

HENLEY COMMUNITY CENTRE CHARITY

Annual Report for the year ending 31st March 2024

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 1st 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 6th 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. Ahead of the 2023 AGM, Alan Johnson stood down. During the 2023 AGM, Barrie Pyke was re-elected and Clare Bevan and Charlotte Gillespie were elected.

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

There are currently no vacant Trustee positions.

CHAIRMAN'S REPORT

It has been another positive year for the Community Centre. Whilst Covid infections are in the population, life does seem to have settled down. The ongoing cost-of-living issues have been reflected in a decline of hires and a continued cautious approach hirers to long-term planning of events.

For the local children, we have organised the annual Easter Egg Hunt and a Halloween Party. Also, at year-end, the Parish Council plans for a playground upgrade where we have advanced the Charity intending to contribute fund from our Social Fund to cover the cost of some of the ground works.

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 once again made significant investments in building infrastructure and largely funded from reserves. Top of the list was the replacement of the main hall floor. The Boughton Room lights are now more efficient LED's and replacement Velux skylights have been installed. Also, we have finally managed to identify and fix an occasional roof leak.

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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. Stacey, 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 complete the Lounge Bar refurbishment which was first looked at before Covid struck.

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 31st March 2024, 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 have to report that having reported a surplus for consecutive years, I have to report that for the year ending in March 2024, the Charity recorded a small deficit. However, looking at the bigger picture, over a three-year period there has been a surplus and that was achieved whilst spending over £20k on the building in both of the last two years. It was disappointing that our hire income did fall and was short of our budget, but as there was an underspend of 13%, the deficit was far less than our budget.

The General Fund surplus before transfers to Reserves for the year was £18,613. In the previous year, this was a surplus of £18,746. The Charity's income from hiring the centre/grounds fell from £47,281 to £45,909. The HCCC Bar contributions fell from a £19,823 to £19,326 (a covenanted sum of £15,055 plus a contribution to the hall running costs).

HENLEY COMMUNITY CENTRE CHARITY

Annual Report for the year ending 31st March 2024

The running costs paid out of the General Fund were £46,403 and included the wages of Jonathan Bloye, Kailea Boyne, Kevin Griggs and Stacey Knight and we are grateful for all their hard work at the Centre. Last year, £50,155 was spent from the General Fund.

The slight reduction in the use of the facilities by hirers is unlikely to have had much impact on the Running Costs. Instead, the reduction in the Running Costs is mostly due to the cost of electricity and there were two parts to this reduction. The PV panels generated 4,002kWh of electricity, slightly down on last year, but the income rose from £2,692 to £2,777 for the year. The main reason for the fall is consumption fell from 35,199kWh to 31,185kWh and for 4 of the last 5 months of the year, usage was the lowest since our records started in 2012/13. This can only be attributed to investment in LED lights investments inside the building over the last 2 years.

The accumulation of monies in our General Fund should assist with future developments and improvements to the Community Centre and playing field. As has happened since 2022, the surplus has been transferred to designated funds. This year £18,613 was transferred to the Building Fund and the General Fund remained at £30,644 at the end of the year. The General Fund has been used to finance the Fixed Assets which had a written down value of £9,347. There were assets worth £2,626 added to the Fixed Assets during the year.

In total, the spending from all the designated funds totalled £28,329, up on the spending of £23,711 during 2022/23. The Building Fund, set up to provide for longer-term building repairs and developments started the year at a value of £55,833, with £18,613 plus £1,223 interest being added to the fund and offsetting some of the £20,471 expenditure during the year, so the value of the fund fell to £55,198.

The fund for the purchase of new or replacement furniture, fittings & equipment started the year at a value of £47,292. With £1,411 interest being added to the fund and expenditure of £7,056 during the year, the value of the fund fell to £41,647.

During the 2018/19 year, the Trustees decided to create a third Designated Fund, to be used to fund village social activities/facilities. 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 £620, a further £497 from village recycling and interest of £1,007. The fund was used to support a variety of social events to the sum of £802, with the ticket sales from these totalling £2,189. At the end of the year the value of the Fund had risen from £4,882 to £8,393.

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.

The Restricted Funds started the year at £2,173, with £620 being added to the fund by the Henley Chefs, £107 from this raised during a Church event was donated to Henley PCC. The fund ended the year at £2,686.

HENLEY COMMUNITY CENTRE CHARITY

Annual Report for the year ending 31st March 2024

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:	Jonathan Beards, JDB Bookkeeping

Stephen Brock

For and on behalf of the Trustees.

19th September 2024

HENLEY COMMUNITY CENTRE CHARITY

Statement Of Financial Activities for the year ending 31st March 2024

	Notes	2023 - 2024				2022 - 23
		£ General Funds	£ Designated Funds	£ Restricted Funds	£ TOTAL FUNDS	£ TOTAL FUNDS
Incoming Resources						
Donations	11	622			622	434
Operating Activities -						
Use of Hall		42,790			42,790	44,639
Use of Field		3,119			3,119	2,642
Social/Fund Raising Events	10,11		3,307	620	3,927	4,069
Marquee		850			850	3,200
Bar Charges	9	2,645			2,645	5,566
Investment Interest	3,6,7,8	14	3,641		3,655	1,335
Bar Contribution	9	19,326			19,326	19,823
Total Income		69,366	6,948	620	76,934	81,708
Expenditure						
Running Costs of Hall	6,7,12	46,403	27,527		73,930	71,939
Social/Fund Raising Events			802		802	1,927
Bar Charges	9	2,645			2,645	5,566
Depreciation of Assets	2	1,705			1,705	1,848
Donations				107	107	0
Total Resources Expended		50,753	28,329	107	79,189	81,280
Net Incoming/(Outgoing Resources for the Year, before Transfers		18,613	(21,381)	513	(2,555)	428
Transfer For						
Building	7	(18,613)	18,613		0	0
Fixtures & Fittings	6				0	0
Net Incoming/(Outgoing Resources for the Year, after Transfers		0	(2,768)	513	(2,555)	428
Balance brought forward 01/04/2022		30,644	108,007	2,173	140,824	140,396
Accumulated Funds						
Carried Forward		<u>30,644</u>	<u>105,239</u>	<u>2,686</u>	<u>138,569</u>	<u>140,824</u>

HENLEY COMMUNITY CENTRE CHARITY

Balance Sheet as at 31st March 2024

	Notes	2023 - 2024 £	2022 - 2023 £
Fixed Assets			
Tangible			
At Cost	2	96,767	94,141
Less Depreciation		(87,420)	(85,715)
		<u>9,347</u>	<u>8,426</u>
Current Assets			
Debtors	4	18,988	20,746
COIF Investments	3	56,817	54,182
Cash at Bank & in Hand		56,427	62,263
		<u>132,232</u>	<u>137,191</u>
Current Liabilities			
Creditors - Falling Due within one year	5	(3,010)	(4,793)
Net Current Assets		<u>129,222</u>	<u>132,398</u>
Total Net Assets		<u>138,569</u>	<u>140,824</u>
Represented by Funds			
General Funds		30,644	30,644
Restricted Funds	11	2,686	2,173
Designated Funds:-			
Furniture, Fittings & Equipment	6	41,647	47,292
Building Repairs	7	55,198	55,833
Social	8	8,394	4,882
Total Designated Funds		<u>105,239</u>	<u>108,007</u>
Total Funds		<u>138,569</u>	<u>140,824</u>

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

Stephen Brock
For and on behalf of the Trustees.
19th September 2024

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2023 to 31st March 2024

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 1st 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 1st April 2023 to 31st March 2024

2. Fixed Assets

During the year, there were a couple purchases; a coffee machine (£2,304) and chairs (322). There were no assets that were written off.

	Equipment 5 Years £	Fixtures 10 Years £	Total £
Cost			
At 31 March 2023	43,788	50,353	94,141
Additions in year	2,626	0	2,626
Items Written Off	0	0	0
At 31 March 2024	<u>46,414</u>	<u>50,353</u>	<u>96,767</u>
Depreciation			
At 31 March 2023	37,208	48,507	85,715
Charge for the year	1,643	62	1,705
Items Written Off	0	0	0
At 31 March 2024	<u>38,851</u>	<u>48,569</u>	<u>87,420</u>
Net Book Value			
At 31 March 2024	<u>7,563</u>	<u>1,784</u>	<u>9,347</u>
At 31 March 2023	6,580	1,846	8,426

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 31st March 2024. The increase on the year was £2,634 compared with an increase of £944 for the year ending 31st March 2023, which reflects the higher interests at the time.

	31 Mar 2024 £	31 Mar 2023 £
COIF Deposit Fund balance	56,817	54,182
	<u>56,817</u>	<u>54,182</u>

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2023 to 31st March 2024

4. Debtors

The only outstanding hire fees are from regular hirers who were billed during March 2024. The 2024 and 2023 Sundry Debtors were as a result of HCCC Bar cheques that have not been presented to the bank.

	31 Mar 2024	31 Mar 2023
	£	£
Hall Letting Fees	4,378	8,746
Sundry Debtors	14,610	12,000
	<u>18,988</u>	<u>20,746</u>

5. Creditors

The cost-of-living crisis has meant that for both 2023 and 2024, the Hall Hire creditors figures have declined as fewer advance bookings have been taken.

	31 Mar 2024	31 Mar 2023
	£	£
Creditors relating to Hall Hiring Fees received in advance	2,386	4,193
Catering Paid in Advance	374	0
Provision for Independent Examination	250	600
	<u>3,010</u>	<u>4,793</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 the refurbishment of the Lounge Bar furniture. Additionally, £1,411 of interest was also added to the fund.

Movements	31 Mar 2024	31 Mar 2023
	£	£
Balance forward	47,292	48,219
Provision for year	0	0
Interest	1,411	505
Expenditure	(7,056)	(1,432)
	<u>41,647</u>	<u>47,292</u>

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2023 to 31st March 2024

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 once again significant expenditure from this fund, including replacing the main hall floor (£14,995), Boughton room lighting (£2,421), fitting Velux skylights (£1,896) and replacing shower flooring (£580). The fund did receive £1,223 of interest during the year.

Movements	31 Mar 2024	31 Mar 2023
	£	£
Balance forward	55,833	57,000
Provision for year	18,613	18,746
Interest	1,223	439
Expenditure	(20,471)	(20,352)
	<u>55,198</u>	<u>55,833</u>

8. Designated Fund - Social

This fund is to be used to finance social activities/facilities for the residents of Henley. During the year, the village's recycling income of £497 which was added to the fund. The income from social events was £2,190, with donations of £620 from the Henley Chefs and interest of £1,007 was added to the account. A total of £802 was used to finance social events.

Movements	31 Mar 2024	31 Mar 2023
	£	£
Balance forward	4,882	3,393
Provision for year	3,307	3,036
Interest	1,007	380
Expenditure	(802)	(1,927)
	<u>8,394</u>	<u>4,882</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 2022/23, HCCC was able to pay the Charity £5,250 for the use of the facilities and was also able to covenant profits of £14,573. By the end of March 2024, HCCC Bar was able to pay the Charity £4,270 for the use of the facilities and was also able to covenant profits of £15,055.

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2023 to 31st March 2024

10. Others

The income received from MSDC for village recycling is added to the Social Designated Fund. During 2022/23 the total of other income was £312, and during 2023/24 the income was £497.

11. Donations & Grants.

During the year we received donations totalling £622, primarily from the attendees at Folk Nights.

The Charity received no grant funding during 2023/24.

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 2023/24, the Charity held £1,581 in a restricted fund and represents money donated to the Charity by Henley Chefs. During the year there were additions to this totalling £620 and a donation of £107 was made, leaving the total at £2,094. This is held pending further 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 £2,686.

HENLEY COMMUNITY CENTRE CHARITY

Notes to the Accounts for the Period 1st April 2023 to 31st March 2024

12. Running Costs of the Hall

	31 Mar 2024 £	31 Mar 2023 £
Power & Heat		
Oil/Gas	4,675	4,679
Electricity	3,086	5,875
	7,761	10,554
Water Services	1,521	1,712
Telephone / Broadband	914	812
Insurance	1,737	1,958
Security Costs	822	748
Wages	23,004	23,333
Cleaning & Maintenance		
Contract Cleaning	2,797	1,894
Supplies	2,928	3,020
COVID-19	0	0
Maintenance	2,218	2,615
Petty Cash	0	0
Grounds	619	954
	8,562	8,483
Administration (see note 1 below)	383	936
Welfare / Health & Safety	862	846
Publicity	142	167
Licenses	695	606
Catering & Food Supplies	0	0
Total	<u>46,403</u>	<u>50,155</u>

Note 1: Included in this running cost is £250, payable to the reporting accountant for their external scrutiny.

Henley Community Centre Charity

Year ended 31st March 2024

Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a amount as may be required not exceeding £1.

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

These accounts have been prepared in accordance with the micro-entity provisions.

Independent Examination

Independent examination is a form of external scrutiny: An independent examination is a form of external scrutiny that provides a limited check on specific matters. This limited form of check (sometimes referred to as 'negative assurance') contrasts with an audit. The examiner is only required to confirm whether any material matters of concern have come to their attention, whilst an auditor is required to provide an opinion on whether a charity's accounts give a 'true and fair view'. The auditor is required to plan their work to identify material fraud or to plan to test the internal financial controls operating in the charity. An auditor builds up a body of evidence to support a positive statement as to whether the accounts give a 'true and fair view'. An audit is carried out in accordance with international auditing standards and the audit guidance issued by the Financial Reporting Council. An examination is therefore a limited form of scrutiny compared to an audit. It provides less assurance in terms of the depth of work which is to be carried out and is limited as to the matters on which the examiner reports. The charity has to be eligible to have an independent examination: To maintain public confidence in the work of charities charity law sets out the reporting, filing and external scrutiny obligations on trustees. Charity law requires those charities with a gross income of more than £25,000 to have some form of external scrutiny of their accounts. This thresholds is subject to change from time to time as the regulations made under the 2011 Act are updated.

Henley Community Centre Charity

Independent Examination Report

1. Checked comparatives - Done

1. Check adds on accounts - 1 mistake to be corrected by Steve £350

2. Check any differences between last years accounts and investigate.

- Small difference in income down from £81,708 to £76,934

3. Check Bank account including noting balance and checking after date entries. **Done.**

6. Checking of some Payments and receipts to check postings are genuine and accurate – should all agree if bank agrees. **Done**

7. All Creditors and Debtors checked for calculation where possible. **Done**

8. Checked postings from payments sheet to Expenses in Profit and Loss and agreed random choice of Cleaning, subscriptions, Telephone, Repairs and renewals. **Done**

£

9. Depreciation checked calculation and agreed. **Done**

10. Queried the Share Capital note and agreed.

11. Check Capital Items are posted to the right nominal code - in this case, none.

Balance per Statement @ 31/3/24 (agreed to Bank account)

£ 9,097.38

After Date Receipts: -

Social Easter Egg Hunt	£ (17.00)
Social Easter Egg Hunt	£ (6.50)
Social Easter Egg Hunt	£ (94.99)
Social Easter Egg Hunt	£ (81.20)
BAR: Bar charges	£ (366.76)

After Date Receipts

Social: Easter Egg Hunt (Square)	£ 104.64
Social: Easter Egg Hunt (Tickets)	£ 373.71
Paid in 466	£ 1,250.20

£ 10,259.48

Cash in Hand

£ 143.81

Balance per the Accounts @ 31/8/24
(Agrees to Accounts)


£ 46,024.20

Balance as per CAF Bank - Account number 00090336 - Agreed to accounts	£ 56,427.49
Balance on Investments on Statement @ 31/3/24	£ 56,816.64
Balance as per Accounts	£ 56,817.00

Agreed

Statement of Account

Mr Lawrance
42 Church Lane
Henley
Ipswich
Suffolk
IP6 0RQ


002603

5 April 2024

Account name:
Account number:
Statement period:


**HENLEY COMMUNITY CENTRE CHARITY
CO3076173-001
31/12/2023 to 31/03/2024**

Account summary

Total valuation as at 31 March 2024
Total valuation as at last statement at 31 December 2023

**£56,816.64
£56,095.36**

Holdings as at 31 March 2024

**Fund name**

COIF Charities Deposit Fund

Value

£56,816.64


Total value

£56,816.64

CAF Bank

Registered office:CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ
T:03000 123 456 E:cafbank@cafonline.org W:www.cafonline.org/banking

Statement

**CafCash Account**

The Henley Community Centre Charity
Mr Keith Lawrance
Henley Community Centre
42 Church Lane
Henley, Ipswich, Suffolk
IP6 0RQ

Account Name:
Date:
Sort Code:
Account Number:
IBAN:
Statement Number:
Page Number:

**The Henley Community
Centre Charity
16 April 2024
40-52-40
00011674
GB21CAFB40524000011674
244
2**

Current Gross Interest Rate is 0.20 %

Accrued Interest is £ 0.94

Date

Particulars

Debit

Credit

Balance

28/03/24

Brought forward
Online transfer to Mr Kevin
Griggs HCCC Mar Pay
Online transfer to Stacey
Knight HCCC Mar Pay
Online transfer to HMRC
Cumbernauld

855.72
450.00
224.08
14.52

10,641.70

02/04/24

Online transfer to Mr
Jonathan Bloye HCCC Fuel
FP CLO - INV. 000957
Community Light Or
FP 03.08.24 Bullard C

994.50
120.00

9,097.38

Bullard
FP MISS N C TRICKER
DD EDF ENERGY 671133103003

045.00

216.00

CAF Bank

Statement

Registered office: CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ
T: 03000 123 456 E: caf@cafonline.org W: www.cafonline.org/banking

CAF Gold Account



60009 CAFBANK 2024 04 11 08 38 11

The Henley Community Centre Charity
Mr Keith Lawrance
Henley Community Centre
42 Church Lane
Henley, Ipswich, Suffolk
IP6 0RQ

357



Account Name: The Henley Community Centre Charity
Date: 17 April 2024
Sort Code: 40-52-40
Account Number: 00090336
IBAN: GB59CAFB40524000090336
Statement Number: 229
Page Number: 1

Current Gross Interest Rate is 2.50 %

Accrued Interest is £ 71.20

Date	Particulars	Debit	Credit	Balance
18/03/24	Brought forward			45,739.38
26/03/24	INTEREST TO DATE		284.82	46,024.20
08/04/24	Online transfer from 00011674	3,000.00		43,024.20
17/04/24	Carried forward			49,024.20

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

* Protecting Your Account From Fraud *
* Sometimes we will send you a text message containing a Passcode so you can *
* complete a card or online banking payment *

Review of Notes and Observations for Accounts 2024

One correction done on profit and loss - all ok now

Bank accounts agreed to Steve Brocks reconciliation

The accounts have been prepared on the Accruals basis.

Debtors

Hall Letting Fees - Bookings making up the debtors. As you can see, not all of them were invoiced at year end, but for those who were the invoices are attached. All the highlighted invoice details have been paid and appear on the bank statements. - £4378

Sundry Debtors

The debt is the covenanted profits from HCCC Bar and to avoid them having a catastrophic cash flow problem, they make transfer when they have sufficient funds and they have not received all of it yet. That is normal. - £14610

Creditors

Agree as per Creditors Schedule relating to Hall Hiring fees received in advance. £2386
Independent Examination - £250 agreed my fee.

Designated Fund - New Replacement furniture

1. Expenditure of £7056 - what is this for and have you already supplied me with invoices?

This was payments to Suite Care for re-upholstery work – see Henley Community Centre 6-10-23.doc

1. Expenditure of £7056 - what is this for and have you already supplied me with invoices?

This was payments to Suite Care for re-upholstery work – see Henley Community Centre 6-10-23.doc

			Designated Fund
Date	Purpose	Cheque	Fixtures
05 Sep 2023	Fixtures: Suite Care (Bar Upholstery)	d/d	£ 3,190.00
09 Oct 2023	Fixtures: Suite Care (Bar Upholstery)	d/d	£ 3,865.80
TOTAL (£90845.53)			£ 7,055.80

Interest Received on Designated Fund £1411

The interest is from the COIF account. This was set up after 2 funds were merged and the interest split based on the % of the fund that was originally for building.

Designated Funds - Building Repairs

1. £20,471 Expenditure

The invoices for the highlighted items have been received.

Designated Fund

Date ▾	Purpose ▾	Cheque ▾	Fund Building ▾
24 Apr 2023	Building: Velux Window Fitting (H&R)	d/d	£ 1,896.00
15 May 2023	Building: MH Floor (Robert Jarvis)	d/d	£ 7,500.00
09 Jun 2023	Building: Bayfield (BR Lights)	d/d	£ 2,421.30
17 Jul 2023	Building: Eric Dines (Shower Flooring)	d/d	£ 580.00
05 Sep 2023	Building: MH Floor (Robert Jarvis)	d/d	£ 7,495.00
25 Mar 2024	Building: Toilets (CN Plumbing & Heating)	d/d	£ 578.40
	TOTAL (£90845.53)		£ 20,470.70

Designated Funds - Social

All of the interest added to the CAF gold account.

Running Costs

These have been analysed by the Accountant (JD Beards) and the majority are very similar to last years expenses. The only material difference is the Power and Heat had gone down from £10554 to £7761.

							Adds checked	Checked to last years Accounts	
2023 - 2024						2022 - 23			
	Notes	£ General Funds	£ Designat ed Funds	£ Restricted Funds	£ TOTAL FUNDS	£ TOTAL FUNDS			
Incoming Resources									
Donations	11	622			622	622	434		
Operating Activities -									
Use of Hall		42,790			42,790	42790	44,639		
Use of Field		3,119			3,119	3119	2,642		
Social/Fund Raising Events	10,11		3,307	620	3,927	3927	4,069		
Marquee		850			850	850	3,200		
Bar Charges	9	2,645			2,645	2645	5,566		
Investment Interest	3,6,7,8	14	3,641		3,655	3655	1,335		
Bar Contribution	9	19,326			19,326	19326	19,823		
Total Income		69,366	6,948	620	76,934	76934	81,708	81,708	Agreed
Expenditure									
Running Costs of Hall	6,7,12	46,403	27,527		74,280	73930	71,939		
Social/Fund Raising Events			802		802	802	1,927		
Bar Charges	9	2,645			2,645	2645	5,566		
Depreciation of Assets	2	1,705			1,705	1705	1,848		
Donations				107	107	107	0		
Total Resources Expended		50,753	28,329	107	79,189	79189 0	81,280	81,280	Agreed
Net Incoming/(Outgoing Resources for the Year, before Transfers		18,613	-21,381	513	-2,555	-2255	428		Agreed
						0			
Transfer For						0			
Building	7	-18,613	18,613		0	0	0		
Fixtures & Fittings	6				0	0	0		
						0			
Net Incoming/(Outgoing Resources for the Year, after Transfers		0	-2,768	513	-2,555	-2255	428	428	Agreed
						0			
Balance brought forward 01/04/2022		30,644	108,007	2,173	140,824	140824 0	140,396	140,296	
						0			
Accumulated Funds									
						0			
Carried Forward		30,644	105,239	2,686	138,569	138569	140,824	140,824	Agreed to Balance sheet

	Notes	2023 - 2024	2022 - 2023	Adds Checked	Agreed to last Years Accounts
Fixed Assets		£	£		
Tangible					
At Cost	2	96,767	94,141		
Less Depreciation		-87,420	-85,715		
		-----	-----		
		9,347	8,426	8,426	8426
Current Assets					
Debtors	4	18,988	20,746		
COIF Investments	3	56,817	54,182		
Cash at Bank & in Hand		56,427	62,263		
		-----	-----		
		132,232	137,191	137191.00	137191
Current Liabilities					
Creditors - Falling Due within one year	5	-3,010	-4,793		-4793
		-----	-----		
Net Current Assets		129,222	132,398	132398.00	132398
Total Net Assets		<u>138,569</u>	<u>140,824</u>	140,824	140824
Represented by Funds					
General Funds		30,644	30,644	30644	
Restricted Funds	11	2,686	2,173	2173	
Designated Funds:-					
Furniture, Fittings & Equipment	6	41,647	47,292		
Building Repairs	7	55,198	55,833		
Social	8	8,394	4,882		
		-----	-----		
Total Designated Funds		105,239	108,007	108,007	
Total Funds		<u>138,569</u>	<u>140,824</u>	140824	140824

SORT	HENLEY COMMUNITY HALL BOOKINGS - 2023 / 2024						
	Receipts £0.00	Total Income £4,377.50	Bookings 54	Credits £0.00			
Date	Name	Usage	Status	HIRE Cost	Date Paid	Receipt	Notes
Wed, 27 Sep 23	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£50.00			
Tue, 09 Jan 24	CLO	Committee 1.00pm Bar	Reg. Billed	£76.50			Invoice 000954
Wed, 10 Jan 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sat, 13 Jan 24	HAFC 1st Team	Haughley United - Kick off 14:30pm	Reg. Billed	£61.00			Invoice 000953
Sun, 14 Jan 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Tue, 16 Jan 24	CLO		Reg. Billed	£102.00			Invoice 000957
Wed, 17 Jan 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sat, 20 Jan 24	HAFC Reserve Team	Saxmundham Sports Cup - Kick off - 13.30pm	Reg. Billed	£61.00			Invoice 000953
Sun, 21 Jan 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Tue, 23 Jan 24	CLO		Reg. Billed	£76.50			Invoice 000957
Wed, 24 Jan 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sat, 27 Jan 24	HAFC 1st Team	Kirton Athletic - Morrison Cup 2pm	Reg. Billed	£61.00			Invoice 000953
Sun, 28 Jan 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Sun, 28 Jan 24	Portman Rovers FC	Vs Golden Hind Open for 9:30pm	Reg. Billed	£61.00			Invoice 000964
Tue, 30 Jan 24	CLO		Reg. Billed	£102.00			Invoice 000957
Wed, 31 Jan 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sat, 03 Feb 24	HAFC 1st Team	Suffolk Snr Cup - Bungay Town 14.00pm	Reg. Billed	£61.00			Invoice 000953
Sun, 04 Feb 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Tue, 06 Feb 24	CLO		Reg. Billed	£76.50			Invoice 000957
Wed, 07 Feb 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sat, 10 Feb 24	HAFC Reserve Team	Stowmarket U23's Cup - 2pm kick off	Reg. Billed	£61.00			Invoice 000953
Sun, 11 Feb 24	School Of Performing Arts	Emma Dodd - set up from 8:30am SK Away	Reg. Billed	£138.75			Invoice 000952
Tue, 13 Feb 24	CLO		Reg. Billed	£102.00			Invoice 000957
Wed, 14 Feb 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Thu, 15 Feb 24	Henley Parish Council Meeting	Extra Meeting	Reg. Booking	£19.00			
Sat, 17 Feb 24	HAFC 1st Team	Tattingstone United - Kick Off 14.30pm	Reg. Billed	£61.00			Invoice 000953
Sun, 18 Feb 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Wed, 21 Feb 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sat, 24 Feb 24	HAFC Reserve Team	Unity FC - Kick off - 14.30pm	Reg. Billed	£61.00			Invoice 000953
Tue, 27 Feb 24	CLO		Reg. Billed	£102.00			Invoice 000957
Wed, 28 Feb 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sun, 03 Mar 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Sun, 03 Mar 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£22.50			Invoice 000954

Tue, 05 Mar 24	CLO	Committee 1.00pm Bar	Reg. Billed	£76.50			Invoice 000957
Wed, 06 Mar 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sat, 09 Mar 24	HAFC Reserve Team	Thurston FC - CUP Kick off - 14.30pm	Reg. Billed	£61.00			Invoice 000953
Sun, 10 Mar 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Tue, 12 Mar 24	CLO		Reg. Billed	£102.00			Invoice 000957
Wed, 13 Mar 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Wed, 13 Mar 24	HAFC Training	1st Team	Reg. Billed	£15.00			Invoice 000953
Sat, 16 Mar 24	HAFC 1st Team	Leiston St Margarets - Kick off 14:30pm	Reg. Billed	£61.00			Invoice 000953
Sun, 17 Mar 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Sun, 17 Mar 24	Portman Rovers FC	VS Fat Cat - Cup	Reg. Billed	£61.00			Invoice 000964
Tue, 19 Mar 24	CLO		Reg. Billed	£76.50			Invoice 000957
Wed, 20 Mar 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Sat, 23 Mar 24	HAFC Reserve Team	Grundisburgh Reserves - Kick off - 14.30pm	Reg. Billed	£61.00			Invoice 000953
Sun, 24 Mar 24	School Of Performing Arts	Emma Dodd - set up from 8:30am	Reg. Billed	£138.75			Invoice 000952
Sun, 24 Mar 24	Portman Rovers FC	Vs B Martlesham for 9:30pm	Reg. Billed	£61.00			Invoice 000964
Tue, 26 Mar 24	CLO		Reg. Billed	£102.00			Invoice 000957
Wed, 27 Mar 24	She sizzles dance and fitness club	Donna Berry - Set up 4.30pm	Reg. Billed	£67.50			Invoice 000954
Wed, 27 Mar 24	She sizzles dance and fitness club	Error with Invoice 000933	Reg. Billed	£50.00			Invoice 000954
Wed, 27 Mar 24	HAFC Training	1st Team	Reg. Billed	£15.00			Late Booking
Thu, 28 Mar 24	Funeral Wake	Jacques Damant - move Suffolk Dance to BR	Reg. Billed	£160.00			Bar staff
Sat, 30 Mar 24	HAFC Reserve Team	Coplestons Kick Off 14:30pm	Reg. Billed	£61.00			Invoice 000953

Hall Lettings

Total - £4090.50

B/S Debtors = £4378 Difference of £287.50 - Immaterial - not all invoiced released at year end

SORT	HENLEY COMMUNITY HALL BOOKINGS - 2023 / 2024											
	Receipts £2,386.00	Total Income £7,651.00	Bookings 24	Debts £0.00		Credits £2,386.00						
Date	Name	Usage	Status	Deposit Paid	Deposit Date	Deposit Receipt	HIRE Cost	Date Paid	Receipt	Other Costs	Date Paid	Receipt
Fri, 05 Apr 24	Celebration of life - Family Event	Mark Knight - set up from 10:30am	Paid In Full	£52.00	10-Dec-23	213481	£180.00	18-Mar-24	213533	£172.31	18-Mar-24	213533
Sat, 06 Apr 24	60th Birthday Party	Nick Green - set up from 10am 20 chairs and 5	Paid In Full				£100.00	06-Feb-24	213514			
Sun, 14 Apr 24	Suffolk Academy of Dance & Performing Arts.	Joanne Austin - Set up from 1pm	Paid In Full				£80.00	21-Mar-24	213534			
Sun, 21 Apr 24	Children's Party	Elle Ingram	Paid In Full				£80.00	04-Mar-24	213529			
Fri, 26 Apr 24	60th Birthday Party	Claire Bullard	Paid In Full				£120.00	12-Feb-24	213519			
Fri, 10 May 24	60th Birthday Party	John Francis Casey	Deposit Paid	£62.50	12-Feb-24	213518	£250.00					
Sat, 11 May 24	Retirement Party	Sue Rivers - Set up from 3:30pm	Deposit Paid	£165.00	18-Sep-23	3449 / 2135	£260.00					
Sat, 01 Jun 24	Witnesham Wasps U14 club presentations	Trevor Standing - Bar from 12 noon to 3pm	Deposit Paid	£22.00	28-Jun-23	213411	£88.00					
Thu, 27 Jun 24	SIL AGM	Keith Norton - set up for 144 / 6pm - TBA	Paid In Full				£74.00	06-Nov-23	213476			
Sat, 13 Jul 24	IODS First Stage - Rehearsal & Performance	NO FOOTBALL Rehearsal & Show Extension	Deposit Paid	£162.50	15-Sep-23	213448	£680.00					
Sat, 20 Jul 24	Charity Dance - Woolverston McMillan	NO FOOTBALL - Ella Lister - Set up from 3pm -	Deposit Paid	£45.00	21-Nov-23	213477	£180.00					
Sat, 27 Jul 24	Charity Quiz - Gofundme	Ann Curtis - Set up from 4pm	Deposit Paid	£35.00	#####	213530	£140.00					
Mon, 29 Jul 24	The Theatre Emporium	Victoria - Move Yoga to BR	Deposit Paid	£20.00	#####	213541	£96.00					
Tue, 30 Jul 24	The Theatre Emporium	Victoria	Deposit Paid	£20.00	#####	213541	£126.00					
Wed, 31 Jul 24	The Theatre Emporium	Victoria	Deposit Paid	£20.00	#####	213541	£126.00					
Thu, 01 Aug 24	The Theatre Emporium	Victoria	Deposit Paid	£20.00	#####	213541	£126.00					
Fri, 02 Aug 24	The Theatre Emporium	Victoria	Deposit Paid	£20.00	#####	213541	£140.00					
Sat, 24 Aug 24	Private - Wedding Set up & Celebrations	NO FOOTBALL - K Ramsey	Deposit Paid	£300.00	29-Aug-23	213444	£1,300.00			£562.66	19-Feb-24	213522
Tue, 03 Sep 24	ITC Time Trials - Presentation	Pat Morgan	Deposit Paid	£30.00	22-Jan-24	213511	£45.00			£30.00		
Sat, 21 Sep 24	90th birthday Party	Julie Copsey - Set up from 3pm - kitchen from	Deposit Paid	£80.00	03-Jan-24	213495	£260.00					
Sat, 23 Nov 24	90th Birthday Celebrations	Sophie Lyons - set up after 3pm	Deposit Paid	£62.50	#####	213535	£250.00					
Fri, 27 Jun 25	60th Birthday Party	Denest Akintaju - No bar soft drinks only	Deposit Paid	£87.50	01-Feb-24	213512	£350.00					
Sat, 26 Jul 25	Private - Wedding	NO FOOTBALL - Aleksandra Kowalska	Deposit Paid	£300.00	19-Sep-23	213452	£1,300.00					
Sat, 02 Aug 25	Private - Wedding	NO FOOTBALL - Bea & Kevin Hasdell	Deposit Paid	£300.00	11-Dec-23	213482	£1,300.00					

Total of £2386