

REGISTERED COMPANY NUMBER: 1056886 (England and Wales)
REGISTERED CHARITY NUMBER: 1056886

1056886
31/08/11

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2011
FOR

BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES



Calcutt Matthews
Chartered Accountants and Registered Auditors
19 North Street
Ashford
Kent
TN24 8LF

22 FEB 2012

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BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

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for the Year Ended 31 August 2011

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BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

REPORT OF THE TRUSTEES
for the Year Ended 31 August 2011

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2011. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

1056886 (England and Wales)

Registered Charity number

1056886

Registered office

Hortham Lane
Almondsbury
Bristol

Trustees

Mr. J Furneaux
Mr. T Johnson-Reynolds
Mr. D Ellison
Mr. D Manning

Company Secretary

Auditors

Calcutt Matthews
Chartered Accountants and Registered Auditors
19 North Street
Ashford
Kent
TN24 8LF

The Bristol Assembly Hall of Jehovah's Witnesses is registered as a charity with the Charity Commission by the name of 'Assembly Hall Trust, Jehovah's Witnesses (Bristol District)' with the registration number of 1056886. It is also known as 'Bristol Assembly Hall'.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Risk management

The Trustees actively review the major risks the charity faces and believe that by maintaining free reserves at the level stated in the Reserves Policy, combined with the internal audit programme the charity will have sufficient resources in the event of adverse conditions. Established systems are in place to mitigate the significant risks.

BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

REPORT OF THE TRUSTEES
for the Year Ended 31 August 2011

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Constitution restricts the operation of the Assembly Hall to religious purposes and limits the use of its assets to such purposes: defines the objects of the Assembly Hall as 'the practice and advancement of Christianity founded on the Holy Bible.' For this purpose the Assembly Hall is organised on the basis of scriptural precedent and as otherwise recommended by the Watch Tower Bible and Tract Society of Britain ('the Society') with which the Assembly Hall is affiliated.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year the Assembly Hall has achieved its objects and continued to pursue its purposes by holding regular meetings for the public worship of God and Bible study. Further, most Assembly Hall attendees have assisted by sharing regularly in preaching the good news of God's Kingdom and teaching principles of Christian living including respect for secular authority, persons and property; the maintenance of personal morality and family values; and other facets of practical Christianity.

We have held 40 conventions promoting family happiness and adherence to the Christian faith.

We have incurred a small deficit but the balance sheet is quite stable. The trustees are satisfied with this.

Internal controls

Proper controls and procedures are adhered to, so that the monthly financial reports accurately represent all transactions, are in balance and provide reasonable assurance that finances are being used for their intended purpose. A competent person independently examines the accounts on a quarterly basis, using guidelines prepared by the Society. The report is then sent to the Trustees.

FINANCIAL REVIEW

Reserves policy

The charity has a consistent income base, through donations from the 215 Congregations and attendees, some of which is by tax-effective means. Based on this income, we can plan confidently with relatively small reserves for future expenditure.

Investment policy

The Trustees have the power to invest in any way they see fit, but subject to the provisions of the Constitution. They will have regard to the soundness of the financial institution, and invest in harmony with Christian principles. Any funds that may be needed in the short term will be invested on that basis. The policy is to ensure that we have free reserves on hand, not designated for specific purposes or otherwise committed, equivalent to not less than £30,000

STATEMENT OF PUBLIC BENEFIT

The Bristol assembly hall is open to the public. Instruction is given for approximately 59 days per annum on the practice of Christianity and the preaching of the good news. Instruction emphasises the need to lead a moral life and be known for and promote good christian values in the community. Access to the assembly hall and participation is without charge.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Bristol Assembly Hall of Jehovah's Witnesses for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

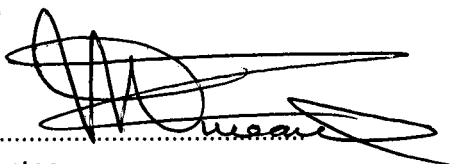
STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

The auditors, Calcutt Matthews, will be proposed for re-appointment at the forthcoming Annual General Meeting.

ON BEHALF OF THE BOARD:



Trustee

Date:12-2-12.....

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

We have audited the financial statements of Bristol Assembly Hall of Jehovah's Witnesses for the year ended 31 August 2011 on pages six to thirteen. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under Section 44 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 1993 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under Section 43 of the Charities Act 1993 and report in accordance with regulations made under Section 44 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the financial statements to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2011 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 1993 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements ; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Calcutt Matthews BA

Calcutt Matthews
Chartered Accountants and Registered Auditors
19 North Street
Ashford
Kent
TN24 8LF

Date: *12 February 2012*

BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 August 2011

	Notes	31.8.11 Unrestricted funds £	31.8.10 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income	2	158,595	150,523
Other incoming resources		2,620	-
RESOURCES EXPENDED			
Charitable activities			
Maintenance and Administration of the Assembly Hall	3	214,213	173,800
Governance costs	4	1,140	1,116
Total resources expended		215,353	174,916
		<hr/>	<hr/>
NET INCOMING/(OUTGOING) RESOURCES		(54,138)	(24,393)
RECONCILIATION OF FUNDS			
Total funds brought forward		3,953,098	3,977,491
		<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		<u>3,898,960</u>	<u>3,953,098</u>

The notes form part of these financial statements

BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

BALANCE SHEET
At 31 August 2011

	Notes	31.8.11 Unrestricted funds £	31.8.10 Total funds £
FIXED ASSETS			
Tangible assets	7	3,144,939	3,230,012
CURRENT ASSETS			
Cash at bank and in hand		755,378	724,091
CREDITORS			
Amounts falling due within one year	8	(1,357)	(1,005)
NET CURRENT ASSETS		<u>754,021</u>	<u>723,086</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		3,898,960	3,953,098
NET ASSETS		<u>3,898,960</u>	<u>3,953,098</u>
FUNDS	9		
Unrestricted funds		<u>3,898,960</u>	<u>3,953,098</u>
TOTAL FUNDS		<u>3,898,960</u>	<u>3,953,098</u>

The notes form part of these financial statements

BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

BALANCE SHEET - CONTINUED
At 31 August 2011

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2011.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

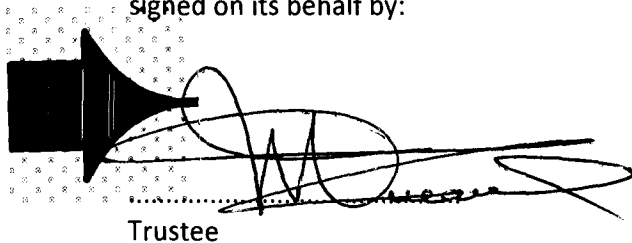
The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 43 of the Charities Act 1993.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on12th February 2012 and were signed on its behalf by:


Trustee

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants and Donations

Donations are only included in the SOFA when the charity has unconditional entitlement to the resources. Grants are not receivable.

Tax Reclaims on Donations and Gifts

Incoming resources from tax reclaims are included in the SOFA upon receipt of the funds from the Inland Revenue.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 2% on cost
Improvements to property	- 10% on cost
Plant and machinery	- 25% on cost
Fixtures and fittings	- 25% on cost
Motor vehicles	- 25% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 August 2011

1. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	31.8.11	31.8.10
	£	£
Donations	147,856	138,895
Gift aid	10,739	11,628
	<u>158,595</u>	<u>150,523</u>

3. CHARITABLE ACTIVITIES COSTS

	Direct costs	Totals
	£	£
Maintenance and Administration of the Assembly Hall	<u>214,213</u>	<u>214,213</u>

4. GOVERNANCE COSTS

	31.8.11	31.8.10
	£	£
Auditors' remuneration	<u>1,140</u>	<u>1,116</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 August 2011

5. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.8.11	31.8.10
	£	£
Auditors' remuneration	1,140	1,116
Depreciation - owned assets	99,882	96,380
Surplus on disposal of fixed asset	(2,620)	-
	<u> </u>	<u> </u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2011 nor for the year ended 31 August 2010.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 August 2011 nor for the year ended 31 August 2010.

BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 August 2011

7. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Plant and machinery £
COST			
At 1 September 2010	3,354,914	15,872	33,895
Additions	-	-	5,096
Disposals	-	-	(6,783)
At 31 August 2011	<u>3,354,914</u>	<u>15,872</u>	<u>32,208</u>
DEPRECIATION			
At 1 September 2010	201,294	1,578	17,773
Charge for year	67,098	1,578	9,748
Eliminated on disposal	-	-	(6,783)
At 31 August 2011	<u>268,392</u>	<u>3,156</u>	<u>20,738</u>
NET BOOK VALUE			
At 31 August 2011	<u>3,086,522</u>	<u>12,716</u>	<u>11,470</u>
At 31 August 2010	<u>3,153,620</u>	<u>14,294</u>	<u>16,122</u>

	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST				
At 1 September 2010	41,878	21,118	13,120	3,480,797
Additions	6,365	-	3,348	14,809
Disposals	-	-	-	(6,783)
At 31 August 2011	<u>48,243</u>	<u>21,118</u>	<u>16,468</u>	<u>3,488,823</u>
DEPRECIATION				
At 1 September 2010	21,580	5,280	3,280	250,785
Charge for year	12,061	5,280	4,117	99,882
Eliminated on disposal	-	-	-	(6,783)
At 31 August 2011	<u>33,641</u>	<u>10,560</u>	<u>7,397</u>	<u>343,884</u>
NET BOOK VALUE				
At 31 August 2011	<u>14,602</u>	<u>10,558</u>	<u>9,071</u>	<u>3,144,939</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 August 2011

7. TANGIBLE FIXED ASSETS - continued

	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
At 31 August 2010	20,298	15,838	9,840	3,230,012

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.11 £	31.8.10 £
Other creditors	457	105
Accrued expenses	900	900
	<u>1,357</u>	<u>1,005</u>

9. MOVEMENT IN FUNDS

	At 1.9.10 £	Net movement in funds £	At 31.8.11 £
Unrestricted funds			
General fund	3,920,875	(54,138)	3,866,737
Fixed Asset Replacement fund	32,223	-	32,223
	<u>3,953,098</u>	<u>(54,138)</u>	<u>3,898,960</u>
TOTAL FUNDS	<u>3,953,098</u>	<u>(54,138)</u>	<u>3,898,960</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	161,215	(215,353)	(54,138)
TOTAL FUNDS	<u>161,215</u>	<u>(215,353)</u>	<u>(54,138)</u>

BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 August 2011

	31.8.11	31.8.10
	£	£
INCOMING RESOURCES		
Voluntary income		
Donations	147,856	138,895
Gift aid	10,739	11,628
	<u>158,595</u>	<u>150,523</u>
Other incoming resources		
Gain on sale of tangible fixed assets	2,620	-
	<u>2,620</u>	<u>-</u>
Total incoming resources	161,215	150,523
RESOURCES EXPENDED		
Charitable activities		
Rates and water	7,427	6,957
Light and heat	23,025	24,342
Telephone	2,733	2,930
Postage and stationery	1,109	1,308
Sundries	1,312	60
Cleaning	3,180	3,195
Repairs and renewals	64,029	28,082
Motor expenses	3,316	589
Food	3,768	5,742
Volunteer expenses	4,432	4,215
Freehold property Depn	67,098	67,098
Improvements to property	1,578	1,578
Plant & Machinery Depn	9,748	8,674
Fixtures & Fittings Depn	12,061	10,470
Motor vehicles	5,280	5,280
Computer equipment	4,117	3,280
	<u>214,213</u>	<u>173,800</u>
Governance costs		
Auditors' remuneration	1,140	1,116
	<u>1,140</u>	<u>1,116</u>
Total resources expended	215,353	174,916

This page does not form part of the statutory financial statements

BRISTOL ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 August 2011

	31.8.11 £	31.8.10 £
Net expenditure	<u>(54,138)</u>	<u>(24,393)</u>

This page does not form part of the statutory financial statements