

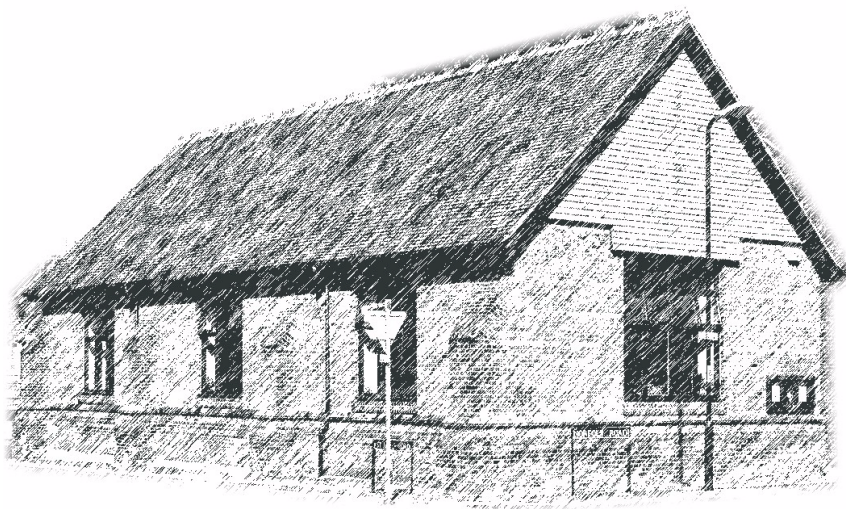
ST. LUKE'S COMMUNITY HALL, MAIDENHEAD
Registered Charity Number 1101943

REPORT AND FINANCIAL STATEMENTS

OF

THE TRUSTEES

for the year ended 31st December 2017



Chair of the Trustees:
The Revd. Sally Lynch

Honorary Treasurer:
Richard Burdett
30 Mallow Park, Maidenhead, SL6 6SQ

Bankers:
Lloyds Bank PLC
45 High Street, Maidenhead, SL6 1JS

Independent Examiner:
Mrs J. A. Bailey, IPFA

www.stlukescommunityhall.co.uk

Trustees of St. Luke's Community Hall, Maidenhead

Annual Report for 2017

Object of Charity

The object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for:

- (a) meetings, lectures and classes, and
 - (b) other forms of recreation and leisure time occupation,
- with the object of improving the conditions of life for the inhabitants.

Management Committee:

The committee consists of three elected members:

- The Revd. Sally Lynch
- Mary Pennington
- Phyllis Sigsworth

Two members appointed by the Council of the Royal Borough of Windsor and Maidenhead:

- Clive Baskerville
- Philip Love

One member appointed by users of the hall listed in the scheme:

- Jean Tyrwhitt-Drake (St Luke's Church)
- Pat Tryon (Floral Art Group)
- Fay Poate (WI)

and one co-opted member

- Richard Burdett

The members of the Management Committee are the trustees of the charity and are governed by a scheme issued by the Charity Commissioners dated 27th August 2002. Two trustees are appointed by the Council of the Royal Borough of Windsor and Maidenhead, three are elected at the Annual General Meeting and a further two are nominated by groups using the Hall

Meetings of the Management Committee:

The Annual General Meeting was held on 26th April 2017 and there were three Management Committee Meetings during the year.

The Revd. Sally Lynch was appointed as Chair
Richard Burdett was appointed as Treasurer
Pauline Love was appointed as Secretary
Maureen Williams acts as Bookings Secretary
Tony Buckley is employed as Caretaker
Bip Patel is employed as Caretaker.

Summary of Investment Powers

The trustees have power to buy and sell assets, including property, shares and bonds, in the furtherance of the charity's objectives. In practice, however, the only significant asset is the Hall building.

Contribution of Volunteers

Although the trustees employ two part-timer caretakers, the successful operation of the Hall relies on significant unpaid contributions of time and talent by a large number of people. These contributions cannot be given a financial value in these accounts, but are hereby acknowledged with thanks.

Review of the Year:

The Hall Management Committee has met on three occasions since the last Annual General Meeting.

No major repairs were carried out during the year, although the Cisternmiser water control valve in the gent's toilet was replaced, and the fence at the rear was cleared of ivy and treated with wood preservative. The ball valve in the CH feed and expansion tank was replaced and the rear passageway cleared of vegetation. The Hall remains well cared for and is well used.

The regular users cover a variety of activities - social, educational and recreational, and there is no shortage of families using it for children's parties. The management committee works efficiently and well in support of this valuable resource for our community.

The website at www.stlukescommunityhall.co.uk is generating an increased level of bookings enquiries, and more users are now making online payment for their bookings.

Treasurer's Comments

General lettings income fell by £1,318 to £9,554 (2016: £10,872), mainly due to reduced usage for dancing lessons and only one election (in 2016 there had been two). With overall expenditure being £200 greater than in 2016, this gave an operating profit of £612 (2016:£2,157). The Accumulated Reserves therefore rose to £26,492

Signed



Richard Burdett
Hon Treasurer

17th February 2018

Independent Examiner's Report to the Trustees of St. Luke's Community Hall, Maidenhead

I report on the accounts of the Trust for the year ended 31st December 2017, which are set out on pages 3 to 5 of this document.

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

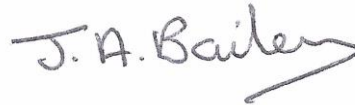
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

I 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.



Mrs J.A. Bailey IPFA
Maidenhead
Berks
March 2018

Trustees of St. Luke's Community Hall, Maidenhead

Receipts and Payments Accounts for the year ended 31st December 2017

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General £	Designated £			2017 £	2016 £
Receipts							
Donations, Legacies and other similar receipts		-	-	-	-	-	-
Activities to further the charity's objectives		-	-	-	-	-	-
Activities to generate funds	2						
Lettings - Church Block Booking		200	-	-	-	200	200
Lettings - Brownies		285	-	-	-	285	300
Lettings - Babies & Toddlers Group		449	-	-	-	449	449
Lettings - Other		9,554	-	-	-	9,554	10,872
Investment Income (Interest) Receipts	4	50	-	-	-	50	90
Sub Total		<u>10,538</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,538</u>	<u>11,911</u>
Other Receipts (not counted as "Gross Income")		-	-	-	-	-	-
Total Receipts		<u>10,538</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,538</u>	<u>11,911</u>
Payments							
Payments for generating funds		-	-	-	-	-	-
Charitable Payments		-	-	-	-	-	-
Grants Paid		-	-	-	-	-	-
Charitable Activities							
Staff Costs	3	5,632	-	-	-	5,632	5,614
Insurance		1,436	-	-	-	1,436	1,366
Gas		1,123	-	-	-	1,123	718
Electricity		307	-	-	-	307	561
Water		269	-	-	-	269	372
Rates		312	-	-	-	312	323
Repairs & Maintenance		581	-	-	-	581	645
Support Costs		266	-	-	-	266	155
Management and administration		-	-	-	-	-	-
Sub Total		<u>9,926</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,926</u>	<u>9,754</u>
Other Payments (not counted as "Expenditure")		-	-	-	-	-	-
Total Payments		<u>9,926</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,926</u>	<u>9,754</u>
Net of Receipts (Payments)		612	-	-	-	612	2,157
Cash balances brought forward at 1st January 2017		25,880	-	-	-	25,880	23,723
Cash balances carried forward at 31st December 2017		<u>26,492</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>26,492</u>	<u>25,880</u>

Trustees of St. Luke's Community Hall, Maidenhead

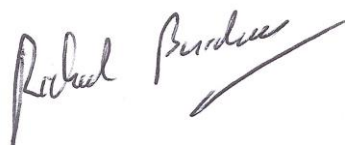
Statement of Assets and Liabilities at 31st December 2017

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General	Designated			2017	2016
		£	£	£	£	£	£
Cash Funds							
Current Account	4	5,133	-	-	-	5,133	4,571
CCLA Deposit Account	4	21,359	-	-	-	21,359	21,309
Total Cash Funds		<u>26,492</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>26,492</u>	<u>25,880</u>
Other Monetary Assets		-	-	-	-	-	-
Investment Assets		-	-	-	-	-	-

Approved by the the Trustees of St Luke's Community Hall on 21st February 2018 and signed on their behalf by:-



The Revd. Sally Lynch (Chairman)



Mr Richard Burdett (Honorary Treasurer)

Trustees of St. Luke's Community Hall, Maidenhead

Notes to the financial statements for the year ended 31st December 2017

1 Accounting Policies

These Receipts and Payments accounts have been prepared in accordance with:

- Accounting standards;
- and with the Charities Act 2011

The charity has no investment assets.

Funds

General funds represent funds of the charity that are not subject to any restrictions regarding their use and are available for application to the general purposes of the charity. These include funds designated for a particular purpose by the trustees, although at 31st December 2017 there were no such funds.

The accounts include transactions, assets and liabilities for which the trustees of the charity can be held responsible in law.

Receipts

All receipts are recognised when received.

Investment Income

Dividends and interest are accounted for when receivable.

Payments

All payments are accounted for when paid.

Assets and Liabilities

Cash Funds

The balances given are the closing balances of each account as at 31st December 2017, less cheques drawn but not presented, but plus credits relating to the year to 31st December 2017 not yet banked by that date.

Investments

Investments are valued at market value at year-end, although at 31st December 2017 there were no investment assets.

Assets Retained for the charity's own use.

The principal asset of the charity is the freehold of St Luke's Community Hall. Since the charity turnover is not large enough to require the preparation of accruals accounts, it is not necessary for the trustees to have a formal valuation of this fixed asset. However the building was re-valued for insurance purposes in August 2012 and is insured for £687,164 rebuilding costs with an additional £32,721 of contents.

Liabilities

The charity had no known liabilities at 31st December 2017.

2 Lettings Income

The charity's only income comes from lettings charges. Most of these are generated by public lettings, but the Hall is also used by groups that have a connection with St Luke's Church. In 2017 there was a single payment from St Luke's PCC of £200.00 to cover its use of the hall.

3 Staff Costs

The charity employs two members of staff to act as caretakers, neither of whom earns more than £10,000 p.a. Staff salaries were increased in 2017 by 2.0%

4 Cash Accounts

The charity operates a bank current account and a tax-free instant access deposit account with CCLA. Interest generated by the CCLA account amounted to £50 in 2017.