

**HORNSEA FLORAL HALL**  
**(A company limited by guarantee and not having a share capital)**

**Report of the Trustees for the year ended 31 January 2016**

The Board of Trustees presents its report and financial statement  
for the year ended 31 January 2016

**Reference and Administrative information**

Charity Name:	Hornsea Floral Hall
Charity Number:	1154950
Company Number:	08151209
Registered office and operational address	The Floral Hall Esplanade Hornsea East Yorkshire HU18 1NQ

**Trustees**

Richard Carmichael	Chairman
Anne Padgett	
Andy Bullard	
Brett North	
Rosie Thompson	
Christopher Robson – resigned 06 August 2015	
Peta Kilbane	
Beverley Leckenby – resigned 06 August 2015	
Sheila Wallace-Marshall	
David Orriss – appointed 06 August 2015	
Elizabeth Howarth – appointed 06 August 2015	

**Independent Examiner  
Bankers**

Melanie Milner  
Nat West, 73 Newbegin, Hornsea, East Yorkshire HU18 1PD

## **Structure, Governance and Management**

### Governing document

The charity is controlled by its governing document, and constitutes an incorporated charity.

The charity is governed by its Memorandum and Articles dated on 20 July 2012.

Trustees are recruited by advertisement and recommendation and required to read the relevant help-sheets on the Charity Commission website relating to the duties and responsibilities of trustees.

## **Our Aims and Objectives**

### Purposes and Aims

Our charity's purposes as set out in the charity's articles are: 'to promote for the benefit of the inhabitants of Hornsea and the surrounding area the provision of facilities for recreation or other leisure time occupation ..... in the interests of social welfare and with the object of improving the condition of life of the said inhabitants'.

The aims of our charity are to provide a fully functioning community hall and café for use for the benefit of the community.

### Ensuring our work delivers our aims

We review our services and activities once a year. This review looks at what was achieved and the outcomes of our work during the previous year. We look at key activities and monitor its success and the benefits brought to those people we were established to help. This review helps to ensure that our aim, objectives and activities remain focused on our stated purposes. We refer to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

### The focus of our work

Our main objectives for the year continue to be the provision of a fully functioning community hall and cafe.

The strategies we used to meet these objectives included:

Providing a service which reflects a high degree of professionalism together with the relevant excellence of performance to those who use our hall

Working towards greater excellence within all our activities on an individual and organisational basis

Furthering our work by the provision of such activities that will enhance our potential to offer a wider range of services to the local population

Developing working partnerships with such agencies as might provide the support and opportunity to secure our place within the community

**How our activities deliver public benefit**

Our main activities and who we try to help are described below.

**Who used and benefited from our service**

Our objects and funding limit the service we provide to those living or visiting our town. The local population was shown to be 8243 at the last census which, together with the populations of local villages and the influx of tourists during the season, provides the base of those for whom the service is provided.

The main areas of our charitable activity are the provision of a facility where community and entertainment events can be held; training courses; functioning as a visitor's centre and the promotion of awareness of facilities within the town.

**Reserves Policy**

All funds held by the charity are unrestricted and are used in accordance with the charitable objectives at the discretion of the trustees.

**Investment policy and objectives**

The majority of the reserves are held in a deposit account and a current account both of which can be accessed immediately.

**Achievement and performance**

These accounts represent the activity of the Charity during the second full year following its formation and purchase of the Hall from the East Riding of Yorkshire Council.

The directors are pleased with the results that they are presenting to the members, they feel that the excess of income over expenditure has arisen because of the support that they have received from the community and volunteers.

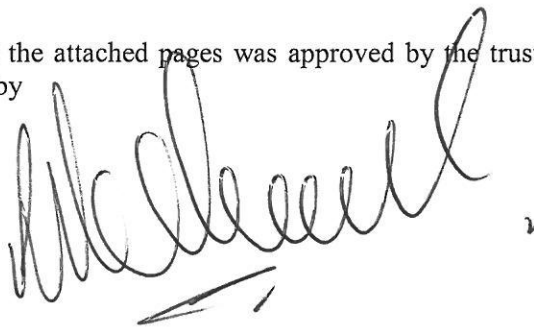
**Financial Review**

The Charity is now operating with a surplus of income over expenditure and this, together with the capital financial support received from the East Riding of Yorkshire Council, has financed a substantial amount of maintenance work on the Hall. The capital support from the Council amounted to £37,463 (2015 £Nil) alongside its revenue support of £23,015 (2015 £75,000). This capital support was match-funded hence received as a direct result of the substantial number of hours contributed by our volunteers.

The Hornsea Lions made a generous donation towards our new cinema equipment and the people of Hornsea also gave generously.

We begin the new financial year with funds in hand of £160,125 (2015 £107,812).

The trustees report on the attached pages was approved by the trustees on 17 March 2016 and signed on their behalf by

A handwritten signature in black ink, appearing to read 'Richard Carmichael', with a horizontal line underneath it.

Richard Carmichael  
Chairman of the trustees  
17 March 2016



**Book-keeping & Accountancy Services**  
**34 Trinity Road, Hornsea. HU18 1TF**  
**Mobile: 07904 975449 (office hours only please)**

**EXAMINER'S UNQUALIFIED REPORT FOR A COMPANY CHARITY**  
**Independent examiner's report to the trustees of Hornsea Floral Hall**

I report on the accounts of the company for the year to 31 January 2016, which are set out in the following pages.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 386 of the Companies Act 2006; and to prepare accounts, which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met.

Melanie Milner  
Accountant  
Melanie Milner Book-keeping & Accountancy Services

Dated: 26th August 2016

Hornsea Floral Hall  
Statement of Financial Activities (including Income & Expenditure Account)  
For the year ended 31 January 2016

		Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £	Total Funds 2015 £
	Notes				
Incoming resources					
Incoming resources from Generated funds:					
Voluntary income: Donations and grants	3	68255	0	68255	83835
Activities for generating funds	4	31521	0	31521	28362
Investment income: bank interest		36	0	36	32
Total incoming resources		99812	0	99812	112229
Resources expended					
Costs of generating voluntary income		5876	0	5876	2442
Charitable activities		45674	0	45674	34180
Governance costs		5355	0	5355	7174
Total resources expended	5	56905	0	56905	43796
Net movement in funds		42907	0	42907	68433
Reconciliation of funds					
Total funds brought forward		204991	0	204991	136558
Total funds carried forward		247898	0	247898	204991

The statement of financial activities includes all gains and losses in the period.  
All incoming resources and resources expended derive from continuing activities.

Hornsea Floral Hall  
Balance Sheet as at 31 January 2016

		2016		2015	
		Total funds		Total funds	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	8		47069		42228
Investments	9		0		0
Current assets					
Debtors	10	42026		55740	
Cash at bank and in hand		<u>160125</u>		<u>107812</u>	
		202151		163552	
Creditors: amounts falling due within one year	11	1322		789	
		<u>          </u>		<u>          </u>	
Net current assets			200829		162763
Net assets			<u>247898</u>		<u>204991</u>
Unrestricted funds					
General funds	12		247898		204991
Restricted funds			0		0
Total funds			<u>247898</u>		<u>204991</u>

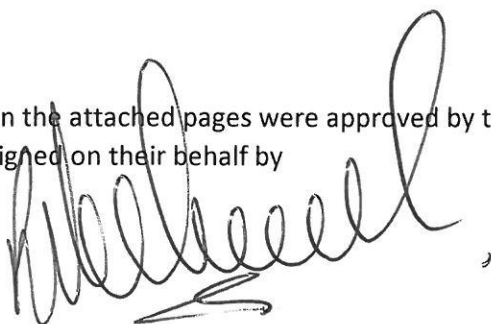
For the year ended 31 January 2016 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its account for the year ended 31 January 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements on the attached pages were approved by the trustees on 17th March 2016 and signed on their behalf by



Richard Carmichael  
Chairman of the trustees



## 1. Accounting policies

### (a) Basis of preparation

The financial statements have been prepared under the historic cost convention.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005, and applicable UK Accounting Standards and the Charities Act 2011.

### (b) Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the terms of a specific appeal.

### (c) Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Donations are included in full in the Statement of Financial Activities when receivable.

Grants are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services donated by volunteers has not been included in these accounts.

### (d) Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis. Where costs cannot be directly distributed to particular headings they have been allocated to activities consistent with the use of resources.

### (e) Irrecoverable VAT

The charity is registered for VAT together with its trading subsidiary under a group scheme.

The group is partially exempt from VAT so some input VAT may be irrecoverable. In this circumstance this input VAT has been added to the cost of the expense.

### (f) Costs of generating funds

Costs of generating funds are those costs incurred in attracting voluntary income, or incurred in trading activities to raise funds.

### (g) Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its core activity of the promotion of facilities for recreation by maintaining the Floral Hall building.

1. Accounting policies (continued)

(h) Governance costs

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity, and include its costs linked to the strategic management of the charity including trustee expenses.

(i) Tangible fixed assets and depreciation

All assets costing more than £200 are capitalised and at historic cost. Fixed assets are stated at cost less accumulated depreciation.

Depreciation is charged on property improvements, equipment, and furniture and fittings which are written off on a straight-line basis over their estimated useful lives:

Asset category	Annual rate
Property improvements	20%
Equipment	20%
Furniture and fittings	20%

(j) Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

(k) Fixed asset investment

Fixed asset investments are stated at cost.

2. Related party transactions and trustees' remuneration

Trustees received no emoluments (2015 £nil).



3. Incoming resources from voluntary income

	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	2016	2016	2016	2015
	£	£	£	£
Grant from ERYC - Revenue	23015	0	23015	75000
Grant from ERYC - Capital	37463	0	37463	0
Grant from Lions	3500	0	3500	0
Grant from Art With A Heart	350	0	350	0
Donation from HATS	0	0	0	5039
Collections by HATS	0	0	0	1270
Other donations	3927	0	3927	2526
Total	68255	0	68255	83835

4. Activities for generating funds

	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	2016	2016	2016	2015
	£	£	£	£
Rent from café	4800	0	4800	4800
Room hire	15292	0	15292	14394
Table rent	3280	0	3280	2532
Book sales	3427	0	3427	3279
Art sale commission	210	0	210	296
Raffles	619	0	619	313
Bingo	0	0	0	1089
Cinema	3893	0	3893	1659
Total	31521	0	31521	28362

5. Total resources expended

	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £	Total Funds 2015 £
Costs of generating voluntary income:				
Advertising and publicity	4115	0	4115	0
Sound and entertainment	1761	0	1761	1057
Bingo prizes	0	0	0	1385
	<u>5876</u>	<u>0</u>	<u>5876</u>	<u>2442</u>
Charitable activities:				
Repairs	30211	0	30211	22466
Fire and intruder alarms	919	0	919	984
Cleaning	0	0	0	64
Depreciation of equipment	6610	0	6610	4203
Depreciation of fixtures and fittings	7934	0	7934	6463
	<u>45674</u>	<u>0</u>	<u>45674</u>	<u>34180</u>
Governance costs:				
Licences	1023	0	1023	415
Insurance	2642	0	2642	3802
Computer expenses	25	0	25	1172
Sundry expenses	1665	0	1665	1785
	<u>5355</u>	<u>0</u>	<u>5355</u>	<u>7174</u>
Total resources expended	<u>56905</u>	<u>0</u>	<u>56905</u>	<u>43796</u>

6. Net incoming resources for the year

This is after charging:

	2016 £	2015 £
Depreciation	14544	10666

Hornsea Floral Hall  
Notes to the accounts (continued)

7. Taxation

As a charity, Hornsea Floral Hall is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 256 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.

8. Tangible fixed assets

	Freehold property	Equipment	Furniture and fittings	Total
Cost	£	£	£	£
At 01 February 2015	1	21007	32318	53326
Additions	0	12033	7352	19385
At 31 January 2016	1	33040	39670	72711
Accumulated depreciation				
At 01 February 2015	0	4433	6665	11098
Charge for the year	0	6610	7934	14544
At 31 January 2016	0	11043	14599	25642
Net book value				
At 31 January 2016	1	21997	25071	47069
At 31 January 2015	1	16574	25653	42228

On 01 August 2013 the charity purchased the freehold of the Floral Hall from the East Riding of Yorkshire Council for £1.

9. Investments

	2016 £	2015 £
Cost		
At 01 February 2015	0	0
Additions	0	0
At 31 January 2016	0	0

On the 27th March 2013 Hornsea Floral Hall acquired a 100% interest in Hornsea Floral Hall Trading Ltd. During the 12 months to 31st January 2016 the company recorded a post-tax profit of £27,096 (2015 loss of £42,918). At that date the cumulative profit and loss account amounted to a loss of £16,149 (2015 loss of £43,245).

Hornsea Floral Hall  
Notes to the accounts (continued)

10. Debtors

	2016	2015
	£	£
Due from Hornsea Floral Hall Trading Ltd	42026	55165
Sundry debtors	0	575
	<u>42026</u>	<u>55740</u>

11. Creditors: amounts falling due within one year

	2016	2015
	£	£
Sundry creditors	1262	289
Accruals and deferred income	60	500
	<u>1322</u>	<u>789</u>

12. Movement in funds

	At 01.02.15	Net movement in funds	At 31.01.16
Restricted funds	0	0	0
General fund	<u>204991</u>	<u>42907</u>	<u>247898</u>

Net movement in funds included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
Restricted funds	0	0	0
General fund	<u>99812</u>	<u>56905</u>	<u>42907</u>

13. Controlling Party

The company is controlled by its board of directors, however no director derives economic benefit from the company.