

---

**THE CHALKE VALLEY COMMUNITY HUB LIMITED**

---

**MANAGEMENT COMMITTEE'S REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2016**

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### COMPANY INFORMATION

---

Management Committee

William Hillary - Chairman  
John Lace - Vice Chairman  
Henry Flint - Treasurer  
Reverend Jackie Lowe  
Hilary Brown  
Caroline Dutson  
Shoshana Hobbs  
Hugh Pelly  
Chris Rothwell  
Rachel Sykes  
Annabel Walters  
Robert Wilkins

**SECRETARY**

Michael Roe

**REGISTERED NUMBER**

29912R

**REGISTERED OFFICE**

Alexandra House  
St John Street  
Salisbury  
Wiltshire  
SP1 2SB

**INDEPENDENT AUDITORS**

Clifford Fry & Co LLP  
St Mary's House  
Netherhampton  
Salisbury  
Wiltshire  
SP2 8PU

---

# THE CHALKE VALLEY COMMUNITY HUB

---

## CONTENTS

---

	Page
<b>Report of the Management Committee</b>	1 - 3
<b>Independent auditors' report</b>	4 - 5
<b>Income and expenditure account</b>	6
<b>Balance sheet</b>	7
<b>Notes to the financial statements</b>	8 - 12

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2016

---

The management committee present their report and the audited financial statements for the year ended 30 September 2016.

#### STATEMENT OF MANAGEMENT COMMITTEE RESPONSIBILITIES

The management committee manages the affairs of the Society and is collectively responsible for everything done by or in the name of the Society.

The management committee are responsible for preparing this report and the financial statements in accordance with applicable law and regulations.

Company law requires the management committee to prepare financial statements for each financial year. Under that law the management committee have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the management committee must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Society and of the surplus or deficit of the Society for that period. In preparing these financial statements, the management committee are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Society will continue in business.

The management committee are responsible for keeping adequate accounting records that are sufficient to show and explain the Society's transactions and disclose with reasonable accuracy at any time the financial position of the Society and enable them to ensure that the financial statements comply with the Co-operative and Community Benefit Societies Act 2014. They are also responsible for safeguarding the assets of the Society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The management committee are responsible for the maintenance and integrity of the corporate and financial information included on the Society's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements and other information included in management committee's report may differ from legislation in other jurisdictions.

#### MANAGEMENT COMMITTEE

The management committee members who served during the year were:

William Hillary - Chairman (appointed 3 March 2016)  
Ashley Truluck - Chairman (retired 3 March 2016)  
John Lace - Vice Chairman (appointed 3 June 2014)  
Henry Flint - Treasurer (appointed 28 March 2013)  
Sarah Blank (retired 3 March 2016)  
Hilary Brown (appointed 22 March 2016)  
Caroline Dutson (appointed 3 March 2016)  
Shoshana Hobbs (appointed 3 June 2015)  
Reverend Jackie Lowe (appointed 22 March 2016)  
Hugh Pelly (appointed 3 June 2015)  
Chris Rothwell (appointed 3 March 2016)  
Charlotte Steel (retired 3 March 2016)  
Rachel Sykes (appointed 3 June 2015)  
Annabel Walters (appointed 3 June 2014)  
Robert Wilkins (appointed 22 March 2016)

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2016

---

#### DISCLOSURE OF INFORMATION TO AUDITORS

Each of the persons on the management committee at the time when this report is approved has confirmed that:

- so far as that member is aware, there is no relevant audit information of which the Society's auditors are unaware, and
- that member has taken all the steps that ought to have been taken as a management committee in order to be aware of any relevant audit information and to establish that the Society's auditors are aware of that information.

#### AUDITORS

The auditors, Clifford Fry & Co LLP, will be proposed for reappointment in accordance with the Co-operative and Community Benefit Societies Act 2014.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

#### PURPOSE AND PRINCIPAL ACTIVITY

The principal activity of the Society during the year was the operation of a shop, post office, coffee shop and meeting place.

The Society is registered under the Co-operative and Community Benefit Societies Act 2014. A copy of the Society's rules are available from the Society or at [www.chalkevalleystores.co.uk](http://www.chalkevalleystores.co.uk)

#### CHAIRMAN'S STATEMENT AND REVIEW OF BUSINESS

The management committee is pleased to present its report to the Members of the Society for the year ended 30th September 2016.

During the year under report, the Hub has continued to flourish and is in robust health, thanks to the hard work of all our volunteers and paid staff, ably led by Hub Manager, Ellen Smets. Total sales for the year were £312,691 an increase of 6.5 % on the previous 12 month period. Shop sales were ahead by 3.2% and Coffee Shop sales by 39.4%, a very satisfactory result.

This continuing increase in sales reflects the strong support of the local community as well as an increase in visitors from further afield, particularly from walkers and cyclists during the summer months and visitors to the Chalke Valley History Festival. The Coffee Shop is becoming something of a destination in its own right, with visitors from Salisbury, Shaftesbury and the surrounding area making the journey for the excellent home-made food, the friendly and welcoming atmosphere, and the reasonable prices.

The rapid growth of the Coffee Shop also results from the appointment in September 2015 of a dedicated part-time Coffee Shop Manager, Sharon Morgrette – an appointment made possible by a generous three-year grant of £20,000 per annum from a charitable trust specifically for the commercial development of an important social amenity.

The growth in sales and the annual charitable grant mentioned above has resulted in a financial surplus for the year, after tax and after charging depreciation of £24,257 of £13,186, compared with a surplus of £133 on the same basis for the 9-month period ended 30th September 2015.

An outbreak of dry rot was discovered in the Chapel/Coffee Shop during the year. This was treated by specialist

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### MANAGEMENT COMMITTEE'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2016

---

contractors, at the cost of our landlord, The United Reformed Church (URC), fortunately with the minimum of disruption to our business. We are most grateful for the support we receive from the URC for our community venture, which we operate under the terms of our lease in their iconic building. It is not easy to run a successful Coffee Shop in a Chapel from Monday – Saturday, and then transform it back to a Chapel for Sunday services. Compromises have to be made by both parties and we are grateful to the URC for their cooperation. The community use of the building, often by the elderly and the disadvantaged, is a wonderful example of how a church can widen its ministry by reaching out to people who might otherwise not think in terms of being in touch with the Church.

Our lease from the URC is due to come to an end in a little over 3 years time. This is too short a period for your management committee to plan further investment in improving the Hub and its equipment, so we have agreed in principle with the URC that they will grant us a new, longer lease, for which we are grateful. We anticipate that this will be for a term of 10 years from the surrender of the existing lease, and on similar terms.

During the year, my predecessor, Ashley Truluck, retired as Chairman, a post which he held from the outset of the Hub. He was instrumental in driving the project forward and getting it off the ground, and we all owe him a huge debt of gratitude for helping to create an asset of such value to the local community.

Other changes to the management committee involve the appointment of John Lace as Vice Chairman, the re-election of Henry Flint, the election of Caroline Dutson and Chris Rothwell and the subsequent co-option of Robert Wilkins, Jackie Lowe, and Hilary Brown. I am most grateful to all of my colleagues on the management committee, and to our Secretary, Michael Roe, and our other occasional advisers, for giving so generously of their time and expertise. We are indeed fortunate to have such a wide range and depth of talent in our small community and without them, the Hub would simply not succeed.

Finally, my thanks once again to all of our hardworking volunteers and staff for helping so cheerfully in so many ways. We owe you all a huge debt of gratitude for, without your valuable contribution the Hub could not continue.

This report was approved by the management committee on its behalf.

and signed on

.....  
**Michael Roe**  
Secretary

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE CHALKE VALLEY COMMUNITY HUB LIMITED

---

We have audited the financial statements of The Chalke Valley Community Hub Limited for the year ended 30 September 2016, set out on pages 6 to 12. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the Society's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Society's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Society and the Society's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### RESPECTIVE RESPONSIBILITIES OF MANAGEMENT COMMITTEES AND AUDITORS

As explained more fully in the management committee's responsibilities statement, the management committee members are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Society's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the management committee members; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the management committee's report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the Society's affairs as at 30 September 2016 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the management committee's report for the financial period for which the financial statements are prepared is consistent with the financial statements.

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE CHALKE VALLEY COMMUNITY HUB LIMITED

---

#### MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the management committee were not entitled to prepare the financial statements in accordance with the small companies regime and to take advantage of the small companies' exemption from the requirement to prepare a strategic report or in preparing the management committee's report.

Simon Allenby FCA (Senior statutory auditor)

for and on behalf of  
**Clifford Fry & Co LLP**

St Mary's House  
Netherhampton  
Salisbury  
Wiltshire  
SP2 8PU  
Date:



**THE CHALKE VALLEY COMMUNITY HUB**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 30 SEPTEMBER 2016**

	Note	Year ended 30 September 2016 £	Period ended 30 September 2015 £
<b>TURNOVER</b>	1,2	<b>312,691</b>	216,625
Cost of sales		<b>(223,055)</b>	(159,095)
<b>GROSS SURPLUS</b>		<b>89,636</b>	57,530
Administrative expenses		<b>(110,747)</b>	(70,416)
Other operating income	3	<b>36,294</b>	12,998
<b>OPERATING SURPLUS</b>	4	<b>15,183</b>	112
Interest receivable and similar income		<b>39</b>	26
<b>SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		<b>15,222</b>	138
Tax on surplus on ordinary activities	6	<b>(2,036)</b>	(5)
<b>SURPLUS ON ORDINARY ACTIVITIES AFTER TAXATION</b>		<b>13,186</b>	133
<b>SURPLUS BROUGHT FORWARD</b>		<b>53,828</b>	53,695
<b>RETAINED SURPLUS CARRIED FORWARD</b>		<b>67,014</b>	53,828

The notes on pages 8 to 12 form part of these financial statements.

**BALANCE SHEET  
AS AT 30 SEPTEMBER 2016**

	Note	£	2016 £	£	2015 £
<b>FIXED ASSETS</b>					
Tangible assets	7		<b>54,358</b>		76,423
<b>CURRENT ASSETS</b>					
Stocks	8	<b>15,619</b>		12,646	
Debtors	9	<b>5,408</b>		3,291	
Cash at bank and in hand		<b>101,585</b>		86,896	
			<b>122,612</b>	102,833	
<b>CREDITORS:</b> amounts falling due within one year	10	<b>(29,803)</b>		(31,987)	
<b>NET CURRENT ASSETS</b>			<b>92,809</b>		70,846
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b>147,167</b>		147,269
<b>CREDITORS:</b> amounts falling due after more than one year	11		<b>(33,613)</b>		(46,901)
<b>NET ASSETS</b>			<b>113,554</b>		100,368
<b>CAPITAL AND RESERVES</b>					
Called up share capital	12		<b>46,540</b>		46,540
Income and expenditure account	13		<b>67,014</b>		53,828
<b>SHAREHOLDERS' FUNDS</b>	14		<b>113,554</b>		100,368

The financial statements have been prepared in accordance with the special provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved and authorised for issue by the management committee and were signed on its behalf on

.....  
**William Hillary - Chairman**  
Chairman

.....  
**Henry Flint**  
Treasurer

The notes on pages 8 to 12 form part of these financial statements.

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2016

---

#### 1. ACCOUNTING POLICIES

##### 1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

##### 1.2 Turnover

Turnover comprises revenue recognised by the Society in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

##### 1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Short-term leasehold property	-	Straight line over the life of the lease - 7 years
Fixtures and fittings	-	Straight line over 4 years
Computer equipment	-	Straight line over 3 years

##### 1.4 Operating leases

Rentals under operating leases are charged to the Income and expenditure account on a straight line basis over the lease term.

##### 1.5 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2016

---

#### 2. TURNOVER

The total turnover of the Society for the year has been derived from its principal activity wholly undertaken in the UK.

#### 3. OTHER OPERATING INCOME

	Year ended 30 September 2016 £	Period ended 30 September 2015 £
Net rents receivable	1,680	1,290
Government grants released	13,289	9,966
Sundry income	21,325	1,742
	<u>36,294</u>	<u>12,998</u>

#### 4. OPERATING SURPLUS

The operating surplus is stated after charging:

	Year ended 30 September 2016 £	Period ended 30 September 2015 £
Depreciation of tangible fixed assets:	<u>24,257</u>	<u>18,459</u>

During the year, no management committee member received any emoluments (2015 - £NIL).

#### 5. AUDITORS' REMUNERATION

	Year ended 30 September 2016 £	Period ended 30 September 2015 £
Auditors remuneration - audit of the financial statements	<u>2,300</u>	<u>2,000</u>

**THE CHALKE VALLEY COMMUNITY HUB**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2016**

**6. TAXATION**

	Year ended 30 September 2016 £	Period ended 30 September 2015 £
<b>Analysis of tax charge in the year/period</b>		
UK corporation tax charge on surplus for the year/period	2,031	5
Adjustments in respect of prior periods	5	-
<b>Tax on surplus on ordinary activities</b>	<b>2,036</b>	<b>5</b>

**7. TANGIBLE FIXED ASSETS**

	Short-term leasehold property £	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost</b>				
At 1 October 2015	84,307	42,010	5,682	131,999
Additions	2,192	-	-	2,192
At 30 September 2016	86,499	42,010	5,682	134,191
<b>Depreciation</b>				
At 1 October 2015	27,302	23,916	4,358	55,576
Charge for the year	12,459	10,502	1,296	24,257
At 30 September 2016	39,761	34,418	5,654	79,833
<b>Net book value</b>				
At 30 September 2016	46,738	7,592	28	54,358
At 30 September 2015	57,005	18,094	1,324	76,423

**8. STOCKS**

	2016 £	2015 £
Finished goods and goods for resale	15,619	12,646

**THE CHALKE VALLEY COMMUNITY HUB**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2016**

**9. DEBTORS**

	2016 £	2015 £
Trade debtors	490	280
Prepayments and accrued income	4,918	3,011
	<b>5,408</b>	<b>3,291</b>
	<b>5,408</b>	<b>3,291</b>

**10. CREDITORS:  
Amounts falling due within one year**

	2016 £	2015 £
Trade creditors	3,309	6,323
Corporation tax	2,031	5
Other taxation and social security	3,248	2,793
Other creditors	77	25
Accruals and deferred income	21,138	22,841
	<b>29,803</b>	<b>31,987</b>
	<b>29,803</b>	<b>31,987</b>

**11. CREDITORS:  
Amounts falling due after more than one year**

	2016 £	2015 £
Government grants - deferred income	33,613	46,901
	<b>33,613</b>	<b>46,901</b>
	<b>33,613</b>	<b>46,901</b>

**12. SHARE CAPITAL**

	2016 £	2015 £
<b>Allotted, called up and fully paid</b>		
4,654 Ordinary shares of £10 each	46,540	46,540
	<b>46,540</b>	<b>46,540</b>
	<b>46,540</b>	<b>46,540</b>

---

## THE CHALKE VALLEY COMMUNITY HUB

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2016

---

#### 13. RESERVES

	Income and expenditure account £
At 1 October 2015	53,828
Surplus for the financial year	13,186
	<hr/>
At 30 September 2016	<u>67,014</u>

#### 14. RECONCILIATION OF MOVEMENT IN SHAREHOLDERS' FUNDS

	2016 £	2015 £
Opening shareholders' funds	100,368	100,235
Surplus for the financial year/period	13,186	133
	<hr/>	<hr/>
Closing shareholders' funds	<u>113,554</u>	<u>100,368</u>

#### 15. OPERATING LEASE COMMITMENTS

At 30 September 2016 the Society had annual commitments under non-cancellable operating leases as follows:

	2016 £	2015 £
<b>Expiry date:</b>		
After more than 5 years	-	2,500
	<hr/>	<hr/>

#### 16. CONTROLLING PARTY

There is no controlling party.