

**HANHAM FOLK CENTRE  
FINANCIAL STATEMENTS  
FOR  
31 MARCH 2002**

**Charity Number 301544**

**EVANS & PARTNERS**  
Chartered Accountants  
9 Bank Road  
Kingswood  
Bristol  
BS15 8LS

**HANHAM FOLK CENTRE**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2002**

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**HANHAM FOLK CENTRE  
TRUSTEES ANNUAL REPORT  
YEAR ENDED 31 MARCH 2002**

**HANHAM FOLK CENTRE**

**INDEPENDENT EXAMINER'S REPORT**

**YEAR ENDED 31 MARCH 2002**

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTTES**

We report on the unaudited accounts of the charity for the year ended 31 March 2002 set out on pages 5 to 10.

**RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE EXAMINER**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is our responsibility to state, on the basis of the procedures specified in the General Directions given by the Charities Commissioners under section 43(7)(b) of the Act, whether particular matters have come to our attention.

**BASIS OF INDEPENDENT EXAMINERS' REPORT**

Our examination was carried out in accordance with the general directions given by the Charities Commissioners. An independent 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 you as concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

**INDEPENDENT EXAMINERS' STATEMENT**

In connection with our examination, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that in any material respect the requirements:
  - (a) to keep accounting records in accordance with section 41 of the Act; and
  - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

9 Bank Road  
Kingswood  
Bristol  
BS15 8LS

EVANS & PARTNERS  
Chartered Accountants

**HANHAM FOLK CENTRE**

**STATEMENT OF FINANCIAL ACTIVITIES PROFIT AND LOSS ACCOUNT**

**YEAR ENDED 31 MARCH 2002**

	<b>Note</b>	<b>Total Funds 2002 £</b>	<b>Total Funds 2001 £</b>
<b>INCOMING RESOURCES</b>			
Donations		2,798	3,594
Income from charitable trading activities		33,519	32,409
Income from non-charitable trading activities		99,856	95,364
<b>TOTAL INCOMING RESOURCES</b>		<u>136,173</u>	<u>131,367</u>
<b>RESOURCES EXPENDED</b>			
Direct charitable expenditure	<b>2</b>	126,766	90,430
Fundraising and publicity		371	211
Management and administration	<b>3</b>	23,129	23,018
<b>TOTAL RESOURCES EXPENDED</b>	<b>4</b>	<u>150,266</u>	<u>113,659</u>
<b>NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR</b>		<u>(14,093)</u>	<u>17,708</u>
<b>Allocated in the Year</b>			
General Fund		(12,225)	17,708
Building Fund		(4,160)	
Development Fund		2,292	
		<u>(14,093)</u>	<u>17,708</u>
<b>MOVEMENT IN FUNDS</b>			
<b>General Fund:-</b>			
Balance b/fwd		337,836	320,128
Deficit for the year		(12,225)	17,708
Balance c/fwd		325,611	337,836
<b>Building Fund:-</b>			
Balance b/fwd		4,160	4,160
Deficit for the year		(4,160)	
Balance c/fwd		0	4,160
<b>Development Fund:-</b>			
Balance b/fwd		0	
Surplus for the year		2,292	
Balance c/fwd		2,292	
<b>Total Unrestricted Fund Balance c/fwd</b>		<u>327,903</u>	<u>341,996</u>

All movements are in Unrestricted Funds

**HANHAM FOLK CENTRE**

**BALANCE SHEET**

**31 MARCH 2002**

	<b>Note</b>	<b>2002</b>	<b>2001</b>
		<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible assets	<b>5</b>	425,620	423,629
<b>CURRENT ASSETS</b>			
Stocks	<b>6</b>	918	627
Debtors	<b>7</b>	7,346	6,899
Cash at bank and in hand		<u>23,371</u>	<u>23,495</u>
		31,635	31,021
<b>CREDITORS: Amounts falling due within one year</b>	<b>8</b>	<u>(42,384)</u>	<u>(45,895)</u>
<b>NET CURRENT LIABILITIES</b>		(10,749)	(14,874)
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>414,871</u>	<u>408,755</u>
<b>CREDITORS: Amounts falling due after more than one year</b>	<b>9</b>	<u>(86,968)</u>	<u>(66,759)</u>
<b>NET ASSETS</b>		<u>327,903</u>	<u>341,996</u>
<b>UNRESTRICTED FUNDS</b>			
General Fund		325,611	337,836
Building Fund			4,160
Development Fund		2,292	
<b>TOTAL FUNDS</b>		<u>327,903</u>	<u>341,996</u>

These financial statements were approved and signed by the member of the committee on

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T.M. JONES (Treasurer)

**HANHAM FOLK CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2002**

**1. ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards and the Statement of Recommended Practice on accounting by charities.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

**Property**

The premises are shown at their 1995 professional valuation as instigated by the Centre's bank for the purpose of providing security against borrowings

Office Equipment, Furniture and Fitting and Sports Field Equipment These are shown at their written down value as estimated by the Centre's Treasurer and are subject to depreciation at normal commercial rates.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**2. DIRECT CHARITABLE EXPENDITURE**

	<b>Total Funds 2002</b>	<b>Total Funds 2001</b>
	£	£
<b>Provision of charitable services:</b>	126,766	90,430
	<u>126,766</u>	<u>90,430</u>

**3. MANAGEMENT AND ADMINISTRATION**

	<b>Total Funds 2002</b>	<b>Total Funds 2001</b>
	£	£
Office costs	9,036	10,334
Accountancy fees	2,056	1,763
Legal and professional	471	206
Interest payable	8,182	10,715
Bank Charges	3,384	-
	<u>23,129</u>	<u>23,018</u>

**HANHAM FOLK CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2002**

**4. TOTAL RESOURCES EXPENDED**

	<b>Staff costs</b>	<b>Depreciation</b>	<b>Other costs</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>2002</b>	<b>2001</b>
				<b>£</b>	<b>£</b>
Direct charitable expenditure	65,224	-	61,542	126,766	90,430
Fundraising and publicity	-	-	371	371	211
Management and administration	-	7,502	15,627	23,129	23,018
	<u>65,224</u>	<u>7,502</u>	<u>77,540</u>	<u>150,266</u>	<u>113,659</u>
				<b>2002</b>	<b>2001</b>
				<b>£</b>	<b>£</b>
<b>Other costs:</b>					
Premises				57,382	27,848
Legal and professional				2,528	1,969
Fundraising and publicity				371	211
Other				17,259	12,530
				<u>77,540</u>	<u>42,558</u>

**5. TANGIBLE FIXED ASSETS**

	<b>Folk Centre</b>	<b>Sports Field</b>	<b>Equipment</b>	<b>Total</b>
	<b>Buildings</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>£</b>			
<b>COST</b>				
At 1 April 2001	300,000	57,000	66,629	423,629
Additions	-	-	9,993	9,993
Disposals	-	-	(500)	(500)
<b>At 31 March 2002</b>	<u>300,000</u>	<u>57,000</u>	<u>76,122</u>	<u>433,122</u>
<b>DEPRECIATION</b>				
Charge for the year	-	-	7,502	7,502
<b>At 31 March 2002</b>	<u>-</u>	<u>-</u>	<u>7,502</u>	<u>7,502</u>
<b>NET BOOK VALUE</b>				
<b>At 31 March 2002</b>	<u>300,000</u>	<u>57,000</u>	<u>68,620</u>	<u>425,620</u>
At 31 March 2001	<u>300,000</u>	<u>57,000</u>	<u>66,629</u>	<u>423,629</u>



**HANHAM FOLK CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2002**

**6. STOCKS**

	<b>2002</b>	2001
	<b>£</b>	£
Stock	918	627

**7. DEBTORS**

	<b>2002</b>	2001
	<b>£</b>	£
Trade debtors	507	-
Prepayments and accrued income	6,839	6,899

**8. CREDITORS: Amounts falling due within one year**

	<b>2002</b>	2001
	<b>£</b>	£
Bank loans and overdrafts	25,770	37,514
Letting deposits	2,902	2,885
Social Security Creditor	1,343	-
Section Funds Held by Centre	730	1,240
Trade creditors	11,639	4,256
	<u>42,384</u>	<u>45,895</u>

**9. CREDITORS: Amounts falling due after more than one year**

	<b>2002</b>	2001
	<b>£</b>	£
Bank loans and overdrafts	86,968	66,759

**10. SECTION ACCOUNTS**

	Income	Expenditure	Contribution 2002	Contribution 2001
Ballroom Dancing	6,202	3,154	3,049	2846
Bingo	715	227	488	600
Bridge	4,080	623	3,400	3350
Brush strokes	770	253	300	176
Chess	402	89	250	200
Cricket	7,594	4,853	2,105	2025
Drama	8,884	6,336	2,860	2500
Leisure Art	2,150	1,053	880	775
Modern Sequence Dancing	4,248	2,152	2,097	2216
Monday Club	1,140	2,071	510	-
Mums and Toddlers	1,548	893	480	930
Photographic	105	188	471	1200
Palette Art	1,547	816	800	600
Snooker	3,107	26	2,863	3522
Table Tennis	390	0	390	360
Tennis	8,357	5,105	2,100	2025
Womens Club	1,340	414	700	675
	<b>52,579</b>	<b>28,253</b>	<b>23,743</b>	<b>24000</b>

HANHAM FOLK CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2002

11. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS

	£	£
	<b>Tangible fixed assets</b>	<b>Total</b>
Unrestricted funds	327,903	327,903
	<hr/>	<hr/>

**HANHAM FOLK CENTRE  
MANAGEMENT INFORMATION  
YEAR ENDED 31 MARCH 2002**

**The following pages do not form part of the statutory financial statements  
which are the subject of the accountants' report on page 4.**

**HANHAM FOLK CENTRE****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
PROFIT AND LOSS ACCOUNT****YEAR ENDED 31 MARCH 2002**

	<b>2002</b>		<b>2001</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>			
Donations		506	3,594
Development Fund ( Net Income )		2292	
General		47	372
Activities		6,158	4,585
Centre Sections Contributions		23,743	24,000
Surplus/Deficit of Sections		583	1,622
Fixed Assets purchased by Sections		2988	1,830
Membership		4,649	5,592
Centre Lettings		42,589	38,362
Rents Received		3,681	3,102
Social Club		48,379	48,308
Misc Income		558	-
<b>TOTAL INCOME</b>		<u>136173</u>	<u>131,367</u>
<b>DIRECT CHARITABLE EXPENDITURE</b>			
Wages and salaries	65,224		62,581
Rates & water	3,708		3,452
Light and heat	7,034		5,443
Insurance	2,469		3,871
Repairs and maintenance	37283		4,571
Waste Disposal	1,211		1,173
Cleaning Materials	2,295		2,100
Sundry Costs	632		686
Theatrical Licences	400		451
Sports Ground PAV & General Maint	4,086		4,057
Sports Ground Rates & Water	505		419
Sports Ground Electricity	1,319		1,003
Sports Ground Insurance	600		623
		<u>126766</u>	<u>90,430</u>
<b>FUNDRAISING AND PUBLICITY</b>			
Advertising costs		371	211
<b>MANAGEMENT AND ADMINISTRATION</b>			
Telephone	464		316
Stationery and Postage	1068		1,028
Car Park Easement	-		470
Legal fees	471		206
Accountancy fees	2,057		1,763
Bank Charges	3,385		-
Depreciation of fixed assets	7,502		8,520
		<u>14,947</u>	<u>12,303</u>
<b>INTEREST PAYABLE</b>			
Bank interest payable			2,309
Interest on other loans	8,182		8,406
		<u>8,182</u>	<u>10,715</u>

**HANHAM FOLK CENTRE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
PROFIT AND LOSS ACCOUNT**

**YEAR ENDED 31 MARCH 2002**

	<b>2002</b>		<b>2001</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>TOTAL EXPENDITURE</b>		<u>150266</u>	<u>113,659</u>
<b>NET (Deficit)/SURPLUS</b>		<u>(14093)</u>	<u>17,708</u>