

ST MARY'S COMMUNITY HALL, SAWSTON

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2023

**Independent Examiner's Report
To the trustees of St Mary's Community Hall, Sawston**

I report on the accounts of the Trust for the year ended 31 December 2023, which are set out on pages 1 to 4.

Respective responsibilities of trustees and examiner.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of 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: and,
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report.

The accounts have been prepared on a receipts and payments basis.

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. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention

1. 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 and comply with the accounting requirements of the 2011 Act and
2. which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Peter Barlow
Thomas Quinn Chartered Accountants
The Station House
15 Station Road
St Ives
Cambs
PE27 5BH

Date: 19 April 2024

ST MARY'S COMMUNITY HALL, SAWSTON - Financial Statements for the year ended 31st December 2023

<u>Receipts and Payments</u>		<u>Note</u>	<u>2023</u>	<u>2023</u>	<u>2022</u>	<u>2022</u>
		1	£	£	£	£
RECEIPTS						
Hire of Hall	2	Regular Users	£17,615.00		£15,570.00	
		One-Off Events	£3,679.00		£2,820.00	
		SUB-TOTAL		£21,294.00		£18,390.00
Key Deposits/Chair Hire			£60.00		£55.00	
		SUB-TOTAL		£60.00		£55.00
	3	TOTAL RECEIPTS		£21,354.00		£18,445.00
PAYMENTS						
Utilities	4	Gas	£842.83		£578.52	
		Electricity	£678.02		£522.69	
		Water	£78.77		£76.45	
		SUB-TOTAL		£1,599.62		£1,177.66
Maintenance and Services	5	Quarterly contribution to PCC	£2,000.00		£2,000.00	
	6	Hall Cleaner's wages	£1,516.04		£1,571.91	
		Hygiene Provisions/Cleaning Materials	£236.19		£191.13	
	7	General maintenance	£2,974.84		£3,840.43	
		SUB-TOTAL		£6,727.07		£7,603.47
Licences		Music Licences	£70.38		£166.68	
		SUB-TOTAL		£70.38		£166.68
Insurance		Building Insurance (paid by PCC)			£409.60	
		SUB-TOTAL				£409.60
Reimbursements/Chairman's Expenses/Auditing			£118.77		£240.00	
Booking refunds					£50.00	
Stationary Supplies/Treasurer's Expenses					-	
Cambridgeshire ACRE			£60.00		£57.00	
Booking's Secretary Honorarium	8		£1,200.00		£1,200.00	
		SUB-TOTAL		£1,378.77		£1,547.00
		TOTAL EXPENDITURE		£9,775.84		£10,904.41
		TRADING SURPLUS		£11,578.16		£7,540.59
Annual balance transfer	9	Annual balance transfer to St Mary's PCC	£7,540.59		£609.01	
		SUB-TOTAL		£7,540.59		£609.01
	10	NET MOVEMENT IN FUNDS		£4,037.57		£6,931.58
		Total funds at 1st January 2023		£16,540.59		£9,609.01
		Net movement in funds in the year		£4,037.57		£6,931.58
		Balance carried forward		£20,578.16		£16,540.59

Balance Sheet at 31st December 2023

<u>Current Assets</u>	11 Church Hall Barclays A/C	<u>£20,578.16</u>	<u>£16,540.59</u>
<u>General Funds</u>		<u>£20,578.16</u>	<u>£16,540.59</u>

The financial statements were approved by the St Mary's Community Hall Management Committee on () and signed on their behalf by:

Mrs Suella M Hunting (Chair)

Mr Gerry Holloway (Treasurer)

Notes to the Financial Statements for the year ended 31st December 2023

Note 1
These accounts were prepared by Gerry Holloway, Treasurer of the St Mary's Community Hall Management Committee.

Note 2
Receipts from 'Regular Users and 'One Off Events' for 2023 are both much higher than those received in 2022.

Note 3
Overall income for 2023 therefore is also significantly higher than the corresponding figure for 2022.

Note 4
Expenditure on the public utilities of gas, electricity and water services is higher than in 2022 and new fixed term contracts have now been arranged.

Note 5
Our financial contribution from the Community Hall account has continued to be transferred to the PCC on a quarterly basis throughout 2023.

Note 6
The Hall Cleaner continues to be paid on a monthly basis (now £12.50/hr) and all receipts for hours worked and pay received are kept in our account files.

Note 7
As requested by our previous Independent Financial Examiner all items of general expenditure have been added up and recorded as one total figure. A more **detailed breakdown** of the total figure for the Hall Committee is as follows:

Boiler servicing/Repairs:	£120.00
Window cleaning/Grass cutting/Key cutting/First Aid Items/Shed locks:	£170.00
APT Fire Protection:	£335.55
Electrical services, refurbishment and appliances:	£408.00
New carpet and floor cleaning materials:	£171.38
Materials/Labour charges for other Hall and Car Park refurbishment/shed repairs:	<u>£1,769.91</u>
Total	<u>£2,974.84</u>

Note 8
The Bookings Secretary continues to receive a quarterly honorarium for her services.

Note 9
Our annual balance transfer to St Mary's PCC of £7,540.59 was paid on 22nd May 2023. Including the funds transferred since March 2017, this now gives a balance of £25000 (the ceiling currently agreed) in the Hall's Restricted Fund, and £17,460.06 in the Unrestricted Fund.

Note 10
I am pleased to report that our trading surplus of £4,037.57 for 2023 has resulted in an increase in overall funds, which now stand at £20,578.16