

Newton & Bywell Community Trust

Annual Report for the Year to 30th September 2018

Trustees:

Mr P. Stoddart, Chairman

Mr D. Jackson, Treasurer

Mrs G. Baty

Mr R. Baty

Mr A. Beddis

Mr J. Meechan

Mr G. Osborn

Mr E. Symm

Mr R. Palmer

Mr J. Thompson

Mr J. Trewitt

Secretary: Mrs M. Anderton

Booking Manager: Mrs A. Hicks

Registered Charity No. 1167253

Financial Governance

Objectives of the Charity

The Community Trust looks to serve the Parish of Newton and Bywell and to offer community activities and to manage the Village Hall.

Funding Strategy

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. The contributions made by commercial users of the hall are set to achieve this. The Trust has a policy of making the hall available to residents at a 50% discount and some parish-based groups e.g. the Womens' Institute and the Social Committee receive a 100% discount.

Reserves Policy

It is the Trustees' policy to transfer 10% of the hall income to general reserves and to maintain an operating reserve to cover six months budget expenditure. The Trustees are responsible for the maintenance of the village hall and from time to time this involves major works far in excess of cash reserves held. On identifying such major works, fundraising will be undertaken with the objective of meeting the costs in full.

The charity held unrestricted reserves of £16,843 at the year end. This cash is available for any authorised activity.

Insurance

The Board of Trustees recognise that it is under a legal obligation to protect the building and its users through adequate and appropriate insurance and carries appropriate insurance cover in the following categories:

Building

Contents

Public, Employee, Hirers and Trustee Liability

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees

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Thomas Peter Stoddart, Chairman

Date:

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Dean Jackson, Treasurer

Date:

Statement of Assets & Liabilities at 30th September 2018

Balances at the Bank

The following balances were held

Bank Accounts with HSBC	£ 6,302
Deposit Account HSBC	£30,721
Total Cash Funds	£37,023

Land and Buildings

The Community Trust holds the leasehold title to the property known as the Newton and Bywell Community Hall.

Future Plans

There are no immediate plans for the Parish but the Trust welcomes suggestions from the parishioners and hall users.

The day to day running of the Trust has been delegated to a small executive committee with a spending limit of £1,000 on a single project or item. The executive consists of the Chair, Vice Chair (currently vacant), Treasurer and Booking Manager.

Community Funding

The Trust is willing to provide funding for any agreed project within the Parish and any resident can approach the Trust with ideas and requests. Funding will be limited to a maximum of £1000 per project.

Operating Expenditure Reserve

The Operating Expenditure Reserve was increased to £6,000 to ensure it meets the requirement of covering 6 months operating costs.

Contractual Liability

The newly created Trust was unable to find a secretary from the Trustees and has contracted Monica Anderton to provide these services. The contract with Anne Hicks as Booking Manager continues in the same manner.

Independent Examiner’s Report on the Accounts

Report to the Trustees of Newton and Bywell Community Trust for the year ended 30th September 2018

The Charity’s Trustees consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the Act) and they have chosen to have an Independent Examination of the accounts.

It is my responsibility to

- Examine the accounts (under Section 43 of the Act),
- To follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

My examination was carried out in accordance with 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 the 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 accounts.

In the course of my examination, no matter has come to my attention.

The Trustees have met the requirements to ensure that:

- Proper accounting records are kept (in accordance with Section 41 of the Act)
- Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act.

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Name

Date

Address

FINANCIAL SUMMARY 2017 –2018

	2017	2018
INCOME		
Hire	£13,618.65	£14,899.08
Social Event	£0.00	£340.00
Interest	£12.41	£21.89
Other	£983.54	£0.00
TOTAL INCOME	£14,614.60	£15,260.97
TOTAL EXPENSES	£17,611.67	£11,477.95
SOCIAL COMMITTEE Fund- [net Income(Expenditure)movement]	£0.00	£470.00
NET SURPLUS/(DEFICIT)	(£2,997.07)	£3,313.02

RESERVES

RESERVES	Carried forward as at 1 st October 2017	Transfers to Reserves	Reserves as at 30 th September 2018
Repair & Maintenance	£12,662.80	£1,489.91	£14,152.71
Social Committee Funds	£496.27	-£470.00	£26.27
6 month operating reserves	£5,000.00	£1,000.00	£6,000.00
Unrestricted Funds	£15,550.47	£1,293.11	£16,843.58
Total	£33,709.54	£3,313.02	£37,022.56
Represented by			
Bank and Cash			£37,022.56

RECEIPTS ANALYSIS

INCOME	2016 - 2017	2017 - 2018
Sport	£1,224.00	£1,137.50
Art Craft and Skills	£3,102.00	£5,206.75
Health and Fitness	£4,725.40	£4,975.25
Community	£485.00	£391.50
Official Community Business	£422.50	£252.00
Business	£409.50	£372.08
Parties and Weddings	£3,108.25	£2,564.00
Equipment	£142.00	£0.00
	£0.00	£.00
Total Hire Income	£13,618.65	£14,899.08
Social event	£0.00	£340.00
Newton Connect Closing Funds	£983.54	£0.00
Interest	£12.41	£21.89
Total Income	£14,614.60	£15,260.97

EXPENSES ANALYSIS

CATEGORY	2016/17	2017/18
Booking Manager	£1,760.00	£2160.00
Secretary	£1,300.00	£1616.00
Gratuity	£600.00	£0.00
Broadband	£399.40	£239.40
Cleaning	£827.00	£1,009.00
Insurance	£609.40	£649.72
Oil	£720.73	£1,042.65
Electric	£812.43	£836.58
Water Rates	£83.92	189.85
Council Rates	£0.00	323.53
Equipment	£962.16	£255.26
Car Park and Fees	£3,856.00	£0.00
Maintenance (painting 2017)	£3,980.00	£1376.64
Licensing	£607.80	£781.19
Defibrillator	£375.00	£0.00
Other	£717.83	£998.13
Parish Council to be reimbursed		£239.35
Total Overheads	£17,611.67	£11,477.95
Social Committee Funds Movement	£0.00	£470.00
Total Expenditure	£17,611.67	£11,947.95