

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2020
FOR
THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)**

Company Number : 04291929

Registered Charity Number : 1090348

**Meyer Williams
Stag House
Old London Road
Hertford
Herts
SG13 7LA**

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)

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FOR THE YEAR ENDED 30 SEPTEMBER 2020

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THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
COMPANY INFORMATION
FOR THE YEAR ENDED 30 SEPTEMBER 2020

DIRECTORS/TRUSTEES:	B Worthington (Chairman) A Young R Sewell P Ballam M Pope J Taylor R Gray A Warman
SECRETARY:	C Ward
REGISTERED OFFICE:	17 Amwell End Ware Hertfordshire SG12 9HP
REGISTERED NUMBER:	04291929 (England and Wales)
CHARITY NUMBER:	1090348
AUDITORS:	Meyer Williams Stag House Old London Road Hertford Herts. SG13 7LA REGISTERED AUDITORS
BANKERS:	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill Kent

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
(Registered office: 17 Amwell End, Ware, Hertfordshire, SG12 9HP)

TRUSTEES' REPORT
YEAR ENDED 30 SEPTEMBER 2020

(For the purposes of section 162 of the Charities Act 2011 and Directors' Report for the purposes of section 417 of the Companies Act 2006)

The Trustees have pleasure in submitting their Annual Report and Financial Statements for the year ended 30 September 2020. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with Charities Act 2011, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019).

TRUSTEES

The Trustees, who are also directors of the company, and acted throughout the period, except where indicated, are:

B Worthington (Chairman)
R Sewell
A Young
P Ballam
M Pope
J Taylor
R Gray
A Warman

CONSTITUTION

The Ware Drill Hall Association Limited, company number 04291929, is a company limited by the guarantees of the members to a maximum of £1 each and was incorporated on 21 September 2001. The company is a registered charity, number 1090348 and gained charitable status on 31st January 2002.

INVESTMENT POWERS

Under the memorandum and articles of association, the charity has the power to make any investments, which the trustees see fit.

COMPANY OBJECTIVES

The objects of the company as stated in the Memorandum and Articles of Association are:

- a) To promote for the benefit of the inhabitants of Ware and the neighbourhood without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare and for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.
- b) To secure the establishment of a centre and to maintain and manage the same whether alone or in co-operation with any local authority or other person or body in furtherance of these objects.

ACHIEVEMENT OF OBJECTIVES

In practice, the principal activity of the company is the operation of the Drill Hall in Ware for the benefit of the local community as a venue for sports, arts and general community use. The use of the Hall is made possible under a lease granted by East Hertfordshire District Council (E.H.D.C.). Any surplus generated by the charity will be retained to meet exceptional expenditure and to assist with the development of the facility.

In shaping the objectives of the organisation, the trustees have paid due regard to the Charity Commission's guidance on public benefit.

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
TRUSTEES' REPORT – Continued
YEAR ENDED 30 SEPTEMBER 2020

ORGANISATIONAL STRUCTURE

A board of trustees of at least four members meets regularly to administer the charity. Trustees are appointed in accordance with the company's memorandum and articles of association. New trustees will be asked to familiarise themselves on the duties and responsibilities of Trustees as provided by the Charity Commission.

REVIEW OF ACTIVITIES IN THE PERIOD

The company ('the Charity') is responsible for the operation of Ware Drill Hall which has continued to be available for hire throughout the pandemic, whenever government restrictions have permitted the use of its facilities. The Charity has been entitled to claim Covid Support funding since March 2020 due to the fact that the nature of its business is within the leisure sector. The grant in the 2019-20 financial year, for £25,000, was disbursed by East Hertfordshire District Council on behalf of HM Government and the amount allocated was based on the building's rateable value. The furlough scheme was used to retain the services of the premises' attendant, whilst there was insufficient work available.

A good range of local groups continued to use the facilities in the first half of the year leading up to the start of the first lockdown and a number of additional one-off events had originally been in the pipeline to take place in the summer of 2020. These would have resulted in increased income for that section of the bookings year compared to previous periods. Against that one significant hirer, Hertfordshire Gymnastics Club, indicated they would cease to use the facility. Alternative bookings should replace that activity as their departure will free up more diary space to enable a greater number of major all-day events to take place.

In February the long overdue refurbishment of the rear lobby toilet and shower facilities, plus new flooring was completed. This was to provide better facilities for performers at concerts and other events. It was also opportune as it also made the premises more Covid-Secure by allowing entry to the building via a rear entrance. It has been extensively used to provide toilet and hand-washing facilities for users of the Hall.

The Hall was closed throughout the first lockdown and bookings did not resume until 27th July 2020. New hirers came forward as easing began in the summer break, including: four singing groups; and Hertford Symphony Orchestra. The Hall provided enough space to socially distance appropriately and take benefit of the large capacity of the main hall and its air conditioning system. By September there was usage of the facilities at least six days a week and every day on the weeks when Dolphin House Surgery ran their flu jab clinics at the hall on a Saturday.

FINANCIAL ACTIVITIES

Despite the closure periods, the Charity operated successfully during the period, generating bookings income for the Hall of £43,073 (2019: £78,177). Grant income of £29,268 (2019: £11,000) which included a donation of £25,000 without condition by the Government. Expenditure for the year was £76,794 (2019: £104,607) a figure which included the one-off cost of £12,172 for refurbishment of the rear lobby facilities.

The level of expenditure dropped significantly compared to the previous year, as there was no expensive boiler installation to account for, although the reduction in hire fee income as a result of lockdown restrictions meant that there was a net overall deficit for the year of £4,096 (2019: deficit of £15,215).

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
TRUSTEES' REPORT – Continued
YEAR ENDED 30 SEPTEMBER 2020

PLANS FOR THE FUTURE

Subject to the availability of funds, the Association plans to:

1. Improve the presentation of the entrance lobby area and take account of wear and tear since it was last repainted in 2012. The fire doors linking through to the main hall are also to be replaced and the wooden parquet floor will need to be reconditioned.
2. Refurbish of the small meeting room, the Hanbury Room.
3. Improve the auditory experience and flexibility in the main hall with the use of mobile screens, along with pipe-and-drape units for theatrical and concert performances. The accessibility for those who are hearing impaired also needs to be addressed so that a hearing loop system will be installed to improve the situation within the limits of the building structure.
4. Further the fixtures and infrastructure for the theatrical lighting system will be upgraded so that event organisers can make use of DMX/LED technology so the space can be enhanced for music gigs and other functions

It should be noted as a post-balance sheet event that the Hall was forced to close once again, for all but a few users, in November 2020 as part of the second UK national lockdown; and once again in January 2021. By that stage Dolphin House Surgery, who had run flu jab clinics in September and October, started using the Hall facilities from 16th December for this purpose. Further support grants were received in relation to these restrictions and the furlough scheme was extended once again as well.

The Charity continues to maintain a healthy level of reserves as a financial cushion and the building's suitability to providing a Covid-Secure facility and operating as a base for vaccine clinics mean that its future is relatively secure in comparison to many other venues.

RISK MANAGEMENT

The trustees have considered and continue to consider the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate those risks.

RESERVES POLICY

The trustees will seek to build sustainable unrestricted reserves to a level sufficient to provide financial stability, meet exceptional expenditure and to assist with any future development of the facility.

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
TRUSTEES' REPORT – Continued
YEAR ENDED 30 SEPTEMBER 2020

TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations. Company law requires the trustees to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounts Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION

So far as the Trustees are aware, there is no relevant audit information (as defined by Section 418(3) of the Companies Act 2006) of which the charitable company's auditors are unaware. They have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

The auditors, Meyer Williams will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of part 15 of the Companies Act relating to small companies

SIGNED ON BEHALF OF THE TRUSTEES



.....
R Sewell – Trustee

Dated: **23 JUNE 2021**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)**

Opinion

We have audited the financial statements of The Ware Drill Hall Association Limited (the charitable company) for the year ended 30 September 2020 which comprise the Statement of Financial Activities, Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Report of the Trustees other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for company law purposes, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies exemptions in preparing the trustees report and from the requirement to prepare a strategic report

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 5 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Date:

24 JUNE 2021,

Ralph Sears (Senior Statutory Auditor)

For and on behalf of Meyer Williams Chartered Accountants and Statutory Auditors

Stag House

Old London Road,

Hertford,

Herts SG13 7LA

THE WARE DRILL HALL ASSOCIATION LIMITED
 (Company registration number 04291929)/(Charity registration number 1090348)
 (A Charitable Company Limited by Guarantee)
STATEMENT OF FINANCIAL ACTIVITIES
 (Including Income and Expenditure Account)
FOR THE YEAR ENDED 30 SEPTEMBER 2020

	<u>Note</u>	Unrestricted General Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOME					
Donations	2	25,000	-	25,000	-
Charitable activities	3	43,323	4,268	47,591	89,257
Investment income	4	107	-	107	135
Total Income		<u>68,430</u>	<u>4,268</u>	<u>72,698</u>	<u>89,392</u>
EXPENDITURE					
Charitable activities:					
Operation of Drill Hall		76,794	-	76,794	104,607
Total Expenditure	5	<u>76,794</u>	<u>-</u>	<u>76,794</u>	<u>104,607</u>
Net Expenditure for the year before transfers		(8,364)	4,268	(4,096)	(15,215)
Transfers between funds		7,140	(7,140)	-	-
Net movement of funds in the year		<u>(1,224)</u>	<u>(2,872)</u>	<u>(4,096)</u>	<u>(15,215)</u>
Total Funds brought forward		124,496	17,924	142,420	157,635
Total Funds carried forward as at 30 September 2020		<u>123,272</u>	<u>15,052</u>	<u>138,324</u>	<u>142,420</u>

The statement of financial activities includes all gains and losses recognised in the year

All incoming resources and resources expended derive from continuing activities.


The notes on pages 10 to 18 form part of these financial statements

THE WARE DRILL HALL ASSOCIATION LIMITED
 (Company registration number 04291929)/(Charity registration number 1090348)
 (A Charitable Company Limited by Guarantee)
BALANCE SHEET AS AT
30 SEPTEMBER 2020

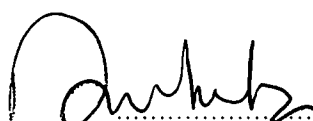
		30.9.20	30.9.19
	Notes	£	£
FIXED ASSETS:			
Tangible fixed assets	10	39,771	48,079
CURRENT ASSETS:			
Debtors	11	9,199	13,824
Cash at bank		<u>102,788</u>	<u>98,715</u>
		111,987	112,539
CREDITORS: Amounts falling due within one year	12	<u>13,434</u>	<u>18,198</u>
NET CURRENT ASSETS:		98,553	94,341
TOTAL ASSETS LESS CURRENT LIABILITIES:		<u>138,324</u>	<u>142,420</u>
RESERVES:			
Restricted funds		15,052	17,924
General fund - unrestricted		<u>123,272</u>	<u>124,496</u>
TOTAL CHARITY FUNDS	15	<u>138,324</u>	<u>142,420</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 23 JUNE 2021 and were signed on its behalf by:



 R Sewell – Trustee



 B Worthington - Trustee

The notes on pages 10 to 18 form part of these financial statements

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020

1. ACCOUNTING POLICIES

Basis of preparation and assessment of going concern

The financial statements are prepared under the historical cost convention and are in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity constitutes a public entity as defined by FRS102. The Trustees consider that there are no material uncertainties about the ability to continue as a going concern.

On the date of these financial statements' approval, there is great uncertainty about the impact that the Coronavirus pandemic will have on the global economy. The trustees consider the charity to have sufficient resources and they will continuously monitor their outgoings during the post lockdown period in order to continue in operational existence for the foreseeable future.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires trustees to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for income and expenditure during the year. The nature of estimation means that actual outcomes could differ from those estimates. The following judgements have had a significant effect on amounts recognised in the financial statements:

The annual depreciation charge is sensitive to changes in the estimated useful economic lives and residual values of the assets as detailed in note 10. The useful economic lives and residual values are re-assessed annually.

The trustees make estimates of the recoverable value of trade and other debtors. When assessing the impairment of trade and other debtors, the factors considered include the ageing profile of debtors and historical experience.

Income

Income is recognised when the charity has entitlement to the funds, any conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income received in advance of a provision of other specified service is deferred until the criteria for income recognition are met.

Income from the hall hire and management administration fees represent amounts receivable in respect of services provided and are included in the period to which the income relates

Income from government and other grants, whether 'Capital' grants or 'Revenue' grants, is recognised when the Charity has entitlement to the funds, any conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Investment income is included when receivable.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is included with the items of expense to which it relates. Expenditure is classified under the following:

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020

1. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects undertaken by the Charity. The comparatives on the statement of financial activities includes restricted income of £11,000 and restricted expenditure of £18,500.

Tangible fixed assets

Fixed assets costing more than £500 are written off over their expected useful life. Any asset acquired for a value less than £500 will be written off as expenditure in the period in which the expenditure was incurred.

Depreciation is provided at the following annual rates:

Equipment	- 3 years straight line
Fixtures	- 10 year straight line
Improvements to Hall	- amortised over the term of the lease

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments that are readily convertible to known amounts of cash and are subject to an insignificant risk to changes in value.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The Charitable Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Limited by Guarantee

The company is limited without share capital. In the event of the company being wound up, each member is liable to contribute to the payment of debts and liabilities of the company as may be required, not exceeding £1.

Pensions Costs

The company operates a defined contribution pension scheme for auto enrolment purposes. The assets of the scheme are held separately from those of the company. The annual contributions payable are charged to the Income and Expenditure account in the period to which they relate.

2. DONATIONS

	30.9.20	30.9.19
	£	£
Grants received	<u>25,000</u>	<u>-</u>

The grant received above consists of a Coronavirus business support grant and has been given without condition to assist the charity during the Covid-19 pandemic.

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020

3. CHARITABLE ACTIVITIES

	30.9.20	30.9.19
	£	£
Hire of hall	43,073	78,177
Grants received	4,268	11,000
Donations	250	80
	<u>47,591</u>	<u>89,257</u>

The total amount shown under grants received during the year (2019: Nil) consisted of financial support provided to the charity via the Coronavirus job retention scheme and was received to help assist in the continued employment of its staff.

4. INVESTMENT INCOME

	30.9.20	30.9.19
	£	£
Deposit account interest	<u>107</u>	<u>135</u>

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

Operation of the Drill Hall

	Direct Costs 2020 £	Support and Governance Costs 2020 £	Total Costs 2020 £	Direct Costs 2019 £	Support and Governance Costs 2019 £	Total Costs 2019 £
Costs directly allocated to activities:						
Wages and employment costs	26,140	-	26,140	29,519	-	29,519
Property costs:						
Repairs, replacements and maintenance	19,113	-	19,113	42,583	-	42,583
Utilities	7,873	-	7,873	7,329	-	7,329
Refuse collection	520	-	520	1,067	-	1,067
Insurance	1,898	-	1,898	1,821	-	1,821
Cleaning and materials	1,224	-	1,224	1,754	-	1,754
Amortisation of hall improvements	1,059	-	1,059	1,059	-	1,059
Other costs:						
Stationery	107	-	107	211	-	211
Telephone	1,405	-	1,405	1,592	-	1,592
Insurance	1,378	-	1,378	1,333	-	1,333
Licences	1,544	-	1,544	2,190	-	2,190
Audit fees	-	3,170	3,170	-	3,100	3,100
Legal and professional	2,859	-	2,859	2,568	-	2,568
Miscellaneous	1,162	-	1,162	761	-	761
Bad debts	-	-	-	285	-	285
Bank charges	93	-	93	88	-	88
Depreciation of fixtures	6,679	-	6,679	6,679	-	6,679
Depreciation of equipment	570	-	570	668	-	668
	<u>73,624</u>	<u>3,170</u>	<u>76,794</u>	<u>101,507</u>	<u>3,100</u>	<u>104,607</u>

THE WARE DRILL HALL ASSOCIATION LIMITED
(A Charitable Company Limited by Guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020

6. STAFF COSTS

	30.9.20	30.9.19
The cost of employing staff was:	£	£
Wages and salaries	25,731	29,196
Pension contributions	409	323
	<u>26,140</u>	<u>29,519</u>

The average monthly number of employees during the year was as follows:

	30.9.20	30.9.19
Adminstrator	1	1
Caretaker	1	1
Directors/Trustees	8	7
	<u>10</u>	<u>9</u>

No employee's emoluments exceeded £60,000 during the year.

7. OPERATING DEFICIT

The operating deficit is stated after charging:

	30.9.20	30.9.19
	£	£
Auditors remuneration	3,170	3,100
Depreciation of equipment	570	668
Depreciation of fixtures	6,679	6,679
Amortisation of improvements to Hall	<u>1,059</u>	<u>1,059</u>

8. TAXATION

The company's activities fall under the exemption given by the Inland Revenue to charities, consequently no liability to UK Corporation Tax has arisen on the ordinary activities of the company for the year ended 30 September 2020.

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9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds £
INCOME			
Charitable activities:			
Hire of hall	78,177	-	78,177
Grants received	-	11,000	11,000
Donations	80	-	80
Income from generated funds:			
Investment income	135	-	135
Total Income	<u>78,392</u>	<u>11,000</u>	<u>89,392</u>
EXPENDITURE			
Charitable activities:			
Operation of Drill Hall	86,107	18,500	104,607
Total Expenditure	<u>86,107</u>	<u>18,500</u>	<u>104,607</u>
Net Expenditure	(7,715)	(7,500)	(15,215)
Transfers between funds	<u>2,872</u>	<u>(2,872)</u>	-
Net movement of funds	(4,843)	(10,372)	(15,215)
Total Funds brought forward	129,339	28,296	157,635
TOTAL FUNDS CARRIED FORWARD	<u>124,496</u>	<u>17,924</u>	<u>142,420</u>

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10. FIXED ASSETS

	Improvements to Hall £	Fixtures £	Equipment £	Total £
COST:				
At 1 October 2019	90,793	66,789	26,853	184,435
Additions	-	-	-	-
Disposal	-	-	-	-
	<u>90,793</u>	<u>66,789</u>	<u>26,853</u>	<u>184,435</u>
At 30 September 2020	<u>90,793</u>	<u>66,789</u>	<u>26,853</u>	<u>184,435</u>
DEPRECIATION:				
At 1 October 2019	73,853	36,220	26,283	136,356
Charge for year	1,059	6,679	570	8,308
Eliminated on disposal	-	-	-	-
	<u>74,912</u>	<u>42,899</u>	<u>26,853</u>	<u>144,664</u>
At 30 September 2020	<u>74,912</u>	<u>42,899</u>	<u>26,853</u>	<u>144,664</u>
NET BOOK VALUE:				
At 30 September 2020	<u>15,881</u>	<u>23,890</u>	<u>-</u>	<u>39,771</u>
At 30 September 2019	<u>16,940</u>	<u>30,569</u>	<u>570</u>	<u>48,079</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.9.20	30.9.19
	£	£
Trade debtors	2,829	11,586
Other debtors	1,184	-
Prepayments and accrued income	<u>5,186</u>	<u>2,238</u>
	<u>9,199</u>	<u>13,824</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.9.20	30.9.19
	£	£
Other creditors	954	1,294
Social security and other taxes	365	-
Deferred income (Note 13)	3,460	5,767
Accruals	<u>8,655</u>	<u>11,137</u>
	<u>13,434</u>	<u>18,198</u>

13. DEFERRED INCOME

	30.9.20	30.9.19
	£	£
At 1 October 2019	5,767	2,871
Amount released to income resources	(5,767)	(2,871)
Amount deferred in the year	<u>3,460</u>	<u>5,767</u>
At 30 September 2020	<u>3,460</u>	<u>5,767</u>

Deferred income comprises of receipts for the hire of the hall and facilities received in advance for future accounting periods.

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14. RELATED PARTY DISCLOSURES

No trustee received any remuneration from the company in the current or preceding period. No trustees were reimbursed expenses during the year.

15. MOVEMENTS IN FUNDS

	At 1.10.19 £	Net movement in funds £	At 30.9.20 £
Unrestricted funds			
General fund	<u>124,496</u>	<u>(1,224)</u>	<u>123,272</u>
	124,496	(1,224)	123,272
Restricted funds			
Curtains Fund	417	(100)	317
Staging Fund	10,924	(1,772)	9,152
Fire Alarm Fund	<u>6,583</u>	<u>(1,000)</u>	<u>5,583</u>
	17,924	(2,872)	15,052
TOTAL FUNDS	<u><u>142,420</u></u>	<u><u>(4,096)</u></u>	<u><u>138,324</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Transfer between funds £	Movement in funds £
Unrestricted funds				
General fund	68,430	(76,794)	7,140	(1,224)
Restricted funds				
Curtains Fund	-	-	(100)	(100)
Staging Fund	-	-	(1,772)	(1,772)
Fire Alarm Fund	-	-	(1,000)	(1,000)
Furlough Grant Fund	<u>4,268</u>	-	<u>(4,268)</u>	-
	4,268	-	(7,140)	(2,872)
TOTAL FUNDS	<u><u>72,698</u></u>	<u><u>(76,794)</u></u>	<u><u>-</u></u>	<u><u>(4,096)</u></u>

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15. MOVEMENTS IN FUNDS - continued

Comparative for movement in funds

	At 1.10.18 £	Net movement in funds £	At 30.9.19 £
Unrestricted funds			
General fund	<u>129,339</u>	<u>(4,843)</u>	<u>124,496</u>
	129,339	(4,843)	124,496
Restricted funds			
Curtains Fund	517	(100)	417
Staging Fund	12,696	(1,772)	10,924
Fire Alarm Fund	7,583	(1,000)	6,583
Boiler replacement	<u>7,500</u>	<u>(7,500)</u>	<u>-</u>
	28,296	(10,372)	17,924
TOTAL FUNDS	<u><u>157,635</u></u>	<u><u>(15,215)</u></u>	<u><u>142,420</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Transfer between funds £	Movement in funds £
Unrestricted funds				
General fund	78,392	(86,107)	2,872	(4,843)
Restricted funds				
Curtains Fund	-	-	(100)	(100)
Staging Fund	-	-	(1,772)	(1,772)
Fire Alarm Fund	-	-	(1,000)	(1,000)
Boiler Replacement	<u>11,000</u>	<u>(18,500)</u>	<u>-</u>	<u>(7,500)</u>
	-	-	(2,872)	(10,372)
TOTAL FUNDS	<u><u>89,392</u></u>	<u><u>(104,607)</u></u>	<u><u>-</u></u>	<u><u>(15,215)</u></u>

In 2014 the company received a grant of £1,000 towards the cost of curtains in the main hall.

In 2015 the company received a grant of £10,000 from the National Lottery towards the cost of new staging. In 2016 a further £7,716 was received and the asset was capitalised.

During 2015 the company received a grant of £10,000 towards the cost of a new fire alarm system.

Grants of a capital nature continue to be released to the unrestricted general fund in line with the depreciation policy of the asset which was capitalised and is included within the transfer between funds. The furlough grant received during the year against unrestricted salary costs of the charity was included within the transfer between the funds.

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16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed Assets	Cash at Bank	Net Current Liabilities	Total 30.9.20	Total 30.9.19
Restricted funds	15,052	-	-	15,052	17,924
Unrestricted funds	<u>24,719</u>	<u>102,788</u>	<u>(4,235)</u>	<u>123,272</u>	<u>124,496</u>
	39,771	102,788	(4,235)	138,324	142,420

17. OTHER FINANCIAL COMMITMENTS

The company has a financial commitment as at the year end for legal and professional services amounting to £2,297 (2019: £4,802) payable in equal instalments over the period to 26th September 2021.