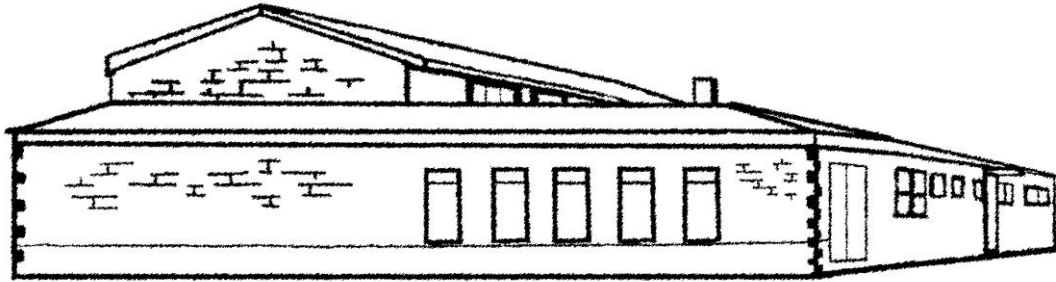


HANHAM COMMUNITY CENTRE

Charity Number 1152575



ANNUAL REPORT
AND
FINANCIAL STATEMENTS

FOR

Financial Year Ending
31 MARCH 2016

118-124 High Street
Hanham
Bristol
BS15 3EJ

www.hanhamcentre.org

Hanham Community Centre is a Charitable Incorporated Organisation (CIO)

**HANHAM COMMUNITY CENTRE
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDING 31 MARCH 2016**

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HANHAM COMMUNITY CENTRE
TRUSTEES ANNUAL REPORT
YEAR ENDING 31 MARCH 2016

The Trustees have pleasure in presenting this report and the unaudited financial statements of the Charity for the year ended 31 March 2016. As described the Charity's Trustees are responsible for the preparation of financial statements.

Responsibilities of the Trustees

The Charities Act requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies, as described on page 10, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. They must also prepare the financial statements on the 'going concern' basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Background & Governing Document

The Charity is a local community association established following WWII, and governed by a Trust Deed dated 20/5/1945. Since then it has developed in membership, facilities and activities but has remained a focal point in the community. Located on the outskirts of Bristol (in the county of South Gloucestershire) it is now surrounded by local development which has taken it from a rural to urban environment. This has changed the nature of both the activities and the membership. The centre is located on a main site with a separate sports ground about 1 mile away. The Governing Document was completely revised on 2000, and from 1st April 2009 the centre operates under the working name of 'Hanham Community Centre'. In 2013 it registered this name as a new Charitable Incorporated Organisation (CIO), closing the old "Hanham Community Centre" charity. The current Constitution is dated 26th June 2013.

Professional Advisors

<u>Bankers</u>	<u>Independent Examiner</u>	<u>Solicitor</u>
NatWest Bank	Victoria Hicks	Harris & Harris
125a High Street	28 Brunel Close	11 Stoney Street
Hanham	Bridgegate	Frome
Bristol	Bristol	Somerset
BS99 5BB	BS30 5BB	BA11 1BU

Objectives

The objectives of the Charity, as stated in the CIO governing document are:
(a) to promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;

(b) to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects;
(c) to promote such other charitable purposes as may from time to time be determined.
And the Charity shall be non-party in politics and non-sectarian in religion. The area of benefit ("area of benefit") shall be Hanham and the surrounding district.

Vision & Mission

Our Vision Statement is:

"To be a welcoming, community focused organisation; providing a place where people can flourish and enhance the community. We see a future that is sustainable, well managed and developing; through a family focused centre which is available-when-wanted, thriving, and well utilised; and provides the facilities and activities that are needed".

Our Values are:

- *We, Put customers **first**, Take **pride** in what we do, **Respect** others, **Strive** to be the best, and Act with **integrity***
- **We recognise and value the commitment and hard work by our volunteers & staff**
- *We are open to constructive criticism and to suggestions for improvement*

Our Mission Statement is:

"To provide a clean, safe and welcoming venue to the community, which through its facilities and activities shall allow people to learn, develop skills, socialise and gain friendships"

This has been developed into a number of specific strategic objectives:

- Develop the usage of the facilities with new activities
- Modernise the building
- Increase utilisation of centre
- Engage with users and get feedback
- Introduce better and updated management practices
- Ensure the centre is clean, warm, welcoming and safe

The Board of Trustees

Details of the current membership of the Board of Trustees, the officers and the extant sub-committees are as listed at Annex A. The method of appointment of Trustees is detailed in the current governing document. The centre is financially stable, with a nominal annual trading figure of around £158K, and surplus of £12K. We have a membership¹ of 470 members and support many activities for members and non-members. Membership is currently £12 pa. The centre relies heavily on the Charity Trustees and volunteers for fund raising. We have a core staff of five with a number of casual staff, as such the centre has a written Health and Safety Policy. The majority of our income is through our own fundraising and the hiring of our facilities (for parties and community activities etc).

Policies

(1) Reserves Policy

The Trustees have set a Reserves Policy which requires:

- Reserves are built/maintained/reduced to a level which ensures that 9 months of organisation's core activity could continue during a period of unforeseen difficulty (nominally 10% of income). For the current year this is estimated to equate to £15,000.
- A proportion of Reserves are maintained in a readily realisable form.
- A decision has been taken to develop a Designated Reserve of £10,000 for the purpose of Modernising and improving the Utilisation of the Centre, as well as a Designated Cyclical Maintenance Fund of £8,000.

The Current level of Free General Reserves is £11,312, which is at an acceptable level to provide 9 months core activity taking into account risks associated with each stream of

¹ Strictly "Associate Members" as defined in the Constitution and Membership Policy

income and expenditure being different from that budgeted, planning activity level, and the organisation's commitments.

(2) Public Benefit Statement

The Trustees have outlined the mission and objectives of the charity and believe they have clearly defined what the public benefits delivered are (Principle 1), and how they relate to the aims. They also believe the report explains how the benefits are provided to the public (Principles 2). Specifically the charities aims falls within the follow aims as outlined in the Charities Act 2006:

- the advancement of citizenship or community development;
- the advancement of the arts, culture, heritage or science;
- the advancement of amateur sport;
- the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage;
- other purposes currently recognised as charitable and any new charitable purposes which are similar to another charitable purpose (Recreation Charity).

The Cornerstones of our Services and Operation	
<p style="text-align: center;"><u>TO PARTICIPATE IN</u> Activities where the community can come and participate.</p> <p>Table Top Sales, Craft Events, Art Exhibitions & Entertainment - Plays, Pantos and other shows, Parish and community meetings, and being a Trustee or Volunteer</p>	<p style="text-align: center;"><u>TO SUPPORT OTHERS</u> Those activities that offer support to the community and those who need us.</p> <p>40-60s Club, Tea Dance & Coffee Mornings, Retirement Club, Clinic(s), History, Mums & Todds</p>
<p style="text-align: center;"><u>TO SHARE INTERESTS</u> As a place to share interests, interact and learn from others.</p> <p>Short Mat Bowls & Line Dance, Bridge, Cricket & Tennis, Snooker, Chess & Drama, Art Classes & Bingo, Dance Classes & Keep Fit, Crafts – Cards, Lace & Flowers, and in the lounge bar – pool, TV, Crib, darts</p>	<p style="text-align: center;"><u>TO MARK EVENTS</u> A place where people can meet with their friends and mark life's events!</p> <p>Births, Birthdays, Engagements, Weddings, Anniversaries, Funeral Receptions, Family Parties and Children's Parties etc.</p>

Activities

The Charity offers a wide range of activities to support the local community and continues to advertise for new activities. Those currently offered can be divided into three categories: Sections, Affiliated groups and Hires. Activities and groups supported, includes:

<u>Short Mat Bowls</u>	<u>Slimming World</u>	<u>Young @Heart</u>
<u>Tai Chi</u>	<u>Zumba</u>	<u>Line Dancing</u>
<u>Womens Institute</u>	<u>Zumba Gold</u>	<u>Pregnancy Yoga</u>
<u>Pilates</u>	<u>Coffee Morning</u>	<u>Natural History</u>
<u>Real Fitness</u>	<u>Art Classes</u>	<u>Hanham History</u>
<u>Yoga</u>	<u>Falon Dafra</u>	<u>Footcare (Chiropodist)</u>
<u>40-60s Club</u>	<u>In Stitches</u>	<u>Ladies Keep Fit</u>
<u>Fibromyalgia Support Group</u>	<u>Carers Support Group</u>	<u>Flow Yoga</u>
<u>Brushstokes Art Group</u>	<u>Craft Buddies</u>	<u>Chess</u>
<u>Aerobics</u>	<u>Palette Art Club</u>	<u>Memory Café</u>
<u>Toddlers Group</u>	<u>Snooker</u>	<u>Amateur Drama Group</u>
<u>Bingo</u>	<u>Bridge</u>	<u>Sequence Dance</u>
<u>Hanham Cadet Force</u>	<u>Big Knits</u>	<u>Bouncing Bobbins</u>
<u>Lace Club</u>	<u>Cricket Club</u>	<u>Tennis Club</u>
<u>Flower Club</u>	<u>Social Club</u>	<u>Hanham Art Club</u>
		<u>Tiny Tutus</u>

Those underlined are either centre sections or centre organised activities. Whilst the facilities are utilised fully in the evenings the Trustees continue to develop the usage during the daytime.

Achievements

The main achievements and activities over this year are as follows:

Management and Governance

- Trustee & Staff numbers have remained steady with few changes;
- The Centre is a member of NCVO;
- The HCC website is regularly updated and we receive over 25,000 hits per month; we also aim to issue an annual Newsletter within the centre (and on-line);
- An Open Forum for members and users was held on 9th Nov 2015 – though it was not well supported;
- From 2013 our car park has been private, there has been no change in this status over the period;
- Land Registration: There has been good progress on this complex issue and we have now registered all the land at the centre and sports ground However there are a few pockets of land incorrectly registered to the local council (within our land area), and this will need to be investigated and resolved over the coming period;
- Social Club: With the support of Community Matters we have now set up a separate company (HCC Bar and Trading Services) Ltd from 2nd April 2016 whom will take over the operation of the bars from the social club which will be wound up during 2016. In 2013 the SC AGM gave the SC committee and Trustees authority to disband the Social Club and create a separate organisation to operate all HCC bars and services. As part of this the Sports Ground will need to move to a Premises Licence;
- A manual handling course was undertaken by all staff;
- The trustees are looking at the options to install solar panels on the roof and/or field;
- Options to refurbish and remodel the annex are being considered.

Maintenance and Improvements

- HCC received two grants awards in this period, though only two were actual paid in the period, these were:
 - i. Community Grant: £500 towards Electrical Testing and Maintenance
 - ii. Community Capital Grant: £5000 towards Wessex Windows
- Refurbishment of the first floor toilets is progressing and will complete in FY16/17;
- The cameras for the new IP-based HD CCTV system are now all installed (with one exception) – this along with a 11th camera will be installed in FY16/17 and the old system decommissioned;
- A full electrical inspection was undertaken and remedial work at the centre and sports ground was undertaken, including portable appliance testing;
- A stage lighting bar (the final one) was replaced and re-hung, and new bass speakers were added to the PA system.

Activities & Community Engagement

- Two Art Exhibitions and an annual Eisteddfod;
- A Community New Years Eve party was held;
- Productions of pantomime and a musical by the drama group;
- A number of fundraising events (Table top sales) including a new revised New Years Eve Party;
- The centre hosts two wrestling events per annum;
- A Big Band dance was held to celebrate our 70th anniversary.

Issues & Risks

- Whilst we continue to experience increasing utility costs, it is proving difficult to pass these onto the user groups, however we have seen an increase in members. Over the year we have had 8 new groups and lost 3 groups – mainly due to available rooms or a lack of support for an activity.

- As always, the centre lacks committed and willing volunteers to support the work of the Trustees, as such the Trustees will be focusing on maintaining equilibrium, based on the Strategic Objectives outlined above;
- The Social Club income is more stable, though remains in slight decline, mainly as a result of reduced functions and function takings – rather than a drop in lounge bar sales (as was the case in the past). Concerns remain over any changes in the drink alcohol limits in the UK;
- Right of Way: There remains a dispute between the Charity and a neighbour over the right of way across our land. However there has been no action on this matter during this reporting period.

Future Developments Projects

Whilst this report is strictly for the period 1st Apr 15 until 31st March 16, this section is more akin to a Business Plan for the forthcoming year; and is based on a Strategic Review held by the Trustees in May 2016. The outcome of the review was an agreement that the overall strategy remains generally unchanged. In simple terms the shorter-term focus would be on modernising the older parts of the Centre, while trying to increase the overall utilisation of the existing facilities through communication with the current user base. i.e.

“Communicate to enable focused Modernisation and Utilisation”

Medium Term Aims and Objectives

Theme: Resource Management RM1 – Apply for Grants RM2 – Focus parking for users RM3 – Monitor and improve utilisation RM4 – Reduce costs – monitor utilities and visitor numbers.	Theme: Enabling Processes EP1 – Gain customer feedback EP2 – Gain staff feedback EP3 – Focus on Internal communications EP4 – Know Needs (of users)
Theme: Working Together WT1 – Develop Strategic Plan WT2 – Agree Annual Objectives WT3 – State Vision, Mission and Values to all WT4 – Share ‘common purpose’	Theme: Customer (Public) Benefits CB1 – Advertise Services CB2 – Modernise Building CB3 – Communicate Vision CB4 – Re-focus on key facilities

Improvement and Maintenance Programme

Improvement Projects	Maintenance Projects
Upstairs Toilets Complete Fence Refurbish Annex Options for Field Abbot Board Room Complete Windows Stair lift	Lounge bar decoration Radiators (LB, Abbot) Re-Hang LX Bar and Cable Snooker Cooling Floor – Gloucester Stairs Floor – Landing (Avon/Somerset) Floor – Annex Floor – Whittuck Corridor

In terms of governance the Trustees aim to complete the land registration and address the anomalies remaining, progress formal registration of the Social Club and address the requirements of SORP 2015.

Declaration

I declare, in my capacity of Charity Trustee, that:

- the Trustees have approved the report above; and
- have authorised me to sign it on their behalf.

Signature _____

Full Name: Kevin Michael Lawrence
MBA BEng CEng MIET CITP FBCS CISSP

Position: Chairman

Date: Sept 2016

Annex A

Structure, Membership and Organisation of Committees

Officers

The officers of the Charity (at 31 March 16) are:

Chairman	Mr K Lawrence
Administrator	Mrs S Nunn

Charity Trustees

The Charity Trustees (at 31 March 16) are:

Mr K Lawrence
Mrs T Worlock
Mr D Wright
Mr C Nunn

Committees and Sub-Committees

The Board of Trustees (executive committee) is composed of all Charity Trustees; and ex-officio Trustees (currently limited to the Designated Premises Supervisor). The meeting is also attended by a representative of the South Gloucestershire Council or local Parish Council. The Board meets on a monthly basis. Additional meetings and sub-committees are held as needed to support particular activities – such as the Budget.

HANHAM COMMUNITY CENTRE
INDEPENDENT EXAMINERS REPORT
YEAR ENDING 31 MARCH 2016

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES

I report on the unaudited accounts of the charity for the year ending 31 March 2016 set out on pages 9 – 13.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

As the Charity Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charities Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINERS REPORT

My examination was carried out in accordance with the general directions given by the Charities Commissioner. An independent 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 you as concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINERS STATEMENT

In connection with my examination, no matter has come to our attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - a. to keep accounting records in accordance with section 41 of the Act; and
 - b. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the act

have not been met, or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

28 Brunel Close
Bridgegate
Bristol
BS30 5BB

Victoria Hicks LLB(Hons), CPFA, CiLCA
Independent Examiner

Oct 2016

HANHAM COMMUNITY CENTRE
STATEMENT OF FINANCIAL ACTIVITY
YEAR ENDED 31 MARCH 2016

	Notes	2016 £	2015 £
INCOME RESOURCES			
Donations		500.00	(50.00)
Income from charitable trading activities		157,337.87	150,562.07
Income from non-charitable trading activities		<u>25.94</u>	<u>27.75</u>
TOTAL INCOMING RESOURCES		<u>157,863.81</u>	<u>150,539.82</u>
RESOURCES EXPENDED			
Direct charitable expenditure	1		
Fundraising and publicity	2	130,525.71	130,372.62
Management and administration	3	578.49	470.40
	3	<u>14,448.50</u>	<u>9,976.02</u>
TOTAL RESOURCES EXPENDED	4	<u>145,552.70</u>	<u>140,819.04</u>
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR		<u>12,311.11</u>	<u>9,720.78</u>
Allocated in the Year			
General Fund		4,874.49	8,724.57
Development Fund		<u>7,436.62</u>	<u>996.21</u>
		<u>12,311.11</u>	<u>9,720.78</u>
MOVEMENT IN FUNDS			
General Fund:-			
Balance b/fwd		492,862.39	484,137.82
Surplus for the year		<u>4,874.49</u>	<u>8,724.57</u>
Balance c/fwd		497,736.88	492,862.39
Development Fund:-			
Balance b/fwd		9,834.21	8,838.00
Surplus for the year		<u>7,436.62</u>	<u>996.21</u>
Balance c/fwd		17,270.83	9,834.21
Total Unrestricted Fund Balance c/fwd	14	<u>515,007.71</u>	<u>502,696.60</u>

All movements are in Unrestricted Funds

HANHAM COMMUNITY CENTRE
BALANCE SHEET
YEAR ENDED 31 MARCH 2016

	Notes	2016		2015
		£	£	£
FIXED ASSETS				
Tangible assets	5		411,210.30	403,648.34
CURRENT ASSETS				
Stocks	6	1,503.45		1,786.44
Debtors	7	2,870.81		1,903.64
Cash at bank and in hand	8	105,940.72		104,535.49
			110,314.98	108,225.57
CREDITORS: Amounts falling due within one year	9	(6,517.57)		(9,177.31)
NET CURRENT LIABILITIES			103,797.41	99,048.26
TOTAL ASSETS LESS CURRENT LIABILITIES			515,007.71	502,696.60
CREDITORS: Amounts falling due after more than one year	10		0.00	0.00
NET ASSETS			515,007.71	502,696.60
UNRESTRICTED FUNDS				
General Fund			497,736.88	492,862.22
Development Fund			17,270.83	9,834.38
TOTAL FUNDS			515,007.71	502,696.60

These financial statements were approved and signed by the members of the committee in September 2015

Mr K M Lawrence

Signed on behalf of the Trustees

HANHAM COMMUNITY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards and the Statement of Recommended Practice on accounting by charities (SORP 2005).

Depreciation

Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

Property

The premises are shown at their 1995 professional valuation as instigated by the Centre's bank for the purpose of providing security against borrowings

Office Equipment, Furniture and Fitting and Sports Field Equipment

These are shown at their written down value as estimated by the Centre's Treasurer and are subject to depreciation on a straight-line basis over the expected useful life of the particular asset.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

	2016		2015
	£		£
2. DIRECT CHARTIABLE EXPENDITURE			
Provision of Charitable Services	130,526		130,373
3. MANAGEMENT AND ADMINISTRATION			
Office costs	3,871		4,153
Accountancy fees	200		0
Personnel fees	1,295		0
Legal and professional	4804		1782
Interest payable (inc Bank charges)	351		353
Depreciation	3,928		3,688
	14,449		9,976
4. TOTAL RESOURCES EXPENDED			
	Staff costs		Total 2015
	£		£
Direct charitable expenditure	69,111		130,373
Fundraising and publicity	-		470
Management and administration	-		9,976
	69,111		140,819
	Depreciation		Total 2016
	£		£
	-		130,526
	-		578
	3,928		14,449
	3,928		145,553
	Other costs		Total
	£		£
	61,414		66,011
	578		3,100
	10,520		69,111
	72,513		79,413
The aggregate payroll costs were:			
Wages and salaries			76,313
Social security Costs (NIC)			3,100
			79,413
Other Costs:			
Premises			46,406
Professional Fees			1,782
Other			9,529
			57,717
Particulars of employees:			
The average number of staff employed by the charity during the financial year amounted to:			
	No		No
	7		7

5. TANGIBLE ASSETS

	Community Centre Buildings £	Sports Ground £	Equipment £	Total £	
COST					
At 1 April 2015	300,000	57,000	166,521	523,521	
Additions	-	-	11,490	11,490	
Disposals	-	-	-	-	
At 31 March 2016	<u>300,000</u>	<u>57,000</u>	<u>178,011</u>	<u>535,011</u>	
DEPRECIATION					
Depreciation At 1 April 2015	-	-	119,872	119,872	
Depreciation Charge	-	-	3,928	3,928	
At 31 March 2016	<u>0</u>	<u>0</u>	<u>123,801</u>	<u>123,801</u>	
NET BOOK VALUE					
At 31 March 2016	<u>300,000</u>	<u>57,000</u>	<u>54,210</u>	<u>411,210</u>	
At 31 March 2015	<u>300,000</u>	<u>57,000</u>	<u>46,648</u>	<u>403,648</u>	
				2016	2015
				£	£
6. STOCK					
Stock				1503	1786
7. DEBTORS					
Trade debtors				2871	1784
Prepayments and accrued income				0	120
				2871	1904
8. CASH AT BANK AND IN HAND					
Current Account				52472	59549
Cash in Hand (HCC)				3830	3979
Cash in Hand (Sections)				21093	19866
Development Fund				17234	9834
Reserve Account				11312	11307
				105941	104535
9. CREDITORS Amounts falling due within one year					
Bank loans and overdrafts				0	0
Letting deposits				4882	4912
Social Security Creditor				1229	3858
Development Fund Loan				0	0
Accruals				419	419
Trade creditors				-12	-12
				<u>6518</u>	<u>9177</u>
10. CREDITORS Amounts falling due after more than one year					
Bank loans and overdrafts				<u>0</u>	<u>0</u>

11. SECTION ACCOUNTS*

	Income 2016	Expenditure 2016	Funds Held 2016	Contribution 2016*	Contribution 2015
Bridge Club	1,515	1,460	381	1,300	1,300
Brush strokes Art Club	1,595	1,474	625	1,200	1,152
Chess Club	342	342	195	300	300
Cricket Club	14,001	12,865	3,933	2,100	1,900
Drama Club (Hanham Players)	10,393	9,430	10,363	2,600	2,250
Leisure Art Club	1,504	1,428	636	1,200	1,150
Little Folk Toddlers Group	1,196	1,420	832	1,200	1,150
Sequence Dancing (Modern)	4,659	4,659	0	2,550	2,874
Snooker Club	4,195	5,257	357	3,500	3,565
Tennis Club	4,190	4,471	2,070	2,150	2,050
Tuesday Palette Art Club	2,416	2,420	1,482	1,250	1,150
	46,006	45,226	20,874	19,350	18,841
<i>Funds held 2015</i>			19,647		
			* Taken from section accounts 15/16		
			Fund Change	1,227	
Development Fund	11,357	3,921	17,271		
<i>Funds held 2015</i>			9,834		

12. TRADING FUNDS

	Income (GP) 2016	Expenditure 2016	Funds Held 2016 (NCA)	Contribution 2016	Contribution 2015
HCC Social Club (BMC)	56,770	30,036	4,461	33,300	30,188
<i>Funds held 2015</i>			10,271		

13. GRANTS (Paid directly from Grant Body to Supplier)

	2016	2015
SGC Small Grant	via Donations	500
Community Capital Grant	Via Development Fund	5,000
		<u>5,500</u>
		2,500

14. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS

	£	£	£
	Tangible fixed assets	Other net assets	Total
Unrestricted funds (31/3/16)	411,210	103,797	515,008
<i>Unrestricted funds (31/3/15)</i>	411,210	91,486	502,697

HANHAM COMMUNITY CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDING 31 MARCH 2016

	2016		2015
	£	£	£
INCOME			
Donations		500.00	-50.00
Development Fund (Net Income)		7,399.25	996.21
General/Late Section payments		0.00	0.00
Activities		8728.42	11895.39
Centre Sections Contributions		17459.36	19838.38
Surplus/Deficit of Sections		1227.11	839.02
Membership		5586.00	4870.00
Centre Lettings		83553.99	81596.57
Rents Received		126.00	84.00
Social Club (inc SG Surplus)		33145.00	30187.50
Interest Income		25.94	27.75
Misc Income		112.74	255.00
TOTAL INCOME		<u>157863.81</u>	<u>150539.82</u>
DIRECT CHARITABLE EXPENDITURE			
Wages and salaries	69111.43		79413.15
Rates & water	5515.89		7144.30
Light and heat	19922.82		19271.75
Insurance	4655.97		4128.30
Repairs and maintenance	4851.55		2516.40
Waste Disposal	2290.23		2123.88
H&S and Security	516.88		1111.45
Cleaning Materials	2872.10		3168.13
Activities	2281.00		3770.51
Sundry Costs (DCC)	360.00		97.98
Licences & Subs (Theatre, PRS, PPL)	1375.73		1255.18
Sports Ground Rates, Water & Waste	3096.70		2610.14
Sports Ground Electricity	2486.45		2978.85
New Projects	10902.93		506.90
Miscellaneous/General	286.03		275.70
		<u>130525.71</u>	<u>130372.62</u>
FUNDRAISING AND PUBLICITY			
Advertising costs		578.49	470.40
MANAGEMENT AND ADMINISTRATION			
Telephone	633.87		830.00
Office Supplies	560.16		472.76
Photocopier	2554.40		2312.22
Information Systems	122.11		538.06
Legal fees	4803.60		1782.00
Accountant/Auditor fees	200.00		0.00
Personnel fees	1295.00		0.00
Bank Charges	351.00		352.54
Depreciation of fixed assets	3928.36		3688.44
		<u>14448.50</u>	<u>9976.02</u>
INTEREST PAYABLE			
Bank interest payable	0.00		0.00
Interest on other loans	0.00		0.00
		<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURE		<u>145552.70</u>	<u>140819.04</u>
NET (Deficit)/SURPLUS		<u>12311.11</u>	<u>9,720.78</u>
Other Expenditure			
Sports Ground Projects	0.00		0.00
		<u>0.00</u>	<u>0.00</u>
Final Net Deficit/Surplus		<u>12311.11</u>	<u>9,720.78</u>

This page does not form part of the statutory financial statements

HCC & SOCIAL CLUB CONSOLIDATED ACCOUNTS
STATEMENT OF FINANCIAL ACTIVITIES (SPORTS GROUND ACCOUNT)
YEAR ENDING 31 MARCH 2016

<u>SOCIAL CLUB ACCOUNTS</u>		SC £	HCC £
<u>INCOME</u>			
Sales	Act.	19,594	
Cost of Goods Sold			
- Bar Goods	Act.	746	
- Coors	Act.	10,697	
- Crisps & Nuts	Act.	0	
- Stock Movement	Act.	-155	
		<u>11,289</u>	
Gross Surplus		<u>8,306</u>	
<u>EXPENDITURE</u>			
General			
- IT	20%	206	
- Nat West Charges	20%	52	
- Giro Charges	Act.	0	
- Optics / Glasses	Act.	0	
- Music Copyright	50%	141	
		<u>400</u>	
Sports Ground			
- Wages	Act.	395	
- Stock Write-Off	Act.	0	
- Equipment Purchases	Act.	255	
- Cleaning & Toilet Materials	Act.	78	
- Gas & Cylinder Rental	Act.	68	
- General Maintenance	Act.	46	
- Sky TV	Act.	1,764	
- Telephone	Act.	815	
		<u>3,422</u>	
TOTAL EXPENDITURE		<u>3,821</u>	
Other Income/Expenditure		-3,038	
Net Surplus (Social Club)		<u>1,447</u>	
<u>COMMUNITY CENTRE ACCOUNTS</u>			
<u>INCOME</u>			
Transfer from SC to Community Centre ¹	Act.	-1,447	1,447
Other Income			
- Donations	Act.	0	
- Lettings	Act.	260	
- Electricity (Tennis)	Act.	221	
			<u>481</u>
Total Income			<u>1,927</u>
<u>Expenditure</u>			
Insurance	Act.	1,164	
H&S (FE)	Act.	3	
Licenses	Act.	516	
Banking	8%	0	
Misc	8%	25	
IT & Subs	8%	10	
Office Supplies	8%	45	
Pavilion Costs			
- Electricity	Act.	2,486	
- Cleaning	Act.	72	
- Rates	Act.	244	
- Security	Act.	146	
- Gen Maintenance	Act.	979	
- Waste Removal	Act.	1,321	
- Water	Act.	334	
Payroll - Cleaner	Act.		
Payroll - Admin	100%	2,036	
Professional Fees	8%	16	
Total Expenditure			<u>9,398</u>
Net Surplus		<u>0</u>	<u>-7,471</u>
Funded Projects			0
Consolidated Total Net Surplus 15/16 (SG Account)			<u>-7,471</u>
<u>Sports Ground Balance Sheet</u>			
B/F From 31 March 2015			(25,630)
Net Surplus 14/15			-7,471
C/F to 1 April 2016			<u>-33,101</u>

1 - Nominally (not necessarily actually transferred)