

REGISTERED COMPANY NUMBER: NOT LIMITED (England and Wales)
REGISTERED CHARITY NUMBER: 515577

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2016
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 2016

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The trustees present their report with the financial statements of the charity for the year ended 31 August 2016. 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

NOT LIMITED (England and Wales)

Registered Charity number

515577

Registered office

Fretwell Road
Hellaby
Rotherham
South Yorkshire
S66 8LU

Trustees

D Priestman		- resigned 1.9.15
B Wright		- resigned 1.9.15
N Appleby	Trustee	
G Vasey	Trustee	- appointed 1.9.15
P Jennings	Trustee	- appointed 1.9.15

Auditors

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

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

New trustees are appointed by the existing trustees after the appointment has been agreed with the Britain branch office of Jehovah's Witnesses. The induction process includes an initial meeting with the trustees, followed by a series of short meetings with the trustees / hall overseer on processes, and responsibilities of the trustee board. Trustees also consider the latest Accounts. Trustees are expected to be aware of their role, especially regarding financial matters and public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The dates and times of events held at the hall are directed by the branch office. Trustees meet together to ensure that maintenance of the hall, and minor costs are cared for in order to facilitate these events. The branch office would be consulted for advice regarding major expenditure. Trustees also review financial reports to monitor the performance of the charity.

One of the trustees also has the role of hall overseer. This individual holds responsibility for the day to day management of the hall itself and ensuring it remains fit for its purpose. Day to day decisions are made by Nigel Appleby, in consultation with Peter Jennings.

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

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. The designated fund is not being used for any purpose.

FUTURE DEVELOPMENTS

Starting from 1st September 2015, the maintenance of the Assembly Hall will be provided for by the Society. In line with this and the resultant cost savings to the Assembly Hall, the decision was made to donate £277 861 to the Society to offset future costs they may incur and to further their objectives which are wholeheartedly in line with the Assembly Hall's; that of advancing Christianity based on the Holy Bible.

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).

In preparing the 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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time. They are also responsible for safeguarding assets and 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.

AUDITORS

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

Approved by order of the board of trustees on and signed on its behalf by:

.....
Trustee

We have audited the financial statements of East Pennine Assembly Hall of Jehovah's Witnesses for the year ended 31 August 2016 on pages six to twelve. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company'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 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 set out on page three, 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 2011 rather than the Companies Act 2006. 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 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 Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. 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 charities affairs as at 31 August 2016 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 applicable to Smaller Entities; and

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 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
Chartered Accountants and Registered Auditors
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 2016

	Notes	31.8.16 Unrestricted funds £	31.8.15 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income	2	119,910	121,512
Investment income	3	<u>51</u>	<u>50</u>
Total incoming resources		119,961	121,562
RESOURCES EXPENDED			
Costs of generating funds			
Costs of generating voluntary income	4	134,399	-
Charitable activities			
Maintenance and Administration of the Assembly Hall	5	94,435	239,658
Other resources expended		<u>-</u>	<u>277,861</u>
Total resources expended		228,834	517,519
NET INCOMING/(OUTGOING) RESOURCES		(108,873)	(395,957)
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>5,739,214</u>	<u>6,135,171</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>5,630,341</u></u>	<u><u>5,739,214</u></u>

The notes form part of these financial statements

EAST PENNINE ASSEMBLY HALL OF
JEHOVAH'S WITNESSES

BALANCE SHEET
At 31 August 2016

	Notes	31.8.16 Unrestricted funds £	31.8.15 Total funds £
FIXED ASSETS			
Tangible assets	9	5,563,765	5,664,739
CURRENT ASSETS			
Debtors	10	-	4,480
Cash at bank and in hand		<u>73,836</u>	<u>75,329</u>
		73,836	79,809
CREDITORS			
Amounts falling due within one year	11	(7,260)	(5,334)
NET CURRENT ASSETS		<u>66,576</u>	<u>74,475</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		5,630,341	5,739,214
NET ASSETS		<u>5,630,341</u>	<u>5,739,214</u>
FUNDS	12		
Unrestricted funds		<u>5,630,341</u>	<u>5,739,214</u>
TOTAL FUNDS		<u>5,630,341</u>	<u>5,739,214</u>

The notes form part of these financial statements

BALANCE SHEET - CONTINUED
At 31 August 2016

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2016.

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 144 of the Charities Act 2011.

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 January 2015).

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), 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.

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.

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

	31.8.16	31.8.15
	£	£
Gifts	1	1
Circuit Contributions	108,777	110,895
Gift aid	<u>11,132</u>	<u>10,616</u>
	<u>119,910</u>	<u>121,512</u>

3. INVESTMENT INCOME

	31.8.16	31.8.15
	£	£
Deposit account interest	<u>51</u>	<u>50</u>

4. COSTS OF GENERATING VOLUNTARY INCOME

	31.8.16	31.8.15
	£	£
Support costs	<u>134,399</u>	<u>-</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct costs	Totals
	£	£
Maintenance and Administration of the Assembly Hall	<u>94,435</u>	<u>94,435</u>

6. SUPPORT COSTS

	Other
	£
Costs of generating voluntary income	<u>134,399</u>

7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.8.16	31.8.15
	£	£
Depreciation - owned assets	<u>134,409</u>	<u>133,776</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2016 nor for the year ended 31 August 2015.

TRUSTEES' EXPENSES

Trustees' were reimbursed total expenses of £0 (2015: £0). In addition the approximate expenses for holding twelve trustee meetings in the year were £0 (2015:£0).

9. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
COST			
At 1 September 2015	6,516,035	197,855	6,713,890
Additions	642	34,193	34,835
Disposals	-	(1,400)	(1,400)
	<u>6,516,677</u>	<u>230,648</u>	<u>6,747,325</u>
At 31 August 2016			
DEPRECIATION			
At 1 September 2015	930,550	118,601	1,049,151
Charge for year	<u>111,719</u>	<u>22,690</u>	<u>134,409</u>
At 31 August 2016	<u>1,042,269</u>	<u>141,291</u>	<u>1,183,560</u>
NET BOOK VALUE			
At 31 August 2016	<u>5,474,408</u>	<u>89,357</u>	<u>5,563,765</u>
At 31 August 2015	<u>5,585,485</u>	<u>79,254</u>	<u>5,664,739</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.16	31.8.15
	£	£
Other debtors	<u>-</u>	<u>4,480</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.16	31.8.15
	£	£
Bank loans and overdrafts	4,212	4,642
Other creditors	<u>3,048</u>	<u>692</u>
	<u>7,260</u>	<u>5,334</u>

12. MOVEMENT IN FUNDS

	At 1.9.15 £	Net movement in funds £	Transfers between funds £	At 31.8.16 £
Unrestricted funds				
General fund	5,239,262	(104,661)	262,296	5,396,897
Designated Fund	<u>499,952</u>	<u>(4,212)</u>	<u>(262,296)</u>	<u>233,444</u>
	5,739,214	(108,873)	-	5,630,341
	<u>5,739,214</u>	<u>(108,873)</u>	<u>-</u>	<u>5,630,341</u>
TOTAL FUNDS	<u><u>5,739,214</u></u>	<u><u>(108,873)</u></u>	<u><u>-</u></u>	<u><u>5,630,341</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	119,961	(224,622)	(104,661)
Designated Fund	<u>-</u>	<u>(4,212)</u>	<u>(4,212)</u>
	119,961	(228,834)	(108,873)
	<u>119,961</u>	<u>(228,834)</u>	<u>(108,873)</u>
TOTAL FUNDS	<u><u>119,961</u></u>	<u><u>(228,834)</u></u>	<u><u>(108,873)</u></u>

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 August 2016

	31.8.16 £	31.8.15 £
INCOMING RESOURCES		
Voluntary income		
Gifts	1	1
Circuit Contributions	108,777	110,895
Gift aid	<u>11,132</u>	<u>10,616</u>
	119,910	121,512
Investment income		
Deposit account interest	<u>51</u>	<u>50</u>
Total incoming resources	119,961	121,562
RESOURCES EXPENDED		
Charitable activities		
Rates and water	3,577	5,625
Light and heat	31,578	39,869
Telephone	2,041	2,004
Postage and stationery	6,593	5,076
Sundries	4,425	57
Repairs & Renewals	24,448	26,954
Cleaning	8,880	9,207
Equipment	793	1,801
Real Estate Tax	5,088	4,162
Motor expenses	669	1,303
Volunteer Welfare	5,876	3,507
Card Machine Charges	-	62
A H Overseer expenses	-	6,255
Other Personnel expenses	<u>467</u>	<u>-</u>
	94,435	105,882
Other resources expended		
Donations	-	277,861
Support costs		
Other		
Depreciation of tangible fixed assets	<u>134,399</u>	<u>133,776</u>
Total resources expended	228,834	517,519
Net expenditure	<u>(108,873)</u>	<u>(395,957)</u>

This page does not form part of the statutory financial statements