

# Scartho Village Community Association

## Trustees' Annual Report & Financial Statements for the year ending 31 March 2022

	Page
Administrative Information	1
Trustees' Annual Report	2-3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Accounts	6-9
Independent Examiner's Report	10

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### Administrative Information

<b>Charity registration number</b>	1108639
<b>Trustees/Committee</b>	(currently & for whole period unless shown otherwise)
Chair	Dave (Derek) Humphreys
Treasurer	Mike Pounder
	Doreen Dale
	Mary Humphreys
	Jessica Humphreys (from 11/08/2021)
	Jenny Clark (until 11/08/2021)
<b>Centre Manager, Secretary &amp; Bookings Officer</b>	Rachel Humphreys
<b>Principal office address</b>	Scartho Village Community Centre 26 Waltham Road, Scartho, Grimsby, NE Lincolnshire DN33 2LX
<b>Telephone</b>	01472-751307 & 01427-751275
<b>Email</b>	scarthovillagecc@uku.co.uk
<b>Website</b>	<a href="https://scarthovillagecc.wixsite.com/svcc">https://scarthovillagecc.wixsite.com/svcc</a>
<b>Banker</b>	Barclays Bank plc Victoria Street, Grimsby North East Lincolnshire DN33 2EP
<b>Independent Examiner</b>	Acara Accountancy Hadley Ridge, North End, Goxhill North Lincolnshire DN19 7JX

# **Scartho Village Community Association**

## **Trustees' Annual Report**

The Management Committee submits its Trustees' Annual Report and financial statements covering the year ending 31 March 2022.

Scartho Village Community Association (SVCA) is an unincorporated charity, originally constituted as Scartho Village Community Centre on 2 February 2005 and renamed under an amended governing document that was adopted on 30 August 2007. Also known previously as the Lighthouse Project and SVCC, it was registered with the Charity Commission (number 1108639) on 18 March 2005.

### **Objects**

The main objects of the charity are to:

- Establish, maintain and manage a community centre to benefit the inhabitants of the neighbourhood defined by the Scartho Ward boundary.
- Provide facilities, in the interests of social welfare, for recreation and leisure time occupation with the aim of improving the conditions of life for those inhabitants.
- Bring together local inhabitants, local authorities, voluntary and other organisations to achieve the above ends.

### **Review of activities during the year**

The committee has worked together in a common effort to provide a well-run centre with customer satisfaction and safety being paramount.

Enquiries from the community to hire the space are still frequent; mornings, evenings and weekends are fully booked. The centre is open between the hours of 9am and 9pm, seven days a week. We hire the rooms and main hall to a wide variety of activities which cater for all generations.

### **Volunteer contribution**

The SVCA and community centre are run on a voluntary basis with only out-of-pocket expenses paid to committee members and helpers. Some people work many hours, over and above what might be expected, to provide the facility for the community. Special thanks are given to all who help.

We have a Centre Manager who deals with the majority of the running of the day-to-day business on a 19 hours per week contract.

The community centre always welcomes offers of further volunteer help and, to that end, is registered with the Volunteer Bureau in Grimsby and with Community Matters.

### **General highs, lows and aspirations**

During the 2021/22 period we have had 2 new classes join, a Creative Writing group and Pilates, who use one of the rooms 4 times a week.

This period we have made a donation of £500 to Lincolnshire Air Ambulance, within whose area of operation Scartho is situated, plus a donation to the national Childline charity.

Unfortunately the community centre's Bingo Club for local senior citizens has not returned after Covid due to having no-one to run it and the room being small and without ventilation.

# Scartho Village Community Association

We have been liaising throughout the year with North East Lincolnshire Council (NELC) about an extension to our lease which expired in November 2021. At the September 2022 meeting of the NELC Cabinet approval was given for a 25 years lease renewal at a nominal annual rent of £1 and we expect the formal paperwork to be completed in the near future.

## **Reserves policy**

Unrestricted reserves (excluding tangible fixed assets) were over £52K at 31 March 2022. Using the average annual expenditure in these accounts, that reserve is sufficient to cover in excess of 30 months' running costs. The Committee considers 12 months' reserves an adequate base for achieving the charity's objectives, so these reserves provide funds for anticipated repairs and renewals under the new lease plus a cushion against anything entirely unexpected. The Committee will continue to monitor reserve levels to ensure that future funding streams are sufficient.

## **Management Committee and responsibilities**

The Management Committee administers the charity. The charity's officers and committee members are elected at its Annual General Meeting to serve until the next AGM. Additional members to fill casual vacancies or otherwise may be co-opted by the committee during the year. The names of the current committee, and all those who have served as members during the year being reported, are shown on page 1.

The Committee recognizes its responsibility for keeping proper accounting records and preparing financial statements each year. The appended financial statements have been prepared on an accruals basis and have been independently examined with the examiner's report included as part of these financial statements.

During 2020/21 the constraints imposed by coronavirus social distancing meant that only one face-to-face meeting of the Committee took place, in June 2020. Similarly an AGM was put on hold with trustees remaining in office during the interim period. Approval of essential matters was dealt with by one-to-one meetings or telephone conversations as convenient and allowed by statutory restrictions at any time.

Approved by the management committee on 22 / 09 / 2022 and signed on its behalf by:

*D Humphreys*

Dave Humphreys (Chair)

# Scartho Village Community Association

## Statement of Financial Activities for the year ending 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Income from:</b>					
Donations and legacies		10,667	708	11,375	24,388
Charitable activities	2	16,061	-	16,061	4,608
Other	3	17	-	17	20
<b>Total income</b>		<b>26,745</b>	<b>708</b>	<b>27,453</b>	<b>29,016</b>
<b>Expenditure on:</b>					
Raising funds		-	-	-	-
Charitable activities	4	21,341	708	22,049	18,415
Other	5	659	-	659	533
<b>Total expenditure</b>		<b>22,000</b>	<b>708</b>	<b>22,708</b>	<b>18,948</b>
<b>Net income/(expenditure)</b>		<b>4,745</b>	<b>-</b>	<b>4,745</b>	<b>10,068</b>
Transfers between funds		-	-	-	-
Other recognised gains/(losses)		-	-	-	-
<b>Net movement in funds</b>		<b>4,745</b>	<b>-</b>	<b>4,745</b>	<b>10,068</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		47,402	-	47,402	37,334
<b>Total funds carried forward</b>	9	<b>52,147</b>	<b>-</b>	<b>52,147</b>	<b>47,402</b>

Charity registration number 1108639

# **Scartho Village Community Association**

## **Balance Sheet at 31 March 2022**

	Note	£	2022 £	2021 £
<b>Fixed assets:</b>				
Tangible assets	6		-	-
<b>Current assets:</b>				
Cash and bank balances		52,123	46,688	
Debtors & prepayments	7	977	1,134	
		<u>53,100</u>	<u>47,822</u>	
<b>Current liabilities</b>				
Creditors due within one year	8	(953)	(420)	
<b>Net current assets or (liabilities)</b>			<u>52,147</u>	<u>47,402</u>
<b>Total assets less current liabilities</b>			<u>52,147</u>	<u>47,402</u>
Creditors due beyond one year			-	-
Provisions for liabilities	9		-	-
<b>Total net assets or (liabilities)</b>			<u>52,147</u>	<u>47,402</u>
<b>Funds of the charity:</b>				
Unrestricted funds	10		52,147	47,402
Restricted funds			-	-
			<u>52,147</u>	<u>47,402</u>

These financial statements were approved by the Board on 22 September 2022 and signed on its behalf by:

*D Humphreys*

Dave Humphreys  
Trustee (Chair)

*M Pounder*

Mike Pounder  
Trustee (Treasurer)

Charity registration number 1108639

The notes on pages 6 to 9 form part of these financial statements.

# Scartho Village Community Association

## Notes to the financial statements for the year ending 31 March 2022

### 1 Accounting policies

#### Basis of preparation of financial statements

These financial statements have been prepared under the historical costs convention and are 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 & Republic of Ireland (FRS 102)' effective 1 January 2019.

#### Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Funding grants, including funding grants for the purchase of fixed assets are recognised in the full in the SOFA in the year in which they are receivable.

No amounts are included in the financial statements for services donated by volunteers. Gifts in kind donated for use by the charity are recognised as income when receivable. Donated facilities are included at their value to the charity to the extent that this can be quantified.

#### Outgoing resources

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

#### Fixed assets and depreciation

Fixed assets constituting fixtures or fittings to the Community Centre building are written off in the year that the cost is incurred. Other fixed assets over £150 are included at cost and depreciation is provided to spread the cost of each asset over a 3 year expected useful life.

#### Fund accounting

##### Unrestricted funds:

The unrestricted general fund represents the net income received, which is applied in furtherance of the objects of the charity. the unrestricted designated funds comprise amounts that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in these notes to the financial statements.

##### Restricted funds

Restricted funds are used in accordance with specific restrictions imposed by the fund providers. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs. The aim of each restricted fund is set out in these notes to the financial statements.

2 Grants, donations & fundraising (all figures £)	Unrestricted	Restricted	2022	2021
Retail, Hospitality & Leisure Grant Fund	10,667	-	10,667	19,431
Coronavirus Job Retention Scheme	-	708	708	4,957
Sundry donations	-	-	-	-
	<u>10,667</u>	<u>708</u>	<u>11,375</u>	<u>24,388</u>

# Scartho Village Community Association

## Notes to the financial statements for the year ending 31 March 2022

<b>2 Income from charitable activities</b> (all figures £)	<b>Unrestricted</b>	<b>Restricted</b>	<b>2022</b>	<b>2021</b>
Dance in Partners	2,842	-	2,842	935
Artiez (Cheerleading)	2,440	-	2,440	652
Kick Boxing	2,360	-	2,360	1,102
A&M Dance	1,201	-	1,201	145
Bridge	1,181	-	1,181	-
Dance Vibe	827	-	827	471
Dance Mix	595	-	595	-
Keep Fit	566	-	566	261
Yoga	544	-	544	174
Tai Chi	522	-	522	323
GKR Karate	580	-	580	174
Zumba	479	-	479	44
Pilates	422	-	422	-
Diet & Fitness	408	-	408	96
Life Coaching	399	-	399	-
Dance Exams	226	-	226	87
Grimsby Writers	48	-	48	120
NLAG Fund	24	-	24	-
Allotments	24	-	24	-
Model Boat Club	12	-	12	-
Polling Station hire	232	-	232	-
Other premises hire	129	-	129	24
	<b>16,061</b>	<b>-</b>	<b>16,061</b>	<b>4,608</b>
<b>3 Other income</b> (all figures £)	<b>Unrestricted</b>	<b>Restricted</b>	<b>2022</b>	<b>2021</b>
Membership fees	13	-	13	6
Bank interest	4	-	4	14
Sundry receipts	-	-	-	-
	<b>17</b>	<b>-</b>	<b>17</b>	<b>20</b>



# Scartho Village Community Association

## Notes to the financial statements for the year ending 31 March 2022

<b>4 Expenditure on charitable activities</b> (all figures £)	<b>Unrestricted</b>	<b>Restricted</b>	<b>2022</b>	<b>2021</b>
Wages	10,199	708	10,907	10,762
Electricity & Gas	3,673	-	3,673	1,712
Insurance	939	-	939	934
Telephone & internet	671	-	671	821
Alarm System (NELC)	820	-	820	814
Cleaning (inc covid measures 2021)	1,473	-	1,473	1,861
Building repairs & maintenance	732	-	732	345
Site gardening/maintenance	298	-	298	250
Water	338	-	338	219
Payroll support	165	-	165	165
Music & television licences	29	-	29	93
Postage, stationery & advertizing	194	-	194	86
Equipment maintenance & renewal	537	-	537	-
Non-domestic rates	391	-	391	-
Fire extinguishers & PAT	247	-	247	-
Charitable donations	635	-	635	-
Sundry expenses	-	-	-	-
Depreciation	-	-	-	353
	<b>21,341</b>	<b>708</b>	<b>22,049</b>	<b>18,415</b>
<b>5 Other costs - governance</b> (all figures £)	<b>Unrestricted</b>	<b>Restricted</b>	<b>2022</b>	<b>2021</b>
Reporting, accounts & charity independent examination	659	-	659	533
	<b>659</b>	<b>-</b>	<b>659</b>	<b>533</b>
<b>6 Tangible fixed assets</b> (all figures £)	<b>Fittings &amp; Equipment</b>	<b>Electrical Equipment</b>	<b>Totals</b>	
<b>Cost</b>				
B/f at 31 March 2021	5,067	2,535		7,602
Additions	-	-		-
Disposals	-	-		-
C/f at 31 March 2022	<b>5,067</b>	<b>2,535</b>		<b>7,602</b>
<b>Depreciation</b>				
B/f at 31 March 2021	5,067	2,535		7,602
Charge for the year	-	-		-
Disposals	-	-		-
C/f at 31 March 2022	<b>5,067</b>	<b>2,535</b>		<b>7,602</b>
<b>Net book value</b>				
C/f at 31 March 2022	-	-		-
B/f at 31 March 2021	-	-		-

The fixed assets are used both for direct charitable activities and in the management and administration of the charity.



# Scartho Village Community Association

## Notes to the financial statements for the year ending 31 March 2022

<b>7 Debtors (all figures £)</b>	<b>2022</b>	<b>2021</b>
Trade debtors	58	-
Other debtors	-	251
Prepayments	919	883
	<u>977</u>	<u>1,134</u>
<b>8 Creditors (all figures £)</b>	<b>2022</b>	<b>2021</b>
Trade creditors	-	-
Accruals	953	420
	<u>953</u>	<u>420</u>

<b>9 Funds</b>					
(all figures £)	b/f at 31 Mar 21	Movement in resources			c/f at 31 Mar 22
		Incoming	Outgoing	Transfers	
<b>Restricted funds</b>					
None	-	708	(708)	-	-
<b>Unrestricted funds</b>	47,402	26,745	(22,000)	-	52,147
	<u>47,402</u>	<u>27,453</u>	<u>(22,708)</u>	<u>-</u>	<u>52,147</u>

<b>10 Analysis of net assets between funds</b>			
(all figures £)	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
Tangible fixed assets	-	-	-
Net current assets	52,147	-	52,147
Net assets	<u>52,147</u>	<u>-</u>	<u>52,147</u>

### 11 Benefits in kind

The Community Centre premises are leased from North East Lincolnshire Council, without payment of annual rent; no value has been imputed for this within the accounts because of the difficulty of valuation. The original 10 years lease, held by the Official Custodian for Charities, expired in November 2021 but renewal for a period of 25 years has recently been approved by the Council following a formal application from the charity trustees.

### 12 Rate Relief

The charity received 80% mandatory relief as a registered charity, but also expanded retail relief, together worth £6,009 for 2021/22 from North East Lincolnshire Council in respect of non-domestic rates. (2020/21 £6,400).

### 13 Trustees remuneration and expenses (including related party transactions)

Gross wages of £10,907 (2020/21 £10,762) were paid to the charity's sole employee, Community Centre Manager & Bookings Officer Rachel M Humphreys, who is related to the charity's trustees of the same surname. This commitment was approved by the trustees/committee acting as a body. Apart from this, no remuneration was directly or indirectly paid or payable during the year, out of the funds of the charity, to any trustee or person known to be connected with them.

Reimbursement of expenses to trustees during 2021/22 was zero (2020/21 zero).

# Charity Independent Examiner's Report

## Report to the trustees of

**Scartho Village Community Association (charity no.1108639)**

**on accounts for year ended 31 March 2022 set out on pages 1-9.**

I report to the trustees on my examination of the accounts of the above charity (*the Trust*) for the year ended 31 March 2021. This work was undertaken in accordance with the engagement letter dated 8 November 2006.

## Responsibilities and basis of report

As the charity 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 Trust'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

Whilst the trustees held an Annual General Meeting, minuted committee meetings had not returned to the pre-covid regularity with conversations replacing some committee meetings. Where meeting minutes were unavailable, I have completed my examination through assurances from the Treasurer speaking on behalf of the committee.

Given that the charity's landlord (North East Lincolnshire Council) was in active discussions about a renewal of the premises lease, the charity continued to operate and fulfil its charitable objects despite the expiry of its initial lease in November 2021. That included payment of non-domestic rates demanded by the Council. At the time of this examination a new 25 years lease had been approved by the NELC Cabinet but neither signed nor exchanged.

I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Act, or
- the accounts do not accord with the accounting records.

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

*John Guggiari*

John Guggiari FCCA

September 2022

Acara Accountancy, Hadley Ridge, North End, Goxhill, North Lincolnshire DN19 7JX