

SURREY RIFLE ASSOCIATION

England & Wales · Charity number 211885

Details

Status Registered

Legal form Other

Registered 1962-11-13

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

Contact

Address Club Row
Bisley Camp
Brookwood
Woking
Surrey
GU24 0NY

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Email admin@surreyra.org

Website <http://www.surreyra.co.uk/>

Activities

Objects: THE TEACHING AND ENCOURAGEMENT OF THE ART OF MARKSMANSHIP THROUGHOUT THE COUNTY OF SURREY, PARTICULARLY IN THE TERRITORIALS AND CADET FORCES.

Activities: The Surrey Rifle Association is a registered charity whose objects are to advance the skill of marksmanship for its members.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Amateur Sport, Environment/conservation/heritage
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** SURREY
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2024-10-31	£75,218	£85,703	-	-
2023-10-31	£65,366	£82,271	-	-
2022-10-31	£65,792	£70,404	-	-
2021-10-31	£55,606	£43,791	-	-
2020-10-31	£48,712	£45,524	-	-

Trustees

Name	Role	Appointed
DAVID CRISPIN		2011-09-01
John Edward Michael Bellringer		2014-10-31
Peter John Chance		2014-10-31

SURREY RIFLE ASSOCIATION

England & Wales - Charity number 211885

Accounts

Charity Number: 211885

SURREY RIFLE ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2024

SURREY RIFLE ASSOCIATION

CLUB INFORMATION

Chairman	D Crispin
Legal Trustees	JE Bellringer P Chance D Crispin
General Purpose Committee	D Crispin Mrs D Curtis D Curtis P Cutts (appointed 24.3.23 and resigned 5th November 23)) R Kitson (appointed 24.3.23 and resigned 28.4.24) I Shaw J Tapster (resigned 23.4.23) J Underwood
Treasurer	T. Drysdale
Secretary	J Tapster (resigned 23.4.23) Janine Wiltshire appointed November 24
Independent Examiner	KW Steward Ltd
Bankers	Lloyds TSB Bank plc 32 Commercial Way Woking Surrey GU21 1ER

SURREY RIFLE ASSOCIATION

CLUB INFORMATION

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SURREY RIFLE ASSOCIATION

CHAIRMAN'S & TREASURER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2024

The loss of £10,485 for the current year is a lower loss than the previous year. The loss reduced the charity's general reserve and Members are aware that some of these reserves will be applied towards maintenance of the clubhouse and improvements to the clubhouse and flat accommodation. This year £9,000 was spent on repainting the roof and this is included in the current Income & Expenditure Account.

Revenue from subscriptions increased slightly in comparison to prior year and Locker rental is similar to the previous year.

The Bar made a profit again this year and Bar Income was 25% higher than the previous year. Bar Profit of £18,254 was achieved this year. The catering again proved very popular, both during Shooting Meetings and also for Team and formal private dinners. Catering Income increased by 27% to £76,982 and a very small profit of £337 was achieved. In April 2024, the GPC decided to award a small increase in the salaries of Ewelina & Piotr to reward them for their hard work and to encourage them to stay. Despite an increase in Shooting income, Shooting activities made a small loss this year, mainly due to increase in ammo costs and some targets having to be cancelled last minute and incurring large cancellation fees from NRA.

The association's administrative Expenses was again higher this year. The Book-keeper's wage and Steward's wages were increased in April 2024 to bring in line with increased Minimum Living Wage. Establishment costs (utilities) were lower this year due to a lower electricity charge from the NRA prior to the previous year. Repairs and renewals included the £9,000 cost of painting the roof.

In 2023, due to the rapid increase in heating and lighting costs and the war in Ukraine, the committee deemed it necessary to increase both subscriptions (all categories) and locker rent. In 2024, a slightly lower increase was imposed.

Within the Balance Sheet the stock levels held within the bar, kitchen and armoury were lower than previous years and inventories remain at reasonable levels to ensure the continuing operation of services.

The value of debtors at year end was higher than the previous year, due mainly to three large catering invoices from the Summer being paid in November 2024. Significant amounts of time and effort are expended in following these up throughout the year. Amounts outstanding within creditors at year end is similar to the previous year and all creditors at the year end, due within the year, have now been settled subsequent to year end.

The cash balance within the bank has reduced this year due to the loss made during the year. The balances are considered sufficient for clubhouse maintenance and improvement projects required.

David Crispin – Chairman
Dated:

Tom Drysdale – Treasurer
Dated:

SURREY RIFLE ASSOCIATION

*TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 OCTOBER 2024*

REVIEW OF THE SURREY RIFLE ASSOCIATION

The Trustees present their report and the financial statements of the charitable association, The Surrey Rifle Association. The names of the Trustees are shown on the contents page. All held office throughout the year.

CONSTITUTION AND OBJECTS

The Surrey Rifle Association is a registered charity whose objects are to advance the skill of marksmanship for its members.

REVIEW OF THE PERIOD AND FUTURE DEVELOPMENTS

During the period the Charity continued to provide facilities to its members in accordance with its charitable objectives.

RESERVES

The Trustees have reviewed the reserves of the Charity. This review encompassed the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The review concluded that to allow the charity to be managed efficiently and to provide a buffer against interrupting ongoing commitments as well as ad hoc projects, a general reserve needs to be maintained. As at 31 October 2024 this reserve was a surplus of £104,254. This reserve will be used to cover specific capital improvement projects planned for 2025, as well as to cover unforeseen future maintenance and other commitments. This reserve has decreased from last year as a result of an operating loss generated from the club's activities.

RISK MANAGEMENT

The Trustees have considered the risks facing the charity and have taken steps to mitigate them.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees of the Charity, to prepare financial statements for each financial period, which give a true and fair view of the Charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- a. Select suitable accounting policies and apply them consistently.
- b. Make judgements and estimates that are reasonable and prudent.
- c. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d. Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation

SURREY RIFLE ASSOCIATION

*TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 OCTOBER 2024*

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and ensure that the financial statements comply with the Charities Act 2011. They are also responsible for the safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the committee on _____ and signed on its behalf by:

David Crispin
Chairman and Trustee

SURREY RIFLE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2024

I report on the accounts of the Surrey Rifle Association for the twelve months ended 31 October 2023, which are set out on pages 5 to 10.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to:

- a. examine the accounts (under section 145 of the 2011 Act);
- b. to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5) (b)) of the 2011 Act;
- c. to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to our attention:

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - 1) to keep accounting records in accordance with section 130 of the 2011 Act;
 - 2) to prepare accounts which accord with the accounting records and to comply with the accounting requirement of the 2011 Act.

have not been met; or

- b. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

KW Steward Ltd

Dated:

SURREY RIFLE ASSOCIATION

*INDEPENDENT EXAMINER'S REPORT FOR THE
YEAR ENDED 31 OCTOBER 2024*

	£	£
Income	75,218	65,366
Administrative expenses	(85,703)	(82,271)
	<hr/>	<hr/>
Loss/ Surplus for the Period	(10,485)	(16,905)
	<hr/>	<hr/>
Retained Result for the Period	(10,485)	(16,905)
	<hr/> <hr/>	<hr/> <hr/>

SURREY RIFLE ASSOCIATION

*BALANCE SHEET
AS AT 31 OCTOBER 2024*

	Notes	2024		2023	
		£	£	£	£
Fixed Assets					
Tangible Assets	2		32,568		39,632
Current Assets					
Stock		20,069		25,293	
Debtors and prepayments	3	14,646		10,184	
Cash at bank and in hand	4	53,338		57,901	
		88,053		93,378	
Creditors: Amounts Falling due within one year					
Creditors and accruals	5	(10,739)		(12,643)	
Net Current Assets			77,314		80,735
Total Assets Less Current Liabilities			109,882		120,367
Long Term Liabilities	6		(5,628)		(5,628)
			104,254		114,739
Capital and Reserves					
General Reserve b/f		114,739		131,644	
Income and Expenditure Account		(10,485)		-16,905	
General Reserve c/f			104,254		114,739

These accounts were approved by the Committee on

and signed on its behalf by:

David Crispin (Chairman)

Tom Drysdale (Treasurer)

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2024

1. Accounting Policies

Basis of Accounting

The Financial Statements have been prepared in accordance with applicable Accounting Standards under the historical cost convention.

Depreciation

Depreciation is calculated to write down the cost or valuation less estimated residual value of all tangible fixed assets by the reducing balance method over their expected useful lives. The rates and periods generally applicable are:

Leasehold properties	-	over period of lease
Fixtures and fittings	-	20%

Stocks

Stocks are stated at the lower of cost and net realisable value.

Leased Assets

Assets held under finance leases and hire purchase contracts are capitalised in the Balance Sheet and depreciated over their expected useful lives. The interest element of leasing payments represents a constant proportion of the capital balance outstanding and is charged to the Income and Expenditure Account over the period of the lease.

All other leases are regarded as operating leases and the payments made under them are charged to the Income and Expenditure Account on a straight line basis over the lease term.

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2024

2. Tangible Fixed Assets

	Short Leasehold Land and Buildings	Fixtures, Fittings and Motor Vehicles	Total
Cost	£	£	£
At 31 October 2023	165,282	177,509	342,791
Additions	0	248	248
Disposals			
At 31 October 2024	165,282	177,757	343,039
Depreciation			
At 31 October 2023	132,424	170,735	303,159
Charge for the year	3,868	3,444	7,312
Disposals			
At 31 October 2024	136,292	174,179	310,471
Net Book Value at 31 October 2024	28,990	3,578	32,568
Net Book Value at 31 October 2023	32,858	6,774	39,632

3. Debtors

	2024 £	2023
Debtors	12,367	8,164
Prepayments and accrued income	2,279	2,020
	14,646	10,184

4. Cash at bank and in hand

Current account	35,960	39,245
Trustee investment account	12,751	12,593
Cash floats & cash equivalents	4,627	6063
	53,338	57,901

5. Creditors: Amounts Falling Due Within One Year

	2024 £	2023 £
Taxes and social security	0	0
Other Creditors	10,739	12,643
	10,739	12,643

6. Creditors: Amounts Falling Due After More Than One Year

2024	2023
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SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2024

Loans from members	£ 5,628	£ 5,628
	5,628	5,628

7. Related Party Transactions

No committee member receives any form of payment in return for performing their duties as a member of the committee, however some committee members do invoice the Association for hours worked on certain tasks such as running the bar and repairs and maintenance projects. Rates charged by the committee members concerned have always been favourable compared with standard third party rates. In the opinion of the remainder of the committee (i.e. those not claiming for hours worked), it has always been less expensive, and therefore in the interests of the Association, to utilise the services of these committee members than to engage outside contractors.

Amounts claimed for labour by committee members and their immediate family during the year was as follows:

	2024 £	2023
Bar	8,750	8,549
Ammo Expenses	276	0
Maintenance and upgrade projects		217
	9,026	8,766

8. Employees

	2024	2023
The average number of employees during the years was	4	5

Temporary Part Time staff were employed in the Bar and Catering Departments during busy periods.

Total Employment costs	2024 £	2023 £
Wages & Salaries	88,781	74,364
Social Security Costs	0	0
Other Pension Costs	2,174	1,799
	90,955	76,163

9. Other Expenses

SURREY RIFLE ASSOCIATION

*NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2024*

	2024	2023
	£	£
Independent examiner's fee	375	375
Legal Fees		0
Sundry expenses		84
Food Hygiene training		89
	<hr/> 375 <hr/>	<hr/> 548 <hr/>

SURREY RIFLE ASSOCIATION

MANAGEMENT INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2024

	2024		2023	
	£	£	£	£
INCOME				
Subscriptions		39,005		38,674
Locker rents		17,021		17,106
Sundry receipts including Donations and grants		856		697
Bar income	61,503		49,157	
Bar cost of sales and running costs	(43,249)		(36,107)	
Bar surplus / (deficit)		18,254		13,050
Catering income	76,982		60,595	
Catering cost of sales and running costs	(76,645)		(68,485)	
Catering surplus / (deficit)		337		(7,890)
Shooting income	23,627		15,321	
Shooting costs	(23,882)		(11,592)	
Shooting surplus / (deficit)		(255)		3,729
		75,218		65,366
LESS: EXPENSES				
Administrative expenses	(85,703)		(82,271)	
EXCESS OF EXPENDITURE OVER INCOME FOR THE YEAR		(10,485)		(16,905)

ANALYSIS OF EXPENSES	2024		2023	
ADMINISTRATIVE EXPENSES				
Wages and salaries, including cleaning		9,612		8,373
Steward's Wages		18,910		16,705
Rent and Rates		10,627		10,672
Establishment costs (utilities)		14,070		18,292
Telephone		759		712
Printing, postage, stationery, computer exps & hire charges		1,938		1,039
Advertising		0		0
Insurance		2,353		2,353
Repairs, renewals and equipment hire		13,945		9,320
Finance and Bank charges and interest		3,701		3,907
Subscriptions		678		685
Motor Expenses		1,422		1,610
Depreciation		7,313		8,055
Bad debts written off		0		0
Other expenses	Note 9	375		548
		(85,703)		(82,271)

SURREY RIFLE ASSOCIATION

England & Wales - Charity number 211885

Accounts

Charity Number: 211885

SURREY RIFLE ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2023

SURREY RIFLE ASSOCIATION

CLUB INFORMATION

Chairman

D Crispin

Legal Trustees

JE Bellringer
P Chance
D Crispin

General Purpose Committee

H Awin (resigned 17.1.23)
D Crispin
Mrs D Curtis
D Curtis (appointed 24.3.23)
P Cutts (appointed 24.3.23 and resigned
5th November 23))
Miss C Evans (resigned 17.1.23)
R Kitson (appointed 24.3.23)
I Shaw
J Tapster (resigned 23.4.23)
J Underwood
C Watson (resigned 23.4.23)

Treasurer

T. Drysdale

Secretary

J Tapster (resigned 23.4.23)

Independent Examiner

KW Steward Ltd

Bankers

Lloyds TSB Bank plc
32 Commercial Way
Woking
Surrey
GU21 1ER

SURREY RIFLE ASSOCIATION

CLUB INFORMATION

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SURREY RIFLE ASSOCIATION

CHAIRMAN'S & TREASURER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2023

The loss for the current year reduced the charity's general reserve . Members are aware that some of these reserves will be applied towards maintenance of the clubhouse and improvements to the clubhouse and flat accommodation. This year again a lot of repairs were required on the kitchen equipment and we also spent a lot of money on the garden and outside seating equipment.

Revenue from subscriptions increased by nearly 20% in comparison to prior year . There was a small number of new members, but the majority of the increase income was due to the necessary increase in subscriptions. Locker rental is similar to the previous year.

The Bar made a profit again this year. Bar Income was slightly lower than the previous year, mainly due to the reduced footfall because of the current financial situation. Bar Profit of £13,050 was achieved this year and the lower percentage was mainly due to increased staffing and increased staffing costs. The catering again proved very popular, both during Shooting Meetings and also for Team and formal private dinners. A small portion of the Catering Income for 2021-22 was at the lower VAT rate of 12.5%, which didn't increase back to 20% until March 2022. In April 2023, the GPC decided to award a small increase in the salaries of Ewelina & Piotr to reward them for their hard work and to encourage them to stay. The increased popularity of the food also required additional staffing, which together with increased food costs has resulted in another loss on catering. Shooting activities made a surplus this year, partly due to the stock of ammo held at the SRA (with ammo costs increasing rapidly).

The association's administrative Expenses was again higher this year. Last year, the Book-keepers wage was brought up to minimum wage on actual hours worked, rather than a set amount, and this was again affected by the increase in minimum living wage in April 2023. The Stewards wages are higher this year, partly due to increase as mentioned above, but also because 2022 included some Statutory Maternity Pay. Establishment costs (utilities) rose greatly, partly due to the gas and electricity increase and partly due to the change of apportionment of service costs by the NRA. Repairs and renewals were similar to last year, mainly due to nearly £3,000 being spent on repairs to kitchen equipment and plumbing and regular annual servicing and warranty costs for boiler, fire alarm, and security costs amount to about £2000.

In 2023, due to the rapid increase in heating and lighting costs and the war in Ukraine, the committee deemed it necessary to increase both subscriptions (all categories) and locker rent. In 2024, a slightly lower increase was imposed.

Within the Balance Sheet the stock levels held within the bar, kitchen and armoury are higher than in the prior year and inventories remain at reasonable levels to ensure the continuing operation of services. The value of debtors at year end was slightly higher than the previous year, due mainly to two large catering invoices from the Summer being paid in November 2023. Significant amounts of time and effort are expended in following these up throughout the year . Amounts outstanding within creditors at year end is similar to the previous year and all creditors at the year end , due within the year, have now been settled subsequent to year end. The cash balance within the bank has reduced this year due to the loss made during the year. The balances are considered sufficient for clubhouse maintenance and improvement projects required.

David Crispin – Chairman
Dated:

Tom Drysdale – Treasurer
Dated:

SURREY RIFLE ASSOCIATION

*TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 OCTOBER 2023*

REVIEW OF THE SURREY RIFLE ASSOCIATION

The Trustees present their report and the financial statements of the charitable association, The Surrey Rifle Association. The names of the Trustees are shown on the contents page. All held office throughout the year.

CONSTITUTION AND OBJECTS

The Surrey Rifle Association is a registered charity whose objects are to advance the skill of marksmanship for its members.

REVIEW OF THE PERIOD AND FUTURE DEVELOPMENTS

During the period the Charity continued to provide facilities to its members in accordance with its charitable objectives.

RESERVES

The Trustees have reviewed the reserves of the Charity. This review encompassed the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The review concluded that to allow the charity to be managed efficiently and to provide a buffer against interrupting ongoing commitments as well as ad hoc projects, a general reserve needs to be maintained. As at 31 October 2023 this reserve was a surplus of £114,739. This reserve will be used to cover specific capital improvement projects planned for 2024, as well as to cover unforeseen future maintenance and other commitments. This reserve has decreased from last year as a result of an operating loss generated from the club's activities.

RISK MANAGEMENT

The Trustees have considered the risks facing the charity and have taken steps to mitigate them.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees of the Charity, to prepare financial statements for each financial period, which give a true and fair view of the Charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- a. Select suitable accounting policies and apply them consistently.
- b. Make judgements and estimates that are reasonable and prudent.
- c. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d. Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation

SURREY RIFLE ASSOCIATION

TRUSTEE'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2023

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and ensure that the financial statements comply with the Charities Act 2011. They are also responsible for the safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the committee on 28th April 2024 and signed on its behalf by:

David Crispin
Chairman and Trustee

SURREY RIFLE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2023

I report on the accounts of the Surrey Rifle Association for the twelve months ended 31 October 2023, which are set out on pages 5 to 10.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to:

- a. examine the accounts (under section 145 of the 2011 Act);
- b. to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5) (b)) of the 2011 Act;
- c. to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to our attention:

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - 1) to keep accounting records in accordance with section 130 of the 2011 Act;
 - 2) to prepare accounts which accord with the accounting records and to comply with the accounting requirement of the 2011 Act.have not been met; or
- b. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

KW Steward Ltd

Dated:

SURREY RIFLE ASSOCIATION

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2023

	Notes	2023 £	2022 £
Income		65,366	65,792
Administrative expenses		(82,271)	(70,404)
Loss/ Surplus for the Period		(16,905)	(4,612)
Retained Result for the Period		(16,905)	(4,612)

SURREY RIFLE ASSOCIATION

BALANCE SHEET
AS AT 31 OCTOBER 2023

	Notes	2022		2022	
		£	£	£	£
Fixed Assets					
Tangible Assets	2		39,632		47,435
Current Assets					
Stock		25,293		22,494	
Debtors and prepayments	3	10,184		7,557	
Cash at bank and in hand	4	57,901		72,670	
		93,378		102,721	
Creditors: Amounts Falling due within one year					
Creditors and accruals	5	-12,643		(12,884)	
Net Current Assets			80,735		89,837
Total Assets Less Current Liabilities			120,367		137,272
Long Term Liabilities	6		(5,628)		(5,628)
			114,739		131,644
Capital and Reserves					
General Reserve b/f		131,644		136,256	
Income and Expenditure Account		-16,905		-4,612	
			114,739		131,644

These accounts were approved by the Committee on and signed on its behalf by:

David Crispin (Chairman)

Tom Drysdale (Treasurer)

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2023

1. Accounting Policies

Basis of Accounting

The Financial Statements have been prepared in accordance with applicable Accounting Standards under the historical cost convention.

Depreciation

Depreciation is calculated to write down the cost or valuation less estimated residual value of all tangible fixed assets by the reducing balance method over their expected useful lives. The rates and periods generally applicable are:

Leasehold properties	-	over period of lease
Fixtures and fittings	-	20%

Stocks

Stocks are stated at the lower of cost and net realisable value.

Leased Assets

Assets held under finance leases and hire purchase contracts are capitalised in the Balance Sheet and depreciated over their expected useful lives. The interest element of leasing payments represents a constant proportion of the capital balance outstanding and is charged to the Income and Expenditure Account over the period of the lease.

All other leases are regarded as operating leases and the payments made under them are charged to the Income and Expenditure Account on a straight line basis over the lease term.

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2023

2. Tangible Fixed Assets

	Short Leasehold Land and Buildings	Fixtures, Fittings and Motor Vehicles	Total
Cost	£	£	£
At 31 October 2022	165,282	177,257	342,539
Additions	0	252	252
Disposals			
At 31 October 2023	165,282	177,509	342,791
Depreciation			
At 31 October 2022	128,556	166,548	295,104
Charge for the year	3,868	4,187	8,055
Disposals	0		
At 31 October 2023	132,424	170,735	303,159
Net Book Value at 31 October 2023	32,858	6,774	39,632
Net Book Value at 31 October 2022	36,726	10,709	47,435

3. Debtors

	2023 £	2022
Debtors	8,164	5,539
Prepayments and accrued income	2,020	2,018
	10,184	7,557

4. Cash at bank and in hand

Current account	39,245	56,250
Trustee investment account	12,593	12,504
Cash floats & cash equivalents	6,063	3,916
	57,901	72,670

5. Creditors: Amounts Falling Due Within One Year

	2023 £	2022 £
Taxes and social security	0	0
Other Creditors	12,643	12,884
	12,643	12,884

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2023

6. Creditors: Amounts Falling Due After More Than One Year

	2022	2021
	£	£
Loans from members	<u>5,628</u>	<u>5,628</u>
	5,628	5,628

7. Related Party Transactions

No committee member receives any form of payment in return for performing their duties as a member of the committee, however some committee members do invoice the Association for hours worked on certain tasks such as running the bar and repairs and maintenance projects. Rates charged by the committee members concerned have always been favourable compared with standard third party rates. In the opinion of the remainder of the committee (i.e. those not claiming for hours worked), it has always been less expensive, and therefore in the interests of the Association, to utilise the services of these committee members than to engage outside contractors.

Amounts claimed for labour by committee members and their immediate family during the year was as follows:

	2023	2022
	£	
Bar	8,549	10,647
Maintenance and upgrade projects	<u>173</u>	<u>240</u>
	8,766	10,887

8. Employees

	2023	2022
The average number of employees during the years was	5	4

Temporary Part Time staff were employed in the Bar and Catering Departments during busy periods.

Total Employment costs	2023	2022
	£	£
Wages & Salaries	71,882	69,762
Social Security Costs	0	0
Other Pension Costs	<u>3,753</u>	<u>1,080</u>
	75,635	70,842

SURREY RIFLE ASSOCIATION

*NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2023*

9. Other Expenses

	2023 £	2022 £
Independent examiner's fee	375	250
Legal Fees	0	56
Sundry expenses	84	
Food Hygiene training	89	
	<hr/> 548	<hr/> 306

SURREY RIFLE ASSOCIATION

MANAGEMENT INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2023

	2023		2022	
	£	£	£	£
INCOME				
Subscriptions		38,674		32,412
Locker rents		17,106		16,672
Sundry receipts including Donations and grants		697		258
Bar income	49,157		56,905	
Bar cost of sales and running costs	(36,107)		(38,305)	
Bar surplus / (deficit)		13,050		18,600
Catering income	60,595		74,896	
Catering cost of sales and running costs	(68,485)		(80,202)	
Catering surplus / (deficit)		(7,890)		(5,306)
Shooting income	15,321		32,370	
Shooting costs	(11,592)		(29,214)	
Shooting surplus / (deficit)		3,729		3,156
		65,366		65,792
LESS: EXPENSES				
Administrative expenses	(82,271)		(70,404)	
EXCESS OF EXPENDITURE OVER INCOME FOR THE YEAR		(16,905)		(4,612)

ANALYSIS OF EXPENSES	2023	2022
ADMINISTRATIVE EXPENSES		
Wages and salaries, including cleaning	8,373	5,379
Steward's Wages	16,705	11,260
Rent and Rates	10,672	10,401
Establishment costs (utilities)	18,292	12,636
Telephone	712	622
Printing, postage, stationery, computer exps & hire charges	1,039	1,138
Advertising	0	250
Insurance	2,353	2,353
Repairs, renewals and equipment hire	9,320	8,737
Finance and Bank charges and interest	3,907	3,962
Subscriptions	685	764
Motor Expenses	1,610	2,581
Depreciation	8,055	9,881
Bad debts written off	0	134
Other expenses	548	306
	82,271	70,404

Note 9

SURREY RIFLE ASSOCIATION

England & Wales - Charity number 211885

Accounts

Charity Number: 211885

SURREY RIFLE ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2022

SURREY RIFLE ASSOCIATION

CLUB INFORMATION

Chairman	D Crispin
Legal Trustees	JE Bellringer P Chance D Crispin
General Purpose Committee	H Awin (resigned 17.1.23) D Crispin J Curd (resigned 1.5.22) D Curtis C Evans (resigned 17.1.23) I Shaw J Tapster J Underwood C Watson (resigned 23.4.23) S Young
Treasurer	T. Drysdale
Secretary	J Tapster
Independent Examiner	KW Steward Ltd
Bankers	Lloyds TSB Bank plc 32 Commercial Way Woking Surrey GU21 1ER

SURREY RIFLE ASSOCIATION

CLUB INFORMATION

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SURREY RIFLE ASSOCIATION

CHAIRMAN'S & TREASURER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2022

The small loss for the current year reduced the charity's general reserve. Members are aware that some of these reserves will be applied towards maintenance of the clubhouse and improvements to the clubhouse and flat accommodation, and this year a lot of repairs were required on the kitchen equipment.

Revenue from subscriptions increased by 20% in comparison to prior year due to a combination of additional members joining in the current year, which is encouraging for the association, and a small increase in subscription rates. Locker rental is similar to the previous year.

The bar continued to generate a surplus and this was partly due to increased footfall and partly due to the popularity of our catering services. Some of the increased profit on the bar is due to lower bar staff costs, as Ian Shaw coped alone at the bar on many occasions. The catering again proved very popular, both during Shooting Meetings and also for Team and formal private dinners. A lot of the catering during 2021 was at 5% VAT, which resulted in the net figures in the accounts being at 95% of takings, whereas the current year figures were mostly at 20% VAT (nett figures in accounts being at 80% of takings), which shows that actual catering increased by about 75% on last year. The GPC decided to increase the salaries of Ewelina & Piotr to reward them for their hard work and to encourage them to stay. The increased popularity of the food also required additional staffing, which together with increased food costs has resulted in the loss on catering. Shooting activities made a surplus this year, partly due to the stock of ammo held at the SRA (with ammo costs increasing rapidly) and partly due to the ammo for the meeting being reloaded in house.

The association's cost-base has changed slightly to prior years'. The Book-keepers wage was brought up to minimum wage on actual hours worked, rather than a set amount. Establishment costs (utilities) rose greatly, partly due to the gas and electricity increase and partly due to the change of apportionment of service costs by the NRA. Repairs and renewals were higher in this current year, mainly due to approx £3,000 being spent on repairs to kitchen equipment and plumbing. Regular annual servicing and warranty costs for boiler, fire alarm, and security costs amount to about £2000.

The committee decided to increase subscriptions slightly for 2022, but not increase locker rent. In 2023, due to the rapid increase in heating and lighting costs and the war in Ukraine, the committee deemed it necessary to increase both subscriptions (all categories) and locker rent. It was decided that if electricity costs settled at a lower rate, subscriptions in 2024 would reflect the change.

Within the Balance Sheet the stock levels held within the bar, kitchen and armoury are higher than in the prior year and inventories remain at reasonable levels to ensure the continuing operation of services. The value of debtors at year end has reduced from the prior year. Significant amounts of time and effort are expended in following these up throughout the year and currently for the 2023 subscriptions we have reduced debtors considerably again. Amounts outstanding within creditors at year end is also lower than the previous year. All creditors at the year end, due within the year, have now been settled subsequent to year end. The cash balance within the bank has reduced this year due to the loss made during the year. The balances are considered sufficient for clubhouse maintenance and improvement projects required.

David Crispin – Chairman
Dated: 23rd April 2023

Tom Drysdale – Treasurer
Dated: 23rd April 2023

SURREY RIFLE ASSOCIATION

*TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 OCTOBER 2022*

REVIEW OF THE SURREY RIFLE ASSOCIATION

The Trustees present their report and the financial statements of the charitable association, The Surrey Rifle Association. The names of the Trustees are shown on the contents page. All held office throughout the year.

CONSTITUTION AND OBJECTS

The Surrey Rifle Association is a registered charity whose objects are to advance the skill of marksmanship for its members.

REVIEW OF THE PERIOD AND FUTURE DEVELOPMENTS

During the period the Charity continued to provide facilities to its members in accordance with its charitable objectives.

RESERVES

The Trustees have reviewed the reserves of the Charity. This review encompassed the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The review concluded that to allow the charity to be managed efficiently and to provide a buffer against interrupting ongoing commitments as well as ad hoc projects, a general reserve needs to be maintained. As at 31 October 2022 this reserve was a surplus of £131,644. This reserve will be used to cover specific capital improvement projects planned for 2023, as well as to cover unforeseen future maintenance and other commitments. This reserve has decreased from last year as a result of an operating loss generated from the club's activities.

RISK MANAGEMENT

The Trustees have considered the risks facing the charity and have taken steps to mitigate them.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees of the Charity, to prepare financial statements for each financial period, which give a true and fair view of the Charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- a. Select suitable accounting policies and apply them consistently.
- b. Make judgements and estimates that are reasonable and prudent.
- c. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d. Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation

SURREY RIFLE ASSOCIATION

*TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 OCTOBER 2022*

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and ensure that the financial statements comply with the Charities Act 2011. They are also responsible for the safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the committee on 23rd April 2023 and signed on its behalf by:

David Crispin
Chairman and Trustee

SURREY RIFLE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2022

I report on the accounts of the Surrey Rifle Association for the twelve months ended 31 October 2022, which are set out on pages 5 to 10.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to:

- a. examine the accounts (under section 145 of the 2011 Act);
- b. to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5) (b)) of the 2011 Act;
- c. to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to our attention:

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - 1) to keep accounting records in accordance with section 130 of the 2011 Act;
 - 2) to prepare accounts which accord with the accounting records and to comply with the accounting requirement of the 2011 Act.have not been met; or
- b. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

KW Steward Ltd

Dated:

SURREY RIFLE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT FOR THE
YEAR ENDED 31 OCTOBER 2022

	Notes	2022 £	2021 £
Income		65,792	63,074
Administrative expenses		(70,404)	(51,259)
Loss/ Surplus for the Period		(4,612)	11,815
Retained Result for the Period		(4,612)	11,815

SURREY RIFLE ASSOCIATION

BALANCE SHEET
AS AT 31 OCTOBER 2022

	Notes	2022		2021	
		£	£	£	£
Fixed Assets					
Tangible Assets	2		47,435		52,690
Current Assets					
Stock		22,494		19,902	
Debtors and prepayments	3	7,557		8,369	
Cash at bank and in hand	4	72,670		77,529	
		102,721		105,800	
Creditors: Amounts Falling due within one year					
Creditors and accruals	5	(12,884)		(16,606)	
Net Current Assets			89,837		89,194
Total Assets Less Current Liabilities			137,272		141,884
Long Term Liabilities	6		(5,628)		(5,628)
			131,644		136,256
Capital and Reserves					
General Reserve b/f		136,256		124,441	
Income and Expenditure Account		-4,612		11,815	
General Reserve c/f			131,644		136,256

These accounts were approved by the Committee on 23rd April 2023 and signed on its behalf by:

David Crispin (Chairman)

Tom Drysdale (Treasurer)

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022

1. Accounting Policies

Basis of Accounting

The Financial Statements have been prepared in accordance with applicable Accounting Standards under the historical cost convention.

Depreciation

Depreciation is calculated to write down the cost or valuation less estimated residual value of all tangible fixed assets by the reducing balance method over their expected useful lives. The rates and periods generally applicable are:

Leasehold properties	-	over period of lease
Fixtures and fittings	-	20%

Stocks

Stocks are stated at the lower of cost and net realisable value.

Leased Assets

Assets held under finance leases and hire purchase contracts are capitalised in the Balance Sheet and depreciated over their expected useful lives. The interest element of leasing payments represents a constant proportion of the capital balance outstanding and is charged to the Income and Expenditure Account over the period of the lease.

All other leases are regarded as operating leases and the payments made under them are charged to the Income and Expenditure Account on a straight line basis over the lease term.

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022

2. Tangible Fixed Assets

	Short Leasehold Land and Buildings	Fixtures, Fittings and Motor Vehicles	Total
Cost	£	£	£
At 31 October 2021	165,282	172,631	337,913
Additions	0	4,626	4,626
Disposals			
At 31 October 2022	165,282	177,257	342,539
Depreciation			
At 31 October 2021	124,688	160,535	285,223
Charge for the year	3,868	6,013	9,881
Disposals	0		
At 31 October 2022	128,556	166,548	295,104
Net Book Value at 31 October 2022	36,726	10,709	47,435
Net Book Value at 31 October 2021	40,594	12,096	52,690

3. Debtors

	2022 £	2021
Debtors	5,539	6,408
Prepayments and accrued income	2,018	1,961
	<u>7,557</u>	<u>8,369</u>

4. Cash at bank and in hand

	2022 £	2021 £
Current account	56,250	60,955
Trustee investment account	12,504	12,504
Cash floats & cash equivalents	3,916	4,070
	<u>72,670</u>	<u>77,529</u>

5. Creditors: Amounts Falling Due Within One Year

	2022 £	2021 £
Taxes and social security	0	2,564
Other Creditors	12,884	14,042

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2022

	<u>12,884</u>	<u>16,606</u>
6. Creditors: Amounts Falling Due After More Than One Year	2022	2021
	£	£
Loans from members	<u>5,628</u>	<u>5,628</u>
	<u>5,628</u>	<u>5,628</u>

7. Related Party Transactions

No committee member receives any form of payment in return for performing their duties as a member of the committee, however some committee members do invoice the Association for hours worked on certain tasks such as running the bar and repairs and maintenance projects. Rates charged by the committee members concerned have always been favourable compared with standard third party rates. In the opinion of the remainder of the committee (i.e. those not claiming for hours worked), it has always been less expensive, and therefore in the interests of the Association, to utilise the services of these committee members than to engage outside contractors.

Amounts claimed for labour by committee members and their immediate family during the year was as follows:

	2022	2021
	£	
Bar	<u>10,647</u>	7,182
Maintenance and upgrade projects	<u>240</u>	0
	<u>10,887</u>	<u>7,182</u>

8. Employees

	2022	2021
The average number of employees during the years was	4	4

Temporary Part Time staff were employed in the Bar and Catering Departments during busy periods.

Total Employment costs	2022	2021
	£	£
Wages & Salaries	69,762	49,928
Less Furlough Received	0	(10,194)
Social Security Costs	0	0
Other Pension Costs	<u>1,080</u>	<u>634</u>
	<u>70,842</u>	<u>40,368</u>

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022

9. Other Expenses

	2022 £	2021 £
Independent examiner's fee	250	250
Cost of NVQ training for Staff	0	0
Legal Fees	56	0
Till differences, gifts & sundry expenses	<u>0</u>	<u>199</u>
	<u>306</u>	<u>449</u>

SURREY RIFLE ASSOCIATION

*MANAGEMENT INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2022*

SURREY RIFLE ASSOCIATION

England & Wales - Charity number 211885

Accounts

Charity Number: 211885

SURREY RIFLE ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2021

SURREY RIFLE ASSOCIATION

CLUB INFORMATION

Chairman	D Crispin
Legal Trustees	JE Bellringer P Chance D Crispin
General Purpose Committee	D Andrews H Awin D Crispin J Curd C Evans I Shaw J Tapster J Underwood C Watson S Young
Treasurer	T. Drysdale
Secretary	J Tapster
Independent Examiner	KW Steward Ltd
Bankers	Lloyds TSB Bank plc 32 Commercial Way Woking Surrey GU21 1ER

SURREY RIFLE ASSOCIATION

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SURREY RIFLE ASSOCIATION

CHAIRMAN'S & TREASURER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2021

The surplus for the current year will boost the charity's general reserve and members are aware that some of these reserves will be applied towards maintenance of the clubhouse and improvements to the clubhouse and flat accommodation.

Revenue from subscriptions and locker rental have maintained at levels similar to the prior year highlighting that the small increase in subscriptions has not had a negative effect on membership levels. The bar returned to a surplus as football returned as COVID measures which had previously impacted footfall reduced. The catering that was offered resulted in a deficit once again.

The association's cost-base has remained largely similar to prior years', with the main expenses being rent and rates, establishment costs, insurance, repairs & maintenance, wages for catering and bar staff, and depreciation.

The committee decided not to increase subscriptions for 2019 until planned changes to the running of the association's premises, including the possible re-introduction of club stewardship, has been evaluated. This will enable to association to carry out a cost versus benefit exercise and make funding decisions for the future based upon this.

Within the Balance Sheet the stock levels held within the bar, kitchen and armoury are lower than in prior year mainly due to the depletion of kitchen stocks towards the end of the season as to be expected, but inventories remain at reasonable levels to ensure the continuing operation of services.

The value of debtors at year end has remained similar to prior year, but significant amounts of time and effort are expended in following these up throughout the year. In addition to the early payment incentives already in place, the committee are also considering penalties which may need to be introduced to encourage members to pay their dues in a timely manner.

Amounts outstanding within creditors at year end relate primarily to VAT liability for the third quarter, and amounts owing to the NRA and suppliers of services. These have been settled subsequent to year end.

The cash balance within the bank has remained stable despite the challenging environment. Planned projects for clubhouse maintenance and improvements were put on hold during 2020 and are likely to commence in 2022.

David Crispin – Chairman
Dated:

Tom Drysdale – Treasurer
Dated:

SURREY RIFLE ASSOCIATION

*TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 OCTOBER 2021*

REVIEW OF THE SURREY RIFLE ASSOCIATION

The Trustees present their report and the financial statements of the charitable association, The Surrey Rifle Association. The names of the Trustees are shown on the contents page. All held office throughout the year.

CONSTITUTION AND OBJECTS

The Surrey Rifle Association is a registered charity whose objects are to advance the skill of marksmanship for its members.

REVIEW OF THE PERIOD AND FUTURE DEVELOPMENTS

During the period the Charity continued to provide facilities to its members in accordance with its charitable objectives.

RESERVES

The Trustees have reviewed the reserves of the Charity. This review encompassed the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The review concluded that to allow the charity to be managed efficiently and to provide a buffer against interrupting ongoing commitments as well as ad hoc projects, a general reserve needs to be maintained. As at 31 October 2019 this reserve was a surplus of £121,253. This reserve will be used to cover specific capital improvement projects planned for 2020, as well as to cover unforeseen future maintenance and other commitments. This reserve has increased from last year as a result of an operating surplus generated from the club's activities.

RISK MANAGEMENT

The Trustees have considered the risks facing the charity and have taken steps to mitigate them.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees of the Charity, to prepare financial statements for each financial period, which give a true and fair view of the Charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- a. Select suitable accounting policies and apply them consistently.
- b. Make judgements and estimates that are reasonable and prudent.
- c. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d. Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation

SURREY RIFLE ASSOCIATION

TRUSTEE'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2021

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and ensure that the financial statements comply with the Charities Act 2011. They are also responsible for the safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the committee on 01 05 2022 and signed on its behalf by:

David Crispin
Chairman and Trustee

SURREY RIFLE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2021

I report on the accounts of the Surrey Rifle Association for the twelve months ended 31 October 2020, which are set out on pages 5 to 10.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to:

- a. examine the accounts (under section 145 of the 2011 Act);
- b. to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5) (b)) of the 2011 Act;
- c. to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to our attention:

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - 1) to keep accounting records in accordance with section 130 of the 2011 Act;
 - 2) to prepare accounts which accord with the accounting records and to comply with the accounting requirement of the 2011 Act.have not been met; or
- b. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

KW Steward Ltd

Dated:

SURREY RIFLE ASSOCIATION

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2021

	Notes	2021 £	2020 £
Income		55,606	48,712
Administrative expenses		(43,791)	(45,524)
		<hr/>	<hr/>
Surplus for the Period		11,815	3,188
		<hr/>	<hr/>
Retained Result for the Period		11,815	3,188
		<hr/>	<hr/>

SURREY RIFLE ASSOCIATION

BALANCE SHEET
AS AT 31 OCTOBER 2021

	Notes	2021		2020	
		£	£	£	£
Fixed Assets					
Tangible Assets	2		52,690		60,995
Current Assets					
Stock		19,902		10,823	
Debtors and prepayments	3	8,369		8,566	
Cash at bank and in hand	4	77,529		63,552	
		105,800		82,941	
Creditors: Amounts Falling due within one year					
Creditors and accruals	5	(16,606)		(13,867)	
Net Current Assets			89,194		69,074
Total Assets Less Current Liabilities			141,884		130,069
Long Term Liabilities	6		(5,628)		(5,628)
			136,256		124,441
Capital and Reserves					
General Reserve b/f		124,441		121,253	
Income and Expenditure Account		11,815		3,188	
General Reserve c/f			136,256		124,441

These accounts were approved by the Committee on DD Month YYYY and signed on its behalf by:

David Crispin (Chairman)

Tom Drysdale (Treasurer)

SURREY RIFLE ASSOCIATION

*NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2021*

1. Accounting Policies

Basis of Accounting

The Financial Statements have been prepared in accordance with applicable Accounting Standards under the historical cost convention.

Depreciation

Depreciation is calculated to write down the cost or valuation less estimated residual value of all tangible fixed assets by the reducing balance method over their expected useful lives. The rates and periods generally applicable are:

Leasehold properties	-	over period of lease
Fixtures and fittings	-	20%

Stocks

Stocks are stated at the lower of cost and net realisable value.

Leased Assets

Assets held under finance leases and hire purchase contracts are capitalised in the Balance Sheet and depreciated over their expected useful lives. The interest element of leasing payments represents a constant proportion of the capital balance outstanding and is charged to the Income and Expenditure Account over the period of the lease.

All other leases are regarded as operating leases and the payments made under them are charged to the Income and Expenditure Account on a straight line basis over the lease term.

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2021

2. Tangible Fixed Assets

	Short Leasehold Land and Buildings	Fixtures, Fittings and Motor Vehicles	Total
Cost	£	£	£
At 31 October 2020	165,282	171,471	336,753
Additions	0	1,240	1,240
Disposals		-80	-80
At 31 October 2021	165,282	172,631	337,913
Depreciation			
At 31 October 2020	120,820	154,938	275,758
Charge for the year	3,868	5,677	9,545
Disposals	0	-80	-80
At 31 October 2021	124,688	160,535	285,223
Net Book Value at 31 October 2021	40,594	12,096	52,690
Net Book Value at 31 October 2020	44,462	16,533	60,995

3. Debtors

	2021 £	2020 £
Debtors	6,408	5,125
Prepayments and accrued income	1,961	3,441
	8,369	8,566

4. Cash at bank and in hand

	2021 £	2021 £
Current account	60,955	44,861
Trustee investment account	12,504	12,504
Cash floats & cash equivalents	4,070	6,187
	77,529	63,552

5. Creditors: Amounts Falling Due Within One Year

	2021 £	2020 £
Taxes and social security	2,564	3,258
Other Creditors	14,042	10,609
	16,604	13,867

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021

6. Creditors: Amounts Falling Due After More Than One Year

	2021	2020
	£	£
Loans from members	<u>5,628</u>	<u>5,628</u>
	<u>5,628</u>	<u>5,628</u>

7. Related Party Transactions

No committee member receives any form of payment in return for performing their duties as a member of the committee, however some committee members do invoice the Association for hours worked on certain tasks such as running the bar and repairs and maintenance projects. Rates charged by the committee members concerned have always been favourable compared with standard third party rates. In the opinion of the remainder of the committee (i.e. those not claiming for hours worked), it has always been less expensive, and therefore in the interests of the Association, to utilise the services of these committee members than to engage outside contractors.

Amounts claimed for labour by committee members and their immediate family during the year was as follows:

	2021	2020
	£	
Bar	7,182	3,889
Maintenance and upgrade projects	<u>0</u>	<u>0</u>
	<u>7,182</u>	<u>3,889</u>

8. Employees

	2021	2020
The average number of employees during the years was	4	3

Temporary Part Time staff were employed in the Bar and Catering Departments during busy periods.

Total Employment costs	2021	2020
	£	£
Wages & Salaries	49,928	46,170
Less Furlough Received	-10,194	-4,544
Social Security Costs	0	653
Other Pension Costs	<u>634</u>	<u>1,169</u>
	<u>40,368</u>	<u>43,448</u>

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2021

9. Other Expenses

	2021 £	2020 £
Independent examiner's fee	250	250
Cost of NVQ training for Staff	0	1,327
Till differences, gifts & sundry expenses	<u>199</u>	<u>573</u>
	<u>449</u>	<u>2,150</u>

SURREY RIFLE ASSOCIATION

MANAGEMENT INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2021

	2021		2020	
	£	£	£	£
INCOME				
Subscriptions		27,178		27,078
Locker rents		16,860		17,002
Donations and grants		554		100
Sundry receipts		2,177		13,971
Bar income	40,824		22,408	
Bar cost of sales and running costs	(28,560)		(28,312)	
Bar surplus / (deficit)		12,264		(5,904)
Catering income	50,007		54,346	
Catering cost of sales and running costs	(54,637)		(59,203)	
Catering surplus / (deficit)		(4,630)		(4,857)
Shooting income	19,399		3,213	
Shooting costs	(18,196)		(1,891)	
Shooting surplus / (deficit)		1,203		1,322
		55,606		48,712
LESS: EXPENSES				
Administrative expenses	(43,791)		(45,524)	
EXCESS OF INCOME OVER EXPENDITURE FOR THE YEAR		11,815		3,188

ANALYSIS OF EXPENSES	2021		2020	
	£	£	£	£
ADMINISTRATIVE EXPENSES				
Wages and salaries, including cleaning	2,770		2,160	
Rent and Rates	9,030		8,901	
Establishment costs (utilities)	7,650		7,146	
Telephone	792		656	
Printing, postage, stationery, computer exps & hire charges	988		812	
Advertising	0		0	
Insurance	2,298		2,344	
Legal fees	0		0	
Repairs, renewals and equipment hire	5,097		7,124	
Finance and Bank charges and interest	3,224		2,455	
Subscriptions	445		407	
Motor Expenses			578	
Depreciation	1,503		10,551	
	9,545			
Bad debts written off	0		240	
Other expenses	449	Note 9	2,150	
		43,791		45,524

SURREY RIFLE ASSOCIATION

England & Wales - Charity number 211885

Accounts

Charity Number: 211885

SURREY RIFLE ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2020

Chairman

D Crispin

Legal Trustees

JE Bellringer
P Chance
D Crispin

General Purpose Committee

D Andrews
H Awin
D Crispin
J Curd
C Evans
I Shaw
J Tapster
J Underwood
C Watson
S Young

Treasurer

T. Drysdale

Secretary

J Tapster

Independent Examiner

KW Steward Ltd

Bankers

Lloyds TSB Bank plc
32 Commercial Way
Woking
Surrey
GU21 1ER

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Trustees' Report	2 to 3
Independent Examiner's Report	4
Income and Expenditure Account	5
Balance Sheet	6
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Management Income and Expenditure Account	11

The surplus for the current year will boost the charity's general reserve and members are aware that some of these reserves will be applied towards maintenance of the clubhouse and improvements to the clubhouse and flat accommodation. The surplus is down on the prior year driven by the impact of COVID-19 and the restrictions placed on hospitality settings.

Revenue from subscriptions and locker rental have increased in comparison to prior year due to a combination of additional members joining in the current year, which is encouraging for the association, and a drive by committee members to collect money owed to support the association during the challenging times.

The bar failed to generate a surplus for the first time in a number of years, but this was primarily driven by decreased footfall due to the pandemic as well as increased number of staff required to operate safely and within the governments restrictions. The committee believe this to be a small blip and likely to revert to a surplus in future years.

The association's cost-base has remained largely similar to prior years', with the main expenses being rent and rates, establishment costs, insurance, repairs & maintenance, wages for catering and bar staff, and depreciation.

Within the Balance Sheet the stock levels held within the bar, kitchen and armoury are lower than in prior year mainly due to the depletion of kitchen stocks towards the end of the season as to be expected, but inventories remain at reasonable levels to ensure the continuing operation of services.

The value of debtors at year end has remained similar to prior year, but significant amounts of time and effort are expended in following these up throughout the year. In addition to the early payment incentives already in place, the committee are also considering penalties which may need to be introduced to encourage members to pay their dues in a timely manner.

Amounts outstanding within creditors at year end relate primarily to VAT liability for the third quarter, and amounts owing to the NRA and suppliers of services. These have been settled subsequent to year end.

The cash balance within the bank has remained stable despite the challenging environment. Planned projects for clubhouse maintenance and improvements were put on hold during 2020 and are likely to commence in 2022.

David Crispin - Chairman
Dated:

Tom Drysdale - Treasurer
Dated:

SURREY RIFLE ASSOCIATION

*TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 OCTOBER 2020*

REVIEW OF THE SURREY RIFLE ASSOCIATION

The Trustees present their report and the financial statements of the charitable association, The Surrey Rifle Association. The names of the Trustees are shown on the contents page. All held office throughout the year.

CONSTITUTION AND OBJECTS

The Surrey Rifle Association is a registered charity whose objects are to advance the skill of marksmanship for its members.

REVIEW OF THE PERIOD AND FUTURE DEVELOPMENTS

During the period the Charity continued to provide facilities to its members in accordance with its charitable objectives.

RESERVES

The Trustees have reviewed the reserves of the Charity. This review encompassed the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves.

The review concluded that to allow the charity to be managed efficiently and to provide a buffer against interrupting ongoing commitments as well as ad hoc projects, a general reserve needs to be maintained. As at 31 October 2020 this reserve was a surplus of £124,441. This reserve will be used to cover specific capital improvement projects planned for 2020, as well as to cover unforeseen future maintenance and other commitments. This reserve has increased from last year as a result of an operating surplus generated from the club's activities.

RISK MANAGEMENT

The Trustees have considered the risks facing the charity and have taken steps to mitigate them.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees of the Charity, to prepare financial statements for each financial period, which give a true and fair view of the Charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- a. Select suitable accounting policies and apply them consistently.
- b. Make judgements and estimates that are reasonable and prudent.
- c. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d. Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation

SURREY RIFLE ASSOCIATION

*TRUSTEE'S REPORT
FOR THE YEAR ENDED 31 OCTOBER 2020*

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and ensure that the financial statements comply with the Charities Act 2011. They are also responsible for the safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the committee on **25** 07 2021 and signed on its behalf by:

David Crispin
Chairman and Trustee

SURREY RIFLE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2020

I report on the accounts of the Surrey Rifle Association for the twelve months ended 31 October 2020, which are set out on pages 5 to 10.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to:

- a. examine the accounts (under section 145 of the 2011 Act);
- b. to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5) (b)) of the 2011 Act;
- c. to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to our attention:

- a. which gives me reasonable cause to believe that in any material respect the requirements:
 - 1) to keep accounting records in accordance with section 130 of the 2011 Act;
 - 2) to prepare accounts which accord with the accounting records and to comply with the accounting requirement of the 2011 Act.

have not been met; or

- b. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

KW Steward Ltd

SURREY RIFLE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT FOR THE
YEAR ENDED 31 OCTOBER 2020

Dated:

	Notes	2020 £	2019 £
Income		48,712	57,155
Administrative expenses		(45,524)	(42,604)
		<hr/>	<hr/>
Surplus for the Period		3,188	14,551
Retained Result for the Period		3,188	14,551
		<hr/> <hr/>	<hr/> <hr/>

SURREY RIFLE ASSOCIATION

INDEPENDENT EXAMINER'S REPORT FOR THE
YEAR ENDED 31 OCTOBER 2020

	Note	2020		2019	
	s	£	£	£	£
Fixed Assets					
Tangible Assets	2		60,995		57,700
Current Assets					
Stock		10,823		17,935	
Debtors and prepayments	3	8,566		6,881	
Cash at bank and in hand	4	63,552		69,016	
		82,941		93,832	
Creditors: Amounts Falling due within one year					
Creditors and accruals	5	(13,867)		(24,651)	
Net Current Assets			69,074		69,181
Total Assets Less Current Liabilities			130,069		126,881
Long Term Liabilities	6		(5,628)		(5,628)
			124,441		121,253
Capital and Reserves					
General Reserve b/f		121,253		106,702	
Income and Expenditure Account		3,188		14,551	
			124,441		121,253

These accounts were approved by the Committee on DD Month YYYY and signed on its behalf by:

David Crispin (Chairman)
(Treasurer)

Tom Drysdale

SURREY RIFLE ASSOCIATION

*INDEPENDENT EXAMINER'S REPORT FOR THE
YEAR ENDED 31 OCTOBER 2020*

SURREY RIFLE ASSOCIATION

*NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2020*

1. Accounting Policies

Basis of Accounting

The Financial Statements have been prepared in accordance with applicable Accounting Standards under the historical cost convention.

Depreciation

Depreciation is calculated to write down the cost or valuation less estimated residual value of all tangible fixed assets by the reducing balance method over their expected useful lives. The rates and periods generally applicable are:

Leasehold properties -	over period of lease
Fixtures and fittings -	20%

Stocks

Stocks are stated at the lower of cost and net realisable value.

Leased Assets

Assets held under finance leases and hire purchase contracts are capitalised in the Balance Sheet and depreciated over their expected useful lives. The interest element of leasing payments represents a constant proportion of the capital balance outstanding and is charged to the Income and Expenditure Account over the period of the lease.

All other leases are regarded as operating leases and the payments made under them are charged to the Income and Expenditure Account on a straight line basis over the lease term.

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2020

2. Tangible Fixed Assets

	Short Leasehold Land and Buildings	Fixtures, Fittings and Motor Vehicles	Total
Cost	£	£	£
At 31 October 2019	160,711	162,196	322,907
Additions	4,571	9,275	13,846
Disposals	0	0	0
At 31 October 2020	165,282	171,471	336,753
Depreciation			
At 31 October 2019	116,779	148,428	265,207
Charge for the year	4,041	6,510	10,551
Disposals	0	0	0
At 31 October 2020	120,820	154,938	275,758
Net Book Value at 31 October 2020	44,462	16,533	60,995
Net Book Value at 31 October 2019	43,932	13,768	57,700

3. Debtors

	2020	2019
	£	£
Debtors	5,125	4,734
Prepayments and accrued income	3,441	2,147
	8,566	6,881

4. Cash at bank and in hand

	2020	2019
	£	£
Current account	44,861	50,930
Trustee investment account	12,504	9,512
Cash floats & cash equivalents	6,187	8,574
	63,552	69,016

5. Creditors: Amounts Falling Due Within One Year

	2020	2019
	£	£
Taxes and social security	3,259	3,411
Other Creditors	10,608	19,170

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2020

Deferred Income - reloading	-	2,070
	13,867	24,651

6. Creditors: Amounts Falling Due After More Than One Year

	2020	2019
	£	£
Loans from members	5,628	5,628
	5,628	5,628

7. Related Party Transactions

No committee member receives any form of payment in return for performing their duties as a member of the committee, however some committee members do invoice the Association for hours worked on certain tasks such as running the bar and repairs and maintenance projects. Rates charged by the committee members concerned have always been favourable compared with standard third party rates. In the opinion of the remainder of the committee (i.e. those not claiming for hours worked), it has always been less expensive, and therefore in the interests of the Association, to utilise the services of these committee members than to engage outside contractors.

Amounts claimed for labour by committee members and their immediate family during the year was as follows:

	2020	2019
	£	£
Bar	3,889	9,665
	0	4,950
Maintenance and upgrade projects		
	3,889	14,615

8. Employees

	2020	2019
The average number of employees during the years was		3
		3

Temporary Part Time staff were employed in the Bar and Catering Departments during busy periods.

Total Employment costs	2020
2019	

SURREY RIFLE ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2020

	£	£
Wages & Salaries	46,170	
46,269		
Less Furlough Received	-4,544	
0		
Social Security Costs	653	0
Other Pension Costs	<u>1,169</u>	
<u>539</u>		
		<u>43,448</u>
<u>46,808</u>		

9. Other Expenses

	2020	2019
	£	£
Independent examiner's fee	250	250
Cost of NVQ training for Staff	1,327	0
Accommodation for stewards prior to completion of Refurbishment	0	1,326
Till differences, gifts & sundry expenses	<u>573</u>	<u>125</u>
	<u>2,150</u>	<u>1,701</u>

SURREY RIFLE ASSOCIATION

MANAGEMENT INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2020

	2020		2019	
	£	£	£	£
INCOME				
Subscriptions		27,078		26,302
Locker rents		17,002		16,230
Donations and grants		100		250
Sundry receipts		13,971		1,969
Bar income	22,408		58,561	
Bar cost of sales and running costs	(28,312)		(41,825)	
Bar surplus / (deficit)		(5,904)		16,736
Catering income	54,346		59,159	
Catering cost of sales and running costs	(59,203)		(65,079)	
Catering surplus / (deficit)		(4,857)		(5,920)
Shooting income	3,213		28,273	
Shooting costs	(1,891)		(26,685)	
Shooting surplus / (deficit)		1,322		1,588
		48,712		57,155
LESS: EXPENSES				
Administrative expenses	(45,524)		(42,604)	
EXCESS OF INCOME OVER EXPENDITURE FOR THE YEAR		3,188		14,551

ANALYSIS OF EXPENSES	2020		2019	
	£	£	£	£
ADMINISTRATIVE EXPENSES				
Wages and salaries	2,160		2,160	
Rent and rates	8,901		10,066	
Establishment costs (utilities)	7,146		7,183	
Telephone	656		676	
Printing, postage, stationery, computer exps & hire charges	812		442	
Advertising	0		550	
Insurance	2,344		2,804	
Legal fees	0		0	
Repairs, renewals and equipment hire	7,124		5,053	
Finance and Bank charges and interest	2,455		1,818	
Subscriptions	407		388	
Motor Expenses			0	
Depreciation	578		9,162	
	10,551			
Bad debts written off	240		601	

SURREY RIFLE ASSOCIATION

*MANAGEMENT INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2020*

Other Note 9	expenses	2,150	1,701
		<u>45,524</u>	<u>42,604</u>