

TATWORTH MEMORIAL HALL
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2024

Tatworth Memorial Hall

Register Charity 304651

Trustees' Annual Report

1 April 2023- 31 March 2024

Secretary to the Trustees

Sheila Harding

48 Watermead, South Chard

Somerset TA20 2QL

Tel: 01460 220522 email:Secretarytatworthmh@gmail.com

Trustees:

Anne Goody

Malcolm Denslow

Andrew Spiller

Sheila Harding

Leonie Aston

Jill Bond

Kaye Down (App. 8/23)

Richard Down

Kimberley Gaylard (App. 8/23)

Natalie Larcombe

Chairman

Vice Chairman

Treasurer

Secretary and Bookings Secretary

Barbara Matthey

Rena Moxon

Jayne Payne (App. 8/23)

Gladys Prince

Jean Turner

Russ Wardell

Bankers: Lloyds bank, 27 Fore Street, Chard, Somerset TA20 1PS

Investment Managers: Rathbone, Southernhay Gardens, Exeter EX1 1UG

Independent Financial Examiner: TCAS Ltd, 2 Victoria Hall, Coombe Lane, Axminster, Devon EX13 5AX

Solicitors: WBW Solicitors, Silver Street, Axminster, Devon EX13 5AH

Insurers: Allied Westminster Insurance Services, Boston Spa, LS23 6BN

Governance

Tatworth Memorial Hall is a registered charity which was established by a Trust Deed dated 5 July 1952. The Trust Deed is held, together with other important documents, by our solicitors. The Hall was opened in 1953 and was extended and refurbished in 2001 with help from the National Lottery, Somerset County Council, South Somerset District Council, The Countryside Agency, Tatworth and Forton Parish Council and many private donations. The Hall and land are held in trust on behalf of the Parish by the trustees who are responsible for the management of the Hall, its finances and for keeping the building in a good state of repair. The Hall comprises the main hall, kitchen, foyer, Cozens' Room and bar, the Brewer and Stonham Rooms and the Parish Council Office in the Hoskins' Annexe, storerooms, toilets and car park. The children's play area and adjacent land are leased to Somerset Council to provide a children's centre and/or use by a pre-school.

Appointment of Trustees

The Trust Deed governs the appointment of trustees and the management of the charity. Seven trustees are elected at the Annual General Meeting held each year. In addition, eight local organisations have the right to nominate a trustee. Each trustee serves for a period of one year and may be re-appointed. The trustees form the Management Committee of Tatworth Memorial Hall which has the power to co-opt up to two further trustees. The Management Committee meets 6 times a year.

Objectives of the Charity

The Trust Deed requires the charity to provide "physical and mental training and recreation and, social, moral and intellectual development through the medium of reading and recreation rooms, library, lectures, classes, recreation and entertainment or otherwise as may be found expedient for the benefit of the inhabitants of Tatworth and Forton and its immediate vicinity without distinction of sex, of political, religious or other opinions'.

Principal Activities in pursuit of Objectives

The Hall is used almost every day of the year for a variety of activities associated with the Parish's many clubs and societies, the Parish Council and private hirings.

Hiring Agreement

Use of the Memorial Hall is subject to a Hiring Agreement which must be signed by the hirer when booking. This agreement sets out the conditions of hire and forms a contract between the parties setting out their respective responsibilities. This is an essential requirement of the Hall's insurance policy.

Licences

The Hall has a premises licence issued by South Somerset District Council governing the provision of entertainment to the public and the sale and supply of alcohol. The licence is held by the trustees who are collectively responsible for its administration. The Hall is registered with the Information Commissioner's Office. The hall is registered with SSDC under the Food Hygiene Regulations 2004 and has received a "5" grading, the highest.

Risk Management

The Management Committee recognises that it is under a legal obligation to protect the building, its hirers and employees through adequate and appropriate insurance.

The Hall is insured with respect to property damage (buildings insurance) by Allied Westminster Insurance Services Ltd (Sum assured: £912,675). It is insured with the same company with respect to contents (£36,311), public liability (£10 million), employer's liability (£10 million), trustee indemnity (£250,000) and legal expenses (£100,000).

Subject to certain conditions, hirers who have no public liability cover of their own are included under the Hall's public liability insurance to a maximum of £2 million. The cover does not extend to commercial hirers.

Maintenance Matters

Gas appliances and portable electrical appliances are tested by qualified personnel periodically as required by law.

The electrical circuitry is tested by a qualified electrician every five years.

Safety and Fire Risk Assessments are carried out regularly.

Fire fighting appliances (annually) and Fire Alarms system (6 monthly) are inspected and serviced.

Trustees carry out regular maintenance checks and hirers are required to note any faults or defects in the maintenance book which is checked regularly by the committee.

Hirers are required to record all accidents in the Accident Record Book.

Financial Strategy

The trustees have agreed Financial and Investment Policies which set out their responsibility for the prudent management of Hall funds. It is the objective of the trustees to set hire charges at a level which ensures the basic running costs of around £400 per week are met. Any surplus is transferred to the reserves. In 2003 the Memorial Hall received a legacy of £100,000 from the will of Jack Stonham, a resident of the parish. The purpose of this legacy is to improve the fabric of the hall and its facilities. Trustees have agreed a formal investment policy for the fund which aims to establish a long-term building fund and a medium-term repair fund to meet the cost of major repair and renovation of the existing building. These investments are managed by Rathbone investment Management Ltd and held in appropriate Rathbone funds.

Volunteers' Efforts

The running costs of the Hall are kept as low as possible by voluntary work of the trustees and others. In addition, the Hall has the services of a cleaner, a caretaker and the occasional handyman. On average 40 hours of trustee and other volunteers time are given each week to cover routine tasks such as repairs, renewals and maintenance matters, bookings, processing payments, correspondence, Management Committee administration, fund raising, and hirer enquires. A considerable amount of trustees' time is devoted in dealing with the ever-increasing burden of compliance with charity law and regulations and health and safety legislation governing community buildings.

Achievements and Setbacks

The trustees work hard to make the Hall attractive to hirers and measure their success by the range of users and the Hall occupancy. Revenue rose significantly from an increase in casual lettings and a change in pricing so all users now pay the same rates. The letting income increased to £15,635 (2023 £9,910)

No renovations were carried out, the largest repair expenditure was the cost of Pollarding a tree for the safety of the pre-school and the 5 year electrical inspection. During the year and total costs were around £22,000.

The Hall had to pay the full costs of the much higher energy costs, a result for the war in Ukraine. The energy costs for the year were £9,909 (2023 £3,999) a substantial increase as forecast.

The regular monthly film show finished in April 2023. It had raised many thousands of pounds over the years in support of the Hall.

Achievements

- The Hall made a small surplus in the year.
- The Solar panels have provided the hall with some free electricity.
- A youth club ran during the year, funded by the Parish Council.
- A security lock was fitted to the main door.
- Security cameras were fitted to observe both entrances.
- A monthly Bingo has been run for the year and raised over £3,500 for Hall funds.

Overall View of the Year and Future Plans

The overall financial position of the Hall remains satisfactory, and the accounts show a small surplus for the year. The investments have recovered the losses suffered in the previous year. The rates charged for the Hall hire were reviewed and simplified from the 1 April 2023 most users accepted the increases which resulted from these changes, all users now pay the same rate.

Future Plans

The current squeeze on living standards and the uncertainty caused by the general election it is difficult to plan with any confidence. A project that will be looked at in the coming year is the most efficient and cost-effective way of heating the Hall.

Acknowledgements

The trustees would again like to thank the residents of Tatworth and Forton for their support of the Hall. Many Hall bookings come from the parish and its many and various clubs, societies and organisations. Unlike many village halls the Hall does not receive regular grant support towards running costs and must be self-supporting. Thanks go to the late Nan Austin a long-standing supporter of the Hall whose funeral retiring collection was left to the Hall. We are also grateful for the support and help given in running monthly fund-raising bingos.

The trustees would like to thank our caretaking team of Eric Peadon and Holly Lewis for their efforts in keeping the Hall and grounds in good order and ensuring a welcoming environment for hirers. We would also like to express our thanks for the support of the Parish council.

Signed on behalf of the charity's trustees

S J Harding

Shelia Harding
Secretary to the Trustees

Date 17 July 2024

TATWORTH MEMORIAL HALL
REGISTRATION NUMBER 304651

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the Charity and of its financial activities for that period, together with its assets and liabilities at the end of the period and adequately distinguish any material special trust or other restricted fund of the Charity. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in business, and
- State whether the policies adopted are in accordance with the appropriate SORP on Accounting by Charities and the Accounting Regulations and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Charity and enable them to ensure that the financial statements comply with the Accounting Standards and Statements of Recommended Practice and the regulations made under S144 of the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

TATWORTH MEMORIAL HALL
REGISTRATION NUMBER 304651

INDEPENDENT EXAMINER'S REPORT TO THE
MANAGEMENT COMMITTEE OF TATWORTH MEMORIAL HALL

This report on the Accounts of Tatworth Memorial Hall for the year ended 31 March 2024 is in respect of an examination carried out under S.145 of the Charities Act 2011.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the Charity's trustees the Management Committee are responsible for the preparation of the Accounts; you consider that the audit requirement S.144 (2) of the Charities Act 2011 (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 S.145 (5)(b) of The Act, whether particular matters have come to my attention .

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examinations were carried out in accordance with the general directions given by the Charity Commissioners. That examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and the seeking of explanations from you, as trustees, concerning 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 EXAMINER'S STATEMENT

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

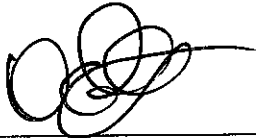
- 1) Which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with S.130 of The Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of The Act have not been met; or

TATWORTH MEMORIAL HALL
REGISTRATION NUMBER 304651

INDEPENDENT EXAMINER'S REPORT TO THE
MANAGEMENT COMMITTEE OF TATWORTH MEMORIAL HALL

~CONTINUED~

- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



V C Trott, FCCA
Chartered Certified Accountant

16/7/24
Dated

TCAS Limited
2 Victoria Hall
Coombe Lane
Axminster
Devon EX13 5AX

TATWORTH MEMORIAL HALL
REGISTRATION NUMBER 304651

RECEIPTS & PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024

<u>2023</u>			<u>2024</u>	
£	£		£	£
		<u>RECEIPTS</u>		
	9911	Lettings of Hall	15635	
	1864	Nett Proceeds from Fund Raising	3931	
	3380	Lease - Somerset County Council	3380	
	35	Sundry Income	256	
	400	Grant	-	
	-	COVID Grants	-	
	1913	Dividends	2465	
	4	Interest Received	3	
17507				25670
		<u>LESS: PAYMENTS</u>		
	5771	Cleaning - Wages and Materials	5461	
	3637	Maintenance - Repairs & Renewals	3900	
	3999	Light, Heat & Power	9909	
	546	Water & Sewerage Charges	578	
	1109	Insurance	1192	
	231	General Administration & Licensing	341	
	-	Telephone	269	
	133	Advertising, Printing, Stationery & Postage	11	
	144	Accountant's Charges	156	
	141	Sundry Expenses	125	
15711				21942
		<u>SURPLUS FOR THE YEAR</u>		
1796				3728

TATWORTH MEMORIAL HALL
REGISTRATION NUMBER 304651

STATEMENT OF ASSETS
AS AT 31 MARCH 2024

	<u>£</u>	<u>£</u>
<u>CASH AND BANK BALANCES AS AT 1 APRIL 2023</u>		
Lloyds Bank PLC - Treasurers Account 0349754	10286	
Rathbones	119643	
Cash In Hand	<u>450</u>	130379
ADD: SURPLUS FOR THE YEAR		3728
INCREASE IN INVESTMENT VALUATION		8001
<u>CASH AND BANK BALANCE AS AT 31 MARCH 2024</u>		<u><u>142108</u></u>

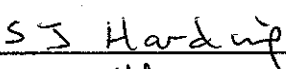
Lloyds Bank PLC - Treasurers Account 0349754	11852	
Rathbones	130112	
Cash In Hand	284	
Key Deposits	<u>(140)</u>	<u><u>142108</u></u>
MEMORIAL HALL - Site, Building & Equipment - at Cost		<u><u>128300</u></u>

The Financial Statement were approved by the Trustees on

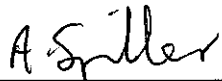
17 July 2024
(Date)



Mrs A Goody, Chair



Mrs S Harding, Secretary



Mr A Spiller, Treasurer

TATWORTH MEMORIAL HALL
REGISTRATION NUMBER 304651

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES

Accountancy Convention

These Financial Statements have been prepared under the historical cost convention and in accordance with applicable accounting standards, the Charities Statement of Recommended Practice and the Charities Act 2011.

Investments have been revalued at the market value.

2. MANAGEMENT REMUNERATION

No remuneration was paid to any member of the Management Committee.

3. DEFERRED RESTRICTED LEGACY

The balance of The Charles and Jack Stonham Memorial Fund monies, £80,000 remains invested with Rathbones.