

Coleraine Historical Society 2023/24 accounts

Auditor Report:

I have been asked by the charity to compile these accounts for the year ended 28th February 2024, due to the former Treasurer's refusal to refurbish the Trustees with the bank statements, lodgement books, cheque books and everything else required to carry out an audit.

Income

I requested all bank statements for the account period to allow me to pull together this income and expenditure statement and these were ordered and provided to me.

I have the following concerns: Subscription money was taken through PayPal and is controlled by only one person who transferred to the bank irregularly. Through my investigation I discovered that £379.85 which includes a donation of £94.81 has not been transferred to the bank accounts and is still outstanding. In relation to the donation there is no evidence as to what this money is being used for, and there are several people who are double paying on the lists sent by the Paypal account holder. The Committee instructed the Paypal account holder to stop all recurring transactions and close the Paypal account. There is no evidence that this has been done.

It was very difficult to ascertain what £1,497.00 lodgement relates to as there was no evidence or paper trail; presumably it is membership and visitor fees as well as Bann Disc sales.

The trustees agreed to close this bank account and funds were transferred on 11 March 2024 and with relating bank fees of £28.37, brought the closing balance for the new financial year to £10,938.89.

The total income for this period is £6,212.27 per bank statement.

Expenditure

It was very difficult to ascertain what £1,250.00 payment relates to as there was no evidence and paper trail of who this was paid out to and for what purpose.

A few members paid £30.00 each towards a trip in June 2023 which did not go ahead. I have no evidence on how many members paid and how, as this is likely to have been via direct bank transfer, in cash, cheque and possibly PayPal and the Treasurer refused to provide a list but refunded by cheque. Neither can it be shown if all this money was refunded back to the members.

The total Expenditure for this period is £4,787.24 per bank statement.

Assets: for the 2022/2023 the former Treasurer has used estimates for the value of display boards as well as merchandise, the latter of which the Trustees do not know what this refers to. The laptop was purchased and has no software on it, so cannot be used by the society and is surplus to requirement. The other equipment remains uninsured and is currently being stored as it is not being used.

Alexandra Wallace

Alexandra Wallace FIAT I

Bank Statement reconciliation as at 28/02/2024.

INCOME	£
Open balance	9513.86
PayPal	1545.59
Bann Disc sales	2869.68
Lodgement	1497.00
Member trip	210.00
Member fees	90.00
TOTAL INCOME	6,212.27
EXPENDITURE	
Cost of Bann Discs	2,625.00
Speakers Fees	150.00
Bank Fees	112.24
Room Hire	20.00
Other (website)	180.00
Auditor?	150.00
Error lodgement	10.00
Per Treasurer unknown	1,250.00
Possibly refunds for the trip?	240.00
FULS Insurance	50.00
TOTAL EXPS	4,787.24
TOTAL IN BANK	10,938.89

Respective responsibilities of trustees and examiner:

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- Examine the accounts under section 65 of the Charities Act.
- Follow the procedures laid down in the general directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act; and
- State whether particular matters have come to my attention.

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any materials have come to my attention giving me cause to believe:

1. The accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached.

Independent Examiner's Statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Alexandra Wallace

Alexandra Wallace FIATI