

Report of audit for Haymans Green Ladies Club

All documents, records, receipts, bank statements, cheque books, deposit books and petty cash books were presented for audit.

Income

All deposit slips were reconciled with the corresponding bank statement number.

Payments for club subscriptions, charity, fundraising draw, donations and payments for outings, trips and socials events were all recorded on the monthly record sheet, which itemised cheque and cash payments.

Expenditure

Cheque stubs have the statement number written on that they have been reconciled on. Cheques issued to charities are accompanied by a letter requesting a receipt or letter of acknowledgement. These are with the relevant monthly record sheet with the bank statement that they have been reconciled on.

Petty cash payments are recorded in books and signed by recipient with till receipts/invoices attached.

Risk

All cheques are required to be signed by two of the four cheque signatories that are held on the bank mandate. This is also complying with the club's financial procedures document.

Signed :J Flood.....

Signed :Y Holden.....



CHARITY COMMISSION
FOR ENGLAND AND WALES

Haymans Green Womens Club
1036926

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
1.3.22

To

Period end date
28.2.23

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Subscriptions	7,313	-	-	7,313	-
Donations	80	-	-	80	-
Charity	2,526	-	-	2,526	-
Social events/trips/outings	18,523	-	-	18,523	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	28,442	-	-	28,442	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	28,442	-	-	28,442	-
A3 Payments					
Rent	3,250	-	-	3,250	-
speakers	1,530	-	-	1,530	-
Prizes	315	-	-	315	-
Social events/trips/outings	20,974	-	-	20,974	-
Canteen	241	-	-	241	-
Gifts/cards/flowers	428	-	-	428	-
Charity	2,862	-	-	2,862	-
Stationery	127	-	-	127	-
	-	-	-	-	-
Sub total	29,727	-	-	29,727	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	29,727	-	-	29,727	-
Net of receipts/(payments)	- 1,285	-	-	- 1,285	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	10,990	-	-	10,990	-
Cash funds this year end	9,705	-	-	9,705	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		9,705	-	-
		-	-	-
		-	-	-
	Total cash funds	9,705	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Jflood	Apr-23	
		Y Holden	Apr-23	



Trustees' Annual Report for the period

Period start date		Period end date	
Day	Month	Day	Month
01	03	28	02
Year		Year	
2022		2023	

From To

Section A Reference and administration details

Charity name Haymans Green Women's Club

Other names charity is known by Minerva Group

Registered charity number (if any) 1036926

Charity's principal address

7 Lisleholme Close

West Derby

Liverpool

Postcode L12 8RY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Barbara Kerr	Trustee/founder		
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

In association with Minerva Group

Trustee selection methods
(eg. appointed by, elected by)

Through Hayman's Green Women;s Club Committee and ratified by members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Identified to look at the impact of only having one club account instead of separate Social account

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote for the benefit of the women of West Derby and surrounding area the provision of facilities for recreation, leisure facilities, informal education and to identify, liaise and contribute to local charities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

At yearly AGM the members vote on the charities they wish to raise money for and then formal handover of monies are made each year. this year was Acorn Farm

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In year additional charities chosen by members to donate to

Volunteers conduct social activities for the benefit of the ladies from Haymans Green Women's Club

Underpin our informal education programme by inviting speakers on various topics.

Film afternoons, are undertaken and the group engage in general discussions

Trips and holidays are organised

other charities are invited to speak and donations are made

Summary of the main achievements of the charity during the year

Donated to Acorn Farm

Donated to Minerva Group charities

Arranged quiz afternoons

Conducted Bingo and other interactive games for members

Held regular keep fit exercise sessions

Birthdays are celebrated

Section E Financial review

Brief statement of the charity's policy on reserves

To maintain a 6 month contingency reserve for rent and running costs

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

During COVID the Chair and Treasurer made a decision in conjunction with Barclays Bank to consolidate all the club accounts into one. As a result this increased our main account at times considerably well above our running and charity funds, as they included payments for holidays, day trips and socials etc. steps are being taken to review if a separate social account is required

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Y Holden	
Full name(s)	Yvonne Holden	
Position (eg Secretary, Chair, etc)	Chair	
Date	10/2/2024	