



## Trustees' Annual Report for the period

**From** 1/11/21 **Period start date** **To** 31/10/22 **Period end date**

**Charity name: WESTBROOK HALL ASSOCIATION**

**Charity registration number: 900549**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The objects of the Association are to maintain and manage the community centre (whether alone or in co-operation with any local authority or other person or body) for the benefit of the local population. The facilities are to be used to promote social welfare and education and by doing so to improve the conditions of life for the local population including recreation and leisure-time use.</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>Preschool runs daily term time only.</b>  <b>Various other groups including exercise and special interest groups use the hall on a regular basis.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
	Para 1.38	

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	
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><b>Westbrook Hall Association continues to manage the community centre for the benefit of its users.</b></p> <p><b>The hall is very popular and the Association receives positive feedback regarding facilities at the hall. The committee seeks feedback from users on a regular basis with a view to improving facilities.</b></p> <p><b>Positive comments have been received from our regular users and those that hire the hall for one-off events.</b></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	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</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	
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	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>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>Appointed by existing committee members</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	<b>WESTBROOK HALL ASSOCIATION</b>
Other name the charity uses	<b>WHA</b>
Registered charity number	<b>900549</b>

Charity's principal address	<b>TEMPEST AVENUE WATERLOOVILLE PO7 8NU</b>

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>
1	<b>Haley Hatchard</b>	<b>Chair/Trustee</b>	
2	<b>Vacant</b>	<b>Vice Chair</b>	
3	<b>Julie Dawn Parish</b>	<b>Treasurer/Trustee</b>	
4	<b>Paula Williams</b>	<b>Secretary</b>	
5	<b>David Strutt</b>	<b>Committee Member</b>	
6	<b>Val Strutt</b>	<b>Committee Member</b>	
7	<b>Cllr David Keast</b>	<b>Local Authority Rep</b>	
8	<b>Hazel Simcox</b>	<b>User Rep</b>	
9	<b>Michelle Travis</b>	<b>User Rep</b>	
10	<b>Lisa English</b>	<b>User Rep</b>	
11	<b>Jess McKnight</b>	<b>User Rep</b>	<b>From June 22</b>
12	<b>Viv Barrett</b>	<b>User Rep</b>	<b>From June 22</b>
13			
14			
15			
16			
17			
18			
19			
20			

Corporate trustees - names of the directors at the date the report was approved

<b>Director name</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

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

Type of adviser	Name

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

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

### Other optional information

## Declarations

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

Signed on behalf of the charity's trustees

**Signature(s)** J D Parish

**Full name(s)** Julie Dawn Parish

**Position (eg Secretary, Chair, etc)** Treasurer/Trustee

**Date**


**Westbrook Hall Community Association****Registered Charity No. 900549****Income and expenditure Account for the year ending 31 October 2022**

		31/10/2021
<b>Income</b>	£	£
Hire	37,939.99	24,720.61
Deposit refunds	-3,085.00	-957.00
Other Income	250.00	
	<u>35,104.99</u>	<u>23,763.61</u>
Interest	96.78	146.20
	<u>35,201.77</u>	<u>23,909.81</u>
<b>Expenditure</b>		
Caretaker	8,385.00	6,834.20
Printing, Stationery & Pc	165.76	28.92
Telephone	267.98	249.22
Gas & Electric	2,463.15	2,385.77
Water	557.26	169.77
Insurance	435.72	422.23
Accountancy	50.00	50.00
Honorarium	2,000.00	1,395.00
Cleaning Materials	560.45	512.30
Maintenance	2,722.44	1,934.09
Sundries	137.60	381.77
Depreciation	1,090.53	1,090.54
	<u>18,835.89</u>	<u>15,453.81</u>
<b>Surplus</b>	<u>16365.88</u>	<u>8456.00</u>

**Westbrook Hall Community Association**  
**Registered Charity No. 900549**  
**Balance Sheet as at 31 October 2022**

	£	31/10/2021 £
<b>Fixed Assets</b>		
Equipment	658.34	1,748.87
<b>Current Assets</b>		
Bank Balances		
Lloyds Savings	32,038.09	15,532.81
New A/c	4,450.82	3,757.93
Virgin	76,226.55	76,135.05
Petty Cash	18.40	0.00
	112,733.86	95,425.79
Debtors		
<u>Prepayments</u>		
Outstanding Invoices*	2,371.87	2,152.06
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Creditors		
<u>Accruals</u>		
Grant	183.94	183.94
Petty Cash	0.00	12.28
Key Deposits	520.00	370.00
	703.94	566.22
<b>Working Capital</b>	114,401.79	97,011.63
<b>Net Assets</b>	115,060.13	98,760.50
<b>Represented by</b>		
<b>Accumulated Fund</b>	98,760.50	90,304.50
	16,365.88	8,456.00
	115,126.38	98,760.50

The Income & Expenditure & Balance Sheet for the year ended 31 October 2022 have been prepared from the records and vouchers submitted by the Association Treasurer and are certified to be in accordance with those records.

  
Jane Wiseman BA Hons


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