



BOOKHAM COMMUNITY ASSOCIATION

Bringing people together

Report of the Trustees for the period 1st September 2021 to 31st August 2022

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report and financial statements for the year to 31 August 2022

Registered Company number 08000494 (England and Wales)

Registered Charity number 1148881

Registered Office The Old Barn Hall 55 Church Road Great Bookham Surrey KT23 3PQ

Directors & Trustees

Keith Slark – Chairman Ian Baker – Treasurer

Veronica Hurren – Secretary Dolf Arnold – Membership

Angela Baker Roger Bull Sylvia Bull Peter Clarke

Independent Examiner

Aidan Crilly Crilly & Co Wyvern House 1 Church Road Great Bookham Surrey KT23 3PD

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Risk Management The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Directors manage the company on behalf of the members who comprise individuals and affiliated organisations.

AIMS AND CHARITABLE OBJECTIVES

The original charity was established in 1947 to advance education and provide facilities for the leisure time of the communities of Great and Little Bookham. This is achieved by encouraging organisations with various interests, managing the Old Barn Hall, publishing the Bookhams Bulletin and organising the annual Village Day and Village Week.

The unincorporated charity was replaced by this company with effect from 1 September 2012.

**Independent Examiner's Report to the Trustees of
Bookham Community Association**

I report on the accounts for the year ended 31 August 2022 set out on pages three to seven.

Respective responsibilities of trustee and examiner

The charity's trustees (who are also the directors for the purposes of company law) 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 required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 the independent examiner's report

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 a 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 statements 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 requirements
- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Crilly & Co

Crilly & Co
Wyvern House
1 Church Road
Great Bookham
Surrey
KT23 3PD

8 Dec 2022

Bookham Community Association
 (Company number 8000494 – Registered Charity No: 1148881)
 Balance Sheet as at 31 August 2022

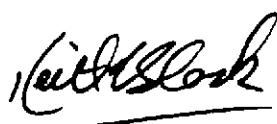
		31 Aug 2022	31 Aug 2021
	£	£	£
Current Assets			
Balances at Bank		91,542	72,166
Debtors			
Rents outstanding from periods prior to 31 August 2022	534		
Bookhams Bulletins advertising due	0		
Other	0		
		534	3,400
		<u>92,076</u>	<u>75,566</u>
Creditors			
Rents received in advance	2,145		
Bookhams Bulletin advertising in advance	0		
Bookhams Bulletin printing	0		
Other creditors, accrued charges and commitments	2,576		
		(4,721)	(10,033)
Net assets		<u>87,355</u>	<u>65,533</u>

Represented by:

Designated Funds - Unrestricted

Future maintenance reserve		30,000	30,000
General reserve - balance 31 August 2021	38,919		
+ decrease in future maintenance reserve	0		
+ surplus 31 August 2022	18,436	57,355	38,919
		<u>87,355</u>	<u>68,919</u>

Approved by the Committee of Management



K Slark
Chairman



I Baker
Hon Treasurer

	Note	31 Aug 2022 £	31 Aug 2021 £
Incoming Resources			
Charitable Trading			
Old Barn Hall lettings		45,595	7,792
Bookhams Bulletin - advertising revenue		12,450	9,988
Bookhams Bulletin - web advertising revenue		180	360
		<u>58,224</u>	<u>18,139</u>
Donations			
Other, including Covenant Tax refund	7	3,505	12,602
Community Entertains			
		0	0
Village Week	4	23,454	17,451
Bank Interest Received		0	0
Membership		5,611	7,475
Affiliation Fees		2,260	1,040
Grants & Insurance		4,667	53,539
Security Deposit Forfeit		59	(250)
Sundry		309	0
Total Incoming Resources		<u>98,090</u>	<u>109,996</u>
Resources Expended			
Charitable Trading			
Old Barn Hall running costs	5	55,559	75,583
Bookhams Bulletin - printing and other direct costs		16,975	16,330
		<u>72,534</u>	<u>91,913</u>
Community Entertains			
		0	0
Village Week		4,260	2,792
Administration Expenses and Fees		2,859	3,572
Major Maintenance	6	0	256
Total Resources Expended		<u>79,654</u>	<u>98,534</u>
Resources Carried Forward - Unrestricted			
General Fund			
Net incoming resources for the year, as above		18,436	11,462
Brought forward 31 August 2021		38,919	37,457
+ decrease in Future maintenance reserve		0	(10,000)
		<u>57,355</u>	<u>38,919</u>
Future Maintenance Reserve		30,000	30,000
Carried to Balance Sheet		<u>87,355</u>	<u>68,919</u>

Bookham Community Association

(Company number 8000494 – Registered Charity No: 1148881)

Notes to the financial statements for the year ended 31 August 2022

Note 1 : Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in March 2005 and applicable standards.

Value Added Tax is not recoverable by the Charity, and as such is included in the relevant costs in the Statement of Financial Activities.

Voluntary income and donations are accounted for as received by the Charity.

Fund Raising expenditure comprises costs incurred in inducing people and organisations financially to support the Charity's work. This includes the cost of advertising for donations and the staging of special fund raising events.

	31 Aug 2022 £	31 Aug 2021 £
Note 1 : Debtors		
Rents outstanding	534	691
Bookhams Bulletin Advertising	0	0
Others	0	2,709
	<u>534</u>	<u>3,400</u>
Note 2 : Creditors		
Trade creditors	0	0
Accruals and deferred income	2,576	8,092
Rents received in advance	2,145	1,941
	<u>4,721</u>	<u>10,033</u>
Note 3 : Future maintenance reserve		
At 1 September 2021	30,000	20,000
Arising on revaluation during the year	0	10,000
At 31 August 2022	<u>30,000</u>	<u>30,000</u>
Note 4 : General Reserve		
At 1 September 2021	38,919	37,457
Adjustment to Future maintenance reserve	0	(10,000)
Transfer from income and expenditure	18,436	11,462
At 31 August 2022	<u>57,355</u>	<u>38,919</u>

Bookham Community Association

(Company number 8000494 – Registered Charity No: 1148881)

Notes to the financial statements for the year ended 31 August 2022

		31 Aug 2022	31 Aug 2021
		£	£
Note 5 : Barn Hall expenditure			
Staff costs		25,647	20,197
Heat, light and water	8,324		
Council tax and telephone	<u>1,552</u>		
		9,876	7,399
Insurance		3,841	3,375
Regular repairs and maintenance		6,930	40,331
Cleaning and materials		9,265	4,281
Licences and affiliation fees		<u>0</u>	<u>0</u>
Total Barn Hall expenditure		55,559	75,583

Note 6 : Major maintenance and improvements

	<u>0</u>	256
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Note 7 : Donations

Donations	480		
Gift Aid	3,025		
Tax recovered	<u>0</u>		
Total donations		<u>3,505</u>	12,602

Bookham Community Association

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Notes to the financial statements for the year ended 31 August 2022

Appendix : Village Week Proceeds

	£
Village Day 18th June 2022 - Hall Events	
Bookham Camera Club	30
Bookham Flower Club	432
Bookham Stamp Club	100
Mole Valley Quilters	136
Guiders Kitchen	639
Bookham Butterflies Tea and Cakes	778
Refreshments Total	1,417
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	2,115
Village Day 18th June 2022 - Sponsorships - money allocated directly to event	
Donner for the Punch & Judy	250
Churches Together for the Adventure Plus Climbing Wall	424
Elios for the King Bounce-a-Lot Rodeo/Surf Ride	375
	<hr/>
	1,049
Village Day 18th June 2022 - Donations	
Bookham Wine Club	250
Landor UK	500
Sponsorship Vinerles	1,000
Youngs Brewery	1,000
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	2,750
Village Week Activities	
Sunday 26th June - Open Gardens	6,817
Monday Afternoon Bridge Club	1,657
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	8,474

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Notes to the financial statements for the year ended 31 August 2022

Appendix : Village Week Proceeds continued

	£
Village Day 18th June 2022 - Field Events	
Adventure Plus Climbing Wall	792
Aligned for Life Chiropractic	50
Animals Asia	50
BAFGA	309
Barbecue (Taste of Texas, formerly John Wells Butcher)	440
Bars	1,713
BCA Bookstall	726
Bee Friends	50
Bocketts Farm	114
Bookham & District U3A	50
Bookham & Fetcham District Garden Society	50
Bookham Baptist Church Centre	50
Bookham Bees WI	250
Bookham Belles WI	254
Bookham Bowling Club	79
Bookham Computer Club	50
Bookham Country Market	50
Bookham Residents Association	50
Bouncy Castle and Roundabout	240
Crafted by Mummy	50
Eastwick WI	511
Happy Dog Planet	50
Hardy Plant Society	50
John Wadsworth (POSE)	150
King Bounce-a-Lot Rodeo/Surf Ride	289
Leatherhead Lions	200
Lodge of Grand Design	173
Mantio Ice Cream	275
Motor Master	125
Patrick Gardner & Co	50
RNLI	50
Rotary Club of Bookham & Horsley	64
Ruby & Violet The Collection	50
Silent Pool Distillers	100
Surrey CC	50
The Brooke	50
The Grange Centre	150
The Meeting Place	50
Tots Alive	25
White Elephant	818
	<hr/>
	8,696
less expenses	2,388
Field total	<hr/>
	6,308

Summary of Village Week Events

Village Day Hall Events	2,115
Allocated Sponsorship	1,049
Donations	2,750
Village Week Activities	8,474
Village Day Field Events	6,308
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Total	20,696