

# PARSONAGE RESIDENTS ASSOCIATION

England & Wales · Charity number 243905

## Details

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**Other names** PRA

**Status** Registered

**Legal form** Other

**Registered** 1965-09-21

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

## Contact

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**Address** Parsonage Community Hall  
Parsonage Lane  
Bishop's Stortford  
CM23 5PY

**Phone** 07843 943492

**Email** [parsonagehall@gmail.com](mailto:parsonagehall@gmail.com)

## Activities

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**Objects:** (A) 'PROMOTE THE BENEFIT OF THE INHABITANTS OF THE NEIGHBOURHOOD DEFINED BY THE DUNMOW ROAD, INCLUDING MANOR LINKS, NORRIS CLOSE, CECIL CLOSE, MAYES CLOSE, SHORTCROFT AND HOCKERILL HILL TO THE SOUTH, THE EAST/WEST BYPASS TO THE NORTH, AND THE MAIN RAILWAY LINE TO THE WEST, AS SHOWN ON THE MAP ATTACHED, (HEREINAFTER CALLED "THE AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS;'(B) ESTABLISH, OR SECURE THE ESTABLISHMENT OF, A COMMUNITY CENTRE (HEREINAFTER CALLED "THE CENTRE") AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN CO-OPERATION WITH ANY LOCAL AUTHORITY OR OTHER PERSON OR BODY) IN FURTHERANCE OF THESE OBJECTS.(C) PROMOTE SUCH OTHER CHARITABLE PURPOSES AS MAY FROM TIME TO TIME BE DETERMINED.

**Activities:** Promote benefit of inhabitants of the neighbourhood defined by Dunmow Road, incl. Manor Links, Norris Cl., Cecil Cl., Mayes Cl., Shortcroft & Hockerill St. to the South, the East/West Bypass to the north, & main railway line to the west, as (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating...

## Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Other Charitable Activities
- **What:** General Charitable Purposes
- **Who:** Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** THE NEIGHBOURHOOD DEFINED BY THE DUNMOW ROAD, INCLUDING MANOR LINKS, NORRIS CLOSE, CECIL CLOSE, MAYES CLOSE, SHORTCROFT AND HOCKERILL HILL TO THE SOUTH, THE EAST/WEST BYPASS TO THE NORTH, AND THE MAIN RAILWAY LINE TO THE WEST
- Hertfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£46,268	£47,102	-	-
2023-12-31	£38,636	£36,546	-	-
2022-12-31	£36,670	£33,795	-	-
2021-12-31	£30,402	£26,091	-	-
2020-12-31	£25,409	£24,970	-	-

## Trustees

Name	Role	Appointed
<b>ELIZABETH DEBORAH MUNRO</b>	Chair	2011-10-23
Marie Meekings		2024-04-21
Sarah Rayner		2025-05-11
Siobhan Mary Steel		2023-04-30
Susan Gail Giles		2023-04-30

**PARSONAGE RESIDENTS ASSOCIATION**

England & Wales - Charity number 243905

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# Accounts

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**Parsonage Residents Association AGM (Registered Charity Number 243905)**

**Sunday, May 11<sup>th</sup>, 2025, commencing 15.30**

**Chairs Report year end 2024**

I'd like to open the meeting by thanking all those that have attended today, please don't think you are alone as we have had a sizeable number of people who are unable to attend send their apologies.

Our aim this year was to review and amend the procedures we'd had in place since before lockdown. Janet Reville had stepped up and took on hall management, booking and the treasurer role during lockdown and because the hall bookings had not increased to improve our finances we had not employed someone to undertake bookings.

Janet stepped down in July as she was moving away from Bishop's Stortford and Marie Meekings took over as Treasurer, Anna Balestra came on board as Hall Administrator, and I took on the roll to increase bookings. This has been a success with invoicing and financial controls in place.

Challenges – as always, we are short of trustees, in the past 20 months we have had two who have moved away, one has had to retire due to ill health, one stepped down for family commitments (she will help out where possible), and sadly Kay Newton who was out longest serving trustee past away.

Many small charities are short of trustees, but it is imperative that we have a trustee committee. As without the dedication of those who do commit, we cannot run the hall – The basic message is “insufficient trustees, the hall closes” if residents don't want to step up to the role, the community need to decide on the future of the hall, so if you know of someone who can get involved, please get in touch.

What we need is to find someone who is willing to look for funding for targeted projects i.e. the car park, solar panels for the roof, improvements to the route between the park and Stortford Hall Park.

On the positive side BSDFA are helping us to get the route between the park and Stortford Hall Park adopted by the ROW team.

I'd like to take this opportunity to thank the industrious hall team, Anna, Jeremy, Tamara, and Tracey for taking care of the hall and ensuring it is used properly. To thank the present committee Marie, Sue, Sarah, and Siobhan for joining, staying, and supporting the running of the PRA. Finally, I like to take the opportunity to thank and send best wishes to those members of the committee who have for various reason stepped down.

Deborah Munro

**Parsonage Residents Association**  
**Balance Sheet as at 31st December 2024**

		<b>2024</b>	<b>2023</b>
<b>Fixed Assets</b>			
Community Centre		27,843.00	27,843.00
Land		471.00	471.00
Equipment			
At cost	10,218.98		10,218.98
Accumulated depreciation	9,468.98	-	8,031.00
		750.00	
Fixture and fittings			
At cost	37,024.22		37,024.22
Accumulated depreciation	31,285.22	-	21,667.00
		5,739.00	
<b>Total Fixed Assets</b>		<b>34,803.00</b>	<b>45,859.20</b>
<b>Current Assets</b>			
PRA Treasurers Account	2757.93		5,625.76
Commercial Instant Access	11,007.22		9,040.94
Deposit a/c	15,000.00		15,000.00
Petty Cash			316.10
		28,765.15	29,982.80
<b>Current Liabilities</b>			
Regular Hirers key deposits	1,000.00		875.00
Occassional Hirers deposits	700.00		1,300.00
		1,700.00	2,175.00
<b>Net Current Assets</b>		<b>27,065.15</b>	<b>27,807.80</b>
<b>Total Net Assets</b>		<b>61,868.15</b>	<b>73,667.00</b>
<b>Represented by:</b>			
Community Hall reserve		3,600.00	3,000.00
Defibrillator reserve		488.26	340.60
Retained income brought forward		78,879.58	73,479.15
Excess expenditure over income for year		-21,099.69	- 3,152.75
<b>Total Equity</b>		<b>61,868.15</b>	<b>73,667.00</b>

**Parsonage Residents Association**  
**Income & Expenditure Account for the year ending 31st December 2024**

	Income	Expenditure	2023
<b>Hall</b>			
Regular Hire	27,293.50		
Occasional Hire	<u>5,983.25</u>		
	33,276.75		30,010.00
Other (clothing bank / lottery /donations)	3,118.38		1,327.45
Christmas Fayre Table hire	285.00		430.60
Parsonage Herald Adverts	4,560.00		4,407.00
Defibrillator Donation	2,998.26		2,420.00
Miscellaneous Utility credits	1,304.03		0.00
Interest received	725.87		40.94
<b>Total Income</b>	<b>46,268.29</b>		<b>38,635.99</b>
<b>Expenditure</b>			
Water	479.37		
Light & Heat	6,913.21		
Waste Disposal	2,656.53		
Administrative services	4,627.00		
Cleaning	7,917.20		
Maintenance	12,405.95		
Insurance	2,045.07		
Telephone & WIFI	337.00		
Performance Rights Fee	730.58		
MIDAS Booking system Fee	0.00		
Info.Commissions Fee	<u>35.00</u>		
	38,146.91		25,682.96
Fireworks	0.00		2,220.54
Parsonage Herald Print costs	5,308.49		5,370.17
<b>Defibrillator costs</b>			
Purchase - Hall	2,510.00		
Purchase - Snowley Parade			2,510.00
<b>Other expenses</b>			
Just Giving Fee	162.00		216.00
Independent Examiner Fee	150.00		150.00
Subs. & Memberships	66.00		66.00
Donations	0.00		25.00
Trustee office expenses	758.94		40.18
Miscellaneous	0.00		265.29
<b>Total expenditure</b>	<b>47,102.34</b>		<b>36,546.14</b>
<b>Net Income</b>	<b>-8,955.43</b>		<b>2,089.85</b>
Depreciation of fixed assets	11,056.00		4,217.00
Loss on disposal of fixed assets			85.00
Transfer to other reserves			
Community Hall	600.00		600.00
Defibulator	488.26		340.60
<b>Excess expenditure</b>	<b>-21,099.69</b>		<b>-3,152.75</b>





Section A

Independent Examiner's Report

Report to the trustees

PARSONAGE RESIDENTS ASSOCIATION

On accounts for the year  
ended

31 DECEMBER 2024

Charity no  
(if any)

243905

Set out on pages

ONE AND TWO

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2024.

Responsibilities and  
basis of report

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

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

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

11 May 2025

Name:

Peter Bass director Morannedd Ltd

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

Chartered Certified Accountants

Address:

26 Parsonage Lane, Bishops Stortford

Herts CM23 5BG

**PARSONAGE RESIDENTS ASSOCIATION**

England & Wales - Charity number 243905

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# Accounts

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## Trustees' Annual Report for the period

**From: 01.01.2023 Period start date To: 31.12.2023**  
**Period end date**

**Charity name: Parsonage Residents Association**

**Charity registration number: 243905**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	A) 'promote the benefit of the inhabitants of the neighbourhood defined by the Dunmow road, including Manor Links, Norris Close, Cecil Close, Mayes Close, Shortcroft and Hockerill Hill to the south, the east/west bypass to the north, and the main railway line to the west, as shown on the map attached, (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;' (b) establish, or secure the establishment of, a community centre (hereinafter called "the centre") and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects. (c) promote such other charitable purposes as may from time to time be determined.
Summary of the main activities in	Para 1.17 and 1.19	<b>1.</b> When considering what activities and events to manage during the year, the Trustees were mindful of the Charity

<p>relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p>		<p>Commission's guidance on public benefit.</p> <ol style="list-style-type: none"> <li><b>2.</b> The Trustee Committee met six times during the year. The AGM was held with the residents in attendance.</li> <li><b>3.</b> The Association uses contractors (one who is a trustee) to assist in the management and maintenance of the Community Hall.</li> <li><b>4.</b> The Hall is available for use from 7 am until 11 pm. 7 days a week, regular hirers accounts for circa 50 hours use, with occasional hirers including community events and private parties are booked weekly.</li> <li><b>5.</b> The Trustees also manage and organise certain events for the benefit of members. An annual firework display, Christmas Fayre, Tabletop sales.</li> <li><b>6.</b> The charity produces a local magazine delivered free to 3000 homes within the area of benefit of the charity.</li> <li><b>7.</b> The Trustees listen to the concerns and wishes of the members of the Association and will take matters up with the relevant authorities where this is to the benefit of the members.</li> </ol>
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>The Trustees can confirm they have given due regard to the guidance by the Charity Commission on Public Benefit.</p>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	<p>SORP reference</p>	
<p>Policy on grant</p>	<p>Para 1.38</p>	<p>The charity will support local fund raising from time to time by a local resident. This normally amounts to use allowing fundraisers to use the hall at a reduced rate on the</p>

making.		agreement that they donate the difference between the reduced rate and the full amount to the fundraising pot. We will give free space in our local magazine and advertise any fund raising in the hall on notice boards.
Policy on social investment including program related investment.	Para 1.38	The charity is not involved in Social Investment.
Contribution made by volunteers.	Para 1.38	The charity uses volunteers when we are holding an event such as the Annual Fireworks Display, they help with set up, stewarding, and tidying up afterwards. Volunteers deliver the local Parsonage Magazine quarterly.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The achievements of the charity are:</b></p> <ul style="list-style-type: none"> <li>• Ensuring the local community has opportunity for interaction with the wider community through the Parsonage Herald magazine.</li> <li>• Ensuring that there are opportunities for all ages to have a local meeting place whether Toddler Club to Parsonage Friendship Group whose members encompass those over 60 years.</li> <li>• Ensuring there is an affordable local venue where sport, art, baby groups, children's play, Brownies, can be run successfully.</li> <li>• Ensuring that there is local space for community and private functions, including voting, meet your councillor, events, children, and anniversary parties.</li> </ul>

		<ul style="list-style-type: none"> <li>• Ensuring a fully accessible space for the local community to enjoy</li> <li>• Ensuring the community is listened to and that they have support to make their voices heard.</li> </ul>
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

### **Financial Review**

Review of the charity's financial position at the end of the period	Para 1.21	<b>Balance Sheet enclosed. Net current assets £27,807.80</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The trustees hold reserves to ensure we can pay and undertake any repairs to the hall that may occur
Amount of reserves held	Para 1.22	<b>£23,000</b>
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None, the charity is a going concern.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Income from Parsonage Hall and any community events held during the year.
Investment policy and objectives including any social investment policy adopted.	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	Damage to hall that could disrupt our funding stream.

Other		
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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution of the Parsonage Residents Association. Community Association</b>
How is the charity constituted?	Para 1.25	<b>Charitable Unincorporated Association</b>
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The PRA association welcomes those members who wish to become more involved and become Trustees. Election of trustees is undertaken annually at the AGM

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees.	Para 1.51	Trustees are supplied with the Charity Commission Becoming a Trustee CC3_feb20. Trustees are supports at meetings and are encouraged to ask questions of officers so that they undertake their role successfully.
The charity's organisational structure and any wider network with which the charity works.	Para 1.51	The PRA has 3 officers, Chair, Vice Chair, and Treasurer with the Secretary position vacant (covered by Chair) 4 additional trustee members. All decisions are made at committee meetings which will occur expense. Expenses which occur dur to day-to-day operation of the hall is maintained by the chair and the treasurer and reported to the committee bi-monthly. Decisions regarding expenditure for the hall or an action the charity may take on behalf of residents i.e., obtaining a defibrillator unit for the community which would be available 24 hours a day, installing a new notice board in the community are undertaken at committee meetings. At the AGM, the community may ask from

		time to time for the PRA support to help in a wider capacity - parking problems, overgrown hedges, etc. final decisions on how we report back to the community will be undertaken at committee meetings and reported to the community via the Parsonage Herald our local community magazine. The charity does not employ staff.
Relationship with any related parties	Para 1.51	n/a
Other		

### Reference and Administrative details

Charity name	Parsonage Residents Association
Other name the charity uses	n/a
Registered charity number	243905
Charity's principal address	Parsonage Lane Community Centre Church Manor, Bishop's Stortford, CM23 5PY

### Names of the charity trustees who manage the charity

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Elizabeth Deborah Munro	Chair		
2	Colin Woodward	Vice Chair		
3	Janet Reville	Treasurer		
4	Kay Newton			
5	Emmajayne Worrell			
6	Sue Giles			
7	Siobhan Steel			
8	Vacant	/ Secretary		

Corporate trustees - names of the directors at the date the report was approved.

<b>Director name</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

**Funds held as custodian trustees on behalf of others.**

Description of the assets held in this capacity.	n/a
Name and objects of the charity on whose behalf the assets are held and how these falls within the custodian charity's objects.	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>
<b>Auditor</b>	<b>Morannedd Ltd.</b>	26 Parsonage Lane, CM23 5BG

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

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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

<b>We only have trustees.</b>
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**Other optional information**

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**Declarations**

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

	
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**Full name(s)**

Elizabeth Deborah Munro	
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**Position**

Chair	
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**Date** 24.04.24

PARSONAGE RESIDENTS ASSOCIATIONINCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2023

		<u>2022</u>
<u>INCOME</u>		
Hall booking fees		
Regular hirers	23,901.00	22,488
Occasional hirers	<u>8,109.00</u>	4,849
	30,010.00	
Fireworks		
Bucket collection (2022)	0.00	4,581
Christmas Fayre		
Table hire, etc	430.80	514
Parsonage Herald		
Advertising	4,407.00	3,483
Grant for Snowley Parade defibrillator	2,420.00	0
Donations received	1,327.45	757
Interest received	40.94	20
	<u>38,635.90</u>	<u>98,670</u>
<u>EXPENDITURE</u>		
Hall expenses		
Water rates	815.84	
Light and heat	1,218.45	
Waste disposal	2,452.93	
Administrative services	8,000.00	
Cleaning	8,328.02	
Maintenance	3,878.38	
Insurance	1,898.39	
Telephone	214.57	
Performing Rights fees	688.38	
Booking system annual fee	175.00	
Information Commissioner fee	<u>35.00</u>	
	25,882.98	25,518
Fireworks		
Fireworks cost	2,000.00	
Miscellaneous expenses	<u>220.54</u>	
	2,220.54	1,950
Christmas Fayre		
Expenses	0.00	133
Parsonage Herald		
Printing costs	5,370.17	5,343
Snowley Parade defibrillator cost	2,510.00	0
Other expenses		
Just Giving fees	218.00	218
Independent examiner's fee	150.00	150
Subscriptions	88.00	88
Donations	25.00	125
Treasurer's expenses	40.18	80
Miscellaneous	<u>285.28</u>	214
	782.47	
	<u>38,548.14</u>	<u>33,795</u>
<u>NET INCOME</u>	2,089.85	2,875
Depreciation of fixed assets	4,217.00	4,221
Loss on disposal of fixed asset	85.00	0
Transfer to community hall reserve	800.00	800
Transfer to defibrillator reserve	340.80	0
	<u>-3,152.75</u>	<u>-1,946</u>
<u>EXCESS EXPENDITURE FOR YEAR</u>		

**PARSONAGE RESIDENTS ASSOCIATION****BALANCE SHEET AS AT 31 DECEMBER 2023**

		<u>2022</u>
<b><u>FIXED ASSETS</u></b>		
Community Centre	27,843.00	27,843
Land	471.00	471
Equipment		
At cost	10,218.98	10,046
Accumulated depreciation	<u>8,031.00</u>	-7,161
	2,187.98	
Fixtures and fittings		
At cost	37,024.22	36,701
Accumulated depreciation	<u>21,667.00</u>	-18,415
	15,357.22	
	<u>45,859.20</u>	<u>49,485</u>
<b><u>CURRENT ASSETS</u></b>		
Current account	5,625.78	8,784
Business saver account	0.00	19,131
Instant access saver account	9,040.94	0
Fixed term saver account	15,000.00	0
Petty cash	<u>316.10</u>	204
	29,982.80	
<b><u>CURRENT LIABILITIES</u></b>		
Regular hirers' key deposits held	875.00	975
Occasional hirers' deposits held	<u>1,300.00</u>	750
	2,175.00	
	<u>27,807.80</u>	<u>26,394</u>
<b><u>NET CURRENT ASSETS</u></b>		
	<u>73,667.00</u>	<u>75,879</u>
<b><u>TOTAL NET ASSETS</u></b>		
	<u>73,667.00</u>	<u>75,879</u>
Represented by		
Community hall reserve	3,000.00	2,400
Defibrillator reserve	340.60	0
Retained income brought forward	73,479.15	75,425
Excess expenditure over income for year	<u>-3,152.75</u>	-1,946
	<u>73,667.00</u>	<u>75,879</u>
<b><u>TOTAL EQUITY</u></b>		
	<u>73,667.00</u>	<u>75,879</u>



Section A

Independent Examiner's Report

Report to the trustees/ members of

PARSONAGE RESIDENTS ASSOCIATION

On accounts for the year ended

31 DECEMBER 2023

Charity no (if any)

243905

Set out on pages

1 AND 2

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

Responsibilities and basis of report

As the charity trustees 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:

[Signature]

Date:

20/04/2024

Name:

PETER BASS FCCA DIRECTOR

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

Morannedd Ltd  
Chartered Certified Accountants  
26 Parsonage Lane  
Bishops Stortford  
Herts  
CM23 5BG

Address:

**PARSONAGE RESIDENTS ASSOCIATION**

England & Wales - Charity number 243905

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# Accounts

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**Trustees' Annual Report for the period**

**From: 01.01.2022 Period start date To: 31.12.2022 Period end date**

**Charity name: Parsonage Residents Association**

**Charity registration number: 243905**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	A) 'promote the benefit of the inhabitants of the neighbourhood defined by the Dunmow road, including Manor Links, Norris Close, Cecil Close, Mayes Close, Shortcroft and Hockerill Hill to the south, the east/west bypass to the north, and the main railway line to the west, as shown on the map attached, (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;' (b) establish, or secure the establishment of, a community centre (hereinafter called "the centre") and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects. (c) promote such other charitable purposes as may from time to time be determined.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ol style="list-style-type: none"><li>1. When considering what activities and events to manage during the year, the Trustees were mindful of the Charity Commission's guidance on public benefit.</li><li>2. The Trustee Committee met six times during the year. The AGM was held with the residents in attendance.</li><li>3. The Association uses contractors (one who is a trustee) to assist in the management and maintenance of the Community Hall.</li><li>4. The Hall is available for use from 7 am until 11 pm. 7 days a week, regular hirers accounts for circa 50 hours use, with occasional hirers including community events and private parties are booked weekly.</li><li>5. The Trustees also manage and organise certain events for the benefit of members. An annual firework display, Christmas Fayre, Tabletop sales.</li><li>6. The charity produces a local magazine delivered free to 3000 homes within the area of benefit of the charity.</li><li>7. The Trustees listen to the concerns and wishes of the members of the Association and will take matters up with the relevant authorities where this is to the benefit of the members.</li></ol>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees can confirm they have given due regard to the guidance by the Charity Commission on Public Benefit.
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**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making.	Para 1.38	The charity will support local fund raising from time to time by a local resident. This normally amounts to use allowing fundraisers to use the hall at a reduced rate on the agreement that they donate the difference between the reduced rate and the full amount to the fundraising pot. We will give free space in our local magazine and advertise any fund raising in the hall on notice boards.
Policy on social investment including program related investment.	Para 1.38	The charity is not involved in Social Investment.
Contribution made by volunteers.	Para 1.38	The charity uses volunteers when we are holding an event such as the Annual Fireworks Display, they help with set up, stewarding, and tidying up afterwards. Volunteers deliver the local Parsonage Magazine quarterly.
Other		

**Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The achievements of the charity are:</b></p> <ul style="list-style-type: none"> <li>• Ensuring the local community has opportunity for interaction with the wider community through the Parsonage Herald magazine.</li> <li>• Ensuring that there are opportunities for all ages to have a local meeting place whether Toddler Club to Parsonage Friendship Group whose members encompass those over 60 years.</li> <li>• Ensuring there is an affordable local venue where sport, art, baby groups, children's play, Brownies, can be run successfully.</li> <li>• Ensuring that there is local space for community and private functions, including voting, meet your councillor, events, children, and anniversary parties.</li> <li>• Ensuring a fully accessible space for the local community to enjoy</li> <li>• Ensuring the community is listened to and that they have support to make their voices heard.</li> </ul>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

### Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Balance Sheet enclosed. Net current assets £26,394.23</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The trustees hold reserves to ensure we can pay and undertake any repairs to the hall that may occur
Amount of reserves held	Para 1.22	<b>£23,000</b>
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None, the charity is a going concern.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Income from Parsonage Hall and any community events held during the year.
Investment policy and objectives including any social investment policy adopted.	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	Damage to hall that could disrupt our funding stream.

### Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution of the Parsonage Residents Association. Community Association</b>
How is the charity constituted?	Para 1.25	<b>Charitable Unincorporated Association</b>
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The PRA association welcomes those members who wish to become more involved and become Trustees. Election of trustees is undertaken annually at the AGM

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees.	Para 1.51	Trustees are supplied with the Charity Commission Becoming a Trustee CC3_feb20. Trustees are supports at meetings and are encouraged to ask questions of officers so that they undertake their role successfully.
The charity's organisational structure and any wider		The PRA has 3 officers, Chair, Vice Chair & Secretary and Treasurer with 5 additional trustee members. All decisions are made at committee meetings which will occur expense.

network with which the charity works.	Para 1.51	Expenses which occur dur to day-to-day operation of the hall is maintained by the chair and the treasurer and reported to the committee bi-monthly. Decisions regarding expenditure for the hall or an action the charity may take on behalf of residents i.e., obtaining a defibrillator unit for the community which would be available 24 hours a day, installing a new notice board in the community are undertaken at committee meetings. At the AGM, the community may ask from time to time for the PRA support to help in a wider capacity – parking problems, overgrown hedges, etc. final decisions on how we report back to the community will be undertaken at committee meetings and reported to the community via the Parsonage Herald our local community magazine. The charity does not employ staff.
Relationship with any related parties	Para 1.51	n/a

### Reference and Administrative details

Charity name	Parsonage Residents Association
Other name the charity uses	n/a
Registered charity number	243905
Charity's principal address	Parsonage Lane Hall, Church Manor, Bishop's Stortford, CM23 5PY

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Elizabeth Deborah Munro	Chair		
2	Colin Woodward	Vice Chair / Secretary		
3	Janet Reville	Treasurer		
4	Kay Newton			
5	Emmajayne Worrell			
6	Sue Giles			
7	Siobhan Steel			
8	Alaistair Cook			

Corporate trustees – names of the directors at the date the report was approved.

<b>Director name</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

### Funds held as custodian trustees on behalf of others.

Description of the assets held in this capacity.	n/a
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Name and objects of the charity on whose behalf the assets are held and how these falls within the custodian charity's objects.	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Auditor	John Deemer	

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

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**Exemptions from disclosure**

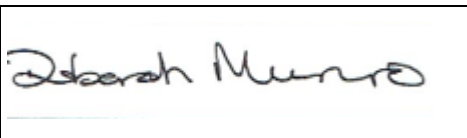
Reason for non-disclosure of key personnel details

We only have trustees.
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**Declarations**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Elizabeth Deborah Munro	
Position	Chair	

Date	09.10.23
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**PARSONAGE RESIDENTS ASSOCIATION****BALANCE SHEET AS AT 31 DECEMBER 2022**

		<u>2021</u>
<b><u>FIXED ASSETS</u></b>		
Community Centre	27,843.00	27,843
Land	471.00	471
Equipment		
At cost	10,046.18	10,006
Accumulated depreciation	<u>7,161.00</u>	-6,170
	2,885.18	
Fixtures and fittings		
At cost	36,700.74	28,677
Accumulated depreciation	<u>18,415.00</u>	-15,185
	18,285.74	
	<u>49,484.92</u>	<u>45,642</u>
<b><u>CURRENT ASSETS</u></b>		
Current account	8,784.29	9,767
Business saver account	19,131.44	23,112
Petty cash	<u>203.50</u>	479
	28,119.23	
<b><u>CURRENT LIABILITIES</u></b>		
Key deposits held	975.00	825
Occasional hirers' deposits held	<u>750.00</u>	950
	1,725.00	
	<u>26,394.23</u>	<u>31,583</u>
	<u>75,879.15</u>	<u>77,225</u>
Represented by		
Community hall reserve	2,400.00	1,800
Retained income brought forward	75,425.45	71,114
Excess expenditure over income for year	-1,946.30	4,311
	<u>75,879.15</u>	<u>77,225</u>
<b><u>TOTAL EQUITY</u></b>	<u>75,879.15</u>	<u>77,225</u>

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

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

**PARSONAGE RESIDENTS ASSOCIATION**

England & Wales - Charity number 243905

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# Accounts

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

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

--

**Section B                      Structure, governance and management**

**Description of the charity's trusts**

Type of governing document	Constitution
How the charity is constituted	Association
Trustee selection methods	Some elected by members at AGM, some appointed by Affiliated Groups.

**Additional governance issues (Optional information)**

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

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

## Section C

## Objectives and activities

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

- a) promote the benefit of the inhabitants of Parsonage Ward and the neighbourhood together defined by the Dunmow Road to the South, the East/West Bypass to the north, and the main railway line to the west, excluding the area known as the Hockerill Residents Association,
- b) establish, or secure the establishment of, a Community Centre and to maintain and manage the same in furtherance of these objects.
- c) Promote such other charitable purposes as may from time to time be determined.

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

1. When considering what activities and events to manage during the year, the Trustees were mindful of the Charity Commission's guidance on public benefit.
2. The Trustee Committee met six times during the year. In the latter part of the year we returned to face to face meetings. The AGM was also held in front of the public.
3. The Association uses contractors (one who is a trustee) to assist in the management and maintenance of the Community Hall, and to organise and book activities in the Community Hall for the benefit of PRA members, and others in the neighbourhood.
4. The Hall is in use usually 7 days a week, and there are approximately 50 hours of various activities available during the week. These activities range from play groups for toddlers, to girl guides and sporting activities for teenagers, dancing and other activities for adults, and a senior citizens meeting. The Hall can also be booked by members for private parties. Usage returned to normal after Covid restrictions were lifted.
5. The Trustees also manage and organise certain events for the benefit of members. The annual firework display had to be cancelled this year due to the weather. It is hoped to continue in 2022.
6. The Trustees also listen to the concerns and wishes of the members of the Association and will take matters up with the relevant authorities where this is to the benefit of the members.

**Additional details of objectives and activities (Optional information)**

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

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

**Summary of the main achievements of the charity during the year**

1. All households within the All Saints Ward are deemed members of the PRA and all receive a copy of the Newsletter four times a year. We ask for voluntary donations on an annual basis to help support the PRA.
2. Our newsletter, the Parsonage Herald was published four times during the year to keep members informed of activities and developments.
3. The Community Hall has been extensively used for a variety of activities when Covid restriction allowed. The PRA has two contractors who maintain the Hall and organise the bookings.
4. The PRA contributed to the Neighbourhood Plan, commented on planning applications and are members of the Civic Federation.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

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Details of any funds materially in deficit

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Further financial review details (Optional information)

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

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

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## Section F

## Other optional information

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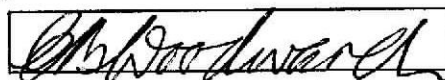
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

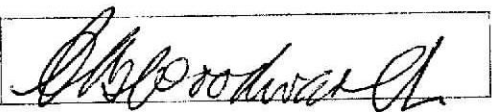
	
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Full name(s)

Colin Bernard Woodward	
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Position (eg Secretary,  
Chair, etc)

Secretary/Vice Chair



Date

25th May 2022

**PARSONAGE RESIDENTS ASSOCIATION****INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021**

		<u>2020</u>
<b><u>INCOME</u></b>		
Hall booking fees		
Regular hirers	15,435.00	11,804
Occasional hirers	<u>3,445.50</u>	1,515
	18,880.50	
Fireworks		
Bucket collection	0.00	
Sale of novelties, etc	<u>159.30</u>	
	159.30	200
Christmas Fayre		
Table hire	440.00	0
Parsonage Herald		
Advertising	2,780.00	1,424
Donations received	606.45	460
Other income		
EHDC grant re Covid-19	7,500.00	10,000
Interest received	36.22	6
	<u>30,402.47</u>	<u>25,409</u>
<b><u>TOTAL INCOME</u></b>		
<b><u>EXPENDITURE</u></b>		
Hall expenses		
Water rates	120.00	
Light and heat	1,105.58	
Waste disposal	2,088.19	
Administrative services	4,650.00	
Cleaning	5,492.67	
Maintenance	1,382.43	
Insurance	1,739.93	
Telephone	154.62	
Performing Rights fees	319.66	
Booking system annual fee	170.00	
Information Commissioner fee	<u>35.00</u>	
	17,258.08	17,213
Fireworks		
Miscellaneous expenses	81.68	
Cost of novelties, etc	<u>0.00</u>	
	81.68	0
Christmas Fayre		
Expenses	194.45	0
Parsonage Herald		
Printing costs	3,702.00	3,315
Other expenses		
Just Giving fees	216.00	216
Auditor's fees	150.00	150
Subscriptions	30.00	30
Donations	50.00	0
Treasurer's expenses	80.65	62
Miscellaneous	<u>152.00</u>	0
	678.65	
	<u>21,914.86</u>	<u>20,986</u>
<b><u>TOTAL EXPENDITURE</u></b>		
<b><u>NET INCOME</u></b>		
	8,487.61	4,423
Depreciation of fixed assets	3,576.00	3,385
Transfer to community hall reserve	600.00	600
	<u>4,311.61</u>	<u>438</u>
<b><u>EXCESS INCOME FOR YEAR</u></b>		

**PARSONAGE RESIDENTS ASSOCIATION****BALANCE SHEET AS AT 31 DECEMBER 2021**

		<u>2020</u>
<b><u>FIXED ASSETS</u></b>		
Community Centre	27,843.00	27,843
Land	471.00	471
Equipment		
At cost	10,006.19	10,006
Accumulated depreciation	<u>6,170.00</u>	-5,137
	3,836.19	
Fixtures and fittings		
At cost	28,677.20	26,398
Accumulated depreciation	<u>15,185.00</u>	-12,642
	13,492.20	
	<u>45,642.39</u>	<u>46,939</u>
<b><u>CURRENT ASSETS</u></b>		
Current account	9,766.85	6,129
Business saver account	23,111.91	20,076
Petty cash	<u>479.30</u>	20
	33,358.06	
<b><u>CURRENT LIABILITIES</u></b>		
Key deposits held	825.00	700
Occasional hirers' deposits held	<u>950.00</u>	150
	1,775.00	
	<u>31,583.06</u>	<u>25,375</u>
<b><u>NET CURRENT ASSETS</u></b>		
	<u>77,225.45</u>	<u>72,314</u>
<b><u>TOTAL NET ASSETS</u></b>		
Represented by		
Community hall reserve	1,800.00	1,200
Retained income brought forward	71,113.84	70,676
Excess income over expenditure for year	4,311.61	438
	<u>77,225.45</u>	<u>72,314</u>
<b><u>TOTAL EQUITY</u></b>		
	<u>77,225.45</u>	<u>72,314</u>



**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

PARSONAGE RESIDENTS ASSOCIATION

**On accounts for the year  
ended**

31 DECEMBER 2021

**Charity no  
(if any)**

243905

**Set out on pages**

ONE AND TWO

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**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:**

*[Signature]*

**Date:**

04-04-2022

**Name:**

John DEAMER

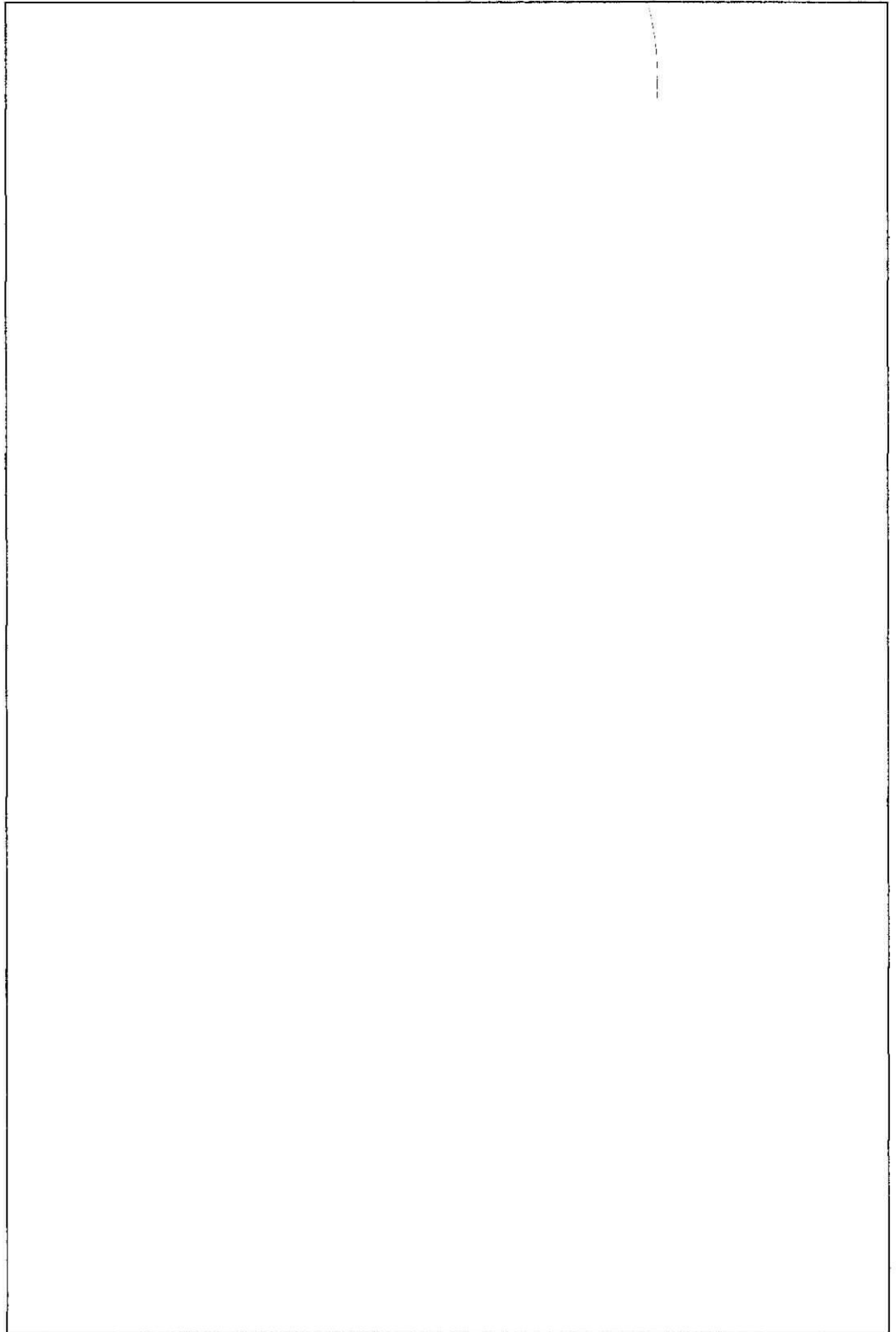
**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

12 COX LEX, HATFIELD HEATH  
BISHOPS STORTFORD HERTS  
CM22 7ER

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

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



**PARSONAGE RESIDENTS ASSOCIATION**

England & Wales - Charity number 243905

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# Accounts

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# Trustees' Annual Report for the period

	Period start date			Period end date		
<b>Fro m</b>	01	January	2020	<b>To</b>	31	December 2020

## Section A Reference and administration details

**Charity name** Parsonage Residents Association

**Other names charity is known by** PRA

**Registered charity number (if any)** 243905

**Charity's principal address**

Parsonage Lane Community Centre	
Church Manor	
Bishops Stortford	
<b>Postcode</b>	CM23 5PY

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Deborah Munro	Chair		
2	Janet Reville	Treasurer		
3	Kay Newton			
4	Emma Jayne Worrall			
5	Colin Woodward			
6				
7				
8				
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Some elected by members at AGM, some appointed by Affiliated Groups.

**Additional governance issues (Optional information)**

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

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

## Section C

## Objectives and activities

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

- a) promote the benefit of the inhabitants of Parsonage Ward and the neighbourhood together defined by the Dunmow Road to the South, the East/West Bypass to the north, and the main railway line to the west, excluding the area known as the Hockerill Residents Association,
- b) establish, or secure the establishment of, a Community Centre and to maintain and manage the same in furtherance of these objects.
- c) Promote such other charitable purposes as may from time to time be determined.

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

1. When considering what activities and events to manage during the year, the Trustees were mindful of the Charity Commission's guidance on public benefit.
2. The Trustee Committee met virtually six times during the year and maintained contact by email. The AGM was also held virtually.
3. The Association uses contractors (one who is a trustee) to assist in the management and maintenance of the Community Hall, and to organise and book activities in the Community Hall for the benefit of PRA members, and others in the neighbourhood.
4. The Hall is in usually 7 days a week, and there are approximately 50 hours of various activities available during the week. These activities range from play groups for toddlers, to girl guides and sporting activities for teenagers, dancing and other activities for adults, and a senior citizens meeting. The Hall can also be booked by members for private parties. However, it was closed after March due to Covid restrictions.
5. The Trustees also manage and organise certain events for the benefit of members. The annual firework display had to be cancelled this year due to Covid restrictions. It is hoped to continue in 2021.
6. The Trustees also listen to the concerns and wishes of the members of the Association and will take matters up with the relevant authorities where this is to the benefit of the members.

**Additional details of objectives and activities (Optional information)**

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

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

**Summary of the main achievements of the charity during the year**

1. All households within the All Saints Ward are deemed members of the PRA and all receive a copy of the Newsletter four times a year. We ask for voluntary donations on an annual basis to help support the PRA.
2. Our newsletter, the Parsonage Herald was published four times during the year to keep members informed of activities and developments.
3. The Community Hall has been extensively used for a variety of activities when Covid restriction allowed. The PRA has two contractors who maintain the Hall and organise the bookings.
4. The PRA contributed to the Neighbourhood Plan, commented on planning applications and are members of the Civic Federation.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

--

**Details of any funds materially in deficit**

--

**Further financial review details (Optional information)**

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

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

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## Section F

## Other optional information

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## Section G

## Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

--	--

**Full name(s)**

Colin Bernard Woodward	
------------------------	--

Position (eg Secretary,  
Chair, etc)

Secretary/Vice Chair

*B Woodward*

Date

8th October 2021



Section A Independent Examiner's Report

Report to the trustees/ members of Charity Name

On accounts for the year ended  Charity no (if any)

Set out on pages  (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

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

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

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

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

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

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

Signed:  Date:

Name:

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

Address: 12 Cox Key Hatfield Heath,  
Bishop's Stortford, Herts  
CM22 7ER

**Section B**

**Disclosure**

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

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

**PARSONAGE RESIDENTS ASSOCIATION**

**BALANCE SHEET AS AT 31 DECEMBER 2020**

		<u>2019</u>
<b><u>FIXED ASSETS</u></b>		
Community Centre	27,843.00	27,843
Land	471.00	471
Equipment		
At cost	10,006.19	9,946
Accumulated depreciation	<u>5,137.00</u>	-4,104
	4,869.19	
Fixtures and fittings		
At cost	26,397.58	24,718
Accumulated depreciation	<u>12,642.00</u>	-10,290
	13,755.58	
	<u>46,938.77</u>	<u>48,584</u>
<b><u>CURRENT ASSETS</u></b>		
Current account	6,129.38	772
Business saver account	20,075.69	23,070
Petty cash	<u>20.00</u>	25
	26,225.07	
<b><u>CURRENT LIABILITIES</u></b>		
Key deposits held	700.00	525
Occasional hirers' deposits held	<u>150.00</u>	650
	850.00	
	<u>25,375.07</u>	<u>22,692</u>
<b><u>NET CURRENT ASSETS</u></b>		
	<u>72,313.84</u>	<u>71,276</u>
<b><u>TOTAL NET ASSETS</u></b>		
Represented by		
Community hall reserve	1,200.00	600
Retained income brought forward	70,675.60	74,522
Excess income over expenditure for year	438.24	-3,846
	<u>72,313.84</u>	<u>71,276</u>
<b><u>TOTAL EQUITY</u></b>		
	<u>72,313.84</u>	<u>71,276</u>

**PARSONAGE RESIDENTS ASSOCIATION**

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020**

		<u>2019</u>
<b><u>INCOME</u></b>		
Hall booking fees		
Regular hirers	11,804.00	21,034
Occasional hirers	<u>1,515.00</u>	6,460
	13,319.00	
Fireworks		
Bucket collection	0.00	
Burger van donation	0.00	
Sale of swords, etc	<u>200.00</u>	
	200.00	0
Parsonage Herald		
Advertising	1,424.00	826
Donations received	460.02	385
Other income		
Amalgamation with Hockerill RA	0.00	350
EHDC grant re Covid-19	10,000.00	
Interest received	5.75	23
	<u>25,408.77</u>	<u>29,078</u>
<b><u>EXPENDITURE</u></b>		
Hall expenses		
Water rates	661.68	
Light and heat	707.97	
Waste disposal	1,600.80	
Administrative services	4,875.00	
Cleaning	4,767.25	
Maintenance	1,935.73	
Insurance	1,683.98	
Telephone	115.80	
Performing Rights fees	659.86	
Booking system annual fee	170.00	
Information Commissioner fee	<u>35.00</u>	
	17,213.07	22,997
Fireworks		
Display cost	0.00	
First aid fees	0.00	
Miscellaneous expenses	0.00	
Cost of swords, etc	<u>0.00</u>	
	0.00	3,467
Parsonage Herald		
Printing costs	3,314.41	1,905
Other expenses		
Just Giving fees	216.00	216
Auditor's fees	150.00	150
Subscriptions	30.00	60
Donations	0.00	220
Treasurer's expenses	<u>62.05</u>	68
	458.05	
	<u>20,985.53</u>	<u>29,083</u>
<b><u>NET INCOME</u></b>		
	4,423.24	-5
Depreciation of fixed assets	3,385.00	3,206
Loss on disposal of fixed assets	0.00	35
Transfer to community hall reserve	600.00	600
	<u>438.24</u>	<u>-3,846</u>
<b><u>EXCESS INCOME/(EXPENDITURE) FOR YEAR</u></b>		