



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2020		31	03	2021

Section A Reference and administration details

Charity name Quarrendon & Meadowcroft Community Association

Other names charity is known by

Registered charity number (if any) 1023940

Charity's principal address

Bowlers Road

147 Meadowcroft

Aylesbury, Buckinghamshire

Postcode

HP19 9HH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Roisin Willetts	Chairman		
2	Richard Willetts	Treasurer		
3	Christine Hayes	Secretary		
4	Andy Huxley			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution Based on the Community
How the charity is constituted (eg. trust, association, company)	Matters Model Association
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed voluntarily when required, this is then confirmed by a full meeting of the Trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Promote the benefits of the inhabitants of the Quarrendon and Meadowcroft area of Aylesbury and provide facilities for all, without distinction. Manage and maintain the community building.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Facilities provided for all sections of the community from sporting events to social functions, mother & toddler and pre-school groups together with religious groups meet at the centre, various major international events held, all activities have due regard to the guidance issued by the Charity Commission.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

To provide facilities for local people to enjoy and help them improve their lives.
To provide a reliable & safe environment for groups to maintain and expand their activities and service to the public.
Provide facilities for several large local and national events (200/400 attendees), a pantomime (200 attendees) and smaller events run by volunteers.

Total footfall in excess of 50,000 in the year.

Section E Financial review

Brief statement of the charity's policy on reserves

Maintain sufficient reserves to allow for internal repairs and redecorations and improvements, together with projects to improve and tackle energy preservation.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Christine Hayes	
Secretary	

28/01/2022



Receipts and payments account

For the period from	Period start date 04/01/2020	To
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Local Authority Grants	18,269	-	-
Hall Hire Receipts	9,126	-	-
Bank Account Interest Received	14	-	-
Vending Machine Receipts	-	-	-
Furlough	8,625	-	-
Covid Grant	25,000	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	61,034	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	61,034	-	-
A3 Payments			
Wages	33,402	-	-
Hall Maintenance & Service Charges	22,212	-	-
Insurance & Licenses	2,281	-	-
Light & Heat, Rates, Etc	2,243	-	-
Bank Charges	-	-	-
Telephone & Internet	1,198	-	-
Postage, Stationery & Computer Costs	143	-	-
Travel Costs	-	-	-
Office Overheads & Support	-	-	-
Independant Examiner	440	-	-
Donations	-	-	-
Sundry	14	-	-
Equipment Maint.	677	-	-
Sub total	62,610	-	-
A4 Asset and investment purchases, (see table)			
Equipment	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	62,610	-	-

<i>Net of receipts/(payments)</i>	- 1,576	-	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	53,915	-	-
<i>Cash funds this year end</i>	52,339	-	-

Section B Statement of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Petty Cash	45
	Lloyds Current Account	1,852
	Lloyds Deposit Account	50,563
	Total cash funds	52,460
	(agree balances with receipts and payments account(s))	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £
	Hall Hire Debtors, Etc	825
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
	Office Equipment	
	Games & Sports Equipment	
	Fixtures, Fittings & Equipment	
	Sound System	
	LED Lighting System	
B5 Liabilities	Details	Fund to which liability relates
	Independent Examiner	
	Wages & PAYE	

Signed by one or two trustees on
behalf of all the trustees

Signature

Print N

Hay

023940

ounts

Period end date

03/31/2021

CC16a



Total funds

Last year

to the nearest £

to the nearest £

18,269	18,269
9,126	49,568
14	24
-	-
8,625	-
25,000	-
-	-
-	-
61,034	67,861

-	
-	-
-	-
61,034	67,861

33,402	35,246
22,212	21,243
2,281	2,420
2,243	600
-	-
1,198	1,224
143	94
-	-
-	300
440	485
-	65
14	228
677	2,050
62,610	63,955

-	-
-	-
-	-
62,610	63,955

-	1,576	3,906
-	-	-
53,915	50,009	
52,339	53,915	

the period

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
OK	OK

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
440	
506	

-	
-	
-	

lame	Date of approval
es	01/28/2022

QMCA

CALCULATION OF CASH FUNDS

		Previous Year
Cash at Bank and In Hand	50,384	41825
Debtors as at 31/03/18	<u>3,408</u>	<u>4217</u>
	53,792	46042
Less Creditors as at 31/03/18	<u>2,533</u>	<u>1825</u>
	51,259	44217
Calculation without considering Debtors & Creditors	48,866	41825
Balance Sheet Difference	<u>2,393</u>	<u>2,392</u>

£1 difference due to rounding.

ear



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Quarrendon & Meadowcroft Community Association

**On accounts for the year
ended**

01/04/2020 to 31/03/2021

**Charity no
(if any)**

1023940

Set out on pages

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to 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 the 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 material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

28/01/2022

Name:

Kevin Wise

**Relevant professional
qualification(s) or body
(if any):**

Accountancy Service Provider (AML Lic. No. 12400179)

Address:

Redwood BMS

46 Fremantle Road, Aylesbury

Buckinghamshire HP21 8EJ

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.