## PEACE MEMORIAL HALL – HERSTMONCEUX (RCN305254) TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022

The Trustees present their Annual Report with the Audited Accounts for the year ended 31 December 2022

## Background/History

Peace Memorial Hall – Herstmonceux (more commonly known as Herstmonceux Village Hall) operates under a scheme dated 1st October 1948 as varied by a scheme of the Charity Commissioners dated 15th April 1996 and is registered with the Charity Commission under number 305254.

## **Principal Objects**

These remain the same as set out in the Charity Commission records and the Trustees ensure that these objects are adhered to in the running and management of the Hall.

### Review 1.1.2022 to 31.12.2022

The Hall is heavily used by Parishioners and residents in the locality of Herstmonceux Parish, the village Pre-school playgroup, Women's Institute, Herstmonceux Amateur Theatrical Society, Under 5's group, meetings of Parish Council, Free Church events, Parish Church events, several dance and fitness groups and used for wedding receptions, funeral teas and parties for young children. As the Covid 19 rules have been removed the Hall has returned gradually to a pre-covid use and operation. The Hall has been maintained and operated by the Management Committee who have worked to ensure that the Hall remains so far as possible Covid safe. The Hall was grateful to receive Grants totalling £2667.00. The Hall has benefited for part of the year by rent allowances from Herstmonceux Parish Council. The Hall has purchased new chairs and reviewed and ensured that all rules and regulations and operating procedure and certificates have been obtained. There have been ongoing surveys on the state and condition of the building which will result in roof tile replacement under guarantee. The electricity increased cost crisis has been dealt with by the fact that a three year guaranteed unit cost was agreed before the onset of crisis and by Hall hirers being very good at turning off heaters at end of hire.

#### Financial Review

The accounts detail the fact that the Hall income has increased from £20936.00 to £37186.18 (which includes the grant of £2667.00). The expenditure was in 2021 £26,454.62 but has now risen to £38079.04. This sum does however include the cost of the new chairs (£1906.20) and a new office computer (£1156.43).

The Winter period, where heating costs are high and the Hall has to stay open for the Preschool and other essential services, has not passed. There have been increases in hire charges to cover some of the shortfall.

The Hall bankers are HSBC Bank plc.

Dated and signed:

C J Thompson -Chair

30/10/2023

# Independent Examiner's Report To the Committee of Herstmonceux Village Hall

This report on the accounts for the year ended 31<sup>st</sup> December 2022, which are set out on pages 1 to 3, is in respect of an examination carried out in accordance with s.145 of the Charities Act 2011 Act).

#### Respective responsibilities of the Committee and the examiner:

As members you are responsible for the preparation of the accounts: you consider the audit requirement of the Regulations and section 145 (5)(b) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations.

### Basis of this report:

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 (5)(b) of the Act. That examination includes a review of the accounting records kept by the committee and the comparison of those accounts with those explanations from you as committee members 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 in the accounts.

#### Independent examiner's statement:

In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that in any material respect the requirements.
  - A). to keep accounting records in accordance with section 130 of the Act and
  - B). to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met, or
- (2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts reached.

Andrew Phillips

Wilson Phillips

Hughenden, West End

Herstmonceux

East Sussex BN27 4NL

Date

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Approved and adopted by the Committee on the \_\_

50/10

2023

Chairman

Table 1

village hall  cash balances  at 31ST 2022  DECEMBER  2021 2022  assoc bank plc hailsham 36,530.71 35663.94  add credit not on statement 35836.94  ess uncleared effects 1,272.04 1471.13  balances 35,258.67 34365.81	Maria Sanara da Albara da Albara					
at 31ST DECEMBER  2021  2022  hsbc bank plc hailsham  36,530.71  35663.94  add credit not on statement  173,00  less uncleared effects  1,272.04  1471.13  balances  35,258.67  34365.81  RECONCILIATION  START OF  END OF  SURPLUS/ DEFICIT  INCOME-hire fees  2022  £ 34,519.18  GRANTS  2022  £ 34,519.18  EXPENDITURE  2022  £ 37,186.18  EXPENDITURE  2022  £ 37,186.18  EXPENDITURE  2022  £ 38,079.04	herstmonceux village hall					
DECEMBER   2021   2022   2022   2022   2022   2023   2024   202	cash balances					
hebc bank pic hailsham  36,530.71  35663.94  add credit not on statement  173.00  35836.94  less uncleared effects  1,272.04  1471.13  balances  35,258.67  34365.81  RECONCILIATION  START OF  2022  £  34,365.81  SURPLUS/  BRANTS  2022  £  34,519.18  EXPENDITURE  2022  £  37,186.18  EXPENDITURE  2022  £  38,079.04  SURPLUS/  E  892.86		2022		,		
add credit not on statement    173,00			2021		2022	
Statement   Stat	hsbc bank plc hailsham		36,530.71		35663.94	
less uncleared effects					173.00	
balances 35.258.67 34965.81  RECONCILIATION START OF 2022 £ 35,258.67  END OF 2022 £ 34,365.81  SURPLUS/ DEFICIT  INCOME-hire fees 2022 £ 34,519.18  GRANTS 2022 £ 2,667.00  2022 Total £ 37,186.18  EXPENDITURE 2022 £ 38,079.04					35836.94	
RECONCILIATION START OF 2022 £ 35,258.67  END OF 2022 £ 34.365.81  SURPLUS! DEFICIT  INCOME-hire fees 2022 £ 34,519.18  GRANTS 2022 £ 2.667.00  2022 Total £ 37,186.18  EXPENDITURE 2022 £ 38,079.04	less uncleared effects		1,272.04		1471.13	
END OF 2022 £ 34,365.81  SURPLUSI DEFICIT  INCOME-hire fees 2022 £ 34,519.18  GRANTS 2022 £ 2,667.00 2022 Total £ 37,186.18  EXPENDITURE 2022 £ 38,079.04	balances		35,258.67		34365.81	
END OF 2022 £ 34,365.81  SURPLUSI DEFICIT  INCOME-hire fees 2022 £ 34,519.18  GRANTS 2022 £ 2,667.00 2022 Total £ 37,186.18  EXPENDITURE 2022 £ 38,079.04						
SURPLUS/ DEFICIT  INCOME-hire fees 2022 £ 34,519.18  GRANTS 2022 £ 2.667.00 2022 Total £ 37,186.18  EXPENDITURE 2022 £ 38.079.04  SURPLUS/ £ 892.86	RECONCILIATION		START OF	2022	£ 35,258.67	
DEFICIT  INCOME-hire fees 2022 £ 34,519.18  GRANTS 2022 £ 2.667.00  2022 Total £ 37,186.18  EXPENDITURE 2022 £ 38.079.04  SURPLUS/ £ 892.86			END OF	2022	£ 34.365.81	
GRANTS 2022 <u>£ 2.667.00</u> 2022 Total <u>£ 37,186.18</u> EXPENDITURE 2022 <u>£ 38.079.04</u> SURPLUS/ £ 892.86			SURPLUS/ DEFICIT		£ 892.86	
2022 Total £ 37,186.18  EXPENDITURE 2022 £ 38.079.04  SURPLUS/ £ 892.86		INCOME-hire fees	2022		£ 34,519.18	
EXPENDITURE 2022 £ 38.079.04  SURPLUS/ £ 892.86		GRANTS	2022		€ 2.667.00	
SURPLUS/ £ 892.86	4		2022 Total		£ 37,186.18	
SURPLUS/ DEFICIT £ 892.86		EXPENDITURE	2022		£ 38,079,04	
			SURPLUS/ DEFICIT		£ 892.86	

Table 1

village hall         2021         2021-monthly comparison         2022         Grants included in the income           January         2706.00         2706.00         2941.18           February         4602.00         4602.00         6053.00         2667.00           March         2483.16         2483.16         2165.00           April         1883.00         3812.00           May         249.00         249.00         3140.00           June         576.00         576.00         2859.00           July         604.00         604.00         2648.00
January   2706.00   2706.00   2941.18     February   4602.00   4602.00   6053.00   2667.00     March   2483.16   2483.16   2165.00     April   1883.00   1883.00   3812.00     May   249.00   249.00   3140.00     June   576.00   576.00   2859.00
February         4602.00         4602.00         6053.00         2667.00           March         2483.16         2483.16         2165.00           April         1883.00         1883.00         3812.00           May         249.00         249.00         3140.00           June         576.00         576.00         2859.00
March     2483.16     2483.16     2165.00       April     1883.00     1883.00     3812.00       May     249.00     249.00     3140.00       June     576.00     576.00     2859.00
April     1883.00     1883.00     3812.00       May     249.00     249.00     3140.00       June     576.00     576.00     2859.00
May 249.00 249.00 3140.00 June 576.00 576.00 2859.00
May 249.00 249.00 3140.00  June 576.00 576.00 2859.00
July 604.00 604.00 2648.00
000
August 824.00 824.00 2852.00
September 508.95 508.95 1454.00
October 1317.00 1317.00 2563.00
November 1460.29 1460.29 3182.00
December 2226.00 2226.00 3517.00
19439.40 19439.4 37186.18

Refunds/Misc Bank Charges External Decorating Petty Expenses Fire Alarm/Security Lighting Maintenance Cooker Cleaning Window Cleaning Rubbish Collection Wages - Manager Projector Screen MONTHLY TOTALS Hedge Cutting and strimming Car Park Maintenance **Drain cleaning and repairs** Photocopy expenses PPL/PRS Wages Cleaner Electrical Equipment General Repairs mternal Decorating Cleaning Materials January 433.00 1631.18 43.51 230,00 222.58 51.00 9.84 7.08 75.00 42.00 February 3234.99 433.00 132,00 306.25 144.72 162.33 33.66 5.80 8.20 2064,15 400.00 112.13 205.00 433.00 1.00 114,00 204.00 33,66 67.03 70.67 13.34 11.58 1417.66 April May 458.00 458.00 64.00 64.00 47.38 9.86 88.93 2528.66 841,75 62.56 272.32 200.00 197.00 33.66 9.37 1848.05 458.00 100.00 284.71 116.92 400,00 June 8.12 5.44 1.00 July August September 288.00 1667.56 3354.15 233.50 216,82 64.00 9326,46 959.00 50.84 359.63 133,42 335.00 64,00 1949,45 195.21 400.00 200.00 11.08 87.63 16.64 25.00 1845,60 458,00 64,00 3623.95 400.00 136,83 200,00 324.00 9.76 4205.97 1177.74 138.82 8.68 458.00 124,49 215.82 84.00 65.00 1.00 2974.77 64.00 49.11 180.00 25.00 23.00 December Total 3475,76 38079.04 1128.05 10.99 458,00 400.00 160,65 175.60 285,00 66.53 43,95 114.68 64.00 1,00 38079.04 Annual Totals 63.72 825.00 117.3 7620.13 5421.00 1680.99 1201.23 1667.56 2406.33 781.00 1207.49 729.25 160.85 114.00 352.42 535,13 132.00 1256.1 870.04 195.00

HERSTMONCEUX VILLAGE HALL - MONTHLY EXPENDITURE