

Charity Registration Number
1104974



WELFORD YOUTH AND COMMUNITY CENTRE

**ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2021**

**WELFORD YOUTH AND COMMUNITY CENTRE
REGISTERED CHARITY NUMBER - 1104974
TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2021**

Background of the Charity

Welford Youth and Community Centre was established to provide a facility in the village of Welford in which youth and community groups could meet. It registered as a charity on the 19 July 2004. The charity obtained the funds for a new centre to be built on the Welford recreation ground and this opened on the 1 April 2005. The Charity now deals with the running and administration of the centre.

Use of the Centre and Public Benefit

The charity notes that it has a responsibility under the Charity regulations which govern it to ensure that the public benefit from the activities of the charity. Welford Youth and Community Centre ensures that it meets these requirements by making the facilities available to all members of the local community.

Due to the COVID19 pandemic the centre was unable to open for most of the financial year. It was only used for 6 Pilates classes and as a base for youth groups holding activities outside on the park.

Charity Structure and Governance

The charity is governed by a constitution which sets out the charities members and regulates the members of, and the meetings held by the management committee. The current constitution dated the 29th May 2012 ensures that all regular users of the centre and the residents of Welford are adequately represented and involved with the running of the centre should they wish to be so.

Reserves Policy

The charity has the following reserves policy:

Grants and donations which have been awarded to the charity for a specific purpose are shown as the permanent endowment of the charity. The permanent endowment is split into two categories as follows:

- Funds designated for the purposes of building and fitting out of the centre.
- Funds designated for the purposes of setting up a senior citizen lunch club.

The management committee has established a reserve to be used for the purposes of maintaining the centre. The establishment of this reserve is to ensure that all users contribute to the eventual replacement of capital items such as the re-fitting of the kitchen and sanitary items and to ensure that there are sufficient funds to ensure that the centre is regularly re-decorated. A minimum of £1,000 per year should be transferred into this reserve. This contribution is currently made by transferring £125 of the termly rent paid by regular user groups to a maintenance fund.

During the year grants were received to assist the charity with the change in circumstances due to the COVID19 pandemic. This was set aside in a separate reserve to be used to cover the additional costs incurred and a transfer to the general fund and repair fund was made in respect of the amount which would have been received from user groups had the centre been able to operate as normal. Due to the uncertain nature of the situation at the year end the balance has been set aside to cover the ongoing costs and lack of income caused by the pandemic.

The balance of funds are held in a general fund which is used to meet the running costs of the centre. The level of this fund will vary but it should not normally hold a balance of more than one year's running costs.

Property

The centre is built on land which is leased from Welford Parish Council under a lease dated 29th October 2004. The lease was for a period of 99 years from the 10th June 2004 at an initial rent of £1 plus 1 peppercorn per year. The rent for the whole lease period was paid in full on signing the lease.

The lease and the property are held on behalf of Welford Youth and Community Centre by holding trustees. These trustees are Jacqueline Hewes, Janet Roberts, Gerald Garner and Nigel Brotherton.

**WELFORD YOUTH AND COMMUNITY CENTRE
REGISTERED CHARITY NUMBER - 1104974
TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

Management Committee

The management committee is formed from representatives of all user groups and local residents. Due to the pandemic it was agreed by all parties that the office holders elected at the AGM in September 2019 of

A Raisbury Chair and Booking Secretary

J Roberts Treasurer

S Nicholas Secretary

And that all user groups should ensure that at least one representative attended the committee meetings which would be held via zoom. The independent members elected to the committee in September 2019 and a representative of the Parish Council would also be invited to attend these meetings.

Trustees

The following persons are registered as trustees of the charity with The Charity Commission:

J Hewes

A Raisbury

G Garner

J Roberts

Booking Policy

The centre is available for use by any local group, organisation or individual.

To book the centre please Contact A Raisbury -01858 575678

This report has been prepared by the trustees in accordance with charity regulations.

ON BEHALF OF THE TRUSTEES

A RAISBURY- CHAIRPERSON

**WELFORD YOUTH AND COMMUNITY CENTRE
TREASURERS REPORT FOR THE YEAR ENDED 31 MARCH 2021**

Income

Due to the COVID 19 pandemic the centre was unable to open for most of the financial year and the only rental income received was £60 in respect of Pilates classes held. No income was received from user groups.

Donations of £100 in recognition of the disposal of the pool table and £40 as a donation in lieu of a booking which was not able to take place were received from members of the public.

We were awarded a grant of £6,060 by Daventry District Council following the submission of a S106 Application. This was for the specific purpose of installing new air conditioning heating units in the centre. These were installed in June 2020 and the cost of £6,060 has been included in expenditure.

Four grants in respect of COVID19 support for the leisure and hospitality industry were applied for and a total of £19,669.21 was received. The grant money received has been set aside in a COVID support reserve to be used to cover costs specific to the pandemic and to offset the lack of funds from user groups.

Expenditure

Although the centre was not open it still incurred a level of fixed costs in relation to insurance, power and water and it was also necessary to undertake some maintenance work. These costs amounted to £2,072.79.

When COVID19 regulations relaxed for a short period of time we incurred costs to ensure that the centre could be opened as COVID secure. This included signage, the purchase of a fogging machine and the purchase of specialist cleaning materials and hand sanitisers. The cost of these measures was £1,093.77

Assets

The permanent endowment of the charity is £291,400.28

At the 31st March 2021

- The balance held in the maintenance fund was £6,704.15
- The balance held in the COVID support reserve was £15,575.44
- The balance held in the general fund was £4,503.44 which represented 83% of the annual running costs of the centre (based on costs for the year to 31 March 2020)

JANET ROBERTS – TREASURER

November 2021

Independent Examiner's Report to the Trustees of Welford Youth and Community Centre

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

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Philip John Dymond FCCA

Cheyettes Ltd

167 London Road

Leicester

LE2 1EG

19 November 2021

**Welford Youth and Community Centre
Income and Expenditure for the period**

	Year to 31/03/2021		Year to 31/03/2020	
	£	£		
Income				
<i>Lettings Income</i>				
Affiliated groups		-		
Scout Group	-		1,500.00	
Guide Association	-		750.00	
Babes and Tots	-		375.00	
Lunch Club / Teas	-		396.00	
		-		3,021.00
Pilates		60.00		1,750.00
Other lettings		-		1,705.00
		60.00		6,476.00
<i>Donations received</i>				
Covid-19 Grants	19,669.21		-	
Section 106 Grant	6,060.00			
Others	140.00		90.00	
		25,869.21		90.00
<i>Other income</i>				
Interest received	4.77		20.96	
		4.77		20.96
TOTAL INCOME RECEIVED		25,933.98		6,586.96
Expenditure				
Cleaner and Lock-Up	84.00		1,090.00	
Cleaning materials and small items	-		149.33	
Repairs	326.24		617.94	
Insurance	807.59		806.54	
Heat and Light	776.11		2,569.14	
Water Rates	78.85		189.59	
COVID-19 costs	1,093.77		-	
Miscellaneous	-		-	
Air conditioning	6,060.00			
TOTAL EXPENDITURE		9,226.56		5,422.54
		16,707.42		1,164.42
Depreciation of fixtures and fittings		-		-
		16,707.42		1,164.42
TRANSFER TO MAINTENANCE FUND	1,000.00		832.00	
TRANSFER TO COVID RESERVE	15,575.44		-	
		(16,575.44)		(832.00)
TRANSFER TO GENERAL FUND		131.98		332.42

**Welford Youth and Community Centre
Balance Sheet at
Fixed Assets**

	Notes	31/03/2021	
		£	£
Leasehold Property			
Build costs		254,341.32	
Quantity Surveyor Fees		9,845.98	
Stairs		2,193.05	
Architect, Planning Supervisor and Project Controller		10,600.00	
			276,980.35
Fixtures and Fittings			
	1		
Tables, chairs and cupboards etc		7,803.11	
Blinds		769.83	
Cooker		1,255.00	
Baby Changing Unit		212.20	
Floor Cleaner		658.94	
Dishwasher		1,949.25	
Shed		528.00	
Hot Cupboard		470.00	
Cooker Hood		200.00	
		13,846.33	
Depreciation		(13,846.33)	
			276,980.35
Current Assets			
Cash		-	
Current Account		30,764.73	
Deposit Account		10,463.23	
Cash at Bank and in hand		41,227.96	
Deposit re VE day band		100.00	
			41,327.96
Creditors			
Tots rent deposit		-	125.00
			318,183.31
Represented by			
<u>Permanent Endowment</u>			
<i>Funds designated for the purposes of building and fitting out of the centre</i>			
Big Lottery Fund	2	170,948.00	
Biffaward		50,000.00	
Parish Council and Local Organisations		6,500.00	
Daventry District Council		50,000.00	
Lafarge		10,000.00	
			287,448.00
<i>Funds designated for the purposes of setting up an senior citizen lunch club</i>			
Awards for All			3,952.28
<u>General Funds</u>			
Maintenance Fund			
	3		
Opening Balance		5,704.15	
Transfer to / (from) maintenance fund		1,000.00	
			6,704.15
General Fund			
Opening Balance		4,371.46	
Transfer to general fund		131.98	
			4,503.44
COVID support reserve			
	4		
		-	15,575.44
			318,183.31

Notes to the accounts for the year ended 31 March 2021

1 Depreciation

Depreciation has been computed to write off the cost of tangible fixed assets over their expected useful lives using the following rates:

Fixtures and Fittings 20% per annum of cost

2 Legal Charge

The grant given by the National Lottery Charities Board (The Big Lottery Fund) is subject to a legal charge dated 29th October 2004 under the terms of which the grant will become repayable should the facility cease to be used as a youth and community centre.

3 Maintenance Fund

A maintenance fund has been established to ensure that provision is made to enable the centre to be maintained in good decorative order and for the standard of fixtures and fittings to remain high. It has been agreed that one third of the rent paid by regular user groups will be transferred to the maintenance fund.

Maintenance Fund Balance at the start of the year	5,704.15
Contributions from regular groups from rent increase	1,000.00
Maintenance Fund Balance at the end of the year	<u>6,704.15</u>

4 COVID Reserve

COVID Assistance Grants from DDC	19,669.21
Cost to make Centre COVID Secure	- 1,093.77
Supplement lost income from User Groups	- 3,000.00
COVID Assistance reserve carried forward	<u>15,575.44</u>