitants of the Parish of Chalfont St. Giles or within one mile of the Memorial Hall without distinction of political, religious or other opinions, including use for:

- a) Meetings, lectures and classes
- b) Other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants."

Organisational Structure

The activities of the Charity are governed by the Trustees (The Committee) who normally meet six times during the year. Day to day management is delegated to the officers who report progress to each Trustee meeting. Trustees are elected at the Annual General Meeting (AGM) and include representatives of regular user groups of the Hall and, from time to time, from the Parish Council. Vacancies are filled by co-option during the year. None of the Trustees has any beneficial interest in the charity nor do they receive any remuneration. The trustees are closely involved in the operation and maintenance of the Hall.

The Trustees take into account the Charity Commission's guidance on public benefit when carrying out their duties.

Trustee Investment Powers

The Trustees have powers to invest monies not immediately required in accordance with the Trustee Act 2000. It is not the policy to invest long term. Funds held on deposit are regularly monitored.

Review of Activities

The Hall is the largest in Chalfont St. Giles and is hired for a variety of activities including drama, public meetings and a range of social and leisure events. After two disrupted years of the pandemic, 2022 has been a return to a more normal year. Once again, the Hall has been used most days of the year. The Infant School uses the Hall for various school activities, including notably for school lunches.

Receipts from hall hire were up in 2022 by over £4,500 (just over 50%). The number of bookings increased to 47 from 27 in 2021. There were thirteen family/children's parties and private events in 2022. This is a remarkable "bounce-back" from 2021, when there was only one. We certainly hope that these one-off bookings will continue at the same level in 2023 for the benefit and enjoyment of the people of Chalfont St Giles.

Our regular fundraisers have continued to organise events as best as possible. The Lottery had a very successful year with an increase in subscribers and once again it was possible to organise two Quiz Nights. The most popular event is the Open Gardens Day every two years. This will be held again in 2023. As usual we must thank the fundraising team for their unstinting support.

The Hall again benefitted from much appreciated grants from Buckinghamshire Council totalling £2,667 to help mitigate disruption from the pandemic.

School Lane, Chalfont St. Giles, Bucks, HP8 4JJ
Charity No. 1163859

Chalfont St Giles Memorial Hall

Trustees Report for the year ended 31 December 2022 - continued

Overall expenditure was down by 19% on 2021. Most of this reduction arose from much lower repairs and maintenance expenditure. There was an increase of over £1,000 (+17%) in cleaning expenditure. This had been much reduced in 2021 during periods of closure. Energy and utility costs were also up 26% for the same reason. There were many fewer one-off items in repairs and maintenance expenses, so there was a reduction of over £9,000 (50%+) by comparison with 2021.

The full impact of increased energy prices will hit the Hall's accounts in 2023. It seems likely that the annual increase will be over £7,500, such that electricity for heating will be by far the most significant annual cost.

Total receipts less total payments for 2022 were an inflow of £4,313. Cash funds at the year-end were £60,827.

Reserves Policy

It is the trustees' policy to try to maintain at least a year's running costs in unrestricted cash reserves. The trustees are satisfied that unrestricted reserves at the year-end would cover more than a year's running costs.

In 2023 we expect to have a £7,500 per annum increase in energy costs.

The reserves policy is also intended to ensure that the charity can cope with occasional significant items of expenditure to maintain or upgrade the Hall. There are two particular examples of possible such expenditure, which the trustees have discussed, they are:

Replacement of suspended wooden floor ----- £20,000

Replacement of parts for air source heat pump---£12,500

Risk Factors

The Trustees assess the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to them. Insurance covers employers, public and product liability, personal accident, and trustees' indemnity as well as buildings and contents.

Volunteers and staff

Members of the Committee and the fund-raising group assist with various administrative and practical matters during the year. These services are greatly appreciated as is the contribution of other volunteers who provide services to the Hall.

Independent Examiner

Mr. M.J. Bedford has indicated that he is willing to continue in office.

Statement of Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- state whether the policies adopted are in accordance with the regulations and Charity Commission guidance.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud or other irregularities.

Approval

This report has been approved by the Trustees and signed on their behalf.

A.J.Hoare
Chairman
24th March 2023



School Lane, Chalfont St. Giles, Bucks, HP8 4JJ
Charity No. 1163859

Chalfont St Giles Memorial Hall Independent Examiner's Report on the Accounts

I report to the Trustees on my examination of the accounts of the Chalfont St Giles Memorial Hall (Charity No. 1163859) for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity 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 Memorial Hall's accounts carried out under section 145 of the 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 giving me cause to believe that in, any material respect:

1. accounting records were not kept in accordance with section 130 of the Act; or
2. 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.

Signed



Mr. M.J. Bedford
Retired Chartered Accountant
10 The Brow
Chalfont St Giles
HP8 4JD

27th March 2023

Chalfont St Giles Memorial Hall

Receipts and Payments
For the year ended 31 December 2022

2021 £		2022 £
	Receipts	
9,192	Hire of Hall	13,839
8,408	School	7,843
2,000	Snooker Club	1,500
8,821	Fund Raising (net)	6,192
16,907	Council Grants	2,667
156	Donations	
58	Interest	34
<u>45,542</u>	Total Receipts	<u>32,075</u>
	Payments	
6,133	Cleaning/Caretaking	7,166
3,052	Gas/Water/Electricity	3,858
3,069	Insurance	3,445
1,705	Gardening	1,427
3,123	Administration/Sundries	3,509
17,365	Repairs/Renewals	8,357
<u>34,447</u>	Total Payments	<u>27,762</u>
11,095	Receipts less (payments)	4,313
45,419	Cash Funds on 1 January	56,514
<u>56,514</u>	Cash Funds on 31 December	<u>60,827</u>

Chalfont St Giles Memorial Hall
Statement of Assets and Liabilities
at 31 December 2022

2021 £			2022 £
	Cash Funds		
40,057		Building Society	45,057
<u>16,457</u>		Banks	<u>15,770</u>
<u>56,514</u>			<u>60,827</u>
	Unrestricted Funds		
<u>56,514</u>		General Purposes	<u>60,827</u>
	Fixed Assets at cost (note 4)		
2,300		Land and buildings	2,300
<u>182,488</u>		Extensions	<u>182,488</u>
<u>184,788</u>			<u>184,788</u>
	Restricted Funds		
<u>184,788</u>		Fixed Assets	<u>184,788</u>

Restricted funds have been established specifically in connection with the premises including extensions.

Signed on behalf of the trustees:



Chairman



Treasurer

24th March 2023

Chalfont St Giles Memorial Hall

Notes to the Accounts for the year ended 31 December 2022

1. Accounting policy

These Accounts have been prepared on the receipts and payments basis in accordance with the Charities Act 2011 and the Charity Commission's guidance for preparing receipts and payments accounts.

2. Fundraising

2021 Net £		Income £	Costs/Prizes £	2022 Net £
4,388	"Open Gardens" day	-	-	-
648	Quiz Nights	3,489	1,529	1,960
3,785	Lottery	5,484	1,252	4,232
<u>8,821</u>		<u>8,973</u>	<u>2,781</u>	<u>6,192</u>

3. Expenditure

The largest recurring expense category and one that fluctuates from year to year is repairs / renewals.

This can be analysed as follows:

Repairs

2021 £		2022 £
2,870	Building repair work	3,750
3,025	Other general maintenance	3,407
	Tree surgeon work	1,200
4,141	Special floor treatment/repairs	-
3,075	LED lighting for upper car park	-
4,254	Staging and stage curtains	-
<u>17,365</u>		<u>8,357</u>

4. Fixed Assets

Land and Buildings are shown at original cost in 1923 of £2,300 and Extensions at cost in 1999/2000 of £182,488.

The building was professionally valued in October 2020 by Roger Falcon MRICS FCIoB of Josling & Hamlyn of Amersham, who assessed a reinstatement value at £2.11m + VAT. On this basis the Hall is insured for £2.84m on an index linked basis.

5. Secured debts and guarantees

The charity has no secured debts and has not provided any guarantees.