



# Hanham Community Centre

High St, Hanham, Bristol. BS15 3EJ

Tel: 0117 9674439

admin@hanhamcentre.org

## **SECTION ANNUAL RETURN**

at 31<sup>st</sup> March 2018

<b>Section Name:</b>	Living Abroad Section
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### **Officer's of the Section**

<b>Position</b>	<b>Full Name</b>	<b>Contact Phone Number</b>
<b>Chairman</b>	Andy Spencer Spade	0117 909020
<b>Treasurer</b>	David Derrick Dastardly	0117 909021
<b>Secretary</b>	Bob Henry Jamerson	0117 909022
<b>Vice-Chairman</b>	Sarah Jane Dimplebottom	01225 606020

Other positions on the Section's Committee

<b>Guest Speakers</b>		
	Deidre Jane Jamerson	0117 909022

Continue on separate sheet if needed

## Section Constitution

<b>Date on Constitution:</b>	25 <sup>th</sup> March 2005 (attached)
Please attached a copy of your current Constitution to this Annual Return	

Please note that the Section Constitution should be consistent with the "Section Constitution Template" and that any changes must be agreed by the HCC Board of Trustees. Constitutions should also refer to "Hanham Community Centre" and not "Hanham Folk Centre". *We have updated Bank Info and comply*

## Section AGM

<b>Date of AGM:</b>	15 <sup>th</sup> April 2018 (7pm)
<b>Date of Notification:</b>	1 <sup>st</sup> April 2018
Section AGM's should be conducted between 15 <sup>th</sup> March and 15 <sup>th</sup> May; the centre office must be notified of the date of AGM's at least 2 weeks prior to the AGM.	

## Section Accounts

	<b>Document</b>	<b>Submitted by Section</b>	<b>HCC Treasurer Checked</b>
1	Statement of Financial Activity	Yes	<i>kml</i>
2	Balance Sheet	Yes	<i>kml</i>
3	Cash Flow Statement	Yes	<i>kml</i>
4	Bank Statement(s)	Yes	<i>kml</i>
5	Capital Purchases Reported (using the annex A)	Yes	<i>kml</i>

## Certification

On behalf of this section of the Hanham Community Centre, I confirm the information herein is accurate to the best of my knowledge and that the activities of the section adhere to the Section Code of Practice, the General Rules of the Building and the HCC Constitution.

*Andy Spade*

Signed

Andy Spade

Printed

4/4/18

Date



# Hanham Community Centre

Charity No. 1152575

Living Abroad Section

<Section Name>

## Balance Sheet (BS)

at 31<sup>st</sup> March 2018

	Notes	£	Current Year £	Previous Year £
<b>Reserve Assets:</b>				
Reserve Account 1	1	100.00		97.00
Reserve Account 2		-		-
Total Reserve Assets			100.00	97.00
<b>Current Assets:</b>				
Bank Account		1875.00		1520.00
Cash in Hand		307.00		250.00
Debtors		0.00		0.00
Total Current Assets			2182.00	1770.00
<b>Current Liabilities:</b>				
Creditors		0.00		0.00
Total Current Liabilities			0.00	0.00
<b>Net Current Assets</b>				
			2282.00	1867.00

<b>Funds Employed:</b> (as per AMS)				
Accumulated Funds at start of period			1867.00	1576.00
Surplus/Deficit on year			415.00	291.00
Accumulated Funds at end of period			2282.00	1867.00
<b>Total Funds Employed</b>				
			2282.00	

### Notes to Balance Sheet

- (1) Interest of £3 on reserve shown in SOFA
- (2)
- (3)
- (4)

Checked and entered in to  
HCC main accounts.  
KML 14 May 18

These unaudited accounts have been reviewed and approved by the Section committee and will be presented at the Section's AGM.

Signed: Andy Spade (Chairman)

Print: Andy Spade

Date: 3/4/18

Signed: D Dastardly (Treasurer)

Print: Dave Dastardly

Date: 4/4/18

# Hanham Community Centre

Charity No. 1152575

Living Abroad Section

<Section Name>

## Statement of Financial Activity (SOFA)

1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018

### INCOME

<i>Income Source</i>	<i>Sub Category</i>	<i>£</i>	<i>Note</i>	<i>Total Current Year £</i>	<i>Total Previous Year £</i>
Membership				340.00	320.00
Fundraising				500.00	220.00
Section Activities	Teas and Coffees	125.00			
	Weekly fees	630.00		755.00	650.00
Misc			1	37.00	74.00
Interest on Reserve				3.00	2.00
<b>Total Income</b>		<b>755.00</b>		<b>1635.00</b>	<b>1266.00</b>

### EXPENDITURE

<i>Expenditure Source</i>	<i>Sub Category</i>	<i>£</i>	<i>Note</i>	<i>Total Current Year £</i>	<i>Total Previous Year £</i>
Section Charge				850.00	750.00
Section Activities	Guest Speakers	90.00			
	Tea/coffee supplies	30.00		120.00	125.00
Misc			2	250.00	100.00
<b>Total Expenditure</b>		<b>120.00</b>		<b>1220.00</b>	<b>975.00</b>

Note: HCC Membership is not a section Expenditure

### SURPLUS/DEFICIT

Total Income				1635.00	1266.00
<i>Less</i>					
Total Expenditure				1220.00	975.00
Surplus/Deficit				415.00	291.00
Variance	<i>This year less last year's surplus</i>			167.00	
<b>Operating Surplus</b>	<i>Same as (i)</i>			<b>415.00</b>	

### Notes to SOFA

- (1) Donation from member (Stan Ogden)
- (2) Repair to lectern
- (3)
- (4)

# Hanham Community Centre

Charity No. 1152575

Living Abroad Section

<Section Name>

## Account Movement Summary (AMS)

at 31<sup>st</sup> March 2018

<i>All figures for current year only</i>	Notes	Bank Account £	Cash in Hand £	Reserve 1 £	Reserve 2 £	Total £
<b>Opening Balances<sup>1</sup></b>		1520.00	250.00	97.00	-	1867.00
Operating Surplus <sup>2</sup>		400.00	12.00	3.00		415.00
Transfer to/from Reserve		-	-	-	-	0.00
Transfer to/from Cash		-45.00	45.00			0.00
HCC Membership Fees (In)			240.00			
HCC Membership Fees (Out)			-240.00			
<b>Closing Balances<sup>3</sup></b>		1875.00	307.00	100.00	-	2282.00

### Notes to the Accounts Movement Summary

- (1) No change in section reserve account in this period
- (2)
- (3)
- (4)

### Any Addition Notes to the Section Accounts

- (1) Section has 20 members
- (2)
- (3)
- (4)

<sup>1</sup> Taken from last year's balance sheet (BS)

<sup>2</sup> Taken from this year's Statement of Financial Activity (SOFA)

<sup>3</sup> This should match the current balance sheet (BS)