**WILLASTON MEMORIAL HALL**

**(Registered charity number 520090)**

**Chair and Treasurer’s reports to the AGM held on 14 March 2023**

**Chair’s report**

This report relates to the calendar year 2022, a year in which activities at the Hall largely returned to normal after nearly two years of disruption owing to the pandemic. I will leave it to the Treasurer to report on the financial impact of this return to normality.

In terms of the Management Committee of the Hall, we were delighted to welcome Suzanne Mills as the representative of the Hadlow Green Singers. Rob King stepped down as the formal representative of the Willaston Residents and Countryside Society, but agreed to stay on the Committee as a volunteer and informal link with the WRCS. Mandi Herbert also resigned as a co-opted trustee in March. Unfortunately, the number of trustees is rather depleted as, in addition to the WRCS vacancy, both the Horticultural Society and S4YC have not appointed representatives and the Darby and Joan Club and the Willaston Badminton Society are defunct. This means that we have only four out of nine possible trustees representing the Hall’s user groups.

We were fortunate during the year to secure the services of Lisa Nicholls as our Treasurer, in succession to Keith Greenfield. We thanked Keith formally at our Management Committee meeting in September for his outstanding work for the Hall as Treasurer and, for a time, as Chair as well. Lisa Nicholls has taken up the reins of the Treasurership with alacrity and I would like to express my thanks to her for taking on this important role. I would also like to thank our Secretary, Doreen Francey, for all the very considerable effort she puts in, and our Bookings Secretary, Shirley Duncan for all her work in what is quite a difficult role. My thanks, too, go to all the trustees and volunteers who serve on the Management Committee and who work so hard on behalf of the Hall.

As the Treasurer will report, during 2022, the trustees continued to ensure that the Hall was maintained to a high standard so as to be an attractive venue for our users. In addition to routine maintenance of the boilers, electrics etc., repairs were done to the roof of the Hall, and the Main Hall, entrance area and Committee Room were redecorated. The cloakroom off the entrance hall was also converted into a further storage area. An attractive, new external sign was also commissioned and installed.

In terms of the users of the Hall, our regular clubs and hirers continued to use the Hall and we also were able to hire it out, particularly at weekends, for one-off hires for parties etc. There was one wedding at the Hall in 2022. The Post Office, which had been using the Committee Room on Friday mornings to provide PO services for the village, added a second session and now operates from the Committee Room for two hours each on Tuesday mornings and Friday afternoons. The Hall also hosted activities in the Village Festival to celebrate the late Queen’s Platinum Jubilee.

Although we have been protected from increased costs for gas and electricity as a result of the former Treasurer (with great foresight!) entering into a four year fixed term deal which runs to spring 2025, other costs (for example for cleaning) have increased considerably and the trustees therefore decided to increase hire charges to £21 per hour for the Main Hall and £6 per hour for the Committee Room from 1 January 2023

The trustees gave consideration during the year to their responsibilities with regard to the safeguarding of children and vulnerable adults. While the primary responsibility for safeguarding lies with the organisations which hire the Hall, nevertheless, the trustees have a legal duty to safeguard children and vulnerable adults who use the Hall. At the meeting following this AGM, we will consider a draft Safeguarding Policy for the Hall and hope also to appoint a Safeguarding Lead. During the year, the Trustees also approved a Conflicts of Interests Policy.

Finally, I can report that the Trustees confirm that they have complied with the object of the charity under the Trust Deed and their duty under Section 4 of the 2006 Charities Act to give due regard to the guidance on public benefit published by the Charity Commission.

Catherine Jones, Chair

14 March 2023

**Treasurer’s report**

During the year, the hall was rented out on to local groups who hire the hall on a weekly or monthly basis. This income for 2022 was £20,844 (2021 - £13,686). Regular hirers’ income in 2021 was impacted both by reduced hires in the early part of the year due to Covid restrictions and credits given for hirers who had paid in advance for bookings during 2020. The hall is also rented out for private weddings, parties and meetings this revenue for the year amounted to £4,472 (2021 - £4,622), Donations of £80 (2021 – £0) and interest £112 (2021 - £37) completed the income raised in the period.

Repairs and maintenance remain the highest spend and reached £7,444 (2021 - £5,124) for the year. Works included re-decorating and repairs to the roof.

Gas and electric costs were reduced on the previous year due to efforts made to target the heating use for the times when the hall is being hired out. Both prices are on a fixed term deal until March 2025 and so have been unaffected by the increase in utility prices.

Cleaning costs increased to £5,830 over the year (2021 - £4,490) due to the increased use of the hall.

Insurance in the year was £434 (2021 - £1,117) due to a credit received for prior years.

Total Income for the year was £25,509 and total expenditure £19,932, which resulted in a surplus for the year of £5,577, compared to £1,128 in 2021.

The Net assets of the Charity were £45,345 which was held as Cash at the Bank less security deposits held. It is represented by the Accumulated Fund as at 31st December 2022 of £39,265 and a donation fund of £6,090. The whole of this fund is available for repairs, renewals, maintenance and the replacement of fixtures and fittings within the Hall in the future.

Lisa Nicholls, Honorary Treasurer.

6th March 2023