

**PENCOED MINER'S WELFARE HALL**

**CHARITY**

**UNAUDITED FINANCIAL STATEMENTS**

**31 MARCH 2023**

**Charity number 524211**

**PENCOED MINER'S WELFARE HALL, CHARITY**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

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# **PENCOED MINER'S WELFARE HALL, CHARITY**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2023**

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The trustees, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered charity name</b>	Pencoed Welfare Institute
<b>Charity registration number</b>	524211
<b>Principal Office and Registered Office</b>	Welfare Hall Heol y Groes Pencoed Bridgend CF35 5PE

### **THE TRUSTEES**

The trustees who served during the year were as follows:

	Councillor John Butcher (Chairman) Mrs Judith Butcher Luke Fletcher MS Mr Gordon Lewis Mrs Wendy McDonald Councillor John A Williams
<b>Secretary</b>	Mrs Judith Butcher
<b>Independent examiner</b>	Quiff Accountancy Limited 32 Rhodfa Mes Broadlands Bridgend CF31 5BF
<b>Bankers</b>	Natwest Bank PLC 28 Adare Street Bridgend CF31 1EN

# **PENCOED MINER'S WELFARE HALL, CHARITY**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2023**

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### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Trustees are appointed by the management committee and serve for one year after which period they may put themselves forward for re-appointment subject to approval at a General Meeting. The trustees meet bi-monthly or as agreed by the Committee. The charity is governed by a Deed of Trust adopted on 30 April 1965 and amended by deed of variation on 10 February 1987. The trustees abide by the charity's constitution which is revised periodically and was last updated on 15 December 2020.

The charity is run by the trustees and all decisions are made by them.

The charity reviews the risks to which it is exposed regularly and the trustees take steps to ensure that these risks are kept to a minimum.

### **OBJECTIVES AND ACTIVITIES**

The core aim of the charity is

- Provision of facilities for such forms of recreation including physical exercise or other leisure-time occupation as are conducive to the improvement of the conditions of living of the inhabitants or the parish of Pencoed and the neighbourhood thereof and in particular (but not exclusively) such of the said inhabitants as are members of the mining community.

### **ACHIEVEMENTS AND PERFORMANCE**

Operations at the hall are fully resumed with the pandemic behind us and the Trustees have met on several occasions throughout the year to keep up to date on routine business matters.

In the period under review the financial position of the Hall has been challenging with the annual accounts for 22/23 indicating a deficit (please see Treasurers Report). This was not unexpected given the after-effects of the COVID pandemic together with drop in income when the B-Hive closed at the start of April and Luna Reflexology (tenant) vacating the small office at the end of November., Selca Daycare Nursery, started up in November 2022 upon achieving their CIW registration and with User levels approaching normal, we expect any deficit to decrease significantly in the forthcoming financial period. The diverse range and mix of both regular and new community-based Users will continue to support the hall as does the regular day hire of the hall and the tenancy of the small lounge which underscores the base operations of the hall.

We have not yet managed to secure a new tenant for the small office, but the space is currently being advertised commercially on the similar terms as previously with some interest generated.

Hire rates for the facilities have been maintained at the same level for several years, but these will need to increase during the 23/24 financial period due in part to the increase in the cost-of-living. In special circumstances concessions have been made to ensure that community users could use the facilities at the Hall and the Trustees recommend these concessions are maintained going forward.

The COVID restrictions have now been lifted and no longer impact the use of the hall but we would advise that Users remain cautious and continue to take precautions. For the safety of our Users and Staff the hall will continue to provide hand sanitiser.

Being mindful of the Trustees' responsibilities, a series of policies have been implemented with Risk Assessments for Fire, Health and Safety and an Access Audit being undertaken last autumn. Whilst the Fire and Health and Safety Risk Assessments are due annually, the Water Safety Audit (Legionella) is carried out bi-annually and will be due in 2023.

Projects completed include redecoration of the hall and fire exit corridor, replacement of blinds in the main hall and more recently the replacement of the Main Hall kitchen. This was assisted by grant funding obtained by the Selca Daycare Nursery. As part of the RAOB development at the rear of the hall the enlarged car park has been resurfaced and lined with additional disabled and staff car parking bays.

The policy of using locally based contractors remains the goal and has proved to be cost effective as well as community and environmentally friendly, subject always to best value being achieved.

Development of the former RAOB Club for 21 apartments with a 78-week programme is moving at pace although there has been some disruption to the hall and its' neighbours, but the contractors have endeavoured to maintain a good working relationship with the hall staff, Trustees and Users. The land swap was concluded which facilitated the increase and resurfacing of the rear parking area of the hall and the works are almost completed.



# **PENCOED MINER'S WELFARE HALL, CHARITY**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2023**

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### **FINANCIAL REVIEW**

The charity has experienced a decrease in income over the year due to the loss of hall hire. Activities have been put in place to alleviate this such as teas and coffees, advertising the hall for hire but these are taking time to come on board. Due to the decrease in income the trustees keep a tight rein on the costs incurred.

#### **Reserves policy**

The directors have established a policy whereby unrestricted funds not committed or invested in tangible fixed assets held by the charity are reviewed on an annual basis to ensure that there are sufficient funds for the forthcoming period.

### **PLANS FOR FUTURE PERIODS**

The charity is looking to increase its revenue streams with new activities.

### **RESPONSIBILITIES OF THE TRUSTEES**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

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 and of the incoming resources and application of resources, including the income and expenditure of the charity for that year. Under the law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Charities Act 2011. The trustees 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.

### **REPORTING ACCOUNTANTS**

Quiff Accountancy Limited will continue in office as reporting accountants for the ensuing year.

Registered Office:  
Heol y Groes  
Pencoed  
Bridgend  
CF35 5PE

Signed by order of the trustees

J Butcher                      Secretary

DATE: 28 July 2023

## **PENCOED MINER'S WELFARE HALL, CHARITY**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PENCOED MINEER'S WELFARE HALL**

**YEAR ENDED 31 MARCH 2023**

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In accordance with our terms of engagement, and in order to assist you to fulfil your duties under the Charities Act 2011, I have compiled the financial statements of the company which comprise the Statement of Financial Activities, the Balance Sheet and the related notes from the accounting records and information and explanations you have given us.

#### **Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The 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 required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 report**

My examination was carried out in accordance with the 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 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 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:

- (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, comply with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

Name S Howard on  
Behalf of Quiff Accountancy Limited

Relevant professional qualification or body: FCCA

Quiff Accountancy Limited  
32 Rhodfa Mes  
Broadlands  
Bridgend  
CF31 5BF

Date: 28 July 2023

**PENCOED MINER'S WELFARE HALL, CHARITY****STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)****YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted Funds	Restricted Funds	Total funds 31.03.2023	Total Funds 31.03.2022
<b>INCOMING RESOURCES</b>					
Income from					
Donations	2	-	-	-	-
Charitable activities	2	25,901	-	25,901	30,037
Investments	3	80	-	80	2
<b>TOTAL</b>		<u>25,981</u>	<u>-</u>	<u>25,981</u>	<u>30,039</u>
<b>RESOURCES EXPENDED</b>					
Expenditure on					
Charitable activities	4	44,038	-	44,038	36,322
Other	6	965	-	965	495
<b>TOTAL</b>		<u>45,003</u>	<u>-</u>	<u>45,003</u>	<u>36,817</u>
<b>NET INCOME/(EXPENDITURE)</b>	7	(19,022)	-	(19,022)	(6,778)
<b>Reconciliation of funds</b>					
Total funds brought forward		42,010	-	42,010	48,788
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>22,988</u>	<u>-</u>	<u>22,988</u>	<u>42,010</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 8 to 11 form part of these financial statements.



**PENCOED MINER'S WELFARE HALL, CHARITY****BALANCE SHEET****YEAR ENDED 31 MARCH 2023**

	<b>Note</b>	<b>Year ended 31.03.2023</b>	<b>Year ended 31.03.2022</b>
<b>Fixed Assets</b>	<b>10</b>	<b>2,639</b>	7,318
<b>Current Assets</b>			
Debtors	<b>11</b>	<b>6,234</b>	3,269
Cash at bank		<b>17,833</b>	31,576
		<u><b>24,067</b></u>	<u>34,845</u>
<b>Creditors: amounts falling due within one year</b>	<b>12</b>	<u><b>(3,718)</b></u>	<u>(153)</u>
<b>Net Current Assets</b>		<u><b>20,349</b></u>	<u>34,692</u>
<b>Net Assets</b>		<u><b>22,988</b></u>	<u>42,010</u>
<b>Funds</b>			
Restricted Income funds		-	-
Unrestricted income funds	<b>13</b>	<b>22,988</b>	42,010
<b>Total Funds</b>	<b>14</b>	<u><b>22,988</b></u>	<u>42,010</u>

The trustees are satisfied that the charity is entitled to exemption from the provisions of the Charity Act (the Act) relating to the audit of the financial statements for the year by virtue of section 477 of the Companies Act, and that no member or members have requested an audit pursuant to section 476 of the Companies Act.

The trustees acknowledge their responsibilities for:

- ensuring that the company keeps adequate accounting records and
- preparing the financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements were approved by the members of the committee on the 28 July 2023 and are signed on their behalf by:

Cllr J Butcher (Chairman)  
Trustee

Mrs J Butcher (Secretary)  
Trustee

John A Williams (Treasurer)  
Trustee

Luke Fletcher MS  
Trustee

Mr Gordon Lewis  
Trustee

Mrs Wendy McDonald  
Trustee

Charity Number: 524211

**The notes on pages 8 to 11 form part of these financial statements.**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

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**1. ACCOUNTING POLICIES**

**Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011.

**Cash flow statement**

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

**Fixed assets**

All fixed assets are initially recorded at cost.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property	33.33% straight line basis
Building improvements	30% straight line basis
Office equipment	30% straight line basis

**Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

Expenditure is recognised on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

# PENCOED MINER'S WELFARE HALL, CHARITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

### 2. Donations and Charitable activities

	Total unrestricted funds £	Total restricted funds £	Total funds 2023 £	Total funds 2022 £
<b>Charitable activities</b>				
Hire of Hall	25,901	-	25,901	26,535
<b>Grants receivable</b>				
Bridgend County Borough Council	-	-	-	3,502
	<u>25,901</u>	<u>-</u>	<u>25,901</u>	<u>30,037</u>

### 3. Investment income

	Total unrestricted funds £	Total restricted funds £	Total funds 2023 £	Total funds 2022 £
Bank interest receivable	80	-	80	2
	<u>80</u>	<u>-</u>	<u>80</u>	<u>2</u>

### 4. Costs of charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2023 £	Total funds 2022 £
Pencoed Welfare Hall	37,156	6,882	44,038	36,322
	<u>37,156</u>	<u>6,882</u>	<u>44,038</u>	<u>36,322</u>

### 5. Support Cost Allocation

The support costs have been allocated on the following basis:

		Cost £
Printing, postage and stationery	Usage basis	-
Bookkeeping	Floor area basis	938
Telephone	Usage basis	486
Computer and software	Usage basis	40
Licences	Usage basis	13
Training costs	Usage basis	527
Refreshments	Usage basis	199
Depreciation	Usage basis	4,679
		<u>6,882</u>

### 6. Support costs

	Unrestricted Funds £	Total funds 2023 £	Total funds 2022 £
<b>Governance</b>			
Accountancy fees	930	930	460
AGM	-	-	-
ICO Subscription	35	35	35
	<u>965</u>	<u>965</u>	<u>495</u>



# PENCOED MINER'S WELFARE HALL, CHARITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2023

#### 7. Net incoming/outgoing resources

This is stated after charging:

	2023 £	2022 £
Depreciation –owned assets	4,679	4,463
Accountancy fee	480	460

There was no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

#### 8. Taxation

As a registered charity, Pencoed Welfare Institute is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

#### 9. Staff Costs

	2023 £	2022 £
Wages and salaries	17,278	16,205
Pensions	844	790
Social security costs	-	-
	<u>18,122</u>	<u>16,995</u>

#### Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, were as follows:

Number of administrative staff	2
Number of Training & Activity staff	2
	<u>2</u>

No employee received remuneration of more than £60,000 during the year (2022-Nil)

#### 10. Tangible Fixed Assets

	Property £	Building improvements £	Office equipment £	Total £
<b>Cost</b>				
At 01 April 2022	6,198	15,887	585	22,670
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 March 2023	<u>6,198</u>	<u>15,887</u>	<u>585</u>	<u>22,670</u>
<b>Depreciation</b>				
At 01 April 2022	6,198	8,569	585	15,352
Charge for year	-	4,679	-	4,679
Eliminated on disposal	-	-	-	-
At 31 March 2023	<u>6,198</u>	<u>13,248</u>	<u>585</u>	<u>20,031</u>
<b>Net Book Value</b>				
At 31 March 2023	<u>-</u>	<u>2,639</u>	<u>-</u>	<u>2,639</u>
At 31 March 2022	<u>-</u>	<u>7,318</u>	<u>-</u>	<u>7,318</u>

# PENCOED MINER'S WELFARE HALL, CHARITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

### 11. Debtors: Amounts falling due within one year

	Total unrestricted funds £	Total restricted funds £	Total funds 2023 £	Total funds 2022 £
Trade debtors	2,667	-	2,667	3,269
Prepayments	3,567	-	3,567	-
	<u>6,234</u>	<u>-</u>	<u>6,234</u>	<u>3,269</u>

### 12. Creditors: Amounts falling due within one year

	Total unrestricted funds £	Total restricted funds £	Total funds 2023 £	Total funds 2022 £
Trade creditors	2,696	-	2,696	153
Accruals	1,022	-	1,022	-
	<u>3,718</u>	<u>-</u>	<u>3,718</u>	<u>153</u>

### 13. Movement in funds

	At 01.04.22 £	Incoming resources £	Expenditure £	At 31.03.23 £
General funds	42,010	25,981	45,003	22,988
Restricted funds	-	-	-	-
	<u>42,010</u>	<u>25,981</u>	<u>45,005</u>	<u>22,986</u>

### 14. Analysis of Net Assets between Funds

	Unrestricted funds £	Restricted funds £	Year ended 31.03.23 £	Year ended 31.03.22 £
Fixed assets	2,639	-	2,639	7,318
Debtors	6,234	-	6,234	3,269
Cash at Bank and in hand	17,833	-	17,833	31,576
Other Net Current liabilities	(3,718)	-	(3,718)	(153)
	<u>22,988</u>	<u>-</u>	<u>22,988</u>	<u>42,010</u>

**PENCOED MINER'S WELFARE HALL, CHARITY****DETAILED STATEMENT OF FINANCIAL ACTIVITIES****YEAR ENDED 31 MARCH 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>INCOMING RESOURCES</b>		
<b>Income</b>		
Donations	25,901	26,535
Grant – Bridgend County Borough Council	-	3,502
	<u>25,901</u>	<u>30,037</u>
<b>Investment income</b>		
Deposit account interest received	80	2
	<u>80</u>	<u>2</u>
<b>Total incoming resources</b>	25,981	30,039
 <b>RESOURCES EXPENDED</b>		
<b>Costs of generating funds – Charitable activities</b>		
Wages	17,279	16,205
Pension	844	790
Rates and water	865	1,038
Light and heat	4,713	5,251
Insurance	520	1,318
Equipment hire	449	449
Repairs	17	33
Cleaning	2,482	1,297
Premises expenses	4,536	228
Advertising	180	-
Electrical Maintenance	3,443	414
Fire safety inspection	1,661	2,116
Gas inspections	108	90
Bad debts	59	-
<b>Governance costs</b>		
Accountancy	930	460
Subscriptions – ICO	35	35
	<u>38,121</u>	<u>29,724</u>
<b>Support costs</b>		
<b>Management</b>		
Postage and stationery	-	94
Bookkeeping	938	825
Telephone	486	526
Depreciation	4,679	4,463
Licences	13	159
Computers and software	40	-
Training Costs	527	1,018
Refreshments	199	8
	<u>6,882</u>	<u>7,093</u>
<b>Total resources expended</b>	45,003	36,817
<b>NET DEFICIT</b>	<u>(19,022)</u>	<u>(6,778)</u>

This page does not form part of the statutory financial statements