

All Saints Parish Hall –Scratby

Trustees Annual Report March 31st. 2022,

The trustees are pleased to submit their report for the year ending March 2022

At the beginning of the financial year the country was still under Covid restrictions, the trustees worked closely with GYBC Environmental Services in order to be open to our users as soon as it was possible.

It was necessary to limit the number of people who could use each room and a strict cleaning protocol was commenced.

Hand sanitisers were provided at both entrances and throughout the building and specialist surface cleaning materials used.

We worked with our users to ensure a safe environment and are proud that we were one of the very first public buildings in the area to reopen after the pandemic.

We were pleased to work with the local medical centre to provide a distribution point for medicines to save people the need to visit the pharmacy. This service will continue for as long as necessary.

During the year the trustees are pleased to report that they have been able to offer financial support to all of their non-profit groups. It was apparent that many of the groups have lost membership during the lockdown period for a range of reasons and we have assisted them by reducing the room rental for those groups by 50%. This reduction will continue for as long as we are able to do so.

This action has enabled some of the smaller groups to keep meeting at the hall. This assistance was made possible by using financial reserves and support funding that the charity received during the pandemic.

During the year only one group felt that due to the age profile and lack of members that it was not possible to continue to meet.

There has been a loss of income from single event users. The trustees consider that this is due to the restrictions that we have from the pandemic but forward bookings give an indication that bookings will return to pre pandemic levels.

We thank our users and volunteers for their continued support and look forward to moving forward in the coming year.

Geoffrey E Freeman

Chair of Trustees.

All Saints Parish Hall Scratby
Statement of Income and Expenditure 1st April 2021 to 31st March 2022

	April	May	June	July	August	September	October	November	December	January	February	March	Total
<u>Income</u>													
Regular Hall Bookings	243.75	511.25	770.00	925.00	672.50	1,272.50	1,432.50	1,537.50	840.00	1,133.75	1,300.00	1,460.00	12,098.75
Private Hall Bookings	-	300.00	510.00	110.00	70.00	305.00	270.00	255.00	60.00	455.00	237.00	175.00	2,747.00
Events Team	-	-	-	-	-	-	-	-	-	-	-	-	-
Donations		10,708.00									175.00		10,883.00
Energy Feed in Tariff													-
Interest	0.16	0.18	0.24	0.24	0.26	0.26	0.26	0.22	0.21	0.21	0.19	0.18	2.61
Deferred Income Release													-
	243.91	11,519.43	1,280.24	1,035.24	742.76	1,577.76	1,702.76	1,792.72	900.21	1,588.96	1,712.19	1,635.18	25,731.36
<u>Expenditure</u>													
Events Team	-	-	-	-	-	-	-	-	-	-	-	-	-
Electricity	370.51	286.18	116.67	66.61	106.43	176.63	424.58	620.24	832.38	732.73	665.51	666.64	5,065.11
Water Rates			58.00						59.81				117.81
Water - Sewage			89.63						92.34				181.97
Caretaking	145.00	277.50	362.50	360.00	272.25	352.50	560.00	361.25	448.75	263.75	213.78	270.00	3,887.28
Grounds - Maintenance	114.46	180.00		6.50			876.47	23.80			722.15		1,923.38
Building - Maintenance	142.50	37.50	265.02			135.00	1,216.63	263.35		985.39		285.60	3,330.99
Licences				124.19	180.00	30.00							334.19
Refuse	7.20	9.00	7.20	7.20	9.00	157.20	7.20	7.20	9.00	9.00	7.20	7.20	243.60
General site Expenses	39.99	29.36	27.50	4.00	107.05	298.78	238.40	246.71	137.76	4.76	34.54	86.47	1,255.32
Telephone & Wifi	48.82	48.15	48.15	53.74	48.15	50.29	52.38	64.66	51.99	51.99	51.99	51.99	622.30
Refunds						60.00							60.00
Donations													-
	868.48	867.69	974.67	622.24	722.88	1,260.40	3,375.66	1,587.21	1,632.03	2,047.62	1,695.17	1,367.90	17,021.95
Net Surplus / Deficit on operations	- 624.57	10,651.74	305.57	413.00	19.88	317.36	- 1,672.90	205.51	- 731.82	- 458.66	17.02	267.28	8,709.41
<u>Improvements to the Hall</u>													
Improvements	213.00					373.95		4,492.00				1,483.62	6,562.57
Improvements													-
Total Surplus / Deficit for the Year	- 837.57	10,651.74	305.57	413.00	19.88	- 56.59	-1,672.90	- 4,286.49	- 731.82	- 458.66	17.02	-1,216.34	2,146.84
	868.48	867.69	974.67	622.24	722.88	1,260.40	3,375.66	1,587.21	1,632.03	2,047.62	1,695.17	1,367.90	

All Saints Parish Hall Scratby
Statement of Income and Expenditure 1st April 2021 to 31st March 2022

<u>Income</u>	2021 - 2022		2020 - 2021 April 2020	2020 - 2021	2019 - 2020	2018 - 2019
	£	£				
Regular Hall Bookings		12,098.75		3,048.75	19,964.50	18,636.00
Private Hall Bookings		2,747.00		340.00	4,304.50	3,465.50
Events Team		-		100.00	15,426.24	18,725.67
Donations		10,883.00		10,306.33	-	2,701.31
Energy Feed in Tariff		-		545.49	416.22	392.34
Interest		2.61		5.48	7.89	0.48
		<u>25,731.36</u>		<u>-</u>	<u>40,119.35</u>	<u>43,921.30</u>
<u>Expenditure</u>						
Events Team	-			-	9,784.93	10,946.14
Electricity	5,065.11			2,051.61	5,273.11	4,737.29
Water & Sewage	299.78			928.41	219.88	532.85
Caretaking	3,887.28			1,635.00	4,887.00	5,080.50
Grounds - Maintenance	1,923.38			713.65	1,624.80	970.10
Building - Maintenance	3,330.99			4,058.00	3,008.81	4,164.33
Licences	334.19			332.89	337.54	292.80
Refuse	243.60			485.28	763.80	747.24
General site Expenses	1,255.32			651.27	1,373.93	1,200.37
Telephone & Wifi	622.30			554.31	661.68	631.84
Refunds	60.00			-	-	-
Donations	-			-	-	601.31
		<u>17,021.95</u>		<u>11,410.42</u>	<u>27,935.48</u>	<u>29,904.77</u>
Net Surplus / Deficit on operations		<u>8,709.41</u>		<u>2,935.63</u>	<u>12,183.87</u>	<u>14,016.53</u>
<u>Improvements to the Hall</u>						
Improvements		6,562.57		7,091.50	1,938.03	14,410.66
Total Surplus / Deficit for the Year		<u><u>2,146.84</u></u>		<u><u>- 4,155.87</u></u>	<u><u>10,245.84</u></u>	<u><u>- 394.13</u></u>

All Saints Parish Hall Scratby
Statement of Income and Expenditure 1st April 2021 to 31st March 2022

All Saints Parish Hall Scratby
Statement of Income and Expenditure 1st April 2021 to 31st March 2022

2017 - 2018 2016 - 2017

£	£
17,228.00	15,650.50
3,568.50	3,575.50
12,717.93	4,395.74
588.00	300.00
423.45	481.65
<hr/>	<hr/>
34,525.88	24,403.39
6,800.92	
5,082.12	4,092.58
548.83	1,083.43
5,206.11	5,564.82
452.50	249.54
5,290.57	4,340.08
315.31	311.66
770.64	596.04
523.16	
700.39	516.59
79.00	604.00
505.00	
<hr/>	<hr/>
26,274.55	17,358.74
<hr/>	<hr/>
8,251.33	7,044.65
7,923.07	5,159.25
<hr/>	<hr/>
328.26	1,885.40
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All Saints Parish Hall Scratby
Statement of Income and Expenditure 1st April 2021 to 31st March 2022

All Saints Parish Hall Scratby
Balance Sheet Statement as at 31st March 2022

	31st March 2022	31st March 2021	31st March 2020	31st March 2019	31st March 2018	31st March 2017
	£	£	£	£	£	£
<u>Fixed Assets</u>						
Assets						
<u>Current Assets</u>						
Debtors	1,440.00	-	622.00	508.00	1,971.00	1,508.00
Debtors - café					356.46	1,458.17
Petty Cash						
Cash in Hand - Current A/c	1,091.21	1,091.99	3,383.17	6,090.61		
Cash in Hand - Deposit A/c	5,301.05	10,000.27	22,504.08	10,000.48	19,664.50	12,985.94
Cash in Hand - Deposit A/c	17,689.99	10,000.56				
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	25,522.25	20,470.82	26,395.25	18,062.09	21,528.96	14,444.11
<u>Current Liabilities</u>						
Creditors - suppliers	3,230.36	265.77	1,384.33	1,949.31	3,327.72	
Deferred Income	-	60.00	710.00	530.00	411.00	
Creditors - Events Team						323.16
Accruals				1,527.70	3,341.03	
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	3,230.36	325.77	2,094.33	4,007.01	7,079.75	323.16
Total Assets less Liabilities	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	22,291.89	20,145.05	24,300.92	14,055.08	14,449.21	14,120.95
<u>Represented By:</u>						
Surplus / (deficit) retained	20,145.05	24,300.92	14,055.08	14,449.21	14,120.95	12,235.55
Surplus / (deficit) for the year	2,146.84	- 4,155.87	10,245.84	- 394.13	328.26	1,885.40
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	22,291.89	20,145.05	24,300.92	14,055.08	14,449.21	14,120.95

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#DIV/0!

21/140	100.00
21/141	175.00
21/142	120.00
21/143	120.00
21/147	45.00

1,440.00

0.00

Light Of life
Light of life
Light of life
Light of life
Light of life
Kat - Barefoot
Kat - Barefoot
Kat - Barefoot
Kat - Barefoot
Gym Club
Gym Club
Bowls Club
Art Club
Residents
Casister Cam
T.Hurren
Memory
Phoenix
Crystal Care
Isabella Dancing
Isabella Dancing

Emma Dyble
Gym Club
Gym Club
Bowls Club
Art Club
Residents
Casister Cam
T.Hurren
Kat - Barefoot
Memory

Phoenix
Crystal Care
Isabella Dancing
Isabella Dancing
Alison Crisp

Purchase Ledger creditors control Account

Sept

B/FWD		265.77		265.77	666.64
April	1081.48		April	544.71	7.2
May	867.69		May	898.19	
June	974.67		June	1254.86	
July	622.24		July	669.78	275.15
August	722.88		August	599.51	
September	1574.35		September	1360.83	165.6
October	3375.66		October	3403.38	
November	6079.21		November	5825.02	
December	1632.03		December	1338.17	
January	2047.62		January	1603.27	
February	1695.17		February	1824.49	
March	2851.52		March	1237.72	
					512.15
	23524.52	0	23524.52	20559.93	
Balance C/Fwd				3230.36	1483.62
					120
		<u>23790.29</u>		<u>23790.29</u>	
					3230.36
					0.00

Opus
Norse
G.Freeman
BT
Alex Robbins
sharp
Flameskill
GRD
Water
Skippers
Hugh Crane

Carl Annison
Norse
Post office

Date of
Invoice

Inv #

Name

Date of
Hire

RELEASED IN 2019 - 2020

17.1.20

20/939

Natalie Pinder

10/31/2020

Amount

-

60.00

60.00

Date of Invoice	Inv #	Name	Details
		422 Screwfix	Lawn Mower
		466 G Freeman	Bookcases
		471 Amazon	New Pc for Office
		500 Iceberg	repair and install new parts for hest pump 2
		502 Audio	supply and install HDMI - Wifi Tranasmitter receiver system
		503 Hugh Crane	IPC Gansow CT15 B Scrubber Drier
		533 CSS Cloud	Network & Wireless improvemnets 24 Port Network Panel

Amount

213.00
67.98
305.97
1,471.60
638.40
2,382.00
1,483.62

6,562.57

Date of Invoice	Invoice Number	Name	Date of Hire	Amount
	004	Light Of life	-	40.00
		Light of life	-	320.00
		Light of life	-	320.00
		Light of life	-	320.00
		Light of life	-	320.00
	21/082	Kat - Barefoot		75.00
	21/098	Kat - Barefoot		30.00
	21/109	Kat - Barefoot		45.00
	21/125	Kat - Barefoot		60.00
	21/138	Kat - Barefoot		75.00
	21/118	Gym Club		105.00
	21/119	Gym Club		105.00
	21/131	Gym Club		105.00
	21/132	Gym Club		105.00
	21/120	Bowls Club		52.50
	21/133	Bowls Club		52.50
	21/121	Art Club		52.50
	21/134	Art Club		52.50
	21/122	Residents		52.50
	21/135	Residents		52.50
	21/123	Casister Cam		52.50
	21/136	Casister Cam		52.50
	21/124	T.Hurren		45.00
	21/137	T.Hurren		45.00
	21/126	Memory		120.00
	21/139	Memory		120.00
	21/127	Phoenix		80.00
	21/140	Phoenix		100.00
	21/128	Crystal Care		140.00
	21/141	Crystal Care		175.00
	21/129	Isabella Dancing		120.00
	21/130	Isabella Dancing		120.00
	21/142	Isabella Dancing		120.00
	21/143	Isabella Dancing		120.00
	21/117	Emma Dyble		285.00
	21/147	Alison Crisp		45.00
				1,440.00

Paid Date

16th May
16th May
16th May
16th May
3rd May
3rd May
18th May
18th May
18th May
18th May
10th May
10th May
9th may
9th may
18th May
18th May
3rd May
3rd May
2nd June
2nd June
9th May
9th May
9th May
9th May
1st April
1st April

Date of Invoice	Invoice Number	Name	Supply
		Opus	electric
		Norse	Refuse
		Alex Robbins	Caretaker
		Flameskill	General Supplies
		Norse	Maintance
		CSS Cloud	Improvements
		GY Draincare	Maintance

Amount	Paid Date
666.64	7th April
7.20	22nd April
275.15	4th April
165.60	4th April
512.15	12th May
1,483.62	28th April
120.00	
3,230.36	

21/082	75.00	Kat - Barefoot
21/098	30.00	Kat - Barefoot
21/109	45.00	Kat - Barefoot
21/125	60.00	Kat - Barefoot
21/138	75.00	
	60.00	

345.00



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

ALL SAINT'S PARISH HALL

On accounts for the year
ended

MARCH 31st 2022.

Charity no
(if any)

1175960

Set out on pages

1-3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 03 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 (~~other than that disclosed below*~~) 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.

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

Signed:

C Fraser

Date:

21.2.2023.

Name:

C FRASER (MISS).

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

BOOK-KEEPER & CURRENT RAO AT
ORMESBY & SCRATBY PARISH COUNCIL.

Address:

64 NIGHTINGALE CLOSE
SCRATBY
NORFOLK NR29 3NR

All Saints Parish Hall

I was requested by Mr G Freeman to carry out an inspection of the accounts ledgers and report on the Book-keeping for the above premises.

I looked at the following records for the period April 2021 – March 2022

- Bank Statements for account xx7460
- Paying in book for xx7460
- Cashbook
- Sales Day Book
- Purchase Day Book
- Income and Expenditure spreadsheets
- Bank Reconciliations
- Booking forms
- Purchase Invoices

I performed a sample of Bank receipt for £465 banked 5 March. Correct recording in SDB, cashbook and paying in book. Also checked to bank statement.

For the months of April, May and Aug 2021 the SDB totals agree and they are entered correctly on the spreadsheet tab "Accounts"

I performed a sample of payment for £638.40 indexed 502. Correct recording in PDB, Cashbook and debited to bank 25.11.21. Listed under "improvements" on Purchases Spreadsheet.

There are hard copies of monthly bank reconciliations, and the one for March 22 checked to be correct.

I have seen evidence of Booking Forms and Terms and Conditions.

In my opinion the Book-keeping is performed to a thorough and excellent standard.

I must point out this was not an Audit, but an independent inspection of the accounts.

C Fraser

CF Business Support Services

20 February 2023