

Company Registration No.  
Charity Registration No.

03212914  
01056303

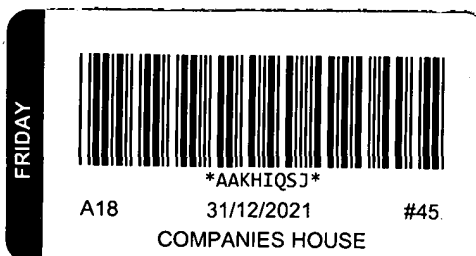
## **Chaddlewood Farm Community Association**

(A company limited by guarantee)

**Annual Report and Financial Statements**

**for the Year Ended 31st March 2021**

Beeson Cornish  
Falcon House  
Eagle Road  
Plymouth  
PL7 5JY



## **Chaddlewood Farm Community Association**

### **Contents**

<b>Reference and Administrative Details</b>	<b>1</b>
<b>Trustees' Report</b>	<b>2 to 3</b>
<b>Accountant's Report</b>	<b>4</b>
<b>Statement of Financial Activities</b>	<b>5</b>
<b>Balance Sheet</b>	<b>6</b>
<b>Notes to the Financial Statements</b>	<b>7 to 12</b>

## **Chaddlewood Farm Community Association**

### **Reference and Administrative Details**

<b>Charity Name</b>	<b>Chaddlewood Farm Community Association</b>
<b>Charity Registration No.</b>	<b>01056303</b>
<b>Company Registration No.</b>	<b>03212914</b>
<b>Principal Office</b>	<b>80 Glen Road Chaddlewood Plympton Plymouth PL7 2XS</b>
<b>Registered Office</b>	<b>80 Glen Road Chaddlewood Plympton Plymouth PL7 2XS</b>
<b>Trustees</b>	<b>Mr Glenn Jordan (Chairman) Mr Keith Islip Mr James Jordan Mrs Tina Wheeler Mrs Samantha Leaves</b>
<b>Secretary</b>	<b>Mrs L.L Wiblin-Meakin</b>
<b>Treasurer</b>	<b>James Jordan</b>
<b>Solicitor</b>	<b>Bevan Ashford Curzon House Southernhay West Exeter EX4 3LY</b>
<b>Accountant</b>	<b>Beeson Cornish Falcon House Eagle Road Plymouth PL7 5JY</b>

## **Chaddlewood Farm Community Association**

### **Trustees' Report**

The Trustees present their annual report for the year ended 31st March 2021 which includes the statutory information to be disclosed in the Director's Report as required by the Companies Act 1985. The Trustees have adopted the provisions of the Statement of Recommended Practice (SOP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the Charity.

#### **Reference and Administration**

The Charity's Trustees/Directors consist of elected members who are responsible for implementing the aims and objectives of the charity. Committee meetings are held on a monthly basis to monitor progress and plan the future activities of the charity.

The following served as Trustees and Directors during the year:

Mr G. Jordan	(Chairman)
Mr K.J Islip	
Mrs S. Leaves	
Mrs T. Wheeler	
Mr J Jordan	

#### **Structure, Governance and Management**

The company was incorporated in England and Wales on 18th March 1996 and is limited by guarantee. (Company No. 03212914). The structure of the company comprises a Board of Trustees/Directors.

Membership is open to everyone who wishes to further the objects of the Charity. Members' liability is limited up to the sum of £10.

Company law requires us, as directors, to prepare financial statements of each financial period which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that period. In preparing the financial statements we are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable us to ensure that the financial statements comply with the Companies Act 1985. We are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# **Chaddlewood Farm Community Association**

## **Trustees' Report**

### **Structure, Governance and Management (continued)**

The Trustees/Directors of the company consist of a Chairman, Treasurer and members drawn from the community and centre users and are elected by the membership of the association. The officers of the company are elected from within the committee of trustees. Trustees/Directors have the power to co-opt additional trustees who will be confirmed at the AGM. Retiring Trustees/Directors can also be re-appointed at the AGM which is normally held annually in November

Trustees are provided with key documents on appointment. The Trustees/Directors are encouraged to attend appropriate external training courses where these will facilitate the understanding of their roles.

### **Objectives and Activities**

The objects for which the company was established are:

- to promote benefits for the inhabitants of Chaddlewood and the neighbourhood without distinction
- by associating with the inhabitants, local authorities, voluntary and other organisations to advance education and provide facilities in the interests of social welfare for recreation and leisure time occupation with the aim of improving quality of life.

### **Achievements and Performance**

The Charity continues to hire out the Community Centre to various organisations and for casual lets. The Charity holds successful Summer and Christmas Fayres every year. It is working in partnership with Plymouth City Council to provide additional youth activities and services. It actively supports and provides services to the over-50s, provides opportunities for training and education opportunities for members of the community to volunteer their time for the benefit of the people of Chaddlewood.

### **Financial Review**

During the year, income from room hire and rental income fell to £1,560 and grant income rose to £23,452 plus an additional £10,000 COVID grant. Costs fell resulting in a net deficit for the year of £3,652

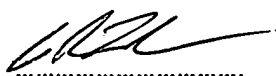
### **Reserves Policy**

The Charity aims to hold in reserve sufficient funds to meet its outstanding obligations if circumstances arise where the Trustees are obliged to wind up the company. The estimated costs comprise lease and other exit charges of £550, staff redundancy costs of £5,300 and three months basic running costs of £9,480 making a total of £15,330. At the Balance Sheet date, the company had unrestricted reserves sufficient to cover these costs and, in the opinion of the Trustees, these are sufficient to meet all the Charity's obligations outlined above.

### **Risk Management**

The Trustees have examined the major risks to which the Charity may be exposed and are satisfied that systems are in place to mitigate those risks.

Approved by the Board and signed on its behalf:



Mr Glenn Jordan

Dated



Mr James Jordan

Dated

**Accountant's Report to the Trustees on the Accounts of  
Chaddlewood Farm Community Association**

We report on the accounts for the year ended 31st March 2021 set out on pages 5 to 13

**Respective responsibilities of Trustees and Reporting Accountant**

The Charity's Trustees are responsible for the preparation of the accounts and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

**Basis of Opinion**

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants and so our procedures consisted of comparing the accounts with the accounting records kept by the company and making such limited enquiries of the officers of the company as we considered necessary for the purposes of the report. These procedures provide only the assurance expressed in our opinion.

**Opinion**

In our opinion:

- (1) the accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985
- (2) having regard only to, and on the basis of, the information contained in those accounting records:
  - the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act
  - and
  - the company satisfied the condition for exemption from an audit of the accounts for the year specified in section 249A(4) of the Act as modified by section 249A(5) and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemptions specified in section 249B(1).



Beeson Cornish

Dated 28th December 2021

# **Chaddlewood Farm Community Association**

## **Statement of Financial Activities Including an Income and Expenditure Account for the Year ended 31st March 2021**

		Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	Note				
<b>Incoming Resources</b>					
Incoming resources from Voluntary Income		1,560	-	1,560	28,536
Incoming resources from Charitable Activities	3	33,452		33,452	5,500
		<u>35,012</u>		<u>35,012</u>	<u>34,036</u>
<b>Resources Expended</b>					
Costs of generating Voluntary Income	4	37,740	-	37,740	25,858
Charitable Activities	4	-			
Governance Costs	4	924	-	924	840
		<u>38,664</u>		<u>38,664</u>	<u>26,698</u>
<b>Reconciliation of Funds</b>					
Total Funds brought forward		28,743	10,793	39,536	39,536
Net Movements in Funds		(3,652.00)	-	(3,652.00)	
Total Funds carried forward		<u>25,091</u>	<u>10,793</u>	<u>35,884</u>	<u>39,536</u>

All incoming resources and resources expended derive from continuing activities

The notes on pages 7 to 13 form an integral part of these financial statements

**Chaddlewood Farm Community Association**  
(Registration No. 03212914)

**Balance Sheet as at 31st March 2021**

	Note	2021	2020
		£	£
<b>Fixed Assets</b>			
Tangible Assets	9	81	101
<b>Current Assets</b>			
Debtors	10		465
Cash at Bank and in Hand		37,826	41,345
		<u>37,826</u>	<u>41,810</u>
<b>Creditors</b>			
Amounts falling due within one year	11	2,023	2,375
<b>Net Current Assets</b>		<u>35,803</u>	<u>39,435</u>
<b>Net Assets</b>		<u>35,884</u>	<u>39,536</u>
<b>The Funds of the Charity</b>			
Restricted Funds		10,793	10,793
Unrestricted Funds		<u>25,091</u>	<u>28,743</u>
<b>Total</b>		<u>35,884</u>	<u>39,536</u>

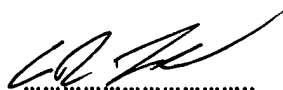
For the financial year ended 31st March 2021, the Charity was entitled to exemption for audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the Charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on 29 December 2021 and signed on its behalf by:



Mr Glenn Jordan  
Trustee



Mr James Jordan  
Trustee

The notes on pages 7 to 13 form an integral part of these financial statements

## **Chaddlewood Farm Community Association**

### **Notes to the Financial Statements for the Year ended 31st March 2021**

#### **1 Accounting Policies**

##### **Basis of Preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice for Accounting and Reporting by Charities (SORP 2005) issued in March 2005 applicable to accounting standards and Companies Act 2006.

##### **Fund Accounting Policy**

Unrestricted income funds are general funds that are available for use at the Trustees' discretion in the furtherance of the objectives of the charity.

Restricted Funds are those donated for use in a particular area for specified purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 14.

##### **Incoming Resources**

Grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Income from charitable activities includes income recognised as earned (as the related good or services are provided) under contract.

##### **Resources Expended**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

##### **Governance Costs**

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

##### **Depreciation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures and Fittings	20% on reducing balance
Office Equipment	20% on reducing balance

##### **Operating Leases**

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

# Chaddlewood Farm Community Association

## Notes to the Financial Statements for the Year Ended 31st March 2021 (continued)

### 2 Grants Receivable

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Grants Received	33,452		33,452	5,500

### 3 Incoming Resources from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>Local Community Activities</b>				
Donations and Gifts		-		
Members Subscriptions		-		
Room Hire	1,560	-	1,560	28,512
Interest Received		-		24
	1,560	-	1,560	28,536

**Chaddlewood Farm Community Association**

**Notes to the Financial Statements for the Year Ended 31st March 2021 (continued)**

**4 Total Resources Expended**

	<b>Plymouth City Council Youth Development</b>	<b>Energy Reduction</b>	<b>National Lottery Youth Development</b>	<b>Local Community Activities</b>	<b>Governance</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Direct Costs</b>						
Employment Costs	-	-	-	4,704	-	4,704
Establishment Costs	-	-	-	14,475	-	14,475
Repairs and Maintenance	-	-	-	15,493	-	15,493
Office Expenses	-	-	-	2,242	-	2,242
Printing, Postage and Stationery	-	-	-	600	-	600
Subscriptions and Donations	-	-	-	-	-	-
Sundry and Other Costs	-	-	-	206	-	206
Accountancy Fees	-	-	-	-	924	924
Depreciation of Tangible Assets	-	-	-	20	-	20
	-	-	-	37,740	924	38,664

# **Chaddlewood Farm Community Association**

## **Notes to the Financial Statements for the Year Ended 31st March 2021 (continued)**

### **5 Trustees' Remuneration and Expenses**

No Trustees received any remuneration during the year.

### **6 Net Expenditure**

Net expenditure is stated after charging:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Depreciation of Tangible Fixed Assets	<u>20</u>	<u>26</u>

### **7 Employees Remuneration**

The aggregate payroll costs of the employees during the year were as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and Salaries	<u>4,704</u>	<u>9,634</u>

### **8 Taxation**

The company is a registered charity and is, therefore, exempt from taxation.

### **9 Tangible Fixed Assets**

	<b>Fixtures Fittings Equipment £</b>
<b>Cost</b>	
As at 1st April 2020 and 31st March 2021	<u>7,714</u>
<b>Depreciation</b>	
As at 1st April 2020	7,613
Charge for the year	<u>20</u>
As at 31st March 2021	<u>7,633</u>
<b>Net Book Value</b>	
As at 31st March 2019	<u>101</u>
As at 31st March 2020	<u>81</u>

# **Chaddlewood Farm Community Association**

## **Notes to the Financial Statements for the Year Ended 31st March 2021 (continued)**

### **10 Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Debtors and Prepaid Expenses		<b>465</b>

### **11 Creditors and Accrued Charges**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year	<b>2,023</b>	<b>2,375</b>

### **12 Members' Liabilities**

Members liability is limited up to the sum of £10

### **13 Related Parties**

#### **Controlling Entity**

The Charity is controlled by the Trustee who are all directors of the company.

### **14 Analysis of Funds**

	<b>As at 1st April 2020 £</b>	<b>Incoming Resources £</b>	<b>Resources Expended £</b>	<b>As at 31st March 2021 £</b>
<b>General Funds</b>				
Unrestricted Income Fund	28,743	35,212	38,664	25,291
<b>Restricted Funds</b>				
Restricted Income Fund	10,793			10,793
	<b>39,536</b>	<b>35,212</b>	<b>38,664</b>	<b>36,084</b>

# Chaddlewood Farm Community Association

## Notes to the Financial Statements for the Year Ended 31st March 2021 (continued)

### 15 Schedule of Incoming and Outgoing Resources for the Year ended 31st March 2021

	2021		2020	
	£	£	£	£
<b>Incoming Resources</b>				
Membership Receipts				
Covid grant		10,000		
Grants Received		23,452		5,500
Room Hire		1,560		28,512
Investment Income		-		24
		<u>35,012</u>		<u>34,036</u>
<b>Resources Expended</b>				
Wages and Salaries	4,704		9,634	
Light and Heat	7,817		5,958	
Maintenance and Security	599		246	
Equipment Repairs and Renewals	15,493		571	
Cleaning	1,126		1,700	
Insurance	1,658		1,664	
Rent	1,272			
Rates and Water Rates	851		2,802	
Printing, Stationery and Advertising	600		583	
Telephone	2,242		1,696	
Music and T.V Licences	1,152		903	
Sundry Expenses	206		75	
Depreciation	20		26	
		<u>37,740</u>		<u>25,858</u>
		(2,728)		8,178
<b>Management and Administration</b>				
Accountancy		<u>924</u>		<u>840</u>
<b>Net Incoming/Outgoing Resources</b>		<u>(3,652)</u>		<u>7,338</u>