

REGISTERED CHARITY NUMBER: 1157700

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2017
FOR
ST JOHNS COMMUNITY HALL**

Llewelyn Davies
Chartered Accountants
50 Queen Street
Pembroke Dock
Pembrokeshire
SA72 6JE

ST JOHNS COMMUNITY HALL

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FOR THE YEAR ENDED 31 MARCH 2017**

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ST JOHNS COMMUNITY HALL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

The trustees present their report with the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity are:

To promote the benefit of the inhabitants of Pembroke Dock and the neighbourhood without distinction of sex, sexual orientation, race, or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

FINANCIAL REVIEW

Review of Strategy, Development, Activities and Achievements

We have had another busy year in the office with interest in hiring the hall. The regular events continue to be well supported especially the lunch club which has had a full membership all year. There is very little time in the week when the hall is not being occupied. The funding from Communities Firsts for using the hall on Monday afternoons for a drop-in session has unfortunately been withdrawn. However, we have gained a council run trinity project which meet on Saturdays along with some new groups coming on board.

There have again been short term bookings this year and Pembrokeshire County Council booked the whole hall as a polling station.

The trustees are most grateful to all grant giving bodies, sponsors and donors who have supported the hall project financially during the year. Income also included funds generated via hall lettings, the Over 60's Lunch Club, Bonus Ball, Parent & Toddler group and Short Mat Bowls, together with a wide range of fund raising events held throughout the year.

The principal asset of the charity comprises the remainder of a 99 year lease on the St John's Community Hall from the Representative Body of the Church in Wales, together with the hall's furnishings and equipment, the value of which is shown in the fixed assets of the Balance Sheet.

The following is a selection of activities held during the current financial year:

Cheeky Cherubs Mother & Toddler Group	Over 60's Lunch Club
Short Mat Bowls	Concerts
Elections	Musical activities
Quarterly Big Brunch	Weekly Coffee Mornings
Private hire events	Mothers Union
Anchorage	Lace Group
Conferences	Police Forums
Messy Church	Hair and Beauty Lessons
Arty Crafty	Table tennis club
Flying Start	Drop-in Communities First
Towns Woman Guild	

The trustees believe that the above activities clearly demonstrate that the charity does continue to achieve significant public benefit in accordance with the aims as set out in its Constitution.

The partnerships which have been developed over the past twelve years with other community, voluntary and statutory bodies continue to be an important facet of our ongoing development. Thanks must be recorded to all trustees, volunteers, friends and hall users for their unstinting help and support throughout the past year.

ST JOHNS COMMUNITY HALL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

FINANCIAL REVIEW

Investment policy and objectives

There are no restrictions on the charity's power to invest. However the charity does not benefit from an endowment fund or hold large cash reserves. Restricted funds, donated for a specific purpose maybe held for short periods awaiting the completion of a particular project. These funds remain liquid and are held in low risk, high interest savings accounts.

Reserves policy

It is the policy of the trustees to maintain unrestricted funds, which are the operational free reserves of the charity, at a level that provides sufficient funds to cover management and administration and to support occasional unforeseen items of expenditure.

FUTURE PLANS

The trustees will continue to work to build upon the achievements and progress made during the past year to ensure that we continue to maintain St John's Community Hall as an important focal point for social welfare, education and leisure time activities for the community of Pembroke Dock in partnership with the townspeople and relevant statutory, community and voluntary organisations.

Currently the charity is able to meet its financial obligations. However it is important that the project remains financially sound. The trustees will continue to work hard to maximise hall occupancy rates, and seek new forms of hall usage and better accessibility by members of the community. The trustees will always do their best to ensure that the hall is used as widely as possible by the local community, whilst maintaining the hall's principal income stream to ensure the long term viability of St John's Community Hall.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1157700

Principal address

St John's Community Hall
Church Street
Pembroke Dock
Pembrokeshire
SA72 6AR

Trustees

Mr D Jones
Mrs R Hudson
Mr H Johnston
Mr P Tallett
Mrs V Owen
Mrs A Scott
Mr C Ross
Mrs I Thomas
Mr R Clarke

Independent examiner

K J Randall
Llewelyn Davies
Chartered Accountants
50 Queen Street
Pembroke Dock
Pembrokeshire
SA72 6JE

ST JOHNS COMMUNITY HALL

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2017**

REFERENCE AND ADMINISTRATIVE DETAILS

Solicitors

Philip Roache
12 Meyrick Street
Pembroke Dock
SA72 6AL

Approved by order of the board of trustees on15/8/17..... and signed on its behalf
by:

M. V. Owen.

.....
Mrs V Owen - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ST JOHNS COMMUNITY HALL**

I report on the accounts for the year ended 31 March 2017 set out on pages five to ten.

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.

K J Randall
Llewelyn Davies
Chartered Accountants
50 Queen Street
Pembroke Dock
Pembrokeshire
SA72 6JE

Date:15/8/17.....

ST JOHNS COMMUNITY HALL

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017**

	Notes	Unrestricted fund £	Restricted funds £	2017 Total funds £	2016 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	1,161	-	1,161	350
Charitable activities	5				
General		18,172	-	18,172	18,232
Other trading activities	3	5,316	-	5,316	5,651
Investment income	4	346	-	346	1,080
Total		24,995	-	24,995	25,313
EXPENDITURE ON					
Raising funds		922	-	922	1,209
Charitable activities	6				
General		20,481	177	20,658	20,821
Total		21,403	177	21,580	22,030
NET INCOME/(EXPENDITURE)		3,592	(177)	3,415	3,283
RECONCILIATION OF FUNDS					
Total funds brought forward		44,512	513,245	557,757	554,474
TOTAL FUNDS CARRIED FORWARD		48,104	513,068	561,172	557,757

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

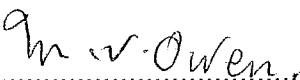
The notes form part of these financial statements

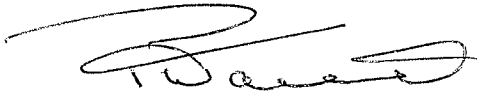
ST JOHNS COMMUNITY HALL

**BALANCE SHEET
AT 31 MARCH 2017**

	Notes	Unrestricted fund £	Restricted funds £	2017 Total funds £	2016 Total funds £
FIXED ASSETS					
Tangible assets	11	3,123	508,652	511,775	509,076
CURRENT ASSETS					
Debtors	12	1,015	-	1,015	1,115
Cash at bank and in hand		44,506	4,416	48,922	48,106
		<u>45,521</u>	<u>4,416</u>	<u>49,937</u>	<u>49,221</u>
CREDITORS					
Amounts falling due within one year	13	(540)	-	(540)	(540)
NET CURRENT ASSETS		<u>44,981</u>	<u>4,416</u>	<u>49,397</u>	<u>48,681</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>48,104</u>	<u>513,068</u>	<u>561,172</u>	<u>557,757</u>
NET ASSETS		<u><u>48,104</u></u>	<u><u>513,068</u></u>	<u><u>561,172</u></u>	<u><u>557,757</u></u>
FUNDS	14				
Unrestricted funds				48,104	44,512
Restricted funds				<u>513,068</u>	<u>513,245</u>
TOTAL FUNDS				<u><u>561,172</u></u>	<u><u>557,757</u></u>

The financial statements were approved by the Board of Trustees on15.18.17..... and were signed on its behalf by:


.....
Mrs V Owen -Trustee


.....
Mr P Tallett -Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**
1. ACCOUNTING POLICIES
Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related 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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

2. DONATIONS AND LEGACIES

	2017	2016
	£	£
Donations	<u>1,161</u>	<u>350</u>

3. OTHER TRADING ACTIVITIES

	2017	2016
	£	£
Fundraising events	3,452	3,720
Bonus ball	1,864	1,931
	<u>5,316</u>	<u>5,651</u>

ST JOHNS COMMUNITY HALL

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**

4. INVESTMENT INCOME

	2017	2016
	£	£
Deposit account interest	<u>346</u>	<u>1,080</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2017	2016
		£	£
Hall lettings	General	7,559	7,933
Parent & toddler	General	939	747
Luncheon club	General	7,013	7,321
Short mat bowls	General	2,080	2,231
Table tennis	General	581	-
		<u>18,172</u>	<u>18,232</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 7)	Totals
	£	£	£
General	<u>19,098</u>	<u>1,560</u>	<u>20,658</u>

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
General	<u>820</u>	<u>740</u>	<u>1,560</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

9. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2017	2016
Part time	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	350	-	350
Charitable activities			
General	18,232	-	18,232
Other trading activities	5,651	-	5,651
Investment income	1,080	-	1,080
Total	25,313	-	25,313
EXPENDITURE ON			
Raising funds	1,209	-	1,209
Charitable activities			
General	20,644	177	20,821
Total	21,853	177	22,030
NET INCOME/(EXPENDITURE)	3,460	(177)	3,283
RECONCILIATION OF FUNDS			
Total funds brought forward	41,052	513,422	554,474
TOTAL FUNDS CARRIED FORWARD	44,512	513,245	557,757

11. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2016	507,848	1,779	-	509,627
Additions	-	2,997	280	3,277
At 31 March 2017	507,848	4,776	280	512,904
DEPRECIATION				
At 1 April 2016	-	551	-	551
Charge for year	-	547	31	578
At 31 March 2017	-	1,098	31	1,129
NET BOOK VALUE				
At 31 March 2017	507,848	3,678	249	511,775
At 31 March 2016	507,848	1,228	-	509,076

ST JOHNS COMMUNITY HALL

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Trade debtors	-	165
Other debtors	1,015	950
	<u>1,015</u>	<u>1,115</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Other creditors	<u>540</u>	<u>540</u>

14. MOVEMENT IN FUNDS

	At 1.4.16	Net movement in funds	At 31.3.17
	£	£	£
Unrestricted funds			
General fund	44,512	3,592	48,104
Restricted funds			
Building	507,848	-	507,848
Equipment	4,743	(50)	4,693
Community	654	(127)	527
	<u>513,245</u>	<u>(177)</u>	<u>513,068</u>
TOTAL FUNDS	<u>557,757</u>	<u>3,415</u>	<u>561,172</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	24,995	(21,403)	3,592
Restricted funds			
Equipment	-	(50)	(50)
Community	-	(127)	(127)
	<u>-</u>	<u>(177)</u>	<u>(177)</u>
TOTAL FUNDS	<u>24,995</u>	<u>(21,580)</u>	<u>3,415</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2017.

ST JOHNS COMMUNITY HALL**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017**

	2017 £	2016 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1,161	350
Other trading activities		
Fundraising events	3,452	3,720
Bonus ball	1,864	1,931
	<u>5,316</u>	<u>5,651</u>
Investment income		
Deposit account interest	346	1,080
Charitable activities		
Hall lettings	7,559	7,933
Parent & toddler	939	747
Luncheon club	7,013	7,321
Short mat bowls	2,080	2,231
Table tennis	581	-
	<u>18,172</u>	<u>18,232</u>
Total incoming resources	<u>24,995</u>	<u>25,313</u>
EXPENDITURE		
Other trading activities		
Bonus ball expenses	870	1,130
Parent and toddler expenses	52	79
	<u>922</u>	<u>1,209</u>
Charitable activities		
Wages	6,195	5,238
Light and heat	2,359	2,212
Luncheon club purchases	2,872	3,047
Rent	2,200	2,300
Insurance	1,965	1,657
Travelling	504	420
Repairs and renewals	2,149	3,977
Cleaning	276	348
Fixtures and fittings	547	239
Computer equipment	31	-
	<u>19,098</u>	<u>19,438</u>
Support costs		
Management		
Telephone	691	323
Postage and stationery	92	163
Carried forward	783	486

This page does not form part of the statutory financial statements

ST JOHNS COMMUNITY HALL

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017**

	2017 £	2016 £
Management		
Brought forward	783	486
Advertising	37	73
	<hr/>	<hr/>
	820	559
Governance costs		
Accountancy fees	540	558
Professional fees	200	266
	<hr/>	<hr/>
	740	824
Total resources expended	<hr/>	<hr/>
	21,580	22,030
	<hr/>	<hr/>
Net income	<hr/>	<hr/>
	3,415	3,283
	<hr/>	<hr/>

This page does not form part of the statutory financial statements