

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021  
FOR  
OVER COMMUNITY ASSOCIATION

Thompson Taraz Rand Audit and Assurance Limited  
10 Jesus Lane  
Cambridge  
Cambridgeshire  
CB5 8BA

## OVER COMMUNITY ASSOCIATION

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OVER COMMUNITY ASSOCIATION  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

The objectives of Over Community Association (OCA) is to promote the social welfare of, and improve the conditions for, the inhabitants of Over and neighbouring villages. In order to further this objective the Association has constructed a sports and recreational centre.

The Association's aims are to promote and provide cultural, recreational, social and sporting services and activities to the residents of Over and the neighbouring villages. This is achieved by providing all local clubs and associations with the use of various facilities at The Community Centre.

The main objectives for the year ended 31 March 2021 were broadly in line with previous years. That is to ensure that the trading arm, Over Community Enterprises Limited, generates sufficient income and hence profit to ensure OCA can promote its aims at a subsidised cost to the villagers. While at the same time ensuring that sufficient funds are retained and used for the upkeep and maintenance of the premises and its assets.

##### Public benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Associations aims and objectives and in planning future activities.

#### ACHIEVEMENT AND PERFORMANCE

##### Charitable activities

The Over Community Association has not been able to offer free events or free room hire to local charitable groups to the village this financial year due to the ongoing global pandemic. Over Community Association has secured several grants and donations this year that has enabled maintenance work on the building and upkeep to be performed. The Over Community Association has supported the Centre Manager during an exceedingly difficult trading period caused by the global pandemic and enforced closure of the Centre for much of the year.

OVER COMMUNITY ASSOCIATION  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

## FINANCIAL REVIEW

### Financial position

The building has been operating for over twenty years now and continues to be well used with over 40 individual user groups. The subsidiary company, Over Community Enterprises Limited (OCE), set up to run the building, recorded a net loss of £24,893 for the year ended 31st March 2021 (2020 - £6,323).

Many user groups continue to use the Centre. Conference trade has continued to be slow with many councils and groups historically using the Centre cutting back on offsite seminar and training. We are continuing our relationships with these parties and investigating new avenues of income.

### Reserves policy

The Trustees are continuing to review OCA's needs for reserves in line with the guidance issued by the Charity Commission. They recognise that provision must be made for the planned replacement of the all-weather surface and other major assets are kept in a good state of repair.

The Designated Fixed Asset Fund was set up by a transfer from General reserves. This fund represents the net book value of assets purchased from specific grants and donations where the restriction on the donation ceases once the money is spent.

The major risks to which OCA is exposed have been identified by the Trustees and continue to be reviewed. Systems have been, and continue to be, established to manage those risks.

## FUTURE PLANS

It is anticipated that in the light of the ongoing global pandemic that OCA will have to carefully plan for future years to ensure the stability of the Centre and its operations, closely supporting the Centre Manager to ensure profitability from OCE Ltd and future success.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

The charity is controlled by its governing document, a constitution and is an unincorporated charity.

### Recruitment and appointment of new trustees

Trustees are governed by the constitution which requires all Trustees to live in the village of Over. Due to this requirement the recruiting of new Trustees can be a challenging task.

The board of Trustees shall consist of:

- Not more than four Honorary Officers.
- Not more than nine member representatives.
- One representative appointed by Over Parish Council.

Village residents who would like to become Over Community Association Trustees are invited to put their names forward for election, or re-election at the AGM. Appointees are nominated by two members and elected by a simple majority at the AGM.

From time to time residents with certain skills, normally professional ones, are invited to either stand for election or are co-opted on as a Trustee. Training is delivered internally as deemed necessary.

### Organisational structure

The day to day management is delegated to the Executive Committee who make the necessary day to day decisions.

The Centre Manager is employed to recruit the staff she needs to generate the income, through trading activities, that is required so that OCA can continue to carry out its aims.

OVER COMMUNITY ASSOCIATION  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Decision making

The Trustees determine the general policy of the Association.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1014710

Principal address

Over Community Centre

The Doles

Over

Cambridge

Cambridgeshire

CB24 5NW

Trustees

R A Bevington (chair from Nov'20)

D Carman

T T Sutton

P J Sibthorpe

D Shepherd (resigned 1/12/2020)

G D Fenn (appointed 22/10/2020)

Mrs U Robinson

Mrs S Robinson

Mrs A Griffiths (resigned 22/10/2020)

M Dixon (resigned 22/10/2020)

P Smith

Independent Examiner

Andrew Rand

Thompson Taraz Rand Audit and Assurance Limited

10 Jesus Lane

Cambridge

Cambridgeshire

CB5 8BA

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

OVER COMMUNITY ASSOCIATION  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 21 January 2022 and signed on its behalf by:

R A Bevington - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
OVER COMMUNITY ASSOCIATION

Independent examiner's report to the trustees of Over Community Association

I report to the charity trustees on my examination of the accounts of Over Community Association (the Trust) for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Andrew Rand  
Thompson Taraz Rand Audit and Assurance Limited  
10 Jesus Lane  
Cambridge  
Cambridgeshire  
CB5 8BA

21 January 2022

OVER COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	33,310	-	33,310	10,139
Charitable activities	3				
Charitable activity		10	-	10	9,000
Total		<u>33,320</u>	<u>-</u>	<u>33,320</u>	<u>19,139</u>
EXPENDITURE ON					
Charitable activities					
Charitable activity					
Governance costs		15,914	17,834	33,748	44,144
		1,500	-	1,500	1,300
Total		<u>17,414</u>	<u>17,834</u>	<u>35,248</u>	<u>45,444</u>
NET INCOME/(EXPENDITURE)		<u>15,906</u>	<u>(17,834)</u>	<u>(1,928)</u>	<u>(26,305)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		141,704	471,830	613,534	639,839
TOTAL FUNDS CARRIED FORWARD		<u><u>157,610</u></u>	<u><u>453,996</u></u>	<u><u>611,606</u></u>	<u><u>613,534</u></u>

The notes form part of these financial statements



OVER COMMUNITY ASSOCIATION

BALANCE SHEET  
31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	6	41,812	453,996	495,808	521,758
Investments	7	12,002	-	12,002	12,002
		<hr/>	<hr/>	<hr/>	<hr/>
		53,814	453,996	507,810	533,760
CURRENT ASSETS					
Debtors	8	28,871	-	28,871	29,616
Cash at bank		77,925	-	77,925	52,108
		<hr/>	<hr/>	<hr/>	<hr/>
		106,796	-	106,796	81,724
CREDITORS					
Amounts falling due within one year	9	(3,000)	-	(3,000)	(1,950)
		<hr/>	<hr/>	<hr/>	<hr/>
NET CURRENT ASSETS		103,796	-	103,796	79,774
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		157,610	453,996	611,606	613,534
		<hr/>	<hr/>	<hr/>	<hr/>
NET ASSETS		157,610	453,996	611,606	613,534
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The notes form part of these financial statements

OVER COMMUNITY ASSOCIATION

BALANCE SHEET - continued  
31 MARCH 2021

FUNDS	10		
Unrestricted funds:			
General fund - assets (excluding bank)		79,687	89,596
General fund - bank (after contingency reserve)		47,923	22,108
Designated fund - bank (contingency reserve)		30,000	30,000
		<hr/>	<hr/>
		157,610	141,704
		<hr/>	<hr/>
Restricted funds:			
Property fund		453,996	471,830
		<hr/>	<hr/>
TOTAL FUNDS		<u>611,606</u>	<u>613,534</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 21 January 2022 and were signed on its behalf by:

R A Bevington - Trustee

## OVER COMMUNITY ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

#### 1. ACCOUNTING POLICIES

##### Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

##### Going concern

There are no material uncertainties about the charity's ability to continue, on consideration of the charity's position during the year and post year-end.

##### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Government grants of £30,285 (2020: NIL) were received during the year to support the charity during the pandemic.

##### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Long Leasehold	- 2% on cost
Improvements to property	- varying rates
Fixtures and fittings	- varying rates
Office equipment	- 10% on reducing balance

##### Taxation

The charity is exempt from 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

OVER COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	25	10,139
Grants	33,285	-
	<u>33,310</u>	<u>10,139</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	2021 Charitable activity	2020 Total activities
	£	£
Licence fees	<u>10</u>	<u>9,000</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	10,139	-	10,139
Charitable activities			
Charitable activity	9,000	-	9,000
	<u>19,139</u>	<u>-</u>	<u>19,139</u>
Total	19,139	-	19,139
EXPENDITURE ON			
Charitable activities			
Charitable activity	26,310	17,834	44,144
Governance costs	1,300	-	1,300

OVER COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Total	27,610	17,834	45,444
NET INCOME/(EXPENDITURE)	(8,471)	(17,834)	(26,305)
Transfers between funds	617	(617)	-
Net movement in funds	(7,854)	(18,451)	(26,305)
RECONCILIATION OF FUNDS			
Total funds brought forward	149,558	490,281	639,839
TOTAL FUNDS CARRIED FORWARD	141,704	471,830	613,534

6. TANGIBLE FIXED ASSETS

	Long leasehold £	Improvements to property £	Fixtures and fittings £	Office equipment £	Totals £
COST					
At 1 April 2020	800,942	188,758	195,905	32,108	1,217,713
Additions	-	-	981	-	981
At 31 March 2021	800,942	188,758	196,886	32,108	1,218,694
DEPRECIATION					
At 1 April 2020	334,719	146,264	187,488	27,484	695,955
Charge for year	16,019	7,370	3,058	484	26,931
At 31 March 2021	350,738	153,634	190,546	27,968	722,886
NET BOOK VALUE					
At 31 March 2021	450,204	35,124	6,340	4,140	495,808
At 31 March 2020	466,223	42,494	8,417	4,624	521,758

The land on which the buildings stand has been leased for a term of 99 years, commencing 18 August 1997 at a nominal rent.

The fixed assets are all used for charitable purposes.

OVER COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

7. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
COST LESS IMPAIRMENT At 1 April 2020 and 31 March 2021	12,002
NET BOOK VALUE At 31 March 2021	12,002
At 31 March 2020	12,002

There were no investment assets outside of the UK.

The investments represent the whole of the issued share capital of Over Community Enterprises Limited.

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Amounts owed by company under the control of trustees	27,286	28,730
VAT	1,135	436
Prepayments	450	450
	<u>28,871</u>	<u>29,616</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	-	450
Other creditors	3,000	1,500
	<u>3,000</u>	<u>1,950</u>

OVER COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021

10. MOVEMENT IN FUNDS

Unrestricted funds

All designated funds were set up by transfers from unrestricted income funds by Trustees.

The contingency reserve was set up to reflect the fact OCA needs reserves to cover the future expected expenditure such as the eventual refurbishment of the Centre itself. This represents £30,000 of the £77,925 cash at bank at 31 March 2021.

Remaining cash at bank of £47,925 represents available liquid resources at 31 March 2021 to meet the day to day future requirements of the Association, including any support given to its subsidiary undertaking Over Community Enterprises Limited.

Restricted funds

The property fund represents the income received in the form of grants and donations which has been applied to the cost of construction of the Community Centre and Conservatory and the purchase of CCTV equipment. Depreciation on these assets is charged to the fund each year.

11. RELATED PARTY DISCLOSURES

During the year the Charity received £10 (2020 - £9,000) of licence fees from Over Community Enterprises Limited, its 100% subsidiary undertaking. At the year end £27,286 (2020 - £28,730) was due from this company.

OVER COMMUNITY ASSOCIATION

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	25	10,139
Grants	33,285	-
	<u>33,310</u>	<u>10,139</u>
Charitable activities		
Licence fees	10	9,000
	<u>33,320</u>	<u>19,139</u>
Total incoming resources		
EXPENDITURE		
Charitable activities		
Rent	10	-
Insurance	208	-
Licences	295	-
Property repairs	6,009	12,565
Village event costs	295	4,774
Depreciation of leasehold property and improvements	23,389	23,333
Depreciation of other assets	3,542	3,472
	<u>33,748</u>	<u>44,144</u>
Support costs		
Governance costs		
Independent examination fees	1,500	1,300
	<u>35,248</u>	<u>45,444</u>
Total resources expended		
Net expenditure	<u>(1,928)</u>	<u>(26,305)</u>

This page does not form part of the statutory financial statements