

**REGISTERED CHARITY NUMBER: 504698**

**Receipts and Payments Accounts**  
**for the Year Ended 30 September 2016**  
**for**  
**Grimsargh Village Community Association**

CCW Limited  
Chartered Accountants  
295/297 Church Street  
Blackpool  
Lancashire  
FY1 3PJ

**Grimsargh Village Community Association**

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**for the Year Ended 30 September 2016**

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**Independent Examiner's Report to the Trustees of**  
**Grimsargh Village Community Association**

I report on the accounts for the year ended 30 September 2016 set out on pages two to five.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. 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 required.

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 the 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 statements below.

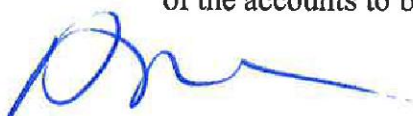
**Independent examiner's statement**

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 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

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.



Paul Blaikie FCA  
CCW Limited  
Chartered Accountants  
295/297 Church Street  
Blackpool  
Lancashire  
FY1 3PJ

Date: 21<sup>st</sup> July 17

**Grimsargh Village Community Association**

**Receipts and Payments Account**  
**for the Year Ended 30 September 2016**

	Notes	Unrestricted Fund £	Restricted Fund £	30.9.16 Total Funds £	30.9.15 Total Funds £
<b>RECEIPTS</b>					
Donations		60	-	60	60
Hire of village hall		25,634	-	25,634	27,933
Fundraising	1	16,881	-	16,881	13,220
Receipts from solar panels		<u>1,816</u>	<u>-</u>	<u>1,816</u>	<u>1,822</u>
<b>Total receipts</b>		<u>44,391</u>	<u>-</u>	<u>44,391</u>	<u>43,035</u>
<b>PAYMENTS</b>					
Fundraising costs	2	5,919	-	5,919	5,515
Property costs	3	28,904	-	28,904	26,869
Other costs	4	<u>4,082</u>	<u>-</u>	<u>4,082</u>	<u>4,335</u>
<b>Total resources expended</b>		<u>38,905</u>	<u>-</u>	<u>38,905</u>	<u>36,719</u>
<b>NET INCOMING/(OUTGOING)</b>					
<b>RESOURCES BEFORE TRANSFERS</b>		5,486	-	5,486	6,316
<b>Gross transfers between funds</b>		-	-	-	-
<b>Net incoming/(outgoing) resources</b>		5,486	-	5,486	6,316
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>60,112</u>	<u>-</u>	<u>60,112</u>	<u>53,796</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>65,598</u>	<u>-</u>	<u>65,598</u>	<u>60,112</u>

The notes form part of these Accounts

**Grimsargh Village Community Association**

**Balance Sheet**  
**at 30 September 2016**

	Notes	Unrestricted Fund £	Restricted Fund £	30.9.16 Total Funds £	30.9.15 Total Funds £
<b>CASH FUNDS</b>					
Cash at bank and in hand		<u>65,598</u>	<u>-</u>	<u>65,598</u>	<u>60,112</u>
<b>NET CURRENT ASSETS</b>		<u>65,598</u>	<u>-</u>	<u>65,598</u>	<u>60,112</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>65,598</u>	<u>-</u>	<u>65,598</u>	<u>60,112</u>
<b>NET ASSETS</b>		<u>65,598</u>	<u>-</u>	<u>65,598</u>	<u>60,112</u>
 <b>FUNDS</b>					
Unrestricted Funds				65,598	60,112
Restricted Funds				-	-
<b>TOTAL FUNDS</b>				<u>65,598</u>	<u>60,112</u>

The financial statements were approved by the Board of Trustees on 20th July 2017 and were signed on its behalf by:



Mr R Foster - Trustee



Mrs E M Murray - Trustee

The notes form part of these Accounts

**Grimsargh Village Community Association**

**Notes to the Receipts and Payments Accounts**  
**for the Year Ended 30 September 2016**

**1. FUND RAISING RECEIPTS**

	30.9.16	30.9.15
	£	£
Christmas fair	936	1,418
Farmers market stalls	3,778	2,718
Farmers market café	3,056	2,513
Bar takings	9,093	6,561
Sundry	<u>18</u>	<u>10</u>
	<u>16,881</u>	<u>13,220</u>

**2. FUND RAISING COSTS**

	30.9.16	30.9.15
	£	£
Christmas fair costs	138	495
Bar costs	3,023	2,937
Bar wages	1,210	1,256
Farmers market costs	<u>1,548</u>	<u>827</u>
	<u>5,919</u>	<u>5,515</u>

**Grimsargh Village Community Association**

**Notes to the Receipts and Payments Accounts**  
**for the Year Ended 30 September 2016 (continued)**

**3. PROPERTY COSTS**

	30.9.16	30.9.15
	£	£
Water charges	718	847
Insurance	1,515	1,433
Gas	3,926	3,759
Electric	2,358	1,745
Repairs, maintenance & equipment	13,426	12,252
Maintenance of grounds	905	384
Cleaning materials	860	1,068
Waste bin collection	1,721	1,504
Cleaners	<u>3,475</u>	<u>3,877</u>
	<u>28,904</u>	<u>26,869</u>

**4. OTHER COSTS**

	30.9.16	30.9.15
	£	£
Telephone	1,311	1,205
Postage, printing, stationery & advertising	99	721
Secretary expenses	1,200	1,080
Performing Rights	1,024	817
Premises licence	180	180
Accountancy	180	180
Other fees	20	20
Sundry	<u>68</u>	<u>132</u>
	<u>4,082</u>	<u>4,335</u>



# Trustees' Annual Report for the period

<b>From</b>	<b>Period start date</b>			<b>To</b>	<b>Period end date</b>		
	Day 01	Month October	Year 2015		Day 30	Month September	Year 2016

## Section A Reference and administration details

**Charity name** Grimsargh Village Community Association

**Other names charity is known by** GVCA

**Registered charity number (if any)** 504698

**Charity's principal address** Grimsargh Village Hall

198 Preston Road, Grimsargh

Preston

**Postcode**

PR2 5JS

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	A Cowell	Vice Chair		
2	S Middlebrough	Chair		
3	R Foster	Treasurer		
4	E Murray			
5	E Heginbotham			
6	E Parker			
7	N Bell			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year



**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Election by the membership at the Annual General Meeting. Trustees have the authority to appoint or co-opt additional trustees.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All trustees are made aware of the charity's governing document and any legal requirements incumbent on those accepting the position of trustee.

The trustees of the charity meet at least four times per year in full committee to review the activities of the preceding period and set plans for the ensuing period. The Annual General Meeting is held each October.

Member of the Lancashire Association of Village and Community Halls.

All decisions are taken in committee. Sub-committees may be formed to manage specific issues prior to their discussion or approval by the full committee of trustees. Currently the Association has a Management Procedures Sub-Committee, which meets between 8 and 10 times per year

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

- To provide facilities in the interests of social welfare for the advancement of education, recreation and leisure-time occupation for the inhabitants of the village of Grimsargh and its surroundings, without distinction on the basis of sex, or of political, religious or other opinions.
- To secure the establishment of a Community Centre (Grimsargh Village Hall) and to maintain and manage it in co-operation with any local statutory authority as may be necessary to promote the above objectives.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Village Hall remains at the heart of the community, providing a venue for numerous groups, including Preschool and Toddler groups, the Womens' Institute and Parish Council and Gardening and Badminton clubs, all of which have used and supported the hall for many years. The hall is also the venue for a number of fitness and dancing groups and also organisations for young people including Guides, Brownies and Rainbows. There are also groups giving training in such diverse subjects as baby massage and puppy obedience. There are also groups offering various recreational and artistic activities.

Most of the weekday time slots are fully booked although sufficient time is left available for essential cleaning and maintenance activities

The hall is used at weekends for a variety of activities including children's and adults' parties, meetings, shows, fairs, Farmers' Markets and other events, including theatrical and musical rehearsals.

The charity continues to uphold its founding principle of providing a facility, particularly for the benefit of all members of the local community, without imposing a financial burden on the community.

Trustees of the charity are fully aware that their actions in managing the charity are entirely for the public benefit and in doing so are governed by any relevant guidance issued by the Charity Commission.

**Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The management of the hall relies entirely on the efforts of unpaid volunteers, all of whom put in many hours of work to ensure that the hall is maintained in a good condition for all of its hirers and to promote the hall as an attractive venue for the community to use.

The hall is aware that it is operating in a competitive market and tries to strike a careful balance between having an affordable charging structure and ensuring that sufficient income is generated to allow the GVCA to continue its policy of improving the facilities.

To supplement the income generated from hire charges the committee also organises a number of fundraising events. During this financial year these have included a Christmas Fair, and monthly Farmers' Markets.

The charity has ongoing plans for the refurbishment of various facilities and hopes to be able to attract grant funding for this work. However in many cases grant funding requires the charity to pay for the work first and then get the funding later. For this reason it is essential that the charity maintains its reserves.

**Summary of the main achievements of the charity during the year**

The main achievement of the charity during this year was to continue to maintain and improve the condition and facilities of the hall, a fact which continues to be commented on by many of its hirers and visitors.

The principal upgrade carried out during the year was to have the hall completely rewired and install improved lighting and sound and hearing loop systems in the main hall.

Thanks to the fundraising efforts of the volunteers and careful control of expenditure, the hall was again able to hold its charges to the same level as the previous year.

The solar panels have now been in operation for a further year and continue to make a significant contribution towards energy saving.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The principal policy of the charity is to have sufficient reserves to survive for up to one year should there be no income generated. Reserves currently stand at approximately £60000. Of that amount £15000 is considered as a Building Fund, to ensure that any substantial repairs can be carried out without delay. The level of reserves means further improvement projects can be considered, hopefully attracting grant funding.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Excluding grants approximately 55% of the charity's income comes from hire charges for the hall and the remaining 45% from fundraising and other activities. The percentage from fundraising reflects the efforts made throughout the year by the charity's trustees and volunteers.

Expenditure is directed at providing suitable conditions including heating, light, power and cleaning services for the users of the hall, and maintaining the fabric of the building in good condition. As already mentioned the charity trustees are committed to improving the facilities of the hall in order to ensure that it remains a popular and therefore, viable, amenity and plans have been drawn up for some specific refurbishment projects which are currently in progress.

## Section F

## Other optional information

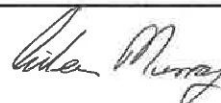
## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Richard John Fanshawe Foster

Eileen Maria Murray

Position (eg Secretary, Chair, etc)

Treasurer

Trustee

Date

21<sup>st</sup> June 2017