

Registered Charity Number: 1079523

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021
FOR
NORTHGATE WARD DEVELOPMENT GROUP**

NORTHGATE WARD DEVELOPMENT GROUP

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NORTHGATE WARD DEVELOPMENT GROUP**REFERENCES AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31ST MARCH 2021**

TRUSTEES	M Goard S Waters Mrs M Jennings MBE Cllr J Butcher
PRINCIPAL ADDRESS	Northgate Ward Community Centre Military Road Canterbury Kent CT1 1YX
REGISTERED CHARITY NUMBER	1079523
COMMUNITY CENTRE & PROJECT MANAGER	A Bradley
PROPERTY TRUSTEES	M Goard A Fenyo

NORTHGATE WARD DEVELOPMENT GROUP

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2021.

Structure, Governance and Management

Northgate Ward Development Group (NWDG) was founded in October 1991. It became a registered charity on 24 February 2000 under a newly constituted trust deed dated 26 January 2000, as amended on 9 September 2008.

A further updated version to the Constitution was approved at the Annual General Meeting on 9.11.2018. The amended version can be accessed via Northgate Ward Development Group charity number 1079523 on the Charity commission web site

Trustee Developments since last accounts: -

In 2020 the Trustee Board met three times only as lockdown meant that one Trustee Board meeting and AGM were unable to go ahead. The 2019/2020 accounts were sent to the Charity Commission, but will be ratified at the AGM scheduled for 5th November 2021

Ann Bradley has again been confirmed as Centre Manager for 2021/2022

The day-to-day operations of the NWDG are carried out by 4 part time staff, 1 seconded part time manager and other volunteer staff.

Review of the objectives, activities, and achievements

Objectives and Aims

The objectives of the charity are to provide support and advice services as well as leisure activities to improve quality of life and general wellbeing of residents of Northgate Ward, Canterbury. In setting our objectives and planning our activities the Trustees have considered the Charity Commission's general guidance on public benefit.

Products and services are run by NWDG from Northgate Ward Community Centre. The Centre is open Monday to Friday 9.00am to 4.00pm. In the evenings and week-ends - the Centre opens for group bookings and resident events.

Services that are offered include a monthly foot clinic, office services, photocopying, and internet access via free Wi-Fi, room and hall hire and badminton courts for bookings. Other Services include, NHS weight control adviser, The Over 60's Community Service who has their administration office in the Centre provides weekday support for older residents and Kent County Council provides day opportunities for adults with learning difficulties.

NWDG also supports other local charities and groups, such as the Hard of Hearing Group, who meet monthly and carry out hearing aid maintenance, and one-off bookings, by providing discounted hall/rooms to meet or to carry out activities – which residents can take part in.

NORTHGATE WARD DEVELOPMENT GROUP

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Canterbury and District Early Years Project offering help and support for parents with young children continues to be run from Poet's Corner building owned by NWDG and rented to this local charity at a discounted rate.

The café provides hot meals and snacks and is the focal point of the community

Leisure activities include walking football, short mat bowls, badminton, little kickers, Canton Martial Arts, walking group, gentle exercise, two art groups, three bingo sessions, mind games, teapot group and knits and sews who meet weekly and make things to sell to help raise funds for the Centre. They also offer a clothes and other material repair service for donations to Centre.

Fund raising events are put on through the year and have included quizzes, coffee mornings, tea dance, as well as other mini fund-raising events such as an Easter and Christmas raffle. The Christmas Fayre in December is our main fund-raising event.

The full list of the centre's activities and services can be found on our web site – www.northgatewardcommunitiycentre.co.uk

The Community Centre Building

Owned by Canterbury City Council and rented to NWDG for a peppercorn rent – the building's exterior is maintained by them, with the interior being the responsibility of NWDG.

The building and contents have constant maintenance jobs carried out throughout the year due to the amount of people using the facilities. The Trustees are always looking for funding to improve all the centre's facilities to make the most out of the space.

Membership has been suspended during lockdown and will be reinstated in January 2022

Impact Analysis report

An annual impact analysis of the centre's usage is carried out every year and the final report will be available at the AGM in November 2022

Future Plans

The management have planned a full events programme for 2022 and this will go ahead subject to any Covid restrictions.

NORTHGATE WARD DEVELOPMENT GROUP

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

Statement of Disclosure of Information to Accountants

We, the Trustees of the company who held office at the date of approval of these financial statements, as set out above, each confirm so far as we are aware, that:

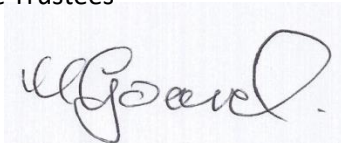
- there is no relevant information of which the company's independent examiners are unaware; and
- we have taken all the steps that we ought to have taken as Trustees in order to make ourselves aware of any relevant information and to establish that the charity's accountants are aware of that information.

The Trustees wish to thank all the volunteers and staff that run the Community Centre for all their hard work and dedication, as well as all members and residents who support NWDG in attending services, activities and events.

On behalf of the Trustees

M Goard

Chair of the Board of Trustees

A handwritten signature in black ink, appearing to read 'M Goard', is written over a light blue rectangular background.

4.6.2020

NORTHGATE WARD DEVELOPMENT GROUP

INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31ST MARCH 2021

This report is on the financial statements of the Trust for the period ended 31st March 2021.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (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 Charities Commission (under section 145(5) of the 2011 Act), and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My 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 with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning such matters. The procedures undertaken 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 below.

Independent Examiner's Statement

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

- (i) 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 comply with the accounting requirements of the Act

have not been met or

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

Mrs Patricia Heathfield M.I.A.B.
Bookkeeping and Accountancy
2 Stonerocks Cottages, Hoath Road, Sturry, Canterbury, Kent, CT2 0JS



Date: 2nd November 2021

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
INCOME AND ENDOWMENTS FROM					
Donations & Legacies		400	0	400	120
Charitable Activities					
Operation of Northgate Ward					
Community Centre		39336	136	39472	74636
Grants Received		45186	27443	72629	18350
Fundraising		10	0	10	288
Investment Income	2	15	0	15	42
Total		84947	27579	112526	93436
EXPENDITURE					
Raising Funds		0	0	0	581
Charitable Activities					
Operation of Northgate Ward					
Community Centre		73593	16767	90360	85340
Total		73593	16767	90360	85921
NET INCOME/EXPENDITURE		11354	10812	22166	7515
Transfers between funds	9	0	0	0	0
Net Movement in Funds		11354	10812	22166	7515
Total Funds Brought Forward		426422	2900	429322	421807
TOTAL FUNDS CARRIED FORWARD		437776	13712	451488	429322

BALANCE SHEET
AS AT 31ST MARCH 2021

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
FIXED ASSETS					
Tangible Assets	5	337179	0	337179	349253
CURRENT ASSETS					
Stocks	6	0	0	0	0
Debtors	7	2601	0	2601	4335
Cash at Bank		100411	13712	114123	76209
		103012	13712	116724	80544
CREDITORS					
Amounts falling due within one year	8	2415	0	2415	475
NET CURRENT ASSETS/LIABILITIES		100597	13712	114309	80069
TOTAL ASSETS LESS CURRENT LIABILITIES		437776	13712	451488	429322
NET ASSETS		437776	13712	451488	429322
FUNDS					
	9				
Unrestricted Funds				437776	426422
Restricted Funds				13712	2900
TOTAL FUNDS				451488	429322

The Financial Statements were approved by the Board of Trustees on _____
and were signed its behalf by:

_____ Trustee

_____ Trustee

NORTHGATE WARD DEVELOPMENT GROUP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities

Financial Reporting Standard Number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the charity qualifies as a small charity.

Incoming Resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Leasehold Property	2% Straight Line
Improvements to Property	2% and 5% Straight Line
Equipment	15% on reducing balance
Computer Equipment	33% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items

Taxation

The charity is exempt from tax on its charitable activities

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees

Restricted funds can only be used for particular purposes within the objects of the Charity.

Restrictions arise when specified by donor or when funds are raised for particular restricted purposes.

All income and expenditure is shown in the Statement of Financial Activities

2 INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	15	42

NORTHGATE WARD DEVELOPMENT GROUP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021**3 TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

4 STAFF COSTS

	2021	2020
	£	£
Wages & Salaries	54389	42141
Social Security Costs	180	0
Other Pension Costs	303	296
	<u>54872</u>	<u>42437</u>

The average monthly number of employees during the year was:

	2021	2020
Centre Staff	<u>6</u>	<u>4</u>

No employees received emoluments in excess of £60,000

5 TANGIBLE FIXED ASSETS

	Leasehold Property	Imp'ments to Property	Plant & Machinery	Total
COST				
At 1 April 2020	213126	254593	61439	529158
Additions	0	0	0	0
At 31 March 2021	<u>213126</u>	<u>254593</u>	<u>61439</u>	<u>529158</u>
DEPRECIATION				
At 1 April 2020	80987	50959	47959	179905
Charge for Year	4262	5790	2022	12074
At 31 March 2021	<u>85249</u>	<u>56749</u>	<u>49981</u>	<u>191979</u>
NET BOOK VALUE				
At 31 March 2021	<u>127877</u>	<u>197844</u>	<u>11458</u>	<u>337179</u>
At 31 March 2020	<u>132139</u>	<u>203634</u>	<u>13480</u>	<u>349253</u>

NORTHGATE WARD DEVELOPMENT GROUP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021**6 STOCKS**

	2021	2020
	£	£
Stocks	<u>0</u>	<u>0</u>

7 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade Debtors	1999	1956
Other Debtors	<u>602</u>	<u>2379</u>
	<u>2601</u>	<u>4335</u>

8 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Taxation and Social Security	0	0
Other Creditors	<u>2415</u>	<u>475</u>
	<u>2415</u>	<u>475</u>

NORTHGATE WARD DEVELOPMENT GROUP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

9 MOVEMENTS IN FUNDS

	At 1.4.20	Net movement in funds	At 31.3.21
Unrestricted funds			
General Fund	426422	11354	437776
Restricted funds			
Members Grant	2000	147	2147
Help Desk CCC Grant	900	10665	11565
	<u>2900</u>	<u>10812</u>	<u>13712</u>
TOTAL FUNDS	<u>429322</u>	<u>22166</u>	<u>451488</u>

Net movement in funds, included in the above are as follows:

	Incoming Resources	Resources Expended	Transfers Between Funds	Movement in Funds
Unrestricted funds				
General Fund	84947	73593	0	11354
Restricted funds				
Members Grant	2500	2353	0	147
Help Desk	13500	2835	0	10665
HMRC CJRS Grant	11443	11443	0	0
HMRC EA Grant	136	136	0	0
	<u>27579</u>	<u>16767</u>	<u>0</u>	<u>10812</u>
TOTAL FUNDS	<u>112526</u>	<u>90360</u>	<u>0</u>	<u>22166</u>

NORTHGATE WARD DEVELOPMENT GROUP**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021****10 RELATED PARTY DISCLOSURES**

A Bradley is project manager of the charity and of the Over 60's Community Service (Northgate Ward and Canterbury District). The following trustees of the charity are also trustees of the Over 60's Community Service (Northgate Ward and Canterbury District).

M Jennings MBE
Cllr. J Butcher
S Waters

During the year the charity was charged £31,139 (2020: £20,000) by the over 60's Community Service (Northgate Ward and Canterbury District). This was to provide staffing and administrative costs.

During the year the charity received room hire income of £1,000 from the Over 60's Community Service (Northgate Ward and Canterbury District).

NORTHGATE WARD DEVELOPMENT GROUP**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021**

	2021	2020
	£	£
INCOME AND ENDOWMENTS		
Donations & Legacies		
Donations	400	120
Investment Income		
Deposit Account Interest	15	42
Charitable Activities		
Grants	72629	18350
Room Hire	29579	47312
Café	1686	4462
Poets Corner Rent	7200	13200
Bingo	273	3379
Membership	120	627
Employment Allowance	136	1636
Office Services	14	78
Fundraising Income	10	2788
Other Activities	74	1442
Misc. Income	390	0
	<u>112111</u>	<u>93274</u>
Total Incoming Resources	<u><u>112526</u></u>	<u><u>93436</u></u>

NORTHGATE WARD DEVELOPMENT GROUP**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021**

	2021 £	2020 £
EXPENDITURE		
Raising donations and legacies		
Fundraising expenses	0	581
Charitable Activities		
Wages	25322	22141
Managers Secondment Professional Fees	28764	20000
Social Security	180	0
Pensions	303	296
Rates and Water	2917	-91
Insurance	961	611
Light and Heat	4516	13396
Telephone	1232	1826
Postage & Stationery	648	675
Rent	1205	1220
Repairs and Maintenance	8670	5876
Cleaning	1372	2994
Café Expenses	1359	909
Licences	178	745
Bingo Costs	0	253
Bookkeeping and Accountancy	525	780
Sundry Expenses	0	569
Depreciation	12074	12431
Bank Charges	134	709
	<u>90360</u>	<u>85340</u>
Total Resources Expended	90360	85921
Net Income	<u><u>22166</u></u>	<u><u>7515</u></u>