

Samlesbury War Memorial Hall Management Committee
Registered Charity No. 521317
Annual Report 2022

31st December 2022

The Managing Trustees present the report for the year ended 31st December 2022 which should be read in conjunction with the accounts for the same period.

Legal status

The charity is established by a scheme made by the Ministry of Education under section 18 of the Charities Act 1960. The Charity Commission number is 521317.

Objects, policies, and organisation.

The object of the charity is the provision and maintenance of a village hall for the use of the inhabitants of Samlesbury and the neighbourhood without distinction of sex or political, religious, or other opinions, and for the use of meetings or 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.

The hall is available for hire by any individual or organisation approved by the committee in accordance with the scale of charges adopted for the time being. It is intended that such charges shall cover the normal expenditure for maintaining the hall. Significant improvements are funded from specific appeals, fund-raising, and grants.

The management committee is elected or appointed on an annual basis with the officers being elected from the membership of the committee. The AGM is usually held in April.

Review for the year

2022 has been a much better year regarding bookings and income due to the easing of the Coronavirus restrictions and the hall being fully open for the whole year. Many of the pre-pandemic hirers have returned to regular use of the hall, with several new hirers also becoming regular users. The January Ceilidh had to be cancelled at the last minute due to low attendance but with only a minor loss, although the quiz events have run throughout the year (except for the December quiz which was cancelled due to a clash with the world cup), with increasing attendance numbers.

A final Covid top-up grant was received from South Ribble Borough Council in March of £2667, which helped to rebalance the hall finances with a healthy position at the end of the 12-month accounting period. A Boost Grant of £16,741 was received from South Ribble Borough Council to cover the cost of the patio area, new gates on the field and a development of the field area as a nature reserve with path accessible to all.

The financial status of the Hall is well placed for the future and should allow some further investment as necessary.

The cleaning contract with J Booth has continued with the number of hours needed each week being tailored to suit the hall usage. Extra hours for cleaning after 'party' events has improved the general condition of the hall for the regular users and the whole hall hire fee has been adjusted to help pay for this.

The fabric of the Hall keeps the Trustees focussed on maintenance of the building, whilst continually seeking to make improvements to ensure the Hall is fit for purpose. During 2022, the focus for the committee has been preparing the outside area to the rear of the main hall in preparation for the proposed Queens Diamond Jubilee event in June. A new stone flagged patio area was laid adjacent to the rear of the hall, and some new boundary gates were fitted with repairs to some others.

The opportunity was taken to run power to the community garden shed and to a new LED floodlight in the field. The latter was to help light the new memorial statue (a laser cut steel plate depicting a WW1 scene), which is now a feature within the field. The statue has a planted base area with a single rose bush for each soldier on the Hall Roll of Honour.

Some minor electrical repairs were needed to a main hall power socket and the disabled toilet light, and the sewage treatment plant electrics required re-terminating outside the tank to prevent further air compressor failures.

The community garden scheme has grown during 2022 thanks to the efforts of John Greaves, with the help of Pauline & Julia. They have kept the hanging baskets around the hall looking beautiful throughout the year and again won first place in the South Ribble in Bloom competition.

Abbey Landscaping have kept the grounds mown & tidy to a high standard once again this year and have now commenced regular mowing of the non-landscaped areas of the field.

The hall insurance was renewed at the end of December as part of the three-year deal, although there has been a significant price increase this year. The Trustees did consider other insurance options, but it was felt that Ansvar still offered the best cover for the policy fee.

The Trustees have as usual met monthly, to fulfil their roles of management. We held the AGM on the 13th of April 2022, where the annual report and accounts for 2021 were agreed and accepted by all those present. One new trustee has joined the committee during 2022 (Julia Marsden), together with two new Samlesbury Young Farmers representatives (Beth Baldwin and James Nairey).

It was also agreed at the AGM that Paul Daunton would hand over the accounts to Cathy Evans during the year and that Julia Dixon (with the help of Julia Marsden), would now manage the hall bookings.

It was further agreed that they would look at introducing an electronic booking system to help reduce the workload and allow hirers to book in a more modern way. After looking at various options the 'Hallmaster' system was chosen. This has run successfully throughout the latter half of 2022 and includes a facility to issue invoices/receipts and import the finance data into an accounting package.

The bank account with CAF bank is still proving to be an effective way of managing the hall finances and its use will continue.

The 'Square' card reader has been generally well used for the Quiz nights and for the small cost involved in its use it allows easy electronic payments to be made which many of the hall users now prefer.

Hiring charges have again been reviewed and considering increasing costs some adjustments have been made to the whole venue hire fee, although given the increase in utility costs, hire rates may well have to increase further in 2023. The Trustees are mindful of how hire rates affect our regular user groups and strive to keep running costs down where practical by using long term deals with suppliers if practical.

The website www.samlesburymemorialhall.co.uk is being accessed regularly, generating interest and bookings for hire of the hall and tickets for events. The planned revamp to the website was delayed due to the work needed to introduce the 'Hallmaster' booking system, but it is planned to do this in 2023.

Finally, tremendous thanks to all the supporters of the hall, in particular the Trustees. The commitment of time, energy, skills, and knowledge shows in the continued success of the Hall. Thanks are to be expressed to the officers of the committee, who have worked tirelessly once again. However, the work of the Hall could not continue without the support of so many interested people, who hire the hall, support the functions, but also are part of the hall's wider community.

Trustees continue to look ahead, particularly as a War Memorial should continue to reflect its purpose, with work on the flat roof planned for 2023 and possibly fitting patio doors to the rear side wall of the main hall.

The Hall is in a secure financial position to continue its role for the benefit of the local rural community and the wider area and has met its obligations since it opened in 1922.

We are again indebted to Alison Gerrard for the supervisory role she professionally carries out as Independent Examiner for the accounting functions and her input is welcomed.

Committee for 2022

Mr Gordon Barton	Chairman	Elected
Mrs Cathy Evans	Booking Secretary/Treasurer	Elected
Mr Paul Daunton	Treasurer	Elected
Ms Caroline Coughlin	Vice Chair	Samlesbury Church PCC
Mrs Clare Lewis	Secretary	Parish Council
Mr Gwyn Lewis	Health & Safety Officer	Co-opted
Vacant		Balderstone & District W.I.
Mrs Imogen Eastham		Co-opted
Beth Baldwin		Samlesbury Young Farmers
James Nairey		Samlesbury Young Farmers
Mrs. Janet Young		Elected
Mrs. Cath Randall		Elected
Mr John Greaves		Co-opted
Mrs Julia Dixon	Booking Secretary	Co-Opted
Mrs Julia Marsden	Booking Secretary	Co-Opted
Mrs Caroline Marshall		Co-Opted
Mr Jim Slater		Honorary Life President

The Independent Examiner is Mrs. A.M. Gerrard FFA/FIPA, who has once again kindly waived her fee in favour of Hall funds.

Signed.....Date.....

This Annual Report and Accounts are approved by the Management Committee.

**Signed.....Date.....
G. Barton (Chairman)**

Samlesbury War Memorial Hall
Statement Of Financial Activities
For the Year Ended 31st December 20

Income & Expenditure	Unrestricted	Restricted
	£	£
Income:		
Charges to Users	18,448	
Donations & Grants	26,371	
Fund Raising	4,957	
Feed In Tariff	55	
Interest Earned	1	
	<hr/>	<hr/>
	49,832	0
Direct Charitable Expenditure:		
Provision of Hall		
Electricity	2,179	
Water	149	
Insurance	1,181	
Cleaning materials & supplies	2,021	
Fundraising Expenses	3,230	
Telephone	155	
Licences etc.	486	
Repairs	2,982	
Website		
Printing & Stationery	119	
Charitable donations	95	
Depreciation	1,435	2,849
Bank charges	76	
	<hr/>	<hr/>
	14,108	2,849
Other Expenditure:		
Management & administration of the charity		
	<hr/>	<hr/>
Total Expenditure	14,108	2,849
Net Income/(Expenditure) for the Year	35,724	(2,849)
Funds Balance Brought Forward		
	<hr/>	<hr/>
Funds Balance Carried Forward	35,724	-2,849
	<hr/>	<hr/>

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Total	2021
£	£
18,448	17,149
26,371	4,335
4,957	
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49,832	22,134
2,179	3,692
149	398
1,181	1,424
2,021	1,820
3,230	1,064
155	362
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2,982	6,890
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Samlesbury War Memorial Hall

Balance Sheet as at 31st December 2022

	Notes	2022
		£
Fixed Assets		
Memorial Hall		31,234
Fixtures & Fittings		12,530
Furniture & Equipment		<u>791</u>
		44,555
Current Assets		
Debtors	14,822	
Prepayments		
Balances at Bank:		
CAF Gold Account	16,081	
CAF Account	20,798	
Cash	<u>571</u>	
	52,272	
Current Liabilities		
Creditors	<u>7,444</u>	
Net Current Assets		<u>44,828</u>
Net Assets		<u>89,383</u>
FUNDS		
Unrestricted		77,838
Restricted		<u>11,545</u>
		<u>89,383</u>

G Barton
Chairman
8th March 2023

For and on behalf of the Managing Committee

2021

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