

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30TH JUNE 2023

CHARITY REGISTRATION NUMBER: 1109049

COMPANY NUMBER: 05396860

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

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THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

CHARITY INFORMATION
FOR THE YEAR ENDED 30TH JUNE 2023

Charity Number :	1109049
Trustees:	P A Buttrum C J Atkinson B Stuckey G E McCormick D J Longman A Martin J Manners
Secretary:	J Howard - Resigned 1st August 2023 J Manners - Appointed 1st August 2023
Registered Number:	05396860 (England & Wales)
Registered Office:	First Floor, Woburn Court 2 Railton Road, Woburn Road Industrial Estate Kempston Bedford MK42 7PN
Bankers:	Barclays Bank 111 High Street Bedford MK40 1YN
Independent Examiner:	A Di Lorenzo FCA Haines Watts 2 Railton Road, Woburn Road Industrial Estate Kempston Bedford MK42 7PN

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

TRUSTEES' REPORT **FOR THE YEAR ENDED 30TH JUNE 2023**

The trustees present their report and the financial statements of the charitable company for the year ended 30th June 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities (FRS102)" for preparing the annual report and financial statements.

Objectives and activities for the public benefit:

The objects of the charitable company are:

a) To promote for the benefit of the inhabitants of the beneficial area (the urban district of Kempston) without distinction of sex or political, religious or other opinions by associating with the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

b) To secure the establishment of a Community Centre and to maintain and manage such a Centre for activities promoted by the Association and its constituent bodies in furtherance of the above objectives.

Legal framework

The charitable company is limited by guarantee, with liability limited to £10 per member. The charity is governed by its memorandum and articles of association.

Review of operations

The trustees are satisfied with the results for the year, reporting a deficit on unrestricted funds of £11,278 (2022: Surplus £2,849).

No local authority grants were awarded by Bedford Borough Council in the financial year (2022: £2,286).

Financial Highlights

The results for the year are shown in the statement of financial activities on page 6. These results are considered satisfactory by the trustees.

Trustees

The trustees (who are also directors of The Kempston Community Association Limited for the purpose of company law) during the period under review were as follows:

P A Buttrum
C J Atkinson
B Stuckey
G E McCormick
D J Longman
A Martin
J Manners

No trustees received any remuneration for their services during the period.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

TRUSTEES' REPORT

FOR THE YEAR ENDED 30TH JUNE 2023

Trustee appointment and induction

Members of the general public or representatives of local authority bodies can be appointed as trustees. Potential new trustees are proposed at the Annual General Meeting and subject to a majority consent.

The charity is fortunate to have a number of trustees who have been with the association for a long period, who are able to pass on their knowledge and experience of the organisation. Any new trustees are also made aware of their legal obligations under charity and company law, the content of the memorandum and articles and the committee's decision making process.

Organisational structure

The trustees hold regular meetings and decisions are made upon majority consent. The day to day operations are carried out by the centre manager, company secretary and their team.

Governance

The Kempston Community Association Limited are working towards compliance with "Good Governance – a Code for the Voluntary and Community Sector", published in June 2005.

Reserves Policy

It is the Charity's aim to hold a minimum of six month's overhead costs in unrestricted reserves at all times to ensure the charity has sufficient reserves to further its charitable objectives. At the year-end unrestricted reserves amounted to £88,553 (2022: £99,832).

Risks

The trustees believe that the charity is not exposed to any material risks. The trustees are satisfied that the appropriate level of insurance cover is in place should anything happen to damage their main asset.

Grant making policy

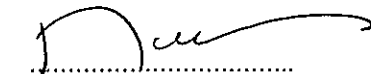
The charity has no set policy in relation to making grant payments.

Investment policy

The investment policy is to only hold low risk investments, to safeguard the charity's funds.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

On behalf of the trustees


.....
J Manners - Trustee

Date: 14/7/2023
.....

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 30TH JUNE 2023

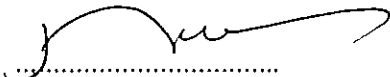
Company law, and other laws applicable to charities in England and Wales require the trustees (who are also directors of The Kempston Community Association Limited for the purpose of company law) to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity's financial activities during the period and of its financial position at the end of that period.

In preparing those financial statements, the Trustees are required to follow best practice and:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, to enable them to ascertain the financial position of the charity and which enables them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Trustees


.....
J Manners - Secretary

Date: 14/11/2023

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

Independent Examiner's Report to the Trustees on the Unaudited Accounts of The Kempston Community Association Limited For the year ended 30th June 2023

I report on the accounts of the charitable company for the period ended 30th June 2023, which are set out on pages 6 to 12.

Responsibilities and basis of report

As described on page 4 the trustees, (who are also the directors of The Kempston Community Association Limited for the purpose of company law), 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 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination being a qualified member of the Institute of Chartered Accountants (England & Wales).

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

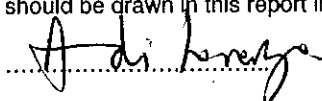
- examine the accounts under section 145 of the 2011 Act;
- to follow procedures laid down in the general Directions given by the Charity Commissioners
- to state whether particular matters have come to my attention and under section 145(5)(b) of the 2011 Act; and

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 that in any material respect:

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.



A Di Lorenzo FCA
Haines Watts
First Floor, Woburn Court
2 Ralton Road
Woburn Road Industrial Estate
Kempston
Bedford MK42 7PN

Date: 28/11/2023

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30TH JUNE 2023**

	Restricted 2023 £	Unrestricted 2023 £	Total Funds 2023 £	Total Funds 2022 £
Income and endowments from:				
Generated funds				
<i>Donations and Legacies</i>				
Grants & Donations (note 4)	-	3,727	3,727	8,673
<i>Income from charitable activities & fund raising</i>				
Fund raising proceeds	-	4,016	4,016	2,600
<i>Income from other trading activities</i>				
Bar takings	-	28,979	28,979	14,803
Hall lettings	-	76,556	76,556	73,430
Total	-	113,278	113,278	99,506
Expenditure on:				
Raising funds				
Charitable & trading activities				
Purchases (adjusted for stock)	-	11,798	11,798	7,959
Wages & salaries	-	51,186	51,186	39,763
Repairs & renewals	-	5,024	5,024	2,717
Laundry, cleaning & refuse	-	4,800	4,800	6,217
Light & heat	-	19,641	19,641	12,785
Insurances	-	7,121	7,121	6,649
Rates	-	2,014	2,014	2,404
Licences	-	617	617	736
Telephone	-	882	882	474
Postage, stationery & advertising	-	17	17	68
Sundry expenses	-	315	315	48
Depreciation	384	1,410	1,794	1,835
Other costs				
Bank charges and terminal fees	-	1,111	1,111	-
Wages & salaries	-	15,903	15,903	12,258
Professional fees	-	818	818	584
Accountancy & independent examination	-	1,900	1,900	1,900
	384	124,557	124,941	96,397
Net Income for the year	(384)	(11,279)	(11,663)	3,109
Transfer between funds	-	-	-	-
Net Movement in funds	(384)	(11,279)	(11,663)	3,109
Reconciliation of funds				
Funds brought forward	219,251	99,832	319,083	315,974
Movement in funds for the year	(384)	(11,279)	(11,663)	3,109
Funds as at 30th June 2023	218,867	88,553	307,420	319,083

The statement of financial activities includes all gains and losses in the period.

None of the charitable company's activities were acquired or discontinued during 2022 or 2023.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

BALANCE SHEET
AS AT 30TH JUNE 2023

	<u>Notes</u>	<u>2023</u> £	<u>2022</u> £
Fixed Assets	6	227,703	226,923
Current Assets			
Stock		3,581	3,827
Debtors & prepayments	7	655	4,960
Bank & cash in hand		85,637	97,438
		<u>89,873</u>	<u>106,225</u>
Creditors: Amounts falling Due within one year	8	10,156	14,065
Net current assets		79,717	92,160
Total assets less current liabilities		<u><u>307,420</u></u>	<u><u>319,083</u></u>
Income funds			
Charity funds	9	88,553	99,832
Restricted funds	10	218,867	219,251
Total funds		<u><u>307,420</u></u>	<u><u>319,083</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 and the Charities Act 2011 for the year ended 30th June 2023.

The members have not required the charitable company to obtain an audit of its financial statements for the period ended 30th June 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with section 386; and
- preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the period and of its profit or loss for the financial period in accordance with the requirements of section 394 & 395 and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to this company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the trustees on 14/11/2023 and were signed by:


J Manners - Trustee


A Martin - Trustee

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS **FOR THE YEAR ENDED 30TH JUNE 2023**

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", the Charity SORP (FRS 102) and the Companies Act 2006.

Advantage has been taken of the provisions of Section 1A of FRS 102 to exempt the charity from preparing a cash flow statement.

Advantage has also been taken of Paragraph 4 (1) on Schedule 1 of the Small Companies and Groups (Accounts and Directors' Report) Regulations 2008 allowing the format of the financial statements to be adapted to reflect the special nature of the charity's operations.

Incoming resources

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it, or when the donor has specified that the income is to be expended in a future period.

The income from trading charitable activities derived from the provision of services are included in the period in which the supply takes place, after the deduction of discounts and value added tax.

Grants received from government and other agencies are included as income from activities in furtherance of the Charity's objectives where they amount to a contract for services, but as donations where monies are given with greater freedom of use. Any amounts received for specific purposes are accounted for as restricted funds.

Resources expended

Resources expended are included in the statement of financial activities on an accruals basis, exclusive of reclaimable value added tax. Expenditure directly attributable to specific activities are included within those cost categories. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity, including accountancy fees, administrative salaries and costs linked to the strategic management of the charity.

Funds accounting

The funds held by the charity are

- a) Unrestricted general funds – these are funds, which can be used in accordance with the charitable objects at the discretion of the trustees.
- b) Restricted funds – these are funds, which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funding is raised for a particular purpose.

Tangible fixed assets

Capitalisation policy is to capitalise only assets of more than £250 in value, assets below these values are treated as revenue expenditure.

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives as follows:

Property Improvements	10% straight line
Fixtures & Fittings	15% reducing balance

Freehold property is carried at historic cost and is not depreciated.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS **FOR THE YEAR ENDED 30TH JUNE 2023**

1 Accounting policies continued

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

Stocks

Stocks are valued at the lower of cost and estimated selling costs less costs to sell, after making due allowance for obsolete and slow moving items.

2 Operating profit

	<u>2023</u>	<u>2022</u>
	£	£
Operating profit is stated after charging:		
Depreciation – owned assets	1,794	1,629
Accountancy fees - preparation of statutory accounts	1,000	1,000
Accountancy fees - Independent examination	900	900

3 Staff costs

	<u>2023</u>	<u>2022</u>
	£	£
Wages and salaries	67,089	52,021
	<u>67,089</u>	<u>52,021</u>

The average number of full time employees analysed by function was:

	<u>2023</u>	<u>2022</u>
Charitable activities	1	1
Administration	1	1
	<u>2</u>	<u>2</u>

No employee received emoluments of more than £60,000.

No remuneration or benefits in kind were paid to any trustee during the period.

4 Grants & donations

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Unrestricted</u>
	<u>2023</u>	<u>2023</u>	<u>2022</u>	<u>2022</u>
	£	£	£	£
HMRC re Job Retention	-	-	-	3,532
Bedford Borough re Covid	-	-	-	2,286
Mr & Mrs D Stanton	-	-	-	2,500
Friends	-	3,335	-	-
Other small amounts	-	392	-	355
	<u>-</u>	<u>3,727</u>	<u>-</u>	<u>8,673</u>

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2023**

5	Expenditure	Basis of allocation	Trading activities	Other charitable activities	Governance	Total 2023
			£	£	£	£
	Costs directly attributable to activities					
	Cost of goods sold	<i>direct</i>	11,798	-	-	11,798
	Staff costs	<i>direct</i>	33,398	17,788	-	51,186
	Premises costs	<i>% income</i>	8,589	24,987	-	33,576
	Repairs & renewals	<i>% income</i>	1,285	3,739	-	5,024
	Licences	<i>direct</i>	617	-	-	617
	Accountancy		-	-	1,900	1,900
	Support costs allocated to activities					
	Staff costs	<i>role</i>	-	-	15,903	15,903
	Professional fees	<i>managemer</i>	-	-	818	818
	Depreciation	<i>usage</i>	1,794	-	-	1,794
	Admin & communication	<i>usage</i>	-	1,214	-	1,214
			57,481	47,728	18,621	123,830

6	Tangible fixed assets	Freehold property	Property Improv'ts	Fixtures & fittings	Total
		£	£	£	£
	Cost				
	At 1 st July 2022	216,698	144,084	49,622	410,404
	Additions	-	-	2,575	2,575
	Disposals	-	-	-	-
	At 30 th June 2023	216,698	144,084	52,197	412,979
	Depreciation				
	At 1st July 2022	-	144,084	39,398	183,482
	Charge for the year	-	-	1,794	1,794
	Elimination on disposal	-	-	-	-
	At 30th June 2023	-	144,084	41,192	185,276
	Net book amount				
	At 30th June 2023	216,698	0	11,005	227,703
	At 30th June 2022	216,698	0	10,224	226,922

The property included above was valued at £655,000 by Messrs Black Horse Surveying Services in January 1999.

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2023

7	Debtors	<u>2023</u> £	<u>2022</u> £
	Debtors	655	4,960
		<u>655</u>	<u>4,960</u>
8			
	Creditors	<u>2023</u> £	<u>2022</u> £
	Trade creditors	3,296	6,429
	Deposits held	900	2,130
	Value added tax	1,048	409
	Social security & other taxes	1,811	1,780
	Accrued expenses	3,101	3,317
		<u>10,156</u>	<u>14,065</u>
9			
	Income Fund	<u>2023</u> £	<u>2022</u> £
	At 1 st July 2022	99,832	96,191
	Net Movement in Funds for the Year	(11,279)	3,641
		<u>88,553</u>	<u>99,832</u>
	Transfer between reserves	-	-
	At 30 th June 2023	<u>88,553</u>	<u>99,832</u>
10			
	Restricted Funds	<u>2023</u> £	<u>2022</u> £
	At 1st July 2022	219,251	219,783
	Net Movement in Funds for the Year	(384)	(532)
		<u>218,867</u>	<u>219,251</u>
	Transfer between reserves	-	-
	At 30th June 2023	<u>218,867</u>	<u>219,251</u>

THE KEMPSTON COMMUNITY ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2023

11 Analysis of Net Assets Between Funds

	Fixed Assets £	Fixed Asset Investments £	Net Assets £	Total £
Restricted funds				
Freehold property	216,698			216,698
Defribulator	744		(31)	713
Other fixed assets	1,809		(353)	1,456
Total restricted funds	219,251	-	(384)	218,867
Unrestricted funds	99,832	-	(11,279)	88,553
At 30 th June 2023	319,083	-	(11,663)	307,420

12 Related Party Transactions

There were no transactions with related parties to disclose in the period.