

# Fownhope New Memorial Hall

Registered Charity No: 520951

## Trustees Annual Report 2021

31<sup>st</sup> October 2021

### Contact Address

Ian Quayle  
Chairman  
Fownhope New Memorial Hall  
Garden House  
FOWNHOPE  
Herefordshire HR1 4PB

### Trustees on the date of this report

Samantha Clough (Booking Secretary)  
Derek Colley (Trustee)  
Katharina Nassenstein (Secretary)  
Suzanne Parr (Trustee)  
Ian Quayle (Chairman)  
Margret Rolls (Vice-Chairman)  
Morrison Sellar (Trustee) (Co-opted August 2021)  
Bethany Squires (Treasurer)  
Jim Suff (Building Officer)

### Governance

The Charity is governed by a Foundation document originally dated 1987. Some of the administrative provisions of this were amended by resolution of a General Meeting held on 8<sup>th</sup> September 2009. These changes provide for eight Trustees, including six honorary Executive Officers, who are elected annually. The Trustees are advised by a Users' Committee, representing all regular non-profit making users of Fownhope New Memorial Hall, which meets four times a year.

### Financial Review

The Charity holds a level of reserves considered by the Trustees as adequate to cover contingencies, including loss of income arising from a major disruption. In addition, reserves are designated to cover the schedule of repairs, maintenance and improvement work envisaged for the following year. Financial statements for the year to 31<sup>st</sup> January 2021 are appended to this report.

### Objectives

The Charity's objectives are as set out in the Foundation document:

“The object of the Foundation shall be the provision and maintenance of a village hall for the use of the inhabitants of Fownhope and the neighbourhood (hereinafter called "the area of benefit") without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.”

## Summary of Activities in the Year to 29th February 2020

Over the past year there has been very little activity at the Hall due to the pandemic restrictions. When we were able to open, the Trustees carried out a risk assessment and provided sanitising materials and advice notices about safe conduct within the Hall. The bar area and kitchen were sealed to prevent their use, in order to reduce areas where infection might be spread.

We have continued employing our Caretaker and Cleaner, albeit at a slightly reduced monthly fee, and they have continued to keep an eye on the Hall during the time it has been closed.

We were sorry to lose Brian Smith, who has left the area. Brian joined the Trustees in 2018 and worked on the automation of the Hall's variable ceiling. As a professional mechanical engineer, he made an invaluable contribution to the project.

On behalf of all the Trustees, I would like to record our sadness at the death of Tony Corby. Tony was a terrific friend of the Hall, having served for many years as Chairman and then as Treasurer. He started and ran our village lottery for the benefit of the Hall. Tony was a remarkable man and we will miss him very much.

The Village Lottery usually contributes over £1k a year and there has not been a draw since Tony died. Everyone agrees that the lottery should continue and our two lottery collectors are keen to continue too. We hope to appoint a Village Lottery coordinator in the near future.

Our bank account at the end of January was sitting at a little over £25k, which is healthier than expected. The Hall qualified for grants available to businesses forced to close due to lockdown. We accepted these grants as we could well need these funds to continue operations in the future when Hall usage is likely to be much lower than normal.

The Hall hire income figure in the accounts is nevertheless more than half the previous year's total, but doesn't fully reflect the actual reduction in usage. This is because at our previous year end, we had significant hire fee monies owed to us, mainly by one particular user.

Our running costs are about £2k higher than last year. This was mainly down to maintenance and repair work, particularly the rebuilding of the steps from the fire exit up to the car park.

Over the year we had a surplus of about £16k, but we received grants of over £18k. Without those we would have made a loss of about £2k, roughly the cost of the extra maintenance work.

I would like to give thanks to Tim Williams who took over from Peter Davis as our accounts examiner and to Bethany, whose meticulous record keeping gave Tim an easy job.

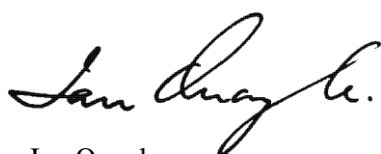
We welcome Samantha Clough as our new Booking Secretary. I would like to say a big thank-you to Margret who worked as our Acting Booking Secretary, for nearly two years.

I would also like to welcome Sue Parr, who has agreed to join us as our eighth Trustee.

Finally, I would once again like to give heartfelt thanks to all the people who have supported the Hall in so many ways over the past twelve months:

- The users who have coped with the restrictions in using the Hall during the pandemic restrictions
- The team of Trustees: Margret, Katharina, Bethany, Jim, Sue, Samantha, Morrison and Derek
- The village lottery run by the late Tony Corby with his collectors Stan and Derek
- And last, but not least, our brilliant caretaking and cleaning team of Mike and Rose who have kept going despite the restrictions and problems.

Thank you all.



Ian Quayle  
Chairman of Trustees



**FOWNHOPE NEW MEMORIAL HALL**

**Annual Accounts: 1st February 2020 to 31st January 2021**

<b>FUNDS</b>	<b>BANK BALANCES</b>			
<b>Lectern</b>				
	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Total</b>
Balance at 01/02/20	£ -	£ -	£ 193.65	£ 193.65
Added in year	£ -	£ -	£ -	£ -
Expenditure 2020-2021	£ 193.65	£ -	£ 193.65	£ 193.65
<b>Balance at 31/01/21</b>	<b>£ 193.65</b>	<b>£ -</b>	<b>£ 193.65</b>	<b>£ 193.65</b>

<b>General</b>			
Balance at 01/02/20	£ 9,063.73	£ -	£ 9,063.73
Designated from Closed Proj	£ -	£ -	£ -
Change this year	£ -	£ -	£ -
<b>Balance at 31/01/21</b>	<b>£ 9,063.73</b>	<b>£ -</b>	<b>£ 9,063.73</b>

<b>Bank Balances at 31/01/21</b>		
Current Account (Lloyds)	£ 25,569.90	
Uncleared receipt & payments	-£ 280.00	
<b>TOTAL</b>	<b>£ 25,289.90</b>	

<b>TOTAL ALL FUNDS</b>	<b>£ 9,063.73</b>	<b>£ -</b>	<b>£ 193.65</b>	<b>£ 9,257.38</b>
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<b>Opening Balances at 01/02/20</b>	
Current Account (Lloyds)	£ 9,257.38
Gain for year 2020 - 2021	£ 16,032.52
<b>Closing Balance at 31/01/21</b>	<b>£ 25,289.90</b>

In our opinion, the above Statements reflect a true and fair record of the financial affairs of the Fownhope New Memorial Hall for the financial year ending 31st January 2021

T Williams  
(Examiner) \_\_\_\_\_

B F Squires  
(Treasurer) \_\_\_\_\_

I H Quayle  
(Chairman) \_\_\_\_\_