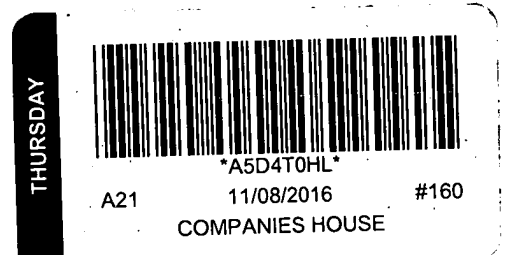


**REGISTERED COMPANY NUMBER: 05039651 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1105080**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 MARCH 2016  
FOR  
PATER HALL COMMUNITY TRUST**

Llewelyn Davies  
Chartered Accountants  
50 Queen Street  
Pembroke Dock  
Pembrokeshire  
SA72 6JE



**PATER HALL COMMUNITY TRUST**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016**

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## **PATER HALL COMMUNITY TRUST**

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

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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 March 2016. 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 for Smaller Entities (the FRSSE) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The objective of the trust, as stated in the Memorandum of Association is to promote the benefit of the inhabitants of Pembroke Dock, South Pembrokeshire and the neighbourhood without distinction of sex, sexual orientation, race, or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreations and other leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

##### **Financial controls**

In furtherance of the objects, but not otherwise, the trust may draw, make, accept, endorse, discount and issue promissory notes, bills, cheques and other instruments, and to operate bank accounts in the name of the trust. It may raise funds and invite and receive contributions, provided that in raising funds the trust does not undertake any substantial permanent trading activities and conforms with statutory regulations.

The principal activity of the company during the year was the provision of a hall for the benefit of the community.

## **PATER HALL COMMUNITY TRUST**

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

---

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Review of strategy, development, activities and achievements**

This was a year of consolidation for the Trust. Income from hiring of the hall remained static but Trustees did engage in a number of fundraising activities to help improve the facilities further where a "surplus" from the bar takings/admission fees was £1,385. The Trustees reviewed the hire charges in February 2016 and have increased charges by 50p per hour across the board from 1 April 2016 to help meet basic overheads such as heating/lighting, minor repairs, insurance costs, etc.. The Trustees continue to look for ways of getting value for money and have entered into new contracts for gas and electricity provision from April and June 2016 respectively.

The Trustees wish to again record their thanks to Pembroke Dock Town Council for their willingness to give a grant towards the cost of caretaking and cleaning. This was the first full year where the Trust was responsible for the cleaning/caretaking duties in the Hall. These arrangements enabled the Town Council to reduce their grant for 2016/17 year to £7,000, a saving of £1,500.

The final work on the improvements to the toilets/foyer at the front of the hall, together with the Meyrick Suite, have been finalised during the year and the Trust wishes to record its thanks to Pembrokeshire County Council for the support it received via the Welsh Assembly European Funding Office which enabled the scheduled work to be completed within budget. As a result of the small underspend a new stage curtain and improved lighting were provided for the Main Hall. Trustees are aware that we now need to look at new seating for the Main Hall as well as new stage lighting etc. together with the planned improvements to the Sunderland Room; provision of new offices on the ground floor and consequential improvements to the Warrior Room which will decrease in size. This work is expected to be started in the coming financial year. As recorded in the 2014/15 Report the current lighting in the Warrior Room was renewed in the 2015/16 year.

As mentioned in earlier Annual Reports the Police investigation into the misappropriation of money from the Trust by the previous Hon. Treasurer during the period from October 2010 to December 2013 was finalised on 1 March 2016 when at the Swansea Crown Court it was determined that the former Hon. Treasurer was guilty of theft in the sum of £32,940.88. He was sentenced to 15 months imprisonment, suspended for 24 months, with a requirement to carry out 150 hours of unpaid work before 28 February 2017. The Trust has notified their insurance company of this outcome and awaits a decision on the Trustees' application for an indemnity under their policy.

The Trust also received a grant from Sportlot to create a Badminton Group for pensioners and ladies. One of the Trustees, Councillor P Gwyther, is taking the lead in developing this facility which started in April 2016.

The following organisations have made regular use of the hall in 2015/16:-

Pembroke Dock Chamber of Trade  
Pembroke Dock Regeneration Committee  
Pembroke Dock Town Council  
Pembroke Dock Women's Institute  
Pembroke Dock Pensioners Friendship Club  
Pembroke Dock Events Committee  
Pembroke Rotary Club  
South Pembrokeshire Young Farmers  
South Pembrokeshire Flower Arranging Society  
Citizens Advice Bureau (Pembrokeshire)  
Cleddau Mustangs Line Dance Group  
Vibe School of Dance  
West Wales Academy of Dance  
Pembroke Company of Archers  
Seren Fach Irish Dance Group  
Pembrokeshire Communities First  
Pembrokeshire County Council  
Planed  
Slimming World  
Weightwatchers  
Little Melodies  
Vocal Energy / Pater Pantomime Society

## **PATER HALL COMMUNITY TRUST**

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

---

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Review of strategy, development, activities and achievements**

Age Concern Pembrokeshire  
Hywel Dda University Health Board  
Blood Transfusion Service Wales

In addition the hall has been used by the local Member of Parliament, Assembly Members and the Police and Crime Commissioner for surgeries/consultations.

The Trustees continue to meet monthly to discuss progress on improving facilities as well as receiving regular financial reports.

Mr Ian Jones resigned as a Trustee on 2 December 2015 following a review of the constitution of the Trust which prevents the Company Secretary serving as a Trustee, but he continued to act as Hon. Treasurer and Company Secretary. At a meeting held on 12 April 2016 Ms Antonia McBride was elected as a new Trustee.

The Trustees wish to record their thanks to the caretaker (Mr Sean Pratt) and the cleaner (Mrs Carol Cox of Pembroke Domestic Services) for their work over the year and the good rapport they have with users of the facilities.

#### **FINANCIAL REVIEW**

##### **Investment policy**

There are no restrictions on company's power to invest. However the company does not benefit from an endowment fund or hold large cash reserves. Restricted funds, donated for a specific purpose maybe held for short periods awaiting the completion of a particular project. These funds remain liquid and are held in low risk, high investment savings accounts.

##### **Reserves policy**

The trustees maintain their policy of keeping sufficient unrestricted funds as a reserve in order to cover the ongoing management and administration of the hall and to support occasional items of unforeseen expenditure.

#### **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.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

05039651 (England and Wales)

##### **Registered Charity number**

1105080

##### **Registered office**

9 Presely View  
Pembroke Dock  
Pembrokeshire  
SA72 6NS

**PATER HALL COMMUNITY TRUST**

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

---

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Trustees**

Councillor P G Gwyther

Mr D T Esmond (Chairman)

Councillor P E George

Mrs W O'Driscoll

Mrs P Thomas

Councillor P Kraus

Councillor M Colgan

Councillor J Phillips

Mr I Jones

- resigned 2/12/2015

Mrs M Burrell

Ms A McBride

- appointed 12/4/2016

**Company Secretary**

Mr I Jones

**Independent examiner**

K J Randall

FCA

Llewelyn Davies

Chartered Accountants

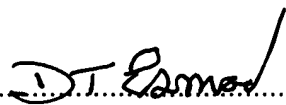
50 Queen Street

Pembroke Dock

Pembrokeshire

SA72 6JE

Approved by order of the board of trustees on ..... 3.8.2016 ..... and signed on its behalf  
by:

.....  .....

Mr D T Esmond (Chairman) - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PATER HALL COMMUNITY TRUST**

---

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

**Respective responsibilities of trustees 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 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.

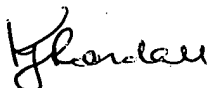
**Independent examiner's statement**

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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)

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.



K J Randall  
FCA  
Llewelyn Davies  
Chartered Accountants  
50 Queen Street  
Pembroke Dock  
Pembrokeshire  
SA72 6JE

Date: 3/8/2016

**PATER HALL COMMUNITY TRUST**

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

	Notes	Unrestricted fund £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		8,499	10,175	18,674	5,214
<b>Charitable activities</b>					
General		28,430	-	28,430	33,018
Other trading activities	2	1,769	-	1,769	-
Investment income	3	2	-	2	1
<b>Total</b>		<b>38,700</b>	<b>10,175</b>	<b>48,875</b>	<b>38,233</b>
<b>EXPENDITURE ON</b>					
Raising funds		1,640	-	1,640	-
<b>Charitable activities</b>					
General		36,635	-	36,635	26,338
<b>Total</b>		<b>38,275</b>	<b>-</b>	<b>38,275</b>	<b>26,338</b>
<b>NET INCOME</b>		<b>425</b>	<b>10,175</b>	<b>10,600</b>	<b>11,895</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>12,058</b>	<b>142,104</b>	<b>154,162</b>	<b>142,267</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>12,483</b>	<b>152,279</b>	<b>164,762</b>	<b>154,162</b>

The notes form part of these financial statements



**PATER HALL COMMUNITY TRUST**

**BALANCE SHEET  
AT 31 MARCH 2016**

	Notes	Unrestricted fund £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	7,104	150,453	157,557	147,311
<b>CURRENT ASSETS</b>					
Debtors	9	2,888	-	2,888	2,000
Cash at bank and in hand		3,877	2,239	6,116	6,291
		<u>6,765</u>	<u>2,239</u>	<u>9,004</u>	<u>8,291</u>
<b>CREDITORS</b>					
Amounts falling due within one year	10	(1,386)	(413)	(1,799)	(1,440)
<b>NET CURRENT ASSETS</b>		<u>5,379</u>	<u>1,826</u>	<u>7,205</u>	<u>6,851</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>12,483</u>	<u>152,279</u>	<u>164,762</u>	<u>154,162</u>
<b>NET ASSETS</b>		<u>12,483</u>	<u>152,279</u>	<u>164,762</u>	<u>154,162</u>
<b>FUNDS</b>	11				
Unrestricted funds				12,483	12,058
Restricted funds				<u>152,279</u>	<u>142,104</u>
<b>TOTAL FUNDS</b>				<u>164,762</u>	<u>154,162</u>

The notes form part of these financial statements

**PATER HALL COMMUNITY TRUST**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2016**

---

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

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2016 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 January 2015).

The financial statements were approved by the Board of Trustees on ..... 3-8-2016 ..... and were signed on its behalf by:

  
.....

Mr D T Esmond (Chairman) -Trustee

The notes form part of these financial statements

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## **PATER HALL COMMUNITY TRUST**

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

---

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Fixtures and fittings - 15% on reducing balance

##### **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. OTHER TRADING ACTIVITIES**

	2016	2015
	£	£
Fundraising events	<u>1,769</u>	<u>-</u>

#### **3. INVESTMENT INCOME**

	2016	2015
	£	£
Deposit account interest	<u>2</u>	<u>1</u>

**PATER HALL COMMUNITY TRUST**

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

**4. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2016 £	2015 £
Depreciation - owned assets	<u>1,254</u>	<u>1,147</u>

**5. 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.

**6. STAFF COSTS**

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

	2016	2015
Full time	<u>1</u>	<u>1</u>

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

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	2,941	2,273	5,214
<b>Charitable activities</b>			
General	33,018	-	33,018
Investment income	<u>1</u>	<u>-</u>	<u>1</u>
<b>Total</b>	<u>35,960</u>	<u>2,273</u>	<u>38,233</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
General	<u>26,338</u>	<u>-</u>	<u>26,338</u>
<b>Total</b>	<u>26,338</u>	<u>-</u>	<u>26,338</u>
<b>NET INCOME</b>	<u>9,622</u>	<u>2,273</u>	<u>11,895</u>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<u>2,436</u>	<u>139,831</u>	<u>142,267</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>12,058</u></u>	<u><u>142,104</u></u>	<u><u>154,162</u></u>

**PATER HALL COMMUNITY TRUST**

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

**8. TANGIBLE FIXED ASSETS**

	Tenant's improvements £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2015	140,809	12,489	153,298
Additions	9,231	2,269	11,500
At 31 March 2016	150,040	14,758	164,798
<b>DEPRECIATION</b>			
At 1 April 2015	-	5,987	5,987
Charge for year	-	1,254	1,254
At 31 March 2016	-	7,241	7,241
<b>NET BOOK VALUE</b>			
At 31 March 2016	150,040	7,517	157,557
At 31 March 2015	140,809	6,502	147,311

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016 £	2015 £
Trade debtors	2,888	-
Other debtors	-	2,000
	2,888	2,000

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016 £	2015 £
Trade creditors	905	546
Other creditors	894	894
	1,799	1,440

**11. MOVEMENT IN FUNDS**

	At 1.4.15 £	Net movement in funds £	At 31.3.16 £
<b>Unrestricted funds</b>			
General fund	12,058	425	12,483
<b>Restricted funds</b>			
Building fund	142,104	8,675	150,779
Badminton fund	-	1,500	1,500
	142,104	10,175	152,279
<b>TOTAL FUNDS</b>	154,162	10,600	164,762

**PATER HALL COMMUNITY TRUST**

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

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**11. 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	38,700	(38,275)	425
<b>Restricted funds</b>			
Building fund	8,675	-	8,675
Badminton fund	1,500	-	1,500
	<u>10,175</u>	<u>-</u>	<u>10,175</u>
<b>TOTAL FUNDS</b>	<u><u>48,875</u></u>	<u><u>(38,275)</u></u>	<u><u>10,600</u></u>

**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2016.

**PATER HALL COMMUNITY TRUST****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2016**

---

	2016 £	2015 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Grants	18,674	5,214
<b>Other trading activities</b>		
Fundraising events	1,769	-
<b>Investment income</b>		
Deposit account interest	2	1
<b>Charitable activities</b>		
Hire fees	22,954	22,757
Rent	3,983	7,000
Miscellaneous	237	-
Bar commission	1,256	3,261
	<u>28,430</u>	<u>33,018</u>
<b>Total incoming resources</b>	48,875	38,233
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Fundraising events	1,640	-
<b>Charitable activities</b>		
Wages	11,769	3,871
Rates and water	1,816	1,467
Insurance	3,164	2,948
Light and heat	5,036	2,356
Telephone	850	728
Cleaning and maintenance	7,303	5,489
Repairs and maintenance	2,879	5,215
Licences	839	777
Training	-	40
Subscriptions	-	180
Fixtures and fittings	1,254	1,147
	<u>34,910</u>	<u>24,218</u>
<b>Support costs</b>		
<b>Management</b>		
Postage and stationery	462	179
Advertising	90	96
	<u>552</u>	<u>275</u>
<b>Finance</b>		
Bank charges	30	-
<b>Governance costs</b>		
Accountancy fees	1,062	894
Carried forward	1,062	894

This page does not form part of the statutory financial statements

**PATER HALL COMMUNITY TRUST**

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

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	2016 £	2015 £
<b>Governance costs</b>		
Brought forward	1,062	894
Legal fees	68	175
Companies house filing fee	13	26
Late filing fee	-	750
	<hr/>	<hr/>
	1,143	1,845
	<hr/>	<hr/>
<b>Total resources expended</b>	38,275	26,338
	<hr/>	<hr/>
<b>Net income</b>	10,600	11,895
	<hr/>	<hr/>

This page does not form part of the statutory financial statements