

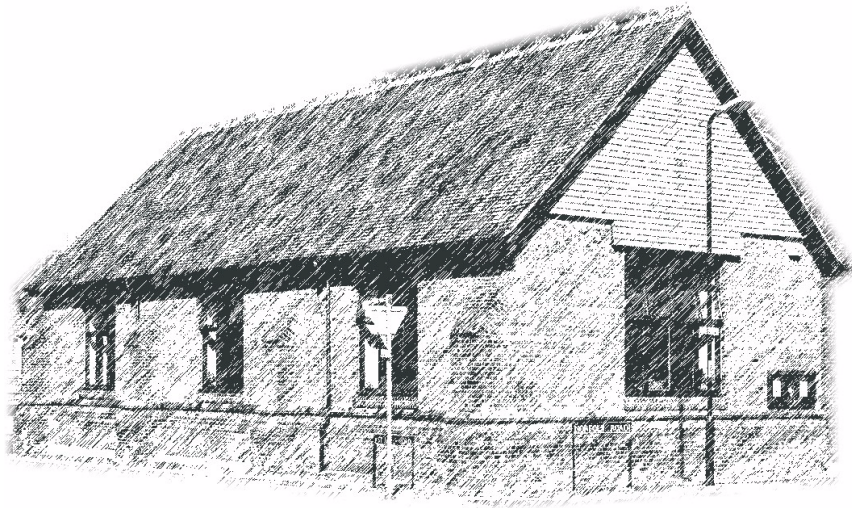
ST. LUKE'S COMMUNITY HALL, MAIDENHEAD
Registered Charity Number 1101943

REPORT AND FINANCIAL STATEMENTS

OF

THE TRUSTEES

for the year ended 31st December 2021



Chair of the Trustees:
The Revd. Sally Lynch

Honorary Treasurer:
Richard Burdett
30 Mallow Park, Maidenhead, SL6 6SQ

Bankers:
Lloyds Bank PLC
45 High Street, Maidenhead, SL6 1JS

Independent Examiner:
Mrs J. A. Bailey, IPFA

www.stlukescommunityhall.co.uk

Trustees of St. Luke's Community Hall, Maidenhead

Annual Report for 2021

Object of Charity

The object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for:

- (a) meetings, lectures and classes, and
 - (b) other forms of recreation and leisure time occupation,
- with the object of improving the conditions of life for the inhabitants.

Management Committee:

The committee consists of three elected members:

- The Revd. Sally Lynch
- Mary Pennington
- Phyllis Sigsworth

Two members appointed by the Council of the Royal Borough of Windsor and Maidenhead:

- Clive Baskerville
- Donna Stimson

Two members appointed by users of the hall listed in the scheme:

- Jean Tyrwhitt-Drake (St Luke's Church)
- Vacancy

and two co-opted members

- Richard Burdett
- Philip Love

The members of the Management Committee are the trustees of the charity and are governed by a scheme issued by the Charity Commissioners dated 27th August 2002. Two trustees are appointed by the Council of the Royal Borough of Windsor and Maidenhead, three are elected at the Annual General Meeting and a further two are nominated by groups using the Hall

Meetings of the Management Committee:

The Annual General Meeting was held via Zoom on 14th April 2021 and there were three Management Committee Meetings during the year.

The Revd. Sally Lynch was appointed as Chair
Richard Burdett was appointed as Treasurer
Pauline Love was appointed as Secretary
Tony Buckley is employed as Caretaker
Mary Sheaf-Jones is employed as Relief Caretaker

Summary of Investment Powers

The trustees have power to buy and sell assets, including property, shares and bonds, in the furtherance of the charity's objectives. In practice, however, the only significant asset is the Hall building.

Contribution of Volunteers

Although the trustees employ a part-time caretaker and relief caretaker, the successful operation of the Hall relies on significant unpaid contributions of time and talent by a number of people. These contributions cannot be given a financial value in these accounts, but are hereby acknowledged with thanks.

Review of the Year:

The Hall Management Committee has met on three occasions since the last Annual General Meeting.

The coronavirus pandemic continued to have a major effect, with the Hall closing to all lettings due to the national lockdown from 1st January to 15th April 2021. It then reopened with the same restrictions as before on what items could be used by hirers, a limit of 20 people to ensure social distancing, and extended cleaning processes. Lettings remained restricted to those groups who could provide and maintain a risk assessment; there were no lettings for private parties or functions during the year and the facility to make online bookings via the website is currently suspended.

We received a very generous donation of £5,000 in memory of our former Bookings Officer, Miss Maureen Williams, and used some of this money to purchase a new clock for the main hall and a commemorative plaque, which were installed in August.

Our caretaker Tony Buckley, relief caretaker Mary Sheaf-Jones are able to ensure that all lettings have full caretaking support, which is a key advantage we offer over some other Halls where users are issued with keys and are responsible for letting themselves in and locking up afterwards.

There was no significant expenditure on the fabric of the building in 2021.

The management committee works efficiently and well in support of this valuable resource for our community.

Treasurer's Comments

The pandemic continued to affect our lettings income, which was £10,959 vs. £18,081 pre-pandemic in 2019. However, this was an improvement on the £7,973 income of 2020 and, coupled with the £5,000 donation in memory of Maureen Williams led to an operating surplus of £5,754

We continued to pay our two staff throughout the lockdown; as we do not run a PAYE payroll we were not able to access the various Government job support schemes. This did though allow the staff to ensure that the Hall remained secure throughout as they were able to call in from time to time.

The surplus of £5,754 means our Accumulated Reserves therefore rose to £28,158.

Signed

A handwritten signature in black ink, appearing to read 'Richard Burdett', with a long horizontal flourish extending from the bottom right.

Richard Burdett
Hon Treasurer

23rd January 2022

Independent Examiner's Report to the Trustees of St. Luke's Community Hall, Maidenhead

I report on the accounts of the Trust for the year ended 31st December 2021, which are set out on pages 4 to 6 of this document.

Respective responsibilities of trustees and 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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

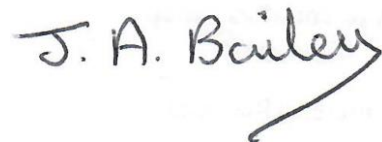
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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



Mrs J.A. Bailey IPFA
Maidenhead
Berkshire
11 March 2022

Trustees of St. Luke's Community Hall, Maidenhead

Receipts and Payments Accounts for the year ended 31st December 2021

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General £	Designated £	£	£	2021 £	2020 £
Receipts							
Donations, Legacies and other similar receipts	2	5,000	-	-	-	5,000	-
Activities to further the charity's objectives		-	-	-	-	-	-
Activities to generate funds							
Lettings - Church Block Booking	3	-	-	-	-	-	50
Lettings - Brownies		210	-	-	-	210	248
Lettings - Babies & Toddlers Group		-	-	-	-	-	117
Lettings - Other		10,749	-	-	-	10,749	7,501
Investment Income (Interest) Receipts		2	-	-	-	2	57
Sub Total		15,961	-	-	-	15,961	7,973
Other Receipts (not counted as "Gross Income")		-	-	-	-	-	-
Total Receipts		15,961	-	-	-	15,961	7,973
Payments							
Payments for generating funds		-	-	-	-	-	-
Charitable Payments		-	-	-	-	-	-
Grants Paid		-	-	-	-	-	-
Charitable Activities							
Staff Costs	4	6,194	-	-	-	6,194	6,194
Insurance		1,532	-	-	-	1,532	1,469
Gas	5	890	-	-	-	890	1,193
Electricity	5	377	-	-	-	377	632
Water		682	-	-	-	682	361
Rates		63	-	-	-	63	33
Repairs & Maintenance		222	-	-	-	222	661
Clock & plaque in memory of Maureen Williams		218	-	-	-	218	-
Covid-19 Prevention Materials		-	-	-	-	-	320
Support Costs		-	-	-	-	-	-
Management and administration		29	-	-	-	29	-
Sub Total		10,207	-	-	-	10,207	10,863
Other Payments (not counted as "Expenditure")		-	-	-	-	-	-
Total Payments		10,207	-	-	-	10,207	10,863
Net of Receipts (Payments)		5,754	-	-	-	5,754	(2,890)
Cash balances brought forward at 1st January 2021		22,404	-	-	-	22,404	25,294
Cash balances carried forward at 31st December 2021		28,158	-	-	-	28,158	22,404

Trustees of St. Luke's Community Hall, Maidenhead

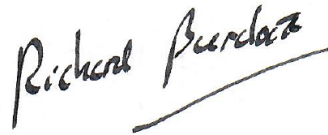
Statement of Assets and Liabilities at 31st December 2021

		Unrestricted Funds		Restricted	Endowment	Total Funds	
	Note	General	Designated	Funds	Funds	2021	2020
		£	£	£	£	£	£
Cash Funds							
Current Account	6	8,521	-	-	-	8,521	2,770
CCLA Deposit Account	6	19,637	-	-	-	19,637	19,634
Total Cash Funds		<u>28,158</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>28,158</u>	<u>22,404</u>
Other Monetary Assets		-	-	-	-	-	-
Investment Assets		-	-	-	-	-	-

Approved by the the Trustees of St Luke's Community Hall on 26th January 2022 and signed on their behalf by:-



The Revd. Sally Lynch (Chair)



Mr Richard Burdett (Honorary Treasurer)

Trustees of St. Luke's Community Hall, Maidenhead

Notes to the financial statements for the year ended 31st December 2021

1 Accounting Policies

These Receipts and Payments accounts have been prepared in accordance with:

- Accounting standards;
- and with the Charities Act 2011

The charity has no investment assets.

Funds

General funds represent funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity. These include funds designated for a particular purpose by the trustees, although at 31st December 2021 there were no such funds.

The accounts include transactions, assets and liabilities for which the trustees of the charity can be held responsible in law.

Receipts

All receipts are recognised when received.

Investment Income

Dividends and interest are accounted for when receivable.

Payments

All payments are accounted for when paid.

Assets and Liabilities

Cash Funds

The balances given are the closing balances of each account as at 31st December 2021, less cheques drawn but not presented, but plus credits relating to the year to 31st December 2021 not yet banked by that date.

Investments

Investments are valued at market value at year-end, although at 31st December 2021 there were no investment assets.

Assets Retained for the charity's own use.

The principal asset of the charity is the freehold of St Luke's Community Hall. Since the charity turnover is not large enough to require the preparation of accruals accounts, it is not necessary for the trustees to have a formal valuation of this fixed asset. The building was re-valued for insurance purposes in August 2012 and is insured for £773,126 rebuilding costs with an additional £36,594 of contents.

Liabilities

The charity had no known liabilities at 31st December 2021.

2 Donation

In 2021 the charity received an unrestricted donation of £5,000 in memory of Miss Maureen Williams, the former Bookings Officer.

3 Lettings Income

The charity's main income comes from lettings charges which in 2021 were all public lettings.

4 Staff Costs

The charity employs two members of staff as caretaker and relief caretaker, neither of whom earns more than £10,000 p.a. Staff salaries were not increased in 2021

5 Gas & Electricity

We purchase fuel on a fixed price combined Gas and Electricity tariff from Scottish Power. The present tariff runs until April 2022 when there will be a significant increase in prices.

6 Cash Accounts

The charity operates a bank current account and a tax-free instant access deposit account with CCLA. Interest generated by the CCLA account amounted to £2 in 2021.