



Trustees' Annual Report for the period

From 1 May 2023 Period start date To 30 April 2024 Period end date

Charity name: Braunston Memorial Hall Foundation

Charity registration number: 304163

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provision and maintenance of a village hall for the use of the inhabitants of the Parish of Braunston and the neighbourhood.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The main activities of the charity are maintenance of Braunston Village Hall, in accordance with relevant legislation, for the use of village organisations and private individuals from Braunston village and its neighbourhood. This is financed by receipts from hiring it out to village organisations, including: Braunston Preschool, Braunston Parish Council, Braunston Climate Action Network, Village Gardens Association, Jetty Field Pocket Park Committee, The Hive, Friendly Club, Braunston Players, 2 nd Braunston Brownies, History Society, Yoga Class, Pop Mobility, Cinema Club, Bowls Club, Braunston Twinning Association, Braunston Paddox Croquet Club, Art Group, Quilters, Crochet Club, Syndicate Dance, Braunston Village Charity, Braunston Heart. The charitable activity is also supported by income from hire for private parties and from use as a polling station.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees receive all applicable up-to-date Charity Commission guidance on public benefit on appointment and are kept updated on changes through quarterly management Committee meetings.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable

Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	Maintenance of the village hall is carried out mainly by volunteers who are Trustees. In addition, Braunston Village Gardens Association volunteers maintain the grounds.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The charity continued to maintain the principal facility in Braunston village used by village organisations and increased the number of bookings from 441 in 2022-23 to 692 in 2023-24. The Preschool operated every day during termtime, providing a valuable facility for local parents and children. The wide range of local organisations making use of the village hall facilitated access by local residents to lectures, classes, craft and recreation activities. It provides a base for the Parish Council which is readily accessible to villagers who have matters to raise and its facilities are used by a number of voluntary groups dedicated to improving the quality of life in Braunston.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Not applicable
Performance of fundraising activities against objectives set	Para 1.41	The charity does not organise fundraising activities
Investment performance against objectives	Para 1.41	The charity has no investments
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite increases in charges for electricity, the charity maintained a small surplus for the year, while continuing to maintain the village hall in a condition that is fit for purpose.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity has a reserves policy to cover costs of dealing with any unexpected major expenditure on the fabric of or services in the village hall.

Amount of reserves held	Para 1.22	£10000
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity is on a sound financial footing and Trustees have the facility to raise charges if necessary to maintain adequate working capital. There are therefore no significant uncertainties about the charity continuing as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Hire charges for use of the village hall facilities.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The charity has no investments.
A description of the principal risks facing the charity	Para 1.46	The principal risks to the charity are the adverse consequences of a user suffering harm as a result of the trustees' actions or negligence. These risks are minimised by undertaking a regular (monthly) safety inspection and prompt remediation of any shortcomings, as well as providing briefings and advice to users.
Other		

Structure, Governance and Management

Description of charity's trusts:		Braunston Memorial Hall Foundation
Type of governing document (trust deed , royal charter)	Para 1.25	Scheme made by the Secretary of State for Education and Science under Section 18 of the Charities Act 1960 – reference 4967L
How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Up to 6 trustees are elected at the AGM, with others appointed by village organisations as their representatives and approved by the Management Committee. The Committee may also co-opt trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees are provided with Charity Commission guidance and advice on appointment and are then mentored by existing trustees as required.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The organisational structure consists of a Management Committee comprising all trustees.
Relationship with any related parties	Para 1.51	Braunston Village Hall premises are owned by Braunston Parish Council, as custodian trustee.
Other		

Reference and Administrative details

Charity name	Braunston Memorial Hall Foundation
Other name the charity uses	Braunston Village Hall
Registered charity number	304163
Charity's principal address	Braunston Village Hall, The Green, Braunston, Northamptonshire. NN11 7HW

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	John Pomfret	Chair		AGM of Braunston Memorial Hall Foundation
2	Carrie-Ann Biggs	Treasurer		
3	Liz Fraser	Secretary and bookings		
4	Margaret Hick	Elected trustee		
5	William Adams	Representative trustee		Braunston Short Mat Bowls Club and Braunston History Society
6	Lorraine Arnott	Representative trustee		Pop Mobility
7	Gill Astley	Representative trustee	24/10/23 to 30/4/24	Braunston Village Gardens Association
8	Sarah Brown	Representative trustee	24/10/23 to 30/4/24	Braunston Preschool
9	Linda Harris	Representative trustee		Braunston Players
10	Kate Mawer	Representative trustee		The Friendly Club
11	Tina Newman	Representative trustee		The Hive and Braunston Art Group
12	Paula Patterson	Representative trustee	23/1/24 to 30/4/24	Braunston Cinema Club
13	Gwendoline Withall	Representative trustee	1/5/23 to 3/9/23	Braunston Preschool
14	Susan Duddington	Representative trustee	1/5/23 to 15/1/24	Braunston Cinema Club

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	The charity does not hold any assets as custodian trustee
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable


Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Richard Pomfret	
Position (eg Secretary, Chair, etc)	Chair	
Date	9 February 2025	

**Braunston Memorial Hall
Income and expenditure account
1 May 2023 to 30 April 2024**

£

Opening balance (bank) 12,226.93

Expenditure

Cleaning Service (2,109.00)

WiFi (90.00)

Electric (10,960.41)

Water (323.53)

Insurance (976.53)

Janitorial Supplies (1,061.38)

Membership (764.63)

Premises Costs (5,105.15)

Deposit Return (710.00)

Total Expenditure (22,100.63)

Income

Petty Cash 846.80

Car Park 900.00

Events 5,645.95

Parties 2,125.00

Library 780.15

Parish Council 480.00

The Hive 153.20

Friendly Club 321.25

Brownies 357.25

Preschool 11,102.50

Yoga 280.50

Pop Mobility 331.50

Cinema Club 594.00

Twinning 427.05

Bowls 748.00

Total Income 25,093.15

P&L Balance 2,992.52

Closing balance (bank) 15,219.45

Independent Examiner's Report on the Accounts for Braunston Memorial Hall

Report to the trustees of Braunston Memorial Hall Foundation on their accounts for the year ended 30th April 2024.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the requirements of section 43(2) of the Charities Act 1993 (The Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. An examination includes review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees 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 by the accounts.

Independent examiners 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
 - To keep accounting records in accordance with section 41 of the Act ; and
 - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

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 to be reached.

S P Rolt (signed electronically)

Signed

15/08/2024

Name: S P Rolt