

## **Bramcote Memorial Hall AGM Tuesday 14<sup>th</sup> June 2022**

**Present:** Val Smith Treasurer, David Jones Trustee, Gwen Scott (Art), Sheila Chambers Trustee , David Lancaster Hall Manager, Mark Bignall Caretaker, Steve Austin Probus, Carol Jacques and Karen Morely PlayGroup

**Apologies:** Ron Glen, Claire Morell, Alex Taverner,

### **2021 Minutes and Matters Arising:**

The 2021 minutes were distributed and it was agreed there were no outstanding matters from this meeting

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

### **Chairman's Report:**

In the Chairmans absence his report was delivered by D Lancaster. The Trustees and Committee were thanked 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 ensure compliance with COVID regulations. Despite the lifting of these restrictions the hall was maintaining the standards previously set although this was not mandatory.

Given the increase in utility costs there was a need to review pricing and this would be dealt with at the end of the meeting.

### **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](mailto:dave.d.lancaster@btopenworld.com) The Hall is currently in a sound financial position.

### **Administrators Report**

Claire was unable to attend the meeting however she reported there were no issues. Everyone who intended to return following the COVID lockdown had done so and she had reorganised the schedules to accommodate everyone.

Non-regular events were very buoyant and the hall was very much in demand.

### **Operations Report**

Everything is currently functioning well and the only outstanding issue is the replacement of the Community Room floor. The flooring has now been ordered and the work will commence on the 15<sup>th</sup> August when the room will be closed for 5 days

The ongoing programme of maintenance and decorating will resume in July/August.

### **Election of Officers –**

**No change and there were no further nominations. However, it was stated the existing Committee and Trustees had been around a long time and it was becoming obvious there was a need for additions to ensure the ongoing stability of the hall management.**

### **Health and Safety Report –**

**Ron Glen reported the Caretaker had now assumed responsibility for carrying out all H&S checks and everything was in good order. The documentation was also in place.**

**Our Chairman retains responsibility for overall H&S issues**

**Allotment Report –** There are no current issues.

All allotments are taken and there is a waiting list.

## **AOB**

Pricing 2022/23 DL opened the discussion by informing the meeting the estimated hall cost were expected to rise by approximately 20% during the next 12 months largely due to utility costs increasing by approx 8K pa. Additionally we have not given our staff a pay increase since 2019 whilst costs to our regular customers have been frozen for the last three years. It was generally understood Bramcote Memorial Hall has benefitted from its charitable status which has allowed us to charge lower rental prices over a long period of time, resulting in our prices being kept as low as possible.

However, there is a reluctance on behalf of the Management Committee to make life more difficult and a lively discussion took place about what was realistic and affordable.

The meeting agreed to review this issue separately via a sub-committee to meet in early July. This forum will include some Committee members and some hall users.

## **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 14.06.22)

**The Next Management Committee Meeting will be on Tuesday 13<sup>th</sup> September at 4.30pm**



**BRAMCOTE MEMORIAL HALL  
MANAGEMENT COMMITTEE**


**Financial Accounts  
for the year ended  
31<sup>st</sup> March 2022**


**BRAMCOTE MEMORIAL HALL MANAGEMENT COMMITTEE**

**FINANCIAL ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

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**

  
.....  
**Date**

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

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**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  
ADS Accountancy Ltd  
Chartered Certified Accountants  
550 Valley Road  
Basford  
Nottingham  
NG5 1JJ  
.....

*A. West FCA*

*24th May 2022*

**Bramcote Memorial Hall  
Statement of Financial Activities  
For the year ended 31<sup>st</sup> March 2022**

	General Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
<b>Incoming Resources</b>				
Fees for Hire of Hall	36,695	-	36,695	10,048
Investment Income	6	-	6	35
	-----	-----	-----	-----
<b>Total Incoming Resources</b>	<b>36,701</b>	<b>-</b>	<b>36,701</b>	<b>10,083</b>
	-----	-----	-----	-----
<b>Resources Expended</b>				
<b>Direct Charitable Expenditure</b>				
Wages	7,128	-	7,128	7,128
Insurance	1,811	-	1,811	1,885
Cleaning & Refuse Removal	9,676	-	9,676	8,793
Light, Heat & Water	5,310	-	5,310	3,808
Repairs & Renewals	2,638	-	2,638	3,567
Postage, Phone & Stationery	709	-	709	459
Sundry Expenses	1,000	-	1,000	-
Depreciation	254	-	254	299
Honorarium	6,610	-	6,610	6,860
	-----	-----	-----	-----
<b>Total Resources Expended</b>	<b>35,136</b>	<b>-</b>	<b>35,136</b>	<b>32,799</b>
	-----	-----	-----	-----
<b>Management &amp; Administration Expenses</b>				
Accountancy Fees	360	-	360	360
	-----	-----	-----	-----
	<b>360</b>	<b>-</b>	<b>360</b>	<b>360</b>
	-----	-----	-----	-----
<b>Total Resources Expended</b>	<b>35,496</b>	<b>-</b>	<b>35,496</b>	<b>33,159</b>
	-----	-----	-----	-----
<b>Other Income</b>				
Government Grant Income	10,892	-	10,892	25,335
	-----	-----	-----	-----
	<b>10,892</b>	<b>-</b>	<b>10,892</b>	<b>25,335</b>
	-----	-----	-----	-----
<b>Net Incoming Resources</b>	<b>12,097</b>	<b>-</b>	<b>12,097</b>	<b>2,259</b>
	-----	-----	-----	-----
<b>Total Funds Brought Forward</b>	<b>446,394</b>	<b>-</b>	<b>446,394</b>	<b>444,135</b>
	-----	-----	-----	-----
<b>Total Funds Carried Forward</b>	<b>458,491</b>	<b>-</b>	<b>458,491</b>	<b>446,394</b>
	-----	-----	-----	-----

**Bramcote Memorial Hall  
Balance Sheet  
As at 31<sup>st</sup> March 2022**

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	2022 £	2021 £
<b>Fixed Assets</b>		
Tangible Fixed Assets	305,070	305,324
	-----	-----
<b>Current Assets</b>		
Debtors and Prepayments	1,842	428
NatWest Bonus Saver Account	67,961	61,605
Cash at Bank	83,978	73,397
	-----	-----
	153,781	141,430
	-----	-----
<b>Liabilities falling due within one year</b>		
Creditors	360	360
	-----	-----
	360	360
	-----	-----
<b>Net Current Assets</b>	<b>153,421</b>	<b>141,070</b>
	-----	-----
<b>Net Assets</b>	<b>458,491</b>	<b>446,394</b>
	-----	-----
<b>Funds</b>		
Unrestricted	458,491	446,394
Restricted	-	-
	-----	-----
	<b>458,491</b>	<b>446,394</b>
	-----	-----

**Bramcote Memorial Hall**  
**Notes to the Accounts**  
**Schedule of Fixed Assets**  
**For the year ended 31<sup>st</sup> March 2022**

	Land & Buildings	Property Imps	Crockery & Equipment	Fixtures & Fittings	Total
<b>COST</b>					
As at 1 April 2021	6,000	296,684	945	31,352	334,981
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
As at 31 March 2022	<u>6,000</u>	<u>296,684</u>	<u>945</u>	<u>31,352</u>	<u>334,981</u>
<b>DEPRECIATION</b>					
As at 1 April 2021	-	-	-	29,657	29,657
Charge	-	-	-	254	254
Disposals	-	-	-	-	-
As at 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>	<u>29,911</u>	<u>29,911</u>
<b>NET BOOK VALUE</b>					
As at 31 March 2022	<u>6,000</u>	<u>296,684</u>	<u>945</u>	<u>1,441</u>	<u>305,070</u>
As at 31 March 2021	<u>6,000</u>	<u>296,684</u>	<u>945</u>	<u>1,695</u>	<u>305,324</u>

**BRAMCOTE MEMORIAL HALL  
MANAGEMENT COMMITTEE**


**Financial Accounts  
for the year ended  
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**BRAMCOTE MEMORIAL HALL MANAGEMENT COMMITTEE**

**FINANCIAL ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

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.

  
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**Mrs V Smith**  
**Hon Treasurer**

  
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**Date**

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