



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 1	Month January	Year 2022		Day 31	Month December	Year 2022

## Section A Reference and administration details

**Charity name** Bolton Memorial Hall

**Other names charity is known by**

**Registered charity number (if any)** 523052

**Charity's principal address**

Chapel Street  
Bolton  
Appleby in Westmorland  
Postcode

### 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	Walter Head	Chairperson		
2	Christine Taylor	Secretary	Resigned: 7 <sup>th</sup> March 2022	
3	Michael Gerish	Secretary	Elected: 7 <sup>th</sup> March 2022	
4	Claire Hudson	Treasurer		
5	Linda Alcock			
6	David Baxter			
7	Deborah Brockbank	Bookings Secretary		
8	Alan Fleming			
9	Sue Kibbler			
10	Alan McViety			
11	Andrew Stevens			

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

Name	Dates acted if not for whole year
David Hayton	
William Kenneth Shepherd	
Judith Winter	
David Baxter	
Alan Fleming	

## Section B

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charity Commission Scheme
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by the majority of the persons present at an annual meeting and entitled to vote thereat, except for casual vacancies which may be filled by the charity trustees (committee)

## Section C

## Objectives and activities

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

The 'Hall' and any other part of the property belonging to the Charity to be used as a non-sectarian and non-political place of recreation and social intercourse for the advantage or benefit of the persons who reside in the Parish of Bolton and the surrounding area.

### 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)

The charity provides a building and recreational space for community and private groups to hire. Over the years, this has included groups such as playgroup, youth club, badminton and bowling clubs, parish and community meetings, fundraising and social events and private hire for funerals, parties, fitness and sports.

## • Section D

## Achievements and performance

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

The Trustees are aware of the Charity Commission guidance on the **Public Benefit test** and regard that they have supported the charity's objects for the public benefit as indicated below.

2021/22 finally saw restrictions surrounding its use, which were prevalent during the Pandemic, end, enabling the Hall to be used further by the local Community. The regular groups such as Badminton, Bowling, the local School, Pilates and the Bolton Community Café continued and although the numbers attending were fewer than before the Pandemic, these numbers are continuing to grow.

As can be seen in the financial review section, rental income is only slightly down on pre-Pandemic times but the Trustees are confident this will have no detriment effect on the longevity of the Hall; and we have a strong financial footing to date. The Trustees have not increased hire charges for 2023 despite increased oil heating and electricity costs. The Electricity costs are being monitored and the Trustees are mindful of those going forward and can't rule out an increase in charges in the future but are conscious of the importance of the Hall.

The Hall continues to be at the heart of the Community and the Trustees are pleased to report that after some negotiations with the Post Office, there is now a "pop up" outreach Post office each Wednesday for 2 hours

**Summary of the main achievements of the charity during the year (continued)**

and is well patronised. This is a great asset to the Community as the nearest Post Office is 4 miles away and there is one bus a week serving about 360 residents. The Post Office has a ceiling cost that it would pay for hiring a Community Hall and Trustees in welcoming this asset have reduced the normal hire charge slightly in order that it continues.

The return of the regular Film night has been welcomed and recently attracted larger numbers than normal. There are plans in April 23 to hold not only a film event but a Classic car rally to raise further funds for the Hall's redevelopment.

The hire of the Hall for the likes of Christmas and Birthday parties is still to reach pre-Pandemic levels but the Hall continues to be hired an average of 5 days out of 7.

The Trustees are happy to report that since the last report, Grant funding was obtained from the National Lottery totalling £27000, Eden District Council development funding of £10000, donations from various residents, the Community Café, Willows Trust, Parish Council, a Centenary Raffle and Bonfire night, all of which has enabled the building of the large Car Park adjacent to the Hall. This being Phase 1 of the redevelopment of the Hall. The Car Park is 90% completed as of this report and will be fully completed by May 23. This has been a topic of resident's conversations, all of which has been positive as they can now see that work is beginning on the redevelopment of the Hall. The Trustees and the residents are aware that the next phase, which is the extension and refurbishment of the Hall will take time due to the costing. However, there is certainly an appetite for this and the old saying "where there's a will there's a way" has been proven correct. Further fund-raising activities are being organised as are enquiries in obtaining further Grant aid. The Trustees are acutely aware due to the present Financial Crisis we all face that funding will take some time.

The Hall continues to be a "Warm Hub" every Tuesday at the well-established Community Café and the Trustees are confident that the Hall will grow in its patronage over the forthcoming years.

In conclusion 2022 has not been without some challenges, especially surrounding planning and grant applications, however as we all put the Pandemic behind us, the Trustees all feel positive in the year ahead and the Hall remains at the centre of the Community.

**Section E**

**Financial review**

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

The **reserves policy** is that at least 1 year's expenses/running costs are set aside so that if the hall is unable to operate for rental purposes or if unexpected repairs are necessary, that the financial commitments can be met. The next financial years' running costs are estimated to be around £7,969. In addition to this, unrestricted funds are set aside for larger capital projects; it is anticipated that extensive roof repairs will need to be undertaken in the not too distant future along with additional development by way of an extension to the premises. Therefore, at the end of this current financial year £14,723 is considered to be set aside for capital projects.

£1,118 is held as a restricted fund in connection with the hall development as a result of residual community donations made during 2022. Therefore, the Trustees feel that they currently meet the charity's policy with balances held at the end of the year standing at £23,810.

**Details of any funds materially in deficit**

No deficit

## 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.

### Funds

The charity's principal source of funding is from rental income, however this figure has not yet returned to pre-covid levels despite the implementation of a price increase in May 2022. The 2022 figure was £3,080 compared to a 2019 figure of £4,004.

The income from Recycling Credits and Feed In Tariff earned through the electric produced through the Photo Voltaic panels are also an important form of income for the charity. This year, these amounted to a total sum of £1,710 from FIT income and £408 from recycling credits; income from recycling has been sporadic over recent years however payments appear to have caught up with themselves during 2022.

### Expenditure

Expenditure has ensured that the 'Hall' has been maintained in good condition to ensure that it is available for use by the community of Bolton.

### Investment policy

Monies held are 'invested' in a savings account with Barclays Bank and in a 'Term' account with the Cumberland Building Society. There is both a Current and a Savings Account with Barclays. An automatic transfer facility ensures that the current account does not overdraw (assuming that there are funds in the savings account) whilst maintaining only short term working capital requirements in the current account and maximises the opportunity to earn interest.

Interest rates have continued to be very low; £65 has been earned during 2022 which is £7 down on 2021 however credit balances have been reduced as restricted funds and reserves have been expended. Interest rates are due to increase in 2023 so interest earned should improve as long as similar balances are held.

Investment is constantly under review; funds are managed between the Cumberland Building Society and the Barclays accounts in order to ensure the highest rate of interest is attracted whilst funds remain as accessible, as appropriate.

## Section F


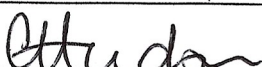
## Other optional information

## 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)	Walter Head	Claire Hudson
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	6 <sup>th</sup> March 2023	6 <sup>th</sup> March 2023

**BOLTON MEMORIAL HALL RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022**

	Prev. year 2021	Prev. year 2021
<b>RECEIPTS</b>		
<b>Balances at Bank to begin:</b>		
Cumberland B/S	9,975.15	1,107.27
Community Account	727.69	141.34
Business Reserve	42,663.69	986.75
Cash in hand to begin:	158.28	0.00
Cheques in hand to begin:	7.17	139.20
Cheque not yet presented:	-536.04	0.00
Total of balances to begin	(A) <b>52,995.94</b>	1,300.99
<b>Operating Income:</b>		
Rentals	3,080.50	164.62
Revenue Grant EDC(Covid19)	0.00	766.34
Book Sales/donations/sundry	19.00	33.13
EDC Recycling	407.99	235.45
F.I.T	1,710.55	0.00
Wayleave	7.17	0
Bank & B/Soc Interest	65.58	0
<b>Fundraising Income (unrestricted)</b>		
Film Nights& Bacon Butty event	275.00	272
<b>Sub- total - operating income</b>	5,565.79	13,057
		<b>Sub-total - operating expenditure</b>
		4,875.09
		5,615
<b>Project/Grant Income - restricted</b>		
Pump Track	23,000.00	40,301.44
Building development&Car Park	22,228.00	59,185.60
<b>Sub- total - grant income (restricted)</b>	45,228.00	99,487.04
<b>Community Donations-restricted</b>		
Car park&building development	21,203.44	

**Fundraising events (restricted)**

Field Day 2,418.87  
 Raffle 1,323.00

**Fundraising event costs (restricted)**

Field Day 239.02  
 Raffle 323.00

**Sub- total - community income(restricted)**

24,945.31

**Sub- total - fundraising costs (restricted)**

562.02

**Total income**

(B) 75,739.10

**Fundraising expenditure**

Highlights 0

**Sub-total fundraising expenditure**

0.00

**Total expenses**

(C) 104,924.15

Balances at Barclays Bank to End:

Community Account 1,252.40  
 Business Reserve 12,154.65  
 Balance at Cumberland B/S 10,013.73

sub total Bank balances 23,420.78

Cash in hand to end 226.94  
 Cheques in hand to bank 163.17

sub total of in hand 390.11

Cheque not yet presented/re-issued 0.00

**Total of cash balances to end**

(D) 23,810.89

(A+B) 128,735.04

(C+D) 128,735.04

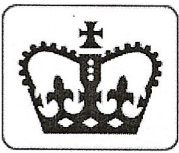
**Expenditure in excess of receipts**

-£29,185.05

**Funds:**

Restricted: 1,118.09 (re extensions project)  
 Unrestricted: 22,692.89 (7,969 running costs & 14,723.80 for projects/repairs etc)  
**23,810.98**

1,954



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name  
BOLTON MEMORIAL HALL

On accounts for the year ended

31<sup>ST</sup> DECEMBER 2022

Charity no (if any)

523052

Set out on pages

41 - 47 IN ACCOUNTS BOOK + 5 + 6 OF THIS REPORT

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

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 (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*John D. Bainbridge*

Date:

27-10-2023

Name:

JOHN D. BAINBRIDGE

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

A.I.B.

Address:

DONFELL BUNGALOW, NORTH END, BOLTON  
APPLEBY  
CA16 6AX

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.**

