

MASONIC HALL IPSWICH LIMITED
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

Masonic Hall Ipswich Limited
(A company limited by guarantee)

DIRECTORS AND TRUSTEES REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2014

HastingsWade
Chartered Certified Accountants and Registered Auditors
Stowmarket
Suffolk

WEDNESDAY



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30/09/2015
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MASONIC HALL IPSWICH LIMITED
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

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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 2014

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 2014. 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
Mr A R B Davies
Mr P Matthews
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 -	Michael Smith & Co, Clarence House, 21 St Margarets Green, Ipswich, IP4 2BN

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. The 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.

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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 Objectives

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 for many years was almost totally concerned with raising money in order to give it away to various charitable causes. For quite inexplicable reasons, 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. This unintended lack of consideration for the future has now been recognised and replaced by a policy which takes a fuller account of future needs.

The use of the Freemasons Hall by the wider public has always been possible but with the passing of the years it has become a progressively less attractive venue for hire by the general public in comparison with any competitor because of its lack of modern facilities. And of course, it has to be admitted that the wider public have not really been aware of its availability. The need to raise public awareness of (i) the principles of Freemasonry; (ii) the very positive contribution that Freemasonry makes to society; and (iii) the sheer physical existence of Freemasons Hall as an asset available to the wider community are seen as priorities.

Our Aims and Objectives

Our first concern was seen as the cessation of any further possible deterioration to the fabric of the building. Secondly it was seen to be absolutely essential to make necessary basic improvements to the building and its facilities. If the deterioration had been allowed to continue and had not been halted the ultimate consequence could well have been the total loss of the building. Were this to happen, Ipswich and the wider community would have lost

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REPORT OF THE DIRECTORS AND TRUSTEES (CONTINUED)

forever, not only a valuable part of its architectural heritage, but also what should be a prized local facility. Additionally, without Freemasons Hall as its focus, Freemasonry as an active organisation in Ipswich, could well disappear and with it, its not inconsiderable support for local and national charitable causes.

The premises consist primarily of a Masonic Temple, a Dining Room, a Bar and a Kitchen area. There are in addition toilets, a changing room, a small cloakroom, and a large room which contains Masonic artefacts and is used as a meeting room. This is the room which we wish to see ultimately as a designated Masonic Heritage Centre. There are also three smaller rooms one of which is used by our archivist. The use of the premises is by definition largely that of hiring to Masonic Groups based in Ipswich. The rental income from these groups represents our primary source of income. The premises are also 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 continues to be difficult because our facilities do not measure up to the level required for such commercial hire.

Although there continue to be inherent difficulties of trying to "preserve and maintain the fabric and structure" of our listed building the process of deterioration has now largely halted and we have started to undertake the necessary programme of improvements. These in the short term are aimed at bringing the building into a condition which is more appropriate and suitable for its use by Ipswich masons. Further basic improvements should help us progressively to make its use by the local community a more realistic aspiration.

We intend to continue to raise public awareness of the principles of Freemasonry and the impact that Freemasonry and its charitable work has on the community at large. We have continued with our programme of Open Days as part of Ipswich's Heritage week-ends and our offer to provide conducted tours to local interest groups. These will continue to highlight the very positive message that Freemasonry is a major deliverer of charity, both nationally and locally and in this capacity has a very positive and constructive influence in the community.

We are committed to addressing our statutory responsibilities under Health and Safety and Environmental Health regulations. We are very proud of the fact that our catering arrangements have maintained their five star hygiene rating in spite of the difficulties imposed by its Victorian architecture.

We are committed to improve all of our facilities as fast as financial constraints permit. Ultimately we want our Masonic tenants to feel that their Masonic "home" will be one of which they are justifiably proud and reflects the high standards with which Freemasonry is associated.

We are only too aware that the failure to provide such facilities as standards currently demanded by the general public for the type of hire envisaged can only be detrimental to any future marketing prospects and the longer term future of Freemasonry in Ipswich.

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. They bring with them skills ranging from civil engineering, finance, local government administration, architectural design, catering and property management. 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.

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REPORT OF THE DIRECTORS AND TRUSTEES (CONTINUED)

We continue to be committed to a policy of strict financial discipline, setting an annual budget with planned objectives for the year, which with a contingency element and a flexible approach has enabled us to successfully pursue our stated objectives with regard to necessary expenditure. We have continued to carefully plan and cost our programme of improvements, repairs and necessary maintenance. Following our success in making the premises weathertight, we are now continuing our efforts with the interior and have completed a second and final stage in the restoration of the Temple. This now means that we can look back with some satisfaction on a programme which has achieved (i) the weatherproofing of the building (ii) the complete redecoration of the Dining Hall and (iii) the complete refurbishment of the Temple. Our main focus for 2014 and much of our expenditure this year, has been the completion of the Temple refurbishment and we are pleased to report that it has now been completely restored to its original state. The total cost overall, which has been in excess of £20,000, has been made possible by some additional generous donations.

We continue to make further efforts to conform to all our regulatory requirements. The basement is not only now an organised storage area for Masonic lodge records in moisture proof boxes but is cleared, completely accessible, and fire-proofed. All timber structures have been painted with fire retardant paint and our Fire Safety Assessment requirements have now largely been met.

With the improvements that we have made to the Dining Hall and the Temple the rent structure we have introduced for the Masonic groups meeting in the building are now seen to be fair and justified and we now enjoy “customer satisfaction” in this regard.

Our in-house lottery continues to make a substantial contribution to our future plans. The donation element of each subscription enables a valuable additional contribution to be obtained from the Gift Aid Scheme. All of this income continues to go into a “Building and Development Fund” within our accounts which is explicitly 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 provide the necessary capital to provide the improvements which will ensure the commercial viability and the future of Freemasons Hall.

Once again we participated in Ipswich’s Heritage Weekend by opening our premises to the general public on Saturday 13th September 2014. This is done in cooperation with the Ipswich Society who organise it under the auspices of English Heritage when local buildings of notable and historic interest are opened to the general public. Well over two hundred and fifty 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. A number of senior members of the many Ipswich Masonic lodges who are based in the building acted as steward, guiding visitors around our beautiful Grade II listed building. They were able to answer questions and explain the significance and symbolism of the many and various Masonic artefacts contained within the building. An exhibition illustrating a selection from the variety of causes attracting Masonic Financial support both locally and nationally and the extent of this 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. Almost without exception our visitors left us very much better informed as to the “principles of Freemasonry and its contribution to society.

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. We have since provided a conducted tour to a group from Suffolk College’s University of the Third Age.

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REPORT OF THE DIRECTORS AND TRUSTEES (CONTINUED)

Financial Review

2014 has seen a further consolidation of the restructuring of our finances. The Rent Structure has now been finely tuned and provides a secure income stream. The Board's Annual Budget Review Process is providing a sound financial basis for the company's future and its ability to achieve its objects. This together with the continued support of the Ipswich Masonic Club and Ipswich Masonic Catering Club has allowed us to construct an annual budget which can accommodate a fairly substantial provision for repairs to the fabric of the building and provision for contingency needs. Our current income level, with our now much reduced Business Rate enables us to contemplate our future with much more confidence. We shall continue to seek competitive tenders for any further work which may need to be done to the building and carry out the task of restoring and improving Ipswich's Masonic Hall.

We continue to benefit from donations by lodges and individual masons which, by their very nature, are spasmodic. These, together with the surplus from the Lottery, will be used exclusively for the development and improvements to the facilities offered to those using the building.

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 Trustees plan to build up the company reserves as indicated to ensure (i) necessary repairs and maintenance can always be undertaken with expedition and (ii) that a longer term strategy to provide improved facilities to Freemasons Hall remains in place. This will ultimately give it the necessary standing with the local community and make it an attractive proposition for the wider general public to hire and use for their social requirements.

Small Company Exemption

This report has been prepared taking advantage of the special provisions of the Companies Act 2006 relating to small entities.

This report was approved by the Board on 26.9.15.



A Page – Company Secretary

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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 2014 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:

1 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
Christine D Wade FCCA FCIE
HastingsWade
Chartered Certified Accountants
58-60 Stowupland Road
Stowmarket
Suffolk
IP14 5AL

Date *29th September 2015*

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STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2014

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2014	Total Funds 2013
		£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds					
<i>Voluntary Income</i>					
Donations		19,364	-	19,364	4,759
Activities for generating funds					
Lottery		5,702	-	5,702	5,315
Membership levy		2,160	-	2,160	2,136
Charity shop		-	-	-	200
Incoming resources from charitable activities	2	63,018	-	63,018	64,401
Investment income					
Bank Interest	3	92	-	92	76
Other incoming resources					
Gift Aid		626	-	626	532
Sale of Assets		-	-	-	-
Other		-	-	-	2
Total incoming resources		<u>90,962</u>	<u>-</u>	<u>90,962</u>	<u>77,421</u>
RESOURCES EXPENDED					
Fundraising					
Lottery		2,905	-	2,905	2,520
Charitable activities		60,676	-	60,676	53,835
Governance costs		9,024	-	9,024	6,114
Total resources expended	4	<u>72,605</u>	<u>-</u>	<u>72,605</u>	<u>62,469</u>
Net movement in funds		<u>18,357</u>	<u>-</u>	<u>18,357</u>	<u>14,952</u>
Reconciliation of funds					
Balances brought forward at		47,309	-	47,309	32,357
Balances carried forward at 31 December 2014		<u>£ 65,666</u>	<u>£ -</u>	<u>£ 65,666</u>	<u>£47,309</u>

The annexed notes form an integral part of these financial statements

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

BALANCE SHEET AS AT 31 DECEMBER 2014

	Note	Total Funds 2014 £	Total Funds 2013 £
FIXED ASSETS			
Tangible assets	8	12,004	1,455
		<hr/>	<hr/>
CURRENT ASSETS			
Debtors	9	4,824	5,751
Cash at bank and in hand		62,577	53,489
		<hr/>	<hr/>
		67,401	59,240
CREDITORS:			
Amounts falling due within one year	10	13,739	13,386
		<hr/>	<hr/>
NET CURRENT ASSETS		53,662	45,854
		<hr/>	<hr/>
NET ASSETS		<u>£65,666</u>	<u>£47,309</u>
		£	£
FUNDS	11	<u>£ 65,666</u>	<u>£ 47,309</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2013.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2014 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
- 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 24.9.15.

Signed on behalf of the Board

K Larcombe
Director

The annexed notes form an integral part of these financial statements

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

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) and the Companies Act 2006.

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.

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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

	2014	2013
	£	£
Lodge lettings	3,424	47,019
Other lettings	915	3,396
Catering rent	-	2,100
Tyler charges	3,542	3,486
Club rent	6,560	8,400
Number of members	20,704	-
Number of meetings	24,929	-
Watson room charge	2,944	-
	<u>63,018</u>	<u>64,401</u>

3 INVESTMENT INCOME

	2014	2013
	£	£
Bank interest	<u>92</u>	<u>76</u>

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NOTES (CONTINUED)

4 TOTAL RESOURCES EXPENDED

	Fundraising	Charitable activities	Governance	2014	2013
	Total	Total	Total	Total	Total
	£	£	£	£	£
Lottery	2,905	-	-	2,905	2,520
Advertising	-	-	440	440	900
Premises	-	36,129	-	36,129	29,794
Postage and stationery	-	-	54	54	480
Telephone	-	-	807	807	880
Cleaning and laundry	-	492	-	492	495
Insurance	-	4,861	-	4,861	4,830
Bank charges	-	-	8	8	-
Sundries	-	-	176	176	292
Staff costs	-	18,102	515	18,617	18,921
Accountancy and					
Book keeping	-	-	2,440	2,440	2,422
Depreciation	-	-	4,584	4,584	935
Bad debts	-	1,092	-	1,092	
	<u>£ 2,905</u>	<u>£ 60,676</u>	<u>£ 9,024</u>	<u>£72,605</u>	<u>£ 62,469</u>

The average number of staff was 5 part time employees (2013: 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 (2013:nil).

6 NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:	2014	2013
	£	£
Trustees' remuneration and expenses	-	-
Depreciation	4,584	935
Independent Examiner's fee	900	882
	<u>=====</u>	<u>=====</u>

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.

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NOTES (CONTINUED)

8 TANGIBLE FIXED ASSETS

	Furniture & Fixtures £	Office Equipment £
COST		
At 1 January 2014	1,350	2,400
Additions	12,274	2,859
At 31 December 2014	<u>£13,624</u>	<u>£ 5,259</u>
 DEPRECIATION		
At 1 January 2014	762	1,533
Charge for the year	3,407	1,177
At 31 December 2014	<u>£4,169</u>	<u>£2,710</u>
 NET BOOK VALUE		
At 31 December 2014	<u>£9,455</u>	<u>£ 2,549</u>
At 31 December 2013	<u>£588</u>	<u>£867</u>

9 DEBTORS

	2014 £	2013 £
Trade debtors	2,197	2,978
Prepayments	1,903	2,110
Other debtors	724	663
	<u>£ 4,824</u>	<u>£ 5,751</u>

10 CREDITORS

Amounts falling due within one year	2014 £	2013 £
Trade creditors	370	428
Accruals	2,200	1,776
Other creditors	11,169	11,182
	<u>£ 13,739</u>	<u>£13,386</u>

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NOTES (CONTINUED)

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Designated Funds	Total Funds 2014	Total Funds 2013
	£	£	£	£
Tangible fixed assets	12,044	-	12,044	1,455
Net current assets	19,830	33,792	53,622	45,854
	<u>£ 31,874</u>	<u>£ 33,792</u>	<u>£ 65,666</u>	<u>£ 47,309</u>

12 MOVEMENT IN FUNDS

	At 1 January 2014 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 December 2014 £
Unrestricted funds	21,051	57,824	(47,001)	-	31,874
Designated fund	26,258	33,138	(25,604)	-	33,792
	<u>£47,309</u>	<u>£90,962</u>	<u>£(72,605)</u>	<u>-</u>	<u>£65,666</u>

The designated fund is for the Development and Improvement only, not the day to day running of Masonic Hall. From 1 January 2013 any donations will be allocated to the fund. Any improvements will be from this fund.

13 CAPITAL COMMITMENTS

The company had made no capital commitments at 31 December 2014 or 31 December 2013.

14 CONTINGENT LIABILITIES

The company had no contingent liabilities at 31 December 2014 or 31 December 2013.

15 CONTROLLING PARTY

The charity is controlled by the Trustees.