

**NOTLEY GREEN COMMUNITY ASSOCIATION**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2021**

**Notley Green Community Association**  
**Contents of the Financial Statements**  
**For the Year Ended 31 July 2021**

|               |  |
|---------------|--|
| <b>Page 1</b> | <b>General Information</b>               |
| <b>Page 2</b> | <b>Trustees Report</b>                   |
| <b>Page 3</b> | <b>Trustees Responsibilities</b>         |
| <b>Page 4</b> | <b>Independent Examiner's Report</b>     |
| <b>Page 5</b> | <b>Statement of Financial Activities</b> |
| <b>Page 6</b> | <b>Balance Sheet as at 31 July 2021</b>  |
| <b>Page 7</b> | <b>Notes to the Financial Statements</b> |

**Notley Green Community Association**  
**Financial Statements**  
**For the Year Ended 31 July 2021**

|                             |   |
|-----------------------------|---|
| Charity Registration Number | 1058443   |
| President                   | K Yap   |
| Chairman                    | B Cassidy   |
| Treasurer                   | D Walters   |
| Trustees                    | K Yap<br>B Cassidy<br>R Smith<br>D Walters<br>D Neave<br>M Cave<br>R Holdaway |
| Independent Examiners       | P N Winder  |
| Bankers                     | HSBC plc<br>Great Square<br>Braintree<br>Essex<br>CM7 7UE                     |

**Notley Green Community Association**  
**Financial Statements**  
**For the Year Ended 31 July 2021**

The trustees present their annual report and the financial statements of the charity for the year ended 31 July 2021. The accounts comply with the current statutory requirements and with the requirements of the SORP.

**Constitution**

The charity was constituted on 1 February 1996 and is governed by a definitive Trust Deed and rules dated 16 February 1996 as amended on 7 January 1999 and 6 January 2000.

The trust is registered as a Charity, under number 1058443

**Objectives**

The purpose of the charity is to establish or secure the establishment of a community centre for the benefit of the inhabitants of the parish of Great Notley, and to promote other charitable purposes as required.

**Activities**

The Association has continued to expand its membership during the year.  
The Data Protection policy was updated during the year.

**Results**

The results for the year are set out in the statement of financial activities on page 5.

These show the Association received income of £150,196 and had expenditure of £145,477.

**Trustees**

The Trustees of the fund throughout the past year are shown on page 1. Additional trustees can be appointed by the existing trustees. The General Committee consists of the trustees, the Charity's administrative officers (nonvoting), section representatives, and representatives from local authorities and affiliated organisations.

B Cassidy 

Date 29<sup>th</sup> Apr 2022

**Notley Green Community Association**  
**Financial Statements**  
**For the Year Ended 31 July 2021**

Under the Charities Act 1993, the Trustees are required to:

- Keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity;
- To prepare financial statements for each financial year, which give a true and fair view of the state of the Charity's affairs and of its surplus or deficit for the year and comply with the regulations made by the Secretary of State.

In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and whether the financial statements have been prepared in accordance with the Statement of Recommended Practice, *Accounting for Charities*, issued by the Charity Commission
- Prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees 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.

**Notley Green Community Association**  
**Independent Examiners' Report to**  
**The Trustees of Notley Green Community Association**  
**For the Year Ended 31 July 2021**

We report on the financial statements of the trust for the period ended 31 July 2021 as set out on pages 5 and 6.

**Respective responsibilities of trustees and examiner**

The Charity's trustees are responsible for the preparation of accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 and that an independent examination is needed.

It is our responsibility to:

- i. examine the accounts (under section 43(3)(a) of the 1993 Act)
- ii. follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- iii. state whether particular matters have come to our attention.

**Basis of independent examiners' report**

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning such matters. The procedures undertaken to not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

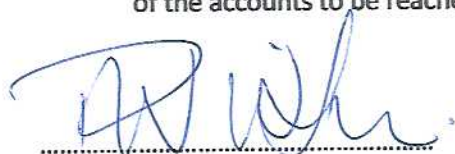
**Independent examiners' statement**

In connection with our examination no matter has come to our attention

- i. which gives us reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act

Have not been met; or

- ii. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



P N Winder  
Independent Examiner



**Notley Green Community Association**  
**Financial Statements**  
**For the Year Ended 31 July 2021**

|  | General<br>Fund<br>£ | Designated<br>Funds<br>£ | Total<br>2020/21<br>£ | Total<br>2019/20<br>£ |
|--|----------------------|--------------------------|-----------------------|-----------------------|
| <b>Income</b>                              |                      |                          |                       |                       |
| Charges for Hall Hire                      | 19,153               | -                        | 19,153                | 28,498                |
| Fundraising                                | -                    | 1,933                    | 1,933                 | 7,162                 |
| Interest                                   | 6                    | -                        | 6                     | 125                   |
| Government funding                         | 18,193               | 2,500                    | 20,693                | 10,523                |
| <b>Sections:</b>                           |                      |                          |                       |                       |
| Fees and Charges                           | -                    | 102,547                  | 102,547               | 102,701               |
| Other Income                               | -                    | 5,864                    | 5,864                 | 5,287                 |
| <b>Total Income</b>                        | <b><u>37,352</u></b> | <b><u>112,844</u></b>    | <b><u>150,196</u></b> | <b><u>154,296</u></b> |
| <b>Provision of Charitable Expenditure</b> |                      |                          |                       |                       |
| Provision of Community Hall                |                      |                          |                       |                       |
| Caretaking                                 | 10,260               |                          | 10,260                | 14,560                |
| Light & Heating                            | 4,330                |                          | 4,330                 | 5,385                 |
| Water Charges                              | 451                  |                          | 451                   | 371                   |
| Repairs / Maintenance of Hall              | 6,275                |                          | 6,275                 | 15,426                |
| Security                                   | 1,043                |                          | 1,043                 | 1,297                 |
| Cleaning and Waste Disposal                | 12,601               |                          | 12,601                | 13,021                |
| Insurance                                  | 690                  |                          | 690                   | 768                   |
| Licences                                   | 281                  |                          | 281                   | 1,154                 |
|  | <b><u>35,931</u></b> |                          | <b><u>35,931</u></b>  | <b><u>51,982</u></b>  |
| <b>Sections</b>                            |                      |                          |                       |                       |
| Wages and Fees                             |                      | 95,740                   | 95,740                | 95,579                |
| Materials and Equipment                    |                      | 1,146                    | 1,146                 | 1,123                 |
| Other Expenditure                          |                      | 11,935                   | 11,935                | 17,218                |
|  |                      | <b><u>108,821</u></b>    | <b><u>108,821</u></b> |                       |
| <b>Other Expenditure</b>                   |                      |                          |                       |                       |
| Management and Administration              | 652                  |                          | 652                   | 1,430                 |
| Independent Examiner's Fee                 | (50)                 |                          | (50)                  | 250                   |
| Other                                      | 123                  |                          | 123                   | 250                   |
|  | <b><u>725</u></b>    |                          | <b><u>725</u></b>     | <b><u>1,936</u></b>   |
| <b>Total Expenditure</b>                   | <b><u>36,656</u></b> | <b><u>108,821</u></b>    | <b><u>145,477</u></b> | <b><u>167,838</u></b> |
| <b>Net Income/(Loss) for the Period</b>    | 696                  | 4,023                    | 4,719                 | (13,542)              |
| Hire of the Hall by Sections               | 6,457                | (6,457)                  | -                     | -                     |
| <b>Net Movement in Funds</b>               | 7,153                | (2,434)                  | 4,719                 | (13,542)              |
| <br>Fund Balances at 1 August 2020         | <br><u>68,583</u>    | <br><u>28,650</u>        |                       | <br><u>97,233</u>     |
| <b>Fund Balances at 31 July 2021</b>       | <b><u>75,736</u></b> | <b><u>26,216</u></b>     | <b><u>101,952</u></b> |                       |

The notes on page 7 form part of these accounts

**Notley Green Community Association**  
**Financial Statements**  
**For the Year Ended 31 July 2021**

|                            | 2021       |                       | 2020         |                      |
|----------------------------|------------|-----------------------|--------------|----------------------|
|                            | £          | £                     | £            | £                    |
| <b>Current Assets</b>      |            |                       |              |                      |
| Debtors                    | 5,106      |                       | 1,777        |                      |
| Payments in Advance        | 3,274      |                       | 2,375        |                      |
| Balances at Bank           |            |                       |              |                      |
| Current Accounts           | 52,304     |                       | 56,292       |                      |
| Deposit Account            | 56,602     |                       | 56,596       |                      |
| Cash in Hand               | <u>135</u> |                       | <u>53</u>    |                      |
|                            |            | 117,421               |              | 117,093              |
| <b>Current Liabilities</b> |            |                       |              |                      |
| Creditors                  | 14,718     |                       | 18,206       |                      |
| Receipts in Advance        | <u>751</u> |                       | <u>1,654</u> |                      |
|                            |            | <u>15,469</u>         |              | <u>19,860</u>        |
| <b>Net Assets</b>          |            | <u><b>101,952</b></u> |              | <u><b>97,233</b></u> |

Represented by:

**FUNDS**

**Unrestricted Income Funds**

|                      |        |        |
|----------------------|--------|--------|
| General Purpose Fund | 75,736 | 68,583 |
|----------------------|--------|--------|

**Designated Funds**

|           |              |                       |                      |
|-----------|--------------|-----------------------|----------------------|
| Sections: | Badminton    | 36                    | 37                   |
|           | Bridge       | 1,831                 | 1,748                |
|           | Ducklings    | 20,351                | 23,112               |
|           | Gardening    | 743                   | 743                  |
|           | Table Tennis | 2,671                 | 2,573                |
|           | Workout      | <u>584</u>            | <u>437</u>           |
|           |              | <u>26,216</u>         | <u>28,650</u>        |
|           |              | <u><b>101,952</b></u> | <u><b>97,233</b></u> |



B Cassidy, Chairman  
For and on behalf of the Notley Green Community Association

Dated 29<sup>th</sup> April 2022

**Notes**

- 1) These Accounts have been prepared on a full accruals basis and cover the period from 1 August 2020 to 31 July 2021



**Notley Green Community Association**  
**Contents of the Financial Statements**  
**For the Year Ended 31 July 2021**

## Accounting Policies

**Accounting Convention** The financial statements are prepared in accordance with the Statement of Recommended Practice (Accounting by Charities) and in accordance with applicable accounting standards.

**Voluntary Income** Cash donations, gifts, legacies and cash collected at fund raising events are included in the Statement of Financial Activities when the amounts receivable have been ascertained.

**Investment Income** Interest receivable is included inclusive of the associated tax credit

**Grants Receivable** All grants received have been treated as income irrespective of the grant and the use to which the grant is put. Related expenditure is included under the appropriate heading.

**Designated Funds** Are those where the Association has identified funds to be used for a specific purpose of a specific section of the Association.

## Employees and Trustees

|                                 | 2021          | 2020          |
|---------------------------------|---------------|---------------|
|                                 | £             | £             |
| Staff Costs: Wages and Salaries | <u>95,740</u> | <u>95,579</u> |

The total number of employees by function was:

|                  |           |           |
|------------------|-----------|-----------|
| Administration   | -         | -         |
| Caretakers       | -         | -         |
| Playgroup        | 10        | 10        |
| Section Officers | -         | -         |
|                  | <u>10</u> | <u>10</u> |

None of the Trustees received any remuneration for their services.

## Debtors

|                         |              |              |
|-------------------------|--------------|--------------|
| Hire Charges            | 2,261        | 779          |
| Grant funding           | 500          | 261          |
| Pre School Session Fees | 1,858        | 737          |
| Fundraising income      | 336          | -            |
| HMRC Refund             | <u>151</u>   | <u>-</u>     |
|                         | <u>5,106</u> | <u>1,777</u> |

There are no debtors falling due after more than one year.

## Creditors

|  |               |               |
|--|---------------|---------------|
| <b>Amounts falling due within one year</b> |               |               |
| Creditors                                  | <u>14,718</u> | <u>18,206</u> |