



**Annual Report and Financial Statements**  
**St Peter's Hall (1991) Charity**  
**For the year ended 31 December 2023**

# St Peter's Hall (1991) Charity

## Charity Information

### For the year ended 31 December 2023

<b>Charity Registration Number</b>	1003310
<b>Principle Address</b>	St Peter's Hall 59a Portobello Road London W11 3DB
<b>Telephone</b>	020 7792 8227
<b>Trustees</b>	Reverend P Allerton Amooti Binaisa Resigned 28/05/2023 Michael Gillies Will Josten Rupinder Kailey Appointed 28/05/2023 Victoria Stark CBE
<b>Custodian Trustees</b>	The London Diocesan Fund
<b>Bankers</b>	Unity Trust Bank plc Four Brindleyplace Birmingham B1 2JB
<b>Independent Examiner</b>	Derek Taylor-Mew BSc FMAAT 123 Park Lane Harrow HA2 8NN

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## Annual Report of the Trustees

The Trustees of St Peter's Hall (1991) Charity present their annual report together with the financial statements for the year ended 31 December 2023.

### **Status and Administration**

St Peter's Hall (1991) Charity was established by a Charity Commission Scheme dated 12 March 1991. The charity is registered with The Charity Commission under charity registration number 1003310.

The administration of the charity is carried out by the Chief Operating Officer, Finance Manager and Maintenance Manager. The team supports the day to day running of the charity, implementing any changes required in the running of the organisation. The team also provides support to St Peter's Church, Notting Hill.

### **Structure, governance and management**

The charity is managed by a combination of ex officio Trustees and nominated Trustees. The ex officio Trustees are the Incumbent of the Benefice of St Peter, Notting Hill and the Churchwardens of the Ecclesiastical Parish of St Peter, Notting Hill. The nominated Trustees are appointed by the ex officio Trustees.

During the year the following served as Trustees of the Charity:

The Reverend Pat Allerton		Vicar, St Peter, Notting Hill
Amooti Binaisa	Resigned 28/05/23	Church Warden of St Peter, Notting Hill
Will Josten		Church Warden of St Peter, Notting Hill
Rupinder Kailey	Appointed 28/05/23	Church Warden of St Peter, Notting Hill
Michael Gillies		Nominated Trustee
Victoria Stark CBE		Nominated Trustee

As Vicar of St. Peter, Notting Hill, Reverend Pat Allerton assumes the position of Chair of St. Peter's Hall (1991) Charity.

### **Objectives and activities**

The objectives of the charity are laid out clearly in the Trust Deed that was written in 1991. This states that the objectives of the charity are educational, with a particular concern for the less affluent members of the community.

59a Portobello Road is home to the Parish Office for St Peter's Church, the charity provides the premises at no cost to St Peter's Church.

59a Portobello Road was home to St Peter's Nursery School for 30 years until it closed in July 2021. The operation of St Peter's Nursery School was dependent on the support of the charity, which provided premises at no cost to the Nursery School.

59a Portobello Road is currently home to three tenants, Farm Girl Café, Another A Story and most recently, Nexus.

St Peter's Hall is used for a diverse group of activities providing an array of classes for both children and adults. The charity offers subsidised rates to self-help organisations, Narcotics Anonymous and Alcoholics Anonymous who use the hall for their meetings, as well as being available for hire by other charities at subsidised rates.

## **Achievements and performance**

The hall offers a space for our diverse local community to use. The diary is normally packed full and enjoyed by children and adults who participate in activities at the hall every week. Children's activities range from ballet to acting to art classes and the hall can also be hired for children's parties. Activities for adults have included: ballet, life drawing and exercise classes.

## **Building Maintenance**

Significant refurbishment and redevelopment of the building is being planned which includes developing a new core within the building, a lift and stairs that will enable access for all from the local community. Further, a new roof is required as the roofer reports the slate nails are worn down and the roof really needs replacing in full. Such works will tie in with plans from the café to update their premises. The charity is currently raising funds to enable the redevelopment to take place.

## **Financial Review**

The charity raised £318,672 (2022: £279,366) income in the year from leases and hall lettings. The charity spent £151,530 (2022: £132,346) on the premises, office costs and staff. In line with the Trustees plan to continue to build up the designated development fund ahead of the planned refurbishment of the premises, the charity generated a surplus for the year of £167,143 (2022: £147,020).

## **Reserves Policy**

The Trustees Reverses Policy is to maintain a general unrestricted fund equivalent to 50% of forecast annual operating expenditure, to meet the working capital needs of the charity and as a contingency fund.

As at 31<sup>st</sup> December 2023, the Trustees held £55,000 of unrestricted funds in the General Fund, in line with the Reserves Policy.

The Trustees were able to transfer the balance of £167,143 (2022: £147,020) of unrestricted funds to the designated development fund, increasing the amount set aside for the redevelopment to £845,352.

## **Future Plans**

The Trustees aim to further increase the development fund in the coming year. Our plans for the short term continue to be about developing an excellent balance between the commercial and charitable aspects of the premises. We plan to benefit from the commercial potential of the building in the short term thereby enabling us to extend our charitable work and plan towards the refurbishment of the building, modernising the hall and facilities for ongoing use for education as well as community and charitable purposes for the long term.

## **Risk Assessment**

Where appropriate, the Trustees have established systems and/or procedures to mitigate the risks that the charity faces. A risk register is maintained and this is updated and reviewed periodically.

## **Public Benefit Statement**

The Trustees have complied with their duty in Section 17 of the Charities Act 2011 to have due regard to the guidance published by the Charity Commission.

# Statement of responsibilities

## Trustees responsibilities in relation to the financial statements

The Trustees are required by law 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 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 Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable United Kingdom Accounting Standards have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue to operate

The Trustees are also responsible for:

- Keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011;
- Safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

**P Allerton**

*Reverend P Allerton*

*Chair*

*Dated:* 22nd April 2024

# **Report of the Independent Examiner to The Trustees of St Peter's Hall (1991) Charity**

I report on the accounts of the Charity for the year ended 31 December 2023.

This report is made solely to the Trustees, as a body, in accordance with Section 145 of the Charities Act 2011 and regulations made under Section 154 of that Act. My work has been undertaken so that I might state to the Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Trustees as a body, for my work or for this report.

## **Respective responsibilities of the Trustees and Independent Examiner**

The Trustees are responsible for the preparation of financial statements in accordance with applicable law and accounting standards. The Trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

It is my responsibility to:

- Examine those financial statements under Section 145 of the Charities Act 2011.
- Follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011.
- State whether particular matters have come to my attention.

## **Basis of Independent Examiner's Report**

My examination was carried out in accordance with General Directions given by the Charity Commission.

That examination includes a review of the accounting records kept by the Charity and a comparison of the accounts with those records. It also includes considering 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 we do not express an audit opinion on the view given by the accounts.

## **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 Charities Act 2011, and
- To prepare accounts which accord with those accounting records and comply with the accounting requirements of the Charities Act 2011,

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.

### **D Taylor-Mew**

D Taylor-Mew FMAAT

123 Park Lane  
Harrow  
Middlesex HA2 8NN

Dated: 26th February 2024

Derek Taylor-Mew is licensed and regulated by the AAT to provide services in accordance with licence No. 0599, details of which are displayed at the address shown.

**St Peter's Hall (1991) Charity**  
**Statement of Financial Activities**  
**For the year ended 31 December 2023**

	Note	General Funds 2023 £	Designated Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
<b>INCOME FROM:</b>					
Donations and legacies	1	-	-	-	4,000
Charitable activities	2	297,965	-	297,965	271,113
Investments		20,707	-	20,707	4,254
<b>Total Income</b>		<b>318,672</b>	<b>-</b>	<b>318,672</b>	<b>279,366</b>
<b>EXPENDITURE ON:</b>					
Charitable activities	3	151,530	-	151,530	132,346
<b>Total Expenditure</b>		<b>151,530</b>	<b>-</b>	<b>151,530</b>	<b>132,346</b>
<b>Net income / (expenditure)</b>		<b>167,143</b>	<b>-</b>	<b>167,143</b>	<b>147,020</b>
<b>Transfers between funds</b>		<b>(167,143)</b>	<b>167,143</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>-</b>	<b>167,143</b>	<b>167,143</b>	<b>147,020</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		55,000	678,210	733,210	586,190
<b>Total funds carried forward</b>		<b>55,000</b>	<b>845,352</b>	<b>900,352</b>	<b>733,210</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing operations.

The notes on page 10 - 15 form part of these accounts.

# St Peter's Hall (1991) Charity

## Balance Sheet

### For the year ended 31 December 2023

	Note	General Funds 2023 £	Designated Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
<b>FIXED ASSETS</b>					
Tangible assets		-	-	-	-
		-	-	-	-
<b>CURRENT ASSETS</b>					
Debtors	6	56,748	-	56,748	56,639
Cash at bank and in hand	7	108,160	845,352	953,512	782,842
		164,908	845,352	1,010,261	839,481
<b>CREDITORS:</b>					
<b>Amounts falling due within one year</b>	8	(55,801)	-	(55,801)	(52,164)
<b>Net current assets / (liabilities)</b>		109,108	845,352	954,460	787,318
<b>CREDITORS:</b>					
<b>Amounts falling due after more than one year</b>	9	(54,108)	-	(54,108)	(54,108)
<b>TOTAL NET ASSETS</b>		55,000	845,352	900,352	733,210
<b>FUND BALANCES</b>					
Unrestricted funds					
General funds	12	55,000	-	55,000	55,000
Designated funds	12	-	845,352	845,352	678,210
		55,000	845,352	900,352	733,210
Restricted funds					
	12	-	-	-	-
		55,000	845,352	900,352	733,210

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

**P Allerton**

Reverend P Allerton  
Chair of Trustees

Date: 22nd April 2024

Charity number: 1003310

**W Josten**

W Josten  
Trustee

The notes on page 10 - 15 form part of these accounts.

# **St Peter's Hall (1991) Charity**

## **Notes to the Financial Statements**

### **For the year ended 31 December 2023**

#### **Statutory Information**

St Peter's Hall (1991) Charity is a charity registered with the Charity Commission in England & Wales. The charity's registered number and principal address can be found on the Charity Information page.

#### **Accounting policies**

These financial statements are prepared on a going concern basis, under the historical cost convention.

These financial statements have been prepared in accordance with the "Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102"), and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The principles adopted in the preparation of the financial statements are set out below.

#### Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from charitable activities represents income receivable from goods, services and facilities supplied in furtherance of the charity's charitable objects. It includes income from hall lettings and tenants.

Investment income represents income generated by the charity's assets and comprises of bank interest.

#### Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred. Expenditure is classified under the principal activity of the charity.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, premises costs, personnel and governance costs. These costs have been allocated to the principal activity of the charity.

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

#### Fund accounting

General funds represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application on the general objectives of the charity.

Designated funds represent funds of the charity that are not subject to any restrictions regarding their use but that have been set aside by the Trustees for a specific purpose of the charity.

## Notes to the Financial Statements continued

### Tangible fixed assets

#### *Land and buildings*

The freehold interest in the property known as St Peter's Hall situated at 59a Portobello Road, Notting Hill, London W11 3DB, is owned by The London Diocese Fund, that acts as Custodian Trustee for the Charity. This asset derived from a gift in 1863. The value of the freehold interest is not included in these financial statements.

#### *Equipment*

Equipment is stated at cost less depreciation. Depreciation is provided on a straight-line basis over five years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

### Pension scheme arrangements

The charity operates defined contribution pension schemes for its employees. Obligations for contributions to these schemes are recognised as an expense when the liability arises. The assets of these schemes are held separately from those of the charity in independently administered funds.

### Financial instruments

The charity's financial assets and financial liabilities all qualify as basic financial instruments, as defined by FRS102. Except for loans, creditors and debtors are measured at their expected settlement value (normally the amount of cash that the charity expects to pay or receive). The charity recognises liabilities for the principal of those loans that remains outstanding at the year end (i.e. the liabilities exclude any interest chargeable on the loans in future years).

### Exemption from preparing a cashflow statement

The charity has taken advantage of an exemption conferred by the Charities SORP and has not prepared a cash flow statement.

## Notes to the Financial Statements continued

### 1. Donations and legacies

	2023	2022
	£	£
Government grants	-	4,000
	<u>-</u>	<u>4,000</u>

Government grants include Omicron Hospitality and Leisure grants of £nil (2022: £4,000).

### 2. Income from charitable activities

	2023	2022
	£	£
Hall lettings	42,388	38,399
Hall leases and charges	255,527	232,372
Events and activities	50	342
	<u>297,965</u>	<u>271,113</u>

### 3. Charitable expenditure

	2023	2022
	£	£
<b>Costs incurred directly on specific activities</b>		
Hall operating costs		
Rates	-	435
Heat and light	47,256	44,726
Insurance	8,845	7,874
Cleaning and waste disposal	8,764	4,206
Repairs and renewals	6,109	4,848
Pest control	2,286	2,090
Governance costs	400	400
Staff costs	60,705	59,088
Legal costs	7,200	-
Office costs	9,965	8,679
	<u>151,530</u>	<u>132,346</u>
Hall development costs	<u>-</u>	<u>-</u>
Events and activity costs	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
<b>Total expenditure</b>	<u>151,530</u>	<u>132,346</u>

The fee payable to the independent examiner for examining the accounts was £400 (2022: £400).

## Notes to the Financial Statements continued

### 4. Analysis of staff costs, the cost of key management personnel and trustee remuneration

	2023	2022
	£	£
Gross wages and salaries	85,730	82,893
Pension	2,562	2,480
Social security	3,065	3,097
	<u>91,358</u>	<u>88,471</u>
Staff costs charged from St Peter's Church, Notting Hill	7,114	7,078
Staff costs charged to St Peter's Church, Notting Hill	(38,100)	(36,835)
Staff recruitment	55	55
Staff training	249	240
Other costs	29	79
	<u>(30,652)</u>	<u>(29,383)</u>
	<u>60,705</u>	<u>59,088</u>

The average number of employees during 2023 was 3 (2022: 3).

No staff received salaries of more than £60,000 per annum.

No trustee received employment benefits in either the current or preceding year.

### 5. Debtors

	2023	2022
	£	£
<b>Falling due within one year:</b>		
Trade debtors	34,508	46,839
Other debtors	2,676	2,676
Prepayments and accrued income	19,564	7,124
	<u>56,748</u>	<u>56,639</u>

### 6. Cash at bank and in hand

	2023	2022
	£	£
Cash at bank with immediate access	223,240	299,613
Notice deposits (with a term of three months or less)	219,206	483,052
Fixed term deposits	510,889	-
Cash	177	177
	<u>953,512</u>	<u>782,842</u>

### 7. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	4,461	4,862
Accruals and deferred income	50,091	45,953
St Peter's Church, Notting Hill	-	166
Taxation and social security	-	-
Other creditors	1,249	1,182
	<u>55,801</u>	<u>52,164</u>

## Notes to the Financial Statements continued

### 8. Creditors: Amounts falling due after more than one year

	2023	2022
	£	£
Deposits from tenants	54,108	54,108
	<u>54,108</u>	<u>54,108</u>

### 9. Deferred income

Deferred income comprises of the following:

	2023	2022
	£	£
Balance at the beginning of the reporting period	40,598	19,377
Amount released to income	(40,598)	(19,377)
Amount deferred in year	42,952	40,598
Balance at the end of the reporting period	<u>42,952</u>	<u>40,598</u>

The income deferred at the period end will be released to income over the following periods:

Within one year	42,952	40,598
After one year	-	-
	<u>42,952</u>	<u>40,598</u>

Deferred income comprises of lettings income received in advance £42,952 (2022: £40,598).

### 10. Pension commitments

During the year employer's pension contributions totalling £2,562 (2022: £2,480) were payable to defined contribution personal pension schemes. Pension contributions were owing at the balance sheet date £1,249 (2022: £1,182).

### 11. Funds

During the year the movements in the charity's funds were as follows:

	General funds	Designated funds	2023
	£	£	£
Opening balance	55,000	678,210	733,210
Incoming resources	318,672	-	318,672
Outgoing resources	(151,530)	-	(151,530)
Transfers in the year	(167,143)	167,143	-
Closing balance	<u>55,000</u>	<u>845,352</u>	<u>900,352</u>

## Notes to the Financial Statements continued

### Analysis of net assets by fund

The assets and liabilities of the various funds were as follows:

	General funds £	Designated funds £	2023 £
Debtors and prepayments	56,748	-	56,748
Cash at bank and in hand	108,160	845,352	953,512
Creditors falling due within one year	(55,801)	-	(55,801)
Creditors falling due after more than one year	(54,108)	-	(54,108)
	<u>55,000</u>	<u>845,352</u>	<u>900,352</u>

### Designated funds

Redevelopment funds: Funds set aside by the Trustees for the future redevelopment of the Hall.

In the previous year, the movements in the charity's funds were as follows:

	General funds £	Designated funds £	2022 £
Opening balance	55,000	531,190	586,190
Incoming resources	279,366	-	279,366
Outgoing resources	(132,346)	-	(132,346)
Transfers in the year	(147,020)	147,020	-
Closing balance	<u>55,000</u>	<u>678,210</u>	<u>733,210</u>

### Analysis of net assets by fund

In the previous year, the assets and liabilities of the various funds were as follows:

	General funds £	Designated funds £	2022 £
Debtors and prepayments	56,639	-	56,639
Cash at bank and in hand	104,632	678,210	782,842
Creditors falling due within one year	(52,164)	-	(52,164)
Creditors falling due after more than one year	(54,108)	-	(54,108)
	<u>55,000</u>	<u>678,210</u>	<u>733,210</u>

## 12. Transactions with related parties

There have been no transactions with related parties during the year.