

WHAT IS D.F.H.A.?

Downend Folk House Association was founded in 1970 by a group of local people and is a registered charity. It serves the residents of Downend and the neighbouring areas irrespective of sex or religious, political or other opinions.

MISSION STATEMENT

Its purpose is to improve the quality of life of the local community by advancing education and providing facilities in the interests of social welfare, recreation and leisure

HOW WE ARE FUNDED

We receive no funding of any kind from any source and so our running costs have to be covered by income raised through our own efforts.

Membership Fees: £10.00 per adult.

Paid before September 1st 2022 £5

For those aged 13 -17yrs: £2.50 per annum.

Club & Class Fees: — these vary, see the

Prospectus for details

Fund-raising events: — see our Prospectus and our website for details.

External Hirings : our facilities are available for private functions at competitive rates. Details from our Office Administrator.

MANAGEMENT COMMITTEE

Chairman: Mrs Eileen Bendrey

Vice-Chairman: Mrs Merle Hosking

Treasurer: Mr Mel Brown

Secretary: Mrs Christine Bilella

Chairman Social & Fundraising Committee: Merle Hosking.

Elected representatives serving on the Management Committee Joyce Bishop, Andrew Clements, Julia Kennett, Bruce Gibbs. Cllr Janet Biggin who also attends as a representative of the Downend & Bromley Heath Parish Council.

The Management Committee usually meets on the first Monday of each month.

CHAIRMAN'S REPORT

AGM Chairman's report October 28th 2022

This year we have been trying to recover from Covid and not all of our clubs and classes felt able to return.

However we took the opportunity to have the front and back doors of the Barn repainted and the window in Grace Room repaired. We also put shelving and a false floor in the Boiler Room. In the Office we have replaced the Office Manager's desk, our laptop and the 3 computers and also replaced the washing machine. With the increasing cost of energy we had the building examined using a thermal imaging camera to identify areas of greatest heat loss. Consequently panels have been fitted to the areas under the windows in the kitchen, Jubilee and Concorde to reduce heat loss.

In October Joan Wheadon retired from the Office. Joan has been replaced by her deputy, Zoe Tanner and we now have Martin Bailey as our Deputy Manager. As we have very few Office Volunteers we have taken on Jane Faithfull and Derek Whitchurch as part-time day staff for the morning shift. We have also employed Adam Tanner as our gardener and you may have noticed an improvement to some of our garden areas. To bolster our Barn Funds we held a successful Table Top Sale earlier in the year.

Louise Hooper agreed to work with Bruce Gibbs to update our Facebook page, since when we have had lots of hits.

In conclusion I would like to thank Zoe Tanner and Bruce Gibbs who have produced our Barn News, which takes quite a long time to collate and print. I should like to thank Phil Abbott, our maintenance volunteer, our Office Manager and the small,

stalwart group of volunteers who man the office for us, which is a great help. More volunteers are still required so if you feel able to offer the occasional help please contact the office.

I must of course thank Mel Brown our Treasurer. He sorts out all kinds of problems for us involving the Barn, which is strictly outside the duties of a Treasurer.

Finally I should like to thank our Secretary Christine Bilella and all the members of the Management Committee for all the help and support they have given me throughout the year.

**Eileen
Bendrey**

BARN NEWS & PROSPECTUS

The Barn News continues to be an important channel for members to keep in touch with the Association and each other. It is issued to members three times a year, with distribution largely completed at Club and Class meetings, and Coffee Mornings. Copies of the magazine can be found in the foyer and outside the Office in racks.

The Summer Term copies are always more difficult to distribute as fewer members tend to visit the Barn regularly at this time of year. However, those on our summer excursions received their copies on the coach, and many other members come to the Barn to collect their copies. A stamped-addressed envelope may be left in the office for those who would like a copy posted to them.

Thanks are again due to Zoe Tanner and Bruce Gibbs who have taken on the job of editing the Barn News which entails dealing with advertisers, organising the layout and helping to produce copies. We also thank Zoe and the office staff who produce many copies of each edition.

Our Prospectus was assembled this year by Zoe Tanner and Janet Hanlon and again produced "in-house" which enabled us to keep production costs well below commercial printing rates. It is distributed to local surgeries, libraries and similar locations. It is also available on our website.

All those who contributed to the major task of producing and distributing this year's Prospectus deserve our sincere thanks.

SOCIAL & FUND RAISING

During the 2021/2022 year the Social and Fund Raising Committee has been reduced to two people. This has meant that Social activities within The Barn during this past year have been rather quiet. Trips this year have included Theatre, Salisbury Cathedral for the Festival of Flowers, a boat trip with a cream tea, and some monthly speaker mornings.

There was a Christmas Market in November, and a table top sale in April.

Cleeve singers gave a Christmas Concert.

Our activities are displayed on our Facebook page as well as our Website.

Over the last couple of months, we are delighted to say that we have had two members contact the S&FR committee with offers to help run the Christmas Market in November and perhaps other functions in the coming year.

If anyone else would be interested in coming forward and joining this group, please contact the Management Committee.

Merle

Hosking

MEMBERSHIP

The amount taken in membership fees up to 1st September 2022 was £1,451 with some members paying at the discounted figure and some at the full price.

CLUBS & CLASSES

As in past years, our main aims were to produce a balanced programme designed to provide the local community with as many varied activities as could be arranged.

To create opportunities for the resumption of friendships or the forging of new ones here at the Barn.

To encourage the wider age-band of membership which we see as vital to the sustained vigour and financial health of the Association.

The established Clubs and Classes continue to thrive. We get many enquiries from private hirers wanting run activities in our

premises and new groups. Anyone wanting to join these privately run groups can find contact numbers in our prospectus or on our web site. Guests and visitors to the Barn are impressed by the range of activities on offer here, although they are often surprised to learn that, in the absence of any kind of external funding, the successful running of most of our Club activities is largely due to the personal effort and enterprise of a relatively small number of volunteers.

PROPERTY MANAGEMENT

This year the Barn premises have been as much in demand throughout the year as ever and as before the main challenge has been to maximise Class, Club and associated activities for our members while, at the same time, generating that flow of revenue from private hirings upon which we have become increasingly dependent. That income is vital in enabling us to meet our increasing costs. We have had a lot of work done to keep our premises in good condition.

This year we have had extensive redecoration in Jubilee Hall. There has been insulation done on panels below windows in Jubilee, Concorde and the kitchen to help with heat loss. Unfortunately there were a few roof leaks which had to be addressed. As before there has been a frequent need for repairs and maintenance of some kind throughout the year. Aaron Mitchell is our Property Manager and he has responded promptly to calls from the Office Manager. Our garden borders and large trees are taking shape thanks to our new gardener Adam Tanner. We now have three volunteers to help with maintenance and we are very grateful to Phillip Abbott, Peter Smithson and Adrian Helps for their time and expertise and for their help with looking after the grounds and some interior work. Any help that members can give, using their skills and experience, would save the Association considerable expenditure and would be much appreciated.

Finally, it is necessary to repeat our annual appeal to our members, to remain vigilant and security-conscious in and around the building since a quick response from the Police cannot be taken for granted. It is essential that we should support each other in an effort to keep crime and hooliganism at bay.

ADMINISTRATION

It is the face or voice of the Office Volunteer on duty which is often the first point of contact with this Association for many enquirers. As stated in previous years, we are very fortunate to have a team of agreeable and experienced, volunteer Office staff at the Barn, to support our day-to-day activities. As we no longer close down when the schools are shut the demands on the Office have greatly increased, and more volunteers are always needed.

Our band of office volunteers include Melinda Gunnion, Janet Hanlon, Maureen Walker. They deserve praise and admiration for the efficient, polite and patient way they dealt with enrolments for classes, bookings for outings, and telephone calls, queries, the occasional dissatisfied member and much more. A "thank-you" to them is always welcome.

May we take this opportunity to state that any verbal abuse will not be tolerated from DFHA members towards the Office Staff. Members found guilty of such actions will be banned from The Barn.

The premises are cleaned by an outside company, Mrs Bucket. They are responsible for keeping the building in a tidy and hygienic condition, and this has enabled our members and hirers to enjoy their chosen activities in a clean and safe environment.

Those who join our "behind the scenes" operation for the first time are usually amazed at the amount and variety of work involved in running this Association. It is for this reason that new recruits are always welcomed, especially those who are willing to serve in a back-up capacity on an occasional basis, since they can give the team an added strength at times of enrolment, fund-raising events and when tickets are on sale for the various events.

Additional pairs of hands are especially welcome whenever an event is being held. Setting up and clearing up afterwards are an integral part of the event itself and many hands certainly make lighter work.

Members are reminded to keep the office informed of any changes of address or telephone numbers so that if necessary they can be contacted with information pertaining to clubs and classes or social events.

DOWNEND FOLK HOUSE ASSOCIATION (Charity No 1157237)

(CC16a substitute)

Receipts and Payments Accounts For the period 1st September 2021 to 31st August 2022

Section A Receipts and payments

	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total Funds (£)	Last year (£)
A1 Receipts					
Membership	1,451	0	0	1,451	1,010
Club Fees	18,751	0	0	18,751	3,066
Prepayments for 2022/2023	220	0	0	220	
Fundraising	4,110	0	0	4,110	
Catering	910	0	0	910	2
Hire of premises	56,472	0	0	56,472	26,591
Miscellaneous	2,272	0	0	2,272	1,082
Deposit A/C interest	601	0	0	601	287
Donations and Legacies	3,247	0	0	3,247	31
Grants (CoVid/Furlough)	2,967			2,967	22,434
Sub-Total	91,001			91,001	54,503
A2 Asset and investment sales					
None					
Sub Total	0			0	0
Total Receipts	91,001			91,001	54,503
A3 Payments					
Cost of Fundraising	1,648	0	0	1,648	
Wages/Salaries	32,113	0	0	32,113	25,846
Repairs/Maintenance	26,394	0	0	26,394	14,962
Lighting/Heating	7,182	0	0	7,182	5,305
Water & Sewage	715	0	0	715	282
Insurance/Licenses	7,332	0	0	7,332	7,145
Phone/Internet	732	0	0	732	745
Stationery	424	0	0	424	261
Bank charges	305	0	0	305	162
Cleaning	17,622	0	0	17,622	8,014
Playgroup		0	0	0	
Miscellaneous	3,096	0	0	3,096	1,198
Catering	177	0	0	177	
IT Support		0	0	0	
Club Exp	1,349	0	0	1,349	
CoVid	89			89	1,635
Sub Total	99,178			99,178	65,555
A4 Asset and investment purchases					
New Porch - drgs/planning	0	0	0	0	3,573
New Cooker	0	0	0	0	0
Sub-Total	0			0	3,573
Total Payments	99,178			99,178	69,128
Net receipts/(payments)	-8,177			-8,177	-14,625
A5 Transfers between funds	0			0	0
A6 cash funds last year					
Cash Funds this year end	124,665			124,665	132,842

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

	Details	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)
B1 Cash Funds	Cash Book	23,873		
	Deposit Account	100,743		
	Petty Cash	50		
	Total Cash Funds	124,665		0

B2 Other monetary assets	Details			
	None			

B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current Value (Optional)
	None			

B4 Assets retained for the charities own use	Details	Fund to which asset belongs	Cost (optional)	Current Value (Optional)
	The Charity leases the building known as Lincombe Barn from South Glos Council.			
	The Charity uses other assets: computers, furniture, cutlery etc all of which have negligible value			

B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None			

Signed by one trustee on behalf of all the trustees

Signature



Print Name

Mel Brown
(Treasurer)

Date of approval

6/12/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Downend Folk House Association

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1157237

Set out on pages

CC16a Sections A & B

(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 31 August 2022.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

6/12/2022

Name:

Susan Rickerby

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

ACA

Address:

118 High Street

Staple Hill

Bristol BS16 5HH

Only complete if the examiner needs to highlight 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.

DOWNEND FOLK HOUSE ASSOCIATION (Charity No 1157237)

(CC16a substitute)

Receipts and Payments Accounts For the period 1st September 2021 to 31st August 2022

Section A Receipts and payments

	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total Funds (£)	Last year (£)
A1 Receipts					
Membership	1,451	0	0	1,451	1,010
Club Fees	18,751	0	0	18,751	3,066
Prepayments for 2022/2023	220	0	0	220	
Fundraising	4,110	0	0	4,110	
Catering	910	0	0	910	2
Hire of premises	56,472	0	0	56,472	26,591
Miscellaneous	2,272	0	0	2,272	1,082
Deposit A/C interest	601	0	0	601	287
Donations and Legacies	3,247	0	0	3,247	31
Grants (CoVid/Furlough)	2,967			2,967	22,434
Sub-Total	91,001			91,001	54,503
A2 Asset and investment sales					
None					
Sub Total	0			0	0
Total Receipts	91,001			91,001	54,503
A3 Payments					
Cost of Fundraising	1,648	0	0	1,648	
Wages/Salaries	32,113	0	0	32,113	25,846
Repairs/Maintenance	26,394	0	0	26,394	14,962
Lighting/Heating	7,182	0	0	7,182	5,305
Water & Sewage	715	0	0	715	282
Insurance/Licenses	7,332	0	0	7,332	7,145
Phone/Internet	732	0	0	732	745
Stationery	424	0	0	424	261
Bank charges	305	0	0	305	162
Cleaning	17,622	0	0	17,622	8,014
Playgroup		0	0	0	
Miscellaneous	3,096	0	0	3,096	1,198
Catering	177	0	0	177	
IT Support		0	0	0	
Club Exp	1,349	0	0	1,349	
CoVid	89			89	1,635
Sub Total	99,178			99,178	65,555
A4 Asset and investment purchases					
New Porch - drgs/planning	0	0	0	0	3,573
New Cooker	0	0	0	0	0
Sub-Total	0			0	3,573
Total Payments	99,178			99,178	69,128
Net receipts/(payments)	-8,177			-8,177	-14,625
A5 Transfers between funds	0			0	0
A6 cash funds last year					
Cash Funds this year end	124,665			124,665	132,842

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

	Details	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)
B1 Cash Funds	Cash Book	23,873		
	Deposit Account	100,743		
	Petty Cash	50		
	Total Cash Funds	124,665		0

B2 Other monetary assets	Details			
	None			

B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current Value (Optional)
	None			

B4 Assets retained for the charities own use	Details	Fund to which asset belongs	Cost (optional)	Current Value (Optional)
	The Charity leases the building known as Lincombe Barn from South Glos Council.			
	The Charity uses other assets: computers, furniture, cutlery etc all of which have negligible value			

B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None			

Signed by one trustee on behalf of all the trustees

Signature



Print Name

Mel Brown
(Treasurer)

Date of approval

6/12/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Downend Folk House Association

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1157237

Set out on pages

CC16a Sections A & B

(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 31 August 2022.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

6/12/2022

Name:

Susan Rickerby

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

ACA

Address:

118 High Street

Staple Hill

Bristol BS16 5HH

Only complete if the examiner needs to highlight 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.