

REGISTERED COMPANY NUMBER: 05514023 (England and Wales)  
REGISTERED CHARITY NUMBER: 1111085

**Report of the Trustees and**  
**Unaudited Financial Statements for the Year Ended 30th September 2016**  
**for**  
**The Knowle Society**



West - Chartered Accountants  
Office 2 Greswolde House  
197b Station Road  
Knowle  
Solihull  
West Midlands  
B93 0PU

## **The Knowle Society**

### **Report of the Trustees** **for the Year Ended 30th September 2016**

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 30th September 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 Company number**

05514023 (England and Wales)

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

1111085

##### **Registered office**

c/o West - Chartered Accountants  
Office 2 Greswolde House  
197b Station Road  
Knowle, Solihull  
West Midlands  
B93 0PU

##### **Trustees**

W Bohanna (Chairman)	
A Marston (Dep Chair)	
K Stables	- resigned 27/2/2016
D N Watson (Treasurer)	
D J Bower	
J Erzen	
D A Pinwell	
C C Robinson	
P F Johnson	- resigned 27/2/2016
P J K Ewin	- resigned 27/2/2016
L T Jones	
E Baker	
M Warr	
E V Hulse	
A C Bird	
M T Brown (Secretary)	- appointed 13/4/2016

##### **Independent examiner**

West - Chartered Accountants  
Office 2 Greswolde House  
197b Station Road  
Knowle  
Solihull  
West Midlands  
B93 0PU

**Report of the Trustees**  
**for the Year Ended 30th September 2016**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

Lloyds Bank Plc  
9/11 Poplar Road  
Solihull  
B91 3AN

National Savings & Investments  
Glasgow  
G58 1SB

COIF Charities Deposit Fund  
Senator House  
85 Queen Victoria Street  
London  
EC4V 4ET

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is governed by its Memorandum and Articles of Association, and is a company limited by guarantee. The Company registration number is 05514023. As a Charity we are also governed by the provisions of the Charities Act 2016. Our Charity registration number is 1111085.

**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. A review of the major risks has been carried out and no additional actions found necessary.

**OBJECTIVES AND ACTIVITIES**

The objects of the Society, in the governing Memorandum, are:

" to secure the preservation, protection, development and improvement of features of general public amenity or historic or public interest in the area of benefit or adjacent areas;

" to educate the public in the geography, history, natural history and architecture of the area of benefit;

" to preserve the character of the area of benefit as a thriving community;

to promote a high standard of planning and architecture in or affecting the area of benefit and to oppose any inappropriate developments;

" to represent the views of the members to local and other authorities.

" to help foster community spirit by arranging lectures, social events and other appropriate activities.

The trustees have had regard to the Charity Commission's guidance on public benefit.

These objectives have been achieved largely through the work of the committees; Planning, Community Services, Local History, Meetings & Social and Walks and the Natural Environment committee. Information on the Society's activities has been publicised through the Newsletter, the Website and social media.

Methods used to recruit and appoint new charity trustees.

The trustee directors may at any time co-opt a member who is qualified to be appointed as an Ordinary Trustee Director to take office until the next AGM, upon which, if elected at the AGM may serve for a period of three years. A retiring Trustee Director who remains qualified may stand for re-election at an AGM. Officers of the society (Chairman, Deputy Chairman, Honorary Secretary and Honorary Treasurer) are elected by members at the AGM.

The Community Services Committee maintains close contacts with Solihull M.B.C., the Police, Public Transport providers, and the Airport to ensure that the views of the Society are heard in all relevant areas. Several projects including a litter pick, a tidy up of raised flowerbeds in the Precinct along with Lodge Road, Station road and The Knot garden were carried out by Society volunteers working with Neighbourhood Services (SMBC).

**Report of the Trustees**  
**for the Year Ended 30th September 2016**

**OBJECTIVES AND ACTIVITIES**

The Local History Committee manages the Society's collection of documents, artefacts and photographs (over 4000 photos, the earliest dated 1859) of local interest, helps people from all over the world with their family history enquiries and arranges regular exhibitions of local interest in the Local History Centre in Knowle Library. In the past it has arranged much bigger exhibitions such as the very successful three day WW1 exhibition in 2014 to commemorate the start of that war. As a direct result of this exhibition it was successful in securing a Commonwealth War Grave for a boy soldier from Knowle who had been in an unmarked grave in Rugby for almost one hundred years. The headstone was finally erected in October 2016. There are stewards on duty every Saturday morning 10am -12.30pm and, if this time is not convenient appointments can be made to suit.

The Meetings & Social and Walks Committee arranged a well-supported programme of talks and walks throughout the year. Our involvement with arrangements for the switching on of the Christmas Lights in the High Street was again well supported and widely appreciated.

The Planning Committee had a busy year continuing to monitor the progress of a number of significant planning applications. Regular contact is maintained with the Council's Planning Department and representations made when appropriate. The Trustee Directors are also grateful for the advice and assistance given to the Society by the local Councillors on planning and other matters. The Committee in association with as the Knowle, Dorridge and Bentley Heath Neighbourhood Forum will produce a neighbourhood plan which will sit under the Solihull Local Plan and influence any developments in the villages.

The major project of the Natural Environment Committee has been the Bulb Planting Project with the second planting having taken place in October & November 2016, and will continue in 2017.

The Village Greens Project. The Society continued its attempt to register three areas of the previous route of the now abandoned Knowle Relief Road as 'Town & Village Greens'. This was carried out under the leadership of Leighton Jones as a stand-alone project. Solihull Council reviewed the applications and agreed that they have merit. Partial success was achieved and two of the three areas will be registered as Town & Village Greens.

**Community and Business**

Trustee Directors have attended the Knowle Business Social Gatherings (which have been organised by PSL Solicitors to develop links between businesses in Knowle) to engage and understand the needs of the business community. They have also offered support to the Knowle High Street Partnership Forum in looking at ways to promote and enhance Knowle as trading destination. They also disseminate information of general interest, e.g. new businesses setting up in the village.

Knowle Society provides the Christmas Tree each year and works with other local volunteers to assist with events such as the Christmas Lights switch on and the Knowle Fun Run.

The volunteers who ensure the library stays open on Saturday afternoon are members of the Society and this service is organised by the Society.

**Financial results for the Year**

The year ending September 30th 2016 has been a busy year with significant expenditure on the Village Greens application totalling £15,412. The cost was borne from the Village Greens donation fund of £2,665 with the remainder taken from the general fund. This resulted in a reduction of the Society reserves to £26,157 by 30th September 2016.

Income from subscriptions was down from last year reflecting the lower membership count.

Other expenditure during the year was fairly conservative with no significant changes from the previous year.

The Queen's 90th birthday event organised by the Local History Committee proved very successful with the costs more than covered by the proceeds. This resulted in an excess of £1,460 which was donated to The Knowle Village Hall Restoration Fund.

The Society was delighted and honoured to receive the Queen's Award for Voluntary Service presented by David H Bradnock MBE JP DL FBHI, Deputy Lieutenant for the West Midlands, Chairman & Lieutenantcy Ambassador for Solihull.

**Financial aims for the forthcoming year**

The forthcoming year should see a period of stability with only a small payment remaining for settling the costs of village greens application. There should be a strengthening of the balance sheet by the end of the end of the accounting year 30th September 2017.

The aim is to keep a healthy reserve of funds throughout 2017, having budgeted for our expected costs over the next accounting year.

**Membership**

**The Knowle Society**

**Report of the Trustees**  
**for the Year Ended 30th September 2016**

**OBJECTIVES AND ACTIVITIES**

Membership on 30th September 2016 stood at 3282; a reduction of 120 on the previous year, mostly arising from deaths or members moving away.

**Reserves Policy**

The Reserves Policy of the Society is that sufficient funds are retained to cover a minimum of one year's normal expenditure. The end of year balance was comfortably above that level.

**Full set of accounts**

The full set of accounts will be available in due course by request from the Treasurer, on the Society's website or at the AGM in February 2017.

**Gifts in Kind**

The Trustee Directors and many other volunteers give freely their time and expertise. It is not considered meaningful to place an accurate value on this gift.

Approved by order of the board of trustees on .....18.1.17..... and signed on its behalf by:



.....  
W Bohanna (Chairman) - Trustee

**Independent Examiner's Report to the Trustees of**  
**The Knowle Society**

I report on the accounts for the year ended 30th September 2016 set out on pages six to ten.

**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 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.

West - Chartered Accountants  
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B93 0PU

Date: 18.1.17

**Statement of Financial Activities**  
**for the Year Ended 30th September 2016**

	Notes	Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		15,381	2,336	17,717	31,242
Activities for generating funds	2	2,465	-	2,465	587
Investment income	3	107	-	107	88
<b>Total incoming resources</b>		<b>17,953</b>	<b>2,336</b>	<b>20,289</b>	<b>31,917</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income		5,333	-	5,333	4,840
<b>Charitable activities</b>					
Charitable activities		15,636	5,730	21,366	4,632
<b>Governance costs</b>		<b>1,565</b>	<b>-</b>	<b>1,565</b>	<b>2,934</b>
<b>Total resources expended</b>		<b>22,534</b>	<b>5,730</b>	<b>28,264</b>	<b>12,406</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>(4,581)</b>	<b>(3,394)</b>	<b>(7,975)</b>	<b>19,511</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>16,331</b>	<b>17,801</b>	<b>34,132</b>	<b>14,621</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>11,750</b>	<b>14,407</b>	<b>26,157</b>	<b>34,132</b>

The notes form part of these financial statements

**Balance Sheet**  
**At 30th September 2016**

	Notes	Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>CURRENT ASSETS</b>					
Cash at bank		12,406	14,407	26,813	34,132
<b>CREDITORS</b>					
Amounts falling due within one year	6	(656)	-	(656)	-
<b>NET CURRENT ASSETS</b>		<u>11,750</u>	<u>14,407</u>	<u>26,157</u>	<u>34,132</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>11,750</u>	<u>14,407</u>	<u>26,157</u>	<u>34,132</u>
<b>NET ASSETS</b>		<u>11,750</u>	<u>14,407</u>	<u>26,157</u>	<u>34,132</u>
<b>FUNDS</b>	7				
Unrestricted funds				11,750	16,331
Restricted funds				14,407	17,801
<b>TOTAL FUNDS</b>				<u>26,157</u>	<u>34,132</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th September 2016.


The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30th September 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 18.1.17 and were signed on its behalf by:

  
.....

W Bohanna (Chairman) -Trustee

The notes form part of these financial statements

**Notes to the Financial Statements**  
**for the Year Ended 30th September 2016**

**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 April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

All incoming resources are 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.

**Resources expended**

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.

Plant and machinery etc	- 20% on cost
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**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.

**2. ACTIVITIES FOR GENERATING FUNDS**

	2016	2015
	£	£
Social events	300	440
Queen's 90th event	2,165	-
Calendars, guides & DVD's	-	147
	<u>2,465</u>	<u>587</u>

**3. INVESTMENT INCOME**

	2016	2015
	£	£
Bank interest	<u>107</u>	<u>88</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 30th September 2016 nor for the year ended 30th September 2015.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 30th September 2016 nor for the year ended 30th September 2015.

**Notes to the Financial Statements - continued**  
**for the Year Ended 30th September 2016**

**5. TANGIBLE FIXED ASSETS**

	Plant and machinery etc £
<b>COST</b>	
At 1st October 2015 and 30th September 2016	<u>6,225</u>
<b>DEPRECIATION</b>	
At 1st October 2015 and 30th September 2016	<u>6,225</u>
<b>NET BOOK VALUE</b>	
At 30th September 2016	-
At 30th September 2015	-

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

	2016 £	2015 £
Trade creditors	<u>656</u>	-

**7. MOVEMENT IN FUNDS**

	At 1.10.15 £	Net movement in funds £	At 30.9.16 £
<b>Unrestricted funds</b>			
General fund	16,331	(4,581)	11,750
<b>Restricted funds</b>			
SUSTAiN Award	207	-	207
Village Greens Fund	2,665	(2,665)	-
Bulb Planting Fund	14,929	(729)	14,200
	<u>17,801</u>	<u>(3,394)</u>	<u>14,407</u>
<b>TOTAL FUNDS</b>	<u>34,132</u>	<u>(7,975)</u>	<u>26,157</u>

**Notes to the Financial Statements - continued**  
**for the Year Ended 30th September 2016**

**7. 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	17,953	(22,534)	(4,581)
<b>Restricted funds</b>			
Village Greens Fund	1,457	(4,122)	(2,665)
Bulb Planting Fund	879	(1,608)	(729)
	<u>2,336</u>	<u>(5,730)</u>	<u>(3,394)</u>
<b>TOTAL FUNDS</b>	<u><u>20,289</u></u>	<u><u>(28,264)</u></u>	<u><u>(7,975)</u></u>

**Detailed Statement of Financial Activities**  
**for the Year Ended 30th September 2016**

	2016 £	2015 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	2,865	16,068
Subscriptions	12,304	12,702
Taxation refund	2,548	2,472
	<hr/>	<hr/>
	17,717	31,242
<b>Activities for generating funds</b>		
Social events	300	440
Queen's 90th event	2,165	-
Calendars, guides & DVD's	-	147
	<hr/>	<hr/>
	2,465	587
<b>Investment income</b>		
Bank interest	107	88
	<hr/>	<hr/>
<b>Total incoming resources</b>	20,289	31,917
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Meeting expenses	532	809
Social events & visits	686	403
Newsletter & printing	3,396	3,334
Advertising	430	268
Membership expenditure	238	-
Gifts & hospitality	51	26
	<hr/>	<hr/>
	5,333	4,840
<b>Charitable activities</b>		
Local History Centre	291	454
Christmas expenses	900	760
Village greens project	15,412	-
Queen's 90th event	2,164	-
Donations given	860	-
Planning committee	101	-
Other charitable activities	1,638	3,418
	<hr/>	<hr/>
	21,366	4,632
<b>Governance costs</b>		
Insurance	270	213
Accountancy	552	552
Trustee meetings & expenses	236	531
Post, stationery & sundries	-	394
Storage facilities	388	37
Carried forward	1,446	1,727

This page does not form part of the statutory financial statements

**The Knowle Society**

**Detailed Statement of Financial Activities**  
**for the Year Ended 30th September 2016**

	2016 £	2015 £
<b>Governance costs</b>		
Brought forward	1,446	1,727
Sundry governance expenditure	65	1,207
Administration expenses	54	-
	<u>1,565</u>	<u>2,934</u>
<b>Total resources expended</b>	<b>28,264</b>	<b>12,406</b>
	<u>          </u>	<u>          </u>
<b>Net (expenditure)/income</b>	<b><u>(7,975)</u></b>	<b><u>19,511</u></b>

This page does not form part of the statutory financial statements