

**REGISTERED CHARITY NUMBER: 900597**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016  
FOR  
THAME BARNS CENTRE**

**THAME BARNS CENTRE**

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FOR THE YEAR ENDED 31 MARCH 2016**

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## THAME BARNS CENTRE

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

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The trustees present their report with the financial statements of the charity for the year ended 31 March 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 Charity number

900597

##### Principal address

Church Road  
Thame  
Oxfordshire  
OX9 3AJ

##### Trustees

R Gibson	
J Hussey	
D Butler	
A Garratt	
H Stewart	- resigned 4/6/15
G Taylor	
J Matelot Green	- resigned 4/6/15
G Hunt	- appointed 4/6/15
D W Dodds	- appointed 4/6/15

##### Independent examiner

Andrew R King  
Richardsons  
Chartered Accountants  
30 Upper High Street  
Thame  
Oxfordshire  
OX9 3EZ

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

##### Recruitment and appointment of new trustees

Thame Town Council and St. Mary's Church each have three trustee representatives on the Governing Body (including the Town Clerk and the Vicar of St. Mary's Church respectively) and in the first instance such trustee representatives would have their appointment proposed and endorsed at a formal meeting of the Town Council in the case of a Thame Town Council member and at a Parochial Church Council meeting in the case of a St. Mary's Church nominee.

The final member of the Governing Body is the Treasurer who need not be a member of either of the two bodies and would be appointed by the Governing Body as and when a vacancy arises.

All trustee appointments have to be approved at the subsequent Annual General Meeting of the Thame Barns Centre.

##### 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.

**THAME BARNS CENTRE**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2016**

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**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

Thame Barns Centre was established as a charity by lease and Trust Deed dated 21 May 1990 made between Thame Town Council and the Diocesan Trustees ( Oxford ) Limited, The PCC of the Parish of Thame, and the Trustees appointed at that time.

The object of the centre was and still is to provide a community facility for the people of Thame and district. The original lease expired in May 2011 and a new lease of 12 years duration came into effect in December 2011.

**FINANCIAL REVIEW**

During 2015/2016, total income has continued to grow from £178,376 in 2014/2015 to £185,649 in 2015/2016 an increase of £7,273. It is pleasing to report that the Centre made a surplus in the year of £25,069 compared with £24,078 in 2014/2015.

During the year, several capital expenditure projects were undertaken, including a new notice board at the entrance to the centre, new tables, carpeting and the installation of a wifi system. The disabled toilet has been refurbished during the year to bring it up to the high standards of the other toilets in the building. The total spend on these projects was £8,473.

As at 31 March 2016 the closing bank balance was £163,799 (31 March 2015 £ 118,137).

The charity aims to hold at least 2 months of expenditure in reserves at any point in time. This is equal to around £30,000. In addition, further funds are held to meet the costs of major repairs.

**REVIEW OF ACTIVITIES**

The Barns Centre is a focal point for the town of Thame, providing facilities for people of all ages and across all sections of the community. The Governing Body sees their responsibilities as both to encourage initiatives from the community in addition to developing its own initiatives within the centre. Whilst understanding the need to make the centre a commercial success, any surpluses accruing in a year will be applied to improving the centre's facilities and supporting the wider community. In this context, the Governing Body has been mindful of the Charity Commission's guidance on public benefit and ensured that the Thame Barns Centre continues to have facilities available for use by the whole community for meetings and recreational activities with specific provision made for local groups which work with the disabled, elderly and disadvantaged.

The day to day running of the Barns Centre is undertaken by the Joint Centre Managers - Karen Clark and Patsy Baker - supported by a team of part time and casual staff, with the latter assisting in providing catering and serving duties at the many functions held at the Barns Centre.

In addition to the functions, there are regular and occasional bookings for the hiring of the various rooms at the centre. It is encouraging to report that during this last year, the Barns Centre has continued to be well used by local residents, groups and businesses.

The trustees would like to place on record their appreciation of all the work carried out during the year by the joint centre managers and the support staff without whom the centre would not be the great success which undoubtedly it is.

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

.....  
R Gibson - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THAME BARNS CENTRE**

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I report on the accounts for the year ended 31 March 2016 set out on pages four to nine.

**Respective responsibilities of trustees and examiner**

The charity's trustees 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.

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 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

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.

Andrew R King  
Richardsons  
Chartered Accountants  
30 Upper High Street  
Thame  
Oxfordshire  
OX9 3EZ

Date: .....

THAME BARNS CENTRE

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2016

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	Notes	2016 Unrestricted fund £	2015 Total funds £
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from generated funds</b>			
Voluntary income		220	803
Investment income	2	535	564
<b>Incoming resources from charitable activities</b>			
Charitable activities		184,894	177,009
<b>Total incoming resources</b>		185,649	178,376
 <b>RESOURCES EXPENDED</b>			
<b>Charitable activities</b>			
Charitable activities		160,580	154,298
<b>NET INCOMING RESOURCES</b>		25,069	24,078
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		204,491	180,413
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>229,560</u>	<u>204,491</u>

The notes form part of these financial statements

**THAME BARNS CENTRE**

**BALANCE SHEET  
AT 31 MARCH 2016**

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	Notes	£	2016 Unrestricted fund £	2015 Total funds £
<b>FIXED ASSETS</b>				
Tangible assets	5		57,540	72,470
<b>CURRENT ASSETS</b>				
Debtors	6		12,678	17,661
Cash at bank			163,799	118,137
			<u>176,477</u>	<u>135,798</u>
<b>CREDITORS</b>				
Amounts falling due within one year	7		(4,457)	(3,777)
			<u>172,020</u>	<u>132,021</u>
<b>NET CURRENT ASSETS</b>				
			229,560	204,491
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>				
			<u>229,560</u>	<u>204,491</u>
<b>FUNDS</b>	8			
Unrestricted funds			229,560	204,491
<b>TOTAL FUNDS</b>			<u>229,560</u>	<u>204,491</u>

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

.....  
R Gibson -Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016

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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 January 2015), the Charities act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

Donations and grants received are recognised in full during the accounting period in which they are received.

Donations have been given to the Charity to be used at the discretion of the management committee. When monies have been given for specific purposes, these are separately distinguished as restricted income.

Income for the hire of the centre's facilities is recognised when invoiced, excluding VAT.

**Resources expended**

Expenditure is accounted for on an accruals basis, inclusive of VAT where this cannot be recovered, 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 the cost less estimated residual value of each asset over its estimated useful life.

Fixtures, fittings and equipment	- 15% on reducing balance
Computer equipment	- 15% on reducing balance

Fixed assets are recorded at cost.

**Taxation**

The charity is exempt from 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.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Grants receivable**

No grants were received during the year (2015: £NIL).



NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

**2. INVESTMENT INCOME**

	2016 £	2015 £
Deposit account interest receivable	535	564
	<u>535</u>	<u>564</u>

**3. TRUSTEES' REMUNERATION AND BENEFITS**

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

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2016 nor for the year ended 31 March 2015.

**4. STAFF COSTS**

	2016 £	2015 £
Wages and salaries	68,270	64,840
Social security costs	2,012	2,110
Other pension costs	1,606	1,624
	<u>71,888</u>	<u>68,574</u>

The average monthly number of employees during the year was as follows:

	2016	2015
Part time employees	15	13
	<u>15</u>	<u>13</u>

No employees received emoluments in excess of £60,000.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

## 5. TANGIBLE FIXED ASSETS

	Fixtures, fittings and equipment £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2015	151,188	390	151,578
Additions	8,473	-	8,473
Disposals	(283)	-	(283)
	<u>159,378</u>	<u>390</u>	<u>159,768</u>
<b>DEPRECIATION</b>			
At 1 April 2015	79,054	54	79,108
Charge for year	23,349	54	23,403
Eliminated on disposal	(283)	-	(283)
	<u>102,120</u>	<u>108</u>	<u>102,228</u>
<b>NET BOOK VALUE</b>			
At 31 March 2016	<u>57,258</u>	<u>282</u>	<u>57,540</u>
At 31 March 2015	<u>72,134</u>	<u>336</u>	<u>72,470</u>

## 6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Trade debtors	<u>12,678</u>	<u>17,661</u>

## 7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Trade creditors	1,836	2,842
Social security and other taxes	1,771	185
Accruals and deferred income	850	750
	<u>4,457</u>	<u>3,777</u>

## 8. MOVEMENT IN FUNDS

	At 1/4/15 £	Net movement in funds £	At 31/3/16 £
<b>Unrestricted funds</b>			
General fund	204,491	25,069	229,560
	<u>204,491</u>	<u>25,069</u>	<u>229,560</u>
<b>TOTAL FUNDS</b>	<u>204,491</u>	<u>25,069</u>	<u>229,560</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

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8. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	185,649	(160,580)	25,069
<b>TOTAL FUNDS</b>	<u>185,649</u>	<u>(160,580)</u>	<u>25,069</u>

THAME BARNS CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2016

	2016 £	2015 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	220	803
<b>Investment income</b>		
Deposit account interest receivable	535	564
<b>Incoming resources from charitable activities</b>		
Charitable activities	184,894	177,009
<b>Total incoming resources</b>	<u>185,649</u>	<u>178,376</u>
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Wages	68,270	64,840
Employers NI	2,012	2,110
Pensions	1,606	1,624
Insurance	1,885	1,847
Light and heat	5,204	4,884
Telephone	796	691
Sundries	5,501	9,270
Catering and bar	31,468	26,817
Maintenance and renewals	10,464	12,950
Cleaning	2,517	3,858
Water	1,581	665
Waste disposal	1,417	1,159
Management and administration	1,910	1,753
Training	1,696	1,195
Independent Examiner's fee	850	750
Depreciation of tangible fixed assets	23,403	20,343
Profit on sale of tangible f a	-	(458)
	<u>160,580</u>	<u>154,298</u>
<b>Total resources expended</b>	<u>160,580</u>	<u>154,298</u>
<b>Net income</b>	<u><u>25,069</u></u>	<u><u>24,078</u></u>

This page does not form part of the statutory financial statements