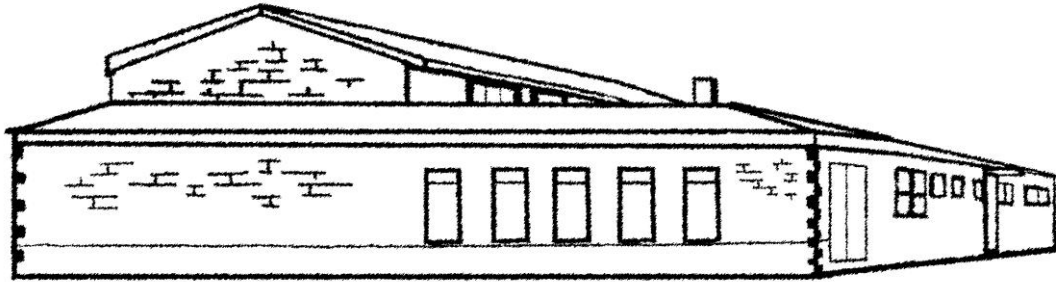


HANHAM FOLK CENTRE

Charity Number 301544



ANNUAL REPORT
AND
FINANCIAL STATEMENTS

FOR

Financial Year Ending
31 MARCH 2009

Trading as
Hanham Community Centre
From 1 April 2009

118-124 High Street
Hanham
Bristol
BS15 3EJ

www.hanhamcentre.org

**HANHAM FOLK CENTRE
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDING 31 MARCH 2009**

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HANHAM FOLK CENTRE
TRUSTEES ANNUAL REPORT
YEAR ENDING 31 MARCH 2009

The Trustees have pleasure in presenting this report and the unaudited financial statements of the Charity for the year ended 31 March 2009. 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

Hanham Folk Centre 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, with the latest version being dated 26th September 2005 – it clearly outlines the power available to the Trustees. From 1st April 2009 the centre will operate under the working name of 'Hanham Community Centre' – this has already been advised to the Charity Commission; the long term plan is to adopt this name permanently.

Professional Advisors

<u>Bankers</u>	<u>Independent Examiner</u>	<u>Solicitor</u>	<u>HR Consultants</u>
NatWest Bank	Evans and Partners	Harris & Harris	Peninsula Business
125a High Street	9 Bank Road	11 Stoney Street	Services Ltd
Hanham	Kingswood	Frome	Riverside
Bristol	Bristol	Somerset	New Bailey Street
BS99 5BB	BS15 8LS	BA11 1BU	Manchester M3 5PB

Objectives

The objectives of the Charity, as stated in the governing document are:
"To permit the centre to be used in perpetuity as a non sectarian and non party place of recreation and social intercourse under the name Hanham Folk Centre¹ for the advantage or benefit of the inhabitants"

¹ From 1st April 09, this will be replaced by Hanham Community Centre as our Working Name.

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
- Encourage and involve more of the local inhabitants
- Publicise and develop existing activities
- Introduce better and updated management practices
- Promote fund raising to maintain and improve the buildings and facilities

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 along with the current Holding Trustees. The method of appointment of Trustees and Holding Trustees is detailed in the current governing document. The centre is financially stable, with a nominal annual trading figure of around £150K, and a surplus of £3K. We have a membership of 530 members and support many activities for members and non-members. Membership is currently £10 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 £15,000 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 at £15,277 (10%) is adequate to provide 9 months core activity taking into account risks associated with each stream of 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 & Car Boot Sales, 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 & Luncheon Club, Tea Dance & Coffee Mornings, Retirement Club, Clinic(s), History & AA, Mums & Todds / Tumble Tots</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:

Amateur Dramatics	Sequence Dance	Art Group(s)
Chess Club	Bingo	Mothers & Toddlers
Snooker Club	Tennis Club	Cricket Club
AA	Women's Club	OAPs Club
Flower Club	Bridge Club	Tea Dance
Salsa Dancing	Line Dancing	Yoga Classes
Parish Council	Keep Fit Classes	Lace Making
Chiropodist	Junior Ballet	Slimming Classes
Parties (Hire)	Short Mat Bowls	Weight Watchers
Mobility Class	Hanham History	Beginners Ballroom
Pilates Class		Coffee Morning

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, Community Action and Community Matters. All three organisations have provided a lot of support to ensure we meet our legal obligations and

remain informed of changes in these obligations. After the award of HallMark Level 1 in 2007, the centre has now achieved Level 2 and will be working towards Level 3, the final award level;

- Personnel matters are now supported by an external consultancy who have developed Contracts of Employment and a staff handbook; they also provide on-going legal advice & support;
- Once again the Sports Ground accounts now form part of the overall annual reporting, and the accounts herein (pg 14) outline the specific or part expenses allocated to these facilities;
- Over this period the Trustees have conducted a PQASSO (Practical Quality Assurance System for Small Organisations) looking at the 12 areas of the assessment over the year, and resulting in a number of recommendations that fed into the 2009 annual review.

Maintenance and Improvements

- Phase 1 of the refurbishment of the old building 'coffee lounge' was completed, and plans are in place to undertake Phase 2 in summer 09.
- Work was undertaken to redecorate the Lounge Bar, which was repapered and painted during this period.
- Work was undertaken to improve the heater system, and two new large heater units were installed in the Elbow Suite at a cost of £4000.
- External lighting was install along the main access route at a cost of £1500, and provides addition security and safety to visitors.
- A large industrial fridge was purchases for the Wessex Suite to allow users to chill and foods prior to functions.

Activities & Community Engagement

- Two Art Exhibitions and an annual Eisteddfod
- Productions of pantomime and a musical by the drama group
- We again held a New Years Eve party this year – which raised £609 towards the Development Fund.
- The Trustees have been working with Avon and Somerset Police to establish a police office for the community, after a considerable period of negotiation and works, we are please to announce that the office is now open.
- Regular Quiz Nights and Family Nights are held in the lounge bar, as well as occasional entertainment – members and the wider community are encouraged to attend.

Issues & Risks

- As always there remains a lack of willing volunteers able to commit a few hours each month; and whilst the Trustees and staff are keen to see the centre develop and modernise, this cannot happen without the human resource to undertake it. Once again the current handful of Trustees will be focusing on maintaining equilibrium – and keeping the centre open, based on the Strategic Objectives outlined above.
- The introduction of the Smoking Ban and price rises continues to impact the Lounge Bar and bookings for parties – we are likely to see this worsen in 09/10 with the 'credit crunch'.
- Neither the Charity or the Social Club has an elected Treasurer or Secretary, this is putting considerable loading on the few remaining committee members.
- At the AGM in 2008 the meeting confirmed the formal adoption of the new working name of 'Hanham Community Centre'. This will formally be adopted from the 1st April 2009. At the same time, the members supported the transfer of the Charity to a CIO, when details are finalised.
- Right of Way: A dispute between the Charity and a neighbour over the right of way across our land continues. 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 08 until 31st March 09, 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 March 2009. The outcome of the review was an agreement that the overall strategy remains generally unchanged; and was summarised as:

“Through better Resource Management and a focus on Working Together and better Enabling Processes we can improve the delivery and User/Customer benefits”

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 – Formalise recruitment and staff procedures 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

<u>Improvement Programme (in order)</u>	<u>Maintenance Programme (in order)</u>
A. Finish refurbishment of Coffee Lounge B. Install Reception Desk C. Elbow Suite Store (Not in 2009/10) D. Conference Room Costs (in Wesley/Abbot Room) E. Annex (use of space) F. Somerset (welcoming) G. Access and use of field H. Improve ext. security to front (east) of building <u>Subject to Grant Funding:</u> I. Stair lift to First Floor (cost circ £6700) J. Exterior Windows Consider issues around a lift to the 1 st floor	1. Replace Glouc stairs flooring and add handrail 2. Decorate Whittucks room (inc repair to Wall) 3. Decorate Wessex Suite – New lights, carpet and curtains 4. Guttering to Elbow Suite 5. Replace flooring on 1 st floor landing and toilets 6. Floor adjacent to Whittucks Room (when D progressed) 7. Guttering to rear of Whittucks room 8. Ventilation to cellar Replace fire alarm system Heating System Car Park Lighting Lounge Bar redecoration Decoration to Wessex/Avon Room Exterior Lighting of side walkway

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

Position: Chairman

Date: 30 July 2009

Annex A

Structure, Membership and Organisation of Committees

Officers

The officers of the Charity (at 31 March 09) are:

Chairman	Mr K Lawrence
Vice Chairman	Mrs T Worlock
Treasurer	Mr K Lawrence (acting)
Secretary	Vacant
Administrator	Mrs S Nunn

Charity Trustees

The Charity Trustees (at 31 March 09) are:

Mr K Lawrence	Mrs T Worlock	Mr N Edwards
Mr D Wright	Mrs J Lloyd	

The following were Charity Trustees during this year, but have since resigned or retired:

Mr Cowburn
Mr Norton

Holding Trustees

The Holding Trustees are:

Mr T Jones
Mr A King
Mr A Michallat-Cox

Committees and Sub-Committees

The Board of Trustees (executive committee) is composed of all Charity Trustees, as well as the Chairman of the Social Club, Administrator and Designated Premises Supervisor. Holding Trustees attend on an adhoc basis. The Board meets on a monthly basis. Additional meetings and sub-committees are held as needed to support particular activities – such as the budget.

- (1) Budget Sub-Committee
Meets Jan-April each year
To review previous years budget and set budget for following year
- (2) Development & Entertainment Sub-Committee
To organise and plan fund raising and community building activities for members and local inhabitants. To organise entertainment within the centre to encourage new membership and foster a community spirit.
- (3) Buildings and Maintenance Sub-Committee
To manage a programme of refurbishment, obtain quotes and seek Trustees' approval. Manage programmes of work and ensure Value for Money. This is currently undertaken by the Board at the Trustees meeting.

HANHAM FOLK CENTRE
INDEPENDENT EXAMINERS REPORT
YEAR ENDING 31 MARCH 2009

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES

We report on the unaudited accounts of the charity for the year ending 31 March 2009 set out on pages 8 – 12.

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 our 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 our attention.

BASIS OF INDEPENDENT EXAMINERS REPORT

Our 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 our examination, no matter has come to our attention:

- (1) which gives us 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 our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

9 Bank Road
Kingswood
Bristol
BS15 8LS

Sept 2009

Derek Morland FCA
Independent Examiner
EVANS AND PARTNERS
Chartered Accountants

HANHAM FOLK CENTRE
STATEMENT OF FINANCIAL ACTIVITY
YEAR ENDED 31 MARCH 2009

	Notes	2009 £	2008 £
INCOME RESOURCES			
Donations		3,714	1,600
Income from charitable trading activities		149,079	148,752
Income from non-charitable trading activities		214	335
TOTAL INCOMING RESOURCES		<u>153,006</u>	<u>150,687</u>
RESOURCES EXPENDED			
Direct charitable expenditure	1		
Fundraising and publicity	2	130,595	121,949
Management and administration	3	1,571	3,188
	3	12,283	12,472
TOTAL RESOURCES EXPENDED	4	<u>144,448</u>	<u>137,609</u>
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR		<u>8,559</u>	<u>13,078</u>
Allocated in the Year			
General Fund		11,574	11,781
Development Fund		(3,016)	1,297
		<u>8,559</u>	<u>13,078</u>
MOVEMENT IN FUNDS			
General Fund:-			
Balance b/fwd		409,008	397,227
Surplus for the year		11,574	11,781
Balance c/fwd		420,582	409,008
Development Fund:-			
Balance b/fwd		12,312	11,015
Surplus for the year		(3,016)	1,297
Balance c/fwd		9,296	12,312
Total Unrestricted Fund Balance c/fwd	12	<u>429,878</u>	<u>421,320</u>

All movements are in Unrestricted Funds

HANHAM FOLK CENTRE
BALANCE SHEET
YEAR ENDED 31 MARCH 2009

	Notes	2009		2008
		£	£	£
FIXED ASSETS				
Tangible assets	5		399,551	395,652
CURRENT ASSETS				
Stocks	6	895		1092
Debtors	7	4,698		610
Cash at bank and in hand		<u>49,680</u>		<u>60,332</u>
		55,272		62,034
CREDITORS: Amounts falling due within one year				
	8	<u>(7,708)</u>		<u>(11,882)</u>
NET CURRENT LIABILITIES			47,564	50,152
TOTAL ASSETS LESS CURRENT LIABILITIES			447,116	445,804
CREDITORS: Amounts falling due after more than one year				
	9		<u>(17,237)</u>	<u>(24,483)</u>
NET ASSETS			<u>429,878</u>	<u>421,320</u>
UNRESTRICTED FUNDS				
General Fund			420,582	409,008
Development Fund			<u>9,296</u>	<u>12,312</u>
TOTAL FUNDS			<u>429,878</u>	<u>421,320</u>

These financial statements were approved and signed by the members of the committee in August 2009

Mr K M Lawrence

Signed on behalf of the Trustees

HANHAM FOLK CENTRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2009

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.

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.

	2009	2008
	£	£
2. DIRECT CHARTIABLE EXPENDITURE		
Provision of Charitable Services	130,595	116,741
	<u>130,595</u>	<u>116,741</u>
3. MANAGEMENT AND ADMINISTRATION		
Office costs	2,802	2,136
Accountancy fees	1,200	1,835
Personnel fees	1,568	1,316
Legal and professional	0	470
Interest payable	1,901	2,529
Depreciation	4,812	4186
	<u>12,283</u>	<u>12,472</u>
4. TOTAL RESOURCES EXPENDED		
	Staff costs	Depreciation
	£	£
Direct charitable expenditure	77,639	-
Fundraising and publicity	-	-
Management and administration	-	4,812
	<u>77,639</u>	<u>4,812</u>
	Other costs	Total 2009
	£	£
	52,956	130,595
	1,571	1,571
	7,471	12,283
	<u>61,997</u>	<u>144,448</u>
		Total 2008
		£
		116,741
		3188
		12,472
		<u>132,401</u>
The aggregate payroll costs were:		
Wages and salaries		73,933
Social security Costs		3,706
		<u>77,639</u>
Other Costs:		
Premises		42,410
Professional Fees		2,768
Other		16,819
		<u>61,997</u>
Particulars of employees:		
The average number of staff employed by the charity during the financial year amounted to:	No	No
	7	7

HANHAM FOLK CENTRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2009

5. TANGIBLE ASSETS

	Folk Centre Buildings £	Sports Ground £	Equipment £	Total £
COST				
At 1 April 2008	300,000	57,000	128,903	485,903
Additions	-	-	8,711	8,711
Disposals	-	-	-	-
At 31 March 2009	<u>300,000</u>	<u>57,000</u>	<u>137,615</u>	<u>494,615</u>
DEPRECIATION				
Depreciation At 1 April 2008	-	-	90,252	90,252
Depreciation Charge	-	-	4,812	4,812
At 31 March 2009	<u>0</u>	<u>0</u>	<u>95,064</u>	<u>95,064</u>
NET BOOK VALUE				
At 31 March 2009	<u>300,000</u>	<u>57,000</u>	<u>42,551</u>	<u>399,551</u>
At 31 March 2008	<u>300,000</u>	<u>57,000</u>	<u>38,652</u>	<u>395,652</u>

	2009 £	2008 £
6. STOCK		
Stock	<u>895</u>	<u>1092</u>
7. DEBTORS		
Trade debtors	4698	610
Prepayments and accrued income	<u>0</u>	<u>0</u>
	4698	610
8. CREDITORS Amounts falling due within one year		
Bank loans and overdrafts	0	0
Letting deposits	5,632	5,392
Social Security Creditor	113	4,102
Development Fund Loan	0	0
Accruals	1532.75	1893
Trade creditors	<u>431</u>	<u>496</u>
	<u>7,708</u>	<u>11,883</u>
9. CREDITORS Amounts falling due after more than one year		
Bank loans and overdrafts	<u>17,237</u>	<u>24,483</u>

HANHAM FOLK CENTRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2009

10. SECTION ACCOUNTS*

	Income 2009	Expenditure 2009	Funds Held 2009	Contribution 2009*	Contribution 2008
Ballroom Dancing Club	1,285	1,284	2	1,284	1,380
Bridge Club	1,496	1,419	1,761	1,300	1,300
Brush strokes Art Club	862	777	598	750	630
Chess Club	502	435	148	250	250
Cricket Club	16,124	14,959	2,363	1,300	1,300
Drama Club (HFCP)	7,429	7,604	4,950	2,450	2,400
Leisure Art Club	1,002	1,177	301	1,100	1,000
Mums and Toddlers	2,820	2,551	794	1,100	1,100
Sequence Dancing (Modern)	4,473	4,473	0	2,343	2,229
Snooker Club	4,015	3,967	1,218	3,703	3,346
Tennis Club	4,681	4,503	3,231	2,700	2,600
Tuesday Palette Art Club	2,221	2,089	462	1,100	1,000
Entertainment				0	0
Other				201	0
	46,910	45,238	15,828	19,581	18,535
<i>Funds held 2008</i>			13,953		

* Taken from section accounts 08/09

11. TRADING FUNDS

	Income (GP) 2009	Expenditure 2009	Funds Held 2009	Contribution 2009	Contribution 2008
HFC Social Club (BMC)	74,264	31,939	8,655	47,000	49,700
<i>Funds held 2008</i>			9,400		

12. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS

	£	£	£
	Tangible fixed assets	Other net assets	Total
Unrestricted funds	399,551	22,643	422,194

HANHAM FOLK CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDING 31 MARCH 2009

	2009	2008
	£	£
INCOME		
Donations	3,714	1,600
Development Fund (Net Income)	-3,016	1,297
General/Late Section payments	0	0
Activities	13,039	11,863
Centre Sections Contributions	19,986	18,985
Surplus/Deficit of Sections	4,382	-1,638
Vending	2,419	2,504
Membership	5,295	5,300
Centre Lettings	59,648	59,986
Rents Received	110	116
Social Club (inc SG Surplus)	47,000	49,700
Interest Income	214	335
Misc Income	216	639
TOTAL INCOME	<u>153,006</u>	<u>150,687</u>
DIRECT CHARITABLE EXPENDITURE		
Wages and salaries	77,639	75,789
Rates & water	5,055	3,846
Light and heat	13,103	11,448
Insurance	4,718	3,360
Repairs and maintenance	7,321	6,593
Waste Disposal	1,609	1,132
H&S and Security	830	742
Cleaning Materials	3,095	3,005
Activities	4,260	3,350
Vending	1,704	2,048
Sundry Costs (DCC)	167	721
Licences & Subs (Theatre, PRS, PPL)	2,577	1,834
Sports Ground Rates, Water & Waste	1,689	1,850
Sports Ground Electricity	2,245	768
New Projects	4,000	0
Miscellaneous/General	581	255
	<u>130,595</u>	<u>116,741</u>
FUNDRAISING AND PUBLICITY		
Advertising costs	1,571	3188
MANAGEMENT AND ADMINISTRATION		
Telephone	564	492
Office Supplies	1,521	1,153
Information Systems	717	491
Legal fees	0	470
Accountant/Auditor fees	1,200	1,835
Personnel fees	1,568	1,316
Bank Charges	611	432
Depreciation of fixed assets	4,812	4,186
	<u>10,993</u>	<u>10,375</u>
INTEREST PAYABLE		
Bank interest payable	1	14
Interest on other loans	1,289	2,083
	<u>1,290</u>	<u>2,097</u>
TOTAL EXPENDITURE	<u>144,448</u>	<u>132,401</u>
NET (Deficit)/SURPLUS	<u>8,559</u>	<u>18,286</u>
Other Expenditure		
Sports Ground Projects	0	5208
	<u>0</u>	<u>5,208</u>
Final Net Deficit/Surplus	<u>8,559</u>	<u>13,078</u>

This page does not form part of the statutory financial statements

HANHAM FOLK CENTRE & HFC SOCIAL CLUB CONSOLIDATED ACCOUNTS
STATEMENT OF FINANCIAL ACTIVITIES (SPORTS GROUND ACCOUNT)
YEAR ENDING 31 MARCH 2009

		SC	HFC
		£	£
<u>SOCIAL CLUB ACCOUNTS</u>			
<u>INCOME</u>			
Sales	Act.	19,560	
Cost of Goods Sold			
- Bar Goods	Act.	0	
- Coors	Act.	11,057	
- Crisps & Nuts	Act.	146	
- Stock Movement	Act.	-117	
		11,086	
Gross Surplus		8,474	
<u>EXPENDITURE</u>			
General			
- Nat West Charges	20%	54	
- Giro Charges	20%	71	
- Music Copyright	50%	286	
		411	
Sports Ground			
- Ice Machine	Act.	200	
- Cleaning & Toilet Materials	Act.	74	
- Gas & Cylinder Rental	Act.	115	
- General Maintenance	Act.	212	
- Sky TV	Act.	1,254	
- Telephone	Act.	198	
		2,053	
TOTAL EXPENDITURE		2,464	
Net Surplus (Social Club)		6,010	
<u>FOLK CENTRE ACCOUNTS</u>			
<u>INCOME</u>			
Transfer from SC to Folk Centre ¹	Act.	(6,010)	6,010
Other Income			
- Lettings	Act.	260	
- Electricity (Tennis)	Act.	201	
		461	
Total Income			6,471
<u>Expenditure</u>			
Insurance	Act.	1,180	
H&S (FE)	8%	0	
Licenses	Act.	320	
IT	8%	57	
Office Supplies	8%	120	
Pavilion Costs			
- Electricity	Act.	2,245	
- Rates	Act.	226	
- Security	Act.	568	
- Gen Maintenance	Act.	69	
- Waste Removal	Act.	724	
- Water	Act.	101	
Payroll - Cleaner	Act.	1,029	
Payroll - Admin	11%	1,129	
Professional Fees (Audit)	8%	96	
Total Expenditure		7,864	
Net Surplus		0	(1,393)
Funded Projects			
			0
Consolidated Total Net Surplus 08/09 (SG Account)			(1,393)
<u>Sports Ground Balance Sheet</u>			
B/F From 31 March 2008			
			(1,849)
Net Surplus 08/09			(1,393)
C/F to 1 April 2009			(3,242)

1 - Nominally (not necessarily actually transferred)