

Bramcote Memorial Hall AGM Tuesday 15th June 2021

Present: Ron Glen (Chair), Val Smith Treasurer, David Jones Trustee, Gwen Scott (Painting Group), Sheila Chambers Trustee, David Lancaster Hall Manager, Mark Bignall Caretaker, Claire Morrell Administrator, June Lemon Smith and Gill Mills Stapleford Flower show

Apologies: Alex Taverner, Keith Mycroft, Karen Morley, Carole Jacques

2020 Minutes and Matters Arising: There were no minutes from 2020 as COVID 19 meant no meeting took place. The Chair said he had checked the 2019 ones and there were no outstanding actions other than the new noticeboard which is currently in hand.

Correspondence: None received other than those associated with the day to day running of the Hall.

Chairman's Report:

Ron welcomed everyone to the Meeting and thanked the Trustees and Committee for their efforts over the preceding year. He also thanked the Caretaking and Cleaning Staff for keeping the Hall in good order. It was recognised there had been significant work to enable compliance with COVID regulations and allow the Hall to return on 2 post lock down occasions.

The Hall has received various Covid grants over the year which has allowed us to maintain an income level which would have been unthinkable without this support. On this basis the decision has been made not to increase hiring fees in September this year for regular users of the Hall. This is the 3rd year running that hiring fees have been held in recent years. However, it was noted that this will be reviewed in 2022 due to rising costs of utilities

Non-regular user fees will be reviewed in September 2021.

Treasurers Report - The audited accounts for 2020/2021 were made available to those present. Anyone wanting a copy of the report should contact Dave Lancaster on dave.d.lancaster@btopenworld.com The Hall is in a sound financial position. The adoption of the accounts was proposed by Val Smith, Treasurer, and seconded by Ron Glen, Chair. The Accounts for the period were accepted

unanimously.

Administrators Report

Claire reported she has received a lot of requests from both existing customers and new ones who were unable to return to their usual premises. This has meant juggling slots and times on an ongoing basis. It is not intended to prevent any regular users from returning when they are ready however we cannot guarantee the same arrangements everyone had 18 months ago. Some groups have not contacted us yet and it may be assumed they will not be returning. if we don't hear shortly. It is to be hoped we will be operating normally by the 1st September 2021

Generally the feedback has been good which reflects well on Mark and Linda/Graham.

It was also reported the Hall will have Plus Net broadband installed on the 18th June although the line terminator and router will be secure.

Blinds have now been fitted to the doors of the Committee Room to ensure additional privacy.

Operations Report

Everything is currently functioning well and there are no current issues.

The ongoing programme of maintenance and decorating will resume soonest.

It was reported the Hall roof was hit by a Broxtowe BC lorry. However, this has now been repaired and Broxtowe have accepted responsibility. We are dealing with their Insurers

Election of Officers - No change and there were no further nominations.

Health and Safety Report -

Regular H&S surveys were continuing under the supervision of Ron Glen. This aspect has been particularly important given the need to document our Covid19 responses. All returning groups appear to be following the rules

Allotment Report - There are no current issues.

All allotments are taken and there is a small waiting list.

AOB

Gwen Scott asked when the crockery and cutlery will be put back in the kitchens. We agreed this decision would be reviewed in September

Alex Taverner has asked if ballet barres could be fitted in the Community Room. This request was accepted particularly as other fitness groups could make use for stretching exercises

Charities' Commission

For the purposes of the Annual Return to the Charities Commission, it was noted that there were NO SERIOUS INCIDENTS during the year in question (or to the date of this AGM 15.06.21)

The Next Management Committee Meeting will be on Tuesday 14th September '21 at 6.00pm

**BRAMCOTE MEMORIAL HALL
MANAGEMENT COMMITTEE**

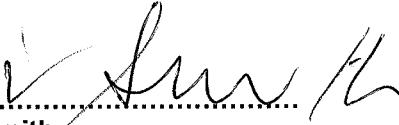
**Financial Accounts
for the year ended
31st March 2021**

BRAMCOTE MEMORIAL HALL MANAGEMENT COMMITTEE

FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

I certify to the best of my knowledge and belief, that the books, vouchers and information produced to our accountants, from which the attached accounts have been prepared, contain a full and correct record of the Management Committee's transactions.


.....

Mrs V Smith
Hon Treasurer

..... 18. 5. 21

Date

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF BRAMCOTE MEMORIAL HALL
MANAGEMENT COMMITTEE**

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(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, as amended; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

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 I do not express an audit opinion on whether the accounts present a 'true and fair view'.

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 trustees have not met the requirements to ensure that:

- proper accounting records are kept in accordance with section 130 of the Act; and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr A West FCA
Swandec
Chartered Accountants
550 Valley Road
Basford
Nottingham
NG5 1JJ

A. West
19th May 2021

.....

Bramcote Memorial Hall
Statement of Financial Activities
For the year ended 31st March 2021

	General Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Incoming Resources				
Fees for Hire of Hall	10,048	-	10,048	48,319
Investment Income	35	-	35	113
	-----	-----	-----	-----
Total Incoming Resources	10,083	-	10,083	48,432
	-----	-----	-----	-----
Resources Expended				
Direct Charitable Expenditure				
Wages	7,128	-	7,128	7,026
Insurance	1,885	-	1,885	1,775
Cleaning & Refuse Removal	8,793	-	8,793	7,993
Light, Heat & Water	3,808	-	3,808	6,114
Repairs & Renewals	3,567	-	3,567	12,481
Postage, Phone & Stationery	459	-	459	319
Sundry Expenses	-	-	-	200
Depreciation	299	-	299	352
Honorarium	6,860	-	6,860	6,241
	-----	-----	-----	-----
Total Resources Expended	32,799	-	32,799	42,501
	-----	-----	-----	-----
Management & Administration Expenses				
Accountancy Fees	360	-	360	360
	-----	-----	-----	-----
	360	-	360	360
	-----	-----	-----	-----
Total Resources Expended	33,159	-	33,159	42,861
	-----	-----	-----	-----
Other Income				
Government Grant Income	25,335	-	25,335	-
	-----	-----	-----	-----
	25,335	-	25,335	-
	-----	-----	-----	-----
Net Incoming Resources	2,259	-	2,259	5,571
	-----	-----	-----	-----
Total Funds Brought Forward	444,135	-	444,135	438,564
	-----	-----	-----	-----
Total Funds Carried Forward	446,394	-	446,394	444,135
	-----	-----	-----	-----

**Bramcote Memorial Hall
Balance Sheet
As at 31st March 2021**

	2021 £	2020 £
Fixed Assets		
Tangible Fixed Assets	305,324	305,623
	-----	-----
Current Assets		
Debtors and Prepayments	428	3,989
NatWest Bonus Saver Account	61,605	61,569
Cash at Bank	79,397	73,654
	-----	-----
	141,430	139,212
	-----	-----
Liabilities falling due within one year		
Creditors	360	700
	-----	-----
	360	700
	-----	-----
Net Current Assets	141,070	138,512
	-----	-----
Net Assets	446,394	444,135
	-----	-----
Funds		
Unrestricted	446,394	444,135
Restricted	-	-
	-----	-----
	446,394	444,135
	-----	-----

Bramcote Memorial Hall
Notes to the Accounts
Schedule of Fixed Assets
For the year ended 31st March 2021

	Land & Buildings	Property Imps	Crockery & Equipment	Fixtures & Fittings	Total
COST					
As at 1 April 2020	6,000	296,684	945	31,352	334,981
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
As at 31 March 2021	<u>6,000</u>	<u>296,684</u>	<u>945</u>	<u>31,352</u>	<u>334,981</u>
DEPRECIATION					
As at 1 April 2020	-	-	-	29,358	29,358
Charge	-	-	-	299	299
Disposals	-	-	-	-	-
As at 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>29,657</u>	<u>29,657</u>
NET BOOK VALUE					
As at 31 March 2021	<u>6,000</u>	<u>296,684</u>	<u>945</u>	<u>1,695</u>	<u>305,324</u>
As at 31 March 2020	<u>6,000</u>	<u>296,684</u>	<u>945</u>	<u>1,994</u>	<u>305,623</u>

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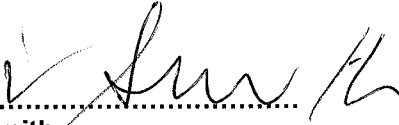
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