



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Saltford Community Association

1162948

## Receipts and payments accounts

CC16a

For the period  
from

01/02/2017

To

31/01/2018

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Hall hirings	44,171	-	-	44,171	45,515
Interest	57	-	-	57	175
SCAN adverts	9,492	-	-	9,492	10,100
Sectional Income - Short Mat Bowls	4,000	-	-	4,000	4,000
Sectional Income - Village Choir	2,700	-	-	2,700	2,500
Sectional Income - Drama Club	2,750	-	-	2,750	4,000
Sectional Income - Panto	3,500	-	-	3,500	4,500
Sectional Income - SCAMP	-	-	-	-	1,488
Affiliation fees	615	-	-	615	520
SCA Activities	41,935	-	-	41,935	21,589
Grants/Bequests	9,580	-	-	9,580	7,060
Donations - general	2,391	-	-	2,391	4,129
Donations - paths	3,296	-	-	3,296	2,076
Books	2,664	-	-	2,664	2,019
Sundry Income	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>127,153</b>	<b>-</b>	<b>-</b>	<b>127,153</b>	<b>109,670</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>127,153</b>	<b>-</b>	<b>-</b>	<b>127,153</b>	<b>109,670</b>
<b>A3 Payments</b>					
Waste disposal	1,032	-	-	1,032	968
Domestic officer	1,001	-	-	1,001	746
Utilities -Gas	1,008	-	-	1,008	5,481
-Water&Sewerage	1,661	-	-	1,661	1,435
-Electric	1,185	-	-	1,185	2,822
Admin & Stationery	3,829	-	-	3,829	3,365
Window cleaning	318	-	-	318	324
Telephone/Internet expenses	1,225	-	-	1,225	1,225
SCAN Production Costs	9,378	-	-	9,378	8,443
Hall Maintenance	5,338	-	-	5,338	7,292
Hall improvements	66,557	-	-	66,557	10,081
SCA Activities Expenses	20,193	-	-	20,193	10,160
Piano tuning	282	-	-	282	270
Pension Contribution to NEST	127	-	-	127	112
Cleaners	14,443	-	-	14,443	15,684
Wages	23,977	-	-	23,977	21,413
Employees Tax & N.I.	2,940	-	-	2,940	2,282
Employers N.I.	-	-	-	-	-
Insurance	1,932	-	-	1,932	1,726
SCAMP Expenses	-	-	-	-	2,470
Paths	3,000	-	-	3,000	3,000
Sundry Expenses	237	-	-	237	31
<b>Sub total</b>	<b>159,662</b>	<b>-</b>	<b>-</b>	<b>159,662</b>	<b>99,330</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>159,662</b>	<b>-</b>	<b>-</b>	<b>159,662</b>	<b>99,330</b>

<b>Net of receipts/(payments)</b>	-	32,509	-	-	-	32,509	10,340
<b>A5 Transfers between funds</b>	-	-	-	-	-	-	-
<b>A6 Cash funds last year end</b>	77,809	-	-	77,809	67,469		
<b>Cash funds this year end</b>	45,300	-	-	45,300	77,809		



## 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 £
<b>B1 Cash funds</b>	CAF Cheque	- 4,708	-	
	CAF Gold	20,945		
	CAF Debit Card	520		
	CAF Platinum	28,543	-	
		-	-	
	<b>Total cash funds</b>	<b>45,300</b>	<b>-</b>	

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

OK

OK

OK



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	C. ESSEX	25/3/18
	J. J. DAVIES	25/3/18

## **Saltford Community Association (Registered Charity 1162948)**

### **Annual Report from the Chair, March 29<sup>th</sup> 2018**

The last year has been an extremely busy one for the SCA. In addition to all our usual activities, we have been much concerned with improvements to the building and, of course, with the organising of the fourth biennial Saltford festival.

Before describing these, there are a few organisation details to be mentioned first. During the course of the year we revised some of our bye-laws in order to clarify and to remove some inconsistencies. A new Health and Safety Official, Peter Holmes has joined us and his professional experience in the field is proving invaluable. Two new trustees were appointed early in 2017, Tina Easterford and Martin Coles, and, recently, Lis Evans has agreed to become secretary for the Association following the retirement of Sheila Bateman, who served in that capacity for nine years. We are very grateful to Sheila for her wise and diligent work throughout that time and, as a small token, we'd like to make a presentation to Sheila as a mark of our thanks.

Returning, then, to the improvements to the Hall. First, the foyer. I think that we are all agreed that the new foyer has been an outstanding success. Not only does it look much better but, with the new bar arrangement, it is easier to operate. We are immensely grateful to Clive Shipley for giving his time and expertise free of charge. He has spent a huge number of hours on the project and ensuring that everything was done properly. I'd also like to express our thanks to John Chubb for his organising of and participation in the final painting.

More recently, the much-needed refurbishment of the Wansdyke toilets, windows, lighting and main ceiling is nearing completion, again a huge improvement. The thermal insulation is very much more effective and the acoustics are also much better. In carrying out these works we have been fortunate in obtaining grants of about £9,000 from B&NES and from the Parish Council. The professional work was carried out by local contractors Simon Pritchett, A C Martin, Mark Jones and Nigel Dagger. The final painting is again being organised by Mr Chubb, once more with the assistance of a team of volunteers.

The team of volunteer painters has also been responsible for the redecoration of the Avon room, which now, with the new lighting and renovated floor, looks much better.

A notable further improvement has been the installation of equipment for a new SCA free WiFi hot spot, which makes it easier for users to access the internet. We're grateful to Jon Godfrey for making this possible. Jon has also kindly agreed to act as Data Protection Officer, which is particularly important in view of the new data protection legislation that comes into force in May.

Turning now to the 2017 Saltford Festival: it was a great success and raised over £21,000, half of which to local charities and a half to the Association. As always, there was a huge range of events and an immense commitment by a large team of volunteers, led by Jill Williams, Chris Essex and Tina Easterford, to whom many thanks. We are also very grateful to Saltford Parish Council for a grant towards the cost of putting on the Festival.

Another festival is planned for June of 2019 and Tina will be the lead organiser.

During the course of the year our overall fundraising has reached a record level due to all our activities and the tireless efforts of all our dedicated volunteers, supported by a really excellent office staff, Kate Vine, Helen Myatt, Lynda Coles and Chris Pope.

The list of fundraising events is impressive. In addition to the Festival, there have been Flea and Christmas markets, Community Cinemas, Quizzes, drama and music productions and several other events. The Computer café has continued to thrive, as have the Sunday afternoon teas arranged by Julia Chandler. We are also grateful to the sectional organisations for their contributions to the fundraising.

Books on wall/in hall produced £2664 in 2017, and during 4 years its contributions to SCA have reached £8000, if we include gift aid. This is an amazing effort by Jill Williams and Wendy Prior.

Room bookings remain healthy. We lost one major hirer, Here We Grow, but this has to a large extent been compensated by new hirers, thanks to the large amount of work put in by Helen, Kate and Lynda. As you'll know, all this income is much needed in order to run the hall and to undertake the necessary improvements.

The SCAN magazine continues to play a very important in publicising our activities and those of our hirers. Tina Easterford has taken an increasing part in the editing and production and Jenny Herring and her teams of distributors continue to do sterling work. We are very grateful to Saltford Parish Council for contributing towards the cost of producing SCAN

In passing, I should also mention that following the collapse of the Greenfingers cleaning company in November, we have reverted to employing Dave Brennan directly. This gives me the opportunity to thank Sylvia Dando for supervising all this and all the other domestic aspects of the hall running.

You'll also be aware of two major initiatives which are underway. The first is the installation of solar panels on the roof of the main hall. These will cover our daytime electricity usage and generate some parallel income. The installation has been partly financed through a system of loans from community members, together with a grant from the Carbon Trust.

The second initiative is of course our plan to reopen the Post Office and to ensure the continued presence of the library in Saltford. The plan is to relocate the Post Office into the current library building and the Post Office/library combination will be a not-for-profit subsidiary of the SCA. A management committee has been set up to be responsible for the venture. This committee is quite distinct from the management committee of the SCA itself and will be under the chairmanship of David Halton, who has extensive experience of heading organisations. We are receiving strong support for the scheme from B&NES Library Service, from the Parish Council and from the Post Offices Ltd. and we hope that the new organisation will be in operation during the early summer. Donation forms under the Friends of Saltford library and Post Office are available.

Looking ahead, one of the first things that we need to do is to update the Wansdyke kitchen, but we are not considering other major new projects in the immediate future. In due course

we should like to improve the chairs that we use, but this will be expensive. A group led by Keith Richards is looking into this. We should also like to construct a mezzanine balcony in the main hall, so as to hugely improve the facilities for sound and lighting control. Our stage manager, Jo Ball is looking for the necessary external sources of funding for this project to go ahead.

### **Financial report for the year ending January 31<sup>st</sup> 2018**

Not surprisingly we produced a large deficit of £32,509 for the financial year ending 31 January 2018. What is surprising is that this is not substantially larger given the unprecedented level of improvements carried out this year, which amounted to £66,557. The main reason was the record breaking fundraising we achieved during the year, including the 2017 Festival, raising in total £21,741. We also managed to secure grants of £9,580 to help cover some of the investment in improvements.

At the start of the year we had a healthy £77,808 in the bank and we now still had £45,300 at the end of January. However, we have already committed around £7,000 to the replacement of the Wansdyke ceiling (fully covered by grants already received last year) and around £13,000 of our resources to the installation of solar panels on the roof of the Main Hall. This will leave us with approximately £25,300.

So as ever we are going to be reliant on more fundraising or grants to progress further improvements like the Wansdyke kitchen and Mezzanine.

The detailed figures are given in the accompanying statement of finances

### **Conclusions**

In concluding, I want to thank everyone who has contributed to the SCA activities over the years, ensuring that Saltford Hall remains a strong 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 set of Trustees and Management Committee and we are supported admirably by an efficient and enthusiastic staff. I should also mention the Parish Council, with whom, we are working more closely, for their strong support during the year.

On a personal note, my role as Chair has been made much easier by the strong support of my co-trustees, Chris Essex (treasurer), Sheila Bateman (Secretary), Peter Dando (vice-chair), Tina Easterford and Martin Coles, to whom I am very grateful. We shall miss Sheila as secretary and, as already mentioned, we are immensely grateful for all her effort over the nine years. Finally, as always, 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

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF SALTFORD COMMUNITY ASSOCIATION  
FOR THE YEAR ENDED 31 JANUARY 2018**

I report on the Receipts and Payments Account and Balance Sheet, which are set out on pages 1 and 2.

**Responsibilities of board of trustees and examiner**

As the trustees you are responsible for the preparation of the accounts; you consider the audit requirement of s 144(2) of the Charities Act 2011 does not apply. It is my responsibility to state, on the basis of procedures specified in the general directions given by the Charity Commissioners under s 145(5)(b) of that act, whether particular matters have come to my attention.

**Basis of report**

My examination was carried out in accordance with the general directions given by the Charity Commissioners. 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 of an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- a) which gives me reasonable cause to believe that in any material respect the requirements:
- i) to keep accounting records in accordance with s 130 of the above act.
  - ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the above act.
- b) 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.

  
MARK GARRETT  
CHARTERED ACCOUNTANT

First Floor  
11 Laura Place  
Bath

Dated: 25 March 2018