

Registered Charity Number 205542

**BRUSHFORD PARISH HALL  
REPORT AND FINANCIAL STATEMENTS  
30 SEPTEMBER 2013**

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**BRUSHFORD PARISH HALL  
TRUSTEES AND PROFESSIONAL ADVISERS  
YEAR ENDED 30 SEPTEMBER 2013**

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**TRUSTEES**

Joan Barnes  
Des Belam (Chairman)  
Sarah Blackburn (Treasurer)  
Walford Gillison  
Steve Hall  
Ceri Keene  
Ann Robins  
Barbara Wilson

Secretary to the Trustees: Jane Erith

**BANKERS**

Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

CCLA Investment Managers Limited  
Cheapside  
London  
EC2V6DZ

The Trustees held six committee meetings during the year. There is an Annual General Meeting held every year.

Trustees are appointed at the AGM or can be co-opted by the existing committee during the year.

**BRUSHFORD PARISH HALL  
TRUSTEES' REPORT  
YEAR ENDED 30 SEPTEMBER 2013**

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**TRUSTEES' REPORT**

The Trustees present their annual report and the unaudited financial statements of the year ended 30 September 2013.

**REVIEW OF THE YEAR**

The objectives of the Charity are to provide recreational facilities for the parish of Brushford. In 2013 the Parish Hall celebrated its 20<sup>th</sup> anniversary since its rebuilding. The Hall is overall in good condition although there are some repairs and improvements which could be made provided there are sufficient funds.

After several years of operating in deficit, in 2012 – 2013 the Trustees embarked upon a number of carefully chosen fundraising activities in order to rebuild the cash reserves which had fallen to nearly half of their historically agreed level. The Trustees hold reserves in order to pay for essential repairs and contingencies not covered by insurance. Reserves can also be used to replace or improve the facilities for the benefit of the people of Brushford and surrounding area.

The fundraising activities, a regular monthly Pop Up Bar plus additional social events together with Sunday Table Top/ Car Boot sales, were selected to offer new social activities for the benefit of the community as well as raising money for the Parish Hall. Together these activities raised over £6,000 after expenses. A 100 Club proved so popular that it had to be capped at 150 members.

Hiring fees were £6,060, a disappointing 6% reduction on the previous year. Now that the Trustees have a bar licence as well as general entertainment licences they plan to promote more energetically the Hall's attractions and availability for hire, including via the new website: [www.brushfordparishhall.com](http://www.brushfordparishhall.com)

The Trustees keep the major risks that the Charity faces under review. The physical risks involved in running the Hall are those of any organisation dealing with the general public. The Trustees insist on the proper use of the Hall and facilities by working within the guidelines set down by the Community Council for Somerset and under the terms of a full Premises Licence.

This report for the year ended 30 September 2013 was approved by the Trustees on 5<sup>th</sup> November 2013.

...Des Belam.....  
Chairman / Trustee

...Sarah Blackburn .....  
Treasurer / Trustee

**BRUSHFORD PARISH HALL  
PROFIT AND LOSS ACCOUNT  
YEAR ENDED 30 SEPTEMBER 2013**

	Notes	2013 £	2013 £	2012 £	2012 £
<b>Receipts</b>					
Fundraising Events	2	10,291			
Less cost of events		<u>4,924</u>			
Surplus (deficit) on fundraising			5,367		
100 Club	2	1,513			
Less cost of 100 Club		<u>790</u>			
Surplus (deficit) on 100 Club			<u>723</u>		
Total from fundraising operations			6,090		
Hire of hall			6,060		6,447
Hire of equipment			512		367
Interest			39		56
Donations			212		120
Other income inc Insurance claim 2012			<u>179</u>		<u>1,090</u>
			13,092		8,080
<b>Payments</b>					
Hall Running Costs		5,701		7,710	
Manager and Cleaning		2,741		2,850	
Admin inc marketing		<u>429</u>		<u>172</u>	
			<u>8,872</u>		<u>10,732</u>
<b>Surplus (Deficit) of receipts over payments</b>			<b>4,220</b>		<b>(2,652)</b>
Cash Balances at 1 October			<u>5,878</u>		<u>8,530</u>
Cash Balances at 30 September			<u>10,508</u>		<u>5,878</u>

*The notes on pages 6 and 7 form part of these accounts.*

**BRUSHFORD PARISH HALL  
BALANCE SHEET  
AS AT 30 SEPTEMBER 2013**

	Notes	2013	2013	2012	2012
<b>Fixed Assets</b>	<b>3</b>		251,982		252,293
Stock		315			
Debtors & prepayments	<b>4</b>			254	
Cash and Bank		<u>10,508</u>		<u>5,878</u>	
		10,823		6,132	
Sundry creditors	<b>5</b>	<u>(470)</u>			
			<u>10,352</u>		<u>6,132</u>
Net Assets			<u><u>262,334</u></u>		<u><u>258,425</u></u>
Funds brought forward			258,425		261,405
Surplus (deficit) for year			4,220		(2,652)
Depreciation			<u>(311)</u>		<u>(328)</u>
Funds carried forward			<u><u>262,334</u></u>		<u><u>258,425</u></u>

...Des Belam.....  
Chairman / Trustee

*The notes on pages 6 and 7 form part of these accounts.*

**BRUSHFORD PARISH HALL  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 30 SEPTEMBER 2013**

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**1. ACCOUNTING POLICIES**

a) Basis of accounting

The financial statements have been prepared under the historical cost convention.

b) Tangible fixed assets

The original cost of the Brushford Parish Hall has not been depreciated as the Trustees do not believe its residual value to be significantly lower than its cost.

Other tangible fixed assets are stated at cost, net of depreciation and any provision for impairment. Depreciation is provided on a reducing balance over the estimated lives of the assets.

Fixtures, fittings and furniture	5% per annum
Stage Equipment	5% per annum

c) Bar Stock

Stock is held at historical cost on a first in first out basis

d) Fund accounting

All funds are unrestricted funds, available for use at the discretion of the Trustees in support of the general objectives of the charity.

**2. FUNDRAISING OPERATIONS**

	<b>Income</b>	<b>Costs</b>	<b>Surplus</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Pop Up Bars and related events	9,260	4,843	4,417
Table Top Sales	1,031	81	950
Total events	<b>10,291</b>	<b>4,924</b>	<b>5,367</b>
100 Club	1,513	790	723
Total Fundraising Operations	<b>11,804</b>	<b>5,714</b>	<b>6,090</b>

**BRUSHFORD PARISH HALL**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED 30 SEPTEMBER 2013**

**3. FIXED ASSETS**

	Freehold Land and Buildings	Fixtures, fittings and furniture	Stage Equipment	Total
	£	£	£	£
<b>Cost/ Net Book Value brought forward</b>				
At 1 October 2012	246,070	4,142	2,081	252,293
<b>Additions</b>				
At 30 September 2013	-	-	-	-
	<b>246,070</b>	<b>4,142</b>	<b>2,081</b>	<b>252,293</b>
Charge for the year	-	104	207	311
<b>Cost/ Net book value carried forward</b>				
At 30 September 2013	<b>246,070</b>	<b>3,935</b>	<b>1,977</b>	<b>251,982</b>

**4. DEBTORS AND PREPAYMENTS**

	£	£
Hall hires	-	254

**5. CREDITORS: amounts falling due within one year**

	£	£
Management fees accrued	157	-
100 Club prizes accrued to match income	313	-
	470	-

**6. TRUSTEES**

The Trustees of the Hall have not been remunerated for their services and there have been no related party transactions.