MASONIC HALL IPSWICH LIMITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

Masonic Hall Ipswich Limited

(A company limited by guarantee)

DIRECTORS AND TRUSTEES REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2011

HastingsWade
Chartered Certified Accountants and Registered Auditors
Stowmarket
Suffolk



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MASONIC HALL IPSWICH LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

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MASONIC HALL IPSWICH LIMITED

(A company limited by guarantee)
Company Registration Number 06922371

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

REPORT OF THE DIRECTORS AND TRUSTEES

The directors, who are also the trustees, present their report and the financial statements of the company for the year ended 31 December 2011. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in 2005 in preparing the annual report and accounts of the charity.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name - Masonic Hall Ipswich Limited

Charity Registration Number - 1130452

Company Registration Number - 06922371

Registered office and

Operational Address - 8-10 Soane Street,

Ipswich, Suffolk IP4 2BG

DIRECTORS/TRUSTEES

The Directors are as follows -

Mr H Watson (Chairman)

Mr A Tydeman Mr M Thick

Mr K Larcombe (appointed 12 May 2011)

Mr A R B Davies

Mr P Matthews (appointed 12 May 2011)

Mr A Page

COMPANY ACCOUNTANT

Ms C Gauci

PROFESSIONAL ADVISERS

Bankers - The Co-operative Bank plc, PO Box 101, 1 Balloon Street, Manchester, M60 4EP

Solicitors - Reddings, Applegarth, Oakridge Lane, Sidcot, Winscombe, North Somerset, BS25 1LZ

Independent Examiner - Mrs Christine Wade, HastingsWade, Chartered Certified Accountants 58-60 Stowupland

Road, Stowmarket, Suffolk, IP14 5AL

STRUCTURE, GOVERNANCE AND MANAGEMENT

LEGAL STATUS

Masonic Hall Ipswich Limited is a charitable company limited by guarantee without share capital incorporated on 2 June 2009 and registered as a charity on 3 July 2009. Γhe company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up during the period of membership or within one year after, each member undertakes to contribute such amount, as may be required not exceeding £10.00

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

REPORT OF THE DIRECTORS AND TRUSTEES (CONTINUED)

RECRUITMENT AND APPOINTMENT

The directors of the company are also the charity trustees for the purposes of charity law. The charity may by ordinary resolution appoint a person who is willing to be a Director and determine the rotation in which any additional Directors are to retire.

TRUSTEE INDUCTION AND TRAINING

New Trustees are advised of their role and responsibilities by current Trustees
Each is encouraged to use the Charity Commission website to remain fully abreast of their role.

RISK MANAGEMENT

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks

OBJECTIVES AND ACTIVITIES

The Charity's Objects

Our charity's objectives as set out in the company's memorandum of association are

- (a) For the public benefit to preserve and maintain the fabric and structure of the Freemasons Hall, Soane Street, Ipswich, IP4 2BG
- (b) To advance the education of the public in the principles of Freemasonry, in particular, but not exclusively, by the establishment and maintenance of a Masonic Heritage Centre

Freemasons Hall is a Grade II listed building, which was purpose-built and opened in 1876. At the time of its completion it was no doubt a fine example of the builders craft and ever since that time Ipswich Freemasons have met there and planned their charitable activities. Unfortunately, their financial focus to date has been almost totally concerned with raising money to give it away. For some reason the need to allocate some of their resources to keeping their Masonic centre in good order and making provision for the future appears to have escaped their notice. Regrettably, as a consequence, this Grade II listed building, which is sited in a designated conservation area of Ipswich, has been the victim of unintended neglect over an extended period of time

The use of the Freemasons Hall by the wider public has always been possible but it has become a less attractive venue in comparison with any competitor because of its lack of modern facilities. And of course, it has to be admitted that the wider public were not really aware of its availability. The need to raise public awareness of the principles of Freemasonry and its benefits to the community are seen as a priority

Our Aims and Objectives

Our focus at the moment is to halt any further possible deterioration in the fabric of the building and look, in the longer term, to the improvement of the building and its facilities. If the deterioration had been allowed to continue and not been halted the ultimate consequence could well have been the total loss of the building. Were this to happen, not only would Ipswich and the community lose part of its architectural heritage – and what should be a very valuable local community facility – but Freemasonry would lose its focus in Ipswich with very definite detrimental effects on local and national charitable causes. Such a programme of improvement as is being commenced should enable us to make its further use by the local community a more realistic aspiration. Hand in hand with this is the aim of raising public awareness of the principles of Freemasonry and the impact that Freemasonry and its charitable work has on the community at large.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

REPORT OF THE DIRECTORS AND TRUSTEES (CONTINUED)

The inherent difficulties of trying to "preserve and maintain the fabric and structure" of our listed building continue to tax our as yet inadequate resources. Hopefully we have now made adequate provision to cover our statutory duties in respect of Environmental Health, Health & Safety and Fire Regulations. However, we will approach the task in an ordered and logical sequential manner whilst bearing in mind the need to progressively improve the facilities of the building. Failure to provide facilities at currently expected standards can only lead to a decrease in the general level of interest to those who might consider making use of the premises with a consequent reduction in potential hire income.

The premises consist largely of a Masonic Temple, a Dining Room, a Bar and a kitchen. There are in addition toilets, a changing room, a small cloakroom, and a large room which contains Masonic artifacts and is used as a meeting room. This is the room which we wish to see ultimately as a designated Masonic Heritage Centre. The use of the premises is by definition largely that of hiring to Masonic Groups based in Ipswich. This rental income represents the primary source of income. In addition, the premises are available to the wider community for hire for appropriate social functions e.g. wedding receptions, anniversary dinners, presentations, birthday parties, exhibitions, training days etc but this area of activity is adversely affected by lack of facilities.

Achievements

The company which has been incorporated is based on the model Memorandum and Articles of Association provided by the Charity Commission. The company is limited by guarantee and has as its Members the individual Masonic Lodges which are based at, and meet regularly at Freemasons Hall. The Board of Directors / Trustees are elected and appointed at the AGM of the company. The directors all have relevant experience as directors of other companies or commercial or public sector experience. Decisions are made by the Board at their monthly meetings and the work of the company is reported to, and subjected to the scrutiny of, Members at the AGM. The directors receive no benefit from their involvement other than their incidental membership of any of the Masonic groups meeting at Freemasons Hall. The Board has been greatly strengthened by the election of two new members at the 2011 AGM. They are Mr. Peter Matthews who is an architect with extensive experience at director level in the commercial property maintenance and repair sector and Mr. Kelvin Larcombe, who is a chartered civil engineer with extensive experience at director level in both management and finance.

During 2011 a complete and thorough analysis of our management finances was undertaken. As a consequence a new Annual Budget Process has been initiated with strict compliance. Stemming from this a complete Rent Review has taken place. An assured and adequate income stream is therefore in place which shows every sign of enabling (i) an essential maintenance programme to be maintained and (ii) a financial "cushion" to be provided for appropriate contingency funds and the possibility of a partial programme of improvements. At the same time a Lottery has been put in place which, by making entries part donation, enables the Gift Aid Scheme to be utilised and the refund of income tax obtained from HMRC. This provides a welcome additional income stream. This lottery income is now specifically identified as being for the purpose of providing improvements to the facilities of Freemasons Hall and not to meet general maintenance costs. This will be crucial in helping to establish sufficient resources to ensure the future of Freemasons Hall.

Following on from the review of tenders mentioned in the 2010 Report and the implementation of our Annual Budget Process, we were able in 2011 to carry out all the necessary expensive repair work required for the roof, guttering and drainage, paintwork and frost damaged facing brickwork on the front elevation of the building Additionally, the Dining Hall has been completely redecorated – in part necessary as a consequence of a leak in the central heating system. This has given the Dining Hall a much improved ambience

Once again, as part of our commitment to raise public awareness of the principles of Freemasonry and the enormous benefit accruing to charitable causes both locally and nationally, Freemasons Hall was opened to the general public on Saturday 10th September. This was done as part of Ipswich's Heritage Weekend when local buildings of notable and historic interest are opened to the general public. This was done in cooperation with the Ipswich Society who organised it under the auspices of English Heritage. A number of Ipswich Freemasons were present as stewards to

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

REPORT OF THE DIRECTORS AND TRUSTEES (CONTINUED)

show and explain to visitors the significance and symbolism of many of the various Masonic artefacts contained within the building. An exhibition illustrating a selection of the many causes attracting Masonic financial support was mounted in part of the building. Much appreciation was expressed by visitors who were in the main completely unaware of Masonic charitable activities. It was pointed out that visits by organised groups would be welcome and free of charge. The opportunity was also taken to point out that the dining facilities were available for hire at very reasonable terms.

Well over two hundred visitors attended between 10 30am and 4 00pm, each of whom was provided with a comprehensive and detailed information sheet to better inform them of the history of the building and the work of Freemasons. Without exception, it was felt that all of the visitors were much impressed and left with a feeling of being much better informed about freemasonry and its work in the community both nationally and locally. It had also done an enormous amount to correct the totally false impressions that have been created in the past in parts of the media.

Financial Review

2011 has seen a something of a turnaround for our finances. As has been already mentioned, the strengthening of the Board and its new Annual Budget Process and Rent Review has provided a much improved income stream. This together with the continued support of the Ipswich Masonic Club has allowed us to construct an annual budget which can accommodate a fairly substantial provision for repairs to the fabric of the building. The improved income, with the reduction in the Business Rate enabled us to fully implement the extensive repair programme (for which we had obtained competitive tenders) to the front elevation of the building and also to redecorate the Dining Hall. It has also enabled us to feel confident about seeking competitive tenders for further repairs in 2012 to the west gable of the building and that a continuing programme of such work for the remainder of the building is now within our capability.

The Lottery referred to in last year's report has continued to generate income and as a consequence a significant start has been made on establishing a designated fund with the Lottery surplus which will be used exclusively for improvements to the facilities offered to those using the building. These improvements when completed, it is hoped will make Freemasons Hall a recognised and respected part of Ipswich's architectural heritage which will be seen to be available to, and see greater use by, the wider community who will see it as an attractive proposition for hiring and use for social and community occasions and thus — materially help to ensure its future

Public Benefit Statement

This statement complies with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. We have reviewed this guidance when reviewing our aims and objectives and in planning future activities. The Trustees consider how planned activities will contribute to the aims and objectives they have set.

Reserves

The company plans to build up reserves to effect necessary repairs and maintenance and provide the improved facilities that will give Freemasons Hall standing with the local community and make it an attractive proposition for the wider general public to consider hiring and using it for their social requirements

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MASONIC HALL IPSWICH LIMITED

I report on the accounts of the company for the year ended 31 December 2011 which are set out on pages 6 to 12

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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 needed

Having satisfied myself that the charity is not subject to an 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.
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with 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 statement below

Independent examiner's statement

In connection with my examination, no matter has come to my attention

- which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 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.

Christine D Wade FCCA FCIE

Christine A Woode

HastingsWade

Chartered Certified Accountants

58-60 Stowupland Road

Stowmarket

Suffolk

IP14 5AL

Date 28 September 2012

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2011

	Note 1	Unrestricted Funds	Restricted Funds	Γotal Funds 2011 £	Total Funds 2010 £
INCOMING RESOURCES		~	-	_	_
Incoming resources from generated	l funds				
Voluntary Income					
Donations		4,902	-	4,902	2,272
Activities for generating funds					
Lottery		4,838	-	4,838	3,410
Membership levy		8,312	-	8,312	-
Incoming resources					
from charitable activities	2	54,202	-	54,202	52,092
Investment income					
Bank Interest	3	34	-	34	27
Other incoming resources					
Insurance Claims		2,339	-	2,339	-
Gift Aid		1,064	-	1,064	•
Sale of Assets		1,402	-	1,402	-
Other		-	-	-	61
Total incoming resources		77,093	-	77,093	57,862
RESOURCES EXPENDED					
Fundraising		2,530	_	2,530	1,578
Lottery Charitable activities		53,781	_	53,781	48,344
		5,291	-	5,291	4,457
Governance costs		3,291		3,291	4,437
Total resources expended	4	61,602	-	61,602	54,379
Net movement in funds		15,491		15.491	3 483
Reconciliation of funds					
Balances brought forward at					
1 January 2011		3,483	-	3,483	-
Balances carried forward at 31 December 2011		£ 18,974	£ -	£ 18,974	3,483
0. 200					

The annexed notes form an integral part of these financial statements

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

BALANCE SHEET AS AT 31 DECEMBER 2011

Note		Total	Total
		Funds	Funds
		2011	2010
		£	£
FIXED ASSETS			
Tangible assets	8	1,656	416
CURRENT ASSETS			
Debtors	9	3,879	3,433
Cash at bank and in hand		26,056	10,066
		29,935	13,499
CREDITORS			
Amounts falling due within one year	10	12,617	10,432
			
NET CURRENT ASSETS		17,318	3,067
NET ASSETS		18,974	3,483
		£	
		ı.	L
FUNDS	11	£ 18,974	£ 3,483

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2011

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2011 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for

- Ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its profit or loss 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 company

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the board of Directors on 2.9.4012

Signed on behalf of the Board

K Larcombe Director

The annexed notes form an integral part of these financial statements

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

NOTES

1 ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

a Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by charities" published in 2005 and the Financial Reporting Standard for Smaller Entities (effective 2008).

The charity has availed itself of Paragraph 4(1) of Schedule 1 of the Small Companies and Groups (Accounts and Directors' Report) Regulations 2008 and adapted the Companies Act Formats to reflect the special nature of the charity's activities. No separate SOFA has been presented for the charity alone as permitted by Section 408 of the Companies Act 2006 and paragraph 397 of the SORP.

b Company status

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

c Fund Accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general
 objectives of the charity and which have not been designated for other purposes
- · Designated funds are unrestricted funds as set aside by the trustees for particular purposes
- · Restricted funds are subjected to restrictions on their expenditure imposed by the donor

d Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy

e Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy and costs linked to the strategic management of the charity

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

NOTES (CONTINUED)

f Fixed Assets and Depreciation

Fixed assets are depreciated at the following rates

Office equipment

over 4 year's straight line basis

Furniture and fixtures

over 4 year's straight line basis

g Deferred Income

Where money received in advance relates to activities to be held in the next financial year the income is included as deferred income

2 Incoming Resources from Charitable Activities

		2011	2010
		£	£
	Lodge lettings	41,363	39,939
	Other lettings	2,252	775
	Catering rent	2,000	2,642
	Tyler charges	3,096	2,736
	Club rent	5,491	6,000
		54,202	52,092
3	INVESTMENT INCOME		
		2011	2010
		£	£
	Bank interest	34	27

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

NOTES (CONTINUED)

4 TOTAL RESOURCES EXPENDED

	Fundraising	Charitable activities	Governance	2011 Total	2010 Total
	£	£	£	£	£
Lottery	2,530	-	-	2,530	1,578
Advertising	-	-	630	630	402
Premises	-	30,075	-	30,075	25,111
Postage and stationery	-	-	279	279	299
Telephone	-	-	625	625	346
Cleaning and laundry	-	1,436	-	1,436	2,269
Insurance	-	4,885	-	4,885	3,887
Bank charges	-	-	-	•	54
Sundries	-	-	1,141	1,141	350
Staff costs	-	17,385	-	17,385	17,077
Accountancy and					
Book keeping	-	-	2,016	2,016	1,788
Legal and professional fees	-	-	-	•	977
Depreciation	-	-	600	600	140
Bad debts	-	-	-	•	101
	£ 2,530	£ 53,781	£ 5,291	£61,602	£ 54,379

The average number of staff was 5 part time employees (2010: 5 part time staff) There were no high paid employees

5 TRUSTEES' REMUNERATION

The trustees neither received nor waived any emoluments or expenses during the year (2010 ml)

6 NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging	2011	2010
	£	£
Trustees' remuneration and expenses	-	•
Depreciation	600	140
Independent Examiner's fee	840	780

7 TAXATION

No charge to corporation tax arises as the company is a registered charity and is exempt under s505 of the Income and Corporation Taxes Act 1988

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

NOTES (CONTINUED)

8	TANGIBLE FIXED ASSETS		
		Furniture	Office
		& Fixtures	Equipment
	COST	£	£
	At 1 January 2011	-	556
	Additions	850	990
	At 31 December 2011	£850	£ 1,546
	DEPRECIATION		
	At 1 January 2011	-	140
	Charge for the year	212	388
	At 31 December 2011	£212	£528
	NET BOOK VALUE		
	At 31 December 2010	£-	£ 416
	At 31 December 2011	£638	£ 1,018
		=======	
9	DEBTORS		
	DEDICKS	2011	2010
		£	£
	I rade debtors	1,891	1,436
	Prepayments	1,422	1,997
	Other debtors	566	-
		£ 3,879	£ 3,433
			 -
10	CREDITORS		
	Amounts falling due within one year	2011	2010
		£	£
	Trade creditors	135	938
	Accruals	1 688	1,926
	Deferred income	98	90
	Other creditors	10,696	7,478
		<u> </u>	10.122
		£ 12,617	10,432

MASONIC HALL IPSWICH LIMITED (A company limited by guarantee)

Company Registration Number 06922371

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011 **NOTES (CONTINUED)**

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2011	Total Funds 2010
	£	£	£	£
Tangible fixed assets	1,656	-	416	416
Net current assets	17,318	-	17,318	3,067
				
	£ 18,974	£-	£ 18,974	£ 3,483
			=	

MOVEMENT IN FUNDS 12

	At 1 January 2011	Incoming Resources	Outgoing Resources	Transfers	At 31 December 2011
Unrestricted funds	£ 3,483	£ 77,093	£ 61,602	£-	£ 18,974

Included in unrestricted funds is a designated fund of £4,840 in respect improvements to Freemasons Hall

13 **CAPITAL COMMITMENTS**

The company had made no capital commitments at 31December 2011 or 31 December 2010

14 **CONTINGENT LIABILITIES**

The company had no contingent liabilities at 31 December 2011 or 31 December 2010

15 **CONTROLLING PARTY**

The charity is controlled by the Trustees