

playing outdoors. This Club use the hall between September and April and hope to return once their summer season is finished.

The **Zumba** groups and the '**Tiny tots**' pre-school music and fun therapy group have all ended due to being uneconomic.

The old Snooker and Billiards room, without the table which took up most of the room, has been re-decorated and new lighting has been installed. It is now used as a small committee room. It is used fairly regularly and generates a much better income than ever it did in its previous form.

INSTITUTE BUSINESS

The Trustees are still interested in changing our name to The Graham Spicer Institute and have received guidance from the Charity Commissioners on how to go about this. An application to achieve this has now been submitted to the Commission.

The Institute building together with the internal fixtures and fittings are fast approaching an age when more expenditure will need to be used to maintain the standard of facilities offered.

The Fire Risk and Health and Safety review instigated last year have both been carried out and items that require attention have been dealt with. These reviews have now been incorporated into our regular schedule.

We believe that the Institute is providing a valuable facility to the local community and that the aims and objectives of the Charity are being fully met.

October 2016

GRAHAM SPICER INSTITUTE (Charity number 303129)

THE REPORT OF THE TRUSTEES

For the period

1st MAY 2015 to 30th APRIL 2016.

The Institute has had a successful year with income up around £10,000 on the previous year. This was offset by extensive work in the men's changing rooms. The GSI website continues to be an asset and many new enquiries have come from it. Increased activity in both badminton and table tennis resulted in a much needed increase in revenue, and this was supplemented by a number of valuable 'one off' lettings of the multi-purpose hall.

Activities undertaken within the Institute.

Badminton continues to be one of the most popular activities undertaken within the Institute, and is utilised to the full by a number of Clubs during the evening hours. Many other small groups consisting of friends and work colleagues from the surrounding businesses make use of the badminton hall on a regular basis during the daytime hours. Players of all ages and abilities participate regularly.

The **Table Tennis** Club continues, as it has done for many decades, to use the upstairs hall between the hours of 6 – 11pm on weekdays, and now also on a Sunday.

The Club has grown considerably in membership over the last 7 years and caters for all ages of participant. The upstairs hall is regularly used during the week for coaching purposes (both young & old), and by a number of 'casual' groups.

One such group is the U3A whose numbers have shown an upward trend over the year. Other Organisations use the hall at weekends, and these include the ETTA who use it for coach assessments, and Surrey TTA who use it for Veterans county weekends. Both the Thames Valley, and the Sutton Table Tennis Leagues hold their annual tournaments at the Institute.

Bridge is also an activity which is extremely popular. Two separate clubs meet once per week, one during the evening and one during the afternoon. The Trustees view this activity as one that is extremely important to retain as it brings together so many residents of the local community.

Other groups who use the Institute include **Weight Watchers** who use the Institute for one morning each week and **Slimming World** who use the Institute for two mornings and one evening sessions per week. Both groups are popular and have a good attendance rate.

Fitness Groups. Pilates, Yoga, and Tai Chi, are all regular groups that promote health and fitness within our community. It is early days, but a new fitness group has also started recently. All these groups are essential for the mental and physical well-being of all who attend, whether young or old.

One further group which offers a wonderful facility to young families is The **Phoenix (Short Mat) Bowling Club** which uses the hall in the winter months when the weather is not conducive to

GRAHAM SPICER INSTITUTE
Treasurer's report for the year ended 30 April 2016

Summary

We have finished the year with our total assets down by just about £1,000 on the value last year. This is largely due to the fact that our investments lost about £1,000 in value. Our opening balance was about £8,000 up on the previous year, income was up by about £1,000, but expenditure was up by more than £9,000 to balance this. Our carry-forward cash figure is almost the same as last year, about £47,500.

The big expense this year was the developments in the men's changing room. New lavatories, showers and tiling cost about £13,000. This was after we had spent nearly £1,200 on repairs to the old plumbing arrangements.

The gas bill was a lot higher, mainly because the previous year had included a large rebate. We are due for some rebate this year, but it will be much smaller.

This year we have seen the benefit of the changes we made to our cleaning arrangements. After the initial expenses we incurred last year, the annual cost has just about halved.

On the basis of these figures, I see no reason to change the rates we charge for room hire.

Independent Examiner's Report for Charity No. 303129

The charity's trustees 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) or under regulation 10(1)(a) to (c) of the Charities Accounts (Scotland) Regulations 2006 (the 2006 Regulations) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the Charities Act 2011 and under section 44(1)© of the Charities and Trustees Investment (Scotland) Act 2005 (the 2005 Act) 2011

To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act

To state whether particular matters have come to my attention

My examination was carried out in accordance with the general Directions given by the Charity Commission and is in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is

Independent examiner's unqualified report on the financial accounts of the Graham Spicer Institute.

(Registered Charity No. 303129)

I report on the receipts and payments accounts for the year ended 31 May 2015.

The accounts were prepared by John Harris, a trustee and the treasurer of the Graham Spicer Institute. The Charity's 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 all that is needed.

My examination was carried out in accordance with the general directions given by the Charity Commission. My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

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:

- a) to keep accounting records in accordance with relevant sections of different Acts which apply and
- b) to prepare accounts which comply with the accounting requirements of the relevant regulations

have not been met or to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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Date: *22/9/15*

