WOODCHURCH MEMORIAL HALL TRUST

CHAIRMANS REPORT 2026

The past year has seen an increasing level of bookings for the Memorial Hall and Annexe . Village societies have continued to support us with using the halls and there have also been many private bookings.

During the course of the last year the Committee has increased we have welcomed 4 new members Matt Tilley Alex Ford, Julie Watson and Roy Head and two resignation NicK Jones and Peter Wood, both go with our best wishes and thanks for all that they have done for the committee over the past years.

The committee has carried out some further general updating of hall facilities during the year including:- Installing a dedicated microphone for the audio loop in the Annex hall, and the planned upgrade to the Wifi to allow better access is awaiting final configuration.

David Harmer continues with his duties as caretaker and he and our cleaning team of Sarah Williamson and Amy Brockman all do a great job in keeping the halls in excellent condition. We also thank the Woodchurch in Bloom members for their work on the grounds which receive such positive comments from our Hirers.

As usual we continue to seek more bookings and Mary's excellent work on both the Hallmaster booking system and our website seems to be helping this process.

As required by law the annual PAT testing of 240 volt electrical devices has been completed. Last years annual check of the functionality of the emergency exits signs identified that 3 of the main hall signs failed to light when the mains supply was lost, these have been replaced

The process of transforming the hall management structure to the new CIO is all complete with the exception of the transfer of the actual hall property, Wade Nash (Chairman of the Memorial Hall Trustees) is dealing with this and the indications from the charity commission is that this process will be completed in the near future.

The Treasurer learnt that the supplier of 'heating cards' was no longer able to provide that service. The committee researched the market and found that there were no cost effective alternatives available. The solution that was agreed was to increase the hall hire rates such that it covered the heating costs. The work to remove the existing meters and implement the hall hire adjustment was completed in May. A sub group has been actioned to assess if the increase in charges is meeting the electric costs.

It is planned to erect a fence between the Memorial Hall grounds and the adjoining neighbour, this was omitted in the past when one of our buildings on the boundary was replaced. The neighbour is contributing to cost of this work.

The committee has actively started to stage events to raise more funds including quiz nights and Saturday coffee mornings, more such events are planned for the rest of 2026 including a murder mystery evening. Funds and Reserves remain stable as long as expenditure remains low.

Nick Jones

Peter wood

Trustees' Annual Report for the period

From	Period start date Day	Month	Year	To	Period end date Day	Month	Year
	01	01	2025		31	12	2025

Section A Reference and administration details

Charity name	WOODCHURCH MEMORIAL HALL TRUST
Other names charity is known by	
Registered charity number (if any)	1194883
Charity's principal address	WOODCHURCH MEMORIAL HALL
	THE GREEN
	WOODCHURCH ASHFORD KENT
	Postcode **TN263PF**

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	WADE NASH	CHAIRPERSON		
2	PETER WOOD			
3	LESLIE FENTON			
4	SYLVIA RUBIE			
5	NICK JONES	TREASURER	01.01.25 – 18.04.25	
6				
7				
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
N/A	N/A

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	TRUST DEED
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by another body)	INVITED TRUSTEES ARE SELECTED BY WHOLE COMMITTEE

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.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document	PROVISION AND MAINTENANCE OF WOODCHURCH MEMORIAL HALL COMPLEX FOR THE USE OF THE INHABITANTS OF WOODCHURCH

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)

THE HALL IS AVALIABLE FOR USE BY ANY CLUB OR SOCIETY PRESENT IN THE VILLAGE AS WELL AS PRIVATE HIRE.

TRUSTEE'S ENSURE ALL GUIDANCE ISSUED BY THE CHARITY COMMISSION IS COMPLETELY FOLLOWED AND ADHERED TO.

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

Summary of the main achievements of the charity during the year

THE PAST YEAR HAS SEEN AN INCREASING LEVEL OF BOOKINGS FOR THE MEMORIAL HALL AND ANNEXE. VILLAGE SOCIETIES HAVE CONTINUED TO SUPPORT US WITH USING THE HALLS AND THERE HAVE ALSO BEEN MANY PRIVATE BOOKINGS.

THE COMMITTEE HAS CARRIED OUT SOME FURTHER GENERAL UPDATING OF HALL FACILITIES DURING THE YEAR INCLUDING – INSTALLING A DIDICATED MICROPHONE FOR THE AUDI LOOP IN THE ANNEXE HALL, AND THE PLANNED UPGRADE TO THE WIFI TO ALLOW BETTER ACCESS IS AWAITING FINAL CONFIGURATION.

THE PROCESS OF TRANSFORMING THE HALL MANAGEMENT STRUCTURE TO THE NEW CIO IS ALL COMPLETE WITH THE EXCEPTION OF THE TRANSFER OF THE ACTUAL HALL PROPERTY. WADE NASH (CHAIRMAN OF THE HALL TRUSTEE'S) IS DEALING WITH THIS AND THE INDICATIONS FROM THE CHARITY COMMISSION IS THAT THIS PROCESS WILL BE COMPLETE IN THE NEAR FUTURE.

THE TREASURER LEARNT THAT THE SUPPLIER OF 'HEATING TOKENS' WAS NO LONGER ABLE TO PROVIDE THAT SERVICE. THE COMMITTEE RESEARCHED THE MARKET AND FOUND THAT THERE WERE NO COST-EFFECTIVE ALTERNATIVES AVALIABLE. THE SOLUTION THAT WAS AGREED WAS TO INCREASE THE HALL HIRE RATES SUCH THAT IT COVERED THE HEATING COSTS. THE WORK TO REMOVE THE EXISTING METERS AND IMPLEMENT THE HALL HIRE ADJUSTMENT WAS COMPLETED IN MAY. A SUBGROUP HAS BEEN ACTIONED TO ASSESS IF THE INCREASE IN CHARGES IS MEETING THE ELECTRIC COSTS.

IT IS PLANNED TO ERECT A FENCE BETWEEN THE MEMORIAL HALL GROUNDS AND THE ADJOINING NEIGHBOUR; THIS WAS OMITTED IN THE PAST WHEN ONE OF OUR BUILDINGS ON THE BOUNDARY WAS REPLACED. THE NEIGHBOUR IS CONTRIBUTING TO THE COST OF THIS WORK.

THE COMMITTEE HAS ACTIVELY STARTED TO STAGE EVENTS TO RAISE MORE FUNDS INCLUDING QUIZ NIGHTS AND SATURDAY COFFEE MORNINGS, MORE SUCH EVENTS ARE PLANNED FOR THE REST OF 2026 INCLUDING A MURDER MYSTERY EVENING.

GENERAL FUNDS AND RESERVES RMAIN STABLE AS LONG AS EXPENDITURE REMAINS LOW.

Section E Financial review

Brief statement of the charity's policy on reserves	RESERVES HELD MAINLY FOR ANY EMERGENCY EXPENSES EG MAINTENANCE ISSUES CURRENTLY £11,612
Details of any funds materially in deficit	N/A

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.

LETTINGS TO CLUBS, SOCIETIES AND PRIVATE FUNCTIONS

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)		
Full name(s)	PETER WOOD	NICK JONES
Position (eg Secretary, Chair, etc)	CO - CHAIR	CO - CHAIR

Date 18.03.2026

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	Woodchurch Memorial Hall Trust		
On accounts for the year ended	31 December 2025	**Charity no (if any)**	1194883
Set out on pages	1 to 2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2025.

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").

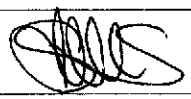
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention 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.

Signed:		**Date:**	12/03/2026
Name:	Sara Mills FCCA		
Relevant professional qualification(s) or body (if any):	Chartered Certified Accountant		
Address:	7 Millfield, High Halden, Ashford, Kent TN26 3LX		

Section B	Disclosure
	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.	

CHARITY COMMISSION FOR ENGLAND AND WALES

Woodchurch Memorial Hall Trust	1194883

Receipts and payments accounts

CC16a

For the period from	01/01/2025	To	31/12/2025

	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 Fees	15,264	-	-	15,264	14,422
Fundraising Activities	885	-	-	885	2,190
Electricity	1,362	-	-	1,362	2,914
Table Cloth Hire	-			-	-
Book sales	-			-	-
Grants	300	-	-	300	-
Donations	100	-	-	100	339
Sundry	80	-	-	80	-
Deposits	3,261	-	-	3,261	2,400
Bank Interest	128	-	-	128	164
Sub total *(Gross income for AR)*	21,380	-	-	21,380	22,429
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	21,380	-	-	21,380	22,429
A3 Payments					
Deposits Returned	2,829	-	-	2,829	3,228
Electricity	3,823	-	-	3,823	3,400
Premises Repairs and Renewals	1,673	-	-	1,673	1,708
Equipment Repairs and Renewals	-	-	-	-	-
Cleaning	6,587	-	-	6,587	5,900
Insurance	2,041	-	-	2,041	1,919
Inspections	142	-	-	142	138
Postage and Stationary	87	-	-	87	-
Water Rates	1,043			1,043	576
Subscriptions and Licences	455			455	489
Secretarial costs	2,044			2,044	1,708
Sundry Expenses	882	-	-	882	1,201
Sub total	21,606	-	-	21,606	20,267
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	21,606	-	-	21,606	20,267
Net of receipts/(payments)	- 226	-	-	- 226	2,162
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,845	-	-	34,845	32,683
Cash funds this year end	34,619	-	-	34,619	34,845

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Lloyds Charity Account	9,445	-	-
	NatWest Current Account	13,530		
	NatWest Business Reserve	11,604	-	-
	Cash	40	-	-
	Total cash funds	34,619	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

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

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

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	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
		Nick Jones - Hon Treasurer	14. 3. 26