

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
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 2022

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. 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 2022 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 now been able to offer free events or free room hire to local charitable groups to the village this financial year now that the global pandemic has eased. 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 continued to supported the Centre Manager during another difficult trading period caused by the global pandemic.

Conference trade has started to return but remains lower than pre-pandemic as 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.

OCA will continue 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.

OVER COMMUNITY ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

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 net profits of £4,508 for the year ended 31st March 2022 (2021 - £(17,056)).

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.

Decision making

The Trustees determine the general policy of the Association.

OVER COMMUNITY ASSOCIATION

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

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
G D Fenn
U Robertson
S Robinson
P Smith
J Davies

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

Approved by order of the board of trustees on 26 January 2023 and signed on its behalf by:

P J Sibthorpe - 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 2022.

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

26 January 2023

OVER COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	48,024	12,563	60,587	33,310
Charitable activities	4				
Charitable activity		6,000	-	6,000	10
Investment income	3	1	-	1	-
Total		<u>54,025</u>	<u>12,563</u>	<u>66,588</u>	<u>33,320</u>
EXPENDITURE ON					
Charitable activities					
Charitable activity		19,447	28,824	48,271	33,748
Governance costs		1,500	-	1,500	1,500
Total		<u>20,947</u>	<u>28,824</u>	<u>49,771</u>	<u>35,248</u>
NET INCOME/(EXPENDITURE)		33,078	(16,261)	16,817	(1,928)
RECONCILIATION OF FUNDS					
Total funds brought forward		157,610	453,996	611,606	613,534
TOTAL FUNDS CARRIED FORWARD		<u>190,688</u>	<u>437,735</u>	<u>628,423</u>	<u>611,606</u>

The notes form part of these financial statements

OVER COMMUNITY ASSOCIATION

BALANCE SHEET
31 MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	7	36,376	437,440	473,816	495,808
Investments	8	12,002	-	12,002	12,002
		<u>48,378</u>	<u>437,440</u>	<u>485,818</u>	<u>507,810</u>
CURRENT ASSETS					
Debtors	9	45,062	-	45,062	28,871
Cash at bank		111,421	295	111,716	77,925
		<u>156,483</u>	<u>295</u>	<u>156,778</u>	<u>106,796</u>
CREDITORS					
Amounts falling due within one year	10	(14,173)	-	(14,173)	(3,000)
		<u>142,310</u>	<u>295</u>	<u>142,605</u>	<u>103,796</u>
NET CURRENT ASSETS					
		<u>190,688</u>	<u>437,735</u>	<u>628,423</u>	<u>611,606</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>190,688</u>	<u>437,735</u>	<u>628,423</u>	<u>611,606</u>
NET ASSETS		<u>190,688</u>	<u>437,735</u>	<u>628,423</u>	<u>611,606</u>

The notes form part of these financial statements

OVER COMMUNITY ASSOCIATION

BALANCE SHEET - continued
31 MARCH 2022

FUNDS	11		
Unrestricted funds:			
General fund - assets (excluding bank)		112,765	79,687
General fund - bank (after contingency reserve)		47,923	47,923
Designated fund - bank (contingency reserve)		30,000	30,000
		<hr/>	<hr/>
		190,688	157,610
		<hr/>	<hr/>
Restricted funds:			
Property fund		436,162	453,996
AV equipment fund			
		1,573	-
		<hr/>	<hr/>
		437,735	453,996
		<hr/>	<hr/>
		<hr/>	<hr/>
TOTAL FUNDS		628,423	611,606
		<hr/> <hr/>	<hr/> <hr/>

The financial statements were approved by the Board of Trustees and authorised for issue on 26 January 2023 and were signed on its behalf by:

P J Sibthorpe - Trustee

The notes form part of these financial statements

OVER COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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 £6,000 (2021 - £30,285) 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 2022

2.	DONATIONS AND LEGACIES	2022 £	2021 £
	Donations	42,024	25
	Grants	18,563	33,285
		<u>60,587</u>	<u>33,310</u>

3.	INVESTMENT INCOME	2022 £	2021 £
	Deposit account interest	1	-
		<u></u>	<u></u>

4.	INCOME FROM CHARITABLE ACTIVITIES	2022 Charitable activity	2021 Total activities
		£	£
	Licence fees	6,000	10
		<u></u>	<u></u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	33,310	-	33,310
Charitable activities			
Charitable activity	10	-	10
	<u></u>	<u></u>	<u></u>
Total	33,320	-	33,320

EXPENDITURE ON

OVER COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Charitable activities			
Charitable activity			
	15,914	17,834	33,748
Governance costs			
	1,500	-	1,500
Total	17,414	17,834	35,248
NET INCOME/(EXPENDITURE)	15,906	(17,834)	(1,928)
RECONCILIATION OF FUNDS			
Total funds brought forward	141,704	471,830	613,534
TOTAL FUNDS CARRIED FORWARD	157,610	453,996	611,606

7. TANGIBLE FIXED ASSETS

	Long leasehold £	Improvements to property £	Fixtures and fittings £	Office equipment £	Totals £
COST					
At 1 April 2021	800,942	188,758	196,886	32,108	1,218,694
Additions	-	-	-	1,705	1,705
At 31 March 2022	800,942	188,758	196,886	33,813	1,220,399
DEPRECIATION					
At 1 April 2021	350,738	153,634	190,546	27,968	722,886
Charge for year	16,019	4,530	2,290	858	23,697
At 31 March 2022	366,757	158,164	192,836	28,826	746,583
NET BOOK VALUE					
At 31 March 2022	434,185	30,594	4,050	4,987	473,816
At 31 March 2021	450,204	35,124	6,340	4,140	495,808

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 2022

8. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
COST LESS IMPAIRMENT At 1 April 2021 and 31 March 2022	12,002
NET BOOK VALUE At 31 March 2022	12,002
At 31 March 2021	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.

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Amounts owed by company under the control of trustees	42,000	27,286
VAT	2,612	1,135
Prepayments	450	450
	<u>45,062</u>	<u>28,871</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	12,673	-
Other creditors	1,500	3,000
	<u>14,173</u>	<u>3,000</u>

11. 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 £111,716 cash at bank at 31 March 2022.

Remaining cash at bank of £81,716 represents available liquid resources at 31 March 2022 to meet the day to day future requirements of the Association, including any support given to its subsidiary undertaking Over Community Enterprises Limited.

OVER COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

11. MOVEMENT IN FUNDS - continued

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.

The AV equipment fund represents the income received in the form of grants for the purchase audio and visual equipment. Depreciation on these assets is charged to the fund each year.

Income of £10,563 received in the form of grants has been applied to the cost of replacement of french doors at the premises.

12. RELATED PARTY DISCLOSURES

During the year the Charity received £6,000 (2021 - £10) of licence fees from Over Community Enterprises Limited, its 100% subsidiary undertaking. The charity also received donations of £42,000 (2021: NIL) from Over Community Enterprises Limited.

At the year end there was a balance of £42,000 (2021 - £27,286) due from this company.

OVER COMMUNITY ASSOCIATION
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	42,024	25
Grants	18,563	33,285
	<u>60,587</u>	<u>33,310</u>
Investment income		
Deposit account interest	1	-
Charitable activities		
Licence fees	6,000	10
	<u>66,588</u>	<u>33,320</u>
Total incoming resources		
	66,588	33,320
EXPENDITURE		
Charitable activities		
Rent	10	10
Insurance	-	208
Village event costs	532	-
Marketing	102	-
Licences	-	295
Property repairs	23,930	6,009
Village event costs	-	295
Depreciation of leasehold property and improvements	20,549	23,389
Depreciation of other assets	3,148	3,542
	<u>48,271</u>	<u>33,748</u>
Support costs		
Governance costs		
Independent examination fees	1,500	1,500
	<u>49,771</u>	<u>35,248</u>
Total resources expended		
	49,771	35,248
Net income/(expenditure)	<u>16,817</u>	<u>(1,928)</u>

This page does not form part of the statutory financial statements