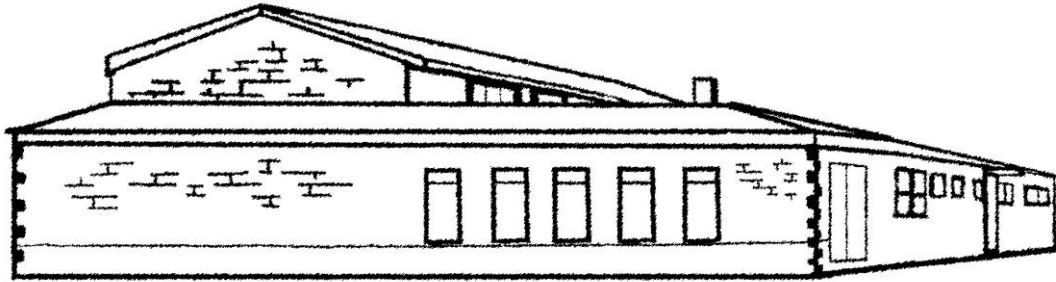


# HANHAM COMMUNITY CENTRE

Charity Number 1152575



ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS

FOR

Financial Year Ending  
31 MARCH 2014

118-124 High Street  
Hanham  
Bristol  
BS15 3EJ

*[www.hanhamcentre.org](http://www.hanhamcentre.org)*

*Hanham Community Centre is a Charitable Incorporated Organisation (CIO)*

**HANHAM COMMUNITY CENTRE  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
YEAR ENDING 31 MARCH 2014**

<b>CONTENT</b>	<b>Page</b>
Trustees Annual Report	1-6
Independent Examiner's Report to the Trustees	7
Statement of Financial Activities (SOFA)	8
Balance Sheet	9
Notes to the financial statements	10-12
Detailed Income and Expenditure Account	13
Consolidated Sports Ground Account	14
Overall Summary of HCC Finances	15

**HANHAM COMMUNITY CENTRE**  
**TRUSTEES ANNUAL REPORT**  
**YEAR ENDING 31 MARCH 2014**

The Trustees have pleasure in presenting this report and the unaudited financial statements of the Charity for the year ended 31 March 2014. 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 1<sup>st</sup> 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. From an accounting perspective these accounts are based on a "going concern" reflecting previous year's accounts of the old charity. The current Constitution is dated 26<sup>th</sup> 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 £167K, and surplus of £13K. We have a membership<sup>1</sup> of 460 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 £10,000 for the purpose of Modernising and improving the Utilisation of the Centre, as well as a Designated Cyclical Maintenance Fund of £10,000.

The Current level of Free General Reserves is £11,303, which is at an acceptable level to provide 9 months core activity taking into account risks associated with each stream of

---

<sup>1</sup> 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).

<b>The Cornerstones of our Services and Operation</b>	
<p style="text-align: center;"><b><u>TO PARTICIPATE IN</u></b>  <b>Activities where the community can come and participate.</b></p> <p>Table Top Sales, Craft Events, Art Exhibitions &amp; Entertainment -Plays, Pantos and other shows, Parish and community meetings, and being a Trustee or Volunteer</p>	<p style="text-align: center;"><b><u>TO SUPPORT OTHERS</u></b>  <b>Those activities that offer support to the community and those who need us.</b></p> <p>40-60s Club, Tea Dance &amp; Coffee Mornings, Retirement Club, Clinic(s), History &amp; AA, Mums &amp; Todds</p>
<p style="text-align: center;"><b><u>TO SHARE INTERESTS</u></b>  <b>As a place to share interests, interact and learn from others.</b></p> <p>Short Mat Bowls &amp; Line Dance, Bridge, Cricket &amp; Tennis, Snooker, Chess &amp; Drama, Art Classes &amp; Bingo, Dance Classes &amp; Keep Fit, Crafts – Cards, Lace &amp; Flowers, and in the lounge bar – pool, TV, Crib, darts</p>	<p style="text-align: center;"><b><u>TO MARK EVENTS</u></b>  <b>A place where people can meet with their friends and mark life's events!</b></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>	Slimming World	Retirement Club
Tai Chi	Zumba	Line Dancing
Womens Institute	Zumba Gold	Salsa
Pilates	<u>Coffee Morning</u>	Natural History
Rosemary Conley	Children's Ballet	Hanham History
Yoga	Weight Watchers	Hanham Ladies Club
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>Tea Dance</u>	<u>Amateur Drama Group</u>
<u>Bingo</u>	AA	<u>Sequence Dance</u>
Hanham Cadet Force	<u>Bridge</u>	<u>Beginners Ballroom</u>
Lace Club	Big Knits	Bouncing Bobbins
<u>Womens Club</u>	<u>Cricket Club</u>	<u>Tennis Club</u>
Falon Gong	<u>Social Club</u>	Hanham Art Club
		Tiny Tutus

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 and Community Matters. HCC holds the ACRE HallMark1 and HallMark2 certification for a well run community building;
- 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);
- Our "People Counter" continues to monitor the buildings usage, and the centre visitors has (on average) risen to over 9000 people per month;
- After making the car park private in 2013, this has significantly reduced non-user parking and has improved the usage of the centre for our regular and new users. However, there remains local controversy over the lack of public parking in Hanham, and we are in discussion with South Glouc Council to assist where possible (we would consider leasing a grassed area to SGC for such purpose). The main issue seems to be when or if Tesco will develop an area of land close to the High St, potential solving this issue.
- Land Registration: The formal registration of all HCC land, and its transfer to the CIO has taken a lot longer than expected, and has incurred considerable professional fees (solicitor) in 2013/14, with more costs expected in 2014/15. Though, on the positive side, this will be a very important task that needs to be completed and will safeguard future Trustees.
- Social Club. In 2013 the SC AGM gave the Trustees authority to disband the Social Club and create a separate organisation to operate all HCC bars and services. Once the Land registration is complete, the Trustees hope to progress this in 2014/15.

### Maintenance and Improvements

- HCC received a grant to replace the windows in the Gloucester and Somerset Rooms as well as a new Fire Exit door adjacent to the Wessex Suite;
- A new (partly grant funded) sound system was installed in the Elbrow Suite;
- Work has commenced to replace the fence between the field and car park, to date we have replaced 50% of the fencing;
- A new storage area for chairs and tables has been created in the Elbrow Suite;
- One stage lighting bars still remains to be replaced, and has again been further delayed.

### Activities & Community Engagement

- Two Art Exhibitions and an annual Eisteddfod;
- 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.

## **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 6 new groups and lost 4 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 declined in 2013/14 mainly as a result of reduced functions and function takings – there was some work undertaken (a new chiller cabinet). The focus on increased advertising for functions which has proven successful will continue. The ongoing decline in social drinking at the centre continues, though with an increase number of families on a weekend.
- The Charity now has an elected Treasurer, though does not have an elected Secretary;

- 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 1<sup>st</sup> Apr 13 until 31<sup>st</sup> March 14, 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 2014. 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

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

#### Improvement and Maintenance Programme

<b>Improvement Programme (in order)</b>	<b>Maintenance Programme (in order)</b>
A. Upstairs toilets (refurb or revise) B. Whittuck Room (Echo Issue) C. Annex Options (larger Activity Room) D. Snooker Room Ceiling (insulate) E. Fence along side of car park F. Conference Room (Abbot) G. Cellar Ceiling (Insulate) H. New Kitchen (refurb) I. Options for Field <u>Subject to grant funding:</u> J. Exterior Windows (uPVC) K. uPVC “End Wall” - Loan? L. Stairlift to first floor	1. Deep cleaning all rooms 2. Airflow to Boiler room 3. Radiators – Lounge & Wesley 4. Gent’s toilets floor 5. Re-hang lighting bar (FOH1) 6. Corridor floor – Whittuck 7. Corridor floor - Glouc room stairs floor 8. Corridor floor - Landing (Avon/Somerset)

### 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: July 2014

## **Annex A**

### **Structure, Membership and Organisation of Committees**

#### **Officers**

The officers of the Charity (at 31 March 13) are:

Chairman	Mr K Lawrence
Treasurer	Mr K Lawrence
Secretary	Vacant
Administrator	Mrs S Nunn

#### **Charity Trustees**

The Charity Trustees (at 31 March 13) 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 2014**

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES**

I report on the unaudited accounts of the charity for the year ending 31 March 2014 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.

28 Brunel Close  
Bridgegate  
Bristol  
BS30 5BB

---

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

Aug 2014

**HANHAM COMMUNITY CENTRE**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**YEAR ENDED 31 MARCH 2014**

	<b>Notes</b>	<b>2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>
<b>INCOME RESOURCES</b>			
Donations		1,799	27,614
Income from charitable trading activities		165,148	157,424
Income from non-charitable trading activities		<u>5</u>	<u>5</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>166,952</u>	<u>185,042</u>
<b>RESOURCES EXPENDED</b>			
Direct charitable expenditure	<b>1</b>		
Fundraising and publicity	<b>2</b>	140,025	159,995
Management and administration	<b>3</b>	979	886
	<b>3</b>	<u>12,994</u>	<u>7,717</u>
<b>TOTAL RESOURCES EXPENDED</b>	<b>4</b>	<u>153,998</u>	<u>168,598</u>
<b>NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR</b>		<u>12,954</u>	<u>16,444</u>
<b>Allocated in the Year</b>			
General Fund		11,526	19,114
Development Fund		<u>1,428</u>	<u>(2,670)</u>
		<u>12,954</u>	<u>16,444</u>
<b>MOVEMENT IN FUNDS</b>			
<b>General Fund:-</b>			
Balance b/fwd		472,612	453,498
Surplus for the year		<u>11,526</u>	<u>19,114</u>
Balance c/fwd		484,138	472,612
<b>Development Fund:-</b>			
Balance b/fwd		7,410	10,080
Surplus for the year		<u>1,428</u>	<u>(2,670)</u>
Balance c/fwd		8,838	7,410
Total Unrestricted Fund Balance c/fwd	<b>14</b>	<u>492,976</u>	<u>480,022</u>

All movements are in Unrestricted Funds

# HANHAM COMMUNITY CENTRE

## BALANCE SHEET

YEAR ENDED 31 MARCH 2014

	Notes	2014		2013
		£	£	£
<b>FIXED ASSETS</b>				
Tangible assets	5		397,441	394,218
<b>CURRENT ASSETS</b>				
Stocks	6	1445		1239
Debtors	7	2111		2,296
Cash at bank and in hand	8	<u>99470</u>		<u>89,404</u>
		103,027		92,938
<b>CREDITORS: Amounts falling due within one year</b>	9	<u>(7,492)</u>		<u>(7,133)</u>
<b>NET CURRENT LIABILITIES</b>			95,535	85,804
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>492,976</u>	<u>480,022</u>
<b>CREDITORS: Amounts falling due after more than one year</b>	10		0.00	<u>0.00</u>
<b>NET ASSETS</b>			<u>492,976</u>	<u>480,022</u>
<b>UNRESTRICTED FUNDS</b>				
General Fund			484,138	472,612
Development Fund			<u>8,838</u>	<u>7,410</u>
<b>TOTAL FUNDS</b>			<u>492,976</u>	<u>480,022</u>

These financial statements were approved and signed by the members of the committee in August 2014

---

Mr K M Lawrence

Signed on behalf of the Trustees

**HANHAM COMMUNITY CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2014**

**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.

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
<b>2. DIRECT CHARTIABLE EXPENDITURE</b>		
Provision of Charitable Services	140,025	<u>154,195</u>
<b>3. MANAGEMENT AND ADMINISTRATION</b>		
Office costs	4,635	2,876
Accountancy fees	200	250
Personnel fees	0	0
Legal and professional	2990	0
Interest payable (inc Bank charges)	877	620
Depreciation	<u>4,291</u>	<u>3972</u>
	<u>12,994</u>	<u>7,717</u>
<b>4. TOTAL RESOURCES EXPENDED</b>		
	<b>Staff costs</b>	<b>Depreciation</b>
	<b>£</b>	<b>£</b>
Direct charitable expenditure	79,795	-
Fundraising and publicity	-	-
Management and administration	-	<u>4,291</u>
	<u>79,795</u>	<u>4,291</u>
	<b>Other costs</b>	<b>Total</b>
	<b>£</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
	60,230	140,025
	979	979
	<u>8,703</u>	<u>12,994</u>
	<u>69,912</u>	<u>153,998</u>
		<b>Total</b>
		<b>2013</b>
		<b>£</b>
		154,195
		886
		<u>7,717</u>
		<u>162,798</u>
<b>The aggregate payroll costs were:</b>		
Wages and salaries		76,650
Social security Costs (NIC)		3,145
		<u>79,795</u>
<b>Other Costs:</b>		
Premises		54,076
Professional Fees		3,190
Other		<u>12,647</u>
		<u>69,912</u>
<b>Particulars of employees:</b>		
The average number of staff employed by the charity during the financial year amounted to:	<b>No</b>	<b>No</b>
	<b>7</b>	<b>7</b>

**HANHAM COMMUNITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2014**

**5. TANGIBLE ASSETS**

	Community Centre Buildings £	Sports Ground £	Equipment £	Total £
<b>COST</b>				
At 1 April 2013	300,000	57,000	149,111	506,111
Additions	-	-	7,514	7,514
Disposals	-	-	-	-
<b>At 31 March 2014</b>	<u>300,000</u>	<u>57,000</u>	<u>156,625</u>	<u>513,625</u>
<b>DEPRECIATION</b>				
Depreciation At 1 April 2013	-	-	111,893	111,893
Depreciation Charge	-	-	4,291	4,291
<b>At 31 March 2014</b>	<u>0</u>	<u>0</u>	<u>116,184</u>	<u>116,184</u>
<b>NET BOOK VALUE</b>				
<b>At 31 March 2014</b>	<u>300,000</u>	<u>57,000</u>	<u>40,441</u>	<u>397,441</u>
At 31 March 2013	<u>300,000</u>	<u>57,000</u>	<u>37,219</u>	<u>394,219</u>

	<b>2014</b> £	<b>2013</b> £
<b>6. STOCK</b>		
Stock	<u>1445</u>	<u>1239</u>
<b>7. DEBTORS</b>		
Trade debtors	1992	2175
Prepayments and accrued income	<u>120</u>	<u>120</u>
	2111	2295
<b>8. CASH AT BANK AND IN HAND</b>		
Current Account	56451	51162
Cash in Hand (HCC)	3851	3573
Cash in Hand (Sections)	19027	15961
Development Fund	8838	7410
Reserve Account	<u>11303</u>	<u>11298</u>
	99470	89403
<b>9. CREDITORS Amounts falling due within one year</b>		
Bank loans and overdrafts	0	0
Letting deposits	4202	3,592
Social Security Creditor	2839	3,134
Development Fund Loan	0	0
Accruals	419	419
Trade creditors	<u>32</u>	<u>-12</u>
	<u>7492</u>	<u>7,133</u>
<b>10. CREDITORS Amounts falling due after more than one year</b>		
Bank loans and overdrafts	<u>0</u>	<u>0</u>

**HANHAM COMMUNITY CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2014**

**11. SECTION ACCOUNTS\***

	Income 2014	Expenditure 2014	Funds Held 2014	Contribution 2014*	Contribution 2013
Ballroom Dance Club	0	0	0	0	640
Bridge Club	1,378	1,628	736	1,300	1,300
Brush strokes Art Club	1,536	1,468	518	1,152	1,152
Chess Club	473	429	255	300	300
Cricket Club	12,563	11,053	3,943	1,900	1,800
Drama Club (Hanham Players)	10,413	9,123	8,531	2,250	2,500
Leisure Art Club	1,208	1,180	480	1,150	1,100
Little Folk Toddlers Group	2,135	1,839	341	1,150	1,100
Sequence Dancing (Modern)	4,899	4,899	0	2,874	3,244
Snooker Club	4,143	3,781	695	3,565	3,439
Tennis Club	4,743	4,235	2,008	2,050	2,000
Tuesday Palette Art Club	2,365	2,460	1,520	1,150	1,100
	<b>45,856</b>	<b>42,095</b>	<b>19,027</b>	<b>18,841</b>	<b>19,675</b>
<i>Funds held 2013</i>			15,961		
			* Taken from section accounts 13/14		
			Fund Change	3,066	
Development Fund	7,618	5,530	<b>8,838</b>	4,390	
<i>Funds held 2013</i>			7,410		

**12. TRADING FUNDS**

	Income (GP) 2014	Expenditure 2014	Funds Held 2014 (NCA)	Contribution 2014	Contribution 2013
HCC Social Club (BMC)	61,577	30,399	15,433	36,041	33,876
<i>Funds held 2013</i>			12,403		

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

	<b>2014</b>	<b>2013</b>
<i>None in this Financial Year</i>	0	0
	<u>0</u>	<u>0</u>

**14. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS**

	£	£	£
	<b>Tangible fixed assets</b>	<b>Other net assets</b>	<b>Total</b>
Unrestricted funds (31/3/14)	397,441	95,535	492,976
<i>Unrestricted funds (31/3/13)</i>	394,219	85,803	480,022

**HANHAM COMMUNITY CENTRE**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDING 31 MARCH 2014**

	<b>2014</b>		<b>2013</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>			
Donations		1798.93	27614.00
Development Fund ( Net Income )		1,428.20	(2,669.55)
General/Late Section payments		0.00	0.00
Activities		14474.43	15060.66
Centre Sections Contributions		20249.85	19958.36
Surplus/Deficit of Sections		3066.62	2156.11
Membership		4580.00	4820.00
Centre Lettings		84692.18	83749.65
Rents Received		141.17	105.00
Social Club (inc SG Surplus)		36285.77	34177.36
Interest Income		4.56	4.51
Misc Income		229.94	66.15
<b>TOTAL INCOME</b>		<u>166951.65</u>	<u>185042.25</u>
<b>DIRECT CHARITABLE EXPENDITURE</b>			
Wages and salaries	79794.88		78855.00
Rates & water	5472.65		5118.20
Light and heat	23148.90		15424.69
Insurance	4099.47		4086.96
Repairs and maintenance	2789.16		8002.36
Waste Disposal	2350.59		1559.73
H&S and Security	1550.58		898.79
Cleaning Materials	3321.81		4053.89
Activities	5478.54		6192.44
Sundry Costs (DCC)	496.00		462.55
Licences & Subs (Theatre, PRS, PPL)	1271.55		2226.33
Sports Ground Rates, Water & Waste	5099.52		22816.41
Sports Ground Electricity	4475.32		2841.81
New Projects	142.75		318.32
Miscellaneous/General	533.53		1337.57
		<u>140025.25</u>	<u>154195.05</u>
<b>FUNDRAISING AND PUBLICITY</b>			
Advertising costs		979.10	885.76
<b>MANAGEMENT AND ADMINISTRATION</b>			
Telephone	732.00		732.00
Office Supplies	847.09		465.70
Photocopier	2755.42		1523.02
Information Systems	300.81		155.16
Legal fees	2989.80		0.00
Accountant/Auditor fees	200.00		250.00
Personnel fees	0.00		0.00
Bank Charges	877.46		619.91
Depreciation of fixed assets	4290.95		3971.57
		<u>12993.53</u>	<u>7717.36</u>
<b>INTEREST PAYABLE</b>			
Bank interest payable	0.00		0.00
Interest on other loans	0.00		0.00
		<u>0.00</u>	<u>0.00</u>
<b>TOTAL EXPENDITURE</b>		<u>153997.88</u>	<u>162798.17</u>
<b>NET (Deficit)/SURPLUS</b>		<u>12953.77</u>	<u>22,244.08</u>
<b>Other Expenditure</b>			
Sports Ground Projects	0.00		5800.00
		<u>0.00</u>	<u>5800.00</u>
<b>Final Net Deficit/Surplus</b>		<u>12953.77</u>	<u>16,444.08</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 2014**

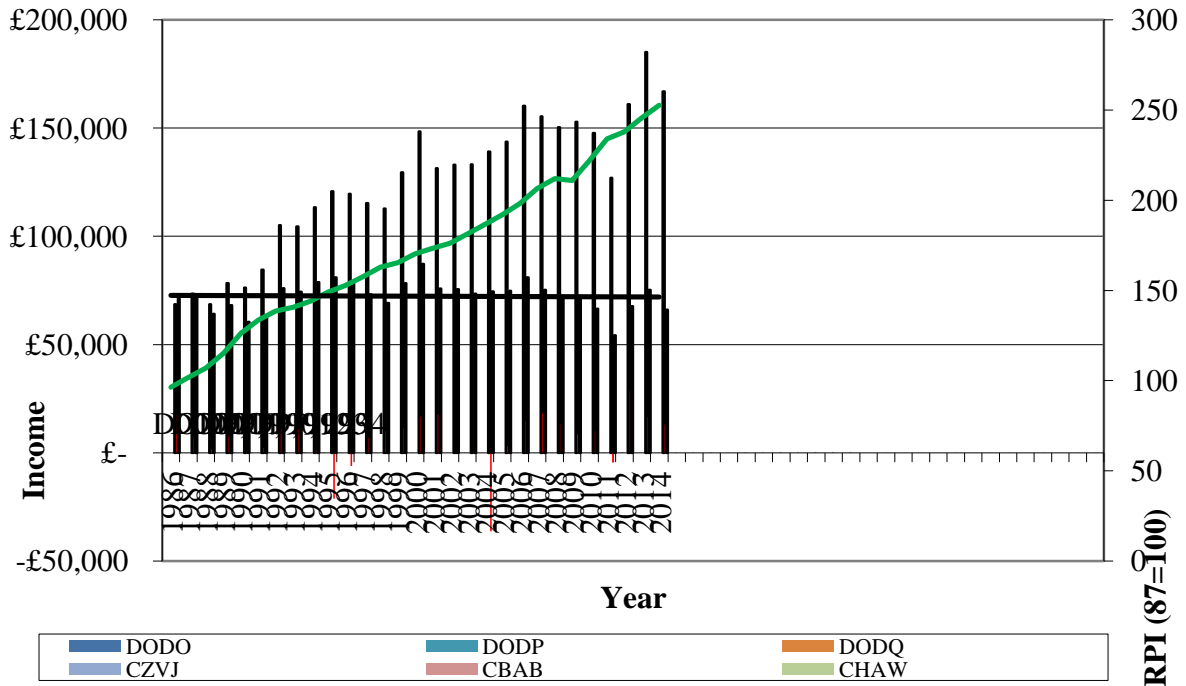
		SC £	HCC £
<b><u>SOCIAL CLUB ACCOUNTS</u></b>			
<b><u>INCOME</u></b>			
Sales	Act.	20,221	
Cost of Goods Sold			
- Bar Goods	Act.	475	
- Coors	Act.	11,315	
- Crisps & Nuts	Act.	0	
- Stock Movement	Act.	-203	
		<u>11,588</u>	
<b>Gross Surplus</b>		<b><u>8,634</u></b>	
<b><u>EXPENDITURE</u></b>			
General			
- IT	20%	191	
- Nat West Charges	20%	45	
- Giro Charges	Act	0	
- Optics / Glasses	Act	8	
- Music Copyright	50%	181	
		<u>426</u>	
Sports Ground			
- Equipment Purchases	Act.	292	
- Cleaning & Toilet Materials	Act.	91	
- Gas & Cylinder Rental	Act.	68	
- General Maintenance	Act.	46	
- Sky TV	Act.	1,680	
- Telephone	Act.	379	
		<u>2,555</u>	
<b>TOTAL EXPENDITURE</b>		<b><u>2,981</u></b>	
<b>Other Income/Expenditure</b>		388	
<b>Net Surplus (Social Club)</b>		<b><u>6,041</u></b>	
<b><u>COMMUNITY CENTRE ACCOUNTS</u></b>			
<b><u>INCOME</u></b>			
Transfer from SC to Community Centre <sup>1</sup>	Act.	(6,041)	6,041
Other Income			
- Donations	Act.	0	
- Lettings	Act.	395	
- Electricity (Tennis)	Act.	252	
			<u>647</u>
<b>Total Income</b>			<b><u>6,688</u></b>
<b><u>Expenditure</u></b>			
Insurance	Act.	1,002	
H&S (FE)	Act.	19	
Licenses	Act.	326	
Banking	8%	34	
IT & Subs	8%	41	
Office Supplies	8%	68	
Pavilion Costs			
- Electricity	Act.	4,475	
- Cleaning	Act.	192	
- Rates	Act.	233	
- Security	Act.	576	
- Gen Maintenance	Act.	2,120	
- Waste Removal	Act.	1,203	
- Water	Act.	476	
Payroll - Cleaner	Act.	643	
Payroll - Admin	100%	961	
Professional Fees (Audit)	8%	16	
<b>Total Expenditure</b>			<b><u>12,384</u></b>
<b>Net Surplus</b>		<b><u>0</u></b>	<b><u>(5,696)</u></b>
<b>Funded Projects</b>			<b>0</b>
<b>Consolidated Total Net Surplus 13/14 (SG Account)</b>			<b><u>(5,696)</u></b>
<b><u>Sports Ground Balance Sheet</u></b>			
<b>B/F From 31 March 2013</b>			<b><u>(17,660)</u></b>
Net Surplus 13/14			<b><u>(5,696)</u></b>
<b>C/F to 1 April 2014</b>			<b><u>(23,356)</u></b>

1 - Nominally (not necessarily actually transferred)



**OVERALL SUMMARY OF HCC FINANCES**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDING 31 MARCH 2014**

**Hanham Community Centre - Annual Income**



**Hanham Community Centre - Social Club (Annual Income)**

