

ST. MARGARET'S HALL USERS GROUP

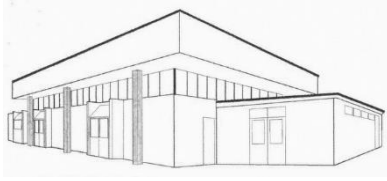
Charity Reg No 1071545

**REPORT & ACCOUNTS FOR THE
YEAR ENDED 31ST MARCH 2024**

CONTENTS

- 1. Administrative information**
- 2. Report of the Executive Committee**
- 3. Receipts and Payments Account**
- 4. Statement of Assets & Liabilities**
- 5. Independent Examiners' Report**
- 6. 2024-2025 Budget**

ST MARGARET'S HALL USERS GROUP



ST. MARGARET'S HALL USERS GROUP

ADMINISTRATIVE INFORMATION

EXECUTIVE COMMITTEE (TRUSTEES)

Mr. C. Taylor, Chair
Mrs. V. Downing, Vice-Chair
Mrs. A. Williams, Secretary
Mr. R. Whyborn, Treasurer
Mr. P. Bond
Ms. L. Collingwood
Mr. M. Pound
Ms. J Sankey
Mrs. P. Tenn
Mr. W. Upton

HOLDING TRUSTEES

The official custodian for charities

REGISTERED OFFICE

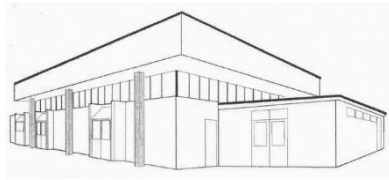
St. Margaret's Hall Users Group
Coniston Road
Cheltenham. GL51 3NU
Gloucestershire

INDEPENDENT EXAMINER

Ms. R. Wetherill
c/o St Margarets Hall Users Group
Cheltenham
GL51 3QL

PRINCIPAL BANKERS

CAF Bank plc
25 Kings Hill Avenue
Kings Hill
West Malling, KENT
ME19 4QJ



ST. MARGARET'S HALL USERS GROUP

REPORT OF THE EXECUTIVE COMMITTEE

The Trustees submit their report with the accounts of the Charity for the year ended 31 March 2024.

Principal Object & Status of the Charity & Demonstrating Public Benefit

The Charity's principal object is to promote the benefits of the inhabitants of Hatherley and surrounding neighbourhood by improving the conditions of public life, though the provision of first-class public hall facilities, available to all without distinction, at affordable cost. Located at Coniston Road, GL51 3NU.

Administration of the Charity

The Charity is administered and managed by an Executive Committee, who are the managing Trustees in law and in practice.

Review of the Year – General

Financial year 2023-2024 has been another successful one for the hall and its users.

We have maintained hall hire at a high level and have used some £3400 from rent received from hirers to improve and increase the stock of furniture at the premises. The committee has committed to purchase a commercial dishwasher to aid users' operations, and this will take place in 2024/25. We continue to purchase administrative services to alleviate pressure on existing committee members. This has been successful, and the committee may extend this practice in the future.

A healthy balance sheet is highlighted in the financial review below.

Time pressures on the committee have prevented the continuance of the Community Action Network programme; however, the committee decided to receive only nominal contributions from Lakeside Community Project – a food pantry – and additionally to make a £300 gift towards that project's Christmas activities for 2023.

As well as the foregoing, we will be looking in 2024/25 to commit to several capital projects, including but not limited to: bigger storage facilities to aid our users including the food pantry, renewal of the hall's blinds, re-furbishment of the Ladies room, and CCTV.

Review of the Year – Finance

The accounts for the year ended 31 March have been prepared on a receipts and payments basis.

Income: Our total income for the year was £47,509. There were no grants and donations this year, and our solar energy feed-in tariffs were £2486. Our main source of income was hall bookings, which totalled £43,234. So overall, income was down 8.7% on 2022/23.

Expenditure: Our total expenditure for the year was £38,062, up 5.3%. This included our usual operating costs including caretaker services and repair and maintenance charges, rent, rates, Professional costs reflect the first full year of purchasing admin for bookings management. We also repaid loan repayments of £4184 to CBC. Larger project activities totalled £3407, for furniture. The net Income after expenditure was therefore £9447, and the Total Cash Funds as at 31 March 2023 were £97,419. Our long-term liabilities (CBC loan) stood at £31,037.

Risks

The Charity has completed a review of the usual major risks to which it is exposed, to its satisfaction. The capital and reserves position is considered sound. The committee aims to maintain liquid reserves of 6 months turnover or £50,000, additional to known future commitments.

Given the raised levels of Cash funds, I propose that the Trustees commit £40,000 in 2024/25 to a reserve fund earmarked to capital projects as identified in this report; this will leave some £57,419 in unrestricted funds as at 31/03/2023, and as such that is about 14 months of annual turnover.

Clive Taylor, Chair

Signed

16th August 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Margaret's Hall User Group

1071545

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2023		31/03/2024

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					
Hall Bookings	43,234	-	-	43,234	47,544
Community & Fundraising Events	-	-	-	-	976
Grants & Donations	-	-	-	-	2,158
Investment Income	1,612	-	-	1,612	383
Non-profit Income	177	-	-	177	209
Solar Energy Feed-in Tariff	2,486	-	-	2,486	3,185
	-	-	-	-	-
Sub total (Gross income for AR)	47,509	-	-	47,509	54,455
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	47,509	-	-	47,509	54,455
A3 Payments					
Caretaker Services	7,448	-	-	7,448	6,840
Other Professional Services	6,299	-	-	6,299	4,245
Repair & Maintenance (inc gardening)	3,505	-	-	3,505	5,213
Phone (internet)	277	-	-	277	252
Utilities	7,113	-	-	7,113	6,520
Insurance	800	-	-	800	377
Rent & Rates	2,614	-	-	2,614	3,014
Bank Charges	65	-	-	65	72
Charity Donation	310	-	-	310	1,407
Community Event Costs	-	-	-	-	357
Office & Admin Expenses	1,178	-	-	1,178	1,094
Loan Repayments	4,164	-	-	4,164	4,164
Hall Booking Refunds	-	-	-	-	130
Petty Cash	72	-	-	72	-
Committee Allowances	810	-	-	810	-
Sub total	34,655	-	-	34,655	33,685
A4 Asset and investment purchases, (see table)					
Project Purchases (furniture)	3,407	-	-	3,407	2,434
	-	-	-	-	-
Sub total	3,407	-	-	3,407	2,434
Total payments	38,062	-	-	38,062	36,119
Net of receipts/(payments)	9,447	-	-	9,447	18,336
A5 Transfers between funds	- 40,000	40,000	-	-	-
A6 Cash funds last year end	87,972	-	-	87,972	54,051
Cash funds this year end	57,419	40,000	-	97,419	72,387

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	CAF Bank Current Account	32,401	-	-
	Nationwide Building Society	25,018	40,000	-
	Petty Cash	-	-	-
	Total cash funds	57,419	40,000	-
(agree balances with receipts and payments account(s))		OK	OK	OK

Paragraphs B2 to B5 replaced by the following:

STATEMENT OF ASSETS AND LIABILITIES AT THE YEAR ENDED 31 MARCH 2024

ALL FUNDS

ASSETS	TBA	2024	TBA	2023
CASH FUNDS & OTHER MONETARY ASSETS		£		£
Bank Current Account	CAF	32401.14	CAF	62,891.61
Bank Reserve Account				
Petty Cash		0.00		72.00
[£40010.00 transferred CAF to NW in year]				
INVESTMENT FUNDS – Nationwide Building Society		65,017.90		25,007.90
Sub-total CASH FUNDS & MONETARY ASSETS		97,419.04		87,971.51
Debtors		0		0
Uncleared cheques/bank transfers in		0		0
ASSETS RETAINED FOR CHARITY'S OWN USE -		0		0
Other (e.g. fixed) Assets		0		0
Sub-total ASSETS		97,419.04		87,971.51
LIABILITIES				
Creditors & Unreturned hiring deposits		0		0
Uncleared cheques/bank transfers out		0		0
Sub-total LIABILITIES		0		0
TOTAL NET ASSETS REPRESENTED BY:-				
GENERAL FUND		57419		87,972
RESTRICTED FUNDS		40000		0

NOTE: The above would be offset upon winding up by the loan from CBC, shown on next page.

<u>RESTRICTED FUNDS</u>	2024-2025 Projected	2023-2024 £ Actual	2022-2023 I Examined
Designated Grants & Loans	0	0	0
Designated Trading & Events	40,000		
Less Costs of Project: Stores, Ladies, CCTV. less Fundraising cost	-40,000	0	0
Balance from General Fund	0	0	0
NET RECEIPTS/(PAYMENTS)	0	0	0
FUNDS LAST YEAR END c/f	0	0	0
FUNDS THIS YEAR END b/f	0	0	0

Signed by one or two trustees on
behalf of all the trustees

Signature

R. L. Whybourn

Print Name

R. L. WHYBOURN
TREASURER

Date of
approval

16/08/2024

INDEPENDENT EXAMINERS REPORT



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

St Margaret's Hall User Group

**On accounts for the year
ended**

31/03/2024

**Charity no
(if any)**

1071545

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Ruth Wetherill

Date:

30/07/2024

Name:

Ruth Wetherill

**Relevant professional
qualification(s) or body
(if any):**

MAAT

(Address supplied)

ST. MARGARET'S HALL

BUDGET 2024-2025

ALONGSIDE SUMMARY OF RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

UNRESTRICTED (GENERAL) FUNDS

RECEIPTS	2024-2025	2023-2024	2022-2023
	£ Budget	£ Actual	£ Examined
Hall bookings (hire)	35,000	34,490	47,544
Annex Hire	9000	8744	
Community and Fund Raising Events			976
Grants and donations	0	0	2,158
Investment Income /Interest	1200	1612	383
Non-profit income -Chelt Lottery	150	177	209
Solar PV Feed-in-tariff	2500	2486	3185
Less Restricted monies		0	0
TOTAL	47,850	47,509	54,455
PAYMENTS			
Charitable Activities -			
Caretaker and Cleaning supplies	8,500	7,448	6,840
Other professional Services	6,000	6,299	4,245
Repairs Maintenance, Gardening	5,000	3,505	5,213
Phone line (Internet)	300	277	252
All Utilities	7,500	7,113	6,520
Insurance	900	800	377
Rent (net) and Rates	2800	2614	3,014
Bank charges	60	65	72
Charitable Donations	350	310	1,407
Community Event costs	0	0	357
Office/Administrative expenses incl. Management/Publicity	1,200	1,178	1,094
Allowances, (out of pocket costs)	810	810	inc.
Special projects & Replacements, not from restricted funds	3000	3407	2,434
		Tables & Chairs	
Sub-total	36,420	33826	31,955
Loan repayments	4164	4164	4164
Petty Cash	0	72	0
TOTAL	40,584	38,062	36,119
NET RECEIPTS/(PAYMENTS)	7,266	9,447	18,336
Less NET (PAYMENTS to) /RECEIPTS from RESTRICTED FUNDS		Proposed (40,000)	
FUNDS LAST YEAR END	57,419	87,972	69,636
FUNDS THIS YEAR END	64,685	57,419	87,972
- UNRESTRICTED FUNDS			

& Cheltenham Borough Council, original loan was £50,000.

CBC & LOAN 2017-2032 – AMOUNT OUTSTANDING	-£27,780	-£31,037	-£34,198
--	-----------------	-----------------	-----------------