

# MILTON COMMUNITY CENTRE AND RECREATION GROUNDS

England & Wales · Charity number 1071503

## Details

---

**Status** Registered

**Legal form** Other

**Registered** 1998-09-09

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** Milton Community Centre  
Coles Road  
Milton  
Cambridge  
CB24 6BL

**Phone** 01223862763

**Email** [mcc@miltonvillage.org.uk](mailto:mcc@miltonvillage.org.uk)

## Activities

---

**Objects:** FOR THE PURPOSES OF A COMMUNITY CENTRE AND RECREATION GROUNDS FOR THE USE OF THE INHABITANTS OF THE PARISH OF MILTON AND THE NEIGHBOURHOOD (HEREINAFTER CALLED "THE AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX OR OF POLITICAL RELIGIOUS OR OTHER OPINIONS AND IN PARTICULAR FOR THE USE FOR MEETINGS LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

**Activities:** The main object of the charity is to provide facilities for the purpose of a community centre, courts and recreation grounds for the use of the inhabitants of Milton and the surrounding neighbourhoods.

## Classification

---

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Disability, Amateur Sport, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF MILTON AND THE NEIGHBOURHOOD
- Cambridgeshire

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £136,365 | £111,895    | -      | -         |
| 2024-03-31 | £168,558 | £152,244    | -      | -         |
| 2023-03-31 | £148,452 | £158,969    | -      | -         |
| 2022-03-31 | £181,890 | £123,992    | -      | -         |
| 2021-03-31 | £217,847 | £136,865    | -      | -         |

## Trustees

| Name                         | Role  | Appointed  |
|------------------------------|-------|------------|
| <b>Donald Trevor Wildman</b> | Chair | 2018-10-09 |
| Adam Hallworth               |       | 2021-10-06 |
| Allison Orton                |       | 2021-10-06 |
| Andy White                   |       | 2013-10-14 |
| Clive Milner                 |       | 2025-11-27 |
| FRASER CONFREY               |       |            |
| Helen Parker                 |       | 2014-10-07 |
| Howard Scarborough           |       | 2024-11-08 |
| James Drummond               |       | 2025-11-27 |
| John Froment                 |       | 2023-10-11 |
| Jonathan Davies              |       | 2025-11-27 |
| MR ROB FARRINGTON            |       |            |
| Milton Parish Council        |       |            |
| Paul Ellwood                 |       | 2024-11-08 |
| Paul Yaxley                  |       | 2019-09-24 |
| ROBERT PAIN                  |       |            |
| Russell Jamieson             |       | 2024-12-05 |
| Sarah Corder                 |       | 2022-10-05 |
| Thomas Hunt                  |       | 2025-11-27 |
| Tor Meldal                   |       | 2024-11-13 |

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

England & Wales - Charity number 1071503

---

# Accounts

---

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

| <b>CONTENTS</b>                          | <b>PAGE</b> |
|------------------------------------------|-------------|
| Trustees' Report and General Information | 1 - 5       |
| Independent Examiners' Report            | 6           |
| Statement of Financial Activities        | 7           |
| Balance Sheet                            | 8           |
| Statement of Cash Flows                  | 9           |
| Notes to the Financial Statements        | 10 - 13     |

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025****TRUSTEES' ANNUAL REPORT**

The Trustees present their report and financial statements of Milton Community Centre and Recreation Grounds for the year ended 31 March 2025. The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the trust deed, the Charities Act 2022 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland effective 1<sup>st</sup> January 2019

**OBJECTIVES AND ACTIVITIES****PURPOSE OF THE CHARITY AS SET OUT IN THE GOVERNING DOCUMENT**

The Charity's objectives are that of providing facilities for the purpose of a Community Centre, Courts and Recreation Grounds for use by the inhabitants of Milton and the surrounding neighbourhood.

**MAIN ACTIVITIES UNDERTAKEN IN RELATION TO THOSE PURPOSES**

The strategy employed to achieve the Charity's objectives are:

- Providing clear information on facilities available and costs to hirers
- Offering discounted rates for village associations, residents and clubs

**EXPLANATION OF THE ACTIVITIES AND SERVICES IDENTIFIED IN THE ACCOUNTS**

The Charity fills a significant gap in providing facilities for both adults and children who wish to take part in those activities offered by the various clubs and organisations that use the centre. The Charity takes this role very seriously and invests resources to improve those facilities wherever possible.

**SUMMARY OF THE MAIN ACHIEVEMENTS OF THE CHARITY**

The performance of the Charity was steady, building on the efforts of previous years to strengthen the facilities of the Charity without having to increase fees to levels that cannot be sustained or afforded. The Charity has facilitated a wide range of recreational activities in the village and has a policy of regular maintenance and improvement to ensure that this can continue in pleasant and safe surroundings.

**THE DIFFERENCE THE CHARITY'S WORK HAS MADE TO ITS BENEFICIARIES****PUBLIC BENEFIT**

During the year the Charity has provided facilities to over 100 clubs and organisations. Wherever possible the Charity has provided support to those people participating, these have included the National Blood Service, the East Anglian Children's Hospice, Alcoholics Anonymous, Patients Participation Group, Cubs, Scouts + Beavers, Kids R Us, Brownies and Rangers, Tumbletots, XS Latin, Colts + Seniors football and cricket, Milton Tennis Club, Milton Surgery, The Edmund Trust, Eddie's Artworks, Electoral Services SCDC, Diabetes Support Group, Falls Prevention Clinic, Cambridge Ballroom Dancing, Football Fun Factory, Milton Tang So Doo and The National Teaching Advisory Service.

**TRUSTEES' REGARD TO THE CHARITY COMMISSION GUIDE ON PUBLIC BENEFIT**

The Trustees confirm that they have complied with the duty of section 4 of the Charity Act 2022 relating to public benefit. The Charities Act 2022 (Section 2 of Part 1) identifies "making available leisure facilities for the village of Milton" as a public benefit.

**FUTURE PLANS**

The Trustees will continue the policy of regular maintenance and improvements to facilitate as many local clubs and organisations as possible to use the amenities. The Trustees consider there are sufficient funds to continue to operate for the foreseeable future.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025****TRUSTEES' ANNUAL REPORT****FINANCIAL REVIEW****REVIEW OF THE FINANCIAL POSITION AT THE END OF THE YEAR**

Total income for the year was £136,365 (2024: £123,558 adjusted) which reflects an increase of £12,807 from the previous year.

Total expenditure for the year was £111,895 (2024: £107,244 adjusted) which reflects an increase of £4,651 from the previous year.

Contribution to costs for the year from Milton Parish Council was £48,000 (2024: £45,000).

The principal funding sources, aside from its hire fees and investment income, were contributions from the Parish Council.

**RESERVES POLICY**

Unrestricted reserves comprise of the total reserves for the Charity.

The Charity reports that the unrestricted general reserves increased from £347,827 to £372,297 and the management committee consider this satisfactory. It is the policy of the Charity to maintain reserves at a level which relates to approximately two years expenditure in cash terms. This provides sufficient funds to cover management, administration, and support costs of the MCC and to cover unforeseen building repairs not covered by insurance and contributions toward costs.

**PRINCIPAL RISKS AND UNCERTAINTIES**

Internal controls over all forms of income, assets, commitments, and expenditure continue to be reviewed for efficiency and effectiveness. Performance is monitored and appropriate information is prepared and reviewed regularly by the finance committee.

The Charity currently produces an annual budget and reports against that and that of the previous year, requiring the centre manager to comment on variances and outline corrective action if required. The Trustees have authority to ensure that an active risk management process is in place and forms part of the ongoing organisational activity.

**STRUCTURE, GOVERNANCE AND MANAGEMENT****NATURE OF THE GOVERNING DOCUMENT**

The Milton Community Centre and Recreation Grounds (the "MCC") is constituted under a Deed dated 8 November 2000 and is a registered charity number 1071503. The Charity's objectives are that of promoting the use of its recreational assets and facilities for the benefit of the public. The Charity has a close relationship with the Parish Council. The Parish Council is the custodian trustee and provides funding for the Charity by way of an annual contribution to costs. The two parties meet as often as required to discuss items of mutual interest.

The governing document is the Constitution Document accepted by the Trustees on 8 November 2000.

**THE CONSTITUTION OF THE CHARITY**

The constitution declares that the Trustees who have served during the year are representatives from recognised organisations and elected members. Trustees are appointed at the AGM and serve for a period of one year. There are 3 sub-committees elected by the Trustees and these are the building committee, the outdoor recreation committee and the finance and staffing committee. All 3 sub-committees report to the main Trustees' meetings held during the year.

**THE COMMITTEE OF THE TRUSTEES**

Trustees are appointed at the AGM and serve for a period of one year.

Trustees are responsible for the management of the risks faced by the Charity. Risks are identified and assessed, and controls established throughout the year. Significant new ventures are subject to a risk analysis by the Trustees before they are approved. Trustees make a distinction between those initiatives which are subject to normal commercial practices and those which are subject to Government policy. In both cases, the MCC conforms to the legislative framework.

The Charity is also underpinned by a centre manager and trust accountant who support the decision making. The sub-committees meet at regular times and experts are engaged when required to provide support and development of the centre.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## TRUSTEES ANNUAL REPORT

## RECRUITMENT OF NEW TRUSTEES

The Charity may by ordinary resolution appoint a person who is willing to act as a Trustee, either to fill a vacancy or as an additional Trustee.

New Trustees are invited to familiarise themselves with the Charity and the context within which it operates.

- The obligation of the sub-committees.
- The main documents which set out the operational framework of the Charity.
- The current financial position including the latest published accounts and the current management accounts.
- Future plans and objectives.
- The Charity Commission guide “The Essential Trustee”.

Trustees are encouraged to attend appropriate external training where this will facilitate the undertaking of their role within the Charity.

## KEY MANAGEMENT PERSONNEL REMUNERATION

The Trustees consider the Board of Trustees and the Centre Manager as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day to day basis. All Trustees give their time freely and no trustee remuneration or expenses were paid in the year. Trustees are required to disclose all relevant interest and register them with the Centre Manager and in accordance with the Charity’s policy withdraw from decision where a conflict of interest arises.

## REFERENCE AND ADMINISTRATIVE INFORMATION

**TRUSTEES:** The members of the charitable organisation are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Members serving as trustees during the year were as follows:

**COMMITTEE MEMBERS:** This consists of 12 Representatives of Clubs and Associations and 4 elected Members.

## AFFILIATED ASSOCIATIONS:

|                    |                                         |
|--------------------|-----------------------------------------|
| Tennis Club        | Dave Webster                            |
| Parish Council     | Rob Farrington                          |
| Cricket Club       | Adam Hallworth                          |
| Football Club      | Fraser Confrey                          |
| Indoor Bowls       | Keith Overall                           |
| Scout Group        | Bob Pain                                |
| Colts Football     | Paul Yaxley – Resigned 13/11/2024       |
|                    | Tor Meldal – Appointed 13/11/2024       |
| Brownies           | Helen Parker                            |
| Badminton          | Roy Martin – Resigned 05/12/2024        |
|                    | Russell Jamieson – Appointed 05/12/2024 |
| Summer Fayre       | Sarah Corder                            |
| Guides and Rangers | Allison Orton                           |
| Outdoor Bowls      | John Froment                            |

|                         |                |                                           |
|-------------------------|----------------|-------------------------------------------|
| <b>ELECTED MEMBERS:</b> | Rob Farrington | Jody Chatterjee – Resigned 05/10/2024     |
|                         | Andy White     | Paul Yaxley – Appointed 05/10/2024        |
|                         | Hue Holleran   | Paul Ellwood – Appointed 08/11/2024       |
|                         | Don Wildman    | Howard Scarborough - Appointed 08/11/2024 |

**CUSTODIAN TRUSTEE:** Milton Parish Council

**CENTRE MANAGER:** Andy West  
Neil Roberts (Deputy Manager) Appointed 02/09/2024

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025****TRUSTEES' ANNUAL REPORT****REFERENCE AND ADMINISTRATIVE INFORMATION..... /CONTINUED**

**PRINCIPAL OFFICE:** Coles Road  
Milton  
Cambridge  
CB24 6BL

**CHARITY NUMBER:** 1071503

**INDEPENDENT EXAMINER:** Nigel A Prentis FCA  
For and on behalf of Prentis & Co LLP  
Chartered Accountants  
115c Milton Road  
Cambridge  
CB4 1XE

**TRUST ACCOUNTANT:** Bee & Co  
26 Ivanhoe Road  
Doncaster  
DN12 3JT

**BANKERS:** Barclays Bank Plc  
Chesterton Road  
Cambridge

Virgin Bank Plc  
Jubilee House  
Gosforth  
Newcastle

Cambridge Building Society  
Newmarket Road  
Cambridge

Cambridge and Counties Bank  
Charnwood Court  
New Walk  
Leicester  
LE1 6TE

Redwood Bank  
The Nexus Building, Broadway  
Letchworth Garden City, Hertfordshire  
SG8 3TA

**DESIGNATED FLOAT:**

The village event fund (summer fayre) represents the net income from the village fayres over previous years. The fund is ring fenced to provide a float for future village events at the discretion of the Trustees. At the year end the fund stood at £8,200 (2024 £8,200) and the management committee consider this satisfactory.

**CONTINGENT LIABILITY:**

Future liabilities are being collated in a Real Asset Valuation (RAV) sheet currently being compiled by the Finance Subcommittee with information provided by other subcommittees that is anticipated to be shared with Trustees and the Guardian Trustee in due course when complete.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## TRUSTEES' ANNUAL REPORT

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Observe the methods and principles of the Charities SORP.
- (iii) Make judgements and estimates that are reasonable and prudent.
- (iv) State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements.
- (v) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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 ascertain that the financial statements comply with section 4 of the Charities Act 2022, the Charity (Accounts and Reports) Regulations 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.

## STATEMENT OF DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINERS

In the case of each of the persons who are Trustees at the time when the Trustees' report is approved:

- So far as the Trustees are aware, there is no relevant information needed for the Charity's Independent Examiners report of which they are unaware, and
- Each Trustee has taken steps they ought to have taken to make themselves aware of any information to establish that the Charity's Independent Examiner is aware of that information.

Amounts are presented within items of the financial activities and balance sheet in accordance with generally accepted principles or practice, the Trustees having regard to the substance of the reported transactions or arrangement.

A resolution will be proposed at the Annual General Meeting that Prentis & Co LLP be re-appointed as independent examiners for the MCC for the ensuing year.

## APPROVAL

This report was approved by the Trustees and signed on their behalf on 27th November 2025.



Chair of Management Committee

Don Wildman

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## INDEPENDENT EXAMINERS' REPORT TO THE COMMITTEE OF MANAGEMENT

**Independent examiner's report to the trustees of Milton Community Centre**

I report to the trustees on my examination of the accounts for the year ended 31 March 2025, which are set out on pages 7 to 13.

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2022 ('The Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2022 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) 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.

Signed:



Name: Nigel A Prentis

Chartered Accountant and Independent Examiner

Address: 115c Milton Road, Cambridge, CB4 1XE

Date:

4 12 25

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## STATEMENT OF FINANCIAL ACTIVITIES

|                                             | Notes | 2025<br>Unrestricted Funds<br>£ | 2024<br>£      |
|---------------------------------------------|-------|---------------------------------|----------------|
| INCOME                                      |       |                                 |                |
| <i>Income from Charitable Activities</i>    |       |                                 |                |
| Charitable activity – hire fees received    |       | 128,119                         | 116,359        |
| Other operating income                      |       | 606                             | 275            |
| Government and local authority grants       | 2     | -                               | -              |
| Investment income                           | 3     | 7,640                           | 6,924          |
| TOTAL INCOME                                |       | <u>136,365</u>                  | <u>123,558</u> |
| EXPENDITURE                                 |       |                                 |                |
| <i>Expenditure on Charitable Activities</i> |       |                                 |                |
| Charitable activities                       | 4     | 159,895                         | 152,244        |
| Contribution to costs                       | 1     | (48,000)                        | (45,000)       |
| TOTAL EXPENDITURE                           |       | <u>111,895</u>                  | <u>107,244</u> |
| NET INCOME AND NET MOVEMENTS IN FUNDS       |       | 24,470                          | 16,314         |
| TOTAL FUNDS BROUGHT FORWARD                 |       | <u>347,827</u>                  | <u>331,513</u> |
| TOTAL FUNDS CARRIED FORWARD                 |       | <u>372,297</u>                  | <u>347,827</u> |

## STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

There were no recognised gains or losses for 2025 or 2024 other than included in the Statement of Financial Activities.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

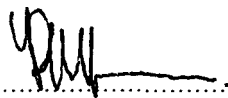
## BALANCE SHEET

|                                     | Notes | 2025<br>£      | £              | 2024<br>£      | £              |
|-------------------------------------|-------|----------------|----------------|----------------|----------------|
| FIXED ASSETS                        | 6     |                | 31,598         |                | 26,592         |
| CURRENT ASSETS                      |       |                |                |                |                |
| Debtors and Prepayments             | 7     | 22,438         |                | 28,671         |                |
| Cash at bank and in hand            |       | <u>323,023</u> |                | <u>297,518</u> |                |
|                                     |       | <u>345,461</u> |                | <u>326,189</u> |                |
| CREDITORS                           |       |                |                |                |                |
| Amounts falling due within one year | 8     | <u>4,762</u>   |                | <u>4,954</u>   |                |
| NET CURRENT ASSETS                  |       |                | <u>340,699</u> |                | <u>321,235</u> |
| NET ASSETS                          |       |                | <u>372,297</u> |                | <u>347,827</u> |
| THE FUNDS OF THE CHARITY            |       |                |                |                |                |
| UNRESTRICTED FUNDS                  | 9     |                | <u>372,297</u> |                | <u>347,827</u> |
| TOTAL CHARITY FUNDS                 |       |                | <u>372,297</u> |                | <u>347,827</u> |

Approved by the Committee of Management  
and signed on their behalf

MEMBER OF THE COMMITTEE OF MANAGEMENT

27th November 2025 H Holleran



## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## STATEMENT OF CASH FLOWS

|                                                                       | Notes | 2025<br>Total<br>£ | 2024<br>Total<br>£ |
|-----------------------------------------------------------------------|-------|--------------------|--------------------|
| Net cash used in operating activities                                 | 10    | 22,871             | 11,331             |
| Cash flows from investing activities:                                 |       |                    |                    |
| Interest                                                              |       | 7,640              | 6,924              |
| Purchase of fixed assets                                              |       | -7,665             | -12,287            |
| Depreciation of fixed assets                                          |       | 2,659              | 2,765              |
| Net cash provided by investing activities                             |       | -                  | -                  |
|                                                                       |       | 2,634              | -2,598             |
| Change in cash and cash equivalents<br>in the reporting period        |       | 25,505             | 8,733              |
| Cash and cash equivalents at the<br>beginning of the reporting period |       | 297,518            | 288,785            |
|                                                                       |       | 323,023            | 297,518            |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

## ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION AND ASSESSMENT OF GOING CONCERN

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1<sup>st</sup> January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2022.

The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

## (b) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the costs less estimated residual value of each asset over their expected useful lives as follows:

Equipment            -            10 years reducing balance

## (c) INCOME RECOGNITION

## DONATIONS AND GRANTS

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until these periods.

- When donors impose conditions which have to be fulfilled before the charity becomes entitled to such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

## (d) EXPENDITURE RECOGNITION

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 settlement will be required and the amount of obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. Governance costs include all expenditure not directly relating to the charitable activity. This includes costs for accountancy.

## (e) VALUE ADDED TAX

Value added tax is not recoverable by the Charity. And as such is included in the relevant costs in the Statement of Financial Activities.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

|     |                                                                   |                          |            |                    |                    |
|-----|-------------------------------------------------------------------|--------------------------|------------|--------------------|--------------------|
| 1)  | CONTRIBUTIONS TO COST                                             |                          |            | Total<br>2025<br>£ | Total<br>2024<br>£ |
|     | The following contribution to costs were received during the year |                          |            |                    |                    |
|     | Milton Parish Council                                             |                          |            | 48,000             | 45,000             |
| 2)  | GOVERNMENT AND LOCAL AUTHORITY GRANTS                             |                          |            | Total<br>2025<br>£ | Total<br>2024<br>£ |
|     | Covid Recovery Grant                                              |                          |            | -                  | -                  |
|     | Zero Carbon Grant                                                 |                          |            | -                  | -                  |
|     |                                                                   |                          |            | -                  | -                  |
| 3)  | INVESTMENT INCOME                                                 |                          |            | Total<br>2025<br>£ | Total<br>2024<br>£ |
|     | Interest receivable on cash deposits                              |                          |            | 7,640              | 6,924              |
| 4)a | ANALYSIS OF CHARITABLE EXPENDITURE THIS YEAR                      |                          |            |                    |                    |
|     | UNRESTRICTED                                                      | Charitable<br>Activities | Governance | 2025<br>Total<br>£ |                    |
|     |                                                                   | £                        | £          | £                  |                    |
|     | Wages                                                             | 48,203                   | -          | 48,203             |                    |
|     | Commercial cleaning                                               | 17,314                   | -          | 17,314             |                    |
|     | Legal and professional fees                                       | 729                      | 1,020      | 1,749              |                    |
|     | Stationery                                                        | -                        | -          | -                  |                    |
|     | Telephone                                                         | 1,248                    | -          | 1,248              |                    |
|     | Insurance                                                         | 8,878                    | -          | 8,878              |                    |
|     | Licences and permits                                              | 1,322                    | -          | 1,322              |                    |
|     | Utilities                                                         | 25,135                   | -          | 25,135             |                    |
|     | Maintenance, materials and repairs                                | 44,521                   | -          | 44,521             |                    |
|     | Youth building                                                    | 4,992                    | -          | 4,992              |                    |
|     | North Lodge                                                       | 3,402                    | -          | 3,402              |                    |
|     | Depreciation                                                      | 2,659                    | -          | 2,659              |                    |
|     | Miscellaneous expenses                                            | 472                      | -          | 472                |                    |
|     |                                                                   | 158,875                  | 1,020      | 159,895            |                    |
| 4)b | ANALYSIS OF CHARITABLE EXPENDITURE LAST YEAR                      |                          |            |                    |                    |
|     |                                                                   | Charitable<br>Activities | Governance | 2024<br>Total<br>£ |                    |
|     |                                                                   | £                        | £          | £                  |                    |
|     | Wages                                                             | 38,164                   | -          | 38,164             |                    |
|     | Commercial cleaning                                               | 17,006                   | -          | 17,006             |                    |
|     | Legal and professional fees                                       | 1,998                    | 960        | 2,958              |                    |
|     | Stationery                                                        | 6                        | -          | 6                  |                    |
|     | Telephone                                                         | 975                      | -          | 975                |                    |
|     | Insurance                                                         | 8,050                    | -          | 8,050              |                    |
|     | Licences and permits                                              | 1,367                    | -          | 1,367              |                    |
|     | Utilities                                                         | 31,681                   | -          | 31,681             |                    |
|     | Maintenance, materials and repairs                                | 40,844                   | -          | 40,844             |                    |
|     | Youth building                                                    | 4,766                    | -          | 4,766              |                    |
|     | North Lodge                                                       | 3,585                    | -          | 3,585              |                    |
|     | Depreciation                                                      | 2,765                    | -          | 2,765              |                    |
|     | Miscellaneous expenses                                            | 77                       | -          | 77                 |                    |
|     |                                                                   | 151,284                  | 960        | 152,244            |                    |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

|    |                                              |               |               |
|----|----------------------------------------------|---------------|---------------|
| 5) | STAFF COSTS AND NUMBERS                      | 2025          | 2024          |
|    |                                              | £             | £             |
|    | Staff costs during the year were as follows: |               |               |
|    | Administration part-time and full-time       | 48,203        | 38,164        |
|    | Employers National Insurance                 | 0             | 0             |
|    | Total staff costs during the year            | <u>48,203</u> | <u>38,164</u> |

|                       |   |   |
|-----------------------|---|---|
| Staff numbers average | 5 | 5 |
|-----------------------|---|---|

The charity considers its key management personnel to be the Trustees and Centre Manager.  
The total employment benefits of the key management personnel were £41,906 (2024: £33,500).

No remuneration was paid to Trustees in the year nor were any Trustees' expenses reimbursed.

No employee received remuneration more than £60,000.

An allowance rebate given by HMRC of £5,000 has been taken to reduce the employer's National Insurance.

|    |                                 |                       |   |
|----|---------------------------------|-----------------------|---|
| 6) | FIXED ASSETS                    | Equipment             | £ |
|    | COST                            |                       |   |
|    | Balance at 1 April 2024         | 97,892                |   |
|    | Additions during the year       | <u>7,665</u>          |   |
|    | Balance at 31 March 2025        | <u><u>105,557</u></u> |   |
|    | DEPRECIATION                    |                       |   |
|    | Balance at 1 April 2024         | 71,300                |   |
|    | Charge for the year             | 2,659                 |   |
|    | Balance at 31 March 2025        | 73,959                |   |
|    | NET BOOK VALUE at 31 March 2025 | <u><u>31,598</u></u>  |   |
|    | NET BOOK VALUE at 31 March 2024 | <u><u>26,592</u></u>  |   |

|    |                                |                      |                      |
|----|--------------------------------|----------------------|----------------------|
| 7) | DEBTORS                        | Total                | Total                |
|    |                                | 2025                 | 2024                 |
|    |                                | £                    | £                    |
|    | Due within one year            |                      |                      |
|    | Trade Debtors                  | 10,708               | 15,297               |
|    | Milton Parish Council          |                      | 1,438                |
|    | Investment Income receivable   | 2,827                | 3,058                |
|    | Prepayments and Accrued Income | 8,903                | 8,878                |
|    |                                | <u><u>22,438</u></u> | <u><u>28,671</u></u> |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

|           |                       |              |              |
|-----------|-----------------------|--------------|--------------|
| <b>8)</b> | <b>CREDITORS</b>      | <b>Total</b> | <b>Total</b> |
|           |                       | <b>2025</b>  | <b>2024</b>  |
|           |                       | <b>£</b>     | <b>£</b>     |
|           | Due within one year   |              |              |
|           | Milton Parish Council | 1,051        | -            |
|           | Deferred income       | -            | 15           |
|           | Accruals              | 3,711        | 2,763        |
|           | PAYE & NI             | -            | 2,176        |
|           |                       | <b>4,762</b> | <b>4,954</b> |

|            |                               |                 |                |                    |
|------------|-------------------------------|-----------------|----------------|--------------------|
| <b>9)a</b> | <b>ANALYSIS OF FUNDS 2025</b> | <b>Fund</b>     |                | <b>Fund</b>        |
|            |                               | <b>Balance</b>  |                | <b>Balance</b>     |
|            |                               | <b>1.4.2024</b> | <b>Income</b>  | <b>Expenditure</b> |
|            |                               | <b>£</b>        | <b>£</b>       | <b>£</b>           |
|            | Designated Funds              |                 |                |                    |
|            | Village Float                 | 8,200           | -              | -                  |
|            | General Unrestricted Funds    | 339,627         | 136,365        | 111,895            |
|            | Total Unrestricted Funds      | <b>347,827</b>  | <b>136,365</b> | <b>111,895</b>     |
|            |                               |                 |                | <b>372,297</b>     |

A description of the designated fund can be found in the Trustees Report under designated funds.

|            |                               |                 |                |                    |
|------------|-------------------------------|-----------------|----------------|--------------------|
| <b>9)b</b> | <b>ANALYSIS OF FUNDS 2024</b> | <b>Fund</b>     |                | <b>Fund</b>        |
|            |                               | <b>Balance</b>  |                | <b>Balance</b>     |
|            |                               | <b>1.4.2023</b> | <b>Income</b>  | <b>Expenditure</b> |
|            |                               | <b>£</b>        | <b>£</b>       | <b>£</b>           |
|            | Designated Funds              |                 |                |                    |
|            | Village Float                 | 8,200           | -              | -                  |
|            | General Unrestricted Funds    | 323,313         | 123,558        | 107,244            |
|            | Total Unrestricted Funds      | <b>331,513</b>  | <b>123,558</b> | <b>107,244</b>     |
|            |                               |                 |                | <b>347,827</b>     |

|            |                                                                                        |               |               |
|------------|----------------------------------------------------------------------------------------|---------------|---------------|
| <b>10)</b> | <b>RECONCILIATION OF INCOMING RESOURCES TO NET CASH FLOW FROM OPERATING ACTIVITIES</b> | <b>2025</b>   | <b>2024</b>   |
|            |                                                                                        | <b>£</b>      | <b>£</b>      |
|            | Net income for the reporting period (as per page 7 - SOFA)                             | 24,470        | 16,314        |
|            | Adjustments for:                                                                       |               |               |
|            | Interest from Investments                                                              | -7,640        | -6,924        |
|            | Depreciation charge                                                                    | -             | -             |
|            | (Increase)/Decrease in debtors                                                         | 6,233         | 2,633         |
|            | (Decrease)/Increase in creditors                                                       | -192          | -692          |
|            | Net cash provided by (used in) operating activities                                    | <b>22,871</b> | <b>11,331</b> |

|            |                                              |                |                |
|------------|----------------------------------------------|----------------|----------------|
| <b>11)</b> | <b>ANALYSIS OF CASH AND CASH EQUIVALENTS</b> | <b>2025</b>    | <b>2024</b>    |
|            |                                              | <b>£</b>       | <b>£</b>       |
|            | Cash at bank                                 | <b>323,023</b> | <b>297,518</b> |

**12) LEASEHOLD PROPERTY**

The assets of Milton Village Hall and Recreation Grounds were transferred to the Charity on 30 September 1998.

This property and land is held under a 99 year lease which was granted on 25 August 1998.

The Youth Building was transferred on 1 January 2008.

On 4 February 2017 the Pavillion and Recreation Ground at North Lodge, Milton, was transferred to the Charity from Milton Parish Council under a 99 year lease which was dated 6 March 2018

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

England & Wales - Charity number 1071503

---

# Accounts

---

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**

| <b>CONTENTS</b>                                                        | <b>PAGE</b> |
|------------------------------------------------------------------------|-------------|
| Trustees' Report and General Information                               | 1 - 5       |
| Independent Examiners' Report                                          | 6           |
| Statement of Financial Activities                                      | 7           |
| Balance Sheet                                                          | 8           |
| Statement of Cash Flows                                                | 9           |
| Notes to the Financial Statements                                      | 10 - 13     |
| The following pages do not form part of Statutory Financial Statements |             |
| Income & Expenditure Account                                           | 14 - 15     |

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024****TRUSTEES' ANNUAL REPORT**

The Trustees present their report and financial statements of Milton Community Centre and Recreation Grounds for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the trust deed, the Charities Act 2022 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland effective 1<sup>st</sup> January 2019

**OBJECTIVES AND ACTIVITIES****PURPOSE OF THE CHARITY AS SET OUT IN THE GOVERNING DOCUMENT**

The Charity's objectives are that of providing facilities for the purpose of a Community Centre, Courts and Recreation Grounds for use by the inhabitants of Milton and the surrounding neighbourhood.

**MAIN ACTIVITIES UNDERTAKEN IN RELATION TO THOSE PURPOSES**

The strategy employed to achieve the Charity's objectives are:

- Providing clear information on facilities available and costs to hirers
- Offering discounted rates for village associations, residents and clubs

**EXPLANATION OF THE ACTIVITIES AND SERVICES IDENTIFIED IN THE ACCOUNTS**

The Charity fills a significant gap in providing facilities for both adults and children who wish to take part in those activities offered by the various clubs and organisations that use the centre. The Charity takes this role very seriously and invests resources to improve those facilities wherever possible.

**SUMMARY OF THE MAIN ACHIEVEMENTS OF THE CHARITY**

The performance of the Charity has recovered well from the pandemic, supported with Government grants, without having to increase fees to a level that cannot be sustained or afforded. The Charity adopted a policy of maintenance to preserve the conditions of the buildings and grounds and carry out essential improvements to maintain a pleasant and safe environment.

**THE DIFFERENCE THE CHARITY'S WORK HAS MADE TO ITS BENEFICIARIES****PUBLIC BENEFIT**

During the year the Charity has provided facilities to over 100 clubs and organisations. Wherever possible the Charity has provided support to those people participating, these have included the National Blood Service, the East Anglian Children's Hospice, Alcoholics Anonymous, Patients Participation Group, Cubs, Scouts + Beavers, Kids R Us, Slimming World, Brownies, Tumble tots, XS Latin, Colts + Seniors football and cricket, Milton Tennis Club, The Red Cross Milton Surgery, The Edmund Trust, Eddie's Artworks, Phoenix Trust, Electoral Services SCDC, Community Cafe, Diabetes Support Group and Fall Prevention Clinic

**TRUSTEES' REGARD TO THE CHARITY COMMISSION GUIDE ON PUBLIC BENEFIT**

The Trustees confirm that they have complied with the duty of section 4 of the Charity Act 2022 relating to public benefit. The Charities Act 2022 (Section 2 of Part 1) identifies "making available leisure facilities for the village of Milton" as a public benefit.

**FUTURE PLANS**

The Trustees will continue the policy of regular maintenance and improvements to facilitate as many local clubs and organisations as possible to use the amenities. The Trustees consider there are sufficient funds to continue to operate for the foreseeable future.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024****TRUSTEES' ANNUAL REPORT****FINANCIAL REVIEW****REVIEW OF THE FINANCIAL POSITION AT THE END OF THE YEAR**

Total income for the year was £168,558 (2023: £148,824) which reflects an increase of £19,764 from the previous year.

Total expenditure for the year was £152,244 (2023: £138,166) which reflects an increase of £14,078 primarily arising due to an increase in utility costs.

The principal funding sources, aside from its hire fees and investment income, were contributions from the Parish Council.

**RESERVES POLICY**

Unrestricted reserves comprise of the total reserves for the Charity.

The Charity reports that the unrestricted general reserves increased from £331,513 to £347,827 and the management committee consider this satisfactory. It is the policy of the Charity to maintain reserves at a level which relates to approximately two years expenditure in cash terms. This provides sufficient funds to cover management, administration, and support costs of the MCC and to cover unforeseen building repairs not covered by insurance and contributions toward costs.

**PRINCIPAL RISKS AND UNCERTAINTIES**

Internal controls over all forms of income, assets, commitments, and expenditure continue to be reviewed for efficiency and effectiveness. Performance is monitored and appropriate information is prepared and reviewed regularly by the finance committee.

The Charity currently produces an annual budget and reports against that and that of the previous year, requiring the centre manager to comment on variances and outline corrective action if required. The Trustees have authority to ensure that an active risk management process is in place and forms part of the ongoing organisational activity.

**STRUCTURE, GOVERNANCE AND MANAGEMENT****NATURE OF THE GOVERNING DOCUMENT**

The Milton Community Centre and Recreation Grounds (the "MCC") is constituted under a Deed dated 8 November 2000 and is a registered charity number 1071503. The Charity's objectives are that of promoting the use of its recreational assets and facilities for the benefit of the public. The Charity has a close relationship with the Parish Council. The Parish Council is the custodian trustee and provides funding for the Charity by way of an annual contribution to costs. The two parties meet as often as required to discuss items of mutual interest.

The governing document is the Constitution Document accepted by the Trustees on 8 November 2000.

**THE CONSTITUTION OF THE CHARITY**

The constitution declares that the Trustees who have served during the year are representatives from recognised organisations and elected members. Trustees are appointed at the AGM and serve for a period of one year. There are 3 sub-committees elected by the Trustees and these are the building committee, the outdoor recreation committee and the finance and staffing committee. All 3 sub-committees report to the main Trustees' meetings held during the year.

**THE COMMITTEE OF THE TRUSTEES**

Trustees are appointed at the AGM and serve for a period of one year.

Trustees are responsible for the management of the risks faced by the Charity. Risks are identified and assessed, and controls established throughout the year. Significant new ventures are subject to a risk analysis by the Trustees before they are approved. Trustees make a distinction between those initiatives which are subject to normal commercial practices and those which are subject to Government policy. In both cases, the MCC conforms to the legislative framework.

The Charity is also underpinned by a centre manager and trust accountant who support the decision making. The sub-committees meet at regular times and experts are engaged when required to provide support and development of the centre.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024****TRUSTEES ANNUAL REPORT****RECRUITMENT OF NEW TRUSTEES**

The Charity may by ordinary resolution appoint a person who is willing to act as a Trustee, either to fill a vacancy or as an additional Trustee.

New Trustees are invited to familiarise themselves with the Charity and the context within which it operates.

- The obligation of the sub-committees.
- The main documents which set out the operational framework of the Charity.
- The current financial position including the latest published accounts and the current management accounts.
- Future plans and objectives.
- The Charity Commission guide "The Essential Trustee".

Trustees are encouraged to attend appropriate external training where this will facilitate the undertaking of their role within the Charity.

**KEY MANAGEMENT PERSONNEL REMUNERATION**

The Trustees consider the Board of Trustees and the Centre Manager as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day to day basis. All Trustees give their time freely and no trustee remuneration or expenses were paid in the year.

Trustees are required to disclose all relevant interest and register them with the Centre Manager and in accordance with the Charity's policy withdraw from decision where a conflict of interest arises.

**REFERENCE AND ADMINISTRATIVE INFORMATION****TRUSTEES:**

The members of the charitable organisation are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Members serving as trustees during the year were as follows:

**COMMITTEE MEMBERS:**

This consists of 12 Representatives of Clubs and Associations and 4 elected Members.

**AFFILIATED ASSOCIATIONS:**

|                    |                                      |
|--------------------|--------------------------------------|
| Tennis Club        | Dave Webster                         |
| Parish Council     | Rob Farrington                       |
| Crickets Club      | Adam Hallworth                       |
| Football Club      | Fraser Confrey                       |
| Outdoor Bowls      | John Froment                         |
| Indoor Bowls       | Keith Overall                        |
| Scout Group        | Bob Pain                             |
| Colts Football     | Paul Yaxley                          |
| Brownies           | Helen Parker                         |
| Badminton          | Roy Martin                           |
| Summer Fayre       | Sarah Corder                         |
| Guides and Rangers | Allison Orton                        |
| Outdoor Bowls      | Bob Norman – Resigned 5 October 2023 |

**ELECTED MEMBERS:**

|                |              |
|----------------|--------------|
| Rob Farrington | Hue Holleran |
| Andy White     | Don Wildman  |

Jody Chatterjee – Resigned 5 October 2023

**CUSTODIAN TRUSTEE:**

Milton Parish Council

**CENTRE MANAGER:**

Andy West

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

TRUSTEES' ANNUAL REPORT

REFERENCE AND ADMINISTRATIVE INFORMATION..... /CONTINUED

**PRINCIPAL OFFICE:** Coles Road  
Milton  
Cambridge  
CB24 6BL

**CHARITY NUMBER:** 1071503

**INDEPENDENT EXAMINER:** Nigel A Prentis FCA  
For and on behalf of Prentis & Co LLP  
Chartered Accountants  
115c Milton Road  
Cambridge  
CB4 1XE

**TRUST ACCOUNTANT:** Bee & Co  
26 Ivanhoe Road  
Doncaster  
DN12 3JT

**BANKERS:** Barclays Bank Plc  
Chesterton Road  
Cambridge

Virgin Bank Plc  
Jubilee House  
Gosforth  
Newcastle

Cambridge Building Society  
Newmarket Road  
Cambridge

Cambridge and Counties Bank  
Charnwood Court  
New Walk  
Leicester  
LE1 6TE

Redwood Bank  
The Nexus Building, Broadway  
Letchworth Garden City, Hertfordshire  
SG8 3TA

**DESIGNATED FLOAT:**

The village event fund (summer fayre) represents the net income from the village fayres over previous years. The fund is ring fenced to provide a float for future village events at the discretion of the Trustees. At the year end the fund stood at £8,200 (2023 £8,200) and the management committee consider this satisfactory.

**CONTINGENT LIABILITY:**

There is an anticipated contingent liability for maintenance of hardcourts of £25,000 within the next 2 years and £35,000 for maintenance of the car parks.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

## TRUSTEES' ANNUAL REPORT

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Observe the methods and principles of the Charities SORP.
- (iii) Make judgements and estimates that are reasonable and prudent.
- (iv) State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements.
- (v) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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 ascertain that the financial statements comply with section 4 of the Charities Act 2022, the Charity (Accounts and Reports) Regulations 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.

## STATEMENT OF DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINERS

In the case of each of the persons who are Trustees at the time when the Trustees' report is approved:

- So far as the Trustees are aware, there is no relevant information needed for the Charity's Independent Examiners report of which they are unaware, and
- Each Trustee has taken steps they ought to have taken to make themselves aware of any information to establish that the Charity's Independent Examiner is aware of that information.

Amounts are presented within items of the financial activities and balance sheet in accordance with generally accepted principles or practice, the Trustees having regard to the substance of the reported transactions or arrangement.

A resolution will be proposed at the Annual General Meeting that Prentis & Co LLP be re-appointed as independent examiners for the MCC for the ensuing year.

## APPROVAL

This report was approved by the Trustees and signed on their behalf on 17th October 2024.



Chair of Management Committee

Don Wildman

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**

**INDEPENDENT EXAMINERS' REPORT TO THE COMMITTEE OF MANAGEMENT**

**Independent examiner's report to the trustees of Milton Community Centre**

I report to the trustees on my examination of the accounts for the year ended 31 March 2024, which are set out on pages 7 to 13

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2022 ('The Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2022 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) 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:

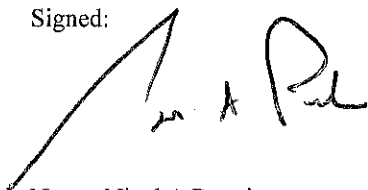
1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

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.

Signed:



Name: Nigel A Prentis

Chartered Accountant and Independent Examiner

Address: 115c Milton Road, Cambridge, CB4 1XE

Date: 23<sup>rd</sup> December 2024.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

## STATEMENT OF FINANCIAL ACTIVITIES

|                                             | Notes | RESTATED           |                    |
|---------------------------------------------|-------|--------------------|--------------------|
|                                             |       | 2024               | 2023               |
|                                             |       | Unrestricted Funds | Unrestricted Funds |
|                                             |       | £                  | £                  |
| INCOME                                      |       |                    |                    |
| Contribution to costs                       | 1     | 45,000             | 35,000             |
| <i>Income from Charitable Activities</i>    |       |                    |                    |
| Charitable activity – hire fees received    |       | 115,971            | 97,809             |
| Other operating income                      |       | 663                | 688                |
| Government and local authority grants       | 2     | -                  | 13,296             |
| Investment income                           | 3     | 6,924              | 2,031              |
| TOTAL INCOME                                |       | <u>168,558</u>     | <u>148,824</u>     |
| EXPENDITURE                                 |       |                    |                    |
| <i>Expenditure on Charitable Activities</i> |       |                    |                    |
| Charitable activities                       | 4     | <u>152,244</u>     | <u>138,166</u>     |
| TOTAL EXPENDITURE                           |       | <u>152,244</u>     | <u>138,166</u>     |
| NET INCOME AND NET MOVEMENTS IN FUNDS       |       | 16,314             | 10,658             |
| TOTAL FUNDS BROUGHT FORWARD                 |       | <u>331,513</u>     | <u>320,855</u>     |
| TOTAL FUNDS CARRIED FORWARD                 |       | <u>347,827</u>     | <u>331,513</u>     |

## STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

There were no recognised gains or losses for 2024 or 2023 other than included in the Statement of Financial Activities.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

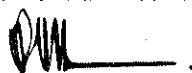
## BALANCE SHEET

|                                     | Notes | 2024<br>£      | 2023<br>£      | RESTATED<br>2023<br>£ |
|-------------------------------------|-------|----------------|----------------|-----------------------|
| FIXED ASSETS                        | 6     | 26,592         | 17,070         |                       |
| CURRENT ASSETS                      |       |                |                |                       |
| Debtors and Prepayments             | 7     | 28,671         | 31,304         |                       |
| Cash at bank and in hand            |       | 297,518        | 288,785        |                       |
|                                     |       | <u>326,189</u> | <u>320,089</u> |                       |
| CREDITORS                           |       |                |                |                       |
| Amounts falling due within one year | 8     | <u>4,954</u>   | <u>5,646</u>   |                       |
| NET CURRENT ASSETS                  |       | <u>321,235</u> | <u>314,443</u> |                       |
| NET ASSETS                          |       | <u>347,827</u> | <u>331,513</u> |                       |
| THE FUNDS OF THE CHARITY            |       |                |                |                       |
| UNRESTRICTED FUNDS                  | 9     | <u>347,827</u> | <u>331,513</u> |                       |
| TOTAL CHARITY FUNDS                 |       | <u>347,827</u> | <u>331,513</u> |                       |

Approved by the Committee of Management  
and signed on their behalf

MEMBER OF THE COMMITTEE OF MANAGEMENT

H Holleran - 17th October 2024



.....

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

## STATEMENT OF CASH FLOWS

|                                                                       | Notes | 2024<br>Total<br>£ | 2023<br>Total<br>£ |
|-----------------------------------------------------------------------|-------|--------------------|--------------------|
| Net cash used in operating activities                                 | 10    | 11,331             | -10,986            |
| Cash flows from investing activities:                                 |       |                    |                    |
| Interest                                                              |       | 6,924              | 2,031              |
| Purchase of fixed assets                                              |       | -12,287            | -17,070            |
| Depreciation of fixed assets                                          |       | 2,765              |                    |
| Net cash provided by investing activities                             |       | -                  | -                  |
|                                                                       |       | -2,598             | -15,039            |
| Change in cash and cash equivalents<br>in the reporting period        |       | 8,733              | -26,025            |
| Cash and cash equivalents at the<br>beginning of the reporting period |       | 288,785            | 314,810            |
|                                                                       |       | 297,518            | 288,785            |

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024****NOTES TO THE FINANCIAL STATEMENTS****ACCOUNTING POLICIES****(a) BASIS OF PREPARATION AND ASSESSMENT OF GOING CONCERN**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1<sup>st</sup> January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2022.

The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

**(b) DEPRECIATION**

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the costs less estimated residual value of each asset over their expected useful lives as follows:

Equipment                    -            10 years reducing balance

**(c) INCOME RECOGNITION****DONATIONS AND GRANTS**

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until these periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

**(d) EXPENDITURE RECOGNITION**

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 settlement will be required and the amount of obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. Governance costs include all expenditure not directly relating to the charitable activity. This includes costs for accountancy.

**(e) VALUE ADDED TAX**

Value added tax is not recoverable by the Charity. And as such is included in the relevant costs in the Statement of Financial Activities.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

## NOTES TO THE FINANCIAL STATEMENTS

|     |                                                                                            |                               |                    |                    |
|-----|--------------------------------------------------------------------------------------------|-------------------------------|--------------------|--------------------|
| 1)  | CONTRIBUTIONS TO COST                                                                      | Total<br>2024<br>£            | Total<br>2023<br>£ |                    |
|     | The following contribution to costs were received during the year<br>Milton Parish Council | 45,000                        | 35,000             |                    |
| 2)  | GOVERNMENT AND LOCAL AUTHORITY GRANTS                                                      | Total<br>2024<br>£            | Total<br>2023<br>£ |                    |
|     | Covid Recovery Grant                                                                       | -                             |                    |                    |
|     | Zero Carbon Grant                                                                          | -                             | 13,296             |                    |
|     |                                                                                            | -                             | 13,296             |                    |
| 3)  | INVESTMENT INCOME                                                                          | Total<br>2024<br>£            | Total<br>2023<br>£ |                    |
|     | Interest receivable on cash deposits                                                       | 6,924                         | 2,031              |                    |
| 4)a | ANALYSIS OF CHARITABLE EXPENDITURE THIS YEAR<br>UNRESTRICTED                               | Charitable<br>Activities<br>£ | Governance<br>£    |                    |
|     |                                                                                            | 2024<br>Total<br>£            |                    |                    |
|     | Wages                                                                                      | 38,164                        | -                  | 38,164             |
|     | Commercial cleaning                                                                        | 17,006                        | -                  | 17,006             |
|     | Legal and professional fees                                                                | 1,998                         | 960                | 2,958              |
|     | Stationery                                                                                 | 6                             | -                  | 6                  |
|     | Telephone                                                                                  | 975                           | -                  | 975                |
|     | Insurance                                                                                  | 8,050                         | -                  | 8,050              |
|     | Licences and permits                                                                       | 1,367                         | -                  | 1,367              |
|     | Utilities                                                                                  | 31,681                        | -                  | 31,681             |
|     | Maintenance, materials and repairs                                                         | 40,844                        | -                  | 40,844             |
|     | Youth building                                                                             | 4,766                         | -                  | 4,766              |
|     | North Lodge                                                                                | 3,585                         | -                  | 3,585              |
|     | Depreciation                                                                               | 2,765                         | -                  | 2,765              |
|     | Miscellaneous expenses                                                                     | 77                            | -                  | 77                 |
|     |                                                                                            | 151,284                       | 960                | 152,244            |
| 4)b | ANALYSIS OF CHARITABLE EXPENDITURE LAST YEAR                                               | RESTATED                      |                    |                    |
|     |                                                                                            | Charitable<br>Activities<br>£ | Governance<br>£    | 2023<br>Total<br>£ |
|     | Wages                                                                                      | 38,418                        | -                  | 38,418             |
|     | Commercial cleaning                                                                        | 20,960                        | -                  | 20,960             |
|     | Legal and professional fees                                                                | 1,615                         | 876                | 2,491              |
|     | Stationery                                                                                 | 440                           | -                  | 440                |
|     | Telephone                                                                                  | 1,072                         | -                  | 1,072              |
|     | Insurance                                                                                  | 7,128                         | -                  | 7,128              |
|     | Licences and permits                                                                       | 1,232                         | -                  | 1,232              |
|     | Utilities                                                                                  | 16,584                        | -                  | 16,584             |
|     | Maintenance, materials and repairs                                                         | 40,371                        | -                  | 40,371             |
|     | Youth building                                                                             | 4,411                         | -                  | 4,411              |
|     | North Lodge                                                                                | 5,036                         | -                  | 5,036              |
|     | Miscellaneous expenses                                                                     | 23                            | -                  | 23                 |
|     |                                                                                            | 137,290                       | 876                | 138,166            |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

## NOTES TO THE FINANCIAL STATEMENTS

|    |                                              |               |               |
|----|----------------------------------------------|---------------|---------------|
| 5) | STAFF COSTS AND NUMBERS                      | 2024          | 2023          |
|    |                                              | £             | £             |
|    | Staff costs during the year were as follows: |               |               |
|    | Administration part-time and full-time       | 38,164        | 38,418        |
|    | Employers National Insurance                 | 0             | 0             |
|    | Total staff costs during the year            | <u>38,164</u> | <u>38,418</u> |
|    | Staff numbers average                        | 5             | 4             |

The charity considers its key management personnel to be the Trustees and Centre Manager.  
The total employment benefits of the key management personnel were £33,500 (2023: £30,302).

No remuneration was paid to Trustees in the year nor were any Trustees' expenses reimbursed.

No employee received remuneration more than £60,000.

An allowance rebate given by HMRC of £5,000 has been taken to reduce the employer's National Insurance.

|    |                                 |               |   |
|----|---------------------------------|---------------|---|
| 6) | FIXED ASSETS                    | Equipment     | £ |
|    | COST                            |               |   |
|    | Balance at 1 April 2023         | 85,605        |   |
|    | Additions during the year       | <u>12,287</u> |   |
|    | Balance at 31 March 2024        | <u>97,892</u> |   |
|    | DEPRECIATION                    |               |   |
|    | Balance at 1 April 2023         | 68,535        |   |
|    | Charge for the year             | <u>2,765</u>  |   |
|    | Balance at 31 March 2024        | <u>71,300</u> |   |
|    | NET BOOK VALUE at 31 March 2024 | <u>26,592</u> |   |
|    | NET BOOK VALUE at 31 March 2023 | <u>17,070</u> |   |

|    |                                |               |               |
|----|--------------------------------|---------------|---------------|
| 7) | DEBTORS                        | RESTATED      |               |
|    |                                | Total         | Total         |
|    |                                | 2024          | 2023          |
|    |                                | £             | £             |
|    | Due within one year            |               |               |
|    | Trade Debtors                  | 15,297        | 8,476         |
|    | Investment Income receivable   | 3,058         | 1,653         |
|    | Prepayments and Accrued Income | 10,316        | 21,175        |
|    |                                | <u>28,671</u> | <u>31,304</u> |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

## NOTES TO THE FINANCIAL STATEMENTS

|     |                                                                                                                                                                                             |                                  |                |                    |                                   |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------|--------------------|-----------------------------------|
| 8)  | CREDITORS                                                                                                                                                                                   |                                  |                | Total<br>2024<br>£ | Total<br>2023<br>£                |
|     | Due within one year                                                                                                                                                                         |                                  |                |                    |                                   |
|     | Deferred income                                                                                                                                                                             |                                  |                | 15                 | 1,256                             |
|     | Accruals                                                                                                                                                                                    |                                  |                | 2,763              | 2,922                             |
|     | PAYE & NI                                                                                                                                                                                   |                                  |                | 2,176              | 1,468                             |
|     |                                                                                                                                                                                             |                                  |                | <u>4,954</u>       | <u>5,646</u>                      |
| 9)a | ANALYSIS OF FUNDS 2024                                                                                                                                                                      | Fund<br>Balance<br>1.4.2023<br>£ | Income<br>£    | Expenditure<br>£   | Fund<br>Balance<br>31.3.2024<br>£ |
|     | Designated Funds                                                                                                                                                                            |                                  |                |                    |                                   |
|     | Village Float                                                                                                                                                                               | 8,200                            | -              | -                  | 8,200                             |
|     | General Unrestricted Funds                                                                                                                                                                  | 323,313                          | 168,558        | 152,244            | 339,627                           |
|     | Total Unrestricted Funds                                                                                                                                                                    | <u>331,513</u>                   | <u>168,558</u> | <u>152,244</u>     | <u>347,827</u>                    |
|     | A description of the designated fund can be found in the Trustees Report under designated funds.                                                                                            |                                  |                |                    |                                   |
| 9)b | ANALYSIS OF FUNDS 2023 - RESTATED                                                                                                                                                           | Fund<br>Balance<br>1.4.2022<br>£ | Income<br>£    | Expenditure<br>£   | Fund<br>Balance<br>31.3.2023<br>£ |
|     | Designated Funds                                                                                                                                                                            |                                  |                |                    |                                   |
|     | Village Float                                                                                                                                                                               | 8,162                            | 38             | -                  | 8,200                             |
|     | General Unrestricted Funds                                                                                                                                                                  | 312,693                          | 148,786        | 138,166            | 323,313                           |
|     | Total Unrestricted Funds                                                                                                                                                                    | <u>320,855</u>                   | <u>148,824</u> | <u>138,166</u>     | <u>331,513</u>                    |
| 10) | RECONCILIATION OF INCOMING RESOURCES TO NET CASH FLOW FROM OPERATING ACTIVITIES                                                                                                             |                                  |                | 2024<br>£          | 2023<br>£                         |
|     | Net income for the reporting period (as per page 7 - SOFA)                                                                                                                                  |                                  |                | 16,314             | 10,658                            |
|     | Adjustments for:                                                                                                                                                                            |                                  |                |                    |                                   |
|     | Interest from Investments                                                                                                                                                                   |                                  |                | -6,924             | -2,031                            |
|     | Depreciation charge                                                                                                                                                                         |                                  |                | -                  | -                                 |
|     | (Increase)/Decrease in debtors                                                                                                                                                              |                                  |                | 2,633              | -21,328                           |
|     | (Decrease)/Increase in creditors                                                                                                                                                            |                                  |                | -692               | 1,715                             |
|     | Net cash provided by (used in) operating activities                                                                                                                                         |                                  |                | <u>11,331</u>      | <u>-10,986</u>                    |
| 11) | ANALYSIS OF CASH AND CASH EQUIVALENTS                                                                                                                                                       |                                  |                | 2024<br>£          | 2023<br>£                         |
|     | Cash at bank                                                                                                                                                                                |                                  |                | <u>297,518</u>     | <u>288,785</u>                    |
| 12) | LEASEHOLD PROPERTY                                                                                                                                                                          |                                  |                |                    |                                   |
|     | The assets of Milton Village Hall and Recreation Grounds were transferred to the Charity on 30 September 1998.                                                                              |                                  |                |                    |                                   |
|     | This property and land is held under a 99 year lease which was granted on 25 August 1998.                                                                                                   |                                  |                |                    |                                   |
|     | The Youth Building was transferred on 1 January 2008.                                                                                                                                       |                                  |                |                    |                                   |
|     | On 4 February 2017 the Pavillion and Recreation Ground at North Lodge, Milton, was transferred to the Charity from Milton Parish Council under a 99 year lease which was dated 6 March 2018 |                                  |                |                    |                                   |
| 13) | RESTATED FIGURES                                                                                                                                                                            |                                  |                |                    |                                   |
|     | The figures for the financial year ended 31 March 2023 have been restated since filing, due to prepayments which should have been included.                                                 |                                  |                |                    |                                   |

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

England & Wales - Charity number 1071503

---

# Accounts

---

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**CONTENTS**

|                                                                        | <b>PAGE</b> |
|------------------------------------------------------------------------|-------------|
| Trustees' Report and General Information                               | 1 - 5       |
| Independent Examiners' Report                                          | 6           |
| Statement of Financial Activities                                      | 7           |
| Balance Sheet                                                          | 8           |
| Statement of Cash Flows                                                | 9           |
| Notes to the Financial Statements                                      | 10 - 13     |
| The following pages do not form part of Statutory Financial Statements |             |
| Income & Expenditure Account                                           | 14 - 15     |

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**TRUSTEES' ANNUAL REPORT**

The Trustees present their report and financial statements of Milton Community Centre and Recreation Grounds for the year ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the trust deed, the Charities Act 2022 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland effective 1<sup>st</sup> January 2019

**OBJECTIVES AND ACTIVITIES**

**PURPOSE OF THE CHARITY AS SET OUT IN THE GOVERNING DOCUMENT**

The Charity's objectives are that of providing facilities for the purpose of a Community Centre, Courts and Recreation Grounds for use by the inhabitants of Milton and the surrounding neighbourhood.

**MAIN ACTIVITIES UNDERTAKEN IN RELATION TO THOSE PURPOSES**

The strategy employed to achieve the Charity's objectives are:

- Providing clear information on facilities available and costs to hirers
- Offering discounted rates for village associations, residents and clubs

**EXPLANATION OF THE ACTIVITIES AND SERVICES IDENTIFIED IN THE ACCOUNTS**

The Charity fills a significant gap in providing facilities for both adults and children who wish to take part in those activities offered by the various clubs and organisations that use the centre. The Charity takes this role very seriously and invests resources to improve those facilities wherever possible.

**SUMMARY OF THE MAIN ACHIEVEMENTS OF THE CHARITY**

The performance of the Charity has recovered well from the pandemic, supported with Government grants, without having to increase fees to a level that cannot be sustained or afforded. The Charity adopted a policy of maintenance to preserve the conditions of the buildings and grounds and carry out essential improvements to maintain a pleasant and safe environment.

**THE DIFFERENCE THE CHARITY'S WORK HAS MADE TO ITS BENEFICIARIES**

**PUBLIC BENEFIT**

During the year the Charity has provided facilities to over 100 clubs and organisations. Wherever possible the Charity has provided support to those people participating, these have included the National Blood Service, the East Anglian Children's Hospice, Alcoholics Anonymous, Patients Participation Group, Cubs, Scouts + Beavers, Kids R Us, Slimming World, Brownies, Tumbletots, XS Latin, Colts + Seniors football and cricket, Milton Tennis Club, The Red Cross and Milton Surgery.

**TRUSTEES' REGARD TO THE CHARITY COMMISSION GUIDE ON PUBLIC BENEFIT**

The Trustees confirm that they have complied with the duty of section 4 of the Charity Act 2022 relating to public benefit. The Charities Act 2022 (Section 2 of Part 1) identifies "making available leisure facilities for the village of Milton" as a public benefit.

**FUTURE PLANS**

The Trustees will continue the policy of regular maintenance and improvements to facilitate as many local clubs and organisations as possible to use the amenities. The Trustees consider there are sufficient funds to continue to operate for the foreseeable future.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**TRUSTEES' ANNUAL REPORT**

**FINANCIAL REVIEW**

**REVIEW OF THE FINANCIAL POSITION AT THE END OF THE YEAR**

Total income for the year was £148,452 (2022: £181,890 including a Government COVID recovery grant of £56,001) which reflects a reduction of £33,438 from the previous year.

Total expenditure for the year was £158,969 (2022: £123,992) which reflects an increase of £34,977 primarily arising from maintenance work that could not be carried out earlier because of COVID restrictions. Insurance costs increased because of a buildings revaluation that Milton Parish Council were required to carry out.

The principal funding sources, aside from its hire fees and investment income, were contributions from the Parish Council.

**RESERVES POLICY**

Unrestricted reserves comprise of the total reserves for the Charity.

The Charity reports that the unrestricted general reserves reduced from £320,855 to £310,338 and the management committee consider this satisfactory. It is the policy of the Charity to maintain reserves at a level which relates to approximately two years expenditure in cash terms. This provides sufficient funds to cover management, administration, and support costs of the MCC and to cover unforeseen building repairs not covered by insurance and contributions toward costs.

**PRINCIPAL RISKS AND UNCERTAINTIES**

Internal controls over all forms of income, assets, commitments, and expenditure continue to be reviewed for efficiency and effectiveness. Performance is monitored and appropriate information is prepared and reviewed regularly by the finance committee.

The Charity currently produces an annual budget and reports against that and that of the previous year, requiring the centre manager to comment on variances and outline corrective action if required. The Trustees have authority to ensure that an active risk management process is in place and forms part of the ongoing organisational activity.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**NATURE OF THE GOVERNING DOCUMENT**

The Milton Community Centre and Recreation Grounds (the "MCC") is constituted under a Deed dated 8 November 2000 and is a registered charity number 1071503. The Charity's objectives are that of promoting the use of its recreational assets and facilities for the benefit of the public. The Charity has a close relationship with the Parish Council. The Parish Council is the custodian trustee and provides funding for the Charity by way of an annual contribution to costs. The two parties meet as often as required to discuss items of mutual interest.

The governing document is the Constitution Document accepted by the Trustees on 8 November 2000.

**THE CONSTITUTION OF THE CHARITY**

The constitution declares that the Trustees who have served during the year are representatives from recognised organisations and elected members. Trustees are appointed at the AGM and serve for a period of one year. There are 3 sub-committees elected by the Trustees and these are the building committee, the outdoor recreation committee and the finance and staffing committee. All 3 sub-committees report to the main Trustees' meetings held during the year.

**THE COMMITTEE OF THE TRUSTEES**

Trustees are appointed at the AGM and serve for a period of one year.

Trustees are responsible for the management of the risks faced by the Charity. Risks are identified and assessed, and controls established throughout the year. Significant new ventures are subject to a risk analysis by the Trustees before they are approved. Trustees make a distinction between those initiatives which are subject to normal commercial practices and those which are subject to Government policy. In both cases, the MCC conforms to the legislative framework.

The Charity is also underpinned by a centre manager and trust accountant who support the decision making. The sub-committees meet at regular times and experts are engaged when required to provide support and development of the centre.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023****TRUSTEES ANNUAL REPORT****RECRUITMENT OF NEW TRUSTEES**

The Charity may by ordinary resolution appoint a person who is willing to act as a Trustee, either to fill a vacancy or as an additional Trustee.

New Trustees are invited to familiarise themselves with the Charity and the context within which it operates.

- The obligation of the sub-committees.
- The main documents which set out the operational framework of the Charity.
- The current financial position including the latest published accounts and the current management accounts.
- Future plans and objectives.
- The Charity Commission guide "The Essential Trustee".

Trustees are encouraged to attend appropriate external training where this will facilitate the undertaking of their role within the Charity.

**KEY MANAGEMENT PERSONNEL REMUNERATION**

The Trustees consider the Board of Trustees and the Centre Manager as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day to day basis. All Trustees give their time freely and no trustee remuneration or expenses were paid in the year.

Trustees are required to disclose all relevant interest and register them with the Centre Manager and in accordance with the Charity's policy withdraw from decision where a conflict of interest arises.

**REFERENCE AND ADMINISTRATIVE INFORMATION****TRUSTEES:**

The members of the charitable organisation are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Members serving as trustees during the year were as follows:

**COMMITTEE MEMBERS:**

This consists of 12 Representatives of Clubs and Associations and 4 elected Members.

**AFFILIATED ASSOCIATIONS:**

|                    |                |
|--------------------|----------------|
| Tennis Club        | Dave Webster   |
| Parish Council     | Rob Farrington |
| Cricket Club       | Adam Hallworth |
| Football Club      | Fraser Confrey |
| Outdoor Bowls      | Bob Norman     |
| Indoor Bowls       | Keith Overall  |
| Scout Group        | Bob Pain       |
| Colts Football     | Paul Yaxley    |
| Brownies           | Helen Parker   |
| Badminton          | Roy Martin     |
| Summer Fayre       | Sarah Corder   |
| Guides and Rangers | Allison Orton  |

**ELECTED MEMBERS:**

|                 |              |
|-----------------|--------------|
| Rob Farrington  | Hue Holleran |
| Jody Chatterjee | Don Wildman  |
| Andy White      |              |

**CUSTODIAN TRUSTEE:**

Milton Parish Council

**CENTRE MANAGER:**

Andy West

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**TRUSTEES' ANNUAL REPORT**

**REFERENCE AND ADMINISTRATIVE INFORMATION..... /CONTINUED**

**PRINCIPAL OFFICE:** Coles Road  
Milton  
Cambridge  
CB24 6BL

**CHARITY NUMBER:** 1071503

**INDEPENDENT EXAMINER:** Nigel A Prentis FCA  
For and on behalf of Prentis & Co LLP  
Chartered Accountants  
115c Milton Road  
Cambridge  
CB4 1XE

**TRUST ACCOUNTANT:** GJK Accountancy Limited  
30 The Rowans  
Milton  
Cambridge  
CB24 6YU

**BANKERS:**

Barclays Bank Plc  
Chesterton Road  
Cambridge

Virgin Bank Plc  
Jubilee House  
Gosforth  
Newcastle

Cambridge Building Society  
Newmarket Road  
Cambridge

Cambridge and Counties Bank  
Charnwood Court  
New Walk  
Leicester  
LE1 6TE

Redwood Bank  
The Nexus Building, Broadway  
Letchworth Garden City, Hertfordshire  
SG8 3TA

**DESIGNATED FLOAT:**

The village event fund (summer fayre) represents the net income from the village fayres over previous years. The fund is ring fenced to provide a float for future village events at the discretion of the Trustees. At the year end the fund stood at £8,200 (2022 £8,162) and the management committee consider this satisfactory.

**CONTINGENT LIABILITY:**

There is an anticipated contingent liability for maintenance of hardcourts of £20,000 within the next 2 years and £30,000 for car park maintenance.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**TRUSTEES' ANNUAL REPORT**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Observe the methods and principles of the Charities SORP.
- (iii) Make judgements and estimates that are reasonable and prudent.
- (iv) State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements.
- (v) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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 ascertain that the financial statements comply with section 4 of the Charities Act 2022, the Charity (Accounts and Reports) Regulations 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.

**STATEMENT OF DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINERS**

In the case of each of the persons who are Trustees at the time when the Trustees' report is approved:

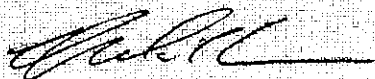
- So far as the Trustees are aware, there is no relevant information needed for the Charity's Independent Examiners report of which they are unaware, and
- Each Trustee has taken steps they ought to have taken to make themselves aware of any information to establish that the Charity's Independent Examiner is aware of that information.

Amounts are presented within items of the financial activities and balance sheet in accordance with generally accepted principles or practice, the Trustees having regard to the substance of the reported transactions or arrangement.

A resolution will be proposed at the Annual General Meeting that Prentis & Co LLP be re-appointed as independent examiners for the MCC for the ensuing year.

**APPROVAL**

This report was approved by the Trustees and signed on their behalf on 11<sup>th</sup> October 2023.



Chair of Management Committee

Don Wildman

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

INDEPENDENT EXAMINERS' REPORT TO THE COMMITTEE OF MANAGEMENT

**Independent examiner's report to the trustees of Milton Community Centre**

I report to the trustees on my examination of the accounts for the year ended 31 March 2023, which are set out on pages 7 to 13

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2022 ('The Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2022 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) 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:

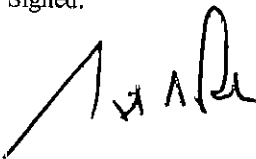
1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

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.

Signed:



Name: Nigel A Prentis

Chartered Accountant and Independent Examiner

Address: 115c Milton Road, Cambridge, CB4 1XE

Date: 12th October 2023

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

**Page 7**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**STATEMENT OF FINANCIAL ACTIVITIES**

|                                              | Notes | 2023<br>Unrestricted Funds<br>£ | 2022<br>£      |
|----------------------------------------------|-------|---------------------------------|----------------|
| <b>INCOME</b>                                |       |                                 |                |
| Contribution to costs                        | 1     | 35,000                          | 40,000         |
| <i>Income from Charitable Activities</i>     |       |                                 |                |
| Charitable activity – hire fees received     |       | 97,809                          | 83,872         |
| Other operating income                       |       | 316                             | 1,258          |
| Government and local authority grants        | 2     | 13,296                          | 56,001         |
| Investment income                            | 3     | 2,031                           | 759            |
| <b>TOTAL INCOME</b>                          |       | <b>148,452</b>                  | <b>181,890</b> |
| <b>EXPENDITURE</b>                           |       |                                 |                |
| <i>Expenditure on Charitable Activities</i>  |       |                                 |                |
| Charitable activities                        | 4     | 158,969                         | 123,992        |
| <b>TOTAL EXPENDITURE</b>                     |       | <b>158,969</b>                  | <b>123,992</b> |
| <b>NET INCOME AND NET MOVEMENTS IN FUNDS</b> |       | <b>-10,517</b>                  | <b>57,898</b>  |
| <b>TOTAL FUNDS BROUGHT FORWARD</b>           |       | <b>320,855</b>                  | <b>262,957</b> |
| <b>TOTAL FUNDS CARRIED FORWARD</b>           |       | <b>310,338</b>                  | <b>320,855</b> |

**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES**

There were no recognised gains or losses for 2023 or 2022 other than included in the Statement of Financial Activities.

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS****Page 8****FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023****BALANCE SHEET**

|                                     | Notes | 2023<br>£      | £              | 2022<br>£      | £              |
|-------------------------------------|-------|----------------|----------------|----------------|----------------|
| FIXED ASSETS                        | 6     |                | 17070          |                | -              |
| CURRENT ASSETS                      |       |                |                |                |                |
| Debtors and Prepayments             | 7     | 10,129         |                | 9,976          |                |
| Cash at bank and in hand            |       | <u>288,785</u> |                | <u>314,810</u> |                |
|                                     |       | <u>298,914</u> |                | <u>324,786</u> |                |
| CREDITORS                           |       |                |                |                |                |
| Amounts falling due within one year | 8     | <u>5,646</u>   |                | <u>3,931</u>   |                |
| NET CURRENT ASSETS                  |       |                | <u>293,268</u> |                | <u>320,855</u> |
| NET ASSETS                          |       |                | <u>310,338</u> |                | <u>320,855</u> |
| THE FUNDS OF THE CHARITY            |       |                |                |                |                |
| UNRESTRICTED FUNDS                  | 9     |                | <u>310,338</u> |                | <u>320,855</u> |
| TOTAL CHARITY FUNDS                 |       |                | <u>310,338</u> |                | <u>320,855</u> |

Approved by the Committee of Management  
and signed on their behalf

MEMBER OF THE COMMITTEE OF MANAGEMENT  
11-Oct-2023 H Holleran



**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

**Page 9**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**STATEMENT OF CASH FLOWS**

|                                                                       | Notes | 2023<br>Total<br>£ | 2022<br>Total<br>£ |
|-----------------------------------------------------------------------|-------|--------------------|--------------------|
| Net cash used in operating activities                                 | 10    | -10,986            | 42,988             |
| Cash flows from investing activities:                                 |       |                    |                    |
| Interest                                                              |       | 2,031              | 759                |
| Purchase of fixed assets                                              |       | -17,070            |                    |
| Net cash provided by investing activities                             |       | -                  | -                  |
| Change in cash and cash equivalents<br>in the reporting period        |       | -15,039            | 759                |
| Cash and cash equivalents at the<br>beginning of the reporting period |       | -26,025            | 43,747             |
|                                                                       |       | <u>314,810</u>     | <u>271,063</u>     |
|                                                                       |       | <u>288,785</u>     | <u>314,810</u>     |

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**NOTES TO THE FINANCIAL STATEMENTS**

**1) ACCOUNTING POLICIES**

**(a) BASIS OF PREPARATION AND ASSESSMENT OF GOING CONCERN**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1<sup>st</sup> January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2022.

The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

**(b) DEPRECIATION**

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the costs less estimated residual value of each asset over their expected useful lives as follows:

Equipment                      -                      10 years reducing balance

**(c) INCOME RECOGNITION**

**DONATIONS AND GRANTS**

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until these periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

**(d) EXPENDITURE RECOGNITION**

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 settlement will be required and the amount of obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. Governance costs include all expenditure not directly relating to the charitable activity. This includes costs for accountancy.

**(e) VALUE ADDED TAX**

Value added tax is not recoverable by the Charity. And as such is included in the relevant costs in the Statement of Financial Activities.

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

**Page 11**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**NOTES TO THE FINANCIAL STATEMENTS**

**1) CONTRIBUTIONS TO COST**

|                                                                                            | Total<br>2023<br>£ | Total<br>2022<br>£ |
|--------------------------------------------------------------------------------------------|--------------------|--------------------|
| The following contribution to costs were received during the year<br>Milton Parish Council | 35,000             | 40,000             |

**2) GOVERNMENT AND LOCAL AUTHORITY GRANTS**

|                      | Total<br>2023<br>£ | Total<br>2022<br>£ |
|----------------------|--------------------|--------------------|
| Covid Recovery Grant | -                  | 56,001             |
| Zero Carbon Grant    | 13,296             | -                  |
|                      | 13,296             | 56,001             |

**3) INVESTMENT INCOME**

|                                      | Total<br>2023<br>£ | Total<br>2022<br>£ |
|--------------------------------------|--------------------|--------------------|
| Interest receivable on cash deposits | 2,031              | 759                |

**4)a ANALYSIS OF CHARITABLE EXPENDITURE THIS YEAR UNRESTRICTED**

|                                    | Charitable<br>Activities<br>£ | Governance<br>£ | 2023<br>Total<br>£ |
|------------------------------------|-------------------------------|-----------------|--------------------|
| Wages                              | 38,418                        | -               | 38,418             |
| Commercial cleaning                | 20,960                        | -               | 20,960             |
| Legal and professional fees        | 1,615                         | 876             | 2,491              |
| Stationery                         | 440                           | -               | 440                |
| Telephone                          | 1,072                         | -               | 1,072              |
| Insurance                          | 15,178                        | -               | 15,178             |
| Licences and permits               | 1,232                         | -               | 1,232              |
| Utilities                          | 16,212                        | -               | 16,212             |
| Maintenance, materials and repairs | 53,496                        | -               | 53,496             |
| Youth building                     | 4,411                         | -               | 4,411              |
| North Lodge                        | 5,036                         | -               | 5,036              |
| Miscellaneous expenses             | 23                            | -               | 23                 |
|                                    | 158,093                       | 876             | 158,969            |

**4)b ANALYSIS OF CHARITABLE EXPENDITURE LAST YEAR**

|                                    | Charitable<br>Activities<br>£ | Governance<br>£ | 2022<br>Total<br>£ |
|------------------------------------|-------------------------------|-----------------|--------------------|
| Wages                              | 38,729                        | -               | 38,729             |
| Commercial cleaning                | 14,672                        | -               | 14,672             |
| Legal and professional fees        | 3,260                         | 828             | 4,088              |
| Postage                            | 18                            | -               | 18                 |
| Stationery                         | 78                            | -               | 78                 |
| Telephone                          | 1,039                         | -               | 1,039              |
| Insurance                          | 5,301                         | -               | 5,301              |
| Licences and permits               | 417                           | -               | 417                |
| Utilities                          | 10,059                        | -               | 10,059             |
| Maintenance, materials and repairs | 35,787                        | -               | 35,787             |
| Youth building                     | 7,406                         | -               | 7,406              |
| North Lodge                        | 5,779                         | -               | 5,779              |
| Miscellaneous expenses             | 619                           | -               | 619                |
|                                    | 123,164                       | 828             | 123,992            |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

## NOTES TO THE FINANCIAL STATEMENTS

## 5) STAFF COSTS AND NUMBERS

|                                              | 2023          | 2022          |
|----------------------------------------------|---------------|---------------|
|                                              | £             | £             |
| Staff costs during the year were as follows: |               |               |
| Administration part-time and full-time       | 38,418        | 38,729        |
| Employers National Insurance                 | 0             | 0             |
| Total staff costs during the year            | <u>38,418</u> | <u>38,729</u> |
| Staff numbers average                        | 4             | 4             |

The charity considers its key management personnel to be the Trustees and Centre Manager.  
The total employment benefits of the key management personnel were £30,302 (2022: £25,104).

No remuneration was paid to Trustees in the year nor were any Trustees' expenses reimbursed.

No employee received remuneration more than £60,000.

An allowance rebate given by HMRC of £5,000 has been taken to reduce the employer's National Insurance.

## 6) FIXED ASSETS

|                                 | Equipment     |
|---------------------------------|---------------|
|                                 | £             |
| COST                            |               |
| Balance at 1 April 2022         | 68,535        |
| Additions during the year       | <u>17,070</u> |
| Balance at 31 March 2023        | <u>85,605</u> |
| DEPRECIATION                    |               |
| Balance at 1 April 2022         | 68,535        |
| Charge for the year             | -             |
| Balance at 31 March 2023        | <u>68,535</u> |
| NET BOOK VALUE at 31 March 2023 | <u>17,070</u> |
| NET BOOK VALUE at 31 March 2022 | <u>-</u>      |

## 7) DEBTORS

|                              | Total         | Total        |
|------------------------------|---------------|--------------|
|                              | 2023          | 2022         |
|                              | £             | £            |
| Due within one year          |               |              |
| Trade Debtors                | 8,476         | 9,283        |
| Investment Income receivable | <u>1,653</u>  | <u>693</u>   |
|                              | <u>10,129</u> | <u>9,976</u> |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

## NOTES TO THE FINANCIAL STATEMENTS

## 8) CREDITORS

|                     | Total<br>2023<br>£ | Total<br>2022<br>£ |
|---------------------|--------------------|--------------------|
| Due within one year |                    |                    |
| Deferred income     | 1,256              | 2,128              |
| Accruals            | 2,922              | 1,803              |
| PAYE & NI           | 1,468              |                    |
|                     | <u>5,646</u>       | <u>3,931</u>       |

## 9)a ANALYSIS OF FUNDS 2023

|                            | Fund<br>Balance<br>1.4.2022<br>£ | Income         | Expenditure    | Fund<br>Balance<br>31.3.2023<br>£ |
|----------------------------|----------------------------------|----------------|----------------|-----------------------------------|
| Designated Funds           |                                  |                |                |                                   |
| Village Float              | 8,162                            | 38.00          | -              | 8,200                             |
| General Unrestricted Funds | 312,693                          | 148,414        | 158,969        | 302,138                           |
| Total Unrestricted Funds   | <u>320,855</u>                   | <u>148,452</u> | <u>158,969</u> | <u>310,338</u>                    |

A description of the designated fund can be found in the Trustees Report under designated funds.

## 9)b ANALYSIS OF FUNDS 2022

|                            | Fund<br>Balance<br>1.4.2021<br>£ | Income         | Expenditure    | Fund<br>Balance<br>31.3.2022<br>£ |
|----------------------------|----------------------------------|----------------|----------------|-----------------------------------|
| Designated Funds           |                                  |                |                |                                   |
| Village Float              | 8,154                            | 8              | -              | 8,162                             |
| General Unrestricted Funds | 254,803                          | 181,882        | 123,992        | 312,693                           |
| Total Unrestricted Funds   | <u>262,957</u>                   | <u>181,890</u> | <u>123,992</u> | <u>320,855</u>                    |

## 10) RECONCILIATION OF INCOMING RESOURCES TO NET CASH FLOW FROM OPERATING ACTIVITIES

|                                                            | 2023<br>£      | 2022<br>£     |
|------------------------------------------------------------|----------------|---------------|
| Net income for the reporting period (as per page 7 - SOFA) | -10,517        | 57,898        |
| Adjustments for:                                           |                |               |
| Interest from Investments                                  | -2,031         | -759          |
| Depreciation charge                                        | -              | -             |
| (Increase)/(Decrease in debtors)                           | -153           | -5,013        |
| (Decrease)/(Increase in creditors)                         | 1,715          | -9,138        |
| Net cash provided by (used in) operating activities        | <u>-10,986</u> | <u>42,988</u> |

## 11) ANALYSIS OF CASH AND CASH EQUIVALENTS

|              | 2023<br>£      | 2022<br>£      |
|--------------|----------------|----------------|
| Cash at bank | <u>288,785</u> | <u>314,810</u> |

## 12) LEASEHOLD PROPERTY

The assets of Milton Village Hall and Recreation Grounds were transferred to the Charity on 30 September 1998.

This property and land is held under a 99 year lease which was granted on 25 August 1998.

The Youth Building was transferred on 1 January 2008.

On 4 February 2017 the Pavillion and Recreation Ground at North Lodge, Milton, was transferred to the Charity from Milton Parish Council under a 99 year lease which was dated 6 March 2018

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

**Page 14**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**DETAILED INCOME & EXPENDITURE ACCOUNT**

|                                                        | 2023          |                | 2022           |               |                |
|--------------------------------------------------------|---------------|----------------|----------------|---------------|----------------|
|                                                        | £             | £              | £              | £             | £              |
| <b>INCOME</b>                                          |               |                |                |               |                |
| Parish Council Contribution to costs                   |               |                | 35,000         |               | 40,000         |
| Other donation, grants and contributions towards costs |               |                | 13,296         |               | 56,001         |
| Furlough grant                                         |               |                | -              |               | 703            |
| <b>HIRE FEES</b>                                       |               |                |                |               |                |
| Annexe                                                 | 15,836        |                |                | 10,995        |                |
| Youth Building                                         | 17,710        |                |                | 16,367        |                |
| Ground Floor                                           | 4,304         |                |                | 4,627         |                |
| Hall                                                   | 29,343        |                |                | 17,735        |                |
| Lounge                                                 | 9,217         |                |                | 8,283         |                |
| Room 1                                                 | -             |                |                | 144           |                |
| Room 2                                                 | 2,383         |                |                | 2,414         |                |
| Bars                                                   | 85            |                |                | 0             |                |
| Room 1 & 2                                             | 1,744         |                |                | 4,254         |                |
| North Lodge                                            | <u>7,390</u>  | 88,012         | <u>6,597</u>   | 71,416        |                |
| <b>RECREATION GROUNDS</b>                              |               |                |                |               |                |
| Sycamores & Recreation Grounds                         | 1,767         |                |                | 4,277         |                |
| Hardcourts                                             | <u>8,030</u>  | <u>9,797</u>   | <u>97,809</u>  | <u>8,179</u>  | <u>12,456</u>  |
|                                                        |               |                |                |               | 83,872         |
| Bank interest                                          |               |                | 2,031          |               | 759            |
| Miscellaneous income                                   |               |                | <u>316</u>     |               | <u>555</u>     |
| <b>TOTAL INCOME</b>                                    |               |                | <u>148,452</u> |               | <u>181,890</u> |
| <b>EXPENDITURE</b>                                     |               |                |                |               |                |
| <b>ADMINISTRATION</b>                                  |               |                |                |               |                |
| Wages                                                  | 38,418        |                |                | 38,729        |                |
| Commercial cleaning                                    | 20,960        |                |                | 14,672        |                |
| Legal and professional fees                            | 2,491         |                |                | 4,088         |                |
| Postage                                                | -             |                |                | 18            |                |
| Stationery                                             | 440           |                |                | 78            |                |
| Telephone                                              | 1,072         |                |                | 1,039         |                |
| Insurance                                              | 15,178        |                |                | 5,301         |                |
| Licences and permits                                   | 1,231         |                |                | 417           |                |
| Miscellaneous                                          | <u>23</u>     |                | <u>619</u>     |               |                |
|                                                        |               | 79,813         |                |               | 64,961         |
| <b>HALL &amp; GENERAL EXPENSES</b>                     |               |                |                |               |                |
| Repairs and maintenance                                | 13,092        |                |                | 11,732        |                |
| Utilities                                              | <u>10,869</u> | <u>23,961</u>  | <u>6,551</u>   | 18,283        |                |
| <b>ANNEXE EXPENSES</b>                                 |               |                |                |               |                |
| Repairs and maintenance                                | 0             |                |                | 753           |                |
| Utilities                                              | <u>2,789</u>  | <u>2,789</u>   | <u>1,858</u>   | <u>2,611</u>  |                |
| <b>Carried Forward</b>                                 |               | <u>106,563</u> | <u>148,452</u> | <u>85,855</u> | <u>181,890</u> |

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

**Page 15**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

**DETAILED INCOME & EXPENDITURE ACCOUNT**

|                                          | £             | 2023<br>£    | £              | £             | 2022<br>£    | £             |
|------------------------------------------|---------------|--------------|----------------|---------------|--------------|---------------|
| Brought Forward                          |               | 106,563      | 148,452        |               | 85,855       | 181,890       |
| <b>SYCAMORES PAVILION</b>                |               |              |                |               |              |               |
| Repairs and maintenance                  | 7,660         |              |                | 350           |              |               |
| Charitable activity – hire fees received | <u>1,732</u>  |              |                | <u>172</u>    |              |               |
|                                          |               | 9,392        |                |               | 522          |               |
| <b>RECREATION GROUND EXPENSES</b>        |               |              |                |               |              |               |
| Repairs and maintenance                  | 20,358        |              |                | 4,992         |              |               |
| Utilities                                | 0             |              |                | 859           |              |               |
| Grass cutting                            | <u>11,917</u> |              |                | <u>17,515</u> |              |               |
|                                          |               | 32,275       |                |               | 23,366       |               |
| <b>NORTH LODGE</b>                       |               |              |                |               |              |               |
| Repairs and Maintenance                  | 868           |              |                | 1,126         |              |               |
| Utilities                                | 1,758         |              |                | 1,596         |              |               |
| Grasscutting                             | 2,407         |              |                | 2,727         |              |               |
| Cleaning                                 | <u>0</u>      |              |                | <u>330</u>    |              |               |
|                                          |               | 5,033        |                |               | 5,779        |               |
| <b>HARDCOURT EXPENSES</b>                |               |              |                |               |              |               |
| Repairs and Maintenance                  | 470           |              |                | 445           |              |               |
| Utilities                                | <u>823</u>    |              |                | <u>619</u>    |              |               |
|                                          |               | 1,293        |                |               | 1,064        |               |
| <b>YOUTH BUILDING</b>                    |               |              |                |               |              |               |
| Maintenance                              | 330           |              |                | 3,820         |              |               |
| Utilities                                | 903           |              |                | 766           |              |               |
| Cleaning                                 | <u>3,180</u>  |              |                | <u>2,820</u>  |              |               |
|                                          |               | <u>4,413</u> |                |               | <u>7,406</u> |               |
|                                          |               |              | 158,969        |               |              | 123,992       |
| (DEFICIT)/SURPLUS FOR THE YEAR           |               |              | <u>-10,517</u> |               |              | <u>57,898</u> |

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

England & Wales - Charity number 1071503

---

# Accounts

---

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

| <b>CONTENTS</b>                                                        | <b>PAGE</b> |
|------------------------------------------------------------------------|-------------|
| Trustees' Report and General Information                               | 1 - 5       |
| Independent Examiners' Report                                          | 6           |
| Statement of Financial Activities                                      | 7           |
| Balance Sheet                                                          | 8           |
| Statement of Cash Flows                                                | 9           |
| Notes to the Financial Statements                                      | 10 - 13     |
| The following pages do not form part of Statutory Financial Statements |             |
| Income & Expenditure Account                                           | 14 - 15     |

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**TRUSTEES' ANNUAL REPORT**

The Trustees present their report and financial statements of Milton Community Centre and Recreation Grounds for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland effective 1<sup>st</sup> January 2019

**OBJECTIVES AND ACTIVITIES**

**PURPOSE OF THE CHARITY AS SET OUT IN THE GOVERNING DOCUMENT**

The Charity's objectives are that of providing facilities for the purpose of a Community Centre, Courts and Recreation Grounds for use by the inhabitants of Milton and the surrounding neighbourhood.

**MAIN ACTIVITIES UNDERTAKEN IN RELATION TO THOSE PURPOSES**

The strategy employed to achieve the Charity's objectives are:

- Providing clear information on facilities available and costs to hirers
- Offering discounted rates for village associations, residents and clubs

**EXPLANATION OF THE ACTIVITIES AND SERVICES IDENTIFIED IN THE ACCOUNTS**

The Charity fills a significant gap in providing facilities for both adults and children who wish to take part in those activities offered by the various clubs and organisations that use the centre. The Charity takes this role very seriously and invests resources to improve those facilities wherever possible.

**SUMMARY OF THE MAIN ACHIEVEMENTS OF THE CHARITY**

The performance of the Charity has recovered well from the pandemic, supported with Government grants, without having to increase fees to a level that cannot be sustained or afforded. The Charity adopted a policy of maintenance to preserve the conditions of the buildings and grounds and carry out essential improvements to maintain a pleasant and safe environment.

**THE DIFFERENCE THE CHARITY'S WORK HAS MADE TO ITS BENEFICIARIES  
PUBLIC BENEFIT**

During the year the Charity has provided facilities to over 100 clubs and organisations. Wherever possible the Charity has provided support to those people participating, these have included the National Blood Service, the East Anglian Children's Hospice, Alcoholics Anonymous, Patients Participation Group, Cubs, Scouts + Beavers, Kids R Us, Slimming World, Brownies, Tumbletots, XS Latin, Colts + Seniors football and cricket, Milton Tennis Club, The Red Cross and Milton Surgery.

**TRUSTEES' REGARD TO THE CHARITY COMMISSION GUIDE ON PUBLIC BENEFIT**

The Trustees confirm that they have complied with the duty of section 4 of the Charity Act 2011 relating to public benefit. The Charities Act 2011 (Section 2 of Part 1) identifies "making available leisure facilities for the village of Milton" as a public benefit.

**FUTURE PLANS**

The Trustees will continue the policy of regular maintenance and improvements to facilitate as many local clubs and organisations as possible to use the amenities. The Trustees consider there are sufficient funds to continue to operate for the foreseeable future.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**TRUSTEES' ANNUAL REPORT**

**FINANCIAL REVIEW**

**REVIEW OF THE FINANCIAL POSITION AT THE END OF THE YEAR**

Total income for the year was £181,890, (2021: £217,861) which reflects a reduction of £35,971 from the previous year.

Total expenditure for the year was £123,992 (2021: £136,865) which reflects a reduction of £12,873.

Cash at bank increased from £271,063 to £314,810 and reflects the controls in place and contributions to costs received.

The principal funding sources, aside from its rental and investment income, were contributions from the Parish Council and Government.

**RESERVES POLICY**

Unrestricted reserves comprise of the total reserves for the Charity.

The Charity is happy to report that the unrestricted general reserves increased from £262,957 to £320,855

and the management committee consider this satisfactory. It is the policy of the Charity to maintain reserves at a level which relates to approximately two years expenditure in cash terms. This provides sufficient funds to cover management, administration and support costs of the MCC and to cover unforeseen building repairs not covered by insurance and contributions toward costs.

**PRINCIPAL RISKS AND UNCERTAINTIES**

Internal controls over all forms of income, assets, commitments and expenditure continue to be reviewed for efficiency and effectiveness. Performance is monitored and appropriate information is prepared and reviewed regularly by the finance committee.

The Charity currently produces an annual budget and reports against that and that of the previous year, requiring the centre manager to comment on variances and outline corrective action if required. The Trustees have authority to ensure that an active risk management process is in place and forms part of the ongoing organisational activity.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**NATURE OF THE GOVERNING DOCUMENT**

The Milton Community Centre and Recreation Grounds (the "MCC") is constituted under a Deed dated 8 November 2000 and is a registered charity number 1071503. The Charity's objectives are that of promoting the use of its recreational assets and facilities for the benefit of the public. The Charity has a close relationship with the Parish Council. The Parish Council is the custodian trustee and provides funding for the Charity by way of an annual contribution to costs. The two parties meet as often as required to discuss items of mutual interest.

The governing document is the Constitution Document accepted by the Trustees on 8 November 2000.

**THE CONSTITUTION OF THE CHARITY**

The constitution declares that the Trustees who have served during the year are representatives from recognised organisations and elected members. Trustees are appointed at the AGM and serve for a period of one year. There are 3 sub-committees elected by the Trustees and these are the building committee, the outdoor recreation committee and the finance and staffing committee. All 3 sub-committees report to the main Trustees' meetings held during the year.

**THE COMMITTEE OF THE TRUSTEES**

Trustees are appointed at the AGM and serve for a period of one year.

Trustees are responsible for the management of the risks faced by the Charity. Risks are identified and assessed and controls established throughout the year. Significant new ventures are subject to a risk analysis by the Trustees before they are approved. Trustees make a distinction between those initiatives which are subject to normal commercial practices and those which are subject to Government policy. In both cases, the MCC conforms to the legislative framework.

The Charity is also underpinned by a centre manager and trust accountant who support the decision making. The sub-committees meet at regular times and experts are engaged when required to provide support and development of the centre.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**TRUSTEES ANNUAL REPORT**

**RECRUITMENT OF NEW TRUSTEES**

The Charity may by ordinary resolution appoint a person who is willing to act as a Trustee, either to fill a vacancy or as an additional Trustee.

New Trustees are invited to familiarise themselves with the Charity and the context within which it operates;

- The obligation of the sub-committees.
- The main documents which set out the operational framework of the Charity.
- The current financial position including the latest published accounts and the current management accounts.
- Future plans and objectives.
- The Charity Commission guide "The Essential Trustee".

Trustees are encouraged to attend appropriate external training where this will facilitate the undertaking of their role within the Charity.

**KEY MANAGEMENT PERSONNEL REMUNERATION**

The Trustees consider the Board of Trustees and the Centre Manager as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day to day basis. All Trustees give their time freely and no trustee remuneration or expenses were paid in the year.

Trustees are required to disclose all relevant interest and register them with the Centre Manager and in accordance with the Charity's policy withdraw from decision where a conflict of interest arises.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**TRUSTEES:**

The members of the charitable organisation are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Members serving as trustees during the year were as follows:

**COMMITTEE MEMBERS:**

This consists of 11 Representatives of Clubs and Associations and 6 elected Members.

**AFFILIATED ASSOCIATIONS:**

|                |                   |
|----------------|-------------------|
| Tennis Club    | Dave Webster      |
| Parish Council | Adam Horne        |
| Cricket Club   | Adam Hallworth    |
| Football Club  | Fraser Confrey    |
| Outdoor Bowls  | Bob Norman        |
| Indoor Bowls   | Keith Overall     |
| Scout Group    | Bob Pain          |
| Colts Football | Paul Yaxley       |
| Brownies       | Helen Parker      |
| Badminton      | Roy Martin        |
| Summer Fayre   | Elizabeth Wildman |

Karen McPherson (Netball), Sue Griffith (Tennis), Jim Daniels (Bowls) resigned as trustees on 6 October 2021.

**ELECTED MEMBERS:**

|                               |                 |
|-------------------------------|-----------------|
| Rob Farrington                | Hue Holleran    |
| Bob Waters resigned 6.10.2021 | Jody Chatterjee |
| Colin Nunn resigned 6.10.2021 | Andy White      |
| Fiona MacDonald               | Don Wildman     |

**CUSTODIAN TRUSTEE:**

Milton Parish Council

**CENTRE MANAGER:**

Andy West

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**TRUSTEES' ANNUAL REPORT**

**REFERENCE AND ADMINISTRATIVE INFORMATION...../CONTINUED**

**PRINCIPAL OFFICE:** Coles Road  
Milton  
Cambridge  
CB24 6BL

**CHARITY NUMBER:** 1071503

**INDEPENDENT EXAMINER:** Nigel A Prentis FCA  
For and on behalf of Prentis & Co LLP  
Chartered Accountants  
115c Milton Road  
Cambridge  
CB4 1XE

**TRUST ACCOUNTANT:** GJK Accountancy Limited  
30 The Rowans  
Milton  
Cambridge  
CB24 6YU

**BANKERS:** Barclays Bank Plc  
Chesterton Road  
Cambridge

Virgin Bank Plc  
Jubilee House  
Gosforth  
Newcastle

Cambridge Building Society  
Newmarket Road  
Cambridge

Cambridge and Counties Bank  
Charnwood Court  
New Walk  
Leicester  
LE1 6TE

**DESIGNATED FUNDS:**

The village event fund (summer fayre) represents the net income from the village fayres over previous years. The fund is ring fenced to provide funding for future village events at the discretion of the Trustees. At the year end the fund stood at £8,162: 2021 £8,154 and the management committee consider this satisfactory.

**CONTINGENT LIABILITY:**

There is an anticipated contingent liability for maintenance of hardcourts of £20,000 within the next 2 years, £30,000 for car park maintenance.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022****TRUSTEES' ANNUAL REPORT****STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Observe the methods and principles of the Charities SORP.
- (iii) Make judgements and estimates that are reasonable and prudent.
- (iv) State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements.
- (v) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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 ascertain that the financial statements comply with section 4 of the Charities Act 2011, the Charity (Accounts and Reports) Regulations 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.

**STATEMENT OF DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINERS**

In the case of each of the persons who are Trustees at the time when the Trustees' report is approved:

- So far as the Trustees are aware, there is no relevant information needed for the Charity's Independent Examiners report of which they are unaware, and
- Each Trustee has taken steps they ought to have taken to make themselves aware of any information to establish that the Charity's Independent Examiner is aware of that information.

Amounts are presented within items of the financial activities and balance sheet in accordance with generally accepted principles or practice, the Trustees having regard to the substance of the reported transactions or arrangement.

A resolution will be proposed at the Annual General Meeting that Prentis & Co LLP be re-appointed as independent examiners for the MCC for the ensuing year.

**APPROVAL**

This report was approved by the Trustees and signed on their behalf on 7 September 2022.



Chair of Management Committee

Rob Farrington

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

INDEPENDENT EXAMINERS' REPORT TO THE COMMITTEE OF MANAGEMENT

Independent examiner's report to the trustees of Milton Community Centre

I report to the trustees on my examination of the accounts for the year ended 31 March 2022, which are set out on pages 7 to 13

Responsibilities and basis of report

As the charity trustees, 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 Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) 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:

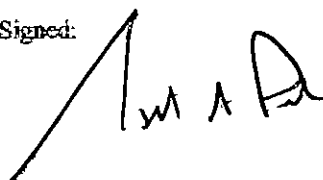
1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

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.

Signed:



Name: Nigel A Prentis

Chartered Accountant and Independent Examiner

Address: 115c Milton Road, Cambridge, CB4 1XE

Date:

27th Oct 2022

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

## STATEMENT OF FINANCIAL ACTIVITIES

|                                              | Notes | 2022<br>Unrestricted Funds<br>£ | 2021<br>Unrestricted Funds<br>£ |
|----------------------------------------------|-------|---------------------------------|---------------------------------|
| <b>INCOME</b>                                |       |                                 |                                 |
| Contribution to costs                        | 2     | 40,000                          | 40,000                          |
| <i>Income from Charitable Activities</i>     |       |                                 |                                 |
| Charitable activity – rents received         |       | 83,872                          | 36,020                          |
| Other operating income                       |       | 1,258                           | 4,521                           |
| Government grants                            |       | 56,001                          | 136,486                         |
| Investment income                            | 3     | 759                             | 834                             |
| <b>TOTAL INCOME</b>                          |       | <b>181,890</b>                  | <b>217,861</b>                  |
| <b>EXPENDITURE</b>                           |       |                                 |                                 |
| <i>Expenditure on Charitable Activities</i>  |       |                                 |                                 |
| Charitable activities                        | 4     | 123,992                         | 136,865                         |
| <b>TOTAL EXPENDITURE</b>                     |       | <b>123,992</b>                  | <b>136,865</b>                  |
| <b>NET INCOME AND NET MOVEMENTS IN FUNDS</b> |       | <b>57,898</b>                   | <b>80,996</b>                   |
| <b>TOTAL FUNDS BROUGHT FORWARD</b>           |       | <b>262,957</b>                  | <b>181,961</b>                  |
| <b>TOTAL FUNDS CARRIED FORWARD</b>           |       | <b>320,855</b>                  | <b>262,957</b>                  |

## STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

There were no recognised gains or losses for 2022 or 2021 other than included in the Statement of Financial Activities.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

## BALANCE SHEET

|                                     | Notes | 2022<br>£      | £              | 2021<br>£      | £              |
|-------------------------------------|-------|----------------|----------------|----------------|----------------|
| FIXED ASSETS                        | 6     | 0              |                |                | 0              |
| CURRENT ASSETS                      |       |                |                |                |                |
| Debtors and Prepayments             | 7     | 9,976          |                | 4,963          |                |
| Cash at bank and in hand            |       | 314,810        |                | 271,063        |                |
|                                     |       | <u>324,786</u> |                | <u>276,026</u> |                |
| CREDITORS                           |       |                |                |                |                |
| Amounts falling due within one year | 8     | <u>3,931</u>   |                | <u>13,069</u>  |                |
| NET CURRENT ASSETS                  |       |                | 320,855        |                | 262,957        |
| NET ASSETS                          |       |                | <u>320,855</u> |                | <u>262,957</u> |
| THE FUNDS OF THE CHARITY            |       |                |                |                |                |
| UNRESTRICTED FUNDS                  | 9     |                | 320,855        |                | 262,957        |
| TOTAL CHARITY FUNDS                 |       |                | <u>320,855</u> |                | <u>262,957</u> |

Approved by the Committee of Management  
and signed on their behalf

MEMBER OF THE COMMITTEE OF MANAGEMENT

19 May 2022 H Holleran



## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

## STATEMENT OF CASH FLOWS

|                                                                       | Notes | 2022<br>Total<br>£ | 2021<br>Total<br>£ |
|-----------------------------------------------------------------------|-------|--------------------|--------------------|
| Net cash used in operating activities                                 | 10    | 42,988             | 89,375             |
| Cash flows from investing activities:                                 |       |                    |                    |
| Interest                                                              |       | 759                | 834                |
| Net cash provided by investing activities                             |       | <u>0</u>           | <u>0</u>           |
| Change in cash and cash equivalents<br>in the reporting period        |       | 43,747             | 90,209             |
| Cash and cash equivalents at the<br>beginning of the reporting period |       | <u>271,063</u>     | <u>180,854</u>     |
|                                                                       |       | <u>314,810</u>     | <u>271,063</u>     |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

## NOTES TO THE FINANCIAL STATEMENTS

## 1) ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION AND ASSESSMENT OF GOING CONCERN

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1<sup>st</sup> January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

## (b) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the costs less estimated residual value of each asset over their expected useful lives as follows:

Equipment - 25% straight line basis

## (c) INCOME RECOGNITION

## DONATIONS AND GRANTS

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until these periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

## (d) EXPENDITURE RECOGNITION

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 settlement will be required and the amount of obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. Governance costs include all expenditure not directly relating to the charitable activity. This includes costs for accountancy.

## (e) VALUE ADDED TAX

Value added tax is not recoverable by the Charity. And as such is included in the relevant costs in the Statement of Financial Activities.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**NOTES TO THE FINANCIAL STATEMENTS**

**2) OTHER INCOME**

| Total | Total |
|-------|-------|
| 2022  | 2021  |
| £     | £     |

The following contribution to costs were received during the year  
Milton Parish Council

**3) INVESTMENT INCOME**

| 40,000 | 40,000 |
|--------|--------|
| Total  | Total  |
| 2022   | 2021   |
| £      | £      |

Interest receivable on cash deposits

| 759 | 834 |
|-----|-----|
|-----|-----|

**4)a ANALYSIS OF CHARITABLE EXPENDITURE THIS YEAR  
UNRESTRICTED**

|                                    | Charitable |            | 2022    |
|------------------------------------|------------|------------|---------|
|                                    | Activities | Governance | Total   |
|                                    | £          | £          | £       |
| Wages                              | 38,729     | 0          | 38,729  |
| Commercial cleaning                | 14,672     | 0          | 14,672  |
| Legal and professional fees        | 3,260      | 828        | 4,088   |
| Postage                            | 18         | 0          | 18      |
| Stationery                         | 78         | 0          | 78      |
| Telephone                          | 1,039      | 0          | 1,039   |
| Insurance                          | 5,301      | 0          | 5,301   |
| Licences and permits               | 417        | 0          | 417     |
| Utilities                          | 10,059     | 0          | 10,059  |
| Maintenance, materials and repairs | 35,787     | 0          | 35,787  |
| Youth building                     | 7,406      | 0          | 7,406   |
| North Lodge                        | 5,779      | 0          | 5,779   |
| Miscellaneous expenses             | 619        | 0          | 619     |
|                                    | 123,164    | 828        | 123,992 |

**4)b ANALYSIS OF CHARITABLE EXPENDITURE LAST YEAR**

|                                    | Charitable |            | 2021    |
|------------------------------------|------------|------------|---------|
|                                    | Activities | Governance | Total   |
|                                    | £          | £          | £       |
| Wages                              | 34,421     | 0          | 34,421  |
| Commercial cleaning                | 5,333      | 0          | 5,333   |
| Legal and professional fees        | 5,311      | 792        | 6,103   |
| Postage                            | 46         | 0          | 46      |
| Stationery                         | 597        | 0          | 597     |
| Telephone                          | 1,013      | 0          | 1,013   |
| Insurance                          | 5,375      | 0          | 5,375   |
| Licences and permits               | 220        | 0          | 220     |
| Utilities                          | 6,598      | 0          | 6,598   |
| Maintenance, materials and repairs | 60,060     | 0          | 60,060  |
| Youth building                     | 4,151      | 0          | 4,151   |
| North Lodge                        | 9,358      | 0          | 9,358   |
| Miscellaneous expenses             | 3,590      | 0          | 3,590   |
|                                    | 136,073    | 792        | 136,865 |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

## NOTES TO THE FINANCIAL STATEMENTS

|    |                                              |               |               |
|----|----------------------------------------------|---------------|---------------|
| 5) | STAFF COSTS AND NUMBERS                      | 2022          | 2021          |
|    |                                              | £             | £             |
|    | Staff costs during the year were as follows: |               |               |
|    | Administration part-time and full-time       | 38,729        | 34,421        |
|    | Employers National Insurance                 | 0             | 0             |
|    | Total staff costs during the year            | <u>38,729</u> | <u>34,421</u> |
|    | Staff numbers average                        | 4             | 4             |

The charity considers its key management personnel to be the Trustees and Centre Manager.

The total employment benefits of the key management personnel were £25,104 (2021: £26,899).

No remuneration was paid to Trustees in the year nor were any Trustees' expenses reimbursed.

No employee received remuneration more than £60,000.

An allowance rebate given by HMRC of £4,000 has been taken to reduce the employer's National Insurance.

|    |                                          |               |
|----|------------------------------------------|---------------|
| 6) | FIXED ASSETS                             | Equipment     |
|    |                                          | £             |
|    | COST                                     |               |
|    | Balance at 1 April 2022 and 1 April 2021 | <u>68,535</u> |
|    | DEPRECIATION                             |               |
|    | Balance at 1 April 2022 and 1 April 2021 | <u>68,535</u> |
|    | NET BOOK VALUE at 31 March 2022          | <u>0</u>      |
|    | NET BOOK VALUE at 31 March 2021          | <u>0</u>      |

|    |                              |              |              |
|----|------------------------------|--------------|--------------|
| 7) | DEBTORS                      | Total        | Total        |
|    |                              | 2022         | 2021         |
|    |                              | £            | £            |
|    | Due within one year          |              |              |
|    | Prepayment                   | 0            | 3,282        |
|    | Rents receivable             | 9,283        | 1,035        |
|    | Accrued Income               | 0            | 0            |
|    | Investment Income receivable | 693          | 646          |
|    |                              | <u>9,976</u> | <u>4,963</u> |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

## NOTES TO THE FINANCIAL STATEMENTS

|    |                     |                    |                    |
|----|---------------------|--------------------|--------------------|
| 8) | CREDITORS           | Total<br>2022<br>£ | Total<br>2021<br>£ |
|    | Due within one year | 2,128              | 11,200             |
|    | Deferred income     | 0                  | 0                  |
|    | Accruals            | 1,803              | 1,869              |
|    |                     | <u>3,931</u>       | <u>13,069</u>      |

|     |                            |                                  |                |                  |                                   |
|-----|----------------------------|----------------------------------|----------------|------------------|-----------------------------------|
| 9)a | ANALYSIS OF FUNDS 2022     | Fund<br>Balance<br>1.4.2021<br>£ | Income<br>£    | Expenditure<br>£ | Fund<br>Balance<br>31.3.2022<br>£ |
|     | Designated Funds           |                                  |                |                  |                                   |
|     | Village Fund               | 8,154                            | 8              | 0                | 8,162                             |
|     | General Unrestricted Funds | 254,803                          | 181,882        | 123,992          | 312,693                           |
|     | Total Unrestricted Funds   | <u>262,957</u>                   | <u>181,890</u> | <u>123,992</u>   | <u>320,855</u>                    |

A description of the designated fund can be found in the Trustees Report under designated funds.

|     |                            |                                  |                |                  |                                   |
|-----|----------------------------|----------------------------------|----------------|------------------|-----------------------------------|
| 9)b | ANALYSIS OF FUNDS 2021     | Fund<br>Balance<br>1.4.2020<br>£ | Income<br>£    | Expenditure<br>£ | Fund<br>Balance<br>31.3.2021<br>£ |
|     | Designated Funds           |                                  |                |                  |                                   |
|     | Village Fund               | 8,140                            | 14             | 0                | 8,154                             |
|     | General Unrestricted Funds | 173,821                          | 217,847        | 136,865          | 254,803                           |
|     | Total Unrestricted Funds   | <u>181,961</u>                   | <u>217,861</u> | <u>136,865</u>   | <u>262,957</u>                    |

|     |                                                                                 |               |               |
|-----|---------------------------------------------------------------------------------|---------------|---------------|
| 10) | RECONCILIATION OF INCOMING RESOURCES TO NET CASH FLOW FROM OPERATING ACTIVITIES | 2022<br>£     | 2021<br>£     |
|     | Net income for the reporting period (as per page 7 - SOFA)                      | 57,898        | 80,996        |
|     | Adjustments for:                                                                |               |               |
|     | Interest from Investments                                                       | -759          | -834          |
|     | Depreciation charge                                                             | 0             | 0             |
|     | (Increase)/(Decrease in debtors)                                                | -5,013        | 3,996         |
|     | (Decrease)/(Increase in creditors)                                              | -9,138        | 5,217         |
|     | Net cash provided by (used in) operating activities                             | <u>42,988</u> | <u>89,375</u> |

|     |                                       |                |                |
|-----|---------------------------------------|----------------|----------------|
| 11) | ANALYSIS OF CASH AND CASH EQUIVALENTS | 2022<br>£      | 2021<br>£      |
|     | Cash at bank                          | <u>314,810</u> | <u>271,063</u> |

## 12) LEASEHOLD PROPERTY

The assets of Milton Village Hall and Recreation Grounds were transferred to the Charity on 30 September 1998.

This property and land is held under a 99 year lease which was granted on 25 August 1998.

The Youth Building was transferred on 1 January 2008.

On 4 February 2017 the Pavillion and Recreation Ground at North Lodge, Milton, was transferred to the Charity from Milton Parish Council under a 99 year lease which was dated 6 March 2018

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

## DETAILED INCOME &amp; EXPENDITURE ACCOUNT

|                                                        | 2022   |               | 2021           |                |
|--------------------------------------------------------|--------|---------------|----------------|----------------|
|                                                        | £      | £             | £              | £              |
| <b>INCOME</b>                                          |        |               |                |                |
| Parish Council Contribution to costs                   |        | 40,000        |                | 40,000         |
| Other donation, grants and contributions towards costs |        | 56,001        |                | 136,486        |
| Furlough grant                                         |        | 703           |                | 3,828          |
| <b>RENTS</b>                                           |        |               |                |                |
| Annexe                                                 | 10,995 |               | 5,505          |                |
| Youth Building                                         | 16,367 |               | 7,134          |                |
| Ground Floor                                           | 4,627  |               | 401            |                |
| Hall                                                   | 17,735 |               | 6,119          |                |
| Lounge                                                 | 8,283  |               | 5,648          |                |
| Room 1                                                 | 144    |               | 0              |                |
| Room 2                                                 | 2,414  |               | 0              |                |
| Bars                                                   | 0      |               | 0              |                |
| Room 1 & 2                                             | 4,254  |               | 2,102          |                |
| North Lodge                                            | 6,597  | 71,416        | 4,420          | 31,329         |
| <b>RECREATION GROUNDS</b>                              |        |               |                |                |
| Sycamores & Recreation Grounds                         | 4,277  |               | 3,098          |                |
| Hardcourts                                             | 8,179  | 12,456        | 1,593          | 4,691          |
|                                                        |        |               |                | 36,029         |
| Bank interest                                          |        |               | 759            | 834            |
| Miscellaneous income                                   |        |               | 555            | 693            |
| <b>TOTAL INCOME</b>                                    |        |               | <b>181,890</b> | <b>217,861</b> |
| <b>EXPENDITURE</b>                                     |        |               |                |                |
| <b>ADMINISTRATION</b>                                  |        |               |                |                |
| Wages                                                  | 38,729 |               | 34,421         |                |
| Commercial cleaning                                    | 14,672 |               | 5,333          |                |
| Legal and professional fees                            | 4,088  |               | 6,103          |                |
| Postage                                                | 18     |               | 46             |                |
| Stationery                                             | 78     |               | 597            |                |
| Telephone                                              | 1,039  |               | 1,013          |                |
| Insurance                                              | 5,301  |               | 5,375          |                |
| Licences and permits                                   | 417    |               | 220            |                |
| Miscellaneous                                          | 619    |               | 3,590          |                |
|                                                        |        | 64,961        |                | 56,698         |
| <b>HALL &amp; GENERAL EXPENSES</b>                     |        |               |                |                |
| Repairs and maintenance                                | 11,732 |               | 6,710          |                |
| Utilities                                              | 6,551  | 18,283        | 4,252          | 10,962         |
| <b>ANNEXE EXPENSES</b>                                 |        |               |                |                |
| Repairs and maintenance                                | 753    |               | 1,533          |                |
| Utilities                                              | 1,858  | 2,611         | 1,858          | 3,391          |
| <b>Carried Forward</b>                                 |        | <b>85,855</b> | <b>181,890</b> | <b>71,051</b>  |
|                                                        |        |               |                | <b>217,861</b> |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

## DETAILED INCOME &amp; EXPENDITURE ACCOUNT

|                                   | £      | 2022<br>£ | £       | £      | 2021<br>£ | £       |
|-----------------------------------|--------|-----------|---------|--------|-----------|---------|
| Brought Forward                   |        | 85,855    | 181,890 |        | 71,051    | 217,861 |
| <b>SYCAMORES PAVILION</b>         |        |           |         |        |           |         |
| Repairs and maintenance           | 350    |           |         | 550    |           |         |
| Utilities                         | 172    |           |         | 0      |           |         |
|                                   |        | 522       |         |        | 550       |         |
| <b>RECREATION GROUND EXPENSES</b> |        |           |         |        |           |         |
| Repairs and maintenance           | 4,992  |           |         | 18,840 |           |         |
| Utilities                         | 859    |           |         | 143    |           |         |
| Grass cutting                     | 17,515 |           |         | 15,517 |           |         |
|                                   |        | 23,366    |         |        | 34,500    |         |
| <b>NORTH LODGE</b>                |        |           |         |        |           |         |
| Repairs and Maintenance           | 1,126  |           |         | 1,498  |           |         |
| Utilities                         | 1,596  |           |         | 1,376  |           |         |
| Grasscutting                      | 2,727  |           |         | 6,319  |           |         |
| Cleaning                          | 330    |           |         | 165    |           |         |
|                                   |        | 5,779     |         |        | 9,358     |         |
| <b>HARDCOURT EXPENSES</b>         |        |           |         |        |           |         |
| Maintenance                       | 445    |           |         | 16,910 |           |         |
| Utilities                         | 619    |           |         | 345    |           |         |
|                                   |        | 1,064     |         |        | 17,255    |         |
| <b>YOUTH BUILDING</b>             |        |           |         |        |           |         |
| Maintenance                       | 3820   |           |         | 846    |           |         |
| Utilities                         | 766    |           |         | 1,745  |           |         |
| Cleaning                          | 2,820  |           |         | 1,560  |           |         |
|                                   |        | 7,406     |         |        | 4,151     |         |
|                                   |        |           | 123,992 |        |           | 136,865 |
| <b>SURPLUS FOR THE YEAR</b>       |        |           | 57,898  |        |           | 80,996  |

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

England & Wales - Charity number 1071503

---

# Accounts

---

**MILTON COMMUNITY CENTRE AND RECREATION GROUNDS**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

**CONTENTS**

**PAGE**

Trustees' Report and General Information

1 - 5

Independent Examiners' Report

6

Statement of Financial Activities

7

Balance Sheet

8

Statement of Cash Flows

9

Notes to the Financial Statements

10 - 13

The following pages do not form part of Statutory Financial Statements

Income & Expenditure Account

14 - 15

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

**TRUSTEES' ANNUAL REPORT**

The Trustees present their report and financial statements of Milton Community Centre and Recreation Grounds for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland effective 1<sup>st</sup> January 2019

**OBJECTIVES AND ACTIVITIES**

**PURPOSE OF THE CHARITY AS SET OUT IN THE GOVERNING DOCUMENT**

The Charity's objectives are that of providing facilities for the purpose of a Community Centre, Courts and Recreation Grounds for use by the inhabitants of Milton and the surrounding neighbourhood.

**MAIN ACTIVITIES UNDERTAKEN IN RELATION TO THOSE PURPOSES**

The strategy employed to achieve the Charity's objectives are:

- Providing clear information on facilities available and costs to hirers
- Offering discounted rates for village associations, residents and clubs

**EXPLANATION OF THE ACTIVITIES AND SERVICES IDENTIFIED IN THE ACCOUNTS**

The Charity fills a significant gap in providing facilities for both adults and children who wish to take part in those activities offered by the various clubs and organisations that use the centre. The Charity takes this role very seriously and invests resources to improve those facilities wherever possible.

**SUMMARY OF THE MAIN ACHIEVEMENTS OF THE CHARITY**

The performance of the Charity was severely affected by Covid19 with most of the community centre being closed during the lockdowns. The impact was mitigated by government grants and furlough payments. The Charity adopted a policy of maintenance to preserve the conditions of the buildings and grounds and carry out essential improvements to maintain a pleasant and safe environment.

**THE DIFFERENCE THE CHARITY'S WORK HAS MADE TO ITS BENEFICIARIES  
PUBLIC BENEFIT**

During a normal year the Charity has provided facilities to over 100 clubs and organisations. Wherever possible the Charity has provided support to those people participating in the events provided in the events provided and these have included the National Blood Service, the East Anglian Children's Hospice, Cubs, Scouts + Beavers, Kids R Us, Slimming World, Brownies, Tumbletots, XS Latin, Colts + Seniors football and cricket, Milton Netball Club and Milton Tennis Club. Although the centre has been closed for most of the year we have supported essential services such as kids club and NHS vaccination centre.

**TRUSTEES' REGARD TO THE CHARITY COMMISSION GUIDE ON PUBLIC BENEFIT**

The Trustees confirm that they have complied with the duty of section 4 of the Charity Act 2011 relating to public benefit. The Charities Act 2011 (Section 2 of Part 1) identifies "making available leisure facilities for the village of Milton" as a public benefit.

**FUTURE PLANS**

The Trustees will continue the policy of regular maintenance and improvements to facilitate as many local clubs and organisations as possible to use the amenities. Apart from essential services the centre was closed for periods due to the Coronavirus. Grants to the value of £136,486 were secured to support the Community Centre, Youth building, Bowls pavilion, Sycamores pavilion and North Lodge pavilion. The Trustees consider there are sufficient funds to continue to operate for the foreseeable future.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

TRUSTEES' ANNUAL REPORT

FINANCIAL REVIEW

REVIEW OF THE FINANCIAL POSITION AT THE END OF THE YEAR

Total income for the year was £217,861, (2020: £132,190) which reflects an increase from the previous year of £85,671.

Total expenditure for the year was £136,865 (2020: £129,542) which reflects an increase of £7,323.

Cash at bank increased from £180,854 to £271,063 and reflects the controls in place and grants received. The principal funding sources, aside from its rental and investment income, were contributions from the Parish Council and Government.

RESERVES POLICY

Unrestricted reserves comprise of the total reserves for the Charity.

The Charity is happy to report that the unrestricted general reserves increased from £181,961. to £262,959 and the management committee consider this satisfactory. It is the policy of the Charity to maintain reserves at a level which relates to approximately two years expenditure in cash terms. This provides sufficient funds to cover management, administration and support costs of the MCC and to cover unforeseen building repairs not covered by insurance and grant.

PRINCIPAL RISKS AND UNCERTAINTIES

Internal controls over all forms of income, assets, commitments and expenditure continue to be reviewed for efficiency and effectiveness. Performance is monitored and appropriate information is prepared and reviewed regularly by the finance committee.

The Charity currently produces an annual budget and reports against that and that of the previous year, requiring the centre manager to comment on variances and outline corrective action if required. The Trustees have authority to ensure that an active risk management process is in place and forms part of the ongoing organisational activity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

NATURE OF THE GOVERNING DOCUMENT

The Milton Community Centre and Recreation Grounds (the "MCC") is constituted under a Deed dated 8 November 2000 and is a registered charity number 1071503. The Charity's objectives are that of promoting the use of its recreational assets and facilities for the benefit of the public. The Charity has a close relationship with the Parish Council. The Parish Council is the custodian trustee and provides funding for the Charity by way of an annual contribution to costs. The two parties meet as often as required to discuss items of mutual interest.

The governing document is the Constitution Document accepted by the Trustees on 8 November 2000.

THE CONSTITUTION OF THE CHARITY

The constitution declares that the Trustees who have served during the year are representatives from recognised organisations and elected members. Trustees are appointed at the AGM and serve for a period of one year. There are 3 sub-committees elected by the Trustees and these are the building committee, the outdoor recreation committee and the finance and staffing committee. All 3 sub-committees report to the main Trustees' meetings held during the year.

THE COMMITTEE OF THE TRUSTEES

Trustees are appointed at the AGM and serve for a period of one year.

Trustees are responsible for the management of the risks faced by the Charity. Risks are identified and assessed and controls established throughout the year. Significant new ventures are subject to a risk analysis by the Trustees before they are approved. Trustees make a distinction between those initiatives which are subject to normal commercial practices and those which are subject to Government policy. In both cases, the MCC conforms to the legislative framework.

The Charity is also underpinned by a centre manager and trust accountant who support the decision making. The sub-committees meet at regular times and experts are engaged when required to provide support and development of the centre.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

**TRUSTEES ANNUAL REPORT**

**RECRUITMENT OF NEW TRUSTEES**

The Charity may by ordinary resolution appoint a person who is willing to act as a Trustee, either to fill a vacancy or as an additional Trustee.

New Trustees are invited to familiarise themselves with the Charity and the context within which it operates,

- The obligation of the sub-committees.
- The main documents which set out the operational framework of the Charity.
- The current financial position including the latest published accounts and the current management accounts.
- Future plans and objectives.
- The Charity Commission guide "The Essential Trustee".

Trustees are encouraged to attend appropriate external training where this will facilitate the undertaking of their role within the Charity.

**KEY MANAGEMENT PERSONNEL REMUNERATION**

The Trustees consider the Board of Trustees and the Centre Manager as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day to day basis. All Trustees give their time freely and no trustee remuneration or expenses were paid in the year.

Trustees are required to disclose all relevant interest and register them with the Centre Manager and in accordance with the Charity's policy withdraw from decision where a conflict of interest arises.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**TRUSTEES:**

The members of the charitable organisation are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Members serving as trustees during the year were as follows:

**COMMITTEE MEMBERS:**

This consists of 12 Representatives of Clubs and Associations and 7 elected Members.

**AFFILIATED ASSOCIATIONS:**

Netball Club  
Tennis Club  
Cricket Club  
Football Club  
Outdoor Bowls  
Indoor Bowls  
Scout Group  
Colts Football  
Brownies  
Badminton  
Summer Fayre  
Parish Council  
Rob Farrington  
Bob Waters  
Colin Nunn  
Fiona MacDonald

Karen McPherson  
Sue Griffin  
Adam Hallworth  
Fraser Confrey  
Jim Daniels  
Keith Overall  
Bob Pain  
Paul Yaxley  
Helen Parker  
Roy Martin  
Elizabeth Wildman  
Don Wildman  
Hue Holleran  
Jody Chatterjee  
Andy White

**ELECTED MEMBERS:**

**CUSTODIAN TRUSTEE:**

Milton Parish Council

**CENTRE MANAGER:**

Andy Gray

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

**TRUSTEES' ANNUAL REPORT**

**REFERENCE AND ADMINISTRATIVE INFORMATION...../CONTINUED**

**PRINCIPAL OFFICE:** Coles Road  
Milton  
Cambridge  
CB24 6BL

**CHARITY NUMBER:** 1071503

**INDEPENDENT EXAMINER:** Nigel A Prentis FCA  
For and on behalf of Prentis & Co LLP  
Chartered Accountants  
115c Milton Road  
Cambridge  
CB4 1XE

**TRUST ACCOUNTANT:** GJK Accountancy Limited  
30 The Rowans  
Milton  
Cambridge  
CB24 6YU

**BANKERS:** Barclays Bank Plc  
Chesterton Road  
Cambridge

Virgin Bank Plc  
Jubilee House  
Gosforth  
Newcastle

Cambridge Building Society  
Newmarket Road  
Cambridge

Cambridge and Counties Bank  
Charnwood Court  
New Walk  
Leicester  
LE1 6TE

**DESIGNATED FUNDS:**

The village event fund (summer fayre) represents the net income from the village fayres over the last 15 years. The fund is ring fenced to provide funding for future village events at the discretion of the Trustees. At the year end the fund stood at £8,154:2020 £8,140 and the management committee consider this satisfactory.

**CONTINGENT LIABILITY:**

There is an anticipated contingent liability for maintenance of hardcourts of £40,000 within the next 2 years and £30,000 for car park maintenance within 3 years.

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021****TRUSTEES' ANNUAL REPORT****STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Observe the methods and principles of the Charities SORP.
- (iii) Make judgements and estimates that are reasonable and prudent.
- (iv) State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements.
- (v) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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 ascertain that the financial statements comply with section 4 of the Charities Act 2011, the Charity (Accounts and Reports) Regulations 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.

**STATEMENT OF DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINERS**

In the case of each of the persons who are Trustees at the time when the Trustees' report is approved:

- So far as the Trustees are aware, there is no relevant information needed for the Charity's Independent Examiners report of which they are unaware, and
- Each Trustee has taken steps they ought to have taken to make themselves aware of any information to establish that the Charity's Independent Examiner is aware of that information.

Amounts are presented within items of the financial activities and balance sheet in accordance with generally accepted principles or practice, the Trustees having regard to the substance of the reported transactions or arrangement.

A resolution will be proposed at the Annual General Meeting that Prentis & Co LLP be re-appointed as independent examiners for the MCC for the ensuing year.

**APPROVAL**

This report was approved by the Trustees and signed on their behalf on 12 May 2021.



Chair of Management Committee

Rob Farrington

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

INDEPENDENT EXAMINERS' REPORT TO THE COMMITTEE OF MANAGEMENT

**Independent examiner's report to the trustees of Milton Community Centre**

I report to the trustees on my examination of the accounts for the year ended 31 March 2021, which are set out on pages 7 to 13

**Responsibilities and basis of report**

As the charity trustees, 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 Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) of the Act.

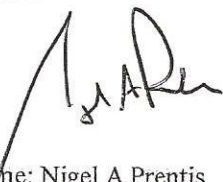
**Independent examiner's statement**

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.

Signed:



Name: Nigel A Prentis

Chartered Accountant and Independent Examiner

Address: 115c Milton Road, Cambridge, CB4 1XE

Date: 6th September 2021

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## STATEMENT OF FINANCIAL ACTIVITIES

|                                             | Notes | 2021<br>Unrestricted Funds<br>£ | 2020<br>£      |
|---------------------------------------------|-------|---------------------------------|----------------|
| INCOME                                      |       |                                 |                |
| Grant Income                                | 2     | 40,000                          | 35,000         |
| <i>Income from Charitable Activities</i>    |       |                                 |                |
| Charitable activity – rents received        |       | 36,020                          | 94,986         |
| Other operating income                      |       | 141,007                         | 790            |
| Investment income                           | 3     | 834                             | 1,414          |
| TOTAL INCOME                                |       | <u>217,861</u>                  | <u>132,190</u> |
| EXPENDITURE                                 |       |                                 |                |
| <i>Expenditure on Charitable Activities</i> |       |                                 |                |
| Charitable activities                       | 4     | <u>136,865</u>                  | <u>129,542</u> |
| TOTAL EXPENDITURE                           |       | <u>136,865</u>                  | <u>129,542</u> |
| NET INCOME AND NET MOVEMENTS IN FUNDS       |       | 80,996                          | 2,648          |
| TOTAL FUNDS BROUGHT FORWARD                 |       | <u>181,961</u>                  | <u>179,313</u> |
| TOTAL FUNDS CARRIED FORWARD                 |       | <u>262,957</u>                  | <u>181,961</u> |

## STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

There were no recognised gains or losses for 2021 or 2020 other than included in the Statement of Financial Activities.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## BALANCE SHEET

|                                     | Notes | 2021<br>£      | £              | 2020<br>£      | £              |
|-------------------------------------|-------|----------------|----------------|----------------|----------------|
| FIXED ASSETS                        | 6     | 0              |                |                | 0              |
| CURRENT ASSETS                      |       |                |                |                |                |
| Debtors and Prepayments             | 7     | 4,963          |                | 8,959          |                |
| Cash at bank and in hand            |       | <u>271,063</u> |                | <u>180,854</u> |                |
|                                     |       | <u>276,026</u> |                | <u>189,813</u> |                |
| CREDITORS                           |       |                |                |                |                |
| Amounts falling due within one year | 8     | <u>13,069</u>  |                | <u>7,852</u>   |                |
| NET CURRENT ASSETS                  |       |                | <u>262,957</u> |                | <u>181,961</u> |
| NET ASSETS                          |       |                | <u>262,957</u> |                | <u>181,961</u> |
| THE FUNDS OF THE CHARITY            |       |                |                |                |                |
| UNRESTRICTED FUNDS                  | 9     |                | <u>262,957</u> |                | <u>179,313</u> |
| TOTAL CHARITY FUNDS                 |       |                | <u>262,957</u> |                | <u>179,313</u> |

Approved by the Committee of Management  
and signed on their behalf

MEMBER OF THE COMMITTEE OF MANAGEMENT  
20 April 2021 B Pain



## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## STATEMENT OF CASH FLOWS

|                                                                       | Notes | 2021<br>Total<br>£ | 2020<br>Total<br>£ |
|-----------------------------------------------------------------------|-------|--------------------|--------------------|
| Net cash used in operating activities                                 | 10    | 89,375             | 12,282             |
| Cash flows from investing activities:                                 |       |                    |                    |
| Interest                                                              |       |                    |                    |
| Net cash provided by investing activities                             |       | <u>834</u>         | <u>1,414</u>       |
| Change in cash and cash equivalents<br>in the reporting period        |       | 90,209             | 13,696             |
| Cash and cash equivalents at the<br>beginning of the reporting period |       | <u>180,854</u>     | <u>167,158</u>     |
|                                                                       |       | <u>271,063</u>     | <u>180,854</u>     |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

## 1) ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION AND ASSESSMENT OF GOING CONCERN

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1<sup>st</sup> January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

## (b) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the costs less estimated residual value of each asset over their expected useful lives as follows:

|           |   |                         |
|-----------|---|-------------------------|
| Equipment | - | 25% straight line basis |
|-----------|---|-------------------------|

## (c) INCOME RECOGNITION

## DONATIONS AND GRANTS

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until these periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

## (d) EXPENDITURE RECOGNITION

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 settlement will be required and the amount of obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. Governance costs include all expenditure not directly relating to the charitable activity. This includes costs for accountancy.

## (e) VALUE ADDED TAX

Value added tax is not recoverable by the Charity. And as such is included in the relevant costs in the Statement of Financial Activities.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

## 2) GRANT INCOME

| Total | Total |
|-------|-------|
| 2021  | 2020  |
| £     | £     |

The following grants were received during the year

Parish Council

|        |        |
|--------|--------|
| 40,000 | 35,000 |
|--------|--------|

## 3) INVESTMENT INCOME

| Total | Total |
|-------|-------|
| 2021  | 2020  |
| £     | £     |

Interest receivable on cash deposits

|     |       |
|-----|-------|
| 834 | 1,414 |
|-----|-------|

4)a ANALYSIS OF CHARITABLE EXPENDITURE THIS YEAR  
UNRESTRICTED

|                                    | Charitable<br>Activities | Governance | 2021<br>Total |
|------------------------------------|--------------------------|------------|---------------|
|                                    | £                        | £          | £             |
| Wages                              | 34,421                   | 0          | 34,421        |
| Commercial cleaning                | 5,333                    | 0          | 5,333         |
| Legal and professional fees        | 5,311                    | 792        | 6,103         |
| Postage                            | 46                       | 0          | 46            |
| Stationery                         | 597                      | 0          | 597           |
| Telephone                          | 1,013                    | 0          | 1,013         |
| Insurance                          | 5,375                    | 0          | 5,375         |
| Licences and permits               | 220                      | 0          | 220           |
| Utilities                          | 6,598                    | 0          | 6,598         |
| Maintenance, materials and repairs | 60,060                   | 0          | 60,060        |
| Youth building                     | 4,151                    | 0          | 4,151         |
| North Lodge                        | 9,358                    | 0          | 9,358         |
| Miscellaneous expenses             | 3,590                    | 0          | 3,590         |
|                                    | 136,073                  | 792        | 136,865       |

## 4)b ANALYSIS OF CHARITABLE EXPENDITURE LAST YEAR

|                                    | Charitable<br>Activities | Governance | 2020<br>Total |
|------------------------------------|--------------------------|------------|---------------|
|                                    | £                        | £          | £             |
| Wages                              | 33,966                   | 0          | 33,966        |
| Commercial cleaning                | 12,702                   | 0          | 12,702        |
| Legal and professional fees        | 1,897                    | 756        | 2,653         |
| Postage                            | 37                       | 0          | 37            |
| Stationery                         | 834                      | 0          | 834           |
| Telephone                          | 935                      | 0          | 935           |
| Insurance                          | 5,052                    | 0          | 5,052         |
| Licences and permits               | 470                      | 0          | 470           |
| Utilities                          | 9,050                    | 0          | 9,050         |
| Maintenance, materials and repairs | 46,655                   | 0          | 46,655        |
| Youth building                     | 8,032                    | 0          | 8,032         |
| North Lodge                        | 8,707                    | 0          | 8,707         |
| Miscellaneous expenses             | 449                      | 0          | 449           |
|                                    | 128,786                  | 756        | 129,542       |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

|    |                                              |               |               |
|----|----------------------------------------------|---------------|---------------|
| 5) | STAFF COSTS AND NUMBERS                      | 2021          | 2020          |
|    |                                              | £             | £             |
|    | Staff costs during the year were as follows: |               |               |
|    | Administration part-time and full-time       | 34,421        | 33,966        |
|    | Employers National Insurance                 | 0             | 0             |
|    | Total staff costs during the year            | <u>34,421</u> | <u>33,966</u> |

|                       |   |   |
|-----------------------|---|---|
| Staff numbers average | 4 | 4 |
|-----------------------|---|---|

The charity considers its key management personnel to be the Trustees and Centre Manager.  
The total employment benefits of the key management personnel were £26,899 (2020: £26,471).

No remuneration was paid to Trustees in the year nor were any Trustees' expenses reimbursed.

No employee received remuneration more than £60,000.

An allowance rebate given by HMRC of £4,000 has been taken to reduce the employer's National Insurance.

|    |                                          |               |
|----|------------------------------------------|---------------|
| 6) | FIXED ASSETS                             | Equipment     |
|    |                                          | £             |
|    | COST                                     |               |
|    | Balance at 1 April 2021 and 1 April 2020 | <u>68,535</u> |
|    | DEPRECIATION                             |               |
|    | Balance at 1 April 2021 and 1 April 2020 | <u>68,535</u> |
|    | NET BOOK VALUE at 31 March 2021          | <u>0</u>      |
|    | NET BOOK VALUE at 31 March 2020          | <u>0</u>      |

|    |                              |              |              |
|----|------------------------------|--------------|--------------|
| 7) | DEBTORS                      | Total        | Total        |
|    |                              | 2021         | 2020         |
|    |                              | £            | £            |
|    | Due within one year          |              |              |
|    | Prepayment                   | 3282         | 0            |
|    | Rents receivable             | 1,035        | 7,830        |
|    | Accrued Income               | 0            | 100          |
|    | Investment Income receivable | 646          | 1,029        |
|    |                              | <u>4,963</u> | <u>8,959</u> |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

## 8) CREDITORS

|                     | Total<br>2021<br>£ | Total<br>2020<br>£ |
|---------------------|--------------------|--------------------|
| Due within one year | 11,200             | 5,693              |
| Deferred income     | 0                  | 500                |
| Accruals            | 1,869              | 1,659              |
|                     | <u>13,069</u>      | <u>7,852</u>       |

## 9)a ANALYSIS OF FUNDS 2021

|                            | Fund<br>Balance<br>1.4.2020<br>£ | Income<br>£    | Expenditure<br>£ | Fund<br>Balance<br>31.3.2021<br>£ |
|----------------------------|----------------------------------|----------------|------------------|-----------------------------------|
| Designated Funds           |                                  |                |                  |                                   |
| Village Fund               | 8,140                            | 14             | 0                | 8,154                             |
| General Unrestricted Funds | 173,821                          | 217,847        | 136,865          | 254,803                           |
| Total Unrestricted Funds   | <u>181,961</u>                   | <u>217,861</u> | <u>136,865</u>   | <u>262,957</u>                    |

A description of the designated fund can be found in the Trustees Report under designated funds.

## 9)b ANALYSIS OF FUNDS 2020

|                            | Fund<br>Balance<br>1.4.2019<br>£ | Income<br>£    | Expenditure<br>£ | Fund<br>Balance<br>31.3.2020<br>£ |
|----------------------------|----------------------------------|----------------|------------------|-----------------------------------|
| Designated Funds           |                                  |                |                  |                                   |
| Village Fund               | 8,097                            | 43             | 0                | 8,140                             |
| General Unrestricted Funds | 171,216                          | 132,147        | 129,542          | 173,821                           |
| Total Unrestricted Funds   | <u>179,313</u>                   | <u>132,190</u> | <u>129,542</u>   | <u>181,961</u>                    |

## 10) RECONCILIATION OF INCOMING RESOURCES TO NET CASH FLOW FROM OPERATING ACTIVITIES

|                                                            | 2021<br>£      | 2020<br>£      |
|------------------------------------------------------------|----------------|----------------|
| Net income for the reporting period (as per page 7 - SOFA) | 80,996         | 2,648          |
| Adjustments for:                                           |                |                |
| Interest from Investments                                  | -834           | -1,414         |
| Depreciation charge                                        | 0              | 0              |
| Decrease in debtors                                        | 3,995          | 7,239          |
| (Decrease)/increase in creditors                           | 5,218          | 3,809          |
| Net cash provided by /(used in) operating activities       | <u>89,375</u>  | <u>12,282</u>  |
| ANALYSIS OF CASH AND CASH EQUIVALENTS                      |                |                |
|                                                            | 2021<br>£      | 2020<br>£      |
| Cash at bank                                               | <u>271,063</u> | <u>180,854</u> |

## 11) LEASEHOLD PROPERTY

The assets of Milton Village Hall and Recreation Grounds were transferred to the Charity on 30 September 1998.

This property and land is held under a 99 year lease which was granted on 25 August 1998.

The Youth Building was transferred on 1 January 2008.

On 4 February 2017 the Pavillion and Recreation Ground at North Lodge, Milton, was transferred to the Charity from Milton Parish Council under a 99 year lease which was dated 6 March 2018

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## DETAILED INCOME &amp; EXPENDITURE ACCOUNT

|                                                         | 2021   |         | 2020    |         |
|---------------------------------------------------------|--------|---------|---------|---------|
|                                                         | £      | £       | £       | £       |
| INCOME                                                  |        |         |         |         |
| Parish Council Contribution to costs                    |        | 40,000  |         | 35,000  |
| Other donation, grantss and contributions towards costs |        | 136,486 |         | 0       |
| Furlough grant                                          |        | 3,828   |         |         |
| RENTS                                                   |        |         |         |         |
| Annexe                                                  | 5,505  |         | 15,040  |         |
| Youth Building                                          | 7,134  |         | 16,980  |         |
| Ground Floor                                            | 401    |         | 5,861   |         |
| Hall                                                    | 6,119  |         | 23,481  |         |
| Lounge                                                  | 5,648  |         | 10,953  |         |
| Room 1                                                  | 0      |         | 785     |         |
| Room 2                                                  | 0      |         | 3,858   |         |
| Bars                                                    | 0      |         | 193     |         |
| Room 1 & 2                                              | 2,102  |         | 3,728   |         |
| North Lodge                                             | 4,420  | 31,329  | 3,174   | 84,053  |
| RECREATION GROUNDS                                      |        |         |         |         |
| Sycamores & Recreation Grounds                          | 3,098  |         | 2,031   |         |
| Hardcourts                                              | 1,593  | 4,691   | 8,922   | 10,933  |
|                                                         |        | 36,020  |         | 94,986  |
| Bank interest                                           |        | 834     |         | 1,414   |
| Miscellaneous income                                    |        | 693     |         | 790     |
| TOTAL INCOME                                            |        | 217,861 |         | 132,190 |
| EXPENDITURE                                             |        |         |         |         |
| ADMINISTRATION                                          |        |         |         |         |
| Wages                                                   | 34,421 |         | 33,966  |         |
| Commercial cleaning                                     | 5,333  |         | 12,702  |         |
| Legal and professional fees                             | 6,103  |         | 2,653   |         |
| Postage                                                 | 46     |         | 37      |         |
| Stationery                                              | 597    |         | 834     |         |
| Telephone                                               | 1,013  |         | 935     |         |
| Insurance                                               | 5,375  |         | 5,052   |         |
| Licences and permits                                    | 220    |         | 470     |         |
| Miscellaneous                                           | 3,590  |         | 449     |         |
|                                                         |        | 56,698  |         | 57,098  |
| HALL & GENERAL EXPENSES                                 |        |         |         |         |
| Repairs and maintenance                                 | 6,710  |         | 13,563  |         |
| Utilities                                               | 4,252  | 10,962  | 6,216   | 19,779  |
| ANNEXE EXPENSES                                         |        |         |         |         |
| Repairs and maintenance                                 | 1,533  |         | 1,794   |         |
| Utilities                                               | 1,858  | 3,391   | 2,158   | 3,952   |
| Carried Forward                                         |        | 71,051  | 217,861 | 80,829  |
|                                                         |        |         |         | 132,190 |

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## DETAILED INCOME &amp; EXPENDITURE ACCOUNT

|                            | 2021   |        | 2020    |         |
|----------------------------|--------|--------|---------|---------|
|                            | £      | £      | £       | £       |
| Brought Forward            |        | 71,051 | 217,861 | 80,829  |
|                            |        |        |         | 132,190 |
| SYCAMORES PAVILION         |        |        |         |         |
| Repairs and maintenance    | 550    | 550    | 6,137   | 6,137   |
| RECREATION GROUND EXPENSES |        |        |         |         |
| Repairs and maintenance    | 18,840 |        | 8,714   |         |
| Utilities                  | 143    |        | 214     |         |
| Grass cutting              | 15,517 |        | 10,801  |         |
|                            |        | 34,500 |         | 19,729  |
| NORTH LODGE                |        |        |         |         |
| Repairs and Maintenance    | 1,498  |        | 1,432   |         |
| Utilities                  | 1,376  |        | 1,622   |         |
| Insurance                  | 0      |        | 435     |         |
| Grasscutting               | 6,319  |        | 3,725   |         |
| Cleaning                   | 165    |        | 1,493   |         |
|                            |        | 9,358  |         | 8,707   |
| HARDCOURT EXPENSES         |        |        |         |         |
| Maintenance                | 16,910 |        | 5,646   |         |
| Utilities                  | 345    |        | 462     |         |
|                            |        | 17,255 |         | 6,108   |
| YOUTH BUILDING             |        |        |         |         |
| Maintenance                | 846    |        | 608     |         |
| Utilities                  | 1,745  |        | 3,582   |         |
| Wages                      | 0      |        | 62      |         |
| Cleaning                   | 1,560  |        | 3,780   |         |
|                            |        | 4,151  |         | 8,032   |
|                            |        |        | 136,865 | 129,542 |
| SURPLUS FOR THE YEAR       |        |        | 80,996  | 2,648   |