

# **PINHOE COMMUNITY CENTRE AMERICA HALL & SUNNYLANDS ROOM**

*Pinhoe Community Centre America Hall -Registered Charity Number 300926*

De La Rue Way, Pinhoe, Exeter, EX4 8PX

[www.americahall.co.uk](http://www.americahall.co.uk)



**HALLMARK**   
a quality standard for Devon's community buildings

## **ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

<b>CONTENT</b>	<b>PAGES</b>
Trustees' annual report	1 – 3
Independent examiner's report	4
Statement of financial activities	5
Balance Sheet	6
Notes to the accounts	7

Trustees' Annual Report for the Year Ended 31<sup>st</sup> March 2021

## **AIMS AND PURPOSE**

The object of the Charity shall be the provision and maintenance of a village hall for the use of the inhabitants of the local Government Ward of Pinhoe and the immediate vicinity thereof (hereinafter called “the area of benefit”) without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.

The said land and building shall be held upon trust for the purposes of a village hall as aforesaid.

The charity is organised as an independent association of local residents with a managing committee comprising elected and nominated members.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Pinhoe Community Centre – America Hall and Sunnylands Room is a hall serving the community administered by a committee elected annually and is situated at De La Rue Way, Pinhoe, Exeter.

## **REVIEW OF PROGRESS AND ACHIEVEMENTS**

Due to the COVID restrictions we were not able to hold our Annual General Meeting in 2020. The financial report was independently examined, the Annual Report completed and sent to the Charity Commission.

We thank those of our regular hirers that have been able to continue when restrictions allowed and those who are to return when further restrictions allow. We have been very fortunate to have received the grants that the Government have given through the rating system. This along with donations from hirers as managed to keep us solvent.

During the year we have kept up with the various regulations, licences, insurance, PPL/PRS and the Pension Regulator. We have again successfully applied for the Discretionary Rate Relief.

Windows in the main hall and committee room were replaced in August. Fire appliances and alarms are checked annually along with the gas appliances. The electrical inspection was recently carried out.

Trustees' Annual Report for the Year Ended 31<sup>st</sup> March 2021

## **FINANCIAL REVIEW**

The accounts for the year show that we are now holding a total of £79,953.77 compared with £79,918.42 at the end of March 2020.

The following major item of capital expenditure were agreed at Trustee meetings and carried out:-

- a. Replacement windows in the main hall and committee room.
- b. Electrical Inspection.

Future project for the coming year include the update or some electrical work and looking into the costings to replace curtains in the main hall.

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the trustees are required to:-

- a. select suitable accounting policies and then apply them consistently;
- b. make judgements and estimates that are reasonable and prudent;
- c. state whether applicable accounting standards and statements or recommended practice have been followed subject to any departures disclosed and explained in the financial statement
- d. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees' Annual Report for the Year Ended 31<sup>st</sup> March 2021**LEGAL AND ADMINISTRATIVE INFORMATION**

NAME	Pinhoe Community Centre – America Hall																																															
REGISTRATION NUMBER	300926																																															
PRINCIPAL ADDRESS	De La Rue Way, Pinhoe, Exeter, EX4 8PX																																															
GOVERNING DOCUMENT	Declaration of trust dated 1 October 1948, as affected by supplemental declaration of trust dated 7 November 1953 and a scheme approved and established by the Charity Commissioners and sealed on 16 <sup>th</sup> April 1993.																																															
TRUSTEES	<table><tr><td colspan="3">Management Committee of Trustees</td></tr><tr><td>Mr C Thorne</td><td>- Chairman</td><td>Tea Dances</td></tr><tr><td>Mr R Oliver</td><td>- Vice Chairman</td><td>Elected</td></tr><tr><td>Mr B Wilson</td><td>- Treasurer</td><td>Elected</td></tr><tr><td>Mr I Roberts</td><td></td><td>Wine Circle</td></tr><tr><td>Mr R Guerin</td><td></td><td>Elected</td></tr><tr><td>Mr R Adams</td><td></td><td>Pantomime Society</td></tr><tr><td>Mrs C Hanson</td><td></td><td>Parent and Toddlers</td></tr><tr><td>Mr D Wood</td><td></td><td>Pinhoe Labour Party</td></tr><tr><td>Mrs J Thornett</td><td></td><td>Creative Crafts</td></tr><tr><td>Mr P Hanson</td><td></td><td>Elected</td></tr><tr><td>Mr D Downing</td><td></td><td>Elected</td></tr><tr><td>Mr R Williams</td><td></td><td>Co-opted 24<sup>th</sup> Sept</td></tr><tr><td>Mr C Cutland</td><td></td><td>Co-opted 11<sup>th</sup> March</td></tr><tr><td>Mrs S Cutland</td><td></td><td>co-opted 11<sup>th</sup> March</td></tr></table>			Management Committee of Trustees			Mr C Thorne	- Chairman	Tea Dances	Mr R Oliver	- Vice Chairman	Elected	Mr B Wilson	- Treasurer	Elected	Mr I Roberts		Wine Circle	Mr R Guerin		Elected	Mr R Adams		Pantomime Society	Mrs C Hanson		Parent and Toddlers	Mr D Wood		Pinhoe Labour Party	Mrs J Thornett		Creative Crafts	Mr P Hanson		Elected	Mr D Downing		Elected	Mr R Williams		Co-opted 24 <sup>th</sup> Sept	Mr C Cutland		Co-opted 11 <sup>th</sup> March	Mrs S Cutland		co-opted 11 <sup>th</sup> March
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SECRETARY	Mrs A Roberts from May 1976																																															
CARETAKER	Mr R J Westgarth from May 2009																																															
BANKERS	Lloyds TSB Bank PLC, 234 High Street, Exeter, EX4 3NL																																															
INDEPENDENT EXAMINER	Mrs J Smith, 75 Hoopern Street, Exeter, EX4 4LU																																															

The trustees' report was approved by the trustees on Friday 28<sup>th</sup> May 2021 and signed on their behalf by:

Trustee:



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

**Report to the trustees/  
members of**

Pinhoe Community Centre – America Hall & Sunnylands Room

**On accounts for the year  
ended**

31<sup>st</sup> March 2021

**Charity no  
(if any)**

300926

**Set out on pages**

5 and 6

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the 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 accounts 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 my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:**

*J Smith*

**Date:**

4th June 2021

**Name:**

Mrs Joan Smith

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

**Address:**

75 Hoopern Street, Exeter, EX4 4LU

### Statement of Account for America Hall and Sunnylands Room - March 2021

	2020 - 2021		2019-2020	
Details	Income 1st April to 31st March	Expenditure 1st April to 31st March	Income 1st April to 31st March	Expenditure 1st April to 31st March
Hire of Halls	11,827.77		45,670.43	
Grants and Donations	31,164.52		1,000.00	
Credits	1,095.84		1,399.00	
Interest	421.77		455.49	
Deposit Refunds		1,145.71		368.29
Wages - Caretaker		10,490.72		13,320.85
Wages - Secretary		5,451.60		5,581.80
Income Tax / Nat Insurance		1,213.20		1,382.95
Water Rates		342.63		998.76
Electric and Gas		4,158.92		7,529.96
Phone		387.70		412.43
Repairs and Maintenance		16,655.13		10,756.75
Cleaning Materials		115.07		1,298.33
Office Materials		1,526.88		667.98
Insurance		1,560.49		1,544.58
Licencing Fees / Subs		1,357.58		1,439.82
Refuse		68.92		248.81
<b>Totals</b>	<b>44,509.90</b>	<b>44,474.55</b>	<b>48,524.92</b>	<b>45,551.31</b>

Excess of Income over Expenditure 35.35

#### Bank and National Savings Balances

	Lloyds	Nat Savings	Total
Brought forward 31st March 2020	21,334.50	58,583.92	79,918.42
Balance as at 31st March 2021	20,948.08	59,005.69	79,953.77

BALANCE SHEET	AT 31 MARCH	2021	2020
		£	£
FIXED ASSETS			
Tangible Fixed Assets		<u>28,790</u>	<u>28,790</u>
CURRENT ASSETS			
Bank Current Account		20,948	21,334
National Savings Investment Account		59,005	58,583
		<u>79,953</u>	<u>79,918</u>
NET ASSETS		<u>108,743</u>	<u>108,708</u>
FUNDS			
Unrestricted		<u>108,743</u>	<u>108,708</u>

Approved by the trustees and signed on their behalf on Friday 28<sup>th</sup> May 2021 by:-

Trustee



**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020****1. ACCOUNTING POLICIES****General**

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2000).

**Fund Accounting**

The charity has one general fund which consists of funds which the charity may use for its purposes at its discretion. It also keeps (within that fund) security deposits of £50 paid by regular hirers, and at the 31st March 2020 a total value of £1,450 is held.

**Depreciation**

No depreciation is charged on the freehold building as it is considered not material.

**2. TANGIBLE FIXED ASSETS**

	Freehold Property
<b>COST</b>	
As at 1 April 1952	10,257
Structural additions:	
Main Kitchen & Toilets 1971	2,533
Sunnylands Room 1999	11,000
Disability Toilet 2007	<u>5,000</u>
At 1 April 2013 and 31 March 2014	28,790
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<b>DEPRECIATION</b>	
At 1 April 2013 and 31 March 2014	-
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<b>NET BOOK VALUE</b>	
At 31 March 2018	28,790
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At 31 March 2019	28,790
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The freehold property was included in the accounts at a historic cost of £10,257 which was determined from research by the trustees.

**3. TRUSTEES' REMUNERATION AND EXPENSES**

The secretary to the charity, who is the wife of a trustee, was paid net wages of £5451.60.

Apart from the above remuneration excluding caretaker cover and minor maintenance work, no payment was made directly or indirectly out of the funds of the charity for the year to any trustee or to any person or persons known to be connected with any of them.