

**SUDBURY NEIGHBOURHOOD CENTRE  
(MIDDLESEX) LIMITED  
(a company limited by guarantee)**

**Company Number 03786826**

**Charity Number 1079460**

**Directors'/Trustees' Report and Financial Statements  
for the year ended 31 March 2021**

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**(a company limited by guarantee)**  
**Directors'/Trustees' Report**  
**for the year ended 31 March 2021**

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**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**(a company limited by guarantee)**  
**Directors'/Trustees' Report**  
**for the year ended 31 March 2021**

**Legal and Administrative Information**

The Board of Directors/Trustees	Revd. G Thomas	Chair and trustee
	Mr J Haskell	Treasurer
	Mr R Dawson	resigned
	Mrs B Persaud	
	Fr. J Fairhead	
	Revd. K Tekyi-Ansah	
	Mrs J Watts	resigned
	Mrs C Cameron	resigned
	Mrs S Mapara	resigned
	Mrs P Fenwick	
	Mr J Graham	
	Mrs A J Smith	
Company Secretary	Mr N White	
Chief Executive	Mr N White	
Registered Office	809 Harrow Road Wembley Middlesex HA0 2LP	
Independent Examiner	Anthony Epton FCA, CTA, FCIE Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG	
Bankers	Central Finance Board of the Methodist Church HSBC Bank Plc (Wembley)	
Company Number	03786826 (Registered in England and Wales)	
Charity Number	1079460 (Registered in England)	

# **SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**

**(a company limited by guarantee)**

**Directors'/Trustees' Report**

**for the year ended 31 March 2021**

The members of the Board of Trustees (who are also Directors for Companies Act purposes) present their report together with the financial statements for the charitable company for the year ended 31st March 2021.

## **Structure, Governance and Management**

### **Legal and administrative information**

The legal and administrative information relating to the charitable company is set out on page 1.

### **Governing Document**

Sudbury Neighbourhood Centre (Middlesex) Limited is a charitable company, limited by guarantee without any share capital, incorporated on 10 June 1999 and registered as a charity on 18 February 2000.

The company was established under a Memorandum of Association which laid down the objects and powers of the charitable company, and is governed under its Articles of Association. In the event of the company being wound up, each voting member is required to contribute an amount not exceeding £10.

### **Appointment of Directors/Trustees**

The directors of the company are also charity trustees for the purposes of charity law. At the Annual General Meeting (AGM), in accordance with the Articles of Association, one-third of the trustees shall retire and are eligible for re-election at the same AGM if desired.

### **Director/Trustee induction and training**

The Directors/Trustees are already familiar with the practical work of the charitable company. Prospective new Directors/Trustees are encouraged to attend Board of Trustees meetings to familiarise themselves with the charitable company and the context within which it operates.

### **Organisation**

As indicated above, the charitable company is governed by a Board of Directors/Trustees, which is responsible for setting the strategic direction of the organisation and for establishing policy. Matters, including decisions and future development to further the charitable company's objectives, are discussed and decided at Board meetings upon the general consensus of agreement from the Board. Failing such consensus then the Articles of Association allow for a majority vote to decide a particular matter. The Board of Directors/Trustees who acted during the year and up to the date of this report are shown on page 1.

The Board of Directors/Trustees meets on a regular basis throughout the year. During 2020-2021 the Board of Directors/Trustees met on 13 separate occasions. No new trustees were appointed to the Board during this period, and three positions were terminated due to resignations.

Day-to-day management is devolved to the Chief Executive (as from 25 June 2015), who reports to each Board meeting. Up until 25 June 2015 day-to-day management was devolved to the Centre Manager.

As of 31 March 2021, there were a total of 9 members of staff employed (2 full-time, 7 part-time) to achieve the charitable company's objectives.

## **SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**

**(a company limited by guarantee)**

**Directors'/Trustees' Report**

**for the year ended 31 March 2021**

### *Volunteers*

The charitable company cannot forget or ignore the excellent volunteering supporters (including the Friends of Sudbury Neighbourhood Centre) who generously give their time, skills and experience, and without whom the charitable company could not operate. These number approximately 13 in total from local churches and the community, carrying out many regular weekly duties and on special outings. Some volunteers also support the work with fund-raising and donations, as do local churches. The Friends of Sudbury Neighbourhood Centre provide practical support and fund-raising for special purposes. The work and support of all the volunteers is much appreciated by our clients, our staff team and the Board of Directors/Trustees.

The Board of Directors/Trustees are also volunteers. The Directors/Trustees give up their valuable time to meet regularly throughout the year, and are committed to making the necessary changes required for the charitable company to become financially stable.

### **Related parties**

The charitable company has a close relationship with Sudbury Methodist Church, St. Andrew's Church, St. George's Church and the Friends of Sudbury Neighbourhood Centre. Some of the directors/trustees are also associated with these churches and the Friends of Sudbury Neighbourhood Centre. Over the year the Centre also developed its relationship with other community groups, including the Sudbury Town Residents Association. Since the appointment of the Chief Executive in June 2015, the charity is continuing to develop an excellent working relationship with colleagues at Brent Council, including the Cabinet Member for Adult Social Care and the Commissioners.

### **Risk management**

The risks that may have an impact on the functions of the charitable company are monitored and reviewed by the Board of Directors/Trustees and Chief Executive. These include major governance, operational, financial, reputational and legal risks. Where appropriate this has resulted in systems and procedures being updated to both mitigate these risks and improve the performance of the charitable company.

### **Principal Activities and Objectives**

The principal objectives of the charitable company is companionship and friendship via the provision of a community service in the area for the general benefit of the inhabitants of the surrounding communities, enhancing their quality of life (and their families and friends).

These objectives are achieved through the provision of a range of services, including day care, events and activities, transportation (using specially adapted vehicles), and various support services. This includes various activities including community art classes, community computer classes, music therapy, keep fit classes, outings and other socialising activities, access to professional services (including chiropodist) and to church services.

The principal aims are carried out in association with a range of partners, including privately funded clients, and also with Brent Council in accordance with a specification for services, the amount of which is listed in the financial statements.

## **SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**

**(a company limited by guarantee)**

**Directors'/Trustees' Report**

**for the year ended 31 March 2021**

### **Achievements**

The Centre was closed throughout from April 2020 to March 2021 due to the Coronavirus (COVID-19) pandemic. Before April 2020 the Centre saw a decline in the numbers of attendees with the Centre finally suspending all services from the 23<sup>rd</sup> March 2020 in response to the national lockdown imposed by the Government. At the end of March 2020 all the Centre staff were suspended and informed that they would receive a 20% reduction in their salaries from 1<sup>st</sup> April 2020 as a result of the closure. The majority of the team (care assistants, cooks and minibuss drivers) were furloughed under the Government Coronavirus Job Retention Scheme, with the rest of the staff (Chief Executive, Care Manager, PA/Secretary and Finance Officer) retained but working from home on reduced pay. The Centre suspended all activity tutors, contractors, and external lettings at the end of March. The contracts for the two IT teaching assistants were not renewed when these came up for renewal at the end of March 2020.

The closure of services affected all income streams for the charity with the total loss of all private day care income, lettings fees and other income. Brent Council continued to pay for their clients on a monthly basis from March 2020, which has been the only source of guaranteed income at the point of closure. However, Brent Council imposed a lock down of all building based adult day care in the Borough during 2020-21 following advice from Government, and their own Public Health Team.

The Chief Executive and Board of Trustees appointed a firm of consultants in July 2020 to help the charity remodel the business for eventual re-opening and following a business review the charity adopted a new business plan in March 2021. The Centre also remodelled the staffing team in October 2020 and made redundant all the furloughed drivers, and relief cover staff. The remaining staff included the Chief Executive, Care Manager, Centre Administrator, Finance Officer, four Care Assistants and the Cook, 9 in total.

This closure of services is a temporary measure during the pandemic, and does not represent a cessation of the charity or winding up of the company. The intention during 2020-2021 was to eventually safely re-open day care services with the appropriate measures in place to counter the risk of infections and spread of the virus to the cohort of clients supported by the charity. From the end of March 2020, the Centre initiated a weekly telephone welfare call to all Brent and private clients to keep in touch and offer support as much as possible. This service continued throughout 2020-21.

The Centre also fundraised to provide free weekly meals to vulnerable older adults in the community and this service was distributed via two sister charities, Elders Voice and Brent Irish Advisory Service (BIAS) to 30 people a week over a three month period.

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**(a company limited by guarantee)**  
**Directors'/Trustees' Report**  
**for the year ended 31 March 2021**

**Financial and Performance overview**

*Financial overview*

In the year to 31 March 2021 the charitable company had a surplus of £94,938 in this financial year, as shown in the Statement of Financial Activities on page 9 of these financial statements. Incoming resources amounted to £527,194 and resources expended amounted to £458,256.

At 31 March 2021 the charitable company had total fund balance of £482,225. This comprised £437,353 unrestricted funds (excluding the defined benefit pension reserve), £17,000 the defined benefit pension reserve (deficit), and £44,872 restricted funds.

The Board of Directors/Trustees recognise that it needs to manage its current level of reserves of unrestricted and restricted funds. This is done in the context of the main risks the charitable company is exposed to, which include the current financial climate, the continuous pressures placed on social services budgets, its increasing costs and its defined benefit pension scheme.

*Fixed assets*

No fixed assets acquired during the year and assets originally costing £109,032 were disposed of as detailed in note 11 of the financial statements.

*Reserves Policy*

The Board of Directors/Trustees aim to hold 3 months budgeted expenditure in general funds against possible loss of funding streams, and this policy is continually reviewed.

*Performance overview*

The major source of revenue generated by the charitable company is on its community day care services, which caters for both privately funded clients and clients who qualify for support from Brent Social Services. This generated total revenues of £125,537 (including the luncheon club).

During 2020-21 the Centre was unable to provide any building based services due to the enforced closure.

The Board of Directors/Trustees continue to seek professional advice in seeking to significantly improve the level of incoming resources the charitable company is able to generate, whilst at the same time significantly reduce the charitable company's expenses.

The charitable company's defined benefit pension scheme shows a deficit of £17,000 as at 31 March 2021. Note 10 explains the deficit is expected to be cleared over a 15-year recovery period, by increasing contributions payable by the charitable company and its staff. The Board of Directors/Trustees have identified this as a major risk and are seeking professional advice on the options available on how best to manage this.

## **SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**

**(a company limited by guarantee)**

**Directors'/Trustees' Report**

**for the year ended 31 March 2021**

The charitable company will continue to depend on donors who have supported its activities in the past and will also approach new potential donors. Charitable and other donations are vital to the ongoing sustainability of the charities work especially with the ever-decreasing public sector funding for this work. The charitable company would like to express its gratitude to its donors, members, trustees and volunteers who have generously given their time and effort and contributed towards the charitable company's activities and objectives (including those organisations listed in note 4).

The services offered by the charitable company continues to be an invaluable life-line, resource, friend and helping hand to the inhabitants of the surrounding communities. In particular the vulnerable and elderly inhabitants as well as their families and friends, as is demonstrated by the comments received each year.

The Board of Directors/Trustees are committed to taking the necessary action required to try and secure the financial stability and future sustainability of the charitable company, and continue to seek professional advice and taking action where appropriate.

### **Trustees' responsibilities in relation to the financial statements**

The trustees (who are also directors of Sudbury Neighbourhood Centre (Middlesex) Limited for the purposes of company law) are responsible for preparing the Report of the Board of Management and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and the recommendations of the Charity Commission have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
(a company limited by guarantee)  
**Directors'/Trustees' Report**  
**for the year ended 31 March 2021**

**Statement of disclosure to independent examiner**

As far as the trustees are aware, there is no relevant information of which the charitable company's independent examiner is unaware. Additionally, the trustees have taken all the steps that they ought to have taken to make themselves aware of all relevant information and to establish that the independent examiner is aware of that information.

**Independent Examiner**

A resolution to re-appoint Goldwins Limited as the independent examiner for the ensuing year will be proposed at the Annual General Meeting.

The trustee's report has been approved by the trustees on.....<sup>6<sup>th</sup> November 2021</sup> and signed on their behalf by:



**Revd. G Thomas**

**Trustee (Director)**

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**(a company limited by guarantee)**  
**Independent examiner's report to the trustees of**  
**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since the Company's gross income exceeded £250,000, I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

*Anthony Epton*

Anthony Epton BA FCA CTA FCIE  
Goldwins  
Chartered accountants  
75 Maygrove Road  
West Hampstead  
London NW6 2EG  
Date: 08/11/2021

# SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED

## Statement of financial activities

(incorporating an income and expenditure account)

**For the year ended 31 March 2021**

	Note	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
<b>Income from:</b>					
Donations and legacies	3	164,152	-	164,152	35,280
Charitable activities:	4				
Supporting communities including contributions for lunch, day care services and transportation		240,813	10,312	251,125	497,788
Other income		110,826	-	110,826	-
Investments	5	1,091	-	1,091	784
<b>Total income</b>		<b>516,882</b>	<b>10,312</b>	<b>527,194</b>	<b>533,852</b>
<b>Expenditure on:</b>	6				
Fundraising		18,640	-	18,640	17,812
Charitable activities:					
Supporting communities including costs for lunch, day care services and transportation		363,210	76,406	439,616	649,728
<b>Total expenditure</b>		<b>381,850</b>	<b>76,406</b>	<b>458,256</b>	<b>667,540</b>
<b>Net income/ (expenditure) for the year</b>		<b>135,032</b>	<b>(66,094)</b>	<b>68,938</b>	<b>(133,688)</b>
Net gains / (losses) on investments		-	-	-	-
<b>Net income / (expenditure) for the year</b>		<b>135,032</b>	<b>(66,094)</b>	<b>68,938</b>	<b>(133,688)</b>
Transfers between funds		-	-	-	-
<b>Net income / (expenditure) before other recognised gains and losses</b>		<b>135,032</b>	<b>(66,094)</b>	<b>68,938</b>	<b>(133,688)</b>
<b>Remeasurement gains on defined benefit scheme</b>					
- Actuarial (losses)/gains		222,000	-	222,000	(80,000)
- Return on plan assets excluding interest		(196,000)	-	(196,000)	401,000
		26,000	-	26,000	321,000
<b>Net movement in funds</b>		<b>161,032</b>	<b>(66,094)</b>	<b>94,938</b>	<b>187,312</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		276,321	110,966	387,287	199,975
<b>Total funds carried forward</b>		<b>437,353</b>	<b>44,872</b>	<b>482,225</b>	<b>387,287</b>

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

# SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED

## Balance sheet

As at 31 March 2021

	Note	2021 £	2021 £	2020 £	2020 £
<b>Fixed assets:</b>					
Tangible assets	11		238,174		306,348
<b>Current assets:</b>					
Debtors	12	875		19,410	
Cash at bank and in hand		286,052		115,563	
		<u>286,927</u>		<u>134,973</u>	
<b>Liabilities:</b>					
Creditors: amounts falling due within one year	13	(25,876)		(23,034)	
<b>Net current assets</b>			<u>261,051</u>		<u>111,939</u>
<b>Total net assets</b>			<u>499,225</u>		<u>418,287</u>
<b>Net assets excluding pension asset</b>			499,225		418,287
Defined benefit pension scheme (liability)	10		(17,000)		(31,000)
<b>Total net assets</b>			<u>482,225</u>		<u>387,287</u>
<b>Funds</b>	15				
Restricted funds			44,872		110,966
Unrestricted funds:					
General fund		454,353		307,321	
Pension reserve		(17,000)		(31,000)	
Total unrestricted funds			<u>437,353</u>		<u>276,321</u>
<b>Total funds</b>			<u>482,225</u>		<u>387,287</u>

For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the trustees on 6<sup>th</sup> November 2021.  
and signed on their behalf by:

Revd. G Thomas  
Chair of Trustees

J C Haskell  
Trustee (Treasurer)

Company registration no. 03786826

The attached notes form part of the financial statements.

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**Statement of cash flows**  
**For the year ended 31 March 2021**

	<b>Note</b>	<b>2021 £</b>	<b>2020 £</b>
<b>Cash flows from operating activities:</b>			
<b>Net cash provided by / (used in) operating activities</b>	<b>a</b>	<b>170,398</b>	<b>(81,125)</b>
<b>Cash flows from investing activities:</b>			
Interest/ rent/ dividends from investments	<b>1,091</b>	784	
Sale/ (purchase) of fixed assets	<b>-</b>	(588)	
<b>Cash provided by / (used in) investing activities</b>		<b>1,091</b>	<b>196</b>
		<b>171,489</b>	<b>(80,929)</b>
<b>Cash flows from financing activities:</b>			
Other finance costs	<b>(1,000)</b>	(8,000)	
<b>Cash provided by / (used in) financing activities</b>		<b>(1,000)</b>	<b>(8,000)</b>
<b>Change in cash and cash equivalents in the year</b>		<b>170,489</b>	<b>(88,929)</b>
Cash and cash equivalents at the beginning of the year		<b>115,563</b>	<b>204,492</b>
<b>Cash and cash equivalents at the end of the year</b>	<b>b</b>	<b>286,052</b>	<b>115,563</b>
<b>a) Reconciliation of net income / (expenditure) to net cash flow from operating activities</b>		<b>2021 £</b>	<b>2020 £</b>
<b>Net income / (expenditure) for the reporting period</b> (as per the statement of financial activities)		<b>94,938</b>	<b>187,312</b>
Depreciation		<b>23,031</b>	36,991
Interest, rent and dividends from investments		<b>(1,091)</b>	(784)
(Loss)/ profit on the sale of fixed assets		<b>45,148</b>	-
(Increase)/ decrease in debtors		<b>18,533</b>	3,365
Increase/ (decrease) in creditors		<b>2,839</b>	(17,009)
Other finance costs		<b>1,000</b>	8,000
Increase/ (decrease) in pension scheme liability		<b>(14,000)</b>	(299,000)
<b>Net cash provided by / (used in) operating activities</b>		<b>170,398</b>	<b>(81,125)</b>
<b>b) Analysis of cash and cash equivalents</b>			<b>At 31 March 2021 £</b>
	<b>At 1 April 2020 £</b>	<b>Cash flows £</b>	<b>Other changes £</b>
Cash at bank and in hand	115,563	<b>170,489</b>	<b>-</b>
<b>Total cash and cash equivalents</b>	<b>115,563</b>	<b>170,489</b>	<b>286,052</b>

# **SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**

## **Notes to the financial statements**

**For the year ended 31 March 2021**

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### **1 Accounting policies**

#### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 - effective 1 January 2015) - (Charities SORP FRS 102) and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

#### **b) Going concern**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. Key judgements that the charitable company has made which have a significant effect on the accounts. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

#### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

#### **d) Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### **e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### **f) Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of generating funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

#### **g) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities. These costs have been allocated between cost of generating funds and expenditure on charitable activities.

# SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED

## Notes to the financial statements

For the year ended 31 March 2021

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### 1 Accounting policies (continued)

#### h) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Lease	- 3 1/3% per annum over the life of the lease (30 years)
Leasehold premises	- 3 1/3% per annum over the life of the lease (30 years)
Furniture, fittings and equipments	- 12 1/2% per annum on the straight line basis
Computer equipment	- 33 1/3% per annum on the straight line basis
Motor vehicles	- 16 2/3% per annum on the straight line basis

#### i) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### j) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### k) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### l) Pensions

The pension costs charged in the financial statements represents the contribution payable by the charitable company during the year.

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**Notes to the financial statements**  
**For the year ended 31 March 2021**

**2 Detailed comparatives for the statement of financial activities**

	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
<b>Income from:</b>			
Donations & Gift aid	35,280	-	35,280
Charitable activities: Supporting communities including contributions for lunch, day care services and transportation	394,679	103,109	497,788
Investments	784	-	784
<b>Total income</b>	<b>430,743</b>	<b>103,109</b>	<b>533,852</b>
<b>Expenditure on:</b>			
Fundraising	17,812	-	17,812
Charitable activities: Supporting communities including contributions for lunch, day care services and transportation	509,578	140,150	649,728
<b>Total expenditure</b>	<b>527,390</b>	<b>140,150</b>	<b>667,540</b>
<b>Net income/ (expenditure) for the year</b>	<b>(96,647)</b>	<b>(37,041)</b>	<b>(133,688)</b>
<b>Net movement in funds</b>	<b>(96,647)</b>	<b>(37,041)</b>	<b>(133,688)</b>
Net gains / (losses) on investments	-	-	-
<b>Net income / expenditure</b>	<b>(96,647)</b>	<b>(37,041)</b>	<b>(133,688)</b>
Transfers between funds	20,525	(20,525)	-
<b>Net income / (expenditure) before other recognised gains and losses</b>	<b>(76,122)</b>	<b>(57,566)</b>	<b>(133,688)</b>
<b>Remeasurement (losses)/gains on defined benefit scheme valuation of fixed assets</b>			
- Actuarial (losses)/gains	(80,000)	-	(80,000)
- Return on plan assets excluding interest	401,000	-	401,000
	321,000	-	321,000
<b>Net movement in funds</b>	<b>244,878</b>	<b>(57,566)</b>	<b>187,312</b>
Total funds brought forward	31,443	168,532	199,975
<b>Total funds carried forward</b>	<b>276,321</b>	<b>110,966</b>	<b>387,287</b>

**3 Income from donations and legacies**

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Legacies	100,150	-	100,150	-
Other donations	64,002	-	64,002	35,280
	<b>164,152</b>	<b>-</b>	<b>164,152</b>	<b>35,280</b>



# SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED

## Notes to the financial statements

For the year ended 31 March 2021

### 4 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
<b>Grants and contracts</b>				
Awards for All	-	-	-	9,619
City of London	6,589	-	6,589	-
London Catalyst	-	6,312	6,312	2,500
Donald Forest Trust	-	4,000	4,000	-
Covid-19	40,000	-	40,000	-
Independent Age	5,773	-	5,773	-
All Churches Trust	4,726	-	4,726	-
Edward Gostlin	4,760	-	4,760	-
National Lottery Community Fund	7,560	-	7,560	30,240
Olive Woolf Holiday Trust Fund	2,000	-	2,000	-
The Sobell Foundation	10,000	-	10,000	10,000
Charges and contributions for lunch and day care services	125,537	-	125,537	277,927
Allchurches Trust	-	-	-	1,500
Sylvia Waddilove	-	-	-	2,000
Edward Gostling	-	-	-	2,000
29th May 1961 Charitable Trust	-	-	-	5,000
Metropolitan Masonic	-	-	-	3,000
Mason Le Page	-	-	-	2,500
Doyly Carte	-	-	-	2,000
Olive Woolf	-	-	-	2,000
February Foundation	-	-	-	2,750
WNST Dance	-	-	-	1,500
IBB- Keep fit	-	-	-	500
W G Edwards- yoga	-	-	-	1,000
Jule Torne- yoga	-	-	-	1,000
City Bridge Trust	-	-	-	20,000
Francis Winham Foundation	-	-	-	4,000
Charges for transportation	-	-	-	19,825
Small grants and others	33,868	-	33,868	79,402
<b>Total</b>	<b>240,813</b>	<b>10,312</b>	<b>251,125</b>	<b>480,263</b>
<b>Other income</b>				
Letting income	-	-	-	7,879
Insurance claims	55,100	-	55,100	-
HMRC- JRS Grants	55,726	-	55,726	-
Other income	-	-	-	3,539
Other activities	-	-	-	6,107
<b>Total</b>	<b>110,826</b>	<b>-</b>	<b>110,826</b>	<b>17,525</b>
<b>Total income from charitable activities</b>	<b>351,639</b>	<b>10,312</b>	<b>361,951</b>	<b>497,788</b>

### 5 Income from investments

	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Bank interest	1,091	-	1,091	784
	<u>1,091</u>	<u>-</u>	<u>1,091</u>	<u>784</u>

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**
**Notes to the financial statements**
**For the year ended 31 March 2021**
**6 Analysis of expenditure**

	Fundraising costs £	Charitable activities Supporting communities £	Support costs £	2021 £	2020 £
<b>Staff costs (See note 8)</b>					
Salaries, national insurance and pension costs	-	243,212	-	243,212	331,724
General and dementia care (restricted)	-	-	-	-	56,410
<b>Direct Costs</b>					
HLF Project	-	-	-	-	30,289
Staff training	-	1,708	-	1,708	1,354
Art classes	-	-	-	-	1,820
Keep Fit, Tai Chai and Others	-	-	-	-	5,246
Music therapy	-	220	-	220	7,128
Depreciation	-	2,377	-	2,377	16,150
<b>Fundraising Costs</b>					
Fundraising and marketing	18,640	-	-	18,640	17,812
<b>Building Costs</b>					
Rent and rates	-	-	52,467	52,467	49,605
Premises expenses	-	3,032	1,442	1,590	43,993
Insurance	-	-	1,706	1,706	2,263
Utilities	-	-	7,262	7,262	16,020
Repair and renewals	-	310	1,740	2,050	-
Depreciation	-	20,654	-	20,654	20,841
Loss/(Profit) on disposal of tangible fixed assets	-	45,148	-	45,148	-
<b>Management and administration</b>					
Food	-	3,756	-	3,756	6,648
Ambulance running expenses and other transportation costs	-	4,718	-	4,718	16,287
Legal and professional fees	-	-	27,296	27,296	15,305
Telephone and broadband	-	-	3,139	3,139	2,727
Printing, Postage and stationery	-	-	1,597	1,597	2,432
Amenities activities	-	-	75	75	507
Staff recruitment costs	-	-	-	-	4,167
Computer costs	-	-	9,346	9,346	6,594
Sundry expenses	-	-	1,812	1,812	921
Other finance costs (see note 10)	-	-	1,000	1,000	8,000
Accountancy fees	-	-	5,184	5,184	-
Independent examiners' fees	-	-	3,300	3,300	3,300
	<b>18,640</b>	<b>325,135</b>	<b>114,481</b>	<b>458,256</b>	<b>667,540</b>
Support costs	-	114,481	(114,481)	-	-
<b>Total expenditure 2021</b>	<b>18,640</b>	<b>439,616</b>	<b>-</b>	<b>458,256</b>	
Total expenditure 2020	17,812	649,728	-	667,540	

Of the total expenditures, £527,390 were unrestricted (2020: £527,390) and £140,150 were restricted (2020: £140,150).

**Analysis of expenditure**

	Fundraising costs £	Charitable activities Supporting communities £	Support costs £	2020 £	2019 £
<b>Staff costs (See note 8)</b>					
Salaries, national insurance and pension costs	-	331,724	-	331,724	313,090
Wellbeing clinic (restricted)	-	-	-	-	-
General and dementia care (restricted)	-	56,410	-	56,410	20,000
<b>Direct Costs</b>					
Refurbishment project	-	-	-	-	41,570
HLF Project	-	30,289	-	30,289	-
Community garden	-	-	-	-	1,839
Staff training	-	1,354	-	1,354	1,058
Art classes	-	1,820	-	1,820	1,515
Keep Fit, Tai Chai and Others	-	5,246	-	5,246	3,075
Music therapy	-	7,128	-	7,128	5,225

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**
**Notes to the financial statements**
**For the year ended 31 March 2021**

Depreciation	-	16,150	-	16,150	17,502
Fundraising Costs					
Fundraising and marketing	17,812	-	-	17,812	17,508
Building Costs					
Rent and rates	-	3,688	45,917	49,605	50,597.51
Premises expenses	-	3,032	40,961	43,993	33,484.43
Insurance	-	-	2,263	2,263	2,267
Utilities	-	-	16,020	16,020	10,881.69
Repair and renewals	-	310	310	-	4,209
Depreciation	-	20,841	-	20,841	20,767
Loss/(Profit) on disposal of tangible fixed assets	-	-	-	-	(1,000)
Management and administration					
Food	-	6,648	-	6,648	9,837
Ambulance running expenses and other transportation costs	-	16,287	-	16,287	14,279
Legal and professional fees	-	-	15,305	15,305	4,410
Telephone and broadband	-	-	2,727	2,727	2,890
Printing, Postage and stationery	-	-	2,432	2,432	2,059
Amenities activities	-	-	507	507	288
Staff recruitment costs	-	-	4,167	4,167	664
Computer costs	-	490	6,104	6,594	5,431
Sundry expenses	-	-	921	921	2,455
Other finance costs (see note 10)	-	-	8,000	8,000	8,000
Independent examiners' fees	-	-	3,300	3,300	3,300
	<u>17,812</u>	<u>501,415</u>	<u>148,313</u>	<u>667,540</u>	<u>597,202</u>
Support costs	-	148,313	(148,313)	-	-
Total expenditure 2020	<u>17,812</u>	<u>649,728</u>	<u>-</u>	<u>667,540</u>	
Total expenditure 2019	<u>17,508</u>	<u>579,694</u>	<u>-</u>	<u>597,202</u>	

# SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED

## Notes to the financial statements

For the year ended 31 March 2021

### 7 Net income / (expenditure) for the year

This is stated after charging / (crediting):

	2021	2020
	£	£
Depreciation	23,031	36,991
Loss on disposal of tangible fixed assets	45,148	-
Independent examiners' fees	3,300	3,300

### 8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2021	2020
	£	£
Salaries and other staff costs	172,454	294,538
Social security costs	7,029	12,566
Other pension costs	38,932	76,101
Redundancy and termination costs	24,797	4,929
	243,212	388,134

No employee earned over £60,000 during the year (2020: Nil)

The total employee benefits including pension contributions of the key management personnel were £52,824 (2020: £50,360).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2020: nil). No trustees were reimbursed for expenses (2020: nil). No charity trustee received payment for professional or other services supplied to the charity (2020: nil).

### Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2021	2020
	No.	No.
Management	2	2
Administration	2	2
Fundraising	1	2
ICT tutors	0	2
Carers	5	6
Drivers	0	4
Clinical staff	0	1
Kitchen staff	1	2
	11	21

### 9 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**Notes to the financial statements**  
**For the year ended 31 March 2021**

**10 Pension costs**

The charity operates a defined benefit pension scheme in respect of the staff under the London Borough of Brent Pension Fund. (The scheme is administered by London assets are held by independent managers.)

The latest actuarial valuation was carried out as at 31 March 2021 by Hymans Robertson LLP.

The financial assumptions used in the actuarial valuation are summarised below:

	<b>Period ended</b> 31 March 2021	Period ended 31 March 2020
	% p.a.	% p.a.
Pension increase rate	2.85%	2.0%
Salary increase rate	3.15%	2.3%
Discount rate	1.95%	2.3%

The breakdown of the employer assets by category:

	<b>Period ended</b> 31 March 2021	Period ended 31 March 2020
	% p.a.	% p.a.
Equities	79%	74%
Bonds	12%	16%
Property	4%	4%
Cash	5%	6%

The average future life expectancies at age 65 are summarised below:

	Males	Females
Current Pensioners	22.3 years	24.7 years
Future Pensioners*	23.5 years	26.2 years

\* Figures assume members aged 45 as at the last formal valuation date.

Reconciliation of changes in the fair value of plan assets, defined benefit obligations and net liabilities are as follows:

	<b>Period ended</b> 31 March 2021			<b>Period ended</b> 31 March 2020		
	<b>Assets</b> £(000)	<b>Obligations</b> £(000)	<b>Net (liability)/asset</b> £(000)	<b>Assets</b> £(000)	<b>Obligations</b> £(000)	<b>Net (liability)/asset</b> £(000)
Opening fair value of plan assets	1,140	-	1,140	1,189	-	1,189
Opening defined benefit obligation	-	(1,171)	(1,171)	-	(1,519)	(1,519)
Opening balance at 1 April 2019	1,140	(1,171)	(31)	1,189	(1,519)	(330)
Current service cost	-	(39)	(39)	-	(68)	(68)
Interest income on plan assets	26	-	26	29	-	29
Interest on pension obligation	-	(27)	(27)	-	(37)	(37)
Members contributions	7	(7)	-	10	(10)	-
Employer contributions	28	-	28	54	-	54
Benefits paid	(51)	51	-	(62)	62	-
Remeasurement gains/(losses)						
- Actuarial (losses)/(gains)	-	(196)	(196)	-	61	61
- Return on plan assets excluding amounts included in net interest	-	(15)	(15)	(80)	29	(51)
	222	15	237	-	311	311
Closing fair value of plan assets	1,372	-	1,372	1,140	-	1,140
Closing defined benefit obligation	-	(1,389)	(1,389)	-	(1,171)	(1,171)
Closing balance at 31 March 2020	1,372	(1,389)	(17)	1,140	(1,171)	(31)

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**Notes to the financial statements**  
**For the year ended 31 March 2021**

Amounts recognised in Statement of Financial Activities:

	<b>Period ended</b> 31 March 2021 £(000)	<b>Period ended</b> 31 March 2020 £(000)
Amount charged to resources expended and included as part of staff costs:		
Current service cost	(39)	(68)
Amount charged to other finance costs:		
Interest income on plan assets	26	29
Interest on pension obligation	(27)	(37)
Net cost	(1)	(8)
Amount charged within net movements of funds	<u>(40)</u>	<u>(76)</u>

Amounts recognised in Statement of Financial Activities:

	<b>Period ended</b> 31 March 2021 £(000)	<b>Period ended</b> 31 March 2020 £(000)
Remeasurement gains/(losses)		
- Actuarial (losses)/(gains)	(196)	(59)
- Return on plan assets excluding amounts included in net interest	222	51
Amount recognised in the statement of total recognised gains and losses	<u>26</u>	<u>(8)</u>

The amounts recognised in the balance sheet are as follows:

	<b>Period ended</b> 31 March 2021 £(000)	<b>Period ended</b> 31 March 2020 £(000)
Fair value of employer assets	1,372	1,140
Present value of funded liabilities	<u>(1,389)</u>	<u>(1,171)</u>
Net liability	<u>(17)</u>	<u>(31)</u>

**Notes to the financial statements**  
**For the year ended 31 March 2021**

On 7 March 2003, the charity entered into a building agreement with the Sudbury Methodist Church Council who would grant a lease of thirty years to the charity on completion of the building works. Expenses incurred in respect of the building agreement have been capitalised as lease. The Sudbury Methodist Church Council granted the lease on 13 August 2004 after completion of the building works in April 2004.

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**Notes to the financial statements**  
**For the year ended 31 March 2021**

**12 Debtors**

	<b>2021</b>	2020
	<b>£</b>	£
Lunches, day care and transport costs receivable	-	11,557
Prepayments and accrued income	<b>875</b>	7,853
	<b>875</b>	19,410

**13 Creditors: amounts falling due within one year**

	<b>2021</b>	2020
	<b>£</b>	£
Other creditors	<b>4,928</b>	-
Taxation and social security	<b>3,082</b>	5,218
Salaries and pensions	<b>2,321</b>	4,409
Accruals	<b>15,545</b>	13,407
	<b>25,876</b>	23,034

**14 Analysis of net assets between funds-current year**

	<b>General Unrestricted funds £</b>	<b>Pension Reserve £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>
Tangible fixed assets	<b>238,174</b>	-	-	<b>238,174</b>
Net current assets	<b>216,180</b>	<b>(17,000)</b>	<b>44,872</b>	<b>437,353</b>
<b>Net assets at the end of the year</b>	<b>454,353</b>	<b>(17,000)</b>	<b>44,872</b>	<b>482,225</b>

Analysis of net assets between funds-prior year

	<b>General Unrestricted Funds £</b>	<b>Pension Reserve £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>
Tangible fixed assets	306,348	-	-	306,348
Net current assets	973	(31,000)	110,966	80,939
Net assets at the end of the year	307,321	(31,000)	110,966	387,287



# SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED

## Notes to the financial statements

For the year ended 31 March 2021

### 15 Movements in funds-current year

	At the start of the year £	Incoming resources & gains £	Outgoing resources & losses £	Transfer £	At the end of the year £
<b>Restricted funds:</b>					
Furniture, fittings and equipment	21,825	-	(2,378)	-	19,447
Minibus	67,666	-	(67,666)	-	-
Community garden	3,275	-	-	-	3,275
Information technology training for elderly	307	-	(307)	-	-
Art classes	4,347	-	(1,500)	-	2,847
Music therapy	3,477	-	-	-	3,477
Activities	8,363	-	-	-	8,363
Chiropody	16	-	-	-	16
Catering Project	-	10,312	(4,555)	-	5,757
Gardening Therapy	1,690	-	-	-	1,690
<b>Total restricted funds</b>	<b>110,966</b>	<b>10,312</b>	<b>(76,406)</b>	<b>-</b>	<b>44,872</b>
<b>Unrestricted funds:</b>					
General Fund	307,321	516,882	(369,850)	-	454,353
Pension reserve ( deficit)	(31,000)	26,000	(12,000)	-	(17,000)
<b>Total unrestricted funds</b>	<b>276,321</b>	<b>542,882</b>	<b>(381,850)</b>	<b>-</b>	<b>437,353</b>
<b>Total funds</b>	<b>387,287</b>	<b>553,194</b>	<b>(458,256)</b>	<b>-</b>	<b>482,225</b>

### Movements in funds-prior year

	At the start of the year £	Incoming resources & gains £	Outgoing resources & losses £	Transfer £	At the end of the year £
<b>Restricted funds:</b>					
Furniture, fittings and equipment	31,364	15,119	(20,151)	(4,507)	21,825
Minibus	80,536	-	(12,870)	-	67,666
Community garden	3,822	-	(547)	-	3,275
Information technology training for elderly	-	8,000	(7,693)	-	307
Art classes	1,667	4,500	(1,819)	-	4,348
Music therapy	5,855	4,750	(7,128)	-	3,477
Activities	8,375	4,000	(4,012)	-	8,363
General care & Dementia	-	34,000	(34,000)	-	-
Chiropody	500	-	(484)	-	16
HLF Project	20,396	30,240	(50,636)	-	-
Mercers Project	20,525	-	-	(20,525)	-
Refurbishment Project	(4,507)	-	-	4,507	-
Gardening Therapy	-	2,500	(810)	-	1,690
<b>Total restricted funds</b>	<b>168,532</b>	<b>103,109</b>	<b>(140,150)</b>	<b>(20,525)</b>	<b>110,966</b>
<b>Unrestricted funds:</b>					
General Fund	361,443	430,743	(505,390)	20,525	307,321
Pension reserve ( deficit)	(330,000)	321,000	(22,000)	-	(31,000)
<b>Total designated funds</b>	<b>31,443</b>	<b>751,743</b>	<b>(527,390)</b>	<b>20,525</b>	<b>276,321</b>
<b>Total unrestricted funds</b>	<b>31,443</b>	<b>751,743</b>	<b>(527,390)</b>	<b>20,525</b>	<b>276,321</b>
<b>Total funds</b>	<b>199,975</b>	<b>854,852</b>	<b>(667,540)</b>	<b>-</b>	<b>387,287</b>

**SUDBURY NEIGHBOURHOOD CENTRE (MIDDLESEX) LIMITED**  
**Notes to the financial statements**  
**For the year ended 31 March 2021**

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**16 Legal status of the charity**

The charity is a company limited by guarantee and has no share capital.

**17 Related party transactions**

Direct charitable expenditure includes £51,062 in respect of rent paid to Sudbury Methodist Church. The trustees of the Sudbury Methodist Church who are also on the board of trustees of Sudbury Neighbourhood Centre (Middlesex) Limited are Revd. K Tekyi- Ansah and Mrs B Persaud.