

MEN IN SHEDS MK

England & Wales · Charity number 1156425

Details

Other names MISMK

Status Registered

Legal form CIO

Registered 2014-03-28

Register [View on the Charity Commission register](#)

Contact

Address Men in Sheds M K
30 Burners Lane
Kiln Farm
Milton Keynes
MK11 3HB

Phone 01908267126

Email info@meninshedsmk.org.uk

Website www.meninshedsmk.org.uk

Activities

Objects: TO PROMOTE THE PRESERVATION AND PROTECTION OF MEN'S GOOD HEALTH, FOR THE PUBLIC BENEFIT, IN PARTICULAR BUT NOT LIMITED FOR THOSE WHO ARE RETIRED, UNEMPLOYED OR HAVE HEALTH PROBLEMS THROUGH THE PROVISION OF FACILITIES FOR HOBBIES, RECREATION OR OTHER LEISURE TIME OCCUPATIONS INCLUDING PRACTICAL INTERESTS, SKILLS SHARING, THE LEARNING OF NEW SKILLS, AND HELPING WITH OTHER COMMUNITY BASED PROJECTS.

Activities: Men in Sheds MK is primarily aimed at men; many are retired or not working. It works in an informal way and is open up to four days a week. Members have the use of workshop facilities for wood and metal work, crafts, model making, art and electronic projects. We undertake a wide range of construction activities: making things for individual members and to fulfil commissions from the community.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Recreation
- **Who:** Elderly/old People, Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- Milton Keynes

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£56,946	£70,676	-	-
2024-03-31	£47,086	£28,308	-	-
2023-03-31	£32,667	£26,651	-	-
2022-03-31	£24,456	£17,978	-	-
2021-03-31	£18,497	£16,810	-	-

Trustees

Name	Role	Appointed
Allan Andrew Gallop		2025-10-08
Michael West		2021-05-26
Nigel Max Pigott		2016-06-01
Roger Godfrey		2025-11-01

MEN IN SHEDS MK

England & Wales - Charity number 1156425

Accounts



MEN IN SHEDS MILTON KEYNES

Trustees' Annual Report to the Charity Commission 2024-25

Premises move

In mid-2024 we were given notice to quit by the end of 2026 by our landlords, Milton Keynes Community Foundation, who are planning to redevelop for full commercial letting the buildings on the block of units we presently occupy.

Our landlords are proposing a yet-to-be-developed community hub in South Milton Keynes, to house us and other voluntary and charitable organisations currently within the Burners Lane site. Assuming that we can continue with MKCF as landlords, we have been informed that this will come with increased costs on base rent. We are not yet committed to the Granby location and will continue to seek alternative premises that might better meet our needs and financial situation.

Community Projects

An increase in skilled volunteers has allowed us to take on many more community projects, including some that have helped with larger revenue generation.

The largest project brought to us was an obstacle course for a schools robotics competition run by local company, Niftylift, who make mobile elevated work platforms. This brought together the skills of just about every area of the Shed from woodwork, metalwork, painting/finishing and electronics, using a variety of tools from woodworking, 3D printing through to laser cut parts and a custom designed electronic timing system.

Membership and outreach

Our membership has continued to grow and thrive, with people from a huge range of backgrounds and with a diversity of skills and interests coming to join us. The paid-up membership now stands at over 150.

Our renewed approach to Health and Safety, along with equipment accreditation for users, has continued to evolve, to the benefit of all. Manuals have been updated and processes documented.

Following on from the Milton Keynes Heritage Open Days held last year, we have once again opened our doors during September to the public, with over two hundred visitors. This has attracted some new members, but also raised awareness in local communities about the Shed, and the Shed movement in general.

Management and Finance

The Management Committee remains stable but we have co-opted some additional members to ensure a better representation.

Our finances remain in good health, and we have started work on building up a reserve, as any premises move will come with many one-off costs. The increase in paid projects, along with an uplift in donations, should enable us to continue to grow our war chest.

Our energy costs have stabilised and have even come down a little, but not to the level they were at a few years ago. Once again we are trying to keep the social and crafts areas heated

Sponsors

We continue to have support from Wickes, Jewsons, MKM Building Supplies, Bellway Homes and B&Q for materials and equipment. Trend Tool Technology very generously donated a replacement table router. Other help was gratefully received when our old internal cold-water tank failed and a new tank donated by local company Plumbing & Gas Solutions, meant no financial outlay.

We are delighted also to have entered into a long term sponsorship and partnership arrangement with The WD40 Company, who have their UK HQ in Milton Keynes.

We remain grateful to our landlords, the Milton Keynes Community Foundation, for continuing to subsidise the rent on the building.

Conclusion

While we look forward to the future, we were sorry to hear of the passing of Peter Gallagher. Peter was instrumental in getting the Shed off the ground and contributed hugely to its running between 2012 and 2022.

The Shed will continue to develop its mission to provide meaningful recreation and companionship to its members, and we will seek to build on our relationships with the groups and communities that we support, and which support us.

Michael West – Chair

Nigel Pigott – Secretary

Henry Suppiah – Treasurer 2022-25

January 2026



MEN IN SHEDS
MILTON KEYNES

Men in Sheds MK

1156425

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2024		31/03/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Receipts				
Donations	£10,506.60		£10,506.60	£9,640.66
Local Giving	£29,030.19		£29,030.19	£24,820.60
Matched Funding	£965.00		£965.00	£2,520.80
Grant Funding	£650.00		£650.00	£4,228.00
Sale of Goods	£15,772.98		£15,772.98	£5,222.17
Other	£21.20		£21.20	£583.50
Interest				
Sub total (Gross income for AR)	£56,945.97		£56,945.97	£47,015.73
Asset and investment sales				
Interest	£100.05		£100.05	£79.50
Sale of investments				
Sub total	-£100.05		-£100.05	-£79.50
Total receipts	£56,845.92		£56,845.92	£46,936.23
Payments				
Rent	£8,368.00		£8,368.00	£10,336.87
Insurance	£2,492.76		£2,492.76	£515.52
Power	£3,712.66		£3,712.66	£4,153.74
Telephone, Internet	£1,317.32		£1,317.32	£1,351.99
Water	£519.96		£519.96	£508.00
Health and Safety	£1,461.16		£1,461.16	£1,300.00
Consumables	£3,494.32		£3,494.32	£2,465.90
Fixtures	£326.40		£326.40	£4,254.24
Waste disposal	£460.07		£460.07	£816.42
Other	£47,313.88		£47,313.88	£2,605.78
Sub total	69,466.53		£69,466.53	£28,308.46
Asset and investment purchases				
Hand and power Tools (>£25)	£36.72		£36.72	
Workshop machines	£1,173.14		£1,173.14	£300.00
Sub total	£1,209.86		£1,209.86	£300.00
Total payments	£70,676.39		£70,676.39	£28,608.46
Net of receipts/(payments)	-£13,830.47		-£13,830.47	£18,327.77
Transfers between funds				
Cash funds last year end	£50,804.91		£50,804.91	£32,318.14
Cash funds this year end	£36,974.44		£36,974.44	£50,804.91

Section B Statement of assets and liabilities at the end of the period

Categories	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current Period to the nearest £	Last year to the nearest £
Cash funds				
Current account	£36,974.44		£36,974.44	£50,804.91
Deposit account	£51,279.14		£51,279.14	£6,132.38
Cash				
Total cash funds	£88,253.58		£88,253.58	£56,937.29
(agree balances with receipts and payments account(s))		OK		



Section A Independent Examiner's Report

Report to the trustees

Charity Name

John Robert Baucutt

On accounts for the year ended

31 March 2025

**Charity no
(if any)**

1156425

Set out on pages

Given Below

the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

* Please delete the words in the brackets if they do not apply.

Signed:

J.R. Baucutt

Date:

24/09/2025

Name:

John Robert Baucutt

Relevant professional qualification(s) or body (if any):

Fellow of the Institute of Certified Bookkeepers (FICB)
Corporate Member of the Institute of Personnel & Development (MCIPD)

Address: 6 Grace Way, Stevenage, Hertfordshire, SG1 5AA.

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

MEN IN SHEDS MK

England & Wales - Charity number 1156425

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2023		31	March	2024

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

 Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Michael West	Chair		Annual General Meeting
3	Nigel Pigott	Secretary		Annual General Meeting
4	Henry Suppiah	Treasurer		Annual General Meeting

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Financial – Independent Examiner	John Baucutt	JRB Bookkeeping Services, 6 Grace Way, Stevenage SG1 5AA

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Election, co-option

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The CIO is a member of the UK Men's Sheds Association (UKMSA) and has a close relationship with its landlord, the Milton Keynes Community Foundation, which from time to time funds specific initiatives at the Shed.

Risks are identified and managed by the Trustees in liaison with the Management Committee.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are: to promote the preservation and protection of men's good health, for the public benefit, in particular but not limited to those who are retired, unemployed or have health problems, through the provision of facilities for hobbies, recreation or other leisure time occupations including practical interests, skills sharing, the learning of new skills, and contributing to community-based projects.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Shed has continued to undertake construction and repair projects in support of local schools, town and parish councils and other volunteer groups. Some examples can be viewed on our website: www.meninshedsmk.org.uk. It also supports local repair cafes and responds to individual requests for the repair and construction of household items

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In the spring of 2024, we were advised by our landlords, the Milton Keynes Community Foundation, that we would have to leave our current premises in 2026/7 to enable the building to be refurbished and re-let at full commercial rates. As this will be beyond our means we will now seek alternative accommodation and will focus on the accumulation of a 'war chest' to cover the cost of relocation.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

See Section C above.

Section E Financial review

Brief statement of the charity's policy on reserves

Financial reserves to the extent of one year's operation are held in our bank accounts

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The primary source of funds is regular donations by members and occasional donations by supporters and beneficiaries of the Shed's work.

All expenditure is directed to improving the accommodation and facilities in support of the charity's objectives.



The bank balance continues to be healthy but we have been fortunate in attracting a number of new donating members. We expect increased energy costs in 2024 to have a significant adverse effect on our finances and ways of mitigating this are currently being addressed by the trustees.


Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
	Full name(s) Michael West	Nigel Pigott
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	21/1/2025	

 MEN IN SHEDS MILTON KEYNES	MEN IN SHEDS MK		1156425	CC 16A
	Period start date 1/4/2023	To	Period End date 31/3/2024	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restrict ed funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Receipts				
Membership fees	200	0	200	150
Donations	9,641	0	9,641	6,698
Local Giving	24,621	0	24,621	20,306
Matched Funding	2,521	0	2,521	2,225
Grant Funding	4,228	0	4,228	0
Sale of Goods	5,222	0	5,222	3,280
Other	584	0	584	0
Interest	71	0	71	8
Sub total (Gross income for AR)	47,087	0	47,087	32,667
Asset and investment sales				
Interest	0	0	0	
Sale of investments	0	0	0	0
Sub total	47,087	0	47,087	0
Total receipts	47,087	0	47,087	32,667
Payments				
Rent	10,337	0	10,337	8,335
Insurance	516	0	516	2,242
Power	4,154	0	4,154	3,003
Telephone, Internet	1,352	0	1,352	599
Water	508	0	508	360
Health and Saftey	1,300	0	1,300	359
Consumables	2,466	0	2,466	2,546
Fixtures	4,254	0	4,254	0
Waste disposal	816	0	816	929
Other	2,606	0	2,606	8,279
Sub total	28,308	0	28,308	26,651

Asset and investment purchases

Hand and power Tools (>£25)	0	0	0	0
Workshop machines	300	0	300	2,124
Sub total	300	0	300	2,124
Total payments	28,608	0	28,608	28,775
Net of receipts/(payments)	18,478	0	18,478	3,892
Transfers between funds	0	0	0	0
Cash funds last year end				38,459
Cash funds this year end	56,937	0	56,937	

Section B Statement of assets and liabilities at the end of the period

Categories

	Unrestricted funds	Restrict ed funds	Total current Period	Last year
	to nearest £	to nearest £	to the nearest £	to the nearest £
Cash funds				
Current account	50,805	0	50,805	32,398
Deposit account	6,132	0	6,132	6,062
Cash	0		0	0
Total cash funds <small>(agree balances with receipts and payments account(s))</small>	56,937	0	56,937	38,459
Buildings	0		0	
Large items of machinery	13,500		14,250	
Power tools	1,110		1,110	
Hand tools	2,075		2,075	
Other assets	7,000		7,000	
MakerSpace	4,450		4,450	
			28,885	0

Liabilities

Signed by one or two trustees on behalf of all the trustees

Print Name

Date of approval

Michael West

21/1/2025

Nigel Pigott

21/1/2026



Section A Independent Examiner's Report

Report to the trustees

Charity Name

John Robert Baucutt

On accounts for the year ended

31 March 2024

Charity no (if any)

1156425

Set out on pages

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Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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* Please delete the words in the brackets if they do not apply.

Signed:

J.R. Baucutt

Date:

01/08/2024

Name:

John Robert Baucutt

Relevant professional qualification(s) or body (if any):

Fellow of the Institute of Certified Bookkeepers (FICB)
Corporate Member of the Institute of Personnel & Development (MCIPD)

Address: 6 Grace Way, Stevenage, Hertfordshire, SG1 5AA.

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England & Wales - Charity number 1156425

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Charity name Men in Sheds MK

Other names charity is known by

Registered charity number (if any) 1156425

Charity's principal address

30 Burners Lane	
Kiln Farm	
Milton Keynes	
Postcode	MK11 3HB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Michael West	Chair		Annual General Meeting
2	Henry Suppiah	Treasurer		Annual General Meeting
3	Nigel Pigott	Secretary		Annual General Meeting
4				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Financial – Independent Examiner	John Robert Baucutt	6 Grace Way, Stevenage SG1 5AA

Name of chief executive or names of senior staff members (Optional information)

n/a

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Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The organisation continued to recover from the setbacks of the pandemic and its membership has grown significantly. It has undertaken a wide range of projects for the local community and individuals within it. These include construction and refurbishment of items of street furniture, such as benches, planters and litter bins, playground equipment for local schools, and an outdoor community library. A selection of these can be viewed at meninshedsmk.org.uk.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

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- policy programme related investment;
- contribution made by volunteers.

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Financial review

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The bank balance continues to be healthy but we have been fortunate in attracting a number of new donating members. We expect increased energy costs in 2023 to have a significant adverse effect on our finances and ways of mitigating this are currently being addressed by the trustees.

Section F



Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
	Full name(s) Michael West	Nigel Pigott
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	31.1.24	



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f



Shed Accounting* - made easy

Men's Shed Cash Book and Receipts and Payments Account template

suitable for all unincorporated Sheds across the UK, whether registered or not as a charity, and C

ommends that all Men's Sheds prepare Accounts on the Receipts and Payments basis for
d funders. For those registered as charities submission to their Charity Regulator may b
c. To help you do this we have prepared this spreadsheet template.

d **Receipts** and **Payments** tabs (a "cashbook") to a modified version of the template accounts provided by
England and Wales. These modifications have been made so that the UKMSA template Receipts and Payme
with the additional disclosure requirements of the Scottish Charity Register and the Charity Commission for

nd **Payment** tabs are used to automatically complete the Receipts and Payments Account (Section A). To fi
s you will only need to manually enter details, if any, of other assets and liabilities on the Statement of Ass
tion B). Scottish Men's Sheds (Registered with the OSCR) will also need to complete the Notes to the account

nd the **Shed Accounts** can be printed for your members and funders and if required submission to your Cha
Trustees' Annual Report (which needs to be prepared separately).

template **IS NOT** suitable for Men's Sheds registered as Limited Liability or Community Interest C

s Shed is a registered charity you can find your charity regulator's Receipts and Payments
includes guidance notes, by following the relevant link below:

[England and Wales](#)

[Scotland](#)

[Northern Ireland](#)

users have sufficient knowledge and experience of using spreadsheets to use this template. As we have no c
his spreadsheet UKMSA does not accept any responsibility for the Receipts and Payments Accounts produced
you use entirely at your own risk.

Receipts and Payments Account ?

Payments Account is a financial statement that summarises the movement of cash in and out during a finan
this context 'cash' includes bank and building society current and other accounts into which money is bank
s (PayPal for example).

Payment Account only requires you to account for money transactions (cash and bank) and allows you to ig
sactions and unpaid items. This is much easier to understand and record than accruals accounting and, so lo
w £250,000, perfectly acceptable to all the UK Charity Regulators.

Example

What happens to money, it comes in and it goes out. Records should be kept of money in and money out analysis, reasons why it came in and why it went out. In this template this is recorded on one tab for money in (**Receipts**) and one for money out (**Payments**).

Records should be maintained for separate bank and cash accounts, don't for example mix the cash and bank records. This is achieved by using separate columns for separate accounts ; For example; (I) Current account, (J) Deposits. The bank current account columns for Receipts and Payments (Column I on both the **Receipts** and **Payments** tabs) should be used to compare with the bank statements with an explanation (analysis) for each transaction, nothing else.

Yearly total bank receipts in less total bank payments out should always equal the bank balance. For second years the opening balance plus receipts less payments should always equal the bank balance. It is important to do a **Cash Summary** after entering every bank statement to identify and correct any errors as you go.

What is a cash book ?

A cash book is simply the name given to the record of cash and/or bank receipts and payments. Originally these would have been in books but today they are often recorded on spreadsheets.

The **Receipts** and **Payment** tabs together are the "Cash Book". Totals from these tabs are summarised on the **Cash Summary** so you can check the balances agree to your bank statements and cash counts.

The reason for receipts and payments into reason why money came in and went out is used to complete the Receipts and Payments tabs.

How to use this cash book

The 2 or 3 step **Set Up** this spreadsheet can be used to record **Receipts** and **Payments** for up to 2 bank accounts. It should be more than enough for most Men's Sheds.

Payments must be entered for the same period, usually a year, that your accounts will be prepared for. Start with the opening balance for each new year, check the UKMSA website for a newer version first.

Enter transactions chronologically and enter transactions in strict date order. For each transaction enter the date, who received from/paid to, and the amount.

Who paid to		Why paid	Analysis Code	Restricted funds	Bank Current	Bank Deposit	Cash	For the period ended					
								Analysis code					
								1	2	3	4	5	6
								Rent	Light & heat	Insurance	Materials & consumables	Repairs and renewals	Refreshments & cleaning
JKMSA	Mem sub 2019/20		8		24.00								
XYZ esure	Insurance		3		125.00					125.00			
ewsons	Wood for project x		4		52.00						52.00		
Arminster	Lathe		12	y	750.00								
B&W	Shed supplies		4				28.00				28.00		
CoOp	Refreshments		6				4.52						4.52
Wilkos	Paint		4				25.00				25.00		
CoOp	Milk		6				1.25						1.25
ABC Ltd	Rent		1		150.00			150.00					
CoOp	Tea bags		6				2.65						2.65
Deposit account	Transfer				4,000.00	-4,000.00							
B&W	Shed supplies		4		25.00						25.00		

Receipts and **Payments** tabs each entry is analysed into columns (Columns M onwards) to identify why money came in or went out. These columns can be renamed on the **Set Up** tab to suit your receipts and payments as required. To pop up a warning message in column F to identify which column the receipt or payment should be allocated to by entering the relevant column number above column description). If you need to split a receipt or a payment across more than one column do it by entering the relevant column number over 2 or more rows.

DO NOT add columns unless you are sure how these link to the final receipts and payment account and know how to enter the correct formula in the correct place.

If you are entering the receipt or payment of restricted funds put a Y in column G.

Enter the transaction amount in the correct bank or cash account column - It is very important to do this correctly.

Give a reason why any money came in or went out or fail to reconcile the year end bank statement balance shown on the **Shed Accounts** tab and elsewhere. These warnings will disappear when all issues have been resolved.

On the **Receipts** and **Payments** tabs you can scroll right to check the "cross check" column. This will either show "OK" or "Warning". If you identify any rows where the analysis code may be missing.

Check the **Shed Accounts** to ensure there are no warnings and they appear to make sense. In particular the bank reconciliation section B (page 2) should have "OK" under each cash fund.

For error warning messages the detail and source of these errors are given at the foot of the **Shed Accounts** (page 2) with some hints on how to correct them.

At the start please take some time to test the functionality of this cash book.

Look at the example entries on both the **receipts** and **payments** tabs. You can change the analysis column by changing the number in column F. Try it and see what happens. Have a play by deleting an analysis code for a receipt or a payment. Warning messages pop up. Change the bank reconciliation figure to see what warning appears on the **Shed Accounts** tab.

Go to look at the **Bank and Cash Summary** to understand how each balance brought forward plus receipts less payments equals the balance held at the period/year end. You **MUST** ensure that the bank and cash accounts either agree or are reconciled.

be entered as negative figures so that the refund amount is deducted from the same cost analysis that the original amount was allocated to.

Transfers between cash and bank accounts

Transfers between cash and/or bank accounts need to be recorded on a single row as + (plus) and - (minus) entries **in columns B and C**. No analysis is required because the net amount must be zero. You are just transferring cash from one account to another.

Transfers should be recorded on the Receipts tab, enter the + (plus) amount in the account column receiving the transfer and the - (minus) amount in the account column making the transfer.

For a new CIO preparing accounts for the first time any transfer received from the bank account of a former unit should be recorded on the Receipts tab, enter the + (plus) amount in the account column receiving the transfer and the - (minus) amount in the account column making the transfer. This is the case see the **Converting to a CIO** tab for explanation.

Restricted Funds

For any payment relates to restricted funds put a Y in column G. It is important to identify restricted items because restricted funds must be disclosed separately in the accounts. You also need to be able to show restricted funds have been used.

Transfers between unrestricted and restricted funds

Transfers should never be negative and should be replaced by unrestricted funds if necessary.

Restricted funds can not usually be transferred to unrestricted funds. Specific agreement from the donor of the restricted funds is required to do that. Unrestricted funds may however be transferred to restricted funds, for example to support a project funded by a restricted grant.

Transfers between unrestricted and restricted funds can be shown on the **Shed Accounts** at row 48 "transfers between funds". They should be shown as a positive (+) in the fund receiving the transfer and a negative (-) in the fund making the transfer.

Shed Accounts will automatically show a transfer to restricted funds from unrestricted funds if required. You can however adjust the balancing calculation if you wish to restrict more funds than required.

Endowment Funds

Endowment funds are special funds which must usually be invested to produce income and not actually be spent. It is considered that every Men's Shed will have endowment funds and accordingly this cashbook DOES NOT provide for them.

Statement for other assets and liabilities

At the end of the financial year/period a statement of assets and liabilities must also be prepared. For most Men's Sheds this will include some tools and equipment. You can estimate the value, there is no need to prepare a detailed valuation. If there are any unpaid expenses the total amount should be disclosed, you do not need to list every unpaid item.

Enter the example entries in columns B to K (both Receipts and Payments) before entering your own transactions. These are formulae and should not be deleted.

book spreadsheet with a new name, e.g. Your Men's Sheds Accounts 2020.xlsx to preserve this copy with t

adsheet for each accounting period/year. Save a final copy at the period/year end, enter closing balances a
gures on the Set Up tab of a new spreadsheet for next period/year.

sheds registered as either Limited Liability or Community Interest Companies must, under the Companies Act
s on the accruals basis. The Receipts and Payments Account produced by this template is not compliant with
g Men's Sheds registered as companies (Ltd or CIC) will have to prepare annual accounts using a different
n include assets and liabilities and a balance sheet.

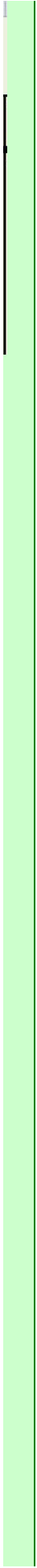
Notes: It is possible that the final accounts, shown to the nearest pound, could contain "rounding errors". This
g up and rounding down is unbalanced. To fix try adding a few pence as a receipt or payment to rebalance t

WORD PROTECTION: The formulae and formatting of this template have been protected to prevent
cidental deletion. If you need to unprotect any sheet the password is UKMS

Version
Sunday, Jan



un







Shed Accounting - made

Men's Shed Cash Book and Receipts and Payments Account template

3 Step Set Up

Step 1

Required

Shed details

Your Shed Name	Men in Sheds MK
Your Charity or CIO number	1156425
Accounting start date	01/04/2022
Accounting end date	Period or year end 31/03/2023
Bank and cash accounts	Current account
Optional	Deposit account
	Cash

Step 2

Optional

Account Analysis

Receipts

1	Membership fees	Annual subs
2	Donations	Usually cash into mini safe
3	Local Giving	Includes Gift Aid income
4	Matched Funding	Usually via MKCF or Local Giving
5	Grant Funding	Usually Unrestricted
6	Sale of Goods	Goods, materials, services Proj i
7	Other	Refunds etc.
8	Interest	Interest on bank deposits

Payments

1	Rent
2	Insurance
3	Power
4	Telephone, Internet
5	Water
6	Health and Safety
7	Consumables
8	Fixtures
9	Waste disposal
10	Other
11	Hand and power Tools (>£25)
12	Workshop machines

Includes maintenance charge
 Risk of injury, 3rd party, Building
 Includes mains and solar
 Include Web costing and software
 Water
 Inc, Fire alarm, PAT, Training
 Includes workshop, refreshment
 Inc. machines and small tools
 Fixture and fitting to building. In
 Spare for your own use

These rows must only be used for fixed asset purchases

Prior period figures

If this is your second or subsequent period complete the

Prior Period Accounting start date 01/04/2022

£

Receipts

Membership fees	0.00
Donations	6,775.18
Local Giving	###
Matched Funding	2,225.00
Grant Funding	
Sale of Goods	3,279.62
Interest	6.93
Total receipts for period ended ###	###

Payments

Rent	8,334.96
Insurance	2,341.95
Power	2,935.14
Telephone, Internet	550.58
Water	360.32
Health and Safety	454.73
Consumables	2,431.00
Fixtures	
Waste disposal	8,400.50

Step 3

only required
if applicable -->

Other		987.42
Hand and power Tools (>£25)		
Workshop machines		2,124.00
Total payments for period ende	###	###
Surplus / (deficit) for prior period		3,555.52
Current account balance at	###	###
Deposit account balance at	###	6,061.79
Cash funds held at	###	3,555.52
Total cash funds held at	###	###
Restricted funds held at	###	
Unrestricted funds held at	###	###
Total bank & cash funds held at	###	###
Looks good		0.00



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Column1	Column2	Column3	Column4	Column5
28 MAR 22	GAINREWARDLTD A GOODMAN & SON			52.00
30 MAR 22	GAINREWARDLTD A GOODMAN & SON			32.00
30 MAR 22	LOCALGIVING LTD LGTXN00467588			323.41
31 MAR 22	CHAPS STG R00337DX UK ONLINE GIVING F			183.26
31 MAR 22	GAINREWARDLTD A GOODMAN & SON			94.75
31 MAR 22	GAINREWARDLTD A GOODMAN & SON			159.50
06 APR 22	LOCALGIVING LTD LGTXN00468380			39.28
07 APR 22	DD BT GROUP PLC GP00734694-000021		47.22	
08 APR 22	VOICES OF THE HOLO VOICES SET			115.00
08 APR 22	Milton Keynes Comm A640655 mar MARCH			500.00
11 APR 22	GAINREWARDLTD A GOODMAN & SON			139.80
13 APR 22	GAINREWARDLTD A GOODMAN & SON			110.10
19 APR 22	WOLVERTON COMMUNIT Men in Sheds MK		55.00	
21 APR 22	DD E.ON NEXT A-35038B9C-001		217.26	
21 APR 22	PO CREDIT (cash Deposit)			270.00
21 APR 22	LOCALGIVING LTD LGTXN00469087			49.06
25 APR 22	GAINREWARDLTD A GOODMAN & SON			311.15
27 APR 22	LOCALGIVING LTD LGTXN00469672			371.18
29 APR 22	DD SERCO LIMITED 0010057162		58.71	
29 APR 22	Friends of Bletchl FOBS PLANTER			50.00
03 MAY 22	CHAPS STG R00472DX UK ONLINE GIVING F			562.57
03 MAY 22	CAROUSEL MK R/C1156425			296.00
04 MAY 22	GAINREWARDLTD A GOODMAN & SON			72.96
05 MAY 22	GAINREWARDLTD A GOODMAN & SON			125.88
05 MAY 22	LOCALGIVING LTD LGTXN00471102			1118.81
06 MAY 22	GAINREWARDLTD A GOODMAN & SON			32.40
09 MAY 22	DD BT GROUP PLC GP00734694-000022		46.12	
09 MAY 22	AMAZON EUROPE CORE 5373738779837684			18.65
12 MAY 22	LOCALGIVING LTD LGTXN00472261			14.69
16 MAY 22	WOLVERTON COMMUNIT Men in Sheds MK		55.00	
19 MAY 22	LOCALGIVING LTD LGTXN00473285			795.76
24 MAY 22	DD E.ON NEXT A-35038B9C-001		184.47	
25 MAY 22	GAINREWARDLTD A GOODMAN & SON 8			117.00
26 MAY 22	NIGEL PIGOTT		512.58	
26 MAY 22	GAINREWARDLTD A GOODMAN & SON 8			159.16
26 MAY 22	LOCALGIVING LTD LGTXN00474747			277.20
27 MAY 22	DD SERCO LIMITED 0010057162		32.18	
31 MAY 22	CHAPS STG R00510DX UK ONLINE GIVING F			268.27
01 JUN 22	MILTON KEYNES & DI REMAP MK			30.00
01 JUN 22	LOCALGIVING LTD LGTXN00476181			289.99
07 JUN 22	DD BT GROUP PLC GP00734694-000023		44.70	
07 JUN 22	PO CREDIT (cash Deposit)			270.00
09 JUN 22	000000 CREDIT 4472001744880000			101.25
09 JUN 22	LOCALGIVING LTD LGTXN00476976			14.69
16 JUN 22	WOLVERTON COMMUNIT Men in Sheds MK		55.00	
16 JUN 22	LOCALGIVING LTD LGTXN00477586			782.47
21 JUN 22	DD E.ON NEXT A-35038B9C-001		171.94	
21 JUN 22	GAINREWARDLTD A GOODMAN & SON 8			56.89
22 JUN 22	LOCALGIVING LTD LGTXN00478602			143.15
24 JUN 22	DD ANGLIAN WATER BUSI 0415566801		76.96	

29 JUN 22	DD SERCO LIMITED 0010057162	28.58	
29 JUN 22	LOCALGIVING LTD LGTXN00479673		587.57
30 JUN 22	GAINREWARDLTD A GOODMAN & SON 8		28.60
30 JUN 22	TOTTON M J & S B OLNEY ALLOTMENTS		40.00
06 JUL 22	CHAPS STG R00205DX UK ONLINE GIVING F		222.21
06 JUL 22	GAINREWARDLTD A GOODMAN & SON 8		23.22
06 JUL 22	LOCALGIVING LTD LGTXN00480891		24.59
08 JUL 22	DD BT GROUP PLC GP00734694-000024	45.58	
15 JUL 22	LOCALGIVING LTD LGTXN00481530		797.05
18 JUL 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
18 JUL 22	LARRY PULLEN Rly expenses	33.77	
18 JUL 22	NIGEL PIGOTT Expenses	626.13	
18 JUL 22	HORNBEAM-MKCF ACCN Buildings insure	1719.95	
18 JUL 22	PO CREDIT (cash Deposit)		335.00
20 JUL 22	DD E.ON NEXT A-35038B9C-001	147.59	
20 JUL 22	LOCALGIVING LTD LGTXN00482842		285.35
27 JUL 22	DD SERCO LIMITED 0010057162	41.83	
27 JUL 22	LOCALGIVING LTD LGTXN00484155		291.15
27 JUL 22	MILTON K HC 106 Home Instead		325.00
29 JUL 22	CHAPS STG R00250DX UK ONLINE GIVING F		244.63
29 JUL 22	GAINREWARDLTD A GOODMAN & SON 8		55.24
08 AUG 22	DD BT GROUP PLC GP00734694-000025	52.45	
09 AUG 22	RADWELL INTERNATIO 40598256		234.45
10 AUG 22	LOCALGIVING LTD LGTXN00485562		14.69
12 AUG 22	Friends of Bletchl FOBS PLANTER 2		50.00
12 AUG 22	GAINREWARDLTD A GOODMAN & SON 8		86.12
16 AUG 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
17 AUG 22	LOCALGIVING LTD LGTXN00486116		1023.31
22 AUG 22	PO CREDIT (cash Deposit)		267.00
23 AUG 22	DD E.ON NEXT A-35038B9C-001	166.08	
25 AUG 22	DD SERCO LIMITED 0010057162	33.16	
01 SEP 22	LOCALGIVING LTD LGTXN00487781		276.25
05 SEP 22	CAROUSEL MK R/C1156425		67.00
07 SEP 22	DD BT GROUP PLC GP00734694-000026	51.91	
09 SEP 22	GAINREWARDLTD A GOODMAN & SON 8		30.60
14 SEP 22	LOCALGIVING LTD LGTXN00489314		1153.68
16 SEP 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 SEP 22	GAINREWARDLTD A GOODMAN & SON 8		12.50
21 SEP 22	DD E.ON NEXT A-35038B9C-001	182.99	
22 SEP 22	LOCALGIVING LTD LGTXN00490486		255.91
23 SEP 22	PO CREDIT		261.00
26 SEP 22	DD ANGLIAN WATER BUSI 0415566801	88.86	
27 SEP 22	DD SERCO LIMITED 0010057162	33.34	
28 SEP 22	GAINREWARDLTD A GOODMAN & SON 8		50.40
28 SEP 22	LOCALGIVING LTD LGTXN00491141		285.99
30 SEP 22	HENRY S SUPPIAH	14.00	
30 SEP 22	DAVID TILLEY	28.60	
30 SEP 22	HENRY S SUPPIAH	44.86	
30 SEP 22	LARRY PULLEN	58.23	

30 SEP 22	MICHAEL WEST	142.58	
30 SEP 22	HENRY S SUPPIAH	160.87	
30 SEP 22	Krystal Hygiene Lt 394825	45.92	
30 SEP 22	CHAPS STG R00389DX UK ONLINE GIVING F		471.78
03 OCT 22	HORNBEAM-MKCF ACCN MI25T29	4100.54	
05 OCT 22	LOCALGIVING LTD LGTXN00491903		1520.04
10 OCT 22	DD BT GROUP PLC GP00734694-000027	53.86	
11 OCT 22	GAINREWARDLTD A GOODMAN & SON 8		31.25
12 OCT 22	LOCALGIVING LTD LGTXN00492527		935.99
17 OCT 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
17 OCT 22	D Jeffrey	40.00	
17 OCT 22	NIGEL PIGOTT	375.26	
17 OCT 22	PO CREDIT		110.30
18 OCT 22	DD E.ON NEXT A-35038B9C-001	33.41	
19 OCT 22	LOCALGIVING LTD LGTXN00493587		49.14
20 OCT 22	000000 CREDIT 4485301895880000		250.00
26 OCT 22	LOCALGIVING LTD LGTXN00494227		707.15
27 OCT 22	DD SERCO LIMITED 0010057162	28.30	
31 OCT 22	CHAPS STG R00409DX UK ONLINE GIVING F		97.92
03 NOV 22	LOCALGIVING LTD LGTXN00495702		354.97
08 NOV 22	DD BT GROUP PLC GP00734694-000028	51.46	
09 NOV 22	LOCALGIVING LTD LGTXN00496432		9.74
10 NOV 22	Milton Keynes Comm A663466 SEPT MATCH		1000.00
16 NOV 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 NOV 22	LOCALGIVING LTD LGTXN00497010		818.38
18 NOV 22	PO CREDIT		840.00
22 NOV 22	Friends of Bletchl Xmas Trees x 2		40.00
22 NOV 22	GAINREWARDLTD A GOODMAN & SON 8		156.15
23 NOV 22	LOCALGIVING LTD LGTXN00498302		246.88
25 NOV 22	DD SERCO LIMITED 0010057162	28.30	
30 NOV 22	LOCALGIVING LTD LGTXN00499626		276.25
31 OCT 22	CHAPS STG R00409DX UK ONLINE GIVING F		97.92
03 NOV 22	LOCALGIVING LTD LGTXN00495702		354.97
08 NOV 22	DD BT GROUP PLC GP00734694-000028	51.46	
01 DEC 22	LOCALGIVING LTD LGTXN00500359		49.34
02 DEC 22	DD E.ON NEXT A-35038B9C-001	158.65	
02 DEC 22	MKCOUNCIL FINANCE 1150014784		200.00
05 DEC 22	Vincent Burgum Microwave	89.99	
06 DEC 22	DD LOCALGIVING SC9J6NV	180.00	
09 DEC 22	DD BT GROUP PLC GP00734694-000029	52.06	
16 DEC 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 DEC 22	PO CREDIT		460.00
19 DEC 22	GAINREWARDLTD A GOODMAN & SON 8		61.61
19 DEC 22	Milton Keynes Comm CharityCarRaffle22		243.00
22 DEC 22	DD E.ON NEXT A-35038B9C-001	214.99	
22 DEC 22	LOCALGIVING LTD LGTXN00507690		1125.51
28 DEC 22	DD ANGLIAN WATER BUSI 0415566801	81.15	
01 DEC 22	LOCALGIVING LTD LGTXN00500359		49.34
02 DEC 22	DD E.ON NEXT A-35038B9C-001	158.65	
02 DEC 22	MKCOUNCIL FINANCE 1150014784		200.00

05 DEC 22	Vincent Burgum Microwave	89.99	
03 JAN 23	Allan Gallop AG-MISMK	41.90	
03 JAN 23	F. R. BALL (INSURA 63375160	522.00	
09 JAN 23	DD BT GROUP PLC GP00734694-000030	52.58	
09 JAN 23	MICHAEL WEST mw-mismk	117.25	
09 JAN 23	PO CREDIT		504.00
12 JAN 23	NIGEL PIGOTT	102.42	
16 JAN 23	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
17 JAN 23	HORNBEAM-MKCF ACCN 6480(M125T29)	2117.21	
17 JAN 23	Krystal Hygiene Lt 397619/397560	78.84	
17 JAN 23	GAINREWARDLTD A GOODMAN & SON 8		40.28
18 JAN 23	LOCALGIVING LTD LGTXN00509226		1196.42
24 JAN 23	DD E.ON NEXT A-35038B9C-001	304.78	
25 JAN 23	LOCALGIVING LTD LGTXN00510702		294.04
27 JAN 23	DD SERCO LIMITED 0010057162	70.95	
30 JAN 23	SPECTRUM FIRE UK L 39728	129.18	
30 JAN 23	SPECTRUM FIRE UK L 39816	229.50	
30 JAN 23	GAINREWARDLTD A GOODMAN & SON 8		79.05
01 FEB 23	LOCALGIVING LTD LGTXN00512046		303.85
07 FEB 23	DD BT GROUP PLC GP00734694-000031	46.68	
08 FEB 23	LOCALGIVING LTD LGTXN00512749		14.51
10 FEB 23	PO CREDIT		455.00
13 FEB 23	GAINREWARDLTD A GOODMAN & SON 8		61.84
15 FEB 23	LOCALGIVING LTD LGTXN00513297		778.82
16 FEB 23	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 FEB 23	Victoria Amos	29.17	
16 FEB 23	BPB ELECTRICAL LTD BPB22/0207	1230.00	
16 FEB 23	BPB ELECTRICAL BPB22/0206	1275.38	
20 FEB 23	GAINREWARDLTD A GOODMAN & SON 8		19.55
20 FEB 23	Auction Keynes AUCTION KEYNES		211.12
21 FEB 23	DD E.ON NEXT A-35038B9C-001	312.58	
22 FEB 23	LOCALGIVING LTD LGTXN00514271		82.98
28 FEB 23	DD SERCO LIMITED 0010057162	31.00	
28 FEB 23	LARRY PULLEN	49.52	
28 FEB 23	John Weir	67.99	
28 FEB 23	HENRY S SUPPIAH	96.05	
28 FEB 23	HENRY S SUPPIAH	181.45	
01 MAR 23	LOCALGIVING LTD LGTXN00514798		588.34
06 MAR 23	GAINREWARDLTD A GOODMAN & SON 8		44.80
09 MAR 23	LOCALGIVING LTD LGTXN00515937		38.84
10 MAR 23	DD BT GROUP PLC GP00734694-000032	54.17	
13 MAR 23	PO CREDIT		220.00
15 MAR 23	LOCALGIVING LTD LGTXN00516333		28.10
16 MAR 23	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
21 MAR 23	DD E.ON NEXT A-35038B9C-001	247.93	
21 MAR 23	HORNBEAM-MKCF ACCN 6661(MI25T29)	2117.21	
21 MAR 23	SCOTT AND SARGEANT 162181	2124.00	
21 MAR 23	Krystal Hygiene Lt 400512	52.58	
21 MAR 23	GAINREWARDLTD A GOODMAN & SON 8		25.60
22 MAR 23	LOCALGIVING LTD LGTXN00516774		62.96

23 MAR 23	CHEESE ON TOWCEST 16/03/2023		100.00
24 MAR 23	DD ANGLIAN WATER BUSI 0415566801	113.35	
27 MAR 23	DD SERCO LIMITED 0010057162	30.38	
27 MAR 23	John Weir	68.19	
27 MAR 23	KENT ELECTRICAL CO INV:2555	5773.23	
29 MAR 23	LOCALGIVING LTD LGTXN00517382		611.30
30 MAR 23	PO CREDIT		245.00
30 MAR 23	GAINREWARDLTD A GOODMAN & SON 8		37.40

	<u>29,254.96</u>	<u>32,478.22</u>
Accounts	29,254.96	32,478.22
	payments:	receipts

Column1	Column2	Column4	Column5
28 MAR 22	GAINREWARDLTD A GOODMAN & SON		52.00
30 MAR 22	GAINREWARDLTD A GOODMAN & SON		32.00
30 MAR 22	LOCALGIVING LTD LGTXN00467588		323.41
31 MAR 22	CHAPS STG R0033/DX UK ONLINE GIVING F		183.26
31 MAR 22	GAINREWARDLTD A GOODMAN & SON		94.75
31 MAR 22	GAINREWARDLTD A GOODMAN & SON		159.50
06 APR 22	LOCALGIVING LTD LGTXN00468380		39.28
07 APR 22	DD BT GROUP PLC GP00734694-000021	47.22	
08 APR 22	VOICES OF THE HOLO VOICES SET		115.00
08 APR 22	Milton Keynes Comm A640655 mar MARCH		500.00
11 APR 22	GAINREWARDLTD A GOODMAN & SON		139.80
13 APR 22	GAINREWARDLTD A GOODMAN & SON		110.10
19 APR 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
21 APR 22	DD E.ON NEXT A-35038B9C-001	217.26	
21 APR 22	PO CREDIT (cash Deposit)		270.00
21 APR 22	LOCALGIVING LTD LGTXN00469087		49.06
25 APR 22	GAINREWARDLTD A GOODMAN & SON		311.15
27 APR 22	LOCALGIVING LTD LGTXN00469672		371.18
29 APR 22	DD SERCO LIMITED 0010057162	58.71	
29 APR 22	Friends of Bletchl FOBS PLANTER		50.00
03 MAY 22	CHAPS STG R00472DX UK ONLINE GIVING F		562.57
03 MAY 22	CAROUSEL MK R/C1156425		296.00
04 MAY 22	GAINREWARDLTD A GOODMAN & SON		72.96
05 MAY 22	GAINREWARDLTD A GOODMAN & SON		125.88
05 MAY 22	LOCALGIVING LTD LGTXN00471102		1118.81
06 MAY 22	GAINREWARDLTD A GOODMAN & SON		32.40
09 MAY 22	DD BT GROUP PLC GP00734694-000022	46.12	
09 MAY 22	AMAZON EUROPE CORE 5373738779837684		18.65
12 MAY 22	LOCALGIVING LTD LGTXN00472261		14.69
16 MAY 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
19 MAY 22	LOCALGIVING LTD LGTXN00473285		795.76
24 MAY 22	DD E.ON NEXT A-35038B9C-001	184.47	
25 MAY 22	GAINREWARDLTD A GOODMAN & SON 8		117.00
26 MAY 22	NIGEL PIGOTT	512.58	
26 MAY 22	GAINREWARDLTD A GOODMAN & SON 8		159.16
26 MAY 22	LOCALGIVING LTD LGTXN00474747		277.20
27 MAY 22	DD SERCO LIMITED 0010057162	32.18	
31 MAY 22	CHAPS STG R00510DX UK ONLINE GIVING F		268.27
01 JUN 22	MILTON KEYNES & DI REMAP MK		30.00
01 JUN 22	LOCALGIVING LTD LGTXN00476181		289.99
07 JUN 22	DD BT GROUP PLC GP00734694-000023	44.70	
07 JUN 22	PO CREDIT (cash Deposit)		270.00
09 JUN 22	000000 CREDIT 4472001744880000		101.25
09 JUN 22	LOCALGIVING LTD LGTXN00476976		14.69
16 JUN 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 JUN 22	LOCALGIVING LTD LGTXN00477586		782.47
21 JUN 22	DD E.ON NEXT A-35038B9C-001	171.94	

21 JUN 22	GAINREWARDLTD A GOODMAN & SON 8		56.89
22 JUN 22	LOCALGIVING LTD LGTXN00478602		143.15
24 JUN 22	DD ANGLIAN WATER BUSI 0415566801	76.96	
29 JUN 22	DD SERCO LIMITED 0010057162	28.58	
29 JUN 22	LOCALGIVING LTD LGTXN00479673		587.57
30 JUN 22	GAINREWARDLTD A GOODMAN & SON 8		28.60
30 JUN 22	TOTTON M J & S B OLNEY ALLOTMENTS		40.00
06 JUL 22	CHAPS STG R00205DX UK ONLINE GIVING F		222.21
06 JUL 22	GAINREWARDLTD A GOODMAN & SON 8		23.22
06 JUL 22	LOCALGIVING LTD LGTXN00480891		24.59
08 JUL 22	DD BT GROUP PLC GP00734694-000024	45.58	
15 JUL 22	LOCALGIVING LTD LGTXN00481530		797.05
18 JUL 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
18 JUL 22	LARRY PULLEN Rly expenses	33.77	
18 JUL 22	NIGEL PIGOTT Expenses	626.13	
18 JUL 22	HORNBEAM-MKCF ACCN Buildings insure	1719.95	
18 JUL 22	PO CREDIT (cash Deposit)		335.00
20 JUL 22	DD E.ON NEXT A-35038B9C-001	147.59	
20 JUL 22	LOCALGIVING LTD LGTXN00482842		285.35
27 JUL 22	DD SERCO LIMITED 0010057162	41.83	
27 JUL 22	LOCALGIVING LTD LGTXN00484155		291.15
27 JUL 22	MILTON K HC 106 Home Instead		325.00
29 JUL 22	CHAPS STG R00250DX UK ONLINE GIVING F		244.63
29 JUL 22	GAINREWARDLTD A GOODMAN & SON 8		55.24
08 AUG 22	DD BT GROUP PLC GP00734694-000025	52.45	
09 AUG 22	RADWELL INTERNATIO 40598256		234.45
10 AUG 22	LOCALGIVING LTD LGTXN00485562		14.69
12 AUG 22	Friends of Bletchl FOBS PLANTER 2		50.00
12 AUG 22	GAINREWARDLTD A GOODMAN & SON 8		86.12
16 AUG 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
17 AUG 22	LOCALGIVING LTD LGTXN00486116		1023.31
22 AUG 22	PO CREDIT (cash Deposit)		267.00
23 AUG 22	DD E.ON NEXT A-35038B9C-001	166.08	
25 AUG 22	DD SERCO LIMITED 0010057162	33.16	
01 SEP 22	LOCALGIVING LTD LGTXN00487781		276.25
05 SEP 22	CAROUSEL MK R/C1156425		67.00
07 SEP 22	DD BT GROUP PLC GP00734694-000026	51.91	
09 SEP 22	GAINREWARDLTD A GOODMAN & SON 8		30.60
14 SEP 22	LOCALGIVING LTD LGTXN00489314		1153.68
16 SEP 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 SEP 22	GAINREWARDLTD A GOODMAN & SON 8		12.50
21 SEP 22	DD E.ON NEXT A-35038B9C-001	182.99	
22 SEP 22	LOCALGIVING LTD LGTXN00490486		255.91
23 SEP 22	PO CREDIT		261.00

26 SEP 22	DD ANGLIAN WATER BUSI 0415566801	88.86	
27 SEP 22	DD SERCO LIMITED 0010057162	33.34	
28 SEP 22	GAINREWARDLTD A GOODMAN & SON 8		50.40
28 SEP 22	LOCALGIVING LTD LGTXN00491141		285.99
30 SEP 22	HENRY S SUPPIAH	14.00	
30 SEP 22	DAVID TILLEY	28.60	
30 SEP 22	HENRY S SUPPIAH	44.86	
30 SEP 22	LARRY PULLEN	58.23	
30 SEP 22	MICHAEL WEST	142.58	
30 SEP 22	HENRY S SUPPIAH	160.87	
30 SEP 22	Krystal Hygiene Lt 394825	45.92	
30 SEP 22	CHAPS STG R00389DX UK ONLINE GIVING F		471.78
03 OCT 22	HORNBEAM-MKCF ACCN MI25T29	4100.54	
05 OCT 22	LOCALGIVING LTD LGTXN00491903		1520.04
10 OCT 22	DD BT GROUP PLC GP00734694-000027	53.86	
11 OCT 22	GAINREWARDLTD A GOODMAN & SON 8		31.25
12 OCT 22	LOCALGIVING LTD LGTXN00492527		935.99
17 OCT 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
17 OCT 22	D Jeffrey	40.00	
17 OCT 22	NIGEL PIGOTT	375.26	
17 OCT 22	PO CREDIT		110.30
18 OCT 22	DD E.ON NEXT A-35038B9C-001	33.41	
19 OCT 22	LOCALGIVING LTD LGTXN00493587		49.14
20 OCT 22	000000 CREDIT 4485301895880000		250.00
26 OCT 22	LOCALGIVING LTD LGTXN00494227		707.15
27 OCT 22	DD SERCO LIMITED 0010057162	28.30	
31 OCT 22	CHAPS STG R00409DX UK ONLINE GIVING F		97.92
03 NOV 22	LOCALGIVING LTD LGTXN00495702		354.97
08 NOV 22	DD BT GROUP PLC GP00734694-000028	51.46	
09 NOV 22	LOCALGIVING LTD LGTXN00496432		9.74
10 NOV 22	Milton Keynes Comm A663466 SEPT MATCH		1000.00
16 NOV 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 NOV 22	LOCALGIVING LTD LGTXN00497010		818.38
18 NOV 22	PO CREDIT		840.00
22 NOV 22	Friends of Bletchl Xmas Trees x 2		40.00
22 NOV 22	GAINREWARDLTD A GOODMAN & SON 8		156.15
23 NOV 22	LOCALGIVING LTD LGTXN00498302		246.88
25 NOV 22	DD SERCO LIMITED 0010057162	28.30	
30 NOV 22	LOCALGIVING LTD LGTXN00499626		276.25
31 OCT 22	CHAPS STG R00409DX UK ONLINE GIVING F		97.92
03 NOV 22	LOCALGIVING LTD LGTXN00495702		354.97
08 NOV 22	DD BT GROUP PLC GP00734694-000028	51.46	
01 DEC 22	LOCALGIVING LTD LGTXN00500359		49.34
02 DEC 22	DD E.ON NEXT A-35038B9C-001	158.65	

02 DEC 22	MKCOUNCIL FINANCE 1150014784		200.00
05 DEC 22	Vincent Burgum Microwave	89.99	
06 DEC 22	DD LOCALGIVING SC9J6NV	180.00	
09 DEC 22	DD BT GROUP PLC GP00734694-000029	52.06	
16 DEC 22	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 DEC 22	PO CREDIT		460.00
19 DEC 22	GAINREWARDLTD A GOODMAN & SON 8		61.61
19 DEC 22	Milton Keynes Comm CharityCarRaffle22		243.00
22 DEC 22	DD E.ON NEXT A-35038B9C-001	214.99	
22 DEC 22	LOCALGIVING LTD LGTXN00507690		1125.51
28 DEC 22	DD ANGLIAN WATER BUSI 0415566801	81.15	
01 DEC 22	LOCALGIVING LTD LGTXN00500359		49.34
02 DEC 22	DD E.ON NEXT A-35038B9C-001	158.65	
02 DEC 22	MKCOUNCIL FINANCE 1150014784		200.00
05 DEC 22	Vincent Burgum Microwave	89.99	
03 JAN 23	Allan Gallop AG-MISMK	41.90	
03 JAN 23	F. R. BALL (INSURA 63375160	522.00	
09 JAN 23	DD BT GROUP PLC GP00734694-000030	52.58	
09 JAN 23	MICHAEL WEST mw-mismk	117.25	
09 JAN 23	PO CREDIT		504.00
12 JAN 23	NIGEL PIGOTT	102.42	
16 JAN 23	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
17 JAN 23	HORNBEAM-MKCF ACCN 6480(M125T29)	2117.21	
17 JAN 23	Krystal Hygiene Lt 397619/397560	78.84	
17 JAN 23	GAINREWARDLTD A GOODMAN & SON 8		40.28
18 JAN 23	LOCALGIVING LTD LGTXN00509226		1196.42
24 JAN 23	DD E.ON NEXT A-35038B9C-001	304.78	
25 JAN 23	LOCALGIVING LTD LGTXN00510702		294.04
27 JAN 23	DD SERCO LIMITED 0010057162	70.95	
30 JAN 23	SPECTRUM FIRE UK L 39728	129.18	
30 JAN 23	SPECTRUM FIRE UK L 39816	229.50	
30 JAN 23	GAINREWARDLTD A GOODMAN & SON 8		79.05
01 FEB 23	LOCALGIVING LTD LGTXN00512046		303.85
07 FEB 23	DD BT GROUP PLC GP00734694-000031	46.68	
08 FEB 23	LOCALGIVING LTD LGTXN00512749		14.51
10 FEB 23	PO CREDIT		455.00
13 FEB 23	GAINREWARDLTD A GOODMAN & SON 8		61.84
15 FEB 23	LOCALGIVING LTD LGTXN00513297		778.82
16 FEB 23	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
16 FEB 23	Victoria Amos	29.17	
16 FEB 23	BPB ELECTRICAL LTD BPB22/0207	1230.00	
16 FEB 23	BPB ELECTRICAL BPB22/0206	1275.38	
20 FEB 23	GAINREWARDLTD A GOODMAN & SON 8		19.55
20 FEB 23	Auction Keynes AUCTION KEYNES		211.12
21 FEB 23	DD E.ON NEXT A-35038B9C-001	312.58	

22 FEB 23	LOCALGIVING LTD LGTXN00514271		82.98
28 FEB 23	DD SERCO LIMITED 0010057162	31.00	
28 FEB 23	LARRY PULLEN	49.52	
28 FEB 23	John Weir	67.99	
28 FEB 23	HENRY S SUPPIAH	96.05	
28 FEB 23	HENRY S SUPPIAH	181.45	
01 MAR 23	LOCALGIVING LTD LGTXN00514798		588.34
06 MAR 23	GAINREWARDLTD A GOODMAN & SON 8		44.80
09 MAR 23	LOCALGIVING LTD LGTXN00515937		38.84
10 MAR 23	DD BT GROUP PLC GP00734694-000032	54.17	
13 MAR 23	PO CREDIT		220.00
15 MAR 23	LOCALGIVING LTD LGTXN00516333		28.10
16 MAR 23	WOLVERTON COMMUNIT Men in Sheds MK	55.00	
21 MAR 23	DD E.ON NEXT A-35038B9C-001	247.93	
21 MAR 23	HORNBEAM-MKCF ACCN 6661(MI25T29)	2117.21	
21 MAR 23	SCOTT AND SARGEANT 162181	2124.00	
21 MAR 23	Krystal Hygiene Lt 400512	52.58	
21 MAR 23	GAINREWARDLTD A GOODMAN & SON 8		25.60
22 MAR 23	LOCALGIVING LTD LGTXN00516774		62.96
23 MAR 23	CHEESE ON TOWCEST 16/03/2023		100.00
24 MAR 23	DD ANGLIAN WATER BUSI 0415566801	113.35	
27 MAR 23	DD SERCO LIMITED 0010057162	30.38	
27 MAR 23	John Weir	68.19	
27 MAR 23	KENT ELECTRICAL CO INV:2555	5773.23	
29 MAR 23	LOCALGIVING LTD LGTXN00517382		611.30
30 MAR 23	PO CREDIT		245.00
30 MAR 23	GAINREWARDLTD A GOODMAN & SON 8		37.40
		29254.96	32478.22
			32478.22
		payments	receipts

		24.59			23.22			Looks OK	Correct
		797.05						Looks OK	Correct
	335.00							Looks OK	Correct
		285.35						Looks OK	Correct
		291.15						Looks OK	Correct
			325.00					Looks OK	Correct
	244.63							Looks OK	Correct
					55.24			Looks OK	Correct
		14.69			234.45			Looks OK	Correct
								Looks OK	Correct
					50.00			Looks OK	Correct
					86.12			Looks OK	Correct
		1,023.31						Looks OK	Correct
	267.00							Looks OK	Correct
		276.25						Looks OK	Correct
	67.00							Looks OK	Correct
					30.60			Looks OK	Correct
		1,153.68						Looks OK	Correct
					12.50			Looks OK	Correct
		255.91						Looks OK	Correct
	261.00							Looks OK	Correct
					50.40			Looks OK	Correct
		285.99						Looks OK	Correct
	471.78							Looks OK	Correct
						1.02		Looks OK	Correct
		1,520.04						Looks OK	Correct
					31.25			Looks OK	Correct
		935.99						Looks OK	Correct
	110.30							Looks OK	Correct
		49.14						Looks OK	Local Giving not Donations
	250.00							Looks OK	Correct
		707.15						Looks OK	Correct
	97.92							Looks OK	Correct
		354.97						Looks OK	Correct
		9.74						Looks OK	Correct
			1,000.00					Looks OK	Correct
		818.38						Looks OK	Correct
	840.00							Looks OK	Correct
					40.00			Looks OK	Correct
					156.15			Looks OK	Correct
		246.88						Looks OK	Correct
		276.25						Looks OK	Correct
	97.92							Looks OK	Correct
		354.97						Looks OK	Correct
		49.34						Looks OK	Correct
			200.00					Looks OK	Correct
		180.00						Looks OK	From Payments PTO

				113.35				30.38					Looks OK Looks OK Looks OK Looks OK	
						68.19				5,773.23				
8,334.96	2,241.95	3,002.67	598.79	360.32	358.68	2,545.57	0.00	929.31	8,278.61	0.00	2,124.00			
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
8,334.96	2,241.95	3,002.67	598.79	360.32	358.68	2,545.57	0.00	929.31	8,278.61	0.00	2,124.00		28774.86	

Correct
Waste Disposal not Other

Men in Sheds MK
Cash Book Summary and Reconciliation
For the period ended 31/03/2023

Current account summary

Opening Balance as at 01/04/2022

Receipts and net transfers

Payments

Closing Balance as at 31/03/2022

Bank Reconciliation

Balance per Bank Statement on ###

Add	Date	Payee / details	Slip ref	£

Less	Date	Payee / details	Chq No.	£

Reconciled balance

Difference

Deposit account summary

Opening Balance

Net transfers from/(to) current account and other receipts (interest received)

Payments

Closing Balance

Cash summary

Opening cash held

Unbanked cash receipts

Cash payments

Closing cash held

Cash counted by

On



£

16,067.89

32,666.17

-28,774.86

19,959.20

£

18,889.03

0.00

0.00

18,889.03

1,070.17

£

6,061.79

7.95

0.00

6,069.74

£

0.00

0.00

0.00

£

Men in Sheds MK**Assets retained for the Shed's own use****31/03/2023**

		Quantity	Optional Unit cost £	Optional Total cost £
Buildings				
1				0.00
				0.00
Large items of machinery				
1	Pillar Drills	3.00		
2	Sanders	2.00		
3	Table / Bench saws	1.00		
4	Planer/thicknesser	1.00		
5	Table Routers	2.00		
6	Band saws	4.00		
7	Mitre saws	1.00		
8	Scroll saws	2.00		
9	Dust extraction	3.00		
10	Hydraulic press	1.00		
11	Wood Lathes	2.00		
12	Metal lathes	1.00		
13	Milling Machines	2.00		
14	Mortiser	1.00		
15				
				0.00
Power tools				
1	Routers	2.00		
2	Sanders	4.00		
3	Planes	2.00		
4	Drill/drivers	6.00		
5	Jigsaws	2.00		
6	Multi tools	1.00		
7	Spare tools in storage			
8				
				0.00
Hand tools				
1	Hand saws			
2	Hammers			
3	Chisels & other woodwork tools			
4	Screwdrivers and hex keys			

5	Pliers			
6	Spanners and socket sets			
7	Files			
8	Clamps			
9	Levels, tapes, measuring and marking tools			
10	Other hand tools			
11	Glue and heat guns			
12	Engineering tools and equipment			
13	Welding equipment			
14	Blasting cabinet			
15				

0.00

Other assets

1	Stairlift			
2	Pallet lift			
3	Workbenches			
4	Racking, shelves and cupboards			
5	Space heaters			
6	Fridge, kettle, microwave etc.			
7	Vacuum cleaners			
8	Model railway			
9	Desktop PCs and printers			
10	Furniture			

0.00

MakerSpace

1	3D printers	5.00		
2	laser cutter	1.00		
3	CNC router	1.00		
4	Electronics lab			
5				

0.00

Total cost and value

0.00



Optional Unit value £	Required value £
-----------------------------	------------------------

	0.00
	0.00

	1,500.00
	400.00
	1,000.00
	2,500.00
	500.00
	1,500.00
	750.00
	150.00
	1,000.00
	250.00
	750.00
	1,500.00
	1,000.00
	250.00

13,050.00

	100.00
	100.00
	75.00
	250.00
	50.00
	35.00
	500.00

1,110.00

	100.00
	100.00
	50.00
	50.00

	25.00
	150.00
	25.00
	150.00
	50.00
	100.00
	25.00
	500.00
	500.00
	250.00

2,075.00

	2,000.00
	500.00
	500.00
	1,000.00
	250.00
	250.00
	250.00
	250.00
	1,000.00
	1,000.00

7,000.00

	250.00
	250.00
	200.00
	500.00

1,200.00

24,435.00



Men in Sheds MK

For the period from	Period start date 01/04/2022	To
------------------------	--	----

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £
Receipts		
Membership fees	0.00	0.00
Donations	6,697.94	0.00
Local Giving	20,455.66	0.00
Matched Funding	2,225.00	0.00
Grant Funding	0.00	0.00
Sale of Goods	3,279.62	0.00
Other	0.00	0.00
Interest	7.95	0.00
Sub total (<i>Gross income for AR</i>)	32,658.22	0.00
Asset and investment sales		
Interest	7.95	0.00
Sale of investments	0.00	0.00
Sub total	7.95	0.00
Total receipts	32,666.17	0.00
Payments		
Rent	8,334.96	0.00
Insurance	2,241.95	0.00
Power	3,002.67	0.00
Telephone, Internet	598.79	0.00
Water	360.32	0.00
Health and Safety	358.68	0.00
Consumables	2,545.57	0.00
Fixtures	0.00	0.00
Waste disposal	929.31	0.00
Other	8,278.61	0.00
Sub total	26,650.86	0.00

Asset and investment purchases

Hand and power Tools (>£25)	0.00	0.00
Workshop machines	2,124.00	0.00
Sub total	2,124.00	0.00
Total payments	28,774.86	0.00
Net of receipts/(payments)	3,891.31	0.00
Transfers between funds	0.00	0.00
Cash funds last year end	28,506.33	0.00
Cash funds this year end	32,397.64	0.00

Section B Statement of assets and liabilities at the end of the pe**Categories**

	Unrestricted funds	Restricted funds
	to nearest £	to nearest £
Cash funds		
Current account	19,959.20	0.00
Deposit account	6,069.74	0.00
Cash	0.00	
Total cash funds	26,028.94	0.00
(agree balances with receipts and payments account(s))	Agreement Error	OK
Other monetary assets		
Stocks/goods for sale		
Debtors		
Investment assets		
Assets retained for the Shed's own use		
Buildings	0.00	

Large items of machinery
Power tools
Hand tools
Other assets
MakerSpace

13,050.00
1,110.00
2,075.00
7,000.00
1,200.00

Liabilities

Trade creditors
Accrued expenses

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Michael West
Nigel Pigott

1156425	CC16a
Period end date 31/03/2023	



Total funds	Last year
to the nearest £	to the nearest £

0.00	0.00
6,697.94	6,775.18
20,455.66	20,189.39
2,225.00	2,225.00
0.00	0.00
3,279.62	
0.00	3,279.62
7.95	
32,658.22	32,469.19

7.95	6.93
0.00	0.00
7.95	6.93

32,666.17	32,476.12
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8,334.96	8,334.96
2,241.95	2,341.95
3,002.67	2,935.14
598.79	550.58
360.32	360.32
358.68	454.73
2,545.57	2,431.00
0.00	0.00
929.31	8,400.50
8,278.61	987.42
26,650.86	26,796.60

0.00	0.00
2,124.00	2,124.00
2,124.00	2,124.00
28,774.86	28,920.60
3,891.31	3,555.52
28,506.33	24,950.81
32,397.64	28,506.33

Period

Total current Period to the nearest £	Last year to the nearest £
19,959.20	16,067.89
6,069.74	6,061.79
0.00	0.00
26,028.94	22,129.68
Agreement Error	Agreement Error

0.00	
0.00	
0.00	
0.00	
0.00	
0.00	0.00

0.00	
0.00	
0.00	
0.00	
0.00	
0.00	0.00

0.00	
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13,050.00	
1,110.00	
2,075.00	
7,000.00	
1,200.00	
24,435.00	0.00

0.00	
0.00	
0.00	
0.00	
0.00	
0.00	0.00

	Date of approval
	19/01/2024
	19/01/2024

From an Unincorporated Association Men's Shed to a Charitable Incorporated Organisation: Accounting Considerations

Men's Sheds often start as unincorporated associations (UIA) because they are quick and easy to establish. As such they are not bound by the rules they set themselves - through their own constitution.

An Unincorporated Association is not a legal entity in its own right. It is akin to a partnership where the members are all jointly and severally liable for the debts.

It may show however the members may decide there is a need for a more formal structure and the benefits of charity. With so many different legal structures to choose from, this is where many choose to become Charitable Incorporated Organisations.

A Charitable Incorporated Organisation (CIO) is a legal entity which at law has a separate identity from its members - which means the members are not liable for its debts.

The purpose of this help sheet is to explain some of the legal and accounting issues which arise when the members of a Men's Shed decide to change legal status. Specific information about the legal status and registering as CIO is given in the UKMSA guidance.

It is not possible to "convert" to a CIO because it is not a legal entity to start with. What actually happens is the UIA ceases, transferring its assets and liabilities to a new CIO and the CIO starts. This is why **the new CIO will have to open a new bank account**.

Accounting records should follow the legal position. One set of accounts are brought to a close and a new set are started. If there are mixed and separate accounts should be prepared for each.

Both bodies (UIA and CIO) will co-exist, but only one should be active.

The members of an UIA make a decision to transfer their activity and assets (and liabilities) including the bank balance. They need to decide when to do so and advise anyone using the old account details of the new account (and new CIO).

The aim is to pick a clear date to switch from one to the other and have everything set up in time. There is no urgency and the CIO can be dormant for some time if need be while arranging a new bank account and other matters.

It is good practice, but not essential, for the UIA to clear any bills first and tidy its own affairs up. If the UIA is in the middle of an activity with financial consequences, such as a fundraising campaign, it may prefer to finish that before transferring. If it is more or less simple a transfer can be done at any convenient time, although a month end always feels tidier.

Just like a house move, choose a completion date and move. All furniture and possessions are transferred in a single day and you don't return to the old house.

unds transferred is a receipt in the CIO's accounts and should appear as a donation from the UIA in the Payments Account. Under Receipts and Payments accounting other assets, such as tools and equipment, are not recorded as a donation. They should however be included on the list of **Shed Assets**.

ed (if you are preparing receipts and payments accounts) to worry about who's bill is who's. Up to transfer day transfer funds (close old account) and thereafter just use the new account going forward.

n the old account remains open and receives further receipts, perhaps standing orders or grants, you can track them and when received. You should however seek to get everything paid to the new account as soon as possible to avoid the old account for payments out.

should draw up accounts for the members in accordance with its own constitution. These should be drawn up as a donation to the CIO and the accounts should then show reserves (funds) going to zero.

ust keep records and prepare accounts in accordance with the Charities Act. This template has been designed to meet these requirements.



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Men In Sheds MK

**On accounts for the year
ended**

01/04/22 to 31/03/23

**Charity no
(if any)**

1156425

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

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

Signed: JR Baucutt

Date: 31/12/2023

Name: John Robert Baucutt

**Relevant professional
qualification(s) or body
(if any):**

Fellow of the Institute of Certified Bookkeepers (FICB)
Member of the Chartered Institute of Personnel & Development (MCIPD)

MEN IN SHEDS MK

England & Wales - Charity number 1156425

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2021		31	March	2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Michael West	Chair		Annual General Meeting
2	Peter Gallagher	Treasurer	To April 2022	Annual General Meeting
3	Nigel Pigott	Secretary		Annual General Meeting
4	Henry Suppiah	Treasurer	From May 2022	Annual General Meeting

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
<input type="text"/>	<input type="text"/>

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Financial – Independent Examiner	Stephen Montague	Chiltern View, Hitchin Road, Pegsdon, SG5 3JT

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	CIO Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	CIO
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Election, co-option

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The CIO is a member of the UK Men's Sheds Association (UKMSA) and has a close relationship with its landlord, the Milton Keynes Community Foundation, which from time to time funds specific initiatives at the Shed.

Risks are identified and managed by the Trustees in liaison with the Management Committee.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are: to promote the preservation and protection of men's good health, for the public benefit, in particular but not limited to those who are retired, unemployed or have health problems, through the provision of facilities for hobbies, recreation or other leisure time occupations including practical interests, skills sharing, the learning of new skills, and contributing to community-based projects.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Since fully re-opening following the pandemic the Shed has undertaken a number of construction projects in support of local schools and other volunteer groups including the production of a large number of donation collection boxes for the MK Food Bank and the construction of replacement benches for the Wolverton Secret Garden. It has also built a number of internet radios to enable patients at Milton Keynes University Hospital who do not own smart phones to listen to MK Hospital Radio.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

See Section C above.

Section E Financial review

Brief statement of the charity's policy on reserves

Financial reserves to the extent of one year's operation are held in our bank accounts

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The primary source of funds is regular donations by members and occasional donations by supporters and beneficiaries of the Shed's work.

All expenditure is directed to improving the accommodation and facilities in support of the charity's objectives.



The bank balance continues to be healthy but we have been fortunate in attracting a number of new donating members and in having an energy account that is fixed until April 2023. We expect increased energy costs in 2023 to have a significant adverse effect on our finances and ways of mitigating this are currently being addressed by the trustees.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Michael West	Nigel Pigott
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	<div style="border: 1px solid black; width: 100%; height: 20px;"></div>	



Men in Sheds MK		1156425	
For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022

CC16a

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Receipts				
Membership fees				
Donations	4,105.71		4,105.71	
Local Giving	16,939.33		16,939.33	17,510.16
Matched Funding	563.00		563.00	100.00
Grant Funding				853.51
Sale of Goods	2,750.57		2,750.57	
Other	96.27		96.27	
Interest	0.97		0.97	
Sub total (Gross income for AR)	24,454.88		24,454.88	18,463.67
Asset and investment sales				
Interest	0.97		0.97	21.19
Sale of investments				
Sub total	0.97		0.97	21.19
Total receipts	24,455.85		24,455.85	18,484.86
Payments				
Rent	10,328.25		10,328.25	6,968.84
Insurance	456.20		456.20	2,427.45
Power	2,422.50		2,422.50	1,541.69
Telephone, Internet	911.16		911.16	879.81
Water	269.06		269.06	192.55
Health and Safety	803.51		803.51	455.70
Consumables	1,224.42		1,224.42	2,728.04
Fixtures	25.82		25.82	109.99
Waste disposal	391.58		391.58	1,055.80
Other	1,075.26		1,075.26	96.00
Sub total	17,907.76		17,907.76	16,455.87
Asset and investment purchases				
Hand and power Tools (>£25)	69.96		69.96	340.89
Workshop machines				
Sub total	69.96		69.96	340.89
Total payments	17,977.72		17,977.72	16,796.76
Net of receipts/(payments)	6,478.13		6,478.13	1,688.10
Transfers between funds				
Cash funds last year end	16,488.52		16,488.52	14,800.42
Cash funds this year end	22,966.65		22,966.65	16,488.52

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Section B Statement of assets and liabilities at the end of the period

Categories

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current Period to the nearest £	Last year to the nearest £
Cash funds				
Current account	16,912.81		16,912.81	10,435.65
Deposit account	6,053.84		6,053.84	6,052.87
Cash				
Total cash funds <small>(agree balances with receipts and payments account(s))</small>	22,966.65 OK		22,966.65 OK	16,488.52 OK
Other monetary assets				
Stocks/goods for sale				
Debtors				
Investment assets				
Assets retained for the Shed's own use				
Buildings				
Large items of machinery	11,050.00		11,050.00	
Power tools	1,110.00		1,110.00	
Hand tools	2,075.00		2,075.00	
Other assets	7,000.00		7,000.00	
MakerSpace	1,200.00		1,200.00	
			22,435.00	
Liabilities				
Trade creditors				
Accrued expenses				

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Michael	West
Nigel	Pigott

Date of approval

18/01/2023	18/01/2023
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MEN IN SHEDS MK

England & Wales - Charity number 1156425

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2020		31	Mar	2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

30 Burners Lane	
Kiln Farm	
Milton Keynes	
Postcode	MK11 3HB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rob Bowles	Chair		Annual General Meeting
2	John Orme	Treasurer		Annual General Meeting
3	Nigel Pigott	Secretary		Annual General Meeting
4	Michael West	Chair	From May 2021	Annual General Meeting
5	Peter Gallagher	Treasurer	From May 2021	Annual General Meeting
6				
7				
8				
9				
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11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Financial – Independent Examiner	Stephen Montague	Chiltern View, Hitchin Road, Pegsdon, SG5 3JT

Name of chief executive or names of senior staff members (Optional information)

n/a

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Election, co-option

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The CIO is a member of the UK Men's Shed Association (UKMSA) and has a close relationship with its landlord, the Milton Keynes Community Foundation, which from time to time funds specific initiatives at the Shed.

Risks are identified and managed by the Trustees in liaison with the Management Committee.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are: to promote the preservation and protection of men's good health, for the public benefit, in particular but not limited to those who are retired, unemployed or have health problems, through the provision of facilities for hobbies, recreation or other leisure time occupations including practical interests, skills sharing, the learning of new skills, and contributing to community-based projects.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees in conjunction with the Management Committee took the decision to temporarily close the Shed with effect from 22 March 2020.

This decision was taken, ahead of the government mandate related to Covid 19, in the light of the particular risk posed to our many older members and those with health conditions, together with the need to minimise the spread of the disease in the community.

During the first closure period the Shed's Makerspace group co-ordinated a huge 3D printing effort to produce protective visors for health and care workers in Milton Keynes. This was made possible by a £1600 grant from the Milton Keynes Community Foundation for the purchase of materials, and over 3000 visors were produced by members working in their own homes.

Since re-opening the Shed has undertaken a number of construction projects in support of local schools and other volunteer groups.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

See Section C above.

Section E

Financial review

Brief statement of the charity's policy on reserves

Financial reserves to the extent of one year's operation are held in a bank account

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The primary source of funds is regular donations by members and occasional donations by supporters and beneficiaries of the Shed's work.

All expenditure directed to proving the accommodation and facilities in support of the charity's objectives.

Despite temporary closure of the Shed due to Covid 19, the Shed was still liable for considerable expenses in maintaining its accommodation. The continued donations during this period by its members saw its finances remained buoyant, and the bank balance continues to be healthy.

Section F

Other optional information

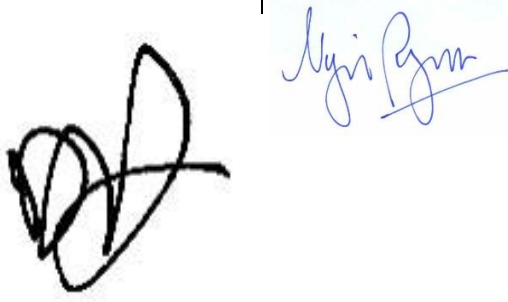
Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)	Michael West	Nigel Pigott
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	20.04.2022	



Receipts and payments accounts

CC16a

For the period
from

01-Apr-20

To

31-Mar-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Sale of Goods	-	-	-	-	-
Membership Fees	-	-	-	-	-
Donations	17,522	-	-	17,522	23,802
Gift Aid	-	-	-	-	-
Matched Funding	100	-	-	100	-
Grant Funding	854	-	-	854	517
Interest	21	-	-	21	26
	-	-	-	-	-
Sub total (Gross income for AR)	18,497	-	-	18,497	24,345
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	18,497	-	-	18,497	24,345
A3 Payments					
Cost of Sales	-	-	-	-	-
Rent	6,969	-	-	6,969	6,880
Power	1,542	-	-	1,542	4,317
Water Rates	193	-	-	193	398
Broadband	888	-	-	888	892
Insurance	2,427	-	-	2,427	1,788
Health and Safety	456	-	-	456	743
Training	-	-	-	-	-
Waste Disposal	1,056	-	-	1,056	842
Tools	-	-	-	-	-
Membership	96	-	-	96	120
Consumables	2,728	-	-	2,728	4,615
Repairs	-	-	-	-	1,783
Local Giving	-	-	-	-	-
Equipment	346	-	-	346	4,013
Fixtures	110	-	-	110	-
Rent Deposit	-	-	-	-	-
Other	-	-	-	-	705
	-	-	-	-	-
Sub total	16,810	-	-	16,810	27,095
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	16,810	-	-	16,810	27,095
Net of receipts/(payments)	1,687	-	-	1,687	- 2,750
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	14,801	-	-	14,801	17,550
Cash funds this year end	16,488	-	-	16,488	14,800

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Co-op Banks Account	10,436	-	-
	Co-op Business Select (Deposit) bank account	6,052	-	-
		-	-	-
	Total cash funds	16,488	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval