

# HENLEY COMMUNITY CENTRE CHARITY

## **Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

### **THE TRUST DEED**

The Henley Community Centre Charity, Church Meadows, Ashbocking Road, Henley, Ipswich, Suffolk, IP6 0RP is registered with the Charity Commissioners (No.1150878) and constituted by Deed of Trust. Henley Community Centre Charity is also registered in England and Wales as company number 8251879. It started to operate on 1<sup>st</sup> April 2013, when it inherited the assets and liabilities of the original charity (No. 1067812). The main objective of the Charity is to provide recreational and sporting facilities, playing fields, playgrounds and the Community Centre in the Parish of Henley. Henley Parish Council owns the Hall and the surrounding grounds. The Henley Community Centre Charity holds a 99-year lease commencing on the 6<sup>th</sup> January 1998 from the Parish Council. The HCCC Bar is a separate organisation, which has covenanted its profits to the Charity. A Trustee is involved in the management of the HCCC Bar.

### **TRUSTEES & COMMITTEES**

The Charity started the year with Jo Austin, Steve Brock, Robert Earey, Lucy Finlayson, Grahame Hughes, Alan Johnson and Barrie Pyke as Trustees. At the 2023 AGM, Barrie Pyke was re-elected.

A Parish Council nominated position is held by Steve Brock and they are aware that they can nominate an additional Trustee.

There is currently one vacant Trustee position.

### **CHAIRMAN'S REPORT**

It has been another positive year for the Community Centre. Whilst it has been nice not to be worrying about Covid and its associated restrictions, we have not been immune from the impacts of the cost-of-living crisis. There was a post Covid surge in bookings which has been followed by a more cautious approach with little long-term planning of events which may be reflected in next year's results.

For the local children, we have organised the annual Easter Egg Hunt, a Pamper Party and a Halloween Party. And for the whole village a weekend of events to celebrate the late Queen's Platinum Jubilee. We have also been pleased to host a number of other social events for a number of village organisations at little or no charge.

The Henley Chefs and their helpers have also provided the catering for Jubilee events and organised a Burns Night and summer BBQ and rounders evenings. Their profits are divided between a variety of charitable organisations as well as the Community Centre for which I thank them.

The Deed of Trust requires that the Charity maintains the Community Centre and I am pleased to confirm that during the year we have made significant investments in building infrastructure, largely funded from reserves. Top of the list was the

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## **Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

replacement of the boilers which had failed in February 2022. The main hall lights are now more efficient LED's and replacement Velux skylights have been purchased.

To be able to maintain reserves healthy enough to be used for such investments it is important to ensure that the Centre is well used and we are also generating sufficient income from hirers and indirectly from the Bar. So, I also need to thank Kevin Griggs, who as Centre Manager has been responsible for managing the bookings, overseeing all activities in the Centre and managing the Bar. Luke, Kailea and Jonathon also need to be thanked for all their hard work keeping the interior clean and ready for use and the grounds attractive and well presented.

Looking forward, we are looking to refurbish the Lounge Bar, install the Velux skylights and replace more lights with LED's. And once again we hope to be able to host a variety of social events for the residents, not least our own 25th Anniversary celebration.

I think we can continue to be optimistic about the future of the Community Centre.

### **CHARITABLE ACTIVITIES**

The trustees confirm that they have paid due regard to the Charity Commission's general guidance on public benefit. Over the years, the Charity has provided the use of the facilities to residents and a variety of village organisations at reduced rates.

During the financial year ending 31<sup>st</sup> March 2023, the village organisations using the hall during the year include:

- Henley Athletic Football Club
- Henley Bowls
- Henley Chefs
- Henley Folk Club
- Henley Guides
- Henley Parochial Church Council
- Henley Players
- Henley Pre School (Registered Charity Number: 1028129)
- Henley Primary School
- Henley Senior Citizens
- Henley WI

### **FINANCIAL REPORT**

I am pleased to report that for the year ending in March 2023, the Charity achieved a surplus for the second year running, albeit somewhat smaller than last year's. However, it was perhaps more pleasing taking into consideration the cost-of-living crisis, inflated fuel costs and a plan to spend a lot on the building. Whilst we spent just over £20k on the building, our planned spending on the Lounge Bar has not proceeded as planned. Additionally, our hire income was 10% more than we had budgeted for, and an 11% underspend on running costs was achieved.

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## **Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

The General Fund surplus before transfers to Reserves for the year was £18,746. In the previous year, this was a surplus of £24,922. The Charity's income from hiring the centre/grounds rose from £39,473 to £47,281. The HCCC Bar contributions rose from a Covid impacted £12,270 to £19,823 (a covenanted sum of £14,573 plus a contribution to the hall running costs).

The running costs paid out of the General Fund were £50,155 and included the wages of Jonathan Bloye, Kailea Boyne, Kevin Griggs and Luke Hayes and we are grateful for all their hard work at the Centre. Last year, £36,344 was spent from the General Fund.

With the usage of the Centre high throughout the year, and significant inflation, there was always going to be a sharp rise in running costs. The expenditure on electricity rose from £2,611 to £5,875. This figure would have been higher had we not benefitted from the PV panels generating 4,189kWh of electricity, with the income rising from £2,310 to £2,692 for the year. The high electricity costs meant that Power & Heat spending rose from £7,194 to £10,554. Cleaning & Maintenance also rose from £6,108 to £8,483.

The accumulation of monies in our General Fund should assist with future developments and improvements to the Community Centre and playing field. As there was a surplus £18,746 was transferred to the Building Fund. At the end of March, our General Fund remained at £30,644. The General Fund has been used to finance the Fixed Assets which had a written down value of £8,426. There were assets worth £4,328 added to the Fixed Assets during the year.

In total, the spending from all the designated funds totalled £23,711, compared to just £111 from the Social Fund during 2021/22. The Building Fund, set up to provide for longer-term building repairs and developments started the year at a value of £57,000, with £18,746 plus £439 interest being added to the fund and offsetting some of the £20,352 expenditure during the year, so the value of the fund fell to £55,833.

The fund for the purchase of new or replacement furniture, fittings & equipment started the year at a value of £48,219. With £505 interest being added to the fund and expenditure of £1,432 during the year, the value of the fund fell to £47,292.

During the 2018/19 year, the Trustees decided to create a third Designated Fund, to be used to fund Village Social events. 50% of the income received from the Henley Chefs and all the income from MSDC for recycling glass and paper has been transferred to this fund. The contributions to this fund during the year from Henley Chefs was £1,033, a further £153 from MSDC and interest of £380. The fund was used to support a variety of social events to the sum of £1,927, with the ticket sales from these totalling £1,850. At the end of the year the value of the Fund had risen from £3,393 to £4,882.

The Designated Funds are held as cash, predominantly in the COIF Deposit Account and the CAF Gold accounts. The accumulated total of these funds is shown as Designated Funds in the Financial Statements.

# HENLEY COMMUNITY CENTRE CHARITY

## **Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

The Restricted Funds started the year at £1,140, with £1,034 being added to the fund and no expenditure during the year, the fund ended the year at £2,173.

# HENLEY COMMUNITY CENTRE CHARITY

## **Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

The Independent Examiner has completed the review of this year's report and accounts.

Professional Advisers:-

|                       |  |
|-----------------------|--|
| Bankers:              | CAF BANK Limited, Kings Hill, West Malling, Kent.                            |
| Solicitors:           | Birketts LLP, 24-26 Museum Street, Ipswich, Suffolk.                         |
| Independent Examiner: | H.J. Hedges-Quinn & Co Ltd, The Old Astra Cinema,<br>The Street, Gt. Bricett |

Stephen Brock

For and on behalf of the Trustees.

23<sup>rd</sup> June 2023

# HENLEY COMMUNITY CENTRE CHARITY

## Statement Of Financial Activities for the year ending 31<sup>st</sup> March 2023

|  | Notes   | 2022 - 2023           |                          |                          |                       | 2021 - 22             |
|--|---------|-----------------------|--------------------------|--------------------------|-----------------------|-----------------------|
|  |         | £<br>General<br>Funds | £<br>Designated<br>Funds | £<br>Restricted<br>Funds | £<br>TOTAL<br>FUNDS   | £<br>TOTAL<br>FUNDS   |
| <b>Incoming Resources</b>  |         |                       |                          |                          |                       |                       |
| Grants   | 11      |                       |                          |                          | 0                     | 8,000                 |
| Donations  | 11      | 434                   |                          |                          | 434                   | 120                   |
| <b>Operating Activities -</b>  |         |                       |                          |                          |                       |                       |
| Use of Hall  |         | 44,639                |                          |                          | 44,639                | 37,159                |
| Use of Field   |         | 2,642                 |                          |                          | 2,642                 | 2,314                 |
| Social/Fund Raising Events   | 11      |                       | 3,036                    | 1,033                    | 4,069                 | 554                   |
| Marquee  |         | 3,200                 |                          |                          | 3,200                 | 2,730                 |
| Bar Charges  | 9       | 5,566                 |                          |                          | 5,566                 | 974                   |
| Other  | 10      |                       |                          |                          | 0                     | 312                   |
| Investment Interest  | 3,6,7,8 | 11                    | 1,324                    |                          | 1,335                 | 31                    |
| Bar Contribution   | 9       | 19,823                |                          |                          | 19,823                | 12,270                |
| <b>Total Income</b>  |         | <b>76,315</b>         | <b>4,360</b>             | <b>1,033</b>             | <b>81,708</b>         | <b>64,464</b>         |
| <b>Expenditure</b>   |         |                       |                          |                          |                       |                       |
| Running Costs of Hall  | 6,7,12  | 50,155                | 21,784                   |                          | 71,939                | 36,344                |
| Grant Funded Expenditure   | 11      |                       |                          |                          | 0                     | 0                     |
| Social/Fund Raising Events   |         |                       | 1,927                    |                          | 1,927                 | 111                   |
| Bar Charges  | 9       | 5,566                 |                          |                          | 5,566                 | 974                   |
| Depreciation of Assets   | 2       | 1,848                 |                          |                          | 1,848                 | 1,327                 |
| Donations  |         |                       |                          |                          | 0                     | 0                     |
| <b>Total Resources Expended</b>  |         | <b>57,569</b>         | <b>23,711</b>            | <b>0</b>                 | <b>81,280</b>         | <b>38,756</b>         |
| <b>Net Incoming/(Outgoing Resources for the Year, before Transfers</b> |         | <b>18,746</b>         | <b>(19,351)</b>          | <b>1,033</b>             | <b>428</b>            | <b>25,708</b>         |
| <b>Transfer For</b>  |         |                       |                          |                          |                       |                       |
| Building   | 7       | (18,746)              | 18,746                   |                          | 0                     | 0                     |
| Fixtures & Fittings  | 6       |                       |                          |                          | 0                     | 0                     |
| <b>Net Incoming/(Outgoing Resources for the Year, after Transfers</b>  |         | <b>0</b>              | <b>(605)</b>             | <b>1,033</b>             | <b>428</b>            | <b>25,708</b>         |
| <b>Balance brought forward 01/04/2022</b>                              |         | <b>30,644</b>         | <b>108,612</b>           | <b>1,140</b>             | <b>140,396</b>        | <b>114,688</b>        |
| <b>Accumulated Funds</b>   |         |                       |                          |                          |                       |                       |
| <b>Carried Forward</b>   |         | <b><u>30,644</u></b>  | <b><u>108,007</u></b>    | <b><u>2,173</u></b>      | <b><u>140,824</u></b> | <b><u>140,396</u></b> |

# HENLEY COMMUNITY CENTRE CHARITY

## Balance Sheet as at 31<sup>st</sup> March 2023

|   | Notes | 2022 - 2023<br>£ | 2021 - 2022<br>£ |
|---|-------|------------------|------------------|
| <b>Fixed Assets</b>                     |       |                  |                  |
| Tangible                                |       |                  |                  |
| At Cost                                 | 2     | 94,141           | 90,322           |
| Less Depreciation                       |       | (85,715)         | (84,376)         |
|   |       | <u>8,426</u>     | <u>5,946</u>     |
| <b>Current Assets</b>                   |       |                  |                  |
| Debtors                                 | 4     | 20,746           | 15,655           |
| COIF Investments                        | 3     | 54,182           | 53,239           |
| Cash at Bank & in Hand                  |       | 62,263           | 73,217           |
|   |       | <u>137,191</u>   | <u>142,111</u>   |
| <b>Current Liabilities</b>              |       |                  |                  |
| Creditors - Falling Due within one year | 5     | (4,793)          | (7,661)          |
|   |       | <u>132,398</u>   | <u>134,450</u>   |
| <b>Net Current Assets</b>               |       |                  |                  |
|   |       | <u>140,824</u>   | <u>140,396</u>   |
| <b>Total Net Assets</b>                 |       |                  |                  |
|   |       | <u>140,824</u>   | <u>140,396</u>   |
| <b>Represented by Funds</b>             |       |                  |                  |
| <b>General Funds</b>                    |       | <b>30,644</b>    | <b>30,644</b>    |
| <b>Restricted Funds</b>                 | 11    | <b>2,173</b>     | <b>1,140</b>     |
| <b>Designated Funds:-</b>               |       |                  |                  |
| Furniture, Fittings & Equipment         | 6     | 47,292           | 48,219           |
| Building Repairs                        | 7     | 55,833           | 57,000           |
| Social                                  | 8     | 4,882            | 3,393            |
|   |       | <u>108,007</u>   | <u>108,612</u>   |
| <b>Total Designated Funds</b>           |       |                  |                  |
|   |       | <u>140,824</u>   | <u>140,396</u>   |
| <b>Total Funds</b>                      |       |                  |                  |
|   |       | <u>140,824</u>   | <u>140,396</u>   |

The notes on pages 7-12 form part of these Accounts

Stephen Brock  
For and on behalf of the Trustees.  
23<sup>rd</sup> June 2023

# HENLEY COMMUNITY CENTRE CHARITY

## **Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

The Henley Community Centre Charity is a Registered Charity, Number 1150878, and Constituted by a Declaration of Trust. The Charity has a 99-year lease from Henley Parish Council over the Playing Field, Playground and the Community Centre and its Car Park. Use of the Community Centre began in April 1998. On 1<sup>st</sup> April 2013, operation of Henley Community Centre moved from the original Registered Charity, Number 1067812 to the new charity.

The charity is controlled by the Board of Trustees as set out on page 1.

No remuneration was paid out of the funds directly or indirectly to any Trustee or Committee Member. Reimbursement of any expenses to a Trustee is solely in respect of those items directly incurred by them for use by the Charity.

### **1. Accounting Policies**

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

Fixed assets – Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

- I. Equipment - 20% Straight line basis
- II. Fixtures - 10% Straight line basis

Since 2011/12, the residual values of new purchases is considered to be 10% of the original cost.

Irrecoverable VAT - Resources expensed include attributable VAT which cannot be recovered.

Governance costs - Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Investments - Investments are stated at market value at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.



# HENLEY COMMUNITY CENTRE CHARITY

## Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023

### 2. Fixed Assets

During the year, there were four purchases; a mower (£350), uplighters (£390), dishwasher (£2,700) and fridge (£888). Both the dishwasher and fridge were the original appliances. We also wrote off a hedge trimmer (£228), strimmer (£158) and mower (£123).

|                         | <b>Equipment<br/>5 Years<br/>£</b> | <b>Fixtures<br/>10 Years<br/>£</b> | <b>Total<br/>£</b>   |
|-------------------------|------------------------------------|------------------------------------|----------------------|
| <b>Cost</b>             |                                    |                                    |                      |
| At 31 March 2022        | 39,969                             | 50,353                             | 90,322               |
| Additions in year       | 4,328                              | 0                                  | 4,328                |
| Items Written Off       | (509)                              | 0                                  | (509)                |
| <b>At 31 March 2023</b> | <b><u>43,788</u></b>               | <b><u>50,353</u></b>               | <b><u>94,141</u></b> |
| <b>Depreciation</b>     |                                    |                                    |                      |
| At 31 March 2022        | 35,931                             | 48,445                             | 84,376               |
| Charge for the year     | 1,786                              | 62                                 | 1,848                |
| Items Written Off       | (509)                              | 0                                  | (509)                |
| <b>At 31 March 2023</b> | <b><u>37,208</u></b>               | <b><u>48,507</u></b>               | <b><u>85,715</u></b> |
| <b>Net Book Value</b>   |                                    |                                    |                      |
| <b>At 31 March 2023</b> | <b><u>6,580</u></b>                | <b><u>1,846</u></b>                | <b><u>8,426</u></b>  |
| At 31 March 2022        | 4,038                              | 1,908                              | 5,946                |

### 3. Investments

The Charity holds investments managed by CCLA Investment Management Limited which is the fund manager of the COIF Charities Deposit Fund and is authorised and regulated by the Financial Conduct Authority. The Fund is approved by the Charity Commission as a Common Deposit Fund under section 25 of the Charities Act 1993.

The Community Centre Charity held the following investments at the 31<sup>st</sup> March 2023 and the increase on the year was £944 compared with an increase of £23 for the year ending 31<sup>st</sup> March 2022.

|                           | <b>31 Mar 2023<br/>£</b> | <b>31 Mar 2022<br/>£</b> |
|---------------------------|--------------------------|--------------------------|
| COIF Deposit Fund balance | 54,182                   | 53,239                   |
|                           | <b><u>54,182</u></b>     | <b><u>53,239</u></b>     |

# HENLEY COMMUNITY CENTRE CHARITY

## Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023

### 4. Debtors

The only outstanding hire fees are from regular hirers who were billed during March 2023. The 2022 and 2023 Sundry Debtors were as a result of HCCC Bar cheques that have not been presented to the bank.

|                   | 31 Mar 2023   | 31 Mar 2022   |
|-------------------|---------------|---------------|
|                   | £             | £             |
| Hall Letting Fees | 8,746         | 6,385         |
| Sundry Debtors    | 12,000        | 9,270         |
|                   | <u>20,746</u> | <u>15,655</u> |

### 5. Creditors

With the relaxation of Covid-19 restrictions and growing confidence amongst the general public, there was a marked increase in deposits received for bookings beyond the 31<sup>st</sup> March 2022. The subsequent cost of living crisis has meant that the 2022/23 figure has fallen back to £4,193.

|  | 31 Mar 2023  | 31 Mar 2022  |
|--|--------------|--------------|
|  | £            | £            |
| Creditors relating to Hall Hiring Fees received in advance | 4,193        | 7,031        |
| Social Events Paid in Advance                              | 0            | 60           |
| Provision for Independent Examination                      | 600          | 570          |
|  | <u>4,793</u> | <u>7,661</u> |

### 6. Designated Fund - Provision for Purchase of New or Replacement of Furniture, Fittings & Equipment

This fund is for the purchase of new replacement furniture, fittings & equipment. The fund is currently held as cash. During the year, the fund was used to purchase fabric to replace the upholstery in the Lounge Bar. Additionally, £505 of interest was also added to the fund.

| Movements          | 31 Mar 2023   | 31 Mar 2022   |
|--------------------|---------------|---------------|
|                    | £             | £             |
| Balance forward    | 48,219        | 40,208        |
| Provision for year | 0             | 8,000         |
| Interest           | 505           | 11            |
| Expenditure        | (1,432)       | 0             |
|                    | <u>47,292</u> | <u>48,219</u> |

# HENLEY COMMUNITY CENTRE CHARITY

## Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023

### 7. Designated Fund - Building Repair & Development

This fund is to be used for repairs/replacement of flooring, boilers, wiring, windows, doors and new structural developments. During the year, there was significant expenditure from this fund, including new boilers (£11,256), main hall lighting (£3,456) and Velux skylights (£4,651). To offset the expenditure, a further £18,746 was added to the fund plus £439 of interest.

| Movements          | 31 Mar 2023   | 31 Mar 2022   |
|--------------------|---------------|---------------|
|                    | £             | £             |
| Balance forward    | 57,000        | 40,067        |
| Provision for year | 18,746        | 16,922        |
| Interest           | 439           | 11            |
| Expenditure        | (20,352)      | 0             |
|                    | <u>55,833</u> | <u>57,000</u> |

### 8. Designated Fund - Social

This fund is to be used to finance social activities for the residents of Henley. During the year, the village's recycling income of £153 was added to the fund along with £1,850 from ticket sales for social events and £380 interest. A total of £1,927 was used to finance social events.

| Movements          | 31 Mar 2023  | 31 Mar 2022  |
|--------------------|--------------|--------------|
|                    | £            | £            |
| Balance forward    | 3,393        | 2,907        |
| Provision for year | 3,036        | 588          |
| Interest           | 380          | 9            |
| Expenditure        | (1,927)      | (111)        |
|                    | <u>4,882</u> | <u>3,393</u> |

### 9. Contribution by HCCC Bar

Under a Deed of Covenant, the HCCC Bar agrees to pass to the Henley Community Centre Charity their profits. During 2021/22, HCCC Bar was able to pay the Charity £3,000 for use of the facilities and covenant profits of £9,270. By the end of March 2023, HCCC Bar was able to pay the Charity £5,250 for the use of the facilities and was also able to covenant profits of £14,573.

# HENLEY COMMUNITY CENTRE CHARITY

## **Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

### **10. Others**

During 2021/22 the total of other income was £312, made up of recycling payments received from MSDC which has been added to the Social Designated Fund. The value during 2022/23 was £153 but is now recorded under Social/Fund Raising Events.

### **11. Donations & Grants.**

During the year we received donations totalling £434, primarily from the attendees at Folk Nights.

The Charity received no grant funding during 2022/23.

Donations and grants are held in the General Fund.

Following the closure of the Henley Youth Club during 2004/5 the funds belonging to that organisation, amounting to £499, were passed to the Trustees. This value has grown and now currently stands at £590 and is held in Restricted Funds.

At the start of 2022/23, the Charity held £547 in a restricted fund and represents money donated to the Charity by Henley Chefs. During the year there were additions to this totalling £1,033. This is held pending distribution to local charities/good causes.

At the end of 2020/21, we received a Mid Suffolk District Council Locality Award of £2,659 to be used for the replacement of the current floodlighting of the playing field. To date, £2,657 has been spent with the remainder held as Reserved Funds pending future purchases associated with the installation of the lights.

The sum of these items in the Restricted Fund is now £2,173.

# HENLEY COMMUNITY CENTRE CHARITY

## Notes to the Accounts for the Period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023

### 12. Running Costs of the Hall

|  | 31 Mar 2023<br>£     | 31 Mar 2022<br>£     |
|--|----------------------|----------------------|
| <b>Power &amp; Heat</b>                  |                      |                      |
| Oil/Gas                                  | 4,679                | 4,583                |
| Electricity                              | 5,875                | 2,611                |
|  | <b>10,554</b>        | <b>7,194</b>         |
| <b>Water Services</b>                    | <b>1,712</b>         | <b>770</b>           |
| <b>Telephone / Broadband</b>             | <b>812</b>           | <b>770</b>           |
| <b>Insurance</b>                         | <b>1,958</b>         | <b>2,108</b>         |
| <b>Security Costs</b>                    | <b>748</b>           | <b>729</b>           |
| <b>Wages</b>                             | <b>23,333</b>        | <b>16,261</b>        |
| <b>Cleaning &amp; Maintenance</b>        |                      |                      |
| Contract Cleaning                        | 1,894                | 1,800                |
| Supplies                                 | 3,020                | 1,692                |
| COVID-19                                 | 0                    | 0                    |
| Maintenance                              | 2,615                | 2,318                |
| Petty Cash                               | 0                    | 0                    |
| Grounds                                  | 954                  | 298                  |
|  | <b>8,483</b>         | <b>6,108</b>         |
| <b>Administration</b> (see note 1 below) | <b>936</b>           | <b>714</b>           |
| <b>Welfare / Health &amp; Safety</b>     | <b>846</b>           | <b>850</b>           |
| <b>Publicity</b>                         | <b>167</b>           | <b>556</b>           |
| <b>Licenses</b>                          | <b>606</b>           | <b>284</b>           |
| <b>Total</b>                             | <b><u>50,155</u></b> | <b><u>36,344</u></b> |

Note 1: Included in this running cost is £600, payable to the reporting accountant for their external scrutiny.

# **Independent examiner's report to the Trustees of Henley Community Centre Charity**

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on pages 1 to 12.

## **Respective responsibilities of trustees and examiner**

The charity's trustees 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 needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

## **Basis of 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 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 statement 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 proper accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 ActHave 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.



Mrs Hayley Hedges-Quinn FCA  
On behalf of H.J. Hedges-Quinn & Co Ltd  
The Old Astra Cinema  
The Street  
Great Bricett  
IP7 7DN

Date... 12/10/2023 .....