

# Slyne with Hest Memorial Hall

## Trustees' Annual Report for the year ended 31<sup>st</sup> March 2019

The trustees present their annual report and independently examined financial statements for the year ended 31<sup>st</sup> March 2019.

### 1. Reference and Administrative Information

- 1.1 Charity Name                      Slyne with Hest Memorial Hall
- 1.2 Charity Registration No. 1086566
- 1.3 Registered Address                      30, Hanging Green Lane, Hest Bank, Lancaster LA2 6JB
- 1.4 Trustees – all elected in September 2018

Miss J Cohen-Kingsley  
Mr JC Fox (Treasurer)  
Mr C Haggan  
Mrs J Hamer  
Mr C Hardwick  
Mrs E Leach  
Mr D Liptrott  
Mr B Staveley  
Mr P Turner  
Mrs R Whittle (Chair)

- 1.5 Administrator                      Mrs D Brookes, 39 Coastal Road, Hest Bank, Lancaster
- 1.6 Bankers                      Santander UK plc, Merseyside
- 1.7 Independent Examiner      Mr GA Bagnall, 14a Hest Bank Lane, Hest Bank, LA2 6DG

### 2. Structure Governance and Management

#### 2.1 Governing Document

The Memorial Hall is a registered charity governed by its constitution, which was lodged with the Charities Commission on 14<sup>th</sup> May 2001.

#### 2.2 Recruitment and Appointment of Trustees

(i) The overall management and control of the Memorial Hall rests with the individual members of its management committee who are the charity trustees of the Memorial Hall.

(ii) The appointment of trustees is governed by the provisions contained within the constitution. These are as follows: -

The committee shall consist of a chairman, a vice-chairman and a treasurer and not less than 2 and not more than 12 members.

The Executive Committee may in addition appoint not more than 4 co-opted members.

All members of the Executive Committee shall retire from office together at the end of the annual general meeting next after the date on which they came into office but they may be re-elected or re-appointed.

### 2.3 Major Risks

- (i) Lack of people wishing to rent the premises to make the running of the Memorial Hall viable.
- (ii) Lack of volunteers willing to be trustees.

### 3. Objectives and Activities

The Charity's objects ("the objects") are the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Slyne with Hest and the surrounding area, without distinction, including use for meetings, lectures and classes and other forms of education, recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants.

### 4. Achievements and Performance

- The fire proof curtains and fittings have been replaced at a cost of £3,984.
- Internal decoration

### 5. Financial Review

- The Hall has again been well used and had a surplus for the year of £5,180. The increased use is due partly to the Church Hall closing and various activities have been transferred to the Memorial Hall. The Church Hall is being rebuilt and is planned to open in December 2019 and it is anticipated that some of our users will transfer to the new Hall.
- The main income providers were the Pre-School, Art Classes, Ladies Badminton, Scottish Dancing, Stagestruck, Examination Preparation, Ladies of Note, Robinson School of Dance, Karate Club, the United Reformed Church and Recreation Activities.
- The Recreation Activities income providers include Buttons & Bows, Dog Training, Gideon's International, Parties, Horticultural Society, Over 60's, Equipment Fund, North Lancashire Bridleways, Residents Association, Hest Bank Ladies, Flower Arranging, Sequence Dancing, Fuchsia Society, Bowling Club and Tennis Club.
- The Hall is also used for exhibitions and national and local elections.
- The main items of expenditure were Cleaning, Administration, Gas, Electricity, Water and Repairs and Maintenance.
- The Committee has managed to retain reserves of £23,020 to meet future liabilities.

### 6. Future Plans

The main projects for 2019/20:

- Cleaning of the large green curtain which covers the northern wall.
- Internal decoration.

# Slyne with Hest Memorial Hall

## Notes to the Accounts for the year ended 31<sup>st</sup> March 2019

### 1. Accounting Policies

#### 1.1 General

The accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' published in March 2005 and applicable accounting standards.

#### 1.2 Basis of Preparation

The accounts have been prepared on an accruals basis, which allocates income and expenditure to the accounting year which is expected to benefit from the income and expenditure, in as much as this conforms to the accounting requirements of the Charity

Commissioners Statement of Recommended Practice, which specifies the correct recognition of income as being recorded in the year it is received unless specifically deferred by the donor.

#### 1.3 Grants and Donations

All grants and donations are accounted for gross when receivable and are credited to the accounting period for which the grant or donation is received.

#### 1.4 Expenditure

All expenditure is accounted for gross and when incurred. Direct Charitable expenditure includes the direct costs of the activities carried out.

#### 1.5 Depreciation

Depreciation for the Fixtures and Fittings been calculated using the straight-line method. The annual rate is 20%.

### 2. Incoming Resources - Operating Activities of the Charity

	Unrestricted	Restricted		
	Funds	Funds	2018/19	2017/18
	£	£	£	£
Pre-School	7,556.00		7,556.00	7,516
Toddler Group	975.00		975.00	866
Recreation Activities	6,566.25		6,566.25	5,591
Ladies Badminton	813.75		813.75	814
Scottish Dancing	651.00		651.00	651
Drama Group - Stagestruck	754.00		754.00	1,207
Art Classes	2,002.00		2,002.00	2,002
Robinson School of Dance	376.00		376.00	443
Karate Club	1,905.75		1,905.75	1,685
Examination Preparation	4,562.00		4,562.00	4,294
Ladies of Note	607.50		607.50	580
United Reformed Church	1,536.75		1,536.75	1,611
Other Income	253.85		253.85	0
Community Coffee Mornings	350.05		350.05	455
Memorial Hall Appeal Fund - Standing Orders	895.01		895.01	944
Memorial Hall Appeal Fund - Income Tax recovered	191.32		191.32	208
	<u>29,996.23</u>	<u>0.00</u>	<u>29,996.23</u>	<u>28,867</u>

<b>3. Investment Income</b>	1.95	3
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**4. Donations**

**5. Cost of activities in furtherance of the charity's objects**

	Unrestricted Funds £	Restricted Funds £	2018/19 £	2017/18 £
Administration	6,107.40		6,107.40	5,850
Cleaning and Hygiene	2,930.80		2,930.80	2,819
Water	838.63		838.63	766
Insurance	1,107.99		1,107.99	1,047
Trustee Indemnity Insurance	166.42		166.42	168
Gas	2,671.39		2,671.39	2,743
Electricity	807.03		807.03	823
Repairs & Maintenance	7,785.54		7,785.54	13,962
Printing, Stationery & Postage	222.42		222.42	192
Inspections for Fire & Safety	404.53		404.53	397
Performing Rights Society	641.52		641.52	642
Licence Fee	180.00		180.00	180
Refuse Collection	812.13		812.13	801
Sundries	141.85		141.85	75
Previous year's projects				
	<u>24,817.65</u>	<u>0.00</u>	<u>24,817.65</u>	<u>30,465</u>

**6. Cash at bank and in hand**

	2018/19	2017/18
Current Account	21,221.80	15,948
Deposit Account	514.13	512
Cash in Hand		
Petty Cash	50.00	50
	<u>21,785.93</u>	<u>16,510</u>

**7. Transactions with Trustees**

No Trustee received any remuneration either directly or indirectly during the period. No Trustee received any expenses in the period.

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

Address:

14a HEST BANK LANE

HEST BANK

LANCASTER LA2 6DQ

## Section B

### Disclosure

Only complete if the examiner needs to highlight material

problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)