

# Roundhay Parochial Hall

## Notes to the accounts continued

### for the year ended 31 December 2021

2 Grants	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
HMRC Job Rentention Scheme	-	1,414	1,414	2,145
	-	1,414	1,414	2,145

3a Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
HMRC Job Rentention Scheme	-	1,414	1,414	-	-
	-	1,414	1,414	-	-

#### Fund name Purpose of restriction

HMRC Job Rentention Scheme Towards salary costs during Covid-19 pandemic

3b Designated funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Roof Fund	10,196	204	-	-	10,400
	10,196	204	-	-	10,400

#### Fund name Purpose of restriction

Roof Fund Funds for roof replacement planned to take place c.2029

#### 4 Trustee expenses

No trustee received any expenses during this year or the previous year.

#### 5 Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

#### 6 Other related party transactions

There were no other related party transactions during this year or the previous year.

# **Roundhay Parochial Hall**

## **Notes to the accounts**

### **for the year ended 31 December 2021**

#### **1 Accounting policies**

##### **Basis of accounting**

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

**Roundhay Parochial Hall**  
**Statement of assets and liabilities**  
**as at 31 December 2021**

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Lloyds Bank current account	5,011	-	5,011	2,630
Hampshire Trust Bank	10,400	-	10,400	10,196
Skipton Building Society	6,134	-	6,134	6,117
<b>Total cash funds</b>	<u>21,545</u>	<u>-</u>	<u>21,545</u>	<u>18,943</u>

**Other monetary assets**

Hall rental	£
	<u>2,216</u>
	<u>2,216</u>

**Assets retained for the charity's own use**  
The parochial hall, its fixtures and fittings

**Liabilities**

	£
CNG gas bill	194
Accountancy	<u>216</u>
	<u>410</u>

**Approval of the accounts**

The financial statements were approved by the board of trustees on 27 July 2022

Signed: Gordon Robertson (Trustee)

Name: GORDON ROBERTSON

**Roundhay Parochial Hall**  
**Receipts and payments account**  
**for the year ended 31 December 2021**

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Receipts</b>					
Grants	(2)	-	1,414	1,414	2,145
Regular bookings		19,842	-	19,842	19,379
Casual bookings		850	-	850	-
Special bookings		-	-	-	573
Bank interest		222	-	222	231
<b>Total receipts</b>		<u>20,914</u>	<u>1,414</u>	<u>22,328</u>	<u>22,328</u>
<b>Payments</b>					
Cleaning staff costs		5,871	1,414	7,285	6,844
Property repairs and maintenance		4,394	-	4,394	7,747
Water charges		650	-	650	1,510
Insurance		2,342	-	2,342	2,243
Light and heat		4,839	-	4,839	5,346
Accountancy		216	-	216	276
Building development and refurbishment costs		-	-	-	900
<b>Total payments</b>		<u>18,312</u>	<u>1,414</u>	<u>19,726</u>	<u>24,866</u>
<b>Net receipts / (payments)</b>		<u>2,602</u>	<u>-</u>	<u>2,602</u>	<u>(2,538)</u>
<b>Fund balances brought forward</b>		<u>18,943</u>	<u>-</u>	<u>18,943</u>	<u>21,481</u>
<b>Fund balances carried forward</b>	(2,3)	<u>21,545</u>	<u>-</u>	<u>21,545</u>	<u>18,943</u>

# Roundhay Parochial Hall

## Trustees' report (continued) for the year ended 31 December 2021

### Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of community development.

### Achievements and performance

#### Overview

Although the Covid situation varied during the year, it has been really good to see things gradually returning to normal, with groups using the hall again. This has also helped reset our financial position.

#### Changes

Over the last two years inevitably some groups have found alternative accommodation, and some have closed. However there have also been a significant number of new groups starting, with a wide variety of community activities for various ages.

#### Actions taken

- We have rationalised our pricing structure to make it more understandable and enable us to slot more groups in by being more precise on timeslots
- We have moved to a computer based room booking system, which enables all groups to see who is using the hall when. This also means it is easier to discuss with a new group what times/rooms are available
- The computer system also generates monthly invoices, which has improved our cash flow
- We have done a major clear-out of stored stuff, which has enabled us to make better storage available to groups

#### Outlook

We are grateful to have survived the last two years, albeit with a reduced bank balance.

While we are financially solvent, with income in excess of regular expenditure, maintenance over the last 2 years has been restricted to a minimum, and there are further improvements to the building which would improve it for the groups using the facilities. There are times when different rooms are empty, and it would be good to see these slots used.

### Financial review

The net receipts for the year were £2,602, all relating to unrestricted funds.

### Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £21,545.

The reserves policy is to reserve a sum equivalent to 6.-9 months of hall income.

We have started a savings plan towards inevitable roof replacement in the next decade, with £10,000 of the reserves designated for this purpose plus the interest earned on this account.

Signed on behalf of the board of trustees on ..... 27 July 2022

Signed: ..... (Trustee)

Name: ..... GORDON ROBERTSON

# **Roundhay Parochial Hall**

## **Trustees' report for the year ended 31 December 2021**

### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Gordon Robertson	Chair	
Camilla Hawkes	Treasurer	
Anne Bond	Secretary	
Kim Knowles	Bookings Secretary	Appointed Jul 2021

### **Charity number**

The charity was registered with the Charity Commission for England and Wales, number 1165064 , on 6 January 2016.

### **Principal address**

5 Fitzroy Drive  
Roundhay  
Leeds  
LS8 4AB

### **Bankers**

Lloyds Bank	Hampshire Trust Bank	Skipton Building Society
2 The Headrow	55 Bishopsgate	7/9 Bond Street
Vicar Lane	London	Leeds
Leeds	EC2N 3AS	LS1 5EY
LS1 6PN		

### **Accountants**

#### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a Charitable Incorporated Organisation (CIO) formed on 6 January 2016.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are appointed by a resolution passed at a properly convened meeting of the charity trustees or by a written or electronic resolution of the charity trustees.

### **Objectives and activities**

#### **The charity's objects**

The objects of the CIO are to provide for the benefit of the inhabitants of Roundhay, Oakwood, and the surrounding areas a community room and/or other facilities for recreation or other leisure time occupation for the public at large in the interests of social welfare with the object of improving their condition of life.

#### **The charity's main activities**

The provision and maintenance of Roundhay Parochial Hall which houses several rooms which are let out to community and other groups at very reasonable rates.

# **Roundhay Parochial Hall**

## **Annual Report and Financial Statements for the year ended 31 December 2021**

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**Prepared by West Yorkshire Community Accounting Service**

# **Roundhay Parochial Hall**

Charity number 1165064

## **Annual Report and Financial Statements for the year ended 31 December 2021**



West Yorkshire Community Accounting Service