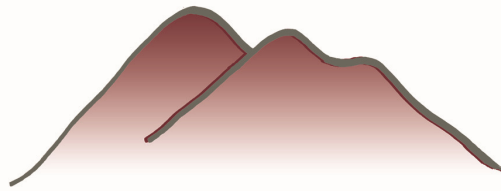


**Braithwaite Institute**

**Financial Statements**

**31 March 2019**

**Charity Number 1162041**



**K e s w i c k**  
**A C C O U N T A N T S**

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**Braithwaite Institute**

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for the year ended  
31 March 2019**

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**Braithwaite Institute****Charity Information  
for the year ended  
31 March 2019**

<b>Charity Number</b>	1162041
<b>Board of Trustees</b>	Peter Kerr Stewart Tauber Judith Tauber Anthony Woodyer Penny Woodyer Bob Kemp Susan Page Andrew Pepper Andrew Thoburn John Cain
<b>Independent Examiner</b>	Frances Clark Keswick Accountants 4 Leonard Street Keswick CA12 4EJ
<b>Bankers</b>	Cumberland Building Society 30a Station Street Keswick Cumbria CA12 5HF

## **Braithwaite Institute**

### **Trustees Annual Report for the year ended 31 March 2019**

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2019.

#### **Reference and administrative information**

Braithwaite Institute is situated in the Above Derwent Parish in Cumbria. It was registered as a charitable incorporated organisation on 6 January 2016, having taken over the assets of the former Thornthwaite-cum-Braithwaite Victory Memorial, an unincorporated charitable trust. The two charities were merged on 3 September 2015 under a General Vesting Declaration and the old charity name has been removed from the Register of Charities.

The Charity is administered by a management committee, which meets every month. It employs a part time caretaker, but otherwise relies on the help and goodwill of the Trustees to administer the facilities.

The Trustees elected to manage the charity at the AGM on 14 April 2017 were:

Chairman -	Peter Kerr
Joint Treasurers -	Stewart and Judith Tauber
Secretary -	Anthony Woodyer
Bookings Secretary -	Penny Woodyer
Braithwaite representative -	Bob Kemp

The Appointed Trustees were:

Women's Institute -	Susan Page
Parish Council -	Vacant
Braithwaite Cricket Club -	Andrew Pepper
Braithwaite Football Club -	Andrew Thoburn
Tennis Club -	John Cain

The registered address of the Memorial Hall is:

Braithwaite Institute CIO  
Braithwaite  
Keswick  
Cumbria CA12 5RY

The Charity has current and deposit accounts with the Cumberland Building Society in Keswick

#### **Objectives and activities**

The object of the Foundation, as set out in the governing deed, is the provision and maintenance of a village hall and playing fields for the benefit of the residents of Thornthwaite and Braithwaite and the surrounding district.

The Memorial Hall caters for a diverse range of organisations and activities. The premises are used on a weekly basis by a number of dance and aerobic classes, a children's nursery and a life art class. Other regular users include the Girl Guides, Blood Transfusion Service, a RAF Mountain Rescue team, Quilters Guild and Flower Club. A number of car and cycle rallies are based on the premises and there are also many one-off bookings for events such as parties, dinners, seminars and weddings.

## **Braithwaite Institute**

### **Report of the Trustees, contd. for the year ended**

**31 March 2019**

#### **Objectives and activities (cont)**

The sports fields are booked each year for a limited number of caravan rallies and by several camping groups. The Cumbria Christian Youth Camp hold a summer camp every August, other affiliated groups such as the Girl Guides and various Boys Brigades hold camps every two or three years.

Four sports clubs use the sports facilities - Braithwaite Cricket Club, Braithwaite Football Club, Keswick and Braithwaite Tennis Club, and the Braithwaite Bowls and Croquet Club.

The facilities are well used and appreciated by the local community, satisfying our main aim as a Charity. They are also the nominated emergency centre for Keswick School in the event of a major incident at the school.

#### **Achievements and performance**

The work to upgrade the toilet and shower facilities is being carried out in phases. Following completion of new male and female toilets, the conversion of the former ladies toilets into shower units with toilet provision and a new storage area was completed during the year.

A new store to keep sports and ground maintenance equipment was also completed. This released space in the sports pavilion, where the equipment had previously been stored, and the sports clubs are now refurbishing the interior of the pavilion.

#### **Financial Review**

The combined income from the hire of the hall and caravan and camping was 6% down on the preceding two years, due mainly to a reduction in sundry hire as a result of fewer 'one off' receptions being held during the year. At the same time, expenditure on repairs, maintenance and cleaning rose slightly. This resulted in the net operating income falling from £14,489 to £11,193. Nevertheless, the hall continues to trade well.

Capital expenditure of £26,463 was incurred on the conversion works to the former ladies toilets and building the new sports store. This was funded from the operating surplus supplemented by a transfer of £4,000 from the deposit account, which resulted in a fall in the overall reserves at the year end to £17,870.

The current reserves policy is to maintain a contingency reserve of £10,000, so further funds remain available to put towards the completion of the toilet/shower refurbishment project.

#### **Declaration**

The Trustees declare that they have approved the report above.

Signed on their behalf:

-----  
Peter Kerr  
Chairman  
Date: 15th July 2019

**Independent Examiners Report  
for the year ended 31 March 2019**

I report on the accounts for the Trust for the year ended 31 March 2019 which are set out on pages 5 - 9.

**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 examiners report is needed.

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 independent examiners report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of accounting records kept by the charity and a comparison of the accounts presented with these 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, I do not express an audit opinion on the view given by the accounts.

**Independent examiners' 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 s130 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.

Frances Clark FCA CTA  
Appleside  
4 Leonard Street  
Keswick  
Cumbria  
CA12 4EJ

**Braithwaite Institute**

**Statement of Financial Activities  
for the year ended  
31 March 2019**

		<b>31 March 2019</b>			<b>31 March 2018</b>
	<b>Notes</b>	Un-restricted	Designated Funds	Total	Total
		£	£	£	£
<b>INCOME</b>					
<b>Donations and Grants</b>					
Donations and gifts	2	1,073	-	1,073	-
<b>Income from charitable activities</b>					
Rental Income	3	30,239	-	30,239	32,689
Other income		-	-	-	-
<b>Investment Income</b>	4	366	-	366	900
<b>Total income</b>		<hr/> 31,678	-	<hr/> 31,678	<hr/> 33,589
<b>EXPENDITURE</b>					
<b>Expenditure on charitable activities</b>					
Grants payable	5	-	-	-	-
Property costs	6	46,170	-	46,170	50,581
Administration costs	7	606	-	606	541
Legal and professional	8	172	-	172	225
<b>Total expenditure</b>		<hr/> 46,948	-	<hr/> 46,948	<hr/> 51,347
<b>Net income / (expenditure)</b>		<hr/> (15,270)	-	<hr/> (15,270)	<hr/> (17,758)
Total funds brought forward		18,140	15,000	33,140	50,898
Transfers between funds		5,000	(5,000)	-	-
<b>Total funds carried forward</b>	11	<hr/> 7,870	<hr/> 10,000	<hr/> 17,870	<hr/> 33,140

The notes form part of these financial statements

**Braithwaite Institute**

**Balance Sheet  
as at  
31 March 2019**

	Notes	31 March 2019		31 March 2018	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible fixed assets			-		-
Investments			-		-
<b>Current Assets</b>					
Cash at bank and in hand		17,870		33,140	
		<u>17,870</u>		<u>33,140</u>	
<b>Creditors: amounts falling due within one year</b>					
Creditors and accruals	10	-		-	
<b>Net Current Assets</b>			<u>17,870</u>		<u>33,140</u>
<b>Total Assets less Current Liabilities</b>			17,870		33,140
<b>Creditors: amounts falling due in more than one year</b>					
			-		-
<b>NET ASSETS</b>			<u>17,870</u>		<u>33,140</u>
<b>Funds</b>					
Restricted funds	11	10,000		15,000	
Unrestricted funds		<u>7,870</u>		<u>18,140</u>	
	12	17,870		33,140	
		<u>17,870</u>		<u>33,140</u>	

Approved by the trustees and signed on their behalf

Peter Kerr  
Chairman

Date: 15th July 2019

The notes form part of these financial statements



**Notes to the Financial Statements  
for the year ended  
31 March 2019**

**1 Accounting Policies**

**General**

These accounts have been prepared on a receipts and payments basis, and in accordance with the Charities SORP 2005 (Statement of Recommended Practice), and the Charities Act 2011.

**Tangible Fixed Assets and Depreciation**

Assets used for charitable purposes, with an expected useful life exceeding one year, are capitalised on the balance sheet. Depreciation is provided at the following annual rates in order to write off each asset over its expected useful life:

Office Equipment	25% on reducing balance
Computer Equipment	3 years straight line

**Property**

The Trust owns some property which is not included in these accounts. Sale of the property is recognised as income in the accounts.

**Investments**

The Trust recognised unrealised gains and losses on investments with reference the movement in value of the investments from one year to the next.

**Income**

Income received is made up of rent paid by tenants. This is recognised on a received basis.

**Expenditure**

Expenditure is accounted for on a paid basis. Where it relates to a specific project it is allocated to that project as restricted expenditure. Expenditure that relates to the objects of the charity is classified as charitable activities.

**Funds**

General funds are those where no restrictions have been placed upon the specific spending of the funds by the donor. Designated funds are those funds where the directors have chosen to earmark general funds for a specific purpose. Restricted funds are those funds where the donation is received for a specific purpose as set out by the donor, and when the trustees wish to separate out a project for clarity in the accounts.

**Braithwaite Institute**

**Notes to the Financial Statements  
for the year ended  
31 March 2019**

	<b>31 March 2019</b>			<b>31 March 2018</b>
	Unrestricted £	Restricted £	Total £	£
<b>2 Donations and gifts</b>				
Voluntary donations	1,073	-	1,073	-
	<u>1,073</u>	<u>-</u>	<u>1,073</u>	<u>-</u>
<b>3 Rental Income</b>				
Camping / Caravan	9,874	-	9,874	7,451
Weddings	-	-	-	-
Regular Bookings	13,644	-	13,644	12,963
Sports Clubs	-	-	-	-
Sundry Hire	6,721	-	6,721	12,275
	<u>30,239</u>	<u>-</u>	<u>30,239</u>	<u>32,689</u>
<b>4 Investment income</b>				
Building society interest received	366	-	366	900
	<u>366</u>	<u>-</u>	<u>366</u>	<u>900</u>
<b>5 Grants payable</b>				
Braithwaite Cricket Club	-	-	-	-
Keswick Tennis Club	-	-	-	-
Braithwaite Bowls	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>6 Hall Running Costs</b>				
Rates and Water	1,460	-	1,460	1,652
Heat and Light	3,408	-	3,408	3,601
Caretakers and PAYE costs	2,822	-	2,822	2,455
Repairs and Maintenance	31,086	-	31,086	35,000
Cleaning and Waste	4,224	-	4,224	4,054
Insurance	3,021	-	3,021	3,216
Sundry Expenses	149	-	149	603
	<u>46,170</u>	<u>-</u>	<u>46,170</u>	<u>50,581</u>
<b>7 Administration Costs</b>				
Postage and Stationery	-	-	-	-
Computer costs	-	-	-	-
Subscriptions	606	-	606	541
	<u>606</u>	<u>-</u>	<u>606</u>	<u>541</u>
<b>8 Legal and professional</b>				
Professional fees	-	-	-	-
Independent Examiner	172	-	172	225
CIO Professional costs	-	-	-	-
	<u>172</u>	<u>-</u>	<u>172</u>	<u>225</u>

**Notes to the Financial Statements  
for the year ended  
31 March 2019**

**9 Trustee Remuneration and Expenses**

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year.

**10 Creditors: amounts falling due within one year**

	<b>31 March 2019</b>	<b>31 March 2018</b>
	£	£
Deferred income	-	-
	<u>-</u>	<u>-</u>

**11 Designated Funds**

	<b>At 1 April 2018</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>At 31 March 2019</b>
Contingency Reserve	15,000	-	-	(5,000)	10,000
	<u>15,000</u>	<u>-</u>	<u>-</u>	<u>(5,000)</u>	<u>10,000</u>

**12 Net Assets by fund**

	<b>Designated</b>	<b>Unrestricted</b>	<b>Total</b>
	£	£	£
Current assets	10,000	7,870	17,870
Creditors: amounts falling due within one year	-	-	-
	<u>10,000</u>	<u>7,870</u>	<u>17,870</u>

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