



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	1	April	2020	<b>To</b>	31	March	2021

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

Henley Road	
Great Alne	
<b>Postcode</b>	B49 6HL

### 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	Mr R M Davey	Chairman & Secretary		Elected by residents
2	Mrs K Woodger	Treasurer		Great Alne Primary School
3	Mr C Armstrong			Kinwarton Parish Council
4	Mrs D Francis			Great Alne Parish Council
5	Mrs S Jones			Great Alne & Kinwarton Women's Institute
6	Mr G Roberts-Davies			Kinwarton with Great Alne Parochial Church Council
7	Mr C Moody			Great Alne Cricket Club
8	Mr R Cockman			Elected by residents
9	Mr G Harrison			Elected by residents
10	Mrs M Davey			Elected by residents
11	Mrs M Holding			Elected by residents
12	Dr P Harris			Elected by residents
13				
14				
15				
16				
17				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
The Official Trustee of Charity Lands	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

--

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Election, Representation and Co-option

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p>Annual Risk Assessment carried out by an independent assessor. Formal review of findings by Trustees.</p> <p>Action plans to eliminate/mitigate risks agreed and overseen by Trustees</p>
--

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The Trustees shall hold the War Memorial Hall upon trust to permit the same to be appropriated and used for the purposes of a place of physical and social recreation (**to be known as the 'Great Alne and Kinwarton Memorial Hall'**) for the benefit of the inhabitants of the Parishes of Great Alne and Kinwarton without distinction of sex or of political religious or other opinions subject to the provisions of these presents and to such regulations as may be made by the Committee hereinafter mentioned.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

To hire out the Hall for use by local clubs, groups and classes

To hire out the Hall for private events

To organise social activities for residents

To organise fund raising events to cover shortfalls in income over expenditure and to help defray maintenance costs and pay for improvements

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

The Hall was closed for almost all of 2020/21 due to the coronavirus pandemic. To enable the Hall to reopen briefly (from 15 September to 3 November) it was necessary to put in place stringent Covid safety measures, based on government advice and local risk assessments, both for the Hall and for hirers.

In the circumstances the main aim for 2020/21 was *'to keep our head above water'*! In a normal year the Hall would try to make an operating surplus from hirings alone but, unsurprisingly, an operating loss was incurred. Moreover, all of the fund raising events planned for 2020/21 had to be cancelled. Sadly these included the VE Day celebrations scheduled for 8 May 2020.

Despite the actual loss of income and the missed opportunities for fund raising the Hall was very fortunate to be able to claim a number of government grants during the year which helped to mitigate the financial impact of the pandemic.

Some of the money we were awarded was spent on capital items as well as maintenance.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

A minimum of £10,000 will be held in reserve

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds are the hire of the Hall and fund raising community events and activities.

Income is used to fund the operating cost of the Hall and to pay for improvements to the fabric of the building and its facilities.

All investments are made via the CCLA.

## Section F

## Other optional information

## Section G

## Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)**



**Full name(s)**

Ronald Martyn Davey

**Position (eg Secretary, Chair, etc)**

Chairman

**Date**

5 January 2022

**GREAT ALNE & KINWARTON MEMORIAL HALL  
ANNUAL ACCOUNTS  
BALANCE SHEET AS AT 31st MARCH 2021**

As at 31/03/2020			As at 31/03/2021	
<u>£</u>	<u>£</u>		<u>£</u>	<u>£</u>
365.67		HSBC Treasurer's Account	5,242.39	
4,243.00		100 Club	3,185.00	
8,647.84		COIF Deposit Account	616.85	
40.00		Cash in hand	40.00	
	<hr/>		<hr/>	
	13,296.51		9,084.24	
	25,000.00	COIF Fixed Interest Fund	35,000.00	
		COIF Investment Fund	10,000.00	
	<hr/>		<hr/>	
	38,296.51	Current Assets	54,084.24	
	38,344.91	Less Prior Year Closing Balance Assets	38,296.51	
	<hr/>		<hr/>	
	<b>(48.40)</b>	<b>Total Income over (under) Expenditure</b>	<b>15,787.73</b>	

**BALANCE SHEET NOTES**

**31/03/2020**

£ 754,445  
£ 21,115

**31/03/2021**

**Insurance**

Memorial Hall [insured value] Buildings	£	763,499
Memorial Hall [insured value] Contents	£	21,242

**Investments**

These are investment funds consisting of a mixture of Governme

**31/03/2020**

£24,685.16

4,147.22

£28,832.38

**31/03/2021**

Fixed Interest fund market value

£34,287.26

Investment fund market value

£10,058.32

Prior Years Income

4,147.22

Income 2020/2021

969.01

Current value

49,461.81

Less Fund nominal values

**45,000.00**

**Total return on investment**

4,461.81

**Note**

**£9,000 transferred from Fixed Inte**

*Katrina Woodger*  
Katrina Woodger

Treasurer, Great Alne & Kinwarton Memorial Hall

*Peter Bostuk*

**GREAT ALNE & KINWARTON MEMORIAL HALL  
ANNUAL ACCOUNTS 2020/21**

**ANALYSIS OF SUNDRY INCOME AND EXPENDITURE**

	<u>Sundry Income</u>	Yr to 31/03/2021
Yr to 31/03/2020		
	Restored overpaid expenses	341.98
	<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
	0.00	341.98

	<u>Sundry Expenditure</u>	Yr to 31/03/2021
Yr to 31/03/2020		
	Stamps	(23.40)
	7.32	(15.54)
	15.54	(50.00)
	Web domain	
	Donation in memory pf Jackie Warren	
	<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
	22.86	(88.94)

	<u>Capital Outlay</u>	Yr to 31/03/2021
Yr to 31/03/2020		
	Garden Watering System	
	128.30	
	555.00	
	Garden Lights and Sensors	
	1,216.30	
	Hall AV upgrade	
	6,080.00	
	Bifold doors	
	360.00	
	Curtains	
	89.99	
	microwave	
	64.98	
	keysafe	
	Hand Sanitiser units	341.98
	Committee room locks	152.72
	Expenses paid in error	341.98
	Card readers	69.90
	Light fittings	129.95
	Radiators	2,484.00
	<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
	8,494.57	3,520.53

Katrina Woodger  
Treasurer, Great Alne & Kinwarton Memorial Hall

*Katrina Woodger*

Peter Bostock  
Auditor

*Peter Bostock*

**GREAT ALNE & KINWARTON MEMORIAL HALL  
ANNUAL ACCOUNTS**

**INCOME & EXPENDITURE YEAR TO 31st MARCH 2021**

Yr to 31/03/2020

Yr to 31/03/2021

**RECEIPTS**

£      £

6,356.00	Hall Bookings - Regular
5,439.00	Hall Bookings - one-off
3,891.18	Fund Raising
1,278.36	Film Club
70.60	Grants & Donations - non gift aided
32.00	Grants and donations gift aided small donations
	Grants and Donations gift aided Friends
0.00	Sundry Income (see separate analysis)
270.00	Great Alne History Book Sales
1,000.00	Transfers from 100 club into current account
700.00	Refundable Deposits
	Wayleave
	Calendars
	100 club subs paid into wrong account
802.12	Interest - Fixed Interest Fund
49.59	Other Interest
4,928.00	100 Club Receipts
<u>24,816.85</u>	Total Receipts

**RECEIPTS**

£      £

	1,674.00
	585.00
	0.00
	0.00
	19,845.13
	4.00
	152.00
	341.98
	45.00
	3,500.00
	50.00
	56.82
	663.00
	96.00
	958.66
	10.35
	4,859.00
	<u>32,840.94</u>

**PAYMENTS**

£      £

534.24	Rates
393.69	Water
805.73	Electricity
1,691.61	Oil
847.88	Insurance
2,880.00	Cleaning & Caretaker
1,548.59	Repairs, Maintenance
686.40	Consumables
559.56	Licences
35.00	Data Protection
71.96	Telephone
129.89	WiFi
22.86	Sundry Expenses (see separate analysis)
8,494.57	Capital Outlay (see separate analysis)
2,475.00	100 Club prizes
985.00	Deposit Refunds
57.49	Film Club expenses
1,418.78	Fundraising expenses
145.00	Great Alne History Book Costs
	Calendar fund raising
	small donations
	Transfer to 100 club
	100 club other payments
1,082.00	Total 100 club payments
<u>24,865.25</u>	Total Payments

**PAYMENTS**

£      £

	0.00
	(329.09)
	(469.55)
	0.00
	(859.09)
	(1,320.00)
	(1,912.65)
	(1,042.32)
	(515.76)
	(35.00)
	(71.88)
	(260.40)
	(88.94)
	(3,520.53)
	(2,250.00)
	0.00
	(10.00)
	(112.00)
	(55.00)
	(443.00)
	5.00
	(96.00)
	(3,667.00)
	<u>(17,053.21)</u>

(48.40)

Hall Net Surplus/(Deficit)

15,787.73

Katrina Woodger  
Treasurer, Great Alne & Kinwarton Memorial Hall

Peter Bostock  
Auditor



**Report to the trustees/  
members of**

Great Alne & Kinwarton Memorial Hall

**On accounts for the year  
ended**

31 March 2021

**Charity no  
(if any)**

522931

**Set out on pages**

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

*P. Bostock*

**Date:**

4/1/2022

**Name:**

Peter Bostock

**Relevant professional  
qualification(s) or body (if  
any):**

Retired, formerly Management Consultant with Price Waterhouse

**Address:**

3 Mill Cottage, Henley Road, Great Alne, Alcester, B49 6HX


Only complete if the examiner needs to highlight 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**

