

**Gringley on the Hill Community Centre
Report and accounts**

31 July 2019

**Gringley on the Hill Community Centre
Report and accounts
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Independent examiner's report to the trustees of Gringley on the Hill Community Centre

I report on the accounts of Gringley on the Hill Community Centre for the year ended 31 July 2019.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011(the 2011 Act)
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An 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 trustees concerning any such matters.

Independent examiner's qualified statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the following requirements have not been met:

- to keep accounting records in accordance with Section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

Name: Tracy Crowe CPFA FIRR V MCM I

Company: Bawtry Accountants Ltd

Relevant professional qualification or body: Chartered Institute of Public Finance and Accountancy (CIPFA)

Address: Beehive Centre, Bawtry Hall, South Parade, Bawtry, DN10 6HJ

Date: 05 October 2019

Trustee's Annual Report for the period from 1 August 2018 to 31 July 2019

<p>Reference and administrative details:</p> <p>Charity Name:</p> <p>Charity Numbers:</p> <p>Principal Address:</p> <p>Charity Trustees:</p>	<p>Gringley on the Hill Community Centre Management Committee</p> <p>514154 from 5/9/1983 1172968 from 10/05/2017</p> <p>North Beeches Gringley Community Centre High Street Westwells Lane Gringley on the Hill Gringley on the Hill Doncaster Doncaster DN10 4RG DN10 4QY</p> <p>Ann-Marie Morley (Chairman) Simon Parker (Treasurer) Roy Kilner (Secretary) John Taylor Wendy Wright Simon McGuinness Ann Hargrave Peter Young Chris Elliot – elected 21/11/18 Michael Bullen – elected 21/11/18 Ian Soulsby – resigned 23/3/19 David Foreman – resigned 24/3/19</p>
<p>Structure , Governance & Management</p>	<p>The Charity is governed by conveyance and declaration of trust dated 08/10/1982 and amended in 20/09/2012.</p> <p>The constitution registered on 10/05/2017 is the governing document for a CIO - Foundation model.</p> <p>The trustees are elected by the people living in Gringley on the Hill and being over the age of 18 years.</p>
<p>Objectives and Activities</p>	<p>A Community Centre for the use of the inhabitants of the civil parish of Gringley on the Hill, in the county of Nottingham, without distinction of political, religious or other opinions, including use for meetings, lectures and classes and for other forms of recreation</p>

	<p>and leisure time occupation, with the objective of improving the conditions of life for the said inhabitants.</p> <p>The trustees have due regard to the public guidance published by the Charity Commission in determining the activities undertaken by the charity.</p>
<p>Achievements and Performance</p>	<p>The Community Centre is well used and there is at least one regular booking every day between Monday-Friday. Weekends frequently see a children's birthday party taking place.</p> <p>The school and PTFA are also using the community centre for school events.</p> <p>The trustees are working hard to equip the centre for the benefit of the users as well as arranging events for the benefit of the community.</p>
<p>Financial Review</p>	<p>There is policy on reserves in place. The sum of £50,000 will be kept in a safe account to enable the charity to deal with emergencies.</p>
<p>Declaration and Signature</p>	<p>The Trustees declare that they have approved the trustees' report.</p> <p>Signed on behalf of the trustees</p> <p>Name</p> <p>Signature</p> <p>Date</p>

Gringley Community Centre Management Committee

Accounts for year ending 31 July 2019

Income and Expenditure Statement

Income	£	Expenditure	£
WI	280.00	Cleaning	1280.00
Mini Kicks	735.00	Cleaning Consumables	384.24
Body Balance	570.00	Avert Fire	102.90
PCC Hire	80.00	Legal & Professional	2051.00
Social Activities	220.00	Maintenance	498.72
History Club	60.00	Water Rates	336.06
Bassetlaw	960.00	Electricity	2395.07
Antiques	400.00	Rates	375.01
Toddler Group	342.00	Insurance	704.93
Ballroom Dance	1186.00	Grass Cutting	214.00
Circuit Training	310.00	Internet	244.68
PTFA Hire	75.00	Sanitary	132.91
Photography	500.00	Anglian Waste	63.95
Private Hire	350.00		
Pilates	1830.00		
Parish Council Hire	495.00		
Bank interest	547.58		
	8940.58		8783.47
		Excess Income Over Expenditure	157.11

Balance Sheet

Balance as at 31 July 2018	£	Balance as at 31 July 2019	£
Community Account	4374.59	Community Account	2942.07
Savings Account	79570.97	Savings Account	80118.55
Uncleared Payments	1662.94	Uncleared Payments	495.89
Payments to Bank	1846.00	Payments to Bank	1721.00
Excess Income Over Expenditure	157.11		
	84285.73		84285.73

	Jul-10	Jul-11	Jul-12	Jul-13	Jul-14	Jul-15	Jul-16	Jul-17	Jul-18	Jul-19
<u>INCOME</u>										
Hall Bookings										
WI	120	132	132	156	174	188	220	360	260	280
Toddler Group/mini kicks	342	315	333	324	324	348	267	309	872	1077
Body Balance	1158	916	666	490	960	1628	440	380	400	570
Circuit Training							660	550	400	310
Dance							2868	2000	1583	1186
Photo Club	0	0	0	0	0	100	260	500	390	500
Pilates	0	0	0	0	0	250	570	900	850	1830
Public Hire	410	512	73	792	587	689	1130	1345	225	1535
Private Hire/social	110	260	291	195	150	1925	2280	1075	1113	645
Antiques/History	400	400	400	400	400	300	616	430	400	460
Other	660	0	0	0	0	144	40	360	78	0
Total Hall Bookings	3200	2535	1895	2357	2595	5572	9351	8209	6571	8393
Live & Local	0	0	0	0	0	0	2223	1807	0	0
Donations	85	1156	690	0	0	378	388	43	2500	0
Fundraising	254	791	785	1307	912	2487	0	0	68	0
Bank Interest	115	6	6	5	4	2	881	553	399	548
Sale of assets	0	0	0	0	0	195	0	0	0	0
Refunds	0		0	555	0	306	0	0	335	0
Brick Community Centre	0	0	1475	0	0	0	0	0	0	0
Hire of Equipment	51	160	152	106	75	45	0	0	0	0
Total Income	3705	4648	5003	4330	3586	8985	12842	10612	9873	8941
<u>EXPENDITURE</u>										
Electricity	790	432	469	688	768	84	0	2820	3482	2395
Water/Sewerage	149	76	75	111	93	101	318	649	280	400
Performing Rights	48	50	34	0	0	0	0	0	0	0
Fund Raising Expenses	0	0	0	0	0	1894	0	0	0	0
Insurance	850	858	875	321	299	2075	1183	1094	1148	705
Fire Protection	0	100	0	0	101	73	92	127	103	103
Cleaning	250	375	375	375	350	463	997	874	1060	1280
Cleaning Consumables	0	0	0	0	0	190	241	316	176	384
Rates	0	0	0	0	0	589	239	383	669	375
Maintenance	329	1263	55	128	0	180	490	338	826	713
Health & Safety/Security	0	0	0	0	0	293	152	605	0	0
Transfers	0	0	4030	0	0	0	0	0	0	0
Capital Purchases	0	361	0	0	0	9079	2837	11080	5444	0
Internet	0	0	0	0	0	0	84	169	204	245
Legal & Professional	0	0	0	0	0	0	1926	696	2571	2051
Live & Local	0	0	0	0	0	0	1835	1276	0	0
Expenses	0	0	0	0	0	298	0	38	0	0
Opening Ceremony	0	0	0	0	0	205	0	0	0	0
Other	315	261	249	5119	0	378	174	530	232	133
Total Expenditure	2731	3776	6162	6742	1611	15902	10567	20995	16195	8784
Excess Income over Expenditure	974	872	-1159	-2412	1975	-6917	2275	-10383	-6322	157

Gringley Community Centre

Capital Purchases Register

£

y/e 31/7/13

Lincat Water Boiler	448.79	17/05/2013
Total	448.79	

y/e 31/7/14

Dishwasher - Nisbets	1858.07	04/11/2013
Total	1858.07	

y/e 31/7/15

Crockery and Glassware - Nisbets	3186.61	04/11/2014
150 Stacking Chairs - Tables 4 Sale	2912.4	06/02/2015
Wash Room Mirrors	92.29	16/02/2015
Dyson Vacuun Cleaner - John Lewis	330.00	07/02/2015
Wash Room Mirrors	174.06	11/03/2015
Meeting Room Tables - Yorkshire Office Supplies	1622.4	02/04/2015
Signage - Viking Signs - interior	255.03	19/03/2015
Blinds - Meeting Room - Gainsboro Blinds	440.00	27/03/2015
Signage - Viking Signs - external	66.49	17/07/2015
Total	9079.28	

y/e 31/7/16

Notice Board - Glasdon	702.88	21/08/2015
Table Trolley (1of 2) - GOPAK	232.03	02/09/2015
Table Trolley (2 of 2) - GOPAK	232.03	10/09/2015
Chair Trolley - GOPAK	72.90	08/12/2015
Microwave Oven - Bonnetts	299.99	20/04/2016
Stage Uplighters - Showhire	509.00	21/04/2016
Bowls Mat Winding Gear	788.00	25/04/2016
Total	2836.83	

y/e 31/7/17

CCTV - AV Electrical	2661.60	30/10/2016
Provision of stage - Miller Homes	6000.00	15/11/2016
Projector - Showhire	1856.36	14/12/2016
LG TV - Meeting Room - Argos	561.58	28/06/2017
Total	11079.54	

y/e 31/7/18

Carpets	1753.20	
Blackout Curtains	3690.68	
Total	5443.88	

Gringley on the Hill Community Centre Management Committee

Financial Controls

The Management Committee agreed the following financial controls at a meeting on 10th February 2015.

All cheques require a minimum of two signatures –

Treasurer and Chairman

Treasurer and Secretary

Chairman and Secretary

Additional Controls –

All purchases over £250.00 require full management committee approval

All purchases over £500.00 to have at least two like-for-like quotes

No purchases or order may be made without prior approval being granted

All spending is justified and represents value for the charity

A register of all fixed assets to be kept

A minimum of £50,000 to be held on deposit for emergencies