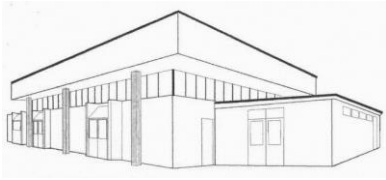


ST. MARGARET'S HALL USERS GROUP

Charity Reg No 1071545

REPORT & ACCOUNTS FOR THE
YEAR ENDED 31ST MARCH 2019

ST MARGARET'S HALL USERS GROUP



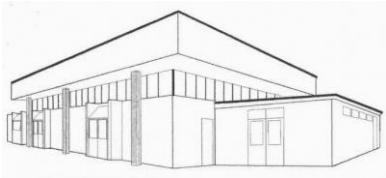
ST. MARGARET'S HALL USERS GROUP

Charity Reg No 1071545

REPORT & ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2019

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- 3. Report of the Executive Committee**
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- 5. Receipts and Payments Account**
- 6. Statement of Assets & Liabilities**



ST. MARGARET'S HALL USERS GROUP

ADMINISTRATIVE INFORMATION

EXECUTIVE COMMITTEE (TRUSTEES)

Mr. R. Whyborn, Chairman
Mr. C. Taylor, vice-Chairman
Mr. M. Chapman, Treasurer
Mrs V. Downing, Secretary
Mr. P. Bond
Mr. A. McKinlay
Mrs N. Robson
Ms K. Smith
Mr. W. Upton

HOLDING TRUSTEES

All Executive committee members as at 1st March 2017

REGISTERED OFFICE

St. Margaret's Hall Users Group
c/o 42 Fernleigh Crescent
Cheltenham. GL51 3QL
Gloucestershire

INDEPENDENT EXAMINER

Mr. Christopher Hughes
7 Carisbrook Drive
Cheltenham
Gloucestershire
GL52 6YA

PRINCIPAL BANKERS

CAF Bank plc
25 Kings Hill Avenue
Kings Hill
West Malling, KENT
ME19 4QJ

BANKERS FOR PROJECT FUNDS

Lloyds TSB plc
The High Street
Cheltenham
Gloucestershire
GL50 1EW



ST. MARGARET'S HALL USERS GROUP

TRUSTEES' REPORT

The Trustees submit their report with the accounts of the Charity for the year ended 31 March 2019.

Principal Object & Status of the Charity & Demonstrating Public Benefit

The Charity's principal object is to promote the benefits of the inhabitants of Hatherley and surrounding neighbourhood by improving the conditions of public life, though the provision of first class public hall facilities, available to all without distinction, at affordable cost. Located at Coniston Road, GL51 3NX.

Administration of the Charity

The Charity is administered and managed by an Executive Committee, who are the managing Trustees in law and in practice.

Review of the Year - Finance

General Fund: 2018-2019 has been a year of consolidation following completion of the annex build in 2017-2018. Annex income has built up, and was £6026 during the year, against a forecast of £6500. Main hall bookings by contrast have been running at a record level of £31,212 - against a forecast of £22,500.

The high levels of overall usage have resulted in increases in revenue costs with combined cleaning, caretaking and gardening costs in excess of £8000 pa, and rising. Basic maintenance costs were unexpectedly low at £2820, and during the year the committee took a further £1723 and £572 respectively from the maintenance budget to purchase chairs for the annex and replacement stage curtain track.

Regular hirer's rates increased in September 2018, but the Committee did not raise Annex rates where the priority was and remains to promote increased usage. Casual user rates were left unchanged in anticipation of both community need and a slowing market, but in the event casual bookings were very buoyant. The committee introduced monthly community bingo in September, which also returned some £80/month.

The Users Group continues to repay some £4164 pa in loan repayments, and £2430 pa in rent, both significant additions to the budget of earlier years. However, the overall picture is very sound, and 2018-2019 saw a surplus on general fund of £14,375 with no special projects using restricted funds.

Going forward, the principle challenge for St Margaret's Hall results from high levels of usage, which is placing strain on the Users Group's resources, and the committee is indebted to a high level of voluntary effort from trustees, and friends and colleagues. Capital needs are expected to be in replacement of heating and lighting systems which are near the ends of their working life, and in reduction of carbon footprint. The Users Group will be greatly helped in 2019/20 as an appointed charity of the Cheltenham Mayor's Fund.

The charity's main current account is with CAF Bank. The Lloyds account is maintained for special projects.

Reserves

The capital and reserves position is considered sound. The committee continues to maintain reserves so that the Charity can maintain its property, and also to use monies available to increase the facilities available to the local community through the Hall. The asset balances were £33,759 at 31st March 2019. The committee aims to maintain a reserve of 6 months turnover or £20,000, additional to known future commitments.

Risks

The Charity has completed a review of the usual the major risks to which it is exposed, to its satisfaction.

R.L. Whyborn, Chair

Approved on Behalf of the Executive Committee on28th June 2019.....

INDEPENDENT EXAMINERS REPORT



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
ST.MARGARET'S HALL USERS GROUP

**On accounts for the year
ended**

31st MARCH 2019

**Charity no
(if any)**

1071545

Set out on pages

5 & 6

(together include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2019.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

30th May, 2019

Name:

MR C R HUGHES

RETIRED BANK

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

RETIRED BANK CLERK

Address:

7 CARISBROOKE DRIVE, CHARLTON KINGS

CHELTENHAM.

GL52 6YA

ST. MARGARET'S HALL

DRAFT RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019

UNRESTRICTED (GENERAL) FUNDS

Item in italics (£784) is a correction not showing in published accounts for 2017-18

RECEIPTS		2019-2020		2018-2019		2017-2018
		£ Budget		Examined	Incl. some	Examined
Hall & annex hire	Hall	32000	Hall	31252	Annex	24,814
Annex Hire	Annex	6500	Annex	6026	March only	437
Fund Raising Events *		1000		565		1464
Grants, Gifts & Loans	Unres - tricted = £ mil	0	Unres tricted = £ mil	40		55657
Investment Income -		150		30		0
Less Restricted monies		0		0		-56440
TOTAL		39,650		37,912		25,932

PAYMENTS

Charitable Activities -

Caretaker		7000		6315		4745
Cleaning & Gardening		1800		1671		1388
Maintenance		4000		2820		5421
Security & Phone line		600		522		548
Gas & Electricity		2500		2189		\$\$ 1233
Feed-in tariffs		-1800		-1837		
Insurance & Rates		2400		1941		1376
Special projects & Replacements, not from restricted funds		2000	Chairs Curtain Track	1723 572	Fees and revenue costs ref annex	1285
Management/Publicity		1500		774		1278
ICT Stationery, Sundry		300		132		253

Support Costs

Loan repayments &&		4164		4164		2082
Rent (net)		2430		2430		0
Fundraising event costs		200		123	Incl annex Opening cost	1078

TOTAL		27,094		23,538		20,688
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less 784

NET RECEIPTS/(PAYMENTS)		12,556		14,375		5245
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Less NET (PAYMENTS to)		0		0		<i>less 784</i>
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/RECEIPTS from

RESTRICTED FUNDS

FUNDS LAST YEAR END		33,259		18,884		13,641
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FUNDS THIS YEAR END		45,815		33,259		18,884
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- UNRESTRICTED FUNDS

\$\$ Net of FiT payments
* Including Community Bingo (Net)

&& Cheltenham Borough Council, original loan was £50,000.

&& CBC LOAN 2017-2032 -	-43,137	-45,944	-48,668
AMOUNT OUTSTANDING			

ST. MARGARET'S HALL

<u>RESTRICTED FUNDS</u>	2019-2020	2018-2019	2017-2018
	Budget	Actual	Actual (Annex)
Designated Grants & Loans	0	0	55,656
Designated Trading & Events	net	net	net
Less Costs of Project	0	0	-104,780
less Fundraising cost			
Balance from General Fund	0	0	784
NET RECEIPTS/(PAYMENTS)	0	0	-48,340
FUNDS LAST YEAR END c/f	0	0	48,340
FUNDS THIS YEAR END b/f	0	0	0

<u>BINGO FUND</u>	Budget 2019-2020		Actual 2018-2019		2017-2018 Examined	
	Income	Expense	Income	Expense	Income	Expense
Stake money less winnings			2144	1805		
Raffle			343	81		
Refreshments			348	180		
Tickets and Miscellaneous			6	46		
Transferred to General fund		800		565		
NET RECEIPTS/(PAYMENTS)			165			
FUNDS LAST YEAR END c/f	0		0			
FUNDS THIS YEAR END b/f			165			
Assets/Liabilities ("Snowball")				165		
NET FUNDS THIS YEAR END	0		0			

STATEMENT OF ASSETS AND LIABILITIES
AT THE YEAR ENDED 31 MARCH 2019

ALL FUNDS

ASSETS	2019	2018
CASH FUNDS & OTHER MONETARY ASSETS	£	£
Bank Current Account	CAF 17,731	CAF 17,757
Bank Reserve Account	Lloyds 18	Lloyds 18
Petty Cash	223	296
Prepayment card	286	
Bingo (cash)	0	
INVESTMENT FUNDS – Nationwide Building Society	15,000	0
Sub-total CASH FUNDS & MONETARY ASSETS	33,259	18,072
Debtors	0	0
ASSETS RETAINED FOR CHARITY'S OWN USE -		
Other (e.g. fixed) Assets	0	0
Uncleared cheques	0	813
Sub-total ASSETS	33,259	18,884
LIABILITIES (-ve)		
Creditors (Unreturned hiring deposit)	-500	0
Uncleared cheques	0	0
Sub-total LIABILITIES	-500	18,884
TOTAL NET ASSETS REPRESENTED BY:-	32,759	18,884
GENERAL FUND	32,759	18,884
BINGO FUND	0	0
RESTRICTED FUNDS	0	0

Note: The above would be offset upon winding up by the loan from CBC, shown on previous page.