

STRATFORD ST ANDREW & FARNHAM COMMUNITY CENTRE

CHARITY NUMBER 1072551

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

# **STRATFORD ST ANDREW & FARNHAM COMMUNITY CENTRE TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020**

**Charity Number 1072251**

## **Correspondence Address**

Maureen Greaves, Pampas, Great Glemham Road, Stratford St Andrew, Saxmundham, Suffolk, IP17 1LL

## **Trustees**

The following Trustees have served during the year, unless indicated otherwise:

Maureen Greaves, Chair  
Jacci Ellen Churchman  
Detmar Hackman  
Steven Horner  
Richard John Plant  
Judith Dawn Spatchett  
Trevor Patrick William Brame

## **Professional Advisors**

**Legal Advisors –**

Pulham & Co, Market Place, Saxmundham, Suffolk, IP17 1AG

**Bankers –**

HSBC, 20 High Street, Saxmundham, Suffolk, IP17 1DB

COIF Charities Fund, Senator House, 85 Queen Victoria Street, London. EC4V 4ET

**Independent Examiners –**

Ensors Accountants LLP, Blyth House, Rendham Road, Saxmundham, Suffolk, IP17 1WA

## **Statement of Trustee' responsibilities**

Charity law requires the trustees to prepare financial accounts which give a true & fair view of the state of affairs of the charity. In preparing those financial accounts, the trustees are required to:

- Select suitable accounting policies
- Make reasonable and prudent judgements and estimates
- State whether applicable accounting standards have been followed; subject to any material departures disclosed and explained in the financial accounts;

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 ensure that the financial accounts comply with the Charities Act 1993. 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.

## **History, Objectives and Activities of the Trust**

The charity was registered in November 1998. The purpose of this was to raise funds and build a new community centre to replace the existing hall which was run by a separate charity. This was built in the 1920's and was no longer viable. Funds were successfully raised; land was leased from Stratford St Andrew Parish Council and the hall was built. The new hall was officially opened in March 1998. Surrounding land of 5.2 acres was purchased for amenity purposes. An extension to the hall was added, largely from self-generated funds.

## **Management and Governance Arrangements**

The Trust Deed provides for a minimum of 3 and a maximum of 8 trustees. Were there a requirement for new trustees, these would be identified and appointed by the remaining trustees. The chair of trustees is responsible for the induction of any new trustee which involves awareness of a trustee's responsibilities, the governing document, administrative procedures, the history and philosophical approach of the charity. A new trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity Commission leaflet 'The Essential Trustee: What You Need to Know'. The existing trustees have held office for over 10 years.

The trustees annually review the risks that the charity faces. To date these have mainly related to the management and the running of the community centre.

There are also minor areas of risk relating to employing staff which have been covered by proper procedures and insurance.

## **Achievements and Performance of the Trust**

The Coronavirus Pandemic has had a huge adverse effect on the Charity, resulting in the closure of the Riverside Centre for the greater part of the year.

Lost income was over £15,000 but it was thanks to government grants we have been able to absorb the financial losses. The Executive Committee has monitored the situation on a regular basis and has reduced overheads where possible. Maintenance costs, insurance and loan repayments still had to be met. Regular inspections were carried out. It is expected that it may take six to twelve months to re-establish the level of income from our user groups.

Any plans for the future have been put on hold until such times as we are able to re-assess the situation.

## **Financial Review, Investment Policy and Reserves**

Bank balances are constantly reviewed, and funds transferred as necessary. Six monthly accounts are normally prepared to check the financial position.

Reserves are maintained to fund six months expenses and the capital cost of the buildings and land. When the building was first erected a loan was taken at very favourable terms over a twenty-five-year period and funds are maintained to make twelve monthly repayments of this.

### **Future Plans**

It is the intention of the Executive Committee to involve more like-minded people in the management of the Riverside Centre. The Executive Committee recognises a need to move forward and to encourage new ideas for the continued success of the Riverside Centre.

Future plans include steps to enhance the amenity land, an area of over 5 acres, to encourage wildlife and improve the presentation. Tree planting, bug and bird boxes, and wildflower areas will be considered. The bridge over the River Aide connecting two meadows is in need of refurbishment.

### **Independent Examiner**

The trustees intend to reappoint the existing independent examiner for the following year to 31<sup>st</sup> December 2021.

  
.....  
Maureen Greaves  
Chair

**STRATFORD ST ANDREW & FARNHAM COMMUNITY CENTRE**  
**INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31 DECEMBER 2020**

I report on the accounts for the year ended 31 December 2020, which are set out on pages 6 to 7.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;  
to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

The examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINER'S STATEMENTS**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C PAGE FCCA  
ENSORS ACCOUNTANTS LLP  
BLYTH HOUSE  
SAXMUNDHAM  
IP17 1WA

**STRATFORD ST ANDREW & FARNHAM COMMUNITY CENTRE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	All unrestricted funds	
	2020	2019
	£	£
<b>INCOME AND ENDOWMENTS FROM</b>		
Voluntary Income	2,520	1,287
Government Grants	12,270	-
Income from Investments	50	106
Community Centre Activities	10,158	22,780
Miscellaneous Income	1,686	1,579
<b>Total Income</b>	<b>26,684</b>	<b>25,752</b>
<b>EXPENDITURE ON:</b>		
Fundraising & Trading Costs	-	-
Community Centre Costs	27,085	28,240
Other Expenditure	2,380	1,551
<b>Total Resources Expended</b>	<b>29,464</b>	<b>29,791</b>
<b>NET MOVEMENT IN FUNDS</b>	<b>(2,780)</b>	<b>(4,039)</b>
Balance brought forward	253,985	258,024
<b>BALANCE CARRIED FORWARD</b>	<b>251,205</b>	<b>253,985</b>

**STRATFORD ST ANDREW & FARNHAM COMMUNITY CENTRE**  
**BALANCE SHEET**  
**AS AT 31 DECEMBER 2020**

	Notes	£	2020	£	£	2019	£
Tangible Assets							
Fixed Assets	2			243,054			251,098
Current Assets							
Prepayments			-			-	
Debtors			-			-	
Cash at bank & in hand			26,998			20,549	
			<u>26,998</u>			<u>20,549</u>	
Creditors (due within 5 years)							
Community Centre Costs			4,145			1,491	
			<u>4,145</u>			<u>1,491</u>	
Net Current Assets				<u>22,853</u>			<u>19,058</u>
Total assets less current liabilities				265,907			270,156
Creditors (due in over 5 years)	5			14,702			16,169
				<u>251,205</u>			<u>253,985</u>
Reserves							
General Fund							
Brought Forward				253,985			258,024
Surplus for the year				(2,780)			(4,039)
				<u>251,205</u>			<u>253,985</u>

**STRATFORD ST ANDREW & FARNHAM COMMUNITY CENTRE**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**1. ACCOUNTING POLICIES**

**Basis of Accounting**

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) and the Charities Act 2011.

In preparing the accounts, the trustees have considered whether in applying the policies required by FRS 102 and the Charities SORP 102 a restatement of comparative items was needed. No restatements were required.

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

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Land – not depreciated  
 Buildings – 2.5% reducing balance  
 Equipment – 7.5% reducing balance  
 Playground Equipment – 7.5% reducing balance

**2. TANGIBLE FIXED ASSETS**

	Land	Buildings	Equipment	Playground Equipment	TOTAL
	£	£	£	£	£
<b>COST</b>					
At 1 January 2020	20,356	335,261	57,663	32,085	445,364
Additions	-	-	929	-	929
Disposals	-	-	-	-	-
At 31 December 2020	20,356	335,261	58,592	32,085	446,293
<b>DEPRECIATION</b>					
At 1 January 2020	-	158,903	27,811	7552	194,266
Charge for the year	-	4,421	2,399	2,154	8,974
On disposal	-	-	-	-	-
At 31 December 2020	-	163,324	30,210	9,706	203,240
<b>NET BOOK VALUE</b>					
At 1 January 200	20,356	176,358	29,852	24,533	251,099
At 31 December 2020	20,356	171,937	28,382	22,379	243,054



**STRATFORD ST ANDREW & FARNHAM COMMUNITY CENTRE**  
**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**3. EMPLOYEES**

Number of Employees

During the year the number of employees paid by the charity (on a full time equivalent basis) was:

	2020	2019
Management	-	-
Fundraising	-	-
Charitable Work	-	1

Remuneration of Employees

	2020 £	2019 £
Management	-	-
Fundraising	-	-
Charitable Work	-	200

**4. FUNDING FOR BUILDING**

Grants received in 1998 amounted to £85,000 from the National Lottery Charities Board Community Fund. Also £31,490 in 2003 from the sale of the "Old Hut".

**5. LONG TERM LOANS**

These consist of Public Works Loans via the Parish Council.

	2020 £	2019 £
Public Works Loans	14,702	16,169
	<u>14,702</u>	<u>16,169</u>

**STRATFORD ST ANDREW & FARNHAM COMMUNITY CENTRE**  
**DETAILED INCOME & EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020		2019	
	£	£	£	£
<b>Income</b>				
Voluntary Income:				
Riverside Social Club	2,500		527	
Donations	<u>20</u>		<u>760</u>	
		2,520		1,287
Government Grants				
ESDC Grants	<u>12,270</u>			
		12,270		
Activities for Generating Funds				
Fundraising Income	<u>-</u>		<u>10</u>	
		-		10
Trading Income:				
Hall Lettings	10,074		22,713	
Vending Machine	<u>84</u>		<u>57</u>	
		10,158		22,770
Investment Income:				
Interest Received		50		106
Miscellaneous Income:				
E-on Receipts – Solar Panels		1,686		1,579
Total Income		<u>26,684</u>		<u>25,752</u>
<b>Expenditure</b>				
Direct charitable re Riverside Centre				
Booking Clerk	3,000		3,000	
Energy	4,434		3,963	
Insurance	1,934		1,805	
Cleaning	2,711		2,852	
Telephone	490		1,113	
Water rates	182		380	
Repairs	2,190		902	
Refuse Collection	513		510	
Licenses	850		846	
Playground Inspection	99		107	
Grounds	1,578		3,518	
Depreciation	8,974		9,155	
Stationery	<u>130</u>		<u>87</u>	
		27,085		28,240
Governance Costs				
Postage	77		9	
Sundry Expenses	45		218	
Professional Fees	600		576	
Bookkeeping Fees	407		367	
Loan Interest	1,251		381	
Bank charges			-	
		2,380		1,551
Total Expenditure		<u>29,464</u>		<u>29,791</u>
Excess of Income over Expenditure		<u>(2,780)</u>		<u>(4,039)</u>