

REGISTERED CHARITY NUMBER: 515577

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2013
FOR

EAST PENNINE ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

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

EAST PENNINE ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

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for the Year Ended 31 August 2013

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The trustees, present their report with the financial statements of the charity for the year ended 31 August 2013. 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 Charity number

515577

Registered office

Fretwell Road
Hellaby
Rotherham
South Yorkshire
S66 8LU

Trustees

D Priestman
B Wright
J Gough

Auditors

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

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document and a deed of trust.

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.

OBJECTIVES AND ACTIVITIES

Objectives and Activities

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.

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.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year a refurbishment project was completed for the assembly hall.

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 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

Results for the year

The charity has made a deficit in the year. This is due to the refurbishment project undertaken during the year. The trustees, however, are satisfied that the achievement is in line with expectations.

STATEMENT OF PUBLIC BENEFIT

The East Pennine assembly hall is open to the public. Instruction is given for approximately 150 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 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).

Charity 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity 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 charity 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 charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity 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 charity'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.

AUDITORS

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

ON BEHALF OF THE BOARD:

.....
Trustee

Date:

We have audited the financial statements of East Pennine Assembly Hall of Jehovah's Witnesses for the year ended 31 August 2013 on pages six to thirteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charity's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity'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 set out on page three, the trustees 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 2011. Accordingly we have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 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 charity'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 Report of the Trustees 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 charity's affairs as at 31 August 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

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 2011 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 charity 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
Chartered Accountants and Registered Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
19 North Street
Ashford
Kent
TN24 8LF

Date:

EAST PENNINE ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 August 2013

	Notes	31.8.13 Unrestricted funds £	31.8.12 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income	2	258,650	244,204
Investment income	3	<u>37</u>	<u>39</u>
Total incoming resources		258,687	244,243
RESOURCES EXPENDED			
Charitable activities			
Maintenance and Administration of the Assembly Hall	4	162,975	220,176
Other resources expended		<u>135,924</u>	<u>124,243</u>
Total resources expended		298,899	344,419
NET INCOMING/(OUTGOING) RESOURCES		(40,212)	(100,176)
RECONCILIATION OF FUNDS			
Total funds brought forward		6,158,278	6,258,454
TOTAL FUNDS CARRIED FORWARD		<u><u>6,118,066</u></u>	<u><u>6,158,278</u></u>

The notes form part of these financial statements

EAST PENNINE ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

BALANCE SHEET
At 31 August 2013

	Notes	31.8.13 Unrestricted funds £	31.8.12 Total funds £
FIXED ASSETS			
Tangible assets	8	5,883,528	5,915,759
CURRENT ASSETS			
Debtors	9	-	1,369
Cash at bank and in hand		<u>235,728</u>	<u>253,479</u>
		235,728	254,848
CREDITORS			
Amounts falling due within one year	10	(1,190)	(12,329)
NET CURRENT ASSETS			
		<u>234,538</u>	<u>242,519</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		6,118,066	6,158,278
NET ASSETS			
		<u>6,118,066</u>	<u>6,158,278</u>
FUNDS			
Unrestricted funds	11	<u>6,118,066</u>	<u>6,158,278</u>
TOTAL FUNDS			
		<u>6,118,066</u>	<u>6,158,278</u>

The notes form part of these financial statements

EAST PENNINE ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

BALANCE SHEET - CONTINUED
At 31 August 2013

These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

The financial statements were approved by the Board of Trustees on 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) 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.

Allocation and apportionment of costs

The only support cost incurred is that of asset depreciation and is referred to as "other resources expended" on the SOFA.

Tangible fixed assets

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

Land and buildings	- 2% on cost
Plant and machinery etc	- 20% on cost, 15% on cost and 10% on cost

Taxation

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

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

	31.8.13	31.8.12
	£	£
Circuit Contributions	241,456	217,774
Gift aid	3,599	12,596
Sundry Income and Donations	<u>13,595</u>	<u>13,834</u>
	<u>258,650</u>	<u>244,204</u>

3. INVESTMENT INCOME

	31.8.13	31.8.12
	£	£
Deposit account interest	<u>37</u>	<u>39</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct costs	Totals
	£	£
Maintenance and Administration of the Assembly Hall	<u>162,975</u>	<u>162,975</u>

5. SUPPORT COSTS

	Other
	£
Other resources expended	<u>135,924</u>

6. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.8.13	31.8.12
	£	£
Depreciation - owned assets	<u>135,924</u>	<u>124,243</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2013 nor for the year ended 31 August 2012.

Trustees' expenses

Trustees' were reimbursed total expenses of £0 (2012: £95). In addition the approximate expenses for holding twelve trustee meetings in the year were £125 (2012:£250).

8. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
COST			
At 1 September 2012	6,430,703	142,379	6,573,082
Additions	<u>80,413</u>	<u>23,280</u>	<u>103,693</u>
At 31 August 2013	<u>6,511,116</u>	<u>165,659</u>	<u>6,676,775</u>
DEPRECIATION			
At 1 September 2012	601,791	55,532	657,323
Charge for year	<u>106,355</u>	<u>29,569</u>	<u>135,924</u>
At 31 August 2013	<u>708,146</u>	<u>85,101</u>	<u>793,247</u>
NET BOOK VALUE			
At 31 August 2013	<u>5,802,970</u>	<u>80,558</u>	<u>5,883,528</u>
At 31 August 2012	<u>5,828,912</u>	<u>86,847</u>	<u>5,915,759</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 August 2013

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.13	31.8.12
	£	£
Other debtors	<u>-</u>	<u>1,369</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.13	31.8.12
	£	£
Trade creditors	-	10,903
Other creditors	<u>1,190</u>	<u>1,426</u>
	<u>1,190</u>	<u>12,329</u>

11. MOVEMENT IN FUNDS

	At 1.9.12	Net movement in funds	Transfers between funds	At 31.8.13
	£	£	£	£
Unrestricted funds				
General fund	5,525,140	(159,120)	344,767	5,710,787
Designated Fund	194,464	142,781	-	337,245
Project funds	<u>438,674</u>	<u>(23,873)</u>	<u>(344,767)</u>	<u>70,034</u>
	6,158,278	(40,212)	-	6,118,066
	<u>6,158,278</u>	<u>(40,212)</u>	<u>-</u>	<u>6,118,066</u>
TOTAL FUNDS	<u>6,158,278</u>	<u>(40,212)</u>	<u>-</u>	<u>6,118,066</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	105,215	(264,335)	(159,120)
Designated Fund	142,781	-	142,781
Project funds	<u>10,691</u>	<u>(34,564)</u>	<u>(23,873)</u>
	258,687	(298,899)	(40,212)
	_____	_____	_____
TOTAL FUNDS	<u>258,687</u>	<u>(298,899)</u>	<u>(40,212)</u>

During the year the refurbishment project ended and all funds were transferred at the end of the year to general funds for the day to day running of the assembly hall.

EAST PENNINE ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 August 2013

	31.8.13	31.8.12
	£	£
INCOMING RESOURCES		
Voluntary income		
Circuit Contributions	241,456	217,774
Gift aid	3,599	12,596
Sundry Income and Donations	<u>13,595</u>	<u>13,834</u>
	258,650	244,204
Investment income		
Deposit account interest	<u>37</u>	<u>39</u>
Total incoming resources	258,687	244,243
RESOURCES EXPENDED		
Charitable activities		
Rates and water	6,249	8,555
Light and heat	39,100	35,666
Telephone	2,643	2,631
Postage and stationery	4,047	3,284
Refurbishment costs	34,564	110,161
Sundries	2,692	1,814
Repairs & Renewals	32,332	20,469
Cleaning	7,889	5,022
Equipment	3,353	1,420
Real Estate Tax	4,140	4,343
Motor expenses	1,637	2,269
Volunteer Welfare	6,075	3,299
Travel	50	95
Card Machine Charges	713	946
A H Overseer expenses	12,920	12,730
Other Personnel expenses	4,571	7,087
Ministerial Training School	<u>-</u>	<u>385</u>
	162,975	220,176
Support costs		

This page does not form part of the statutory financial statements

EAST PENNINE ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 August 2013

	31.8.13	31.8.12
	£	£
Other		
Freehold property	106,355	107,877
Plant and machinery	28,812	15,609
Motor vehicles	<u>757</u>	<u>757</u>
	<u>135,924</u>	<u>124,243</u>
Total resources expended	298,899	344,419
	<hr/>	<hr/>
Net expenditure	<u>(40,212)</u>	<u>(100,176)</u>

This page does not form part of the statutory financial statements