

Roundhay Parochial Hall

Charity number 1165064

Annual Report and Financial Statements for the year ended 31 December 2018



West Yorkshire Community Accounting Service

Roundhay Parochial Hall

Annual Report and Financial Statements for the year ended 31 December 2018

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Prepared by West Yorkshire Community Accounting Service

Roundhay Parochial Hall

Trustees' report for the year ended 31 December 2018

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Gordon Robertson	Chair	
Camilla Hawkes	Treasurer	
Eric Jones	Treasurer	
Anne Bond	Secretary	

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1165064 , on 6 Jan 2016.

Principal address

5 Fitzroy Drive
Roundhay
Leeds
LS8 4AB

Bankers

Lloyds Bank
2 The Headrow
Vicar Lane
Leeds
LS1 6PN

Independent examiner

Claire Welling

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charitable incorporated organisation (CIO) is governed by a constitution adopted on 6 Jan 2016.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Roundhay Parochial Hall

Trustees' report (continued) for the year ended 31 December 2018

Objectives and activities

The charity's objects

The objects of the CIO are to provide for the benefit of the inhabitants of Roundhay, Oakwood, and the surrounding areas a community room and/or other facilities for recreation or other leisure time occupation for the public at large in the interests of social welfare with the object of improving their condition of life.

The charity's main activities

The provision and maintenance of Roundhay Parochial Hall which houses several rooms which are let out to community and other groups at very reasonable rates.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of community development.

Achievements and performance

2018 has been a year of consolidation after the major toilet renovation project in 2017.

Some smaller but significant projects completed namely: new 1st floor windows, the renovation and redecoration of the Card Room, new fire alarm system .

In addition, routine maintenance has been kept on top of.

Financial review

The net payments for the year were £77.

Reserves policy

The charity's free cash reserves at the year end were £25,731.

The reserves policy is to reserve a sum equivalent to 6.-9 months of hall income and this is held in a separate account. Looking ahead the Trustees are now starting to set funds aside for roof replacement which we anticipate to take place in c 2029.

Signed on behalf of the board of trustees:

Signed:

Date:

Name (Trustee)

Roundhay Parochial Hall

Independent examiner's report to the trustees of Roundhay Parochial Hall Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2018, which are set out on pages 5 to 7.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Name: Claire Welling

Date:

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Roundhay Parochial Hall
Receipts and payments account
for the year ended 31 December 2018

	Notes	2018 Total funds £	2017 Total funds £
Receipts			
Grants and donations	(2)	-	32,834
Regular bookings		39,896	39,301
Casual bookings		500	26
Special bookings		-	500
Bank interest		3	16
Total receipts		<u>40,399</u>	<u>72,677</u>
Payments			
Cleaning staff costs		7,036	6,281
Property repairs and maintenance		21,111	7,365
Sundry expenses		-	44
Water charges		573	553
Insurance		1,888	2,009
Light and heat		6,150	4,823
Accountancy / independent examination		276	276
Services		-	942
Legal advice		-	70
Refurbishment costs		3,442	59,903
Total payments		<u>40,476</u>	<u>82,266</u>
Net payments		(77)	(9,589)
Cash fund balances brought forward		<u>25,808</u>	<u>35,397</u>
Cash fund balances carried forward		<u>25,731</u>	<u>25,808</u>

Roundhay Parochial Hall
Statement of assets and liabilities
as at 31 December 2018

	2018	2018	2018	2017
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Current account	19,659	-	19,659	19,738
Scottish Widows	6,072	-	6,072	6,070
Total cash funds	<u>25,731</u>	<u>-</u>	<u>25,731</u>	<u>25,808</u>

Other monetary assets

Hall rentals Sept-Dec 2018

£
<u>6,000</u>
<u>6,000</u>

Assets retained for the charity's own use

The parochial hall, its fixtures and fittings

Liabilities

	£
CNG gas	467
Independent examination	<u>276</u>
	<u>743</u>

Approval of the accounts

The financial statements were approved by the board of trustees on

Date:

Signed: (Trustee)

Name

Roundhay Parochial Hall

Notes to the accounts

for the year ended 31 December 2018

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a registered charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

2 Grants and donations

	2018	2018	2018	2017
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
The Bernard Sunley Charitable Foundation	-	-	-	3,500
Garfield Weston Foundation	-	-	-	5,000
Sir George Martin Trust	-	-	-	1,000
WREN	-	-	-	23,334
	<u>-</u>	<u>-</u>	<u>-</u>	<u>32,834</u>

3 Trustee expenses

No trustee received any expenses during this year or the previous year.

4 Related party transactions

There were no related party transactions during this year or the previous year.