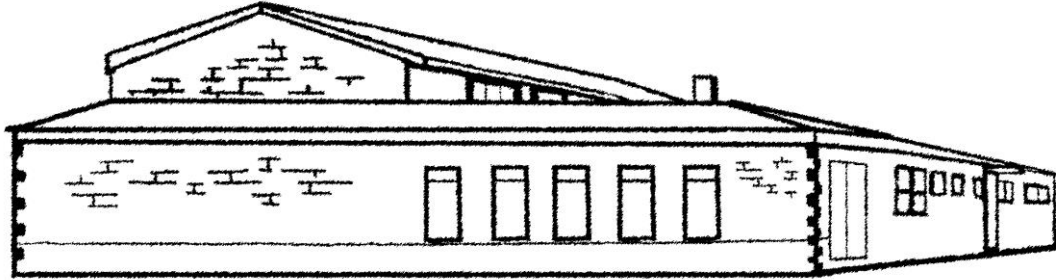


HANHAM COMMUNITY CENTRE

Charity Number 1152575



ANNUAL REPORT
AND
FINANCIAL STATEMENTS

FOR

Financial Year Ending
31 MARCH 2018

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 2018**

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HANHAM COMMUNITY CENTRE
TRUSTEES ANNUAL REPORT
YEAR ENDING 31 MARCH 2018

The Trustees have pleasure in presenting this report and the unaudited financial statements of the Charity for the year ended 31 March 2018. As described the Charity's Trustees are responsible for the preparation of financial statements.

1. 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.

2. 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 8th February 2018.

3. 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

4. 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.

5. Vision & Mission

(a) 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".

(b) 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

(c) 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:

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

6. 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 £157K, and surplus of £13.5K (Noting £4731 is fund change, and represents an operating surplus of £8800). We have a membership¹ of 430 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).

7. Policies

(a) 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 the organisations core activity could continue during a period of unforeseen difficulty (nominally 10% of income). For the current year this is estimated to equate to £12,000.
- A proportion of Reserves are maintained in a readily realisable form.
- A decision has been taken to develop a Designated Reserve of £7,000 for the purpose of Modernising and improving the Utilisation of the Centre, as well as a Designated Cyclical Maintenance Fund of £5,000.

The Current level of Free General Reserves is £11,318, which is at an acceptable level 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.

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

(b) Public Benefit Statement

In terms of PB1, public benefit requirement, the Trustees have outlined the mission, objectives (purpose) and achievements of the charity and believe they have clearly defined what the public benefits delivered are, predominantly in terms of the charitable purpose described as:

- 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).

In terms of public benefit relating to running (PB2) and reporting (PB3) the Trustees can confirm they have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant and reported herein.

The Cornerstones of our Services and Operation	
<p>TO PARTICIPATE IN 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>TO SUPPORT OTHERS 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>TO SHARE INTERESTS 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, Lace & Flowers, and in the lounge bar – pool, TV, Crib, darts</p>	<p>TO MARK EVENTS 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>

8. 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, as of 31 March 18, include:

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

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.

9. Achievements

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

(a) Management and Governance

- Trustee & Staff numbers have remained steady with few changes, though an additional Trustee (Mrs S Nunn) was appointed;
- The Centre is a member of NCVO;
- The HCC website is regularly updated, and we receive over 25,000 hits per month;
- An Open Forum for members and users was advertised for Nov 2017, but there was insufficient interest to hold the forum;
- HCC land is now registered with Land Registry, but there remain a few pockets of land incorrectly registered to the local council (within our land area), and this will need to be investigated and resolved;
- The bars, now manned and operated by Hanham Community Centre (Bar and Trading Services) Ltd, has submitted its first accounts to Companies House (via HMRC). This proved a more complex process than initially envisaged;
- The Trustees continue to look at the options to install solar panels on the roof and/or field;
- Options to refurbish and remodel the annex are being considered, but are a low priority background task;
- The policy to not permit 18th Birthday parties was reviewed and would again be permitted on a limited basis (e.g. parents are long term members);
- The Trustees are engaged in 'early' assessment to look at a major redevelopment of the community centre premises and potentially a new community centre building and sports facility – at present this is only exploratory with no firm commitment to proceed;
- The constitution was revised to replace the Open Forum with a User Forum; with better clarification of attendees, purpose and governance;
- As part of staff changes, the caretaker coverage will soon be with a rota of 4 (and not 3) caretakers.

(b) Maintenance and Improvements

- HCC received one award in this period, this was:
 - Coop Grant: £2011.15 (Avon Room uPVC Windows)
 - Groundworks: £1000.00 (Youth Drama Group)
- Work to complete the first-floor toilets refurbishment and new CCTV cameras has been delayed, but should complete in 2019;
- The centre was struck by Lightning in Apr 17, resulting on damage to CCTV, Fire Alarm and entrance doors;
- It was agreed to install 'sleeping policeman' bumps to slow down thru traffic;
- The stage lighting bar work was completed, and bars wired for 15A outlets;
- Windows replaced in the Games Room, Avon Room and Kitchen (at a cost of £4500);
- The two office PCs were replaced.

(c) Activities & Community Engagement

- Two Art Exhibitions and a Table Top Sale were hosted;
- A Community New Years Eve party was held;
- Production of pantomime and plays by the drama group as well as a play from the newly formed drama Youth Group;
- A number of fundraising events were held by various organisations;
- The centre hosts three boxing/wrestling events per annum;
- The centre acted as a Polling Station;
- The centre supported the Remembrance Service on 13th Nov with PA system, bar facilities and free Teas & Coffee;
- Hockey departed (asked to leave), but have been replaced by a Football club who use the pavilion during the football season;
- Two new Short Matt Bowl mats were donated.

10. Issues & Risks

- Whilst we continue to experience increasing staff and utility costs, it is proving difficult to pass these onto the user groups. Over the year we have had lost 9 activities – 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. In 16/17 we hoped to add two additional Trustees; and have recruited one – we will look to add to this in 2019;
- Gift Aided surplus from the Bar and Trading company has fallen, partly due to lower lounge bar occupancy, but also due to lower consumption at parties and functions – this has considerably reduced this income source;
- 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 major action on this matter during this reporting period, though there remains on-going harassment and endless ‘photo taking’;

11. Future Developments Projects

Whilst this report is strictly for the period 1st Apr 17 until 31st March 18, 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 April 2018. 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.

“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 {Nearly Complete} Complete fence {Applied for grant} Snooker cooling Refurbish Annex Options for field Abbot Boardroom Complete windows Stair lift {Grant Needed}	Radiators (LB, Abbot) Trim tree (car park) Floor – Gloucester Stairs Floor – Landing (Avon/Somerset) Lounge bar redecoration 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.

12. 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 CIPF FBCS CISSP

Position: Chairman

Date: August 2018

Annex A

Structure, Membership and Organisation of Committees

Officers

The officers of the Charity (at 31 March 18) are:

Chairman	Mr K Lawrence
Administrator	Mrs J Cox

Charity Trustees

The Charity Trustees (at 31 March 18) are:

Mr K Lawrence
Mrs T Worlock
Mr D Wright
Mr C Nunn
Mrs S 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 2018**

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES

I report on the unaudited accounts of the charity for the year ending 31 March 2018 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 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.*

Victoria Hicks

**Victoria Hicks LLB(Hons), CPFA, CILCA
Independent Examiner**

28 Brunel Close
Bridgeway
Bristol
BS30 5BB

~~Aug 2018~~
27 September 2018.

It is noted that charges to brought forward balances were rounded in the notes to the accounts for Note 15: Account to creditors and are a consequence of the Quick Books pressings. AH.

HANHAM COMMUNITY CENTRE
STATEMENT OF FINANCIAL ACTIVITY
YEAR ENDED 31 MARCH 2018

	Notes	2018 £	2017 £
INCOME RESOURCES			
Donations		-	-
Income from charitable trading activities		156,742.53	175,437.29
Income from non-charitable trading activities		<u>2.90</u>	<u>18.23</u>
TOTAL INCOMING RESOURCES		<u>156,745.43</u>	<u>175,455.52</u>
RESOURCES EXPENDED			
Direct charitable expenditure	1		
Fundraising and publicity	2	133,883.12	150,714.83
Management and administration		1,119.70	676.00
	3	<u>8,212.49</u>	<u>7,772.99</u>
TOTAL RESOURCES EXPENDED	4	<u>143,215.31</u>	<u>159,163.82</u>
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR		<u>13,530.12</u>	<u>16,291.70</u>
Allocated in the Year			
General Fund		11,577.24	10,963.07
Development Fund		<u>1,952.88</u>	<u>5,328.63</u>
		<u>13,530.12</u>	<u>16,291.70</u>
MOVEMENT IN FUNDS			
General Fund:-			
Balance b/fwd		506,979.75	496,016.68
Surplus for the year		<u>11,577.24</u>	<u>10,963.07</u>
Balance c/fwd		518,556.99	506,979.75
Development Fund:-			
Balance b/fwd		22,599.46	17,270.83
Surplus for the year		<u>1,952.88</u>	<u>5,328.63</u>
Balance c/fwd		24,552.34	22,599.46
Total Unrestricted Fund Balance c/fwd	14/15	<u>543,109.33</u>	<u>529,597.21</u>

All movements are in Unrestricted Funds

HANHAM COMMUNITY CENTRE
BALANCE SHEET
YEAR ENDED 31 MARCH 2018

	Notes	2018		2017
		£	£	£
FIXED ASSETS				
Tangible assets	5		407,574.06	410,067.50
CURRENT ASSETS				
Stocks	6	1,477.85		1,450.44
Debtors	7	1,837.00		2,153.50
Cash at bank and in hand	8	<u>139,296.46</u>		<u>121,680.99</u>
		142,611.31		125,004.93
CREDITORS: Amounts falling due within one year				
	9	<u>(7,076.04)</u>		<u>(5,773.22)</u>
NET CURRENT LIABILITIES				
			135,535.27	119,511.71
TOTAL ASSETS LESS CURRENT LIABILITIES				
			543,109.33	529,579.21
CREDITORS: Amounts falling due after more than one year				
	10		<u>0.00</u>	<u>0.00</u>
NET ASSETS				
			<u>543,109.33</u>	<u>529,579.21</u>
UNRESTRICTED FUNDS				
General Fund			518,556.99	506,979.75
Development Fund			<u>24,552.34</u>	<u>22,599.46</u>
TOTAL FUNDS				
			<u>543,109.33</u>	<u>529,579.21</u>

These financial statements were approved and signed by the members of the committee in September 2018

Mr K M Lawrence

Signed on behalf of the Trustees

**HANHAM COMMUNITY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

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.

	2018		2017
	£		£
2. DIRECT CHARTIABLE EXPENDITURE			
Provision of Charitable Services	133,883		150,715
3. MANAGEMENT AND ADMINISTRATION			
Office costs	3,857		4,116
Accountancy fees	200		200
Personnel fees	0		0
Legal and professional	620		282
Interest payable (inc Bank charges)	927		497
Depreciation	2,608		2,678
	8,212		7,773
4. TOTAL RESOURCES EXPENDED			
	Staff costs		Total 2017
	£		£
Direct charitable expenditure	86,766		150,715
Fundraising and publicity	-		676
Management and administration	-		7,773
	86,766		159,164
	Depreciation		Total 2018
	£		£
	-		133,883
	2,608		1,120
	-		8,212
	2,608		143,215
	Other costs		Total
	£		£
	47,117		83,410
	1,120		3,356
	5,604		86,766
	53,841		86,316
The aggregate payroll costs were:			
Wages and salaries			82,960
Social security Costs (NIC)			3,356
			86,316
Other Costs:			
Premises			47,947
Professional Fees			482
Other			21,741
			70,170
Particulars of employees:			
The average number of staff employed by the charity during the financial year amounted to:			
			No
			7
			No
			7

5. TANGIBLE ASSETS

	Community Centre Buildings £	Sports Ground £	Equipment £	Total £	
COST					
At 1 April 2017	300,000	57,000	179,546	536,546	
Additions	-	-	115	115	
Disposals	-	-	-	-	
At 31 March 2018	<u>300,000</u>	<u>57,000</u>	<u>179,661</u>	<u>536,661</u>	
DEPRECIATION					
Depreciation At 1 April 2017	-	-	126,478	126,478	
Depreciation Charge	-	-	2,608	2,608	
At 31 March 2018	<u>0</u>	<u>0</u>	<u>129,087</u>	<u>129,087</u>	
NET BOOK VALUE					
At 31 March 2018	<u>300,000</u>	<u>57,000</u>	<u>50,574</u>	<u>407,574</u>	
At 31 March 2017	<u>300,000</u>	<u>57,000</u>	<u>53,068</u>	<u>410,068</u>	
6. STOCK				2018	2017
				£	£
Stock				<u>1478</u>	<u>1450</u>
7. DEBTORS					
Trade debtors				1837	2154
Prepayments and accrued income				<u>0</u>	<u>0</u>
				1837	2154
8. CASH AT BANK AND IN HAND					
Current Account				73223	61410
Cash in Hand (HCC)				3696	3628
Cash in Hand (Sections)				26556	22775
Development Fund				24502	22552
Reserve Account				<u>11318</u>	<u>11315</u>
				139296	121681
9. CREDITORS Amounts falling due within one year					
Bank loans and overdrafts				0	0
Letting deposits				5102	4707
Social Security Creditor				-337	-58
Development Fund Loan				0	0
Accruals				0	419
Other Creditors				<u>2311</u>	<u>705</u>
				<u>7076</u>	<u>5773</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 2018	Expenditure 2018	Funds Held 2018	Contribution 2018*	Contribution 2017
Bridge Club	1,899	1,475	734	1,350	1,300
Brush strokes Art Club	1,634	1,575	659	1,350	1,300
Chess Club	600	375	444	330	330
Cricket Club	12,221	16,747	2,727	4,300	4,300
Drama Club (Hanham Players)	14,519	8,773	15,442	2,700	2,600
Leisure Art Club	1,212	1,492	310	1,350	1,300
Little Folk Toddlers Group	1,705	1,715	652	1,350	1,300
Sequence Dancing (Modern)	5,569	5,110	173	2,842	2,842
Snooker Club	3,648	3,195	1,583	3,130	3,195
Tennis Club	4,451	3,844	2,292	2,200	2,200
Tuesday Palette Art Club	2,510	2,648	1,540	1,300	1,300
	49,967	46,949	26,556	22,202	21,967
<i>Funds held 2017</i>			22,775		
			* Taken from section accounts 16/17		
			Fund Change	3,781	

	Income	Expenditure	Funds Held	Projects Funded
Development Fund	8,746	2,796	24,552	3,997
<i>Funds held 2017</i>			22,599	

12. TRADING FUNDS

	Total Income 2018	Expenditure 2018 (inc COGS)	Funds Held 2018 (NCA)	Contribution 2018	Contribution 2016
HCC Bar and Trading Svr Ltd	97,261	82,902	7,086	20,000	27,500
<i>Funds held 2017</i>			2,478		

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

		2018	2017
Co-op	Via Development Fund	2,011	0
Groundworks	Via Development Fund	1,000	1,500
		<u>3,011</u>	<u>1,500</u>

14. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS

	£	£	£
	Tangible fixed assets	Other net assets	Total
Unrestricted funds (31/3/18)	407,574	135,535	543,109
<i>Unrestricted funds (31/3/17)</i>	410,068	121,232	531,299
Revised Unrestricted funds (31/3/17)	410,068	119,512	529,579

15 Account Corrections

Corrections to Accounts in FY17/18 to address bad debt and 'invalid' entries has resulted in £1224.50 Bad Debt entry for 17/18, but has also resulted in two unavoidable changes to FY16/17 accounts of -£2000.20 from Employment allowances and +£280 Milestones Credit. This reduced the FY16/17 profit from £16291.70 to £14571.50 - and FY16/17 Shareholder fund to £529,597.21

HANHAM COMMUNITY CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDING 31 MARCH 2018

	2018		2017	2017	2017
	£	£	£	(updated) £	Delta £
INCOME					
Donations		0.00	0.00	0.00	0.00
Development Fund (Net Income)		950.08	5,318.63	5318.63	0.00
General/Late Section payments		130.00	2100.00	2100.00	0.00
Activities		9513.80	9982.36	9982.36	0.00
Centre Sections Contributions		21017.80	20841.84	20841.84	0.00
Surplus/Deficit of Sections		3781.04	1681.81	1681.81	0.00
Membership		4668.00	4926.00	4926.00	0.00
Centre Lettings		94992.60	93598.98	93878.98	280.00
Rents Received		99.75	147.00	147.00	0.00
Social Club (inc SG Surplus)		20116.60	27685.00	27685.00	0.00
Interest Income		2.90	18.23	18.23	0.00
Misc Income		1472.86	9155.67	9155.67	0.00
TOTAL INCOME		<u>156745.43</u>	<u>175455.52</u>	<u>175735.52</u>	<u>280.00</u>
DIRECT CHARITABLE EXPENDITURE					
Wages and salaries	86766.05		86315.82	88316.02	2000.20
Rates & water	5993.85		5744.55	5744.55	0.00
Light and heat	14556.72		21098.25	21098.25	0.00
Insurance	4632.80		4701.29	4701.29	0.00
Repairs and maintenance	2771.27		2956.20	2956.20	0.00
Waste Disposal	2934.49		3119.25	3119.25	0.00
H&S and Security	722.19		609.60	609.60	0.00
Cleaning Materials	2442.98		2361.46	2361.46	0.00
Activities	2901.61		3504.50	3504.50	0.00
Sundry Costs (DCC)	1374.31		608.48	608.48	0.00
Licences & Subs (Theatre, PRS, PPL)	1482.54		1805.97	1805.97	0.00
Sports Ground Rates, Water & Waste	1512.20		2970.36	2970.36	0.00
Sports Ground Electricity	4311.86		1971.53	1971.53	0.00
New Projects	1108.31		1371.84	1371.84	0.00
Miscellaneous/General	371.94		11575.73	11575.73	0.00
		<u>133883.12</u>	<u>150714.83</u>	<u>152715.03</u>	<u>2000.20</u>
FUNDRAISING AND PUBLICITY					
Advertising costs		1119.70	676.00	676.00	0.00
MANAGEMENT AND ADMINISTRATION					
Telephone	804.19		726.93	726.93	0.00
Office Supplies	538.28		610.54	610.54	0.00
Photocopier	1965.14		2607.64	2607.64	0.00
Information Systems	549.28		171.03	171.03	0.00
Legal fees	620.40		282.20	282.20	0.00
Accountant/Auditor fees	200.00		200.00	200.00	0.00
Personnel fees	0.00		0.00	0.00	0.00
Bank Charges	926.77		497.06	497.06	0.00
Depreciation of fixed assets	2608.43		2677.59	2677.59	0.00
		<u>8212.49</u>	<u>7772.99</u>	<u>7772.99</u>	<u>0.00</u>
INTEREST PAYABLE					
Bank interest payable	0.00		0.00	0.00	0.00
Interest on other loans	0.00		0.00	0.00	0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURE		<u>143215.31</u>	<u>159163.82</u>	<u>161164.02</u>	<u>2000.20</u>
NET (Deficit)/SURPLUS		<u>13530.12</u>	<u>16,291.70</u>	<u>14,571.50</u>	<u>-1720.20</u>
Other Expenditure					
Sports Ground Projects	0.00		0.00	0.00	0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Final Net Deficit/Surplus		<u>13530.12</u>	<u>16,291.70</u>	<u>14,571.50</u>	<u>-1720.20</u>

This page does not form part of the statutory financial statements

HCC & BATS CONSOLIDATED ACCOUNTS
STATEMENT OF FINANCIAL ACTIVITIES (SPORTS GROUND ACCOUNT)
YEAR ENDING 31 MARCH 2018

		SC £	HCC £
<u>BATS ACCOUNTS</u>			
<u>INCOME</u>			
Sales	Act.	14,104	
Cost of Goods Sold			
- Bar Goods	Act.	411	
- Coors	Act.	8,158	
- Crisps & Nuts	Act.	630	
- Stock Movement	Act.	-547	
		<u>8,652</u>	
Gross Surplus		<u>5,452</u>	
<u>EXPENDITURE</u>			
General			
- IT	20%	155	
- Nat West Charges	20%	9	
- Giro Charges	Act.	0	
- Optics / Glasses	Act.	0	
- Music Copyright	50%	299	
		<u>463</u>	
Sports Ground			
- Wages	Act.	0	
- Stock Write-Off	Act.	0	
- Equipment Purchases	Act.	170	
- Cleaning & Toilet Materials	Act.	48	
- Gas & Cylinder Rental	Act.	128	
- General Maintenance	Act.	178	
- Sky TV	Act.	0	
- Telephone	Act.	256	
		<u>780</u>	
TOTAL EXPENDITURE		<u>1,243</u>	
Other Income/Expenditure		224	
Net Surplus (BATS)		<u>4,433</u>	
<u>COMMUNITY CENTRE ACCOUNTS</u>			
<u>INCOME</u>			
Transfer from BATS to Community Centre	Act.	-4,433	4,433
Other Income			
- Donations	Act.	0	
- Lettings	Act.	132	
- Electricity (Tennis)	Act.	574	
			<u>706</u>
Total Income			<u>5,139</u>
<u>Expenditure</u>			
Insurance	Act.	1,158	
H&S (FE)	Act.	0	
Licenses	Act.	180	
Banking	8%	16	
Misc	8%	131	
IT & Subs	8%	22	
Office Supplies	8%	43	
Pavilion Costs			
- Electricity	Act.	4,312	
- Cleaning	Act.	49	
- Rates	Act.	183	
- Security	Act.	217	
- Gen Maintenance	Act.	0	
- Waste Removal	Act.	905	
- Water	Act.	158	
Payroll - Cleaner	Act.		
Payroll - Admin	100%	1,666	
Professional Fees	8%	0	
Total Expenditure			<u>9,041</u>
Net Surplus		<u>0</u>	<u>-3,902</u>
Funded Projects			0
Consolidated Total Net Surplus 17/18 (SG Account)			<u>-3,902</u>
<u>Sports Ground Balance Sheet</u>			
B/F From 31 March 2017			(33,243)
Net Surplus 17/18			<u>-3,902</u>
C/F to 1 April 2018			<u>(37,144)</u>