



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Saltford Community Association

**On accounts for the year
ended**

31st January 2017

**Charity no
(if any)**

1162948

Set out on pages

Contained in form CC16a

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

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 statement**

My examination was carried out in accordance with 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 the 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 (other than that disclosed below *)

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 and comply with the accounting requirements of the Charities 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

07/03/2017

Name:

Mark Garrett

**Relevant professional
qualification(s) or body
(if any):**

FCA

Address:

1st floor

11 LAURA PLACE

BATH

BA 2 4182

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Saltford Community Association

No (if any)
1162948

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/02/2016		31/01/2017

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Hall hirings	45,515	-	-	45,515	46,568
Interest	175	-	-	175	169
SCAN adverts	10,100	-	-	10,100	10,315
Sectional Income - Short Mat Bowls	4,000	-	-	4,000	4,250
Sectional Income - Village Choir	2,500	-	-	2,500	2,500
Sectional Income - Drama Club	4,000	-	-	4,000	3,000
Sectional Income - Panto	4,500	-	-	4,500	2,500
Sectional Income - SCAMP	1,488	-	-	1,488	-
Affiliation fees	520	-	-	520	555
SCA Activities	21,589	-	-	21,589	33,887
Grants/Bequests	7,060	-	-	7,060	6,277
Donations - general	4,129	-	-	4,129	3,046
Donations - paths	2,076	-	-	2,076	2,350
Books	2,019	-	-	2,019	1,615
Sundry Income	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	109,670	-	-	109,670	117,032
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	109,670	-	-	109,670	117,032
A3 Payments					
Waste disposal	968	-	-	968	975
Domestic officer	746	-	-	746	1,280
Utilities - Gas	5,481	-	-	5,481	5,139
-Water&Sewerage	1,435	-	-	1,435	938
-Electric	2,822	-	-	2,822	2,804
Admin & Stationery	3,365	-	-	3,365	3,681
Window cleaning	324	-	-	324	324
Telephone/Internet expenses	1,225	-	-	1,225	1,225
SCAN Production Costs	8,443	-	-	8,443	6,901
Hall Maintenance	7,292	-	-	7,292	8,110
Hall improvements	10,081	-	-	10,081	7,130
SCA Activities Expenses	10,160	-	-	10,160	16,493
Piano tuning	270	-	-	270	132
Pension Contribution to NEST	112	-	-	112	-
Cleaners	15,684	-	-	15,684	14,163
Wages	21,413	-	-	21,413	21,403
Employees Tax & N.I.	2,282	-	-	2,282	2,213
Employers N.I.	-	-	-	-	-
Insurance	1,726	-	-	1,726	1,692
SCAMP Expenses	2,470	-	-	2,470	-
Paths	3,000	-	-	3,000	3,000
Sundry Expenses	31	-	-	31	126
	-	-	-	-	-
Sub total	99,330	-	-	99,330	97,728
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	99,330	-	-	99,330	97,728
Net of receipts/(payments)	10,340	-	-	10,340	19,304
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	67,469	-	-	67,469	48,165
Cash funds this year end	77,809	-	-	77,809	67,469

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CAF Cheque	700	-	-
	CAF Gold	48,076	-	-
	CAF Debit Card	533	-	-
	CAF Platinum	28,500	-	-
	Total cash funds	77,809	-	-

(agree balances with receipts and payments account(s))

OK

OK

OK

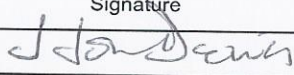
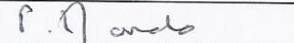
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	J. J. DAVIES	7/3/17
	P. PANDOO	7-3-17

Saltford Community Association (Registered Charity 1162948)

Annual Report from the Chair, March 28th 2017

Change to new status

Welcome to the first Annual Meeting of the new Saltford Community Association. As you may know, in 2016 the status of the Association changed from being a Registered Charity (222157) to a Charitable Incorporated Organisation (CIO) (1162948). The new CIO has at present 4 trustees and a management committee of up to 23 members (including the trustees). The transfer between the two forms of organisation was completed with effect from February 1st 2016 and we are very grateful to Rachael Tonkin for her guidance through the transition. During the year a number of new ventures were initiated, as described below, and the CIO completes its first year with a healthy financial balance. A major part of the 2017 activities will be the Saltford Village Festival in June.

Financial statement

During the year ending 31 January 2017 we had a total income of £109,670 and total expenses of £99,330, so we had a surplus of just over £10,000, compared with a surplus of just over £19,000 the previous year, which was due to the success of the Festival in 2015. Last year was therefore a good year, despite spending a further net (after grants) £10,000 on maintenance/ improvements. However, this surplus of £10,000 would once again have been a substantial loss without £23,600 from fundraising, book sales, and generous donations and grants.

The main items of note were:

- Advertising income from the SCA bi-monthly magazine newsletter SCAN remained broadly unchanged after rises of 31% and 30% in previous years and despite increased print costs made a reasonable surplus. Our thanks are due to Chris Essex for his editing work, to all our advertisers and to Jenny Herring and her army of volunteers who deliver over 2000 copies, to every house in Saltford.
- Fundraising last year raised over £11,400 and this coming year we hope the 80 plus events during the Festival will once again be enthusiastically supported. A huge thank you to the merry band of volunteers who help to put all these events on and to all of you for supporting so well during the year.
- Reg and Jill Williams, in a new initiative, donated all the money raised from books on their wall (24 High Street) and in the Hall, and last year they were able to raise just over £2000 for the SCA.
- In terms of expenses, gas and electric were up a little, despite us taking a number of initiatives to reduce usage.

During the last year we spent a further £17,300 on maintenance and improvements at the Hall, bringing the total over the last 7 years to an amazing £147,000. The main item last year was the completion of the transformation of the stage lighting to LEDs which was greatly helped by a grant from Francine Haeberling through the BANES Ward Councillor's Initiative. Other non-regular items were :

- Repairs to door entry system
- Stage rigging and electrical checks
- Replacement of paving slabs between Hall and Tennis Courts

- Saltford Hall sign
- Panto container base
- Architect fees connected with foyer refurbishment

As well as the grant mentioned above from BANES WCI, we are also very grateful to grants from Saltford Parish Council towards the cost of producing SCAN and towards the cost of putting on the forthcoming Festival. Last year we also received a grant from Quartet towards the cost of installing destratification fans in the Main Hall and Stage (see below) and a grant from Waitrose (green tokens!).

During the coming year we will be running our regular cafes and bars alongside other events and organizing another nine-day Festival in June. We will be using the money raised and what we have in the bank already, to progress further improvements this coming year including the total refurbishment of the entrance foyer, as highlighted in the last SCAN. Already in this new financial year we have also spent just over £3,000 on the destratification fans that we hope will pay back in a couple of years and on further architect's fees in respect of the foyer refurbishment.

So, in summary, we have over the last 7 years spent £60,000 on maintenance items, £87,000 on improvements, making a total of £147,000. This has been substantially funded from raising over £85,000 from fundraising activities and £54,000 in grants and bequests.

At the end of the financial year in January, the CIO's account stood at just over £77k. However, we have a large forthcoming spending commitment due to the plans for the much-needed total refurbishment of the bar and foyer area.

Sectional Organisations

Looking back over the year, the sectional organisations have continued to thrive. A welcome addition was the Panto, which fits in well with the SCA activities. Their arrival has been consolidated by the installation of the storage container on a new hard-standing base to the rear of the hall. Unfortunately, this year the SCA Musical Productions (SCAMP) section made a net loss, in contrast to their profit of the previous year, despite their production being of such a high standard that they received a national award.

External Hiring

External hiring over the year has been strong, though a disappointment was the loss of the 'Here We Grow' group, who had been our largest user. The Antiques Market is proving a popular regular feature and bookings have been made ahead through 2017.

Fund raising and other events

The Jumble sale, Flea and Christmas Markets have been well attended and have brought in significant income to the association. We are grateful to Jill Williams, Angela Hicks and Diane Areskog for masterminding these events.

During all these events, the Café and bar have been very important sources of income and thanks are due to the innumerable volunteers who have kept these going.

During the last year we have embarked on several new ventures, as follows:

(i) Queen's 90th birthday tea.

On May 15th, a free tea party for Saltford residents was held on the grass area to the front of the SCA. With a couple of financial donations and lots of cake donations we were able to provide teas for an estimated number of over 700 persons and presentations were made to residents who were aged 90. Tina Easterford deserves special thanks for her hard work in organising this most enjoyable community event.

(ii) Community Cinema

Films have been shown on a roughly monthly basis during the year and the attendance has in most cases been very good. We are grateful to Steve Seeley and Chris Essex for choosing the films and acting as projectionist.

(iii) Sunday afternoon teas

Sunday afternoon teas for local residents to attend were started in January and we are grateful to Julia Chandler for her initiative in setting up and overseeing what is turning out to be a very successful event for those on their own.

(iv) Computer Café

Monthly Monday morning sessions for assistance with computers and smart phones started during 2016 and have proved popular. Our thanks to Merrial Knight, Ian Freemantle, Julia Chandler and a number of other regular volunteers for providing assistance.

(v) Charity evenings

A particular success in July 2016 was a Charity Music Night which raised money for the SCA, Nurses in South Africa, Help for Heroes, and Parkinson UK.

Future developments

A planning group has been set up to plan future developments and improvements to the building and to anticipate likely expenditure on maintenance and repairs. The group reports to the Management Committee with recommendations on how best to proceed. The main areas of consideration have been as follows.

(i) Stage improvements

The improvements to stage lighting have already been mentioned. We hope to continue to enhance the facilities for drama and musical productions and to maintain the hall as the best stage venue in the local area.

(ii) Foyer plans

Perhaps the most exciting prospect for the near future is the planned refurbishment of the foyer and bar area. Plans for this have been circulated and the design has now reached its final stage. Work is expected to begin in April with the intention of completion in time for the Festival in June. The likely cost will be in the region of £30k to £35k. We are extremely grateful to Mr Clive Shipley for his help in planning and executing the project and to Mr Mike Nangreave of Catina Designs for preparing the plans for the new design. The new bar will be run only by SCA members and will support all events and hirings by the SCA.

The 2017 Saltford Festival

The biennial Saltford Festival will be held from Saturday June 10th to Sunday June 18th and the Old Village Day on Sunday 11th. As on previous occasions, a very wide range of events has been arranged for the week by the committees involved, and we are very grateful to Jill Williams and Chris Essex for their leadership and to all the committee members and supporters.

Conclusions

In concluding, I want to thank everyone who has contributed to the SCA activities over the years, ensuring that Saltford Hall remains a much loved community focus point. The Association would not be the huge success that it is without the many hours of work that are put in by volunteers too numerous to mention all by name. We are fortunate in having a very strong and hard-working Management Committee and we are supported admirably by an efficient and enthusiastic staff: immense thanks are due to our Hall manager, Chris Pope, and to our office staff Kate Vine, Helen Myatt and, more recently, Lyn Coles. Stan Hamblin and Dave Sawyer are now standing down from the Management Committee and we thank them for their many years of outstanding work for the Association.

On a personal note, my first year as Chair has been made much easier by the strong support of my co-trustees, Chris Essex (treasurer), Sheila Bateman (Secretary) and Peter Dando (vice-chair), to whom I am very grateful. In particular, we all owe a huge debt to Chris, not only for his careful and time-consuming work as treasurer but also for his immense contribution in so many unnumbered other aspects of the SCA activities.

J. John Davies

Hon. Chair, Saltford Community Association