

Company no. 7272987
Charity no. 1138575

St Michael's Memorial Parish Hall

Report and Financial Statements

31 March 2023

St Michael's Memorial Parish Hall

Contents

For the year ended 31 March 2023

	Page
Reference and administrative details	1
Report of the trustees	2
Independent examiners report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7

St Michael's Memorial Parish Hall

Reference and administrative details

For the year ended 31 March 2023

Company number	7272987
Charity number	1138575
Registered Office	27 St. Michael's Hill Bristol BS2 8DZ
Operational address	44 St. Michael's Hill Bristol BS2 8DZ
Trustees	Veronica Lyell Diane Auckland Shruti Patel Jane Barlow Andy Hay
Independent Examiner	Stepping Stones Accountancy Limited 7c Hanham Hall Whittucks Road Hanham Bristol BS15 3FR

St Michael's Memorial Parish Hall

Report of the trustees

For the year ended 31 March 2023

Objects

The principal objects of the charity are to further or benefit the residents of and children attending school in the neighbourhoods surrounding St Michaels Hill in Bristol.

Appointment of Trustees

The Board consists of a minimum of three trustees who are appointed by resolution of the trustees. The normal term of office is three years. There is one ex-officio trustee who is the Head teacher of St Michael's on the mount CEVC Primary School.

Organisation Structure

The trustees must hold at least four meetings of the Board each year. The Board met four times during the year under review. If appropriate meetings can be held by suitable electronic means. The trustees can also establish committees and advisory boards as they see fit.

Review of the activities undertaken by the charity to further its purpose for public benefit

The charity maintains close links with the school and has continued to provide facilities to the school and to residents of the neighbourhood for education, recreation or leisure with the object of improving the lives of such residents and school children.

The day to day management of the hall is currently under contract with BNS who are agents for the charity and responsible for the property management functions set out in the contract. The charity has no employees of its own.

The charity has raised the sum of £48,676 (2022 £49,333) during the year from hall hire and room bookings, of which around 65% (2022 65% / 2021 99%) has come from the school / Bristol City Council. This is the normal percentage split of income between the school and private bookings as private user levels and bookings have returned to normal following the COVIC-19 pandemic.

There was total expenditure for the year amounting to £72,725 (2021 total expenditure of £33,519). This extra expenditure was due primarily to a large backdated utilities bill (meters had not been regularly read plus a large increase in the cost of gas and electricity), and the replacement and repair of one of the roof sections, plus a continuation of the trustees plan to modernise and update the facilities in the hall. However, as the school pay 75% of the utilities, most of this specific extra cost will be recovered from them in the following year.

In December 2022 inspired by the successful renovation and regeneration of our close neighbour St Michael's Church, now named The Mount Without (TMW), the Trust was motivated to expand its own operational function and value. The vision is to widen the Trust's provision for the community and increase its income stream by exploring the opportunity to re-develop the piece of land situated on SMPH's footprint which is currently occupied by a dilapidated Scout Hut last used in 1985. The Trust plans to build a state-of-the-art dance studio to create a dance hub for the local community and for wider use by Bristol and the South West, and which will to operate in conjunction with TMW and our own Parish Hall. Each space has a sprung floor, essential for dance performance, making our closely connected and positioned buildings to found a unique focus for dance and the performing arts for our community users and the wider professional performance practitioners. The Trust appointed local company Askew Cavanna as architects for the project. In the year to Mar 23, the trustees began this process with the initial designs and surveys. The Trust has committed a significant sum of its reserves to bring this project to planning stage, after which the trustees will seek funding outside of the charity to complete the build.

At the end of the year the charity had £49,028 (2022 £72,118) to carry forward in general reserves. The results are shown on Page 6 of the accounts.

The charity plans to continue its current activities in the following year to enable it to fulfil its principal objects. In the year ahead, the charity plans to invest in the proposed dance studio whilst maintaining

St Michael's Memorial Parish Hall

Report of the trustees

For the year ended 31 March 2023

and upgrading the parish hall building. General maintenance work will be funded from the income receipts.

Public benefit

The trustees confirm that they have taken account of the Charity Commission's guidance on the public benefit requirements in making decisions

Funds Held as Custodian Trustee

Although the Trustees manage the parish hall in accordance with the objects stated above, the parish hall is held by a permanent endowment trust, the St Michael's Memorial Parish Hall Trust, established by a scheme of the Charity Commission dated 5 October 2011. The charitable company is the corporate trustee of the separate charity, the St Michaels Memorial Parish Hall Trust. This is a permanent endowment trust and the company does not hold the hall as part of its own corporate property.

Reserves Policy

The trustees intend to continue holding reserves of at least 9 months expenditure. The trustees regard this as the minimum level of reserves required in order to secure the charity's future.

Statement of responsibilities of the trustees

The trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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 material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 2 August 2023 and signed on their behalf by

Diane Auckland
Trustee

Shruti Patel
Trustee

Independent examiners report

To the members of

St Michael's Memorial Parish Hall

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company are not required to be audited under part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act.

Independent Examiner's Statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principle of the Statement of Recommended Practice for accounting and reporting by charities.

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

Nathan Brady
Stepping Stones Accountancy Ltd
7C Hanham Hall
Whittucks Road
Hanham
Bristol
BS15 3FR

2nd August 2023

St Michael's Memorial Parish Hall

Statement of financial activities *(incorporating an income and expenditure account)*

For the year ended 31 March 2023

		Unrestricted £	2023 Total £	2022 Total £
	Note			
Income from:				
Charitable activities	2	48,676	48,676	49,333
Investments	3	959	959	116
Total income		<u>49,635</u>	<u>49,635</u>	<u>49,449</u>
Expenditure on:				
Charitable activities		<u>72,725</u>	<u>72,725</u>	<u>33,519</u>
Total expenditure	4	<u>72,725</u>	<u>72,725</u>	<u>33,519</u>
Net income / (expenditure) and net movement in funds		(23,090)	(23,090)	15,930
Reconciliation of funds:				
Total funds brought forward		<u>72,118</u>	<u>72,118</u>	<u>56,188</u>
Total funds carried forward		<u><u>49,028</u></u>	<u><u>49,028</u></u>	<u><u>72,118</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 16 to the accounts.

St Michael's Memorial Parish Hall

Balance sheet

As at 31 March 2023

	Note	£	2023 £	2022 £
Fixed assets				
Tangible fixed assets			-	-
			-	-
Current assets				
Debtors		5,804		3,314
Cash at bank and in hand		53,640		71,527
		59,444		74,841
Liabilities				
Creditors: amounts falling due within 1 year	8	10,416		2,723
Net current assets			49,028	72,118
Net assets	9		49,028	72,118
Funds	10			
Unrestricted funds:				
General funds			49,028	72,118
Total charity funds			49,028	72,118

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 2 August 2023 and signed on their behalf by

Diane Auckland
Trustee

Shruti Patel
Trustee

St Michael's Memorial Parish Hall

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

St Michael's Memorial Parish Hall meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having considered the charity's ability to generate its own income over the next twelve months.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. 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 being undertaken by the charity.

g) 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.

h) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

i) Financial instruments

The trust 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 recognised at amortised cost using the effective interest method.

St Michael's Memorial Parish Hall

Notes to the financial statements

For the year ended 31 March 2023

2. Income from charitable activities

	Unrestricted £	2023 Total £	2022 Total £
Fees from Room bookings	17,234	17,234	17,120
Fees from School usage	31,442	31,442	32,213
Total income from charitable activities	<u>48,676</u>	<u>48,676</u>	<u>49,333</u>

3. Investment income

	Unrestricted £	2023 Total £	2022 Total £
Bank interest	959	959	116
Total investment income	<u>959</u>	<u>959</u>	<u>116</u>

4. Expenditure

	Charitable activities £	2023 Total £	2022 Total £
Advertising & Marketing	145	145	800
Repairs & maintenance	25,082	25,082	4,713
Cleaning	11,165	11,165	8,237
Compliance services	-	-	520
Health & Safety	-	-	(703)
Utilities	21,352	21,352	5,507
Waste	1,023	1,023	1,018
Telephone & internet	261	261	259
Insurance	2,022	2,022	1,811
Miscellaneous	12	12	287
Accountancy	900	900	900
Depreciation	-	-	872
Management fees	10,763	10,763	9,298
Total expenditure	<u>72,725</u>	<u>72,725</u>	<u>33,519</u>

St Michael's Memorial Parish Hall

Notes to the financial statements

For the year ended 31 March 2023

5. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

6. Tangible fixed assets

	Equipment £	Total £
Cost		
At 1 April 2022	4,368	4,368
Additions in year	-	-
Disposals at cost	-	-
	<hr/>	<hr/>
At 31 March 2023	4,368	4,368
Depreciation		
At 1 April 2022	4,368	4,368
Charge for the year	-	-
Eliminated on disposal for the year	-	-
	<hr/>	<hr/>
At 31 March 2023	4,368	4,368
Net book value		
At 31 March 2023	<hr/>	<hr/>
	-	-
At 31 March 2022	<hr/>	<hr/>
	-	-

7. Debtors

	2023 £	2022 £
Trade debtors	2,163	1,680
Prepayments	3,641	1,634
	<hr/>	<hr/>
	5,804	3,314
	<hr/>	<hr/>

8. Creditors: amounts due within 1 year

	2023 £	2022 £
Trade creditors	6,796	1,823
Accruals	3,620	900
	<hr/>	<hr/>
	10,416	2,723
	<hr/>	<hr/>

St Michael's Memorial Parish Hall

Notes to the financial statements

For the year ended 31 March 2023

9. Analysis of net assets between funds

	Unrestricted funds £	Total funds £
Tangible fixed assets	-	-
Current assets	59,444	59,444
Current liabilities	<u>(10,416)</u>	<u>(10,416)</u>
Net assets at 31 March 2023	<u>49,028</u>	<u>49,028</u>

10. Movements in funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2023 £
Unrestricted funds					
General funds	<u>72,118</u>	<u>49,635</u>	<u>(72,725)</u>	<u>-</u>	<u>49,028</u>
Total unrestricted	<u>72,118</u>	<u>49,635</u>	<u>(72,725)</u>	<u>-</u>	<u>49,028</u>
Total funds	<u><u>72,118</u></u>	<u><u>49,635</u></u>	<u><u>(72,725)</u></u>	<u><u>-</u></u>	<u><u>49,028</u></u>

11. Related party transactions

There were no related party transactions during the period.

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity. No trustee expenses have been incurred during the period.