

Tewin Memorial Hall Annual report for the year ending 31st December 2020

In 2020 the Memorial Hall has seen a dramatic fall in use because of the Covid pandemic.

The nursery group has run more or less normally for a large part of the year, but since the start of the pandemic in the spring, little other use has been made of the Hall. The majority of wedding bookings were rolled over to 2021, but refunds were given if asked for.

Most of the committee meetings were cancelled. With the hall closed, there was little to discuss anyway

The Memorial Hall continued to run its Supporters Club which provides a regular income with small cash prizes as a reward.

There were no rent increases this year.

The fall in rental income was offset by two Covid grants provided by East Herts Council.

We have a well established committee especially in the areas of finance and rentals. A local resident runs our own website, which is a significant source of enquiries for weddings and parties. The Hall continues to benefit from the services of a resident caretaker, who is a significant member of the rentals team, as well as maintaining the hall in a presentable condition.

Where possible, maintenance is done by volunteers. But we had contractors in to re-furbish the main hall floor. We also had two trees in the nursery playground trimmed and a third removed because there was damage to the trunk and it was considered a danger to the nursery. The Hall is in a conservation area, so permission for the tree work is agreed with East Herts Council.

As always there is other regular contracted work such as servicing the boilers, testing the electrical system and testing the fire extinguishers.

There is a defibrillator at the back of the hall available to the public. This is maintained by the Parish Council.

Redecoration of the hall was completed this year.

Use of online document storage continues.

We continued with our policy of gradually investing a portion of the Hall funds, in order to ensure that future generations had sufficient funds to maintain the Hall.

As befits a Memorial Hall, a wreath was laid on Remembrance Sunday at the local church. The Hall acts as the focus of the annual Poppy appeal in the village.

Meetings of the committee, submission of accounts etc have been conducted as required.

TEWIN MEMORIAL HALL MANAGEMENT COMMITTEE
(Tewin Memorial Hall – Registered Charity No. 308158)

Treasurer's Report for 2020

2020 has again been a quiet year for entirely unexpected reasons and has been one in which the prudence of having good reserves has been shown. The global pandemic has resulted in vastly reduced income from rentals and none from active fund-raising events. Fortunately, we have benefited from East Herts Business Rates Support Grants that we were encouraged to apply for against our expectations. They have improved matters considerably, covering a significant proportion of the hall's standing costs. As a consequence, we have an unexpected surplus for the year.

Balance Sheet

Our net surplus for the year was, £8,158 and a welcome surprise. In 2019 the surplus was £9,977. The Accumulated Fund at the commencement of the year was £190,913 and at the year end therefore rose to £199,071. This fund is notionally allocated with 50% intended as prudent provision for longer term high cost maintenance, for example roof and structural repairs, 40% intended for shorter term projects, for example decoration, property improvements and equipment, the balance acting as day-to-day working funds. The Investment Trust fund for the long term component performed well to the year end, showing profit of in excess of £3,600, which has been helpful.

Income and Expenditure

The net surplus for the year of £8,158 is the product of Total Income from all sources of £35,043 (£45,186 in 2019) less Total Expenditure of £26,885 (£35,209 in 2019).

Routine Income of £7,179 less Regular Outgoings of £24,856 resulted in an operating loss of £17,676 (2019 showed a loss of £5,267). Regular Outgoings for the year were higher than might have been expected largely because of significant one-off maintenance costs and higher energy cost due in part to prolonged floor repair.

Income from Fund Raising at £3,919 is significantly lower than 2019 (£22,480) – most income being attributable to the Supporters Club resilience. Luckily, we managed to enjoy three film nights before lockdown so a small but welcome contribution to funds resulted. Thanks and congratulations are due to all who have contributed – organizers and participants.

There were no Project and Equipment expenditures.

In summary, an unexpectedly tolerable year leading into 2021, which will not show the same level of resilience, subject to the rentals we may benefit from in the latter part of the 2021. A surplus in 2021 looks unlikely.

Finally, I would like to take this opportunity to thank our examiner, Peter George, who has kindly offered his services for our next year.



G A Whitbourn

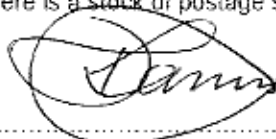
April 2021

Tewin Memorial Hall Management Committee

Balance Sheet as at 31 December 2020

	2020	2019
	£	£
Accumulated Fund		
Balance Brought Forward	190,913	180,936
Surplus (Deficit) for year	<u>8,158</u>	<u>9,977</u>
	<u>£199,071</u>	<u>£190,913</u>
Fixed Assets		
	1	1
Current Assets		
Cash at hand & Bank	169,144	175,647
Long term fund	33,698	18,052
Debtors & Prepayments	113	432
Insurance Premium in advance	1,398	1,389
Rent receivable	<u>77</u>	<u>626</u>
	204,430	196,146
Current Liabilities		
Rentals in Advance	(2,104)	(1,826)
Sundry creditors and accruals	(1,818)	(1,902)
Supporters club in advance	<u>(1,438)</u>	<u>(1,506)</u>
	(5,360) <u>199,070</u>	(5,234) <u>190,912</u>
Net Assets	<u>£199,071</u>	<u>£190,913</u>


There is a stock of postage stamps – value £40.26



David Laming
(Chairman)



Geoffrey Whitbourn
(Hon. Treasurer)



Peter George
(Independent Examiner)

Tewin Memorial Hall Management Committee

Income & Expenditure for the period ended December 2020

		2020		2019	
		£	£	£	£
Routine Income					
Lettings	Regular	4,722		12,273	
	Casual	1,563		5,526	
Interest		794		1,204	
Sundries		100		117	
Subtotal		<u>7,179</u>		<u>19,120</u>	
Fund Raising					
	Nett			Nett	
Hall Supporters club	1647	3029		1,559	2,968
Fete, Draw, etc.	0	0		4,346	6,023
Film Nights	179	412		309	1,524
Jumble Sales	(234)	182		7,818	8,534
Gift Aid		298			319
New Year Party	0	0		195	1,918
Book Sales	0	0		1082	1194
			<u>3,919</u>		<u>22,480</u>
Investment gain/(loss)			3,672		3,026
Donations/Grants			<u>20,273</u>		<u>580</u>
Total Income			<u>35,043</u>		<u>45,186</u>
Regular Outgoings					
Wages		(£5,632)		(£5,854)	
Heating & Lighting		(£5,985)		(£6,351)	
Telephone & Postages		(£471)		(£777)	
Insurance		(£1,873)		(£1,839)	
Water		(£753)		(£745)	
Licence & Subscriptions		(£133)		(£133)	
Grounds		(£1,868)		(£1,109)	
Annual Inspections		(£595)		(£943)	
Refuse Collection		(£620)		(£452)	
Cleaning		(£435)		(£1,144)	
Boiler Service		(£599)		(£225)	
Repairs & Maintenance		(£5,723)		(£4,195)	
Sundries		(£169)		(£620)	
Subtotal			<u>(£24,856)</u>		<u>(£24,387)</u>
Cost of Fundraising					
Fete		0		(£1,677)	
Jumble Sales		(£415)		(£716)	
Film Nights		(£233)		(£1,215)	
Supporters Club inc. Prizes		(£1,381)		(£1,408)	
New Year Party				(£1,722)	
Book Sales		0		(£113)	
Subtotal			<u>(£2,029)</u>		<u>(£6,851)</u>
Projects/Equipment					
See list		0		(£3,971)	
Subtotal			<u>0</u>		<u>(£3,971)</u>
Total Expenditure			<u>(£26,885)</u>		<u>(£35,209)</u>
Surplus/(Deficit) for year			<u>6,158</u>		<u>9,977</u>
Routine Income less Regular Outgoings			<u>(17,676)</u>		<u>(5,267)</u>

Note

1. The charity has enjoyed a waiver of Non-domestic Rates, which amounted to £5,734 (2019/20 £5,645)

Independent Examiner's Report

Trustees of Tewin Memorial Hall Management Committee Accounts Year Ended 31 December 2020

I report on the accounts of the Trustees of Tewin Memorial Hall Management Committee (TMHMC) for the year ended 31 December 2020 following an examination carried out in accordance with the general Directions given by the Charities Act 2011.

Respective responsibilities of the TMHMC and the examiner

Members of the TMHMC as trustees are jointly responsible for the preparation and content of the accounts and consider that an audit is not required under the Regulations and s144(2) of the Act. It is my responsibility to report on those accounts in accordance with the terms of those Regulations.

Basis of the report

My examination includes a review of the accounting records kept by the TMHMC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view; the report is limited to those matters set out below.

Independent examiner's statement

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:

1. accounting records were not kept in accordance with section 130 of the Charities Act 2011; 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 order to enable a proper understanding of the accounts to be reached.

Signed



Peter George