

Registered Company Number: 08000494 (England and Wales)
Registered Charity Number: 1148881

**Report of the Trustees and
Financial Statements for The Year Ended
31 August 2024
for
Bookham Community Association**

**Bullimores LLP
Chartered Accountants and Registered Auditor
Old Printers Yard
156 South Street
Dorking
Surrey
RH4 2HF**

Bookham Community Association

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for the Year Ended 31 August 2024**

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Bookham Community Association

Report of the Trustees for the Year Ended 31 August 2024

The trustees present their report with the financial statements of the charity for the year ended 31 August 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The original Charity was established in 1947 to take ownership of the Old Barn Hall and manage it for the benefit of individuals living in the Bookhams and surrounding areas by providing accommodation for meetings and encouraging leisure activities and education. The unincorporated Charity was replaced by this limited company, limited by guarantee, with effect from 1 September 2012. It was registered as a Charity from that date and all assets transferred to it.

The Charity's objects defined in the Memorandum and Articles are:

"(1) The provision and maintenance of a community centre for the use of the inhabitants of the parishes of Great and Little Bookham and the immediate neighbourhood without distinction of political, religious or other opinions, including for meetings, lectures, classes and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for said inhabitants.

(2) The land and buildings belonging to the Charity, or in which the Charity has a leasehold interest, shall be held on trust for the purposes of a community centre for the said inhabitants."

Public benefit

The Trustees believe that they have complied with their duty with regard to the public benefit required for Registered Charities by maintaining the buildings and land owned, or leased, by the Charity, by publishing the Bookhams Bulletin and running community events for the benefit of local people whilst raising money for the Charity.

ACHIEVEMENT AND PERFORMANCE

Review of Activities

The Charity achieves its objectives by maintaining and improving the buildings and land, owned or leased by it, and making them available to local organisations and individuals at modest cost and providing assistance with arrangements. The Charity currently has 103 Affiliated Organisations providing activities for the leisure time of the local inhabitants and publicises their activities and contact details in its quarterly Bulletin delivered free to 5600 houses in the Bookhams and on its website. The Charity also organises various annual events for the community and to raise funds. These include Bookham Village Day and Bookham Open Gardens.

Bookham Village Day took place in June with the theme of 'The Olympians'. The Parade from Bookham High Street was led by our Jazz Band, The Barn Hall Strollers, and children from 4 pre-schools and 3 Infant Schools took part. They arrived at the Old Barn Hall in a torrential downpour but the weather improved and the afternoon went very well. 50 different organisations were represented on the field and visitors enjoyed music, dancing, and plenty of activities as well as the food and drink. The Day raised around £12,140 and was followed by Bookham Open Gardens with £6,059, Quiz Night £1,075 and the Bridge Club £1,400 taking the total to over £20,600. Many thanks to all those involved who made these events so successful. The Charity has maintained the halls throughout the year ending 31st August 2024 and, despite a major accident to our entrance gateway, all booked meetings were completed without disruption. In a typical month our three halls were in use for 145 sessions involving 31 different organisations or individual hirers. Apart from Christmas week there were only nine days during the year when none of our halls were in use.

FINANCIAL REVIEW

Financial position

During the year, the charity received income of £129,067 (2023: £110,641) and incurred a surplus for the year of £4,303 (2023: £18,052). At the balance sheet date reserves amounted to £109,710 (2023: £105,407).

Reserves Policy

The Reserves Policy is based on the Directors' assessment of the perceived and unforeseen risks to the property in the event of uninsured damage or repairs taking into account the age of the structure. The majority of our funds are for the purposes of upkeep and improvement of the property.

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.

Bookham Community Association

Report of the Trustees for the Year Ended 31 August 2024

The Directors of the company are also charity trustees for the purposes of charity law and under the company's Articles. Under the requirements of the Memorandum and Articles of Association the Directors are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. All members of the Board give their time and expertise voluntarily and receive no benefits from the Charity.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company Number
08000494 (England and Wales)

Registered Charity number
1148881

Registered Office
Old Barn Hall, 55 Church Road
Bookham
Leatherhead
England
KT23 3PQ

Trustees	
I K Baker	Retired
Mrs E A Baker	Retired
R J A Bull	Consultant
Mrs S M Bull	Consultant
P G Clarke	Retired
Mrs V J M Hurren	Retired
K F Slark	Retired

Company Secretary

Independent Examiner
Bullimores LLP
Old Printers Yard
156 South Street
Dorking Surrey
RH4 2HF

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). The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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.

Bookham Community Association

**Report of the Trustees
for the Year Ended 31 August 2024**

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, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

ON BEHALF OF THE BOARD:



K F Slark – Trustee

Date: 3/2/25

**Independent Examiner's report to the Trustees of
Bookham Community Association**

I report to the charity trustees on my examination of the accounts of Bookham Community Association for the year ended 31 August 2024.

Respective responsibilities of trustee and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An 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 a consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

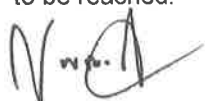
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Nicholas Boot FCA

For and on behalf of Bullimores LLP
Chartered Accountants
Old Printers Yard
156 South Street
Dorking
Surrey RH4 2HF

Date: 12/2/2025

Bookham Community Association

**Statement of Financial Activities
for the Year Ended 31 August 2024**

	Notes	2024 Unrestricted funds £	2023 Total funds £
INCOME			
Income from generated funds			
Voluntary income		129,067	110,641
Total Income		<u>129,067</u>	<u>110,641</u>
EXPENDITURE			
Charitable Costs			
Costs of generating voluntary income	2	124,764	92,589
Total Expenditure		<u>124,764</u>	<u>92,589</u>
NET INCOME		<u>4,303</u>	<u>18,052</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		105,407	87,355
TOTAL FUNDS CARRIED FORWARD		<u>109,710</u>	<u>105,407</u>

The notes form part of these financial statements

Bookham Community Association

**Balance Sheet
At 31 August 2024**

	Notes	2024 Unrestricted funds £	2023 Total funds £
CURRENT ASSETS			
Debtors: amounts falling due within one year	5	1,491	288
Cash at bank		<u>113,873</u>	<u>109,679</u>
		115,364	109,907
CREDITORS			
Amounts falling due within one year	6	<u>(5,654)</u>	<u>(4,500)</u>
NET CURRENT ASSETS		<u>109,710</u>	<u>105,407</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>109,710</u>	<u>105,407</u>
NET ASSETS		<u>109,710</u>	<u>105,407</u>
FUNDS			
Unrestricted funds	7	<u>109,710</u>	<u>105,407</u>
TOTAL FUNDS		<u>109,710</u>	<u>105,407</u>

The notes form part of these financial statements

Bookham Community Association

**Balance Sheet
At 31 August 2024**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2024.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 August 2024 in accordance with Section 476 of the Companies Act 2006.

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 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 on 3rd February 2025 and were signed on its behalf by:



K F Slark – Trustee



I K Baker – Trustee

The notes form part of these financial statements

Bookham Community Association

Notes to the Financial Statements for the Year Ended 31 August 2024

1. ACCOUNTING POLICIES

Accounting convention

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is 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.

Expenditure

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.

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.

2. Costs of generating voluntary income

	2024 £	2023 £
Support Costs	<u>124,764</u>	<u>92,589</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year end 31 August 2024 nor for the year ended 31 August 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2024

4. Staff Costs

	2024 £	2023 £
Wages and Salaries	<u>29,299</u>	<u>27,171</u>

The notes form part of these financial statements

Bookham Community Association

**Notes to the Financial Statements – continued
for the Year Ended 31 August 2024**

10. DEBTORS

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	828	228
Prepayments and accrued income	<u>663</u>	<u>-</u>
	<u>1,491</u>	<u>228</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Prepaid rental	3,492	2,584
Other Creditors	2,163	1,916
	<u>5,655</u>	<u>4,500</u>

7. MOVEMENT IN FUNDS

	At 1.9.23 £	Net movement in funds £	At 31.8.24 £
Unrestricted funds			
General fund	105,407	4,303	109,710
	<u>105,407</u>	<u>4,303</u>	<u>109,710</u>
TOTAL FUNDS	<u>105,407</u>	<u>4,303</u>	<u>109,710</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	129,067	(124,764)	4,303
	<u>129,067</u>	<u>(124,764)</u>	<u>4,303</u>
TOTAL FUNDS	<u>129,067</u>	<u>(124,764)</u>	<u>4,303</u>

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2024.

Bookham Community Association
Detailed Statement of Financial Activities
for the Year Ended 31 August 2024

	2024 £	2023 £
INCOME		
Voluntary income		
Old Barn Hall lettings	72,371	63,163
Bookham's Bulletin – advertising revenue	11,011	11,999
Bookham's Bulletin web	-	295
Donations	2,335	3,447
Village Week	26,562	24,622
Bank Interest Received	11	540
Membership and Affiliation Fees	6,207	6,554
Security Deposit Forfeit	(1,004)	-
Grants and Insurance	11,574	-
Sundry	-	21
	<u>129,067</u>	<u>110,641</u>
Total Income	<u>129,067</u>	<u>110,641</u>
EXPENDITURE		
Support costs		
Old Barn Hall running costs	75,004	62,807
Bookham's Bulletin	18,739	18,283
Repairs and renewals	21,406	3,941
Village Week	6,457	3,703
	<u>121,606</u>	<u>88,734</u>
Administration Expenses and Fees	3,158	3,855
	<u>124,764</u>	<u>92,589</u>
Total Expenditure	<u>124,764</u>	<u>92,589</u>
Net surplus	<u>4,303</u>	<u>18,052</u>

This page does not form part of the statutory financial statements