

LAVANT MEMORIAL HALL

LAVANT MEMORIAL HALL REGISTERED CHARITY NO. 305390-1

ANNUAL REPORT

AND

ACCOUNTS

FOR THE

YEAR ENDED 31ST AUGUST 2022

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2022

RECEIPTS		2022			2021		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Operating Activities	Hall hire	20661.15		20661.15	8082.25		8082.25
Fund raising events	Xmas Fayre	354.10		354.10	0.00		0.00
	Centenary	<u>3604.36</u>		<u>3604.36</u>	<u>0.00</u>		<u>0.00</u>
		<u>3958.46</u>		<u>3958.46</u>	<u>0.00</u>		<u>0.00</u>
Grants		2667.00		2667.00	19708.00		19708.00
Donations		1050.00		1050.00	4287.40		4287.40
Investment Income		17.59		17.59	2.77		2.77
Other Receipts	200 Club	1872.00		1872.00	1688.00		1688.00
	Fit Rebate E.ON	<u>2045.80</u>		<u>2045.80</u>	<u>797.87</u>		<u>797.87</u>
		<u>3917.80</u>		<u>3917.80</u>	<u>2485.87</u>		<u>2485.87</u>
TOTAL RECEIPTS		32277.00		32272.00	34566.29		34566.29

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2022

PAYMENTS		2022			2021		
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Property & Equipment	Maintenance & repairs	2275.40		2275.40	2648.68		2648.68
	Other improvements	3424.80		3424.80	6487.07		6487.07
		<u>5700.20</u>		<u>5700.20</u>	<u>9135.75</u>		<u>9135.75</u>
Hall Cleaning	Rental of Bins	1088.50		1088.50	775.05		775.05
	Regular cleaning	4700.80		4700.80	1330.00		1330.00
	Consumables	501.30		501.30	382.07		382.07
	Other cleaning	0.00		0.00	390.00		390.00
	Window cleaning	100.00		100.00	118.00		118.00
	<u>6390.60</u>		<u>6390.60</u>	<u>2995.12</u>		<u>2995.12</u>	
PRS for Music	294.61		294.61	0.00		0.00	
Licences	180.00		180.00	180.00		180.00	
Fire equipment inspection	776.38		776.38	45.00		45.00	
Insurance premium	1576.93		1576.93	1502.30		1502.30	
Telecommunications	867.30		867.30	1274.02		1274.02	
Information Technology	576.00		576.00	543.35		543.35	
Administration	4984.00		4984.00	4705.13		4705.13	
Water & general rates	813.83		813.83	100.47		100.47	
Electricity	3792.60			2487.01		2487.01	
Misc./sundries				188.00		188.00	
200 Club prizes	861.00		861.00	891.00		891.00	
Independent examination	250.00		250.00	200.00		200.00	
TOTAL PAYMENTS		27063.45		27063.45	24247.15		24247.15

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2022

	2022			2021
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Total receipts for the year (page 2)	32272.00	0.00	32272.00	34566.29
Total payments for the year (page 3)	27063.45	0.00	27063.45	24247.15
Net receipts / (payments) for the year	5208.55	0.00	5208.55	10319.14
Cash and bank balances as at 31st August 2021 brought forward	46025.19		46025.19	35706.05
Cash and bank balances as at 31st August 2022 carried forward	51233.74		51233.74	46025.19

Note: Receipts of Unrestricted Funds for the year ending 31st August 2022 of £32272.00 included Donations of £1000 designated to be used for Hall improvements (2020/21 £4000).

The accounts have been prepared in the form of receipts and payments and a Statement of assets and liabilities in accordance with Section 133 Charities Act 2011.

LAVANT MEMORIAL HALL Registered Charity No. 305390 - 1

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST AUGUST 2022

MONETARY ASSETS	2022	2021
Barclays Community Account	23593.92	18402.96
CAF Bank Gold	<u>27639.82</u>	<u>27622.23</u>
TOTAL	<u>51233.74</u>	<u>46025.19</u>

NON-MONETARY ASSETS

Lavant Memorial Hall committee is Managing Trustee of Lavant Memorial Hall and the Lavant Parish Council is Custodian Trustee.

Insurance value £1198300 for the Hall and Outbuildings (2021 £1077608)

Other assets - value unknown - piano, curtains, cutlery and crockery various kitchen and cleaning equipment.

Other assets - with purchase price

Radio Microphone	227
Taski cleaner & accessories	820
Loop system	695
Cycle rack	265
Storage cupboards	235
Skittle Alley	250
Pumps x 4	202
Tables laminate x 6	806
Tables x 16 + cart	1592
Notice board	418
Large Ladder	590
Projector, Speakers and Amplifier	3073
Soft seat chairs x 140	4038
Projector screen	292
Tables	995
Solar PV System (included in insurance value of buildings)	18970
Water boiler	405
Flood gates	<u>4740</u>
Carried forward	38613

NON MONETARY ASSETS CONTINUED

Brought forward	38613
Cooker	1104
Dishwasher	2280
Fridge	299
Fridge freezer	379
Microwave	87
Tables and trolley	1662
Storage heaters (included in insurance value of buildings)	7040
Small Step ladder	91
Laptop	499
Seven Tables & Trolley	200
Raffle Drum	100
	<hr/>
	52354
Less Solar Panels and Storage Heaters included in the insurance value of buildings	-26010
	<hr/>
	26344

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LAVANT MEMORIAL HALL

I report to the trustees on my examination of the accounts of the Lavant Memorial Hall (the Trust) for the year ended 31st August 2022

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 Act and in carrying out my examination I have followed all of 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 aspect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed: *MW Merritt*

Name: Michael Merritt

Relevant professional qualification or membership of professional bodies : FCA

Address: 87 Worcester Road, Chichester, West Sussex PO19 5EB

Date: 14 April 2023

COMMITTEE OF MANAGEMENT

OFFICERS

		Elected	Re-elected
Chairman	Mr R Wignall	2021	03/01/2023
Vice Chairman	Mrs E Woodford	resigned 06/12/2022	
Vice Chairman	Mrs S Ings	03/01/2023	
Treasurer	Mr R Mayne	2019	2022
Secretary	Mrs S Sims	2007	2022

COMMITTEE MEMBERS ELECTED OR RE-ELECTED DECEMBER 2022

Parish Council	Mrs S Ings	resigned 06/12/2022	
Parish Council	Mrs L Tucker	06/12/2022	
Short Mat Bowls	No representative		
Horticultural Society	Mr J Sharrod		2022
Friendly Club	No representative		
Lavant Players	Dr P Rivett	resigned 06/12/2022	
Lavant Players	Mr J O'Brennan	06/12/2022	
Cricket Club	Mr R Wignall		2022
W.I.	Ms M O'Grady		2022
Football Club	Mr D Kent		2022
Lavant PCC	Mrs C Evison	resigned 06/12/2022	
Lavant PCC	No representative		

VILLAGE REPRESENTATIVES

	Mrs E Sheppard		2022
	Mrs E Woodford	resigned 06/12/2022	
	Mrs S Ings	06/12/2022	
	Dr P Rivett	06/12/2022	
CO-OPTED MEMBER	Mrs A Thomas	03/01/2023	

NON-TRUSTEE:

Mr A Bleach, Caretaker

APPOINTED BANKERS:

Barclays Bank PLC, East Street, Chichester,
West Sussex
CAF Bank Ltd. Kings Hill, West Malling, Kent
Virgin Money, Newcastle upon Tyne
Northumberland

INDEPENDENT EXAMINER

Mr M Merritt, 87 Worcester Road,
Chichester, West Sussex, PO19 5EB

ANNUAL REPORT

LAVANT MEMORIAL HALL Pook Lane East Lavant Chichester West Sussex is registered with the Charities Commission (No. 305390/1) and constituted by deed of trust dated 17th February 1951.

The Parish Council of Lavant is the Custodian Trustee of the Charity and the Committee of Management is the Managing Trustee of the Charity.

Correspondence Addresses:

Treasurer: 28 Charlton, Chichester PO18 0HU.

Caretaker: Ashdean, Midhurst Road, Lavant, Chichester PO18 0DE.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

The Committee of Managing Trustees of the Charity is wholly responsible for the control and management of the Charity. Charity law requires the trustees of the association to prepare a receipts and payments account and a statement of assets and liabilities for each financial year. In addition the Trustees are responsible for keeping proper accounting records sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Association. Also they are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

New Trustees appointed to the Management Committee are recruited and appointed with due attention paid to the Charity's governing document particularly with regards to any person who belongs to an external body.

CHARITY OBJECTIVE

The object of the Charity is to maintain Lavant Memorial Hall for the communal benefit of the inhabitants of Lavant village and the surrounding area. The committee aims to provide good facilities at a reasonable cost to all hirers. In doing so the Committee Trustees have had regards to the guideline issued by the Charity Commission on Public Benefit.

ACTIVITIES AND DEVELOPMENTS

For the first time in three years events have not been dominated by Covid-19 considerations. As government regulations were relaxed to reflect the adjustment to "living with Covid", so the trustees were able to ease restrictions on hall use gradually throughout the year. At the time of writing, we have removed all the covid-related special hire conditions and capacity restrictions in favour of continuing to encourage hirers to be mindful of vulnerable users and the demographics of their groups. We have also continued to provide sanitising and cleaning materials.

Bookings were steady throughout the year, but have yet to return to pre-pandemic levels. Most regular hirers are now back in the Hall, but one or two did not survive lockdown restrictions, or have found it necessary to reduce the scope of their activities, so we were particularly pleased to see the Lavant Players return to the Hall this autumn for a show in early 2023. Discretionary bookings for parties and weddings, in particular, have also been slow to recover. There have been new regular hires, particularly from child-focused groups, but it remains to be seen whether these will become established. The Hall was also pleased to be able to host the newly formed Lavant Ukraine Support Group.

Thanks to generous support from Chichester District Council throughout the pandemic, with a final grant in January, the financial impact has been manageable.

The prospect of better times allowed the trustees to launch the year's major project, a full refurbishment of the hall's sports facilities, which had been on hold. Fortuitously the project could now be undertaken alongside the laying of a new sports pitch opposite the hall as a result of the planning conditions attached to new housing development in the village. The project entailed renovation of the team and referee's changing rooms, showers and toilets, with new fixtures and fittings and incorporating energy savings, improved ventilation and drainage. Some related minor roofing works identified in last year's building condition survey were also included.

Smith Simmons & Partners had been engaged to specify and supervise the works and Nutbourne Construction were selected after a competitive tendering process. Work commenced in June and was substantially completed in time for Lavant CC to use the facilities for their last home game and for Lavant FC to return to the village on the new pitch this season. The project was funded by Lavant Parish Council (LPC) CIL monies arising from local housing development.

Following on from last year's extensive work on modernising the fire alarm system at the hall (to the effectiveness of which those keyholders who have been called out can attest!), further work has been undertaken to bring the complementary emergency lighting up to current standards. The Bleaches Room has also been improved by the installation of built-in cupboards to replace miscellaneous free-standing storage.

As a further spin off from the housing development, LPC have had the Hall car park extended, with a welcome increase in spaces. These works are not yet quite complete, but the car park is in use. The trustees have discussed concerns from users about the lack of lighting in the extended area and have made representation to LPC. However, the South Downs National Park Authority "dark skies" policy has so far precluded further action, short of a new planning application.

The Hall had passed its centenary in 2021, but plans to mark the occasion had been shelved because of the pandemic. Local hauliers, Bleach of Lavant, had suffered a similar fate with their own centenary. With the easing of restrictions, plans were resurrected and it was agreed to mount a joint celebration over the August bank holiday weekend, incorporating an exhibition showcasing 100 years of the Hall. Many regular users supported the event with stalls highlighting their own history.

The event became a village celebration, featuring a variety of live music and dancing, together with food and drink and a late-summer party atmosphere thanks in part to good weather. Over £3,600 was raised for Hall funds and the trustees will ensure that this money is re-invested in maintaining and improving the Hall. A small plaque has been placed in the Hall to commemorate the centenary and a photo-album added to the Hall archives. Very considerable thanks are due to the steering group who put the event together and particularly to Mick Bleach who was the inspiration behind the weekend.

FINANCIAL SUMMARY

INCOME

Hall hire income of £20661.15 was £12578.90 higher than the previous year reflecting a recovery from the impact of the Covid-19 'lockdowns'.

Other regular sources of income were the 200 Club £1872.00, up £184.00 on higher renewals; and the Xmas Fayre £354.10 which did not take place last year because of Covid-19.

The year benefitted from the event held jointly with Bleaches of Lavant to celebrate both organisations' centenaries, which raised £3604.36.

Government grants of £2667 in compensation for the Hall closures due to the Covid-19 pandemic were £17041 lower than the previous year.

Donations of £1050 were £3237.40 lower and included £1000 which has been designated to be used for Hall improvements.

These activities taken together with Fit Rebate of £2045.80, £1247.93 higher on the timing of receipts, and investment income £17.59, brought the total unrestricted funds income to £32272.00, £2294.29 lower than the previous year.

EXPENDITURE

Expenditure on Property & Equipment of £5700.20 was £3435.55 lower than the previous year and included further improvements to the Fire Detection System of £1594.80 and architectural services relating to the upgrade of the sports changing room facilities £1530.

Cleaning costs of £6390.60 were £3395.48 higher due to reopening of the Hall following the closures during the Covid-19 pandemic.

PRS music licencing costs of £294.61 recommenced following the Hall closures.

Fire equipment inspection costs of £776.38 increased by £731.38 on maintenance costs for the new fire detection system.

Telecommunication costs of £867.30 were £406.72 lower on the new BT contract.

Water & general rates of £813.83 were £713.36 higher on the reopening of the Hall. Electricity costs of £3792.60 were similarly £1305.59 higher.

Total payments from unrestricted funds of £27063.45 were £2816.30 higher than the previous year.

During the year no Trustees (2020/21 two) claimed expenses (2020/21 £141.51).

MONETARY ASSETS

Monetary Assets of £51233.74 at the end of 2021/22 were £5208.55 higher than the previous year.

THANKS

It is pleasing to note that during the year individual members of the management committee took on particular tasks to good effect. Booking Secretary, Jennie Lindfield, and Caretaker, Tony Bleach, also continued to ensure that the Hall operated successfully on a day-to-day basis. Tony even found time to write a book of reminiscences, that includes interesting historical material about the Hall and his family connections to it. My thanks and appreciation are due to all of you.

The healthy state of the Hall's finances is testament to the work of our Treasurer, Bob Mayne, whose last year this will be. He has steered us through the choppy waters of the pandemic and he leaves with our regrets, thanks and best wishes. Sheila Sims has continued to combine the roles of Secretary and "200 Club" promoter with aplomb and has been a source of sound advice, for all of which I am truly grateful.

Mr R Wignall Chairman

Date:

4 April 2023