

# **Brookwood Memorial Halls**

*Registered charity number 304981*

## **Report for the year ending 31st December 2010**

The Halls are managed by committee constituted under a Deed of Trust dated 20th February 1950 for the benefit of all inhabitants of the Village of Brookwood. The Management Committee is appointed annually in April comprising 4 members elected by qualifying inhabitants and up to 14 members representing recognised Village organisations. A further 6 members may be co-opted by the Management Committee to represent other local interests. All Management Committee members serve for a year from the date of the Annual General Meeting at which they are appointed. Co-opted members serve until the AGM following their co-option. The Management Committee throughout the year comprised Mr. J. Thornton (Chairman), Mrs. J. Gable (Secretary), Mr. A. Male (Treasurer), Mrs. M. Cook, Mr. A. Gray, Mr N. Gair (from 14 April 2010) and Mrs. J. Stone (who also acts as voluntary Lettings Agent). Mrs. K. Lopez and Mrs. M. Mealin resigned with effect from 14 April 2010. The Hall's banker is the Charities Aid Foundation, West Malling, Kent. The Management Committee has established a policy to maintain financial reserves adequate to sustain the Halls' financial solvency in the event that the Halls became unlettable for a year, calculated as the average annual regular expenses measured over the three preceding financial years. The Committee estimate that a year would likely be the maximum period required to render the Halls fully lettable again after major insured damage. The Committee reviews this policy annually. The reserves policy was met throughout the year.

During 2010 we completed renovation of the Community Hall kitchen and storage cupboards, and began the programme of replacing chairs, and replaced the aged Public Address system in the main Hall with modern equipment. We gratefully acknowledge sizeable donations from the Womens Institute toward the kitchen and chairs, particularly as other sources of financial help have dissipated. The Halls have continued to be well utilised by all sections of our community, and our controls over expenses have again been borne out by our financial report results. We thank the representatives from Scouts and Guides who resigned last year, and welcome the new Scouts representative. We continue to support and encourage local youth groups to use the Hall facilities. A valued annual event is the Remembrance service, which had a record attendance, including a strong representation by the local Training Unit soldiers. Our website has been developed to include the poignant presentations developed by our local Scouts group, commemorating the lives of those residents lost in the two World Wars.

On behalf of the entirely volunteer members of the Management Committee, I convey our commitment to continue to maintain and improve the Halls for the benefit of our community. Our load would be lightened greatly by more volunteers willing to put something back to the community, through regular or only occasional tasks. In particular, we NEED someone to take hirer enquiries and keep the lettings diary. I appeal to friends of the Halls to contact me for further information

John Thornton, Chairman

On behalf of the Management Committee, Brookwood Memorial Halls

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**[www.bmhalls.org.uk](http://www.bmhalls.org.uk)**