



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2020		31	12	2020

Section A Reference and administration details

Charity name **BERNAYS MEMORIAL INSTITUTE**

Other names charity is known by

Registered charity number (if any) **312187**

25 THE BROADWAY

STANMORE

MIDDLESEX

Postcode

HA7 3AL

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	Helen Astar			
2	Ian Mackie MBE	Treasurer		
3	Michael Oliver			
4	Roy Shortman			
5	The Revd Matthew Stone	Chairperson		
6	Julia Wyndham			
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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

INDENTURE DATED 8th JUNE 1871

How the charity is constituted
(eg. trust, association, company)

TRUST

Trustee selection methods
(eg. appointed by, elected by)

Appointed by the Rector of the Parish Church of Great Stanmore who has the sole right to appoint or remove Trustees.

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.

Insurance of Major Risks on Buildings, Contents and Legal Liabilities. The general control and management is carried out by the Trustees at regular termly meetings.

Summary of the objects of the charity set out in its governing document

To provide any message or buildings to be used as a library or reading or lecture rooms, or other like purposes for the education or recreation of the inhabitants of the Parish of Great Stanmore.

Provision of rooms in good condition to achieve the Objectives of the Indenture outlined above.

The Hall and adjoining rooms have been let out to small local organisations, charities and individuals at reasonable and affordable rentals. The various activities include the following:

- Arsenal under 10s football coaching via zoom
- Bridge Club – limited to Jan and Feb
- Capoeira, Brazilian music exercise discipline class
- Caterpillar Music, children’s music group
- Children’s and family parties – limited to Jan and Feb
- Counselling – limited to Jan and Feb
- Drama classes twice a week for various age groups
- Extend, over 60s exercise group – limited to Jan and Feb
- Kung-fu for children and adults
- Monkey Music, children’s music group
- Noisemakers children’s music group
- Over 50s exercise class – limited to Jan and Feb
- Pilates – 6 different classes per week – limited to Jan and Feb
- Prayer meetings
- Private ambulance driver training sessions
- Resident and Amenity group meetings and AGMs – limited to Jan and Feb
- Russian children’s school teaching language, music, handicrafts, culture, etc.
- Self Help Group meetings – limited to Jan and Feb
- Slimming Group – Limited and finished classes completely in the Autumn term
- Various tutoring classes covering Maths, English, Verbal and Non-Verbal Reasoning 3-5 times a week

Note - most of the following were accessing the hall up to the start of the pandemic but not for the rest of 2020

The Trustees consider that performance has been well delivered during 2020 and has complied with the duty in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission. The Trustees confirm that in planning the Charity’s activities they have given careful consideration to the fulfilment of its charitable objectives.

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)

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 Bernays Memorial Institute continues to be much loved by the local community because it provides clean, enjoyable, educational and recreational facilities.

The building with associated rooms is used by a large number of local organisations, charities and individuals in line with objectives of the Charity.

Section E

Financial review

Brief statement of the charity's policy on reserves

As reflected in the accompanying 2020 Accounts, funds are considered adequate and reasonable to cover running costs, repairs and maintenance and planned improvements.

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.

There are no directives in the Indenture relating to investments.

The Trust's funds are generated to protect the Victorian building and to maintain sufficient reserves for the running of premises to ensure it remains in good condition for use by a large number of local organisations, charities and individuals in line with objectives of the Charity.

The main current account is held at Barclays Bank Plc with excess funds deposited with: Charities Aid Foundation (Shawbrook Bank), CCLA (Charities Deposit Fund) and Julian Hodge Bank Ltd.

Section F

Other optional information

The Covid-19 pandemic resulted in the Bernays Memorial Hall (and Glebe Hall) being closed for several weeks in line with Government instructions. This was necessary to limit the spread of Coronavirus. During the time, the halls were checked regularly for building issues and to ensure they remained secure.


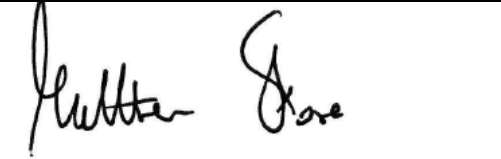
Business Support Grants were successfully applied for and paid by the London Borough of Harrow which amounted to £11,334 for both halls. The charity also benefitted from the Government's Business Rates relief.

When open, Covid-19 risk assessments were put in place and all hall users were asked to prepare their own risk assessments to ensure the necessary precautions were being taken to keep everyone safe.

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)	Ian George Walker MACKIE MBE	The Revd Matthew STONE
Position (eg Secretary, Chair, etc)	Treasurer	Chairperson
Date	20 th October 2021	



BERNAYS MEMORIAL INSTITUTE

FINANCIAL STATEMENTS

FOR THE

YEAR ENDED 31st DECEMBER 2020

charity no: 312187

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	2	Income & Expenditure Account
	3	Balance Sheet
	4	Notes on the financial statements

BERNAYS MEMORIAL INSTITUTE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the financial statements for the year ended 31st December 2020, which are set out on pages 2 to 5.

Respective responsibilities of the trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An 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 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 section 130 of the 2011 Act
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



David M Green
Gowers Limited
The Old School House
Bridge Road
Hunton Bridge
Kings Langley
Herts. WD4 8SZ

Date: 22nd December 2021

BERNAYS MEMORIAL INSTITUTE
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31st DECEMBER 2020

	2020	2019
	£	£
Income		
Gross lettings	37,387	76,036
Bank interest	2,494	2,459
Stanmore Club rent	3,875	3,653
Donations	50	98
Government grants	11,334	-
	<hr/>	<hr/>
Total income	55,140	82,246
	<hr/> <hr/>	<hr/> <hr/>
Expenditure		
Repairs, replacements, renewals & cleaning	28,608	10,283
Booking agency	15,954	21,527
Rates & water rates	557	1,358
Insurances	4,367	3,444
Light & heat	3,462	3,270
General expenses	6,270	4,950
Examiners fees (governance costs)	720	-
	<hr/>	<hr/>
Total resources expended	59,938	44,832
	<hr/> <hr/>	<hr/> <hr/>
Net income	(4,798)	37,414
Total funds brought forward	471,286	433,872
	<hr/>	<hr/>
Total Funds carried forward	466,488	471,286
	<hr/> <hr/>	<hr/> <hr/>

All funds are unrestricted.

BERNAYS MEMORIAL INSTITUTE**BALANCE SHEET****YEAR ENDED 31st DECEMBER 2020**

	notes	2020		2019	
		£	£	£	£
Fixed assets	(3)				
Freehold property at cost			235,952		235,952
Fixtures and fittings at cost			5,794		5,794
			<hr/>		<hr/>
			241,746		241,746
Current assets					
Debtors	(4)	3,434		4,367	
Cash at bank and in hand	(5)	251,518		254,713	
Appeal fund	(6)	510		460	
			<hr/>		<hr/>
		255,462		259,540	
Creditors – amounts falling due within one year		(30,720)		(30,000)	
		<hr/>		<hr/>	
Net current Assets			224,742		229,540
			<hr/>		<hr/>
Total assets less current liabilities			466,488		471,286
			<hr/> <hr/>		<hr/> <hr/>
Funds			466,488		471,286
			<hr/> <hr/>		<hr/> <hr/>

Approved and signed on behalf of the Trustees on 21st December 2021 by



Ian Mackie MBE
Treasurer – Trustee



The Revd Matthew Stone
Chair of the Trustees

BERNAYS MEMORIAL INSTITUTE**NOTES ON THE FINANCIAL STATEMENTS****YEAR ENDED 31st DECEMBER 2020****1. Accounting policies**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the charity's financial statements:

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable UK accounting standards and the Statement of Recommended Practice: Accounting and Reporting by Charities and with the Charities Act. The accounts are prepared under the historical cost convention.

Incoming resources

All incoming resources are included in the income and expenditure account when the charity is entitled to the income and the amount can be quantified with reasonable accuracy

Resources expended

All expenditure is accounted for in the period to which it relates. Any current year expenditure unpaid at the period end is included in current liabilities in the balance sheet where this can be quantified with reasonable accuracy.

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and are valued at cost. No depreciation is charged on the charity's property and furniture and fittings.

2. Trustee remuneration and related party transactions

No trustees received any remuneration or reimbursed travel costs during the year. No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the financial period.

3. Fixed assets for use by the charity

	Freehold property £	Fixtures and fittings £	Total £
Cost			
At 1st January 2020 and 31st December 2020	5,794	235,952	241,746
	=====	=====	=====
Depreciation			
At 1st January 2020 and 31st December 2020	-	-	-
	=====	=====	=====
Net book value			
At 1st January 2020 and 31st December 2020	5,794	235,932	241,746
	=====	=====	=====

BERNAYS MEMORIAL INSTITUTE**NOTES ON THE FINANCIAL STATEMENTS****YEAR ENDED 31st DECEMBER 2020****4. Debtors**

	2020	2019
	£	£
Prepayments	3,434	4,367

5. Cash at bank and in hand

	2020	2019
	£	£
Current account	22,381	26,719
COIF charity deposit	60,000	60,000
Savings account	5,031	5,031
Hodge Bank	79,106	77,963
Shawbrook Bank	85,000	85,000
	251,518	254,713

6. Creditors: amounts falling due within one year

	2020	2019
	£	£
Other creditors – Glebe Hall	30,000	30,000
Accruals	720	-
	30,720	30,000

BERNAYS MEMORIAL INSTITUTE

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FOR THE

YEAR ENDED 31st DECEMBER 2020

charity no: 312187

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