



**Trustees' Annual Report for the period**

**From 01/04/2021  
Period end date**

**Period start date To 31/03/2022**

**Charity name: Caistor Town Hall Management Committee**

**Charity registration number: 521906**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The provision and maintenance of the Town Hall for the use of all residents in Caistor and surrounding villages to provide the availability of a wide range of activities for all ages.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The prime aim of the Committee is to provide a comfortable, economical and local facility for various societies, groups and individuals to use. We have rooms for meetings but the usage of the building covers a far wider spectrum of activities. These include Children's services including health and advice, exercise for all ages, amateur dramatics, film club, dance lessons and various other groups. Our users are encouraged to send representatives to the open meetings that the Management Committee hold regularly to help provide a continuous feedback to quickly identify and solve any problems that arise.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We confirm that the Trustees have taken regard of the guidance issued by the Charity Commission on public benefit.</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related	Para 1.38	

investment		
Contribution made by volunteers	Para 1.38	<b>Once again the Trustees wish to acknowledge the immense contributions made by a group of volunteers without whose help it would be extremely difficult to provide the facilities we are able to offer.</b>
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>This has been a difficult year as the hall was already in lockdown due to the COVID pandemic as the financial year began. This second lockdown was finally lifted on 19<sup>th</sup> April 2021 but the return to full hall usage has been slow with many people, particularly the elderly, being very nervous about returning and in some cases never doing so.</p> <p>We have received a Business Restart Grant and an Omicron Grant which have been extremely helpful as we recover with reduced income reflecting fewer people using the hall. However, as we approached the end of the financial year an upturn in numbers including new groups using the hall has been very encouraging.</p> <p>The feeling of the Trustees is that we are now on an upward curve and with so many plans and improvements having to be delayed our greatest achievement this year must be survival. The hall is now functioning well and we are looking forward to the next 12 months.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The financial position of the charity is carefully monitored by the Treasurer, Trustees and committee members particularly with the pandemic in mind. We are pleased to report a healthy financial position with no issues for concern.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Our policy is to hold a minimum of £5,000 in reserve at all times to meet any unexpected maintenance costs.</b>
Amount of reserves held	Para 1.22	<b>£5,000</b>
Reasons for holding zero reserves	Para 1.22	<b>Not applicable</b>
Details of fund materially in deficit	Para 1.24	<b>Not applicable</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>Not applicable.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The principal source of funds for the charity are hire charges and fund raising events.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<b>We have viewed the reduced numbers of hirers because of Covid restrictions as our main concern but as already mentioned there is a significant upturn in usage of the hall and our financial position remains healthy.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution adopted 15/08/1969 and amended 05/2011.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Unincorporated Association</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Elected by membership or appointed by existing Trustees and reviewed annually.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Caistor Village Hall
Other name the charity uses	Caistor Town Hall Management Committee
Registered charity number	521906
Charity's principal address	14 High Street Caistor Lincolnshire LN& 6TX



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

### Additional information (optional)

#### 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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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable
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### Other optional information

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**Declarations**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Michael John Grant	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	

<b>Date</b>	30/01/2023
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# CAISTOR TOWN HALL MANAGEMENT COMMITTEE

## Income and Expenditure Account for Year ending 31/03/2022

<u>Income</u>	£	<u>Expenditure</u>	£
Meetings	1287.00	A Hand Cleaning Services	2517.50
Dance Group	1156.00	Booking Expenses	415.54
Fitness Groups	1629.00	Gas	1662.52
Lions	413.00	Electricity	1332.41
Town Council	390.00	Water	417.02
Children's Services	2030.00	Insurance	330.20
Blood Donors	354.00	Repairs & Replacements	2404.79
Caistor Cinema Group	185.00	General Maintenance	3116.13
Private Parties	1591.50	Miscellaneous	1029.07
Retail	244.00	Laundry	180.00
Elections	180.00	Refunds	75.00
Weddings	1050.00	New chairs / Fire equipment	<u>1508.40</u>
Art Classes	532.00	<b>Sub Total</b>	<b>14988.58</b>
Supa Strikers	544.00		
Arts & Crafts event	372.00	Bar stock	4492.64
Caistor Grammar School	878.00	Bar Licence / repairs	<u>289.99</u>
Shows & Fayres	1318.63		
Caistor Parish Church	<u>50.00</u>		
<b>Sub Total</b>	<b>14204.13</b>	<b>Sub Total</b>	<b>19771.21</b>
Bar Takings	<u>5784.17</u>		
<b>Sub Total</b>	<b>19988.30</b>		
Business Restart Grant	8000.00		
Omicron Grant	<u>2667.00</u>		
<b>Sub Total</b>	<b>30655.30</b>		
Bank balance at 31/03/2021	<u>22860.57</u>	Bank balance at 31/03/2022	<u>33744.66</u>
<b>Total</b>	<b>53515.87</b>	<b>Total</b>	<b>53515.87</b>
<b><u>Additional Assets</u></b>			
Cash in hand (Bar Float)	500.00		

Accounts completed by Mike Grant ..... 07/04/2022

Accounts audited by Mary Taylor .....





Section A

Independent Examiner's Report

Report to the trustees/ members of

CAISTOR VILLAGE HALL - ALSO KNOWN AS CAISTOR TOWN HALL MANAGEMENT COMMITTEE

On accounts for the year ended

31/03/2022

Charity no (if any)

521906

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

Responsibilities and basis of report

As the charity's trustees, 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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Mary V. Taylor

Date:

30/01/23

Name:

MARY TAYLOR

Relevant professional qualification(s) or body

CERTED MATHEMATICS/MAIN and ADVANCED MAIN

(if any):

Address:

**Section B Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE