

**Patcham Memorial Hall**  
Registered Charity 213464

**ANNUAL REPORT OF THE TRUSTEES OF PATCHAM MEMORIAL HALL**

For the year January 1st to 31st December 2019

**ACTIONS, EVENTS and TRUSTEES' ACTIVITIES in 2019**

Committee Work

1. In 2019 the Management Committee comprised six people appointed as Charity Trustees, the estates management member who is not a Trustee, and a caretaker who is contracted on a self-employed basis. Five members of the committee are residents in the Patcham area covered by BN1 8 or BN1 5 postcodes (previously Patcham parish).

Membership of the Board includes appointed representatives from two Brighton-based branches of national charities: University of the Third Age (U3A) and the Confederation of Women's Institutes (WI), both being long-term supporters and users of the Hall. A number of clauses in the Memorandum and Articles relate to rules around their appointment, duties and resignation, and they are eligible to vote. Currently one appointed member represents Patcham U3A, and one appointed member sits for the WI; as there are two places per charity, we await additional appointees from both partners, and we would like to encourage this, to allow the current incumbents to share the task, after many years of service.

For the year under report, a Trustee of the charity, Pamela Hubbard, is also the Secretary of Patcham University of the Third Age Patcham (charity number 1121397), which has continued to make regular financial donations from its members to Patcham Memorial Hall. The Board can, if wished, take on representatives from other local charities, using the same provision.

2. The full committee met three times during the year, all minutes being taken by the charity's Secretary, and approved as accurate records by those meeting. Trustees and attendees complete a register each time, which is also used to declare any conflict of interest in agenda items, as required by the Charity Commission. No conflict of interest has been apparent or declared this year.

We continue using a standardised agenda, with Standing Items of Finance, Bookings, Estates, Discussion points and AOB. Members of the public are at liberty to raise items for the agenda, and information about how to do this, and the dates of the meetings, is posted on the Hall's website. No issues were raised externally this year.

The Charity's Annual Return was completed, and accounts submitted, as required by the Charity Commission.

3. In addition to the main meetings, subgroup members meet to progress special projects, including our ongoing renovations. We made a submission to the Aviva crowdfunding initiative to raise £15000 to install an Air Source Heat Pump, to replace our current gas heating system. This innovative project, once installed, would reduce our long term heating bills and be more ecologically sustainable. Our project was accepted by Aviva in November 2019, and at the time of writing we have had some good support from members of the community; we look forward to progressing this project in the future, and will report on its success in the 2020 Annual Report.

People wishing to support this project can contact us at Old London Road, Patcham, Brighton, BN1 8XR email contact: [patchammemorialhall@gmail.com](mailto:patchammemorialhall@gmail.com)

4. We continue to maintain our links with our Councillors, and other community organisations, eg. committee and groups from Patcham Community Association. Some of the Board are regular attendees at the Patcham local history group, working to preserve the narrative of this area, in which the Memorial Hall is a historical feature.

5. With our long-term refurbishment plan nearly complete, the work of the Estates Sub Committee continues under the eye of John Hogg, providing guidance and expertise on capital expenditure for larger projects that will benefit the hall and its users. We are particularly grateful to John Hogg for organising the removal and disposal of the Girl Guide's Hut, installed in the 1980s and which had fallen into disuse, looking shabby and unsafe. We are presently discussing how best to develop this space, to further extend the Hall's amenities. The cleaning and maintenance of the hall together with ensuring compliance of legal and statutory requirements are of primary concern of the Estates Team in order to provide a safe, welcoming and clean environment for hall users, on a day-to-day basis.

This year we installed an audio hearing loop to aid those with hearing difficulties.

The Landscape gardener we engaged last year has done excellent work maintaining the garden area as well as producing, in collaboration with the gardening sub group, a design for the front garden which was unveiled to the participants at the AGM held in June 2019, and positive feedback was taken in consultation. The design included a wildflower lawn, native perennial plants and aims to increase the biodiversity of the garden, contributing to raising the ecological/green spaces footprint of Patcham. The end of the year saw the plan implemented and we trust it will continue to make a wonderful improvement to the outside of the hall.

The Trustees would like to thank John Hogg for leading on the management of the estates programme, commissioning tenders for work, and monitoring the progress of the work, and to Richard Shipley for his continued support for the security and fabric of the Hall, and to Maria Hogg and Jan Mulreany for their work on the garden landscaping project. Also thanks to Covers Builders Merchants for donating the building materials for the front garden, and to Stavertons Nurseries for a generous discount on the costs of the plants.

#### Regular activities at the Hall

Regular weekly and monthly hiring of the Hall has happily continued, ensuring that the Hall's operational expenses are covered from that income.

As well as hosting the longstanding WI and U3A groups for their regular and special events, we continue to be a prime venue for Patcham people to do vital, physically-active leisure classes. Thus, especially given the general demographic of our immediate local population as it gets older, we trust we are contributing to a healthier Patcham!

Zumba, FitSteps, two Swing groups, a European dance club, a Scottish dance group, a weekly Songbirds Choir, Zen meditation and yoga classes have been joined by two new groups, Biodanza and Karate. We publicise the Hall through word-of-mouth and through our website, to widen access and broaden diversity.

Other educational meetings and talks, and children's craft and school holiday activities, local and national election duties, mean we are often booked up well in advance during the day. John Williams ensures that Saturdays, and Sunday afternoons, are reserved for community use, and this year only Wednesday evenings have been available for new hirers. He is monitoring the payment system following a decision to relinquish the need for a deposit by regular hirers etc. especially as fewer people are now using cheques as a means of payment. Bookings can be made via: [bookingspmh@gmail.com](mailto:bookingspmh@gmail.com)

#### Planning for 2020 and beyond

Our next Big Event will be 2 February 2024, the centenary of the opening of the Memorial Hall. We'll start planning it soon!

We would welcome Patcham residents to join the Managing Committee so that we can have more local people to help us do this, researching and presenting a suitable display for that celebration. Gaining more general support in running the Hall is another objective - up to three positions are vacant at the moment. This would be especially useful to supplement some of the other work we do, such as representing the PMH charity at local events and when invited to contribute to consultations, eg. planning committees etc. The role is voluntary, and you don't have to be one of the legal Trustees, although we would embrace eligible people for this too. Younger members of the community, and those with marketing, fundraising and social media skills, would be ideal!

Elizabeth Storey

Chair, PMH Trustee & Management Committee

3 Old London Road, Patcham, Brighton, BN1 8XR email contact: [patchammemorialhall@gmail.com](mailto:patchammemorialhall@gmail.com)

#### Patcham Memorial Hall

Patcham Memorial Hall is a registered charity in England and Wales, charity number 213464.

In October 2012 a new deed of variation was adopted, which was based on the earlier documents from 1964 and the original document of 1927.

#### Objects

The Trustees, and the survivors of them, will stand possessed of the said land and buildings and all buildings which might hereafter be erected thereon (all which land and buildings are hereinafter included in the expression 'the trust premises') upon Trust to establish and maintain in perpetuity in accordance with these presents (and subject to the powers and provisions hereinafter contained) a Village Hall for the use of the inhabitants of Patcham aforesaid and otherwise for the benefit of the inhabitants of the said Village as hereinafter appears. (These Objects approved as in original Trust Deed 27 January 1927). The Trustees' main task, therefore, is the maintenance of the fabric of the Hall, and the generation of income to pay for its upkeep. All members of the Trustee Board give their time voluntarily and receive no benefits from the charity, other than legitimate expenses that can be reclaimed.

#### TRUSTEES AND OFFICERS for 2019

Trustees are appointed for three years, in order to maintain continuity in decision-making and locus of responsibility. The following people continued in their service to our community in 2019, until the AGM 2021:

Elizabeth Storey (elected / resident /chair)

Hugh Woodhouse (elected / resident /treasurer)

Jan Mulreany (elected/contracted User Group/secretary)

John Williams (elected/contracted User Group/bookings)

Pamela Hubbard appointed representative U3A)

Mary Taylor (appointed representative WI)

John Hogg Estates Manager and local resident

Caretaker: Richard Shipley

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