



Trustees' Annual Report for the period

From 01/04/2022
Period end date

Period start date To 31/03/2023

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	The provision and maintenance of the Town Hall for the use of all residents in Caistor and surrounding villages to provide availability of a wide range of activities for all ages.
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	The prime aim of the committee is to provide is to provide a comfortable, economical and local facility for various societies, groups and individuals to use. We have rooms for meetings but 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 many other groups. Our users are encouraged to send representatives to the open meetings that the Management Committee hold regularly to help provide continuous feedback to quickly identify and resolve any problems that arise.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm that the Trustees have taken regard of the guidance issued by the Charity Commission on public benefit.

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	The Town Hall is run by volunteers in all matters except for cleaning which is contracted out to a local company. The Trustees acknowledge the immense contributions made by volunteers without whose help it would be extremely difficult to provide the facilities we are able to offer.
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	There has been a recovery of the usage of the hall back to the levels we were experiencing prior to the COVID pandemic. Nearly all groups have now returned and newcomers have accounted for those we lost. The harsh economical realities that face nearly everyone these days means we have to very carefully consider our pricing structure and keep any increase to the absolute minimum. Fortunately we negotiated new Energy contracts before the large increases came into being allowing us to hold our hiring charges at a very reasonable rate and thus benefitting all of our users. The Trustees are pleased to report that the building continues to be kept in good repair allowing us to offer a warm, comfortable facility for all our users.

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	Para 1.41	

against objectives		
Other		

Financial Review

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

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	The principal source of income for the charity are hire charges and fund raising events.
	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Rising costs many of which are outside our control and keeping our income flow at least at the current level. As already stated, however, our finances are in very good order.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution adopted 15/08/1969 and amended 05/2011.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
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	Elected by membership or appointed by existing Trustees and reviewed annually.

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 LN7 6TX

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	Ruth Smith	Chair		
2	Michael Broster	Vice Chair		
3	Michael John Grant	Treasurer		
4	Alan Garry Crookes		22.5.22 – 31.3.23	
5	Martin Stephen Gaughan		22.5.22 – 31.3.23	
6	Jacqueline Sandra Hughes		22.5.22 – 31.3.23	
7	Richard John Merrall		22.5.22 – 31.3.23	
8	Christopher Andrew Morgan		22.5.22 – 31.3.23	
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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

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

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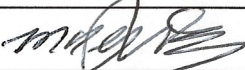
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Michael John Grant	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	30/01/24	

CAISTOR TOWN HALL MANAGEMENT COMMITTEE

Income and Expenditure Account for Year ending 31/03/2023

<u>Income</u>	£	<u>Expenditure</u>	£
Meetings	2534.50	A Hand Cleaning Services	5414.50
Dance Group	1254.00	Booking Expenses	628.37
Fitness Groups	2355.00	Gas	1812.16
Lions	922.50	Electricity	1846.83
Town Council	553.00	Water	610.67
Children's Services	2065.00	Insurance	346.89
Blood Donors	366.00	Repairs & Replacements	1951.34
Caistor Cinema Group	398.00	General Maintenance	976.54
Private Parties	3422.50	Miscellaneous	973.48
Retail	151.00	Laundry	75.00
Childrens Health Clinic	880.00	Refunds	250.00
Weddings	499.20	Donations	220.00
Art Classes	950.00	New water boiler	<u>825.97</u>
Supa Strikers	259.00		
Arts & Crafts event	100.00	Sub Total	15931.75
Caistor Grammar School	1257.00		
Shows & Fayres	540.00	Bar stock	4800.60
Caistor Parish Church	55.00	Bar Licence / repairs	<u>643.75</u>
CATs	1614.00		
W.I.	226.00	Sub Total	21376.10
Miscellaneous	<u>40.00</u>		
Sub Total	20441.70		
Bar Takings	<u>10585.22</u>		
Sub Total	31026.92		
Bank balance at 31/03/2022	<u>33744.66</u>	Bank balance at 31/03/2023	<u>43395.48</u>
Total	64771.58	Total	64771.58

Additional Assets

Cash in hand Bar Float) 500.00

Accounts completed by Mike Grant 01/04/2023

Accounts audited by Mary Taylor



Section A Independent Examiner's Report

Report to the trustees CAISTOR VILLAGE HALL - ALSO KNOWN AS CAISTOR TOWN HALL MANAGEMENT COMMITTEE

On accounts for the year ended 31/03/2023 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 31/03/2023

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: 31st Jan, 2024

Name: MARY TAYLOR

Relevant professional qualification(s) or body CERT. ED. CAMBRIDGE ADVANCED MAIN MATHS.

(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