

**PENCOED MINERS' WELFARE HALL**  
**TRUSTEES REPORT TO AGM 2024 – 15<sup>th</sup> July 2024**

Operations at the hall continue as normal and the Trustees have met on a number of occasions throughout the year to keep up to date, deal with matters of routine business, and ensure the best value is maintained.

In the period under review, the financial position of the Hall has improved and although the annual accounts for 23/24 are indicating a deficit, it is much reduced over the previous period (please see Treasurer's Report). The Trustee group work cohesively to steer and control costs at the Hall as an operating business unit. The main hirer Selca Daycare Nursery continue successfully and offer a range of childcare services over a 50-week period. The hall is occupied every weekday until 9pm by the nursery and other regular users, being available at weekends for private hire including users from a range of diverse community groups. Baobab Bach operates the Drop In Community Pantry weekly using the lounge as a hub.

We have recently secured a new tenant for the small office. The Tenancy at Will has been agreed and signed on similar terms as previously let. The new tenant will operate an appointment-only Pet Clinic.

Hire rates for the facilities had been maintained at the same level for several years, but a 10% increase was agreed by the Management Committee and implemented in October 2023 in part to reflect 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 Trustee's responsibilities, a series of policies have been implemented with Risk Assessments for Fire, Health and Safety and the Water Safety Audit (Legionella) being carried out in December 2023. Both the Fire and Health & Safety Risk Assessments are undertaken annually with the Water Safety Assessment (Legionella) being completed on a bi-annual basis. An Access Audit was undertaken in autumn 2022

One of the projects completed during the year was fitting new kitchen flooring and tiling following replacement of the Main Hall kitchen. As part of the RAOB development at the rear of the hall and following the resurfacing and lining of the enlarged carpark a new perimeter wall was erected and railings will be erected on top of this wall prior to the completion of the project.

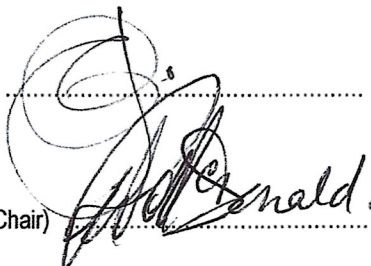
The policy of using locally based contractors remains the goal and has proved to be cost effective as well as community and environmentally friendly, subject always to best value being achieved.

Development of the former RAOB Club for 21 apartments is nearing completion currently scheduled for 28<sup>th</sup> June. Whilst there has been some disruption to the hall and its' neighbours, the contractors have maintained a good working relationship with the hall staff, Trustees and Users. Resurfacing of the rear parking area of the hall was completed late summer with the railings to the boundary wall due June 24. To meet accessibility recommendations to the lounge / stage exit, a level threshold with macadam surface was provided by the Builder and to complete the recommendation a ramped pathway to the Heol-Y-Groes footway will shortly be added.

As Trustees we believe that the original aims of the Welfare Hall Founders continue to be achieved and we are pleased to recommend this report along with the attached Treasurers Report for your endorsement.

Signed

Cllr J Butcher (Chairman)



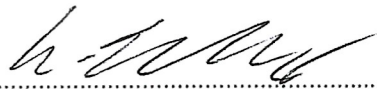
Cllr A Williams (Treasurer)



Mrs Wendy McDonald (Vice Chair)




Luke Fletcher MS



Mrs J A Butcher (Secretary)



Gordon Lewis



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**PENCOED MINER'S WELFARE HALL**

**CHARITY**

**UNAUDITED FINANCIAL STATEMENTS**

**31 MARCH 2024**

**Charity number 524211**

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

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2024**

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

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2024**

The trustees, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

### **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
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<b>Secretary</b>	Mrs Judith Butcher
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<b>Independent examiner</b>	Quiff Accountancy Limited 32 Rhodfa Mes Broadlands Bridgend CF31 5BF
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<b>Bankers</b>	Natwest Bank PLC 28 Adare Street Bridgend CF31 1EN
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## **PENCOED MINER'S WELFARE HALL, CHARITY**

### **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2024**

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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 continue as normal and the Trustees have met on a number of occasions throughout the year to keep up to date and deal with matters of routine business and ensure best value is maintained.

In the period under review the financial position of the Hall has improved and although the annual accounts for 23/24 are indicating a deficit, it is much reduced over the previous period (please see Treasurers Report). The Trustee group work cohesively to steer and control costs at the Hall as an operating business unit. The main hirer Selca Daycare Nursery continue successfully and offer a range of childcare services over a 50-week period. The hall is occupied every weekday until 9pm by the nursery and other regular users being available at weekends for private hire including users from a number range of diverse community groups. Baobab Bach operate the Drop In Community Pantry weekly using the lounge as a hub.

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

### **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2024**

recommendations to the lounge / stage exit, a level threshold with macadam surface was provided by the Builder and to complete the recommendation a ramped pathway to the Heol-Y-Groes footway will shortly be added.

As Trustees we believe that the original aims of the Welfare Hall Founders continue to be achieved and we are pleased to recommend this report.

#### **FINANCIAL REVIEW**

The charity has experienced a decrease in income over the year. Activities have been put in place to alleviate this such as a price rise for all hirers, new tenants being actively engaged, 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 tenants and a price rise.

#### **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.

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

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2024**

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**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:

*J. A. Butcher*  
*15th July 2024*



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

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

**YEAR ENDED 31 MARCH 2024**

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.

*Shown on behalf of Quiff Accountancy Limited*

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: 16 September 2024

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

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)**

**YEAR ENDED 31 MARCH 2024**

	Note	Unrestricted Funds	Restricted Funds	Total funds 31.03.2024	Total Funds 31.03.2023
<b>INCOMING RESOURCES</b>					
Income from					
Donations	2	-	-	-	-
Charitable activities	2	36,270	-	36,270	25,901
Investments	3	178	-	178	80
<b>TOTAL</b>		<b>36,448</b>	<b>-</b>	<b>36,448</b>	<b>25,981</b>
<b>RESOURCES EXPENDED</b>					
Expenditure on					
Charitable activities	4	43,420	-	43,420	44,038
Other	6	671	-	671	965
<b>TOTAL</b>		<b>44,091</b>	<b>-</b>	<b>44,091</b>	<b>45,003</b>
<b>NET INCOME/(EXPENDITURE)</b>	7	<b>(7,643)</b>	<b>-</b>	<b>(7,643)</b>	<b>(19,022)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		22,988	-	22,988	42,010
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>15,345</b>	<b>-</b>	<b>15,345</b>	<b>22,988</b>

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 9 to 12 form part of these financial statements.



# PENCOED MINER'S WELFARE HALL, CHARITY

## BALANCE SHEET

YEAR ENDED 31 MARCH 2024

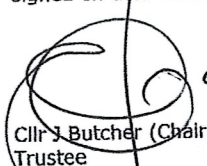
	Note	Year ended 31.03.2024	Year ended 31.03.2023
Fixed Assets	10	1,813	2,639
Current Assets			
Debtors	11	3,070	6,234
Cash at bank		12,027	17,833
		<u>15,097</u>	<u>24,067</u>
Creditors: amounts falling due within one year	12	<u>(1,565)</u>	<u>(3,718)</u>
Net Current Assets		<u>13,532</u>	<u>20,349</u>
Net Assets		<u>15,345</u>	<u>22,988</u>
Funds			
Restricted Income funds		-	-
Unrestricted income funds	13	15,345	22,988
Total Funds	14	<u>15,345</u>	<u>22,988</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 15 July 2024 and are signed on their behalf by:

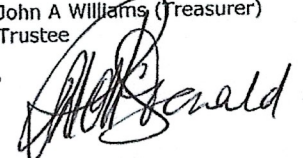
  
Cllr J. Butcher (Chairman)  
Trustee

  
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 9 to 12 form part of these financial statements.

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

## **NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2024**

### **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	25%-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 2024

### 2. Donations and Charitable activities

	Total unrestricted funds £	Total restricted funds £	Total funds 2024 £	Total funds 2023 £
<b>Charitable activities</b>				
Hire of Hall	36,270	-	36,270	25,901
<b>Grants receivable</b>				
Bridgend County Borough Council	-	-	-	-
	<u>37,133</u>	<u>-</u>	<u>37,133</u>	<u>25,901</u>

### 3. Investment income

	Total unrestricted funds £	Total restricted funds £	Total funds 2024 £	Total funds 2023 £
Bank interest receivable	178	-	178	80
	<u>178</u>	<u>-</u>	<u>178</u>	<u>80</u>

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

	Activities undertaken directly £	Support costs £	Total funds 2024 £	Total funds 2023 £
Pencoed Welfare Hall	38,157	5,263	43,420	44,038
	<u>38,157</u>	<u>5,263</u>	<u>43,420</u>	<u>44,038</u>

### 5. Support Cost Allocation

The support costs have been allocated on the following basis:

		Cost £
Printing, postage and stationery	Usage basis	48
Bookkeeping	Floor area basis	1,008
Telephone	Usage basis	489
Computer and software	Usage basis	120
Licences	Usage basis	214
Training costs	Usage basis	520
Refreshments	Usage basis	-
Depreciation	Usage basis	2,864
		<u>5,263</u>

### 6. Support costs

	Unrestricted Funds £	Total funds 2024 £	Total funds 2023 £
<b>Governance</b>			
Accountancy fees	624	624	930
AGM	-	-	-
Bank charges	12	12	-
ICO Subscription	35	35	35
	<u>671</u>	<u>671</u>	<u>965</u>

# PENCOED MINER'S WELFARE HALL, CHARITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2024

#### 7. Net incoming/outgoing resources

This is stated after charging:

	2024	2023
	£	£
Depreciation –owned assets	2,864	4,679
Accountancy fee	480	480

There was no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

#### 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

	2024	2023
	£	£
Wages and salaries	18,603	17,278
Pensions	930	844
Social security costs	-	-
	<u>19,533</u>	<u>18,122</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>

8

No employee received remuneration of more than £60,000 during the year (2023-Nil)

#### 10. Tangible Fixed Assets

	Property	Building improvements	Office equipment	Total
	£	£	£	£
<b>Cost</b>				
At 01 April 2023	6,198	15,887	585	22,670
Additions	-	756	1,282	2,038
Disposals	-	-	-	-
At 31 March 2024	<u>6,198</u>	<u>16,643</u>	<u>1,867</u>	<u>24,708</u>
<b>Depreciation</b>				
At 01 April 2023	6,198	13,248	585	20,031
Charge for year	-	2,797	67	2,864
Eliminated on disposal	-	-	-	-
At 31 March 2024	<u>6,198</u>	<u>16,045</u>	<u>652</u>	<u>22,895</u>
<b>Net Book Value</b>				
At 31 March 2024	<u>-</u>	<u>598</u>	<u>1,215</u>	<u>1,813</u>
At 31 March 2023	<u>-</u>	<u>2,639</u>	<u>-</u>	<u>2,639</u>



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

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2024**

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

	Total unrestricted funds £	Total restricted funds £	Total funds 2024 £	Total funds 2023 £
Trade debtors	1,714	-	1,714	2,667
Prepayments	<u>1,356</u>	<u>-</u>	<u>1,356</u>	<u>3,567</u>
	<u>3,070</u>	<u>-</u>	<u>3,070</u>	<u>6,234</u>

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

	Total unrestricted funds £	Total restricted funds £	Total funds 2024 £	Total funds 2023 £
Trade creditors	441	-	441	2,696
Pension liability	115	-	115	-
Accruals	<u>1,009</u>	<u>-</u>	<u>1,009</u>	<u>1,022</u>
	<u>1,565</u>	<u>-</u>	<u>1,565</u>	<u>3,718</u>

**13. Movement in funds**

	At 01.04.23 £	Incoming resources £	Expenditure £	At 31.03.24 £
General funds	22,988	36,448	44,091	15,345
Restricted funds	-	-	-	-
	<u>22,988</u>	<u>36,448</u>	<u>44,091</u>	<u>15,345</u>

**14. Analysis of Net Assets between Funds**

	Unrestricted funds £	Restricted funds £	Year ended 31.03.24 £	Year ended 31.03.23 £
Fixed assets	1,813	-	1,813	2,639
Debtors	3,070	-	3,070	6,234
Cash at Bank and in hand	12,027	-	12,027	17,833
Other Net Current liabilities	<u>(1,565)</u>	<u>-</u>	<u>(1,565)</u>	<u>(3,718)</u>
	<u>15,345</u>	<u>-</u>	<u>15,345</u>	<u>22,988</u>



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

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 31 MARCH 2024**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>INCOMING RESOURCES</b>		
<b>Income</b>		
Donations	36,270	25,901
Grant – Bridgend County Borough Council	-	-
	<u>36,270</u>	<u>25,901</u>
<b>Investment income</b>		
Deposit account interest received	178	80
	<u>178</u>	<u>80</u>
<b>Total incoming resources</b>	<b>36,448</b>	<b>25,981</b>
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating funds – Charitable activities</b>		
Wages	18,603	17,279
Pension	930	844
Rates and water	900	865
Light and heat	5,628	4,713
Insurance	1,641	520
Equipment hire	512	449
Repairs	1,246	17
Cleaning	2,247	2,482
Premises expenses	1,932	4,536
Advertising	-	180
Electrical Maintenance	2,750	3,443
Fire safety inspection	1,648	1,661
Gas inspections	120	108
Bad debts	-	59
<b>Governance costs</b>		
Accountancy	624	930
Bank charges	12	-
Subscriptions – ICO	35	35
	<u>38,828</u>	<u>38,121</u>
<b>Support costs</b>		
<b>Management</b>		
Postage and stationery	48	-
Bookkeeping	1,008	938
Telephone	489	486
Depreciation	2,864	4,679
Licences and subscriptions	214	13
Computers and software	120	40
Training Costs	520	527
Refreshments	-	199
	<u>5,263</u>	<u>6,882</u>
<b>Total resources expended</b>	<b>44,091</b>	<b>45,003</b>
<b>NET DEFICIT</b>	<b>(7,643)</b>	<b>(19,022)</b>

This page does not form part of the statutory financial statements