

REGISTERED COMPANY NUMBER: 04625810 (England and Wales)
REGISTERED CHARITY NUMBER: 1096272

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31st March 2021
for
Fairford Community Centre Limited

Haines Watts Cirencester Ltd
3 High Street
Middle Farm Court
Kempsford
Gloucestershire
GL7 4EY

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for the Year Ended 31st March 2021

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Principal Objective

The charity has been established for such charitable purposes as the trustees in their discretion may determine, in particular but not exclusively, the provision (or the assistance with the provision) of accommodation, services and facilities for the inhabitants of Fairford Gloucestershire and the surrounding area.

Significant activities

The centre is a community building, a non-profit-making organisation and a registered charity. Its aim is to provide good accommodation at reasonable cost and accessible to all the community, to keep users happy and to make sure the building is secure, well looked-after and pays its way. The users are important to us and we welcome ideas and suggestions.

Anyone interested in the Community Centre is invited to become a member of FCC Ltd. There is no joining or membership fee, just a general meeting once a year, when a report is made on the year's activities, and the members elect the Trustees. Further information is available from the office or web site, www.fairfordcommunitycentre.org. This has full details of rooms available and costs, with downloadable booking forms.

Public benefit

In setting the charity's objectives and planning its activities the trustees have given consideration to the Charity Commission's general guidance on public benefit.

Fairford Community Centre aims to provide affordable, village hall style accommodation to the people of Fairford and its environs. It endeavours to attract users from all age groups and spectrums of the population.

The trustees feel that the increase in bookings and number of regular users of the rooms at the Community Centre illustrate the importance of this facility to the local community.

The users of the Centre also patronise local businesses, this has a positive impact for local commerce which in turn benefits the community.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The centre continues to provide a well-equipped, well maintained multi use building for the local community. At the beginning of the year, occupancy was high, with nearly 50 regular users in a wide range from mother and baby classes, Art & History Society meetings, support meetings for diabetics and the Food Bank, to the many U3A activities for retired people, as well as private functions and social events. It was felt that income was reaching the maximum possible. Early in 2020 a buildings survey was completed to give an idea of future costs and ensure the long-term maintenance and upkeep of the building. Storm damage to the roof in February was quickly repaired but led to a full examination of the condition of the whole roof and the weaker parts are now being repaired and re-tiled. .

There is an additional lettable space on the ground floor, a small private room, which is available as a 1:1 meeting room or workspace. We have had a change of web site provider with a new web site at fairfordcommunitycentre.org

The building closed on the 23rd. March 2020 on lockdown because of the Covid 19 pandemic. All users were quickly informed, and services were closed or reduced where possible to minimise costs. The Food Bank continued one session per week as this was considered an essential service. There was a partial opening in August in a COVID-19 secure way, after a careful risk assessment and following government guidelines on sanitary precautions and social distancing.

The building re-opened to the public on September 1st, 2020, with additional cleaning and monitoring to ensure the building is COVID secure, and names and contact details of all users being collected for track and trace purposes. As yet, there are few users.

Our new manager, Carly Hicks, continued to work from home whilst the building was closed and has coped admirably with the many changes and problems which have arisen. We are extremely grateful for the way she has kept things going during the crisis period

Fundraising activities

The charity no longer undertakes fundraising activities as its charitable activities generate the income required to cover costs.

During the Covid 19 emergency the building was closed and the Manager and Trustees communicated by phone and email. The Annual general meeting of the company will take place as a Zoom meeting on-line on September 30th.

FINANCIAL REVIEW

Financial position

Fairford Community Centre is a registered charity not a profit making organisation and has made a deficit this year of £743 (2020 £196). This is due to increases interruption of services and room hire due to the pandemic.

Income for the year £25,518 (2020 - £39,410), expenditure £26,261 (2020 - £39,606) deficit for the year £743 (2020 - £196).

Reserves policy

FCC Ltd. continues as a non-profit making organisation and a registered charity accessible to all of the community. We are grateful that the company has good reserves and will use them to ensure that services and facilities for the community will continue to be available where possible. Our policy remains, as before, to maintain reserves of around 2 years' operating costs.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The number of trustees shall not be more than 11 but no less than 3.

Fairford Town Council, and the Parochial Church Council have the power to appoint individuals to be Trustees provided that the numbers so appointed do not exceed 3 or form the majority of the total number of Trustees at any given point in time.

One third of the Trustees retire by rotation each year and are allowed to stand for re-election at the AGM.

Organisational structure

The board of trustees is made up of 3 members nominated by Fairford Town Council, 3 members nominated by the Parochial Church Council of St Mary's Church, Fairford and 5 members elected by the members of the company at its Annual General Meeting. Each trustee is assigned an area of responsibility, utilising trustee's personal and professional skills. The trustees are all voluntary and are not permitted to receive any remuneration for their services.

Decision making

All major decisions have to be approved by the board of trustees.

Induction and training of new trustees

New trustees are inducted by the secretary and given a copy of The Essential Trustee produced by the Charity Commission.

Risk management

The trustees confirm that the major risks to which the charity is exposed, as identified by the trustees, have been reviewed and systems and procedures have been established to manage those risks.

The main risks, as identified, are as follows:

Damage to the building rendering it unsafe for users. The trustees endeavour to ensure that the building is maintained to a high standard and the charity carries insurance for such an eventuality.

Decline in usage of the building resulting in drop in income. The Centre has a very good, strong base of regular users and is very attractive for Christenings etc due to its close proximity to Fairford Church. The fact that it has more than one room for hire and the rooms vary in size, makes it more attractive to small groups who don't necessarily want a large hall.

Compulsory closure of the building resulting in drop in income. As experienced in March this year, with the present pandemic there is a risk that the centre may have to be closed to the public again should the Government decide to impose a further lockdown.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04625810 (England and Wales)

Registered Charity number

1096272

Registered office

High Street
Fairford
Gloucestershire
GL7 4AF

Fairford Community Centre Limited

Report of the Trustees
for the Year Ended 31st March 2021

Trustees

Dr A S Benzie
Mrs M Bishop
Mrs J A Bowen
C Foxall
M F Godsall
J L Hill
Ms A M Hobson
Ms S Jones
Miss A Miles
R J Read
Air Vice M G E Willis

Company Secretary

Mrs M Bishop

Independent Examiner

Philip Nickson FCA
Haines Watts Cirencester Ltd
3 High Street
Middle Farm Court
Kempsford
Gloucestershire
GL7 4EY

28 September 2021

Approved by order of the board of trustees on and signed on its behalf by:

.....
Dr A S Benzie - Trustee

Independent examiner's report to the trustees of Fairford Community Centre Limited ('the Company')

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

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.

Philip Nickson FCA
Haines Watts Cirencester Ltd
3 High Street
Middle Farm Court
Kempsford
Gloucestershire
GL7 4EY

Date:

Fairford Community Centre Limited

Statement of Financial Activities
for the Year Ended 31st March 2021

	Notes	Unrestricted fund £	Restricted fund £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities					
Hire of rooms / facilities		25,304	-	25,304	39,024
Investment income	2	214	-	214	386
Total		25,518	-	25,518	39,410
 EXPENDITURE ON					
Charitable activities					
Hire of rooms / facilities		26,261	-	26,261	39,606
NET INCOME/(EXPENDITURE)		(743)	-	(743)	(196)
 RECONCILIATION OF FUNDS					
Total funds brought forward		85,213	864	86,077	86,273
TOTAL FUNDS CARRIED FORWARD		84,470	864	85,334	86,077

The notes form part of these financial statements

Fairford Community Centre Limited

Balance Sheet

31st March 2021

	Notes	Unrestricted fund £	Restricted fund £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	7	6,142	-	6,142	9,920
CURRENT ASSETS					
Debtors	8	824	-	824	6,230
Prepayments and accrued income		-	-	-	864
Cash at bank and in hand		79,997	864	80,861	78,114
		<u>80,821</u>	<u>864</u>	<u>81,685</u>	<u>85,208</u>
CREDITORS					
Amounts falling due within one year	9	(2,493)	-	(2,493)	(9,051)
NET CURRENT ASSETS		<u>78,328</u>	<u>864</u>	<u>79,192</u>	<u>76,157</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>84,470</u>	<u>864</u>	<u>85,334</u>	<u>86,077</u>
NET ASSETS		<u>84,470</u>	<u>864</u>	<u>85,334</u>	<u>86,077</u>
FUNDS	10				
Unrestricted funds				84,470	85,213
Restricted funds:					
Restricted - Crime & Disorder initiative				864	864
TOTAL FUNDS				<u>85,334</u>	<u>86,077</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Fairford Community Centre Limited

Balance Sheet - continued

31st March 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
A S Benzie - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Cleaning equipment	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance and 25% on cost
Presentation equipment	- 25% on reducing balance
Office equipment	- 25% on reducing balance

Taxation

The charity is exempt from corporation 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 restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Deposit account interest	214	386
	<u>214</u>	<u>386</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.21	31.3.20
	£	£
Depreciation - owned assets	<u>3,778</u>	<u>3,940</u>

4. 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.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.21	31.3.20
	1	1
Management	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Hire of rooms / facilities	39,024	-	39,024
Investment income	<u>386</u>	<u>-</u>	<u>386</u>
Total	39,410	-	39,410
EXPENDITURE ON			
Charitable activities			
Hire of rooms / facilities	39,606	-	39,606
	<u>39,606</u>	<u>-</u>	<u>39,606</u>
NET INCOME/(EXPENDITURE)	(196)	-	(196)
RECONCILIATION OF FUNDS			
Total funds brought forward	85,409	864	86,273
	<u>85,409</u>	<u>864</u>	<u>86,273</u>
TOTAL FUNDS CARRIED FORWARD	85,213	864	86,077
	<u>85,213</u>	<u>864</u>	<u>86,077</u>

7. TANGIBLE FIXED ASSETS

	Cleaning equipment £	Fixtures and fittings £	Presentation equipment £	Office equipment £	Totals £
COST					
At 1st April 2020 and 31st March 2021	349	19,371	4,320	3,191	27,231
DEPRECIATION					
At 1st April 2020	343	10,671	4,095	2,202	17,311
Charge for year	2	3,470	57	249	3,778
At 31st March 2021	345	14,141	4,152	2,451	21,089
NET BOOK VALUE					
At 31st March 2021	4	5,230	168	740	6,142
At 31st March 2020	6	8,700	225	989	9,920

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade debtors	506	5,893
Prepayments and accrued income	318	337
	824	6,230

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade creditors	-	7,661
Accrued expenses	2,493	1,390
	2,493	9,051

10. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	85,213	(743)	84,470
Restricted funds			
Restricted - Crime & Disorder initiative	864	-	864
TOTAL FUNDS	86,077	(743)	85,334

10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	25,518	(26,261)	(743)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>25,518</u>	<u>(26,261)</u>	<u>(743)</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	85,409	(196)	85,213
Restricted funds			
Restricted - Crime & Disorder initiative	864	-	864
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>86,273</u>	<u>(196)</u>	<u>86,077</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	39,410	(39,606)	(196)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>39,410</u>	<u>(39,606)</u>	<u>(196)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	85,409	(939)	84,470
Restricted funds			
Restricted - Crime & Disorder initiative	864	-	864
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>86,273</u>	<u>(939)</u>	<u>85,334</u>

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	64,928	(65,867)	(939)
TOTAL FUNDS	<u>64,928</u>	<u>(65,867)</u>	<u>(939)</u>

Name of Fund	Description of Fund
General Fund	The "free reserves" after allowing for all designated funds
Restricted - Crime & Disorder Initiative	Grant given, restricted to expenditure on youth

11. RELATED PARTY DISCLOSURES

Accountancy fees include charges of £560 for the preparation of the accounts (2020: £1,295 for the preparation of the accounts over the last 4 years). These were completed by AMM Bookkeeping & Accountancy a company owned by one of the Trustees.

The Company's Memorandum of Association states that: "Trustees can be paid but only if usual professional charges of any Trustee who is a solicitor / accountant / professional and when instructed by the Charity to act in a professional capacity"

Detailed Statement of Financial Activities
for the Year Ended 31st March 2021

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Investment income		
Deposit account interest	214	386
Charitable activities		
Room & facilities hire	4,700	39,024
CDC business interruption grant	20,604	-
	<hr/>	<hr/>
	25,304	39,024
Total incoming resources	<hr/>	<hr/>
	25,518	39,410
EXPENDITURE		
Charitable activities		
Licences	878	836
Cleaning recharged to customers	-	120
Service charges	8,978	12,506
Insurance	615	603
Advertising	-	611
Bad debts	-	211
Decorating	-	1,439
Repairs / maintenance	555	943
Equipment repairs / renewals	-	288
Cleaning consumables	-	177
Cleaning	-	1,130
Waste collection	-	267
Depn of cleaning equipment	2	3
Depn of fixtures & fittings	3,470	3,527
Depn of presentation equipment	57	76
	<hr/>	<hr/>
	14,555	22,737
Support costs		
Management		
Wages	9,321	12,374
Telephone	335	360
Postage and stationery	304	1,243
Sundries	34	22
Depn of office equipment	249	334
	<hr/>	<hr/>
	10,243	14,333
Finance		
Insurance	13	25
Information technology		
Internet and website	289	275
Carried forward	289	275

Fairford Community Centre Limited

Detailed Statement of Financial Activities
for the Year Ended 31st March 2021

	31.3.21 £	31.3.20 £
Information technology		
Brought forward	289	275
Computer software and training	385	298
	<hr/> 674	<hr/> 573
Governance costs		
Independent Examiner fees	216	480
Accountancy and legal fees	560	1,458
	<hr/> 776	<hr/> 1,938
Total resources expended	<hr/> 26,261	<hr/> 39,606
Net expenditure	<hr/> (743)	<hr/> (196)