

## **The Graham Spicer institute (GSI) (Charity No.303129)**

### **Trustees report for the year 1<sup>st</sup> May 2022 to 30<sup>th</sup> April 2023**

During the year the following repairs and maintenance have been completed. The men's showers and urinals have been repaired, the flat roof and leaking pipes also. The service and replacement of fire extinguishers, CCTV Camera and Monitor.

#### **Financial Overview**

Total income for the year was £101,175 and expenditure was £84,674.

#### **Activities undertaken within the institute**

We like to ensure that (GSI) has a mixture of ages and a wide variety of activities. We also offer opportunities for people to set up their own different groups. Giving them help where necessary, whether it be financial with advertising or general help and support. These are some of the groups we currently have, Bollywood, Children's badminton coaching, Alexander Technique sessions and table tennis coaching for Children.

#### **Groups:**

MP Hall/small hall – Weight watchers uses the hall also Slimming World is still very busy and runs twice a week.

Bollywood, Alternative therapy groups, tutoring and church groups are frequent users of the halls.

Table tennis as always very busy with club nights. More children have started playing table tennis.

Badminton is as always very popular, we also have children's badminton coaching twice a week. There is a waiting list for these sessions.

Some of the other groups running at GSI are: Zumba, Karate, Short Mat Bowls, Bridge, Church groups, Yoga and Pilates.

In March we hired both function halls to a health service on behalf of the NHS for an Aortic Aneurysm screening program. As part of our charity donations we gave them the evening and morning set up for free and the remaining session at a discounted rate. The screening was a great success, they have requested to use our facilities again for other screening programmes.

NCT will also be using our facilities again later in the year.

#### **Related party transactions**

During the year, the institute paid £1,725 to Bernadette Dickson for bookkeeping and payroll services and £7,956 to David Bangerter for managing the centre.

**Names of Trustees**

**Martin Samuel**

**Bernadette Dickson**

**Pamela Pearce**

**David Bangerter**

**John Harris**

**Mrs S Turner**

**Approved by order of the members of the board of Trustees and signed on behalf by:**

*Bernadette Dickson*

**Bernadette Dickson**

**Trustee**

**Date: 12/02/2024**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE GRAHAM SPICER  
INSTITUTE  
(CHARITY NUMBER: 303129)**

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I report to the trustees on my examination of the accounts of The Graham Spicer Institute for the year ended 30 April 2023, which are set out on pages 4 to 5.

**Responsibilities and basis of report**

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

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

- 1 the accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the accounts do not accord with those records; or

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.



Kalpesh Shah  
Association of Chartered Certified Accountants  
5 Dacre Road  
Croydon  
Surrey  
CR0 3DL

Dated: 12 February 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Graham Spicer Institute

303129

## Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/05/2022		30/04/2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Receipts & Hire	100,852	-	-	100,852	66,198
Dividend Income	240	-	-	240	266
Other Income	-	-	-	-	13,200
Bank interest	84	-	-	84	5
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>101,175</b>	<b>-</b>	<b>-</b>	<b>101,175</b>	<b>79,669</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>101,175</b>	<b>-</b>	<b>-</b>	<b>101,175</b>	<b>79,669</b>
<b>A3 Payments</b>					
Rates	2,005	-	-	2,005	1,303
Water	547	-	-	547	329
Utilities - Gas & Electric	11,880	-	-	11,880	12,850
Professional Fees	2,235	-	-	2,235	2,510
CCTV	3,495	-	-	3,495	3,079
Insurance	4,391	-	-	4,391	3,854
Caretaker/Clerk to the Trustees	19,204	-	-	19,204	16,368
Telephone and IT costs	802	-	-	802	202
Management fee	7,956	-	-	7,956	8,750
Cleaning	6,264	-	-	6,264	5,999
Repairs & Maintenance	25,391	-	-	25,391	2,946
Sundries	151	-	-	151	988
Pension Admin Fee	353	-	-	353	492
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>84,674</b>	<b>-</b>	<b>-</b>	<b>84,674</b>	<b>59,012</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>84,674</b>	<b>-</b>	<b>-</b>	<b>84,674</b>	<b>59,012</b>
<b>Net of receipts/(payments)</b>	<b>16,501</b>	<b>-</b>	<b>-</b>	<b>16,501</b>	<b>20,657</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>108,565</b>	<b>-</b>	<b>-</b>	<b>108,565</b>	<b>85,866</b>
<b>Cash funds this year end</b>	<b>125,066</b>	<b>-</b>	<b>-</b>	<b>125,066</b>	<b>106,523</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Barclays Current Account	71,243	-	-
	Barclays Deposit Account	51,984	-	-
		-	-	-
	<b>Total cash funds</b>	<b>123,227</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Blackrock 1118 Charino Acc Units		-	497
	Blackrock Accumulation Shares 1261880		-	30,269
	Blackrock Distribution Shares		-	8,943
			-	-
			-	39,709
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Net Wages	-	-	
	PAYE and Pension Liability	1,077	1,077	
			-	
			-	
			1,077	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Bernadette Dickson	Bernadette Dickson	12/02/2024	