

## **Board of Trustees Report to Members - 2021**

### **Chairman's Remarks**

This report relates to the year ended December 31<sup>st</sup>. 2020.

When I wrote my remarks for the 2019 report, no one could foresee the extent to which the coronavirus pandemic would change our lives and the ways in which it would impact on Alington House.

Towards the middle of 2020, it looked as though things would be returning to normal, but how wrong we were, with a local lockdown in the North East counties in the autumn, followed by a further period of national restrictions. It is only now, in the middle of 2021, with the lifting of all restrictions that we can properly begin to pick up the pieces and make a fresh start.

Our Board of Trustees managed to oversee the work and finances of Alington house, receiving regular reports and updates from Alan, Debra, and myself. Unfortunately, after March 2020 it was not possible to hold meetings. We managed to remain in touch by email, but it wasn't the same.

After March, all of our activity sessions ceased, room hire was suspended, and only some counselling services remained.

I don't know what position we would find ourselves in if it was not for the endeavours of Alan and Debra Barnett. Their commitment to Alington House was unwavering and they did everything possible to keep it ticking over ready for when the time came to re-open. A huge thank you to them both.

I am grateful once again for the work of our volunteers during the limited opportunities available.

I am pleased to have had the opportunity to support Alington House for another year. I take pride in the fact that (unlike some concerns) we were not defeated and stand ready for the future.

David Thurlwell  
Chair to the Trustees.

August 2021

# Alington House Community Association

## Profit & Loss Prev Year Comparison

### January through December 2020

		Jan - Dec 20
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Canteen Takings	Canteen Takings	463.00
Donations & Fair Profit	Gifts and Donations Income	544.51
Grants	Grants	96,871.65
Misc	Hire of Equipment	185.00
Membership Dues	Membership Dues	375.00
Misc	Photocopying and Laminating	1.00
Misc	Refunds Income	0.00
Room Hire (total)	Room Hire	40,385.00
Misc	Storage	650.00
<b>Total Income</b>		<b>139,475.16</b>
<b>Gross Profit</b>		<b>139,475.16</b>
<b>Expense</b>		
Admin	Advertising	0.00
Admin	Books and Publications	0.00
Canteen purchases	Canteen purchases	627.62
Building	Cleaning and Rubbish Disposal	872.82
Admin	Companies House fees	13.00
Non-Capitalised Equipment	Computer Equipment	156.36
As is	Depreciation Expense	1,844.71
Misc	Drama Group	0.00
Admin	Dues and Subscriptions	265.85
Non-Capitalised Equipment	Expensed Equipment	806.58
Misc	Gifts and Donations Expense	412.05
Is total	Grant-Funded Expenditure	69,010.83
As is	Incr'se Doubtful Debt Allowance	0.00
Building	Insurance	1,399.90
Admin	Licenses and Permits	10.85
Admin	Meeting Expenses	485.97
Misc, add others	Miscellaneous Expense	0.00
Staff	Motor Expense	560.80
Admin, is total	Office Supplies	157.31
Staff	Operational Costs	356.10
Staff	Payroll Expenses	11,676.38
Admin	Postage and Delivery	98.25
Admin	Printing and Reproduction	97.20
Misc	Professional Fees	180.00
	<b>Reconciliation Discrepancies</b>	<b>0.00</b>
Misc	Refunds	639.00
Building, is total	Repairs	5,051.53
Building	Security	2,161.48
Admin	Software Expense	916.77
Admin	Telephone	777.28

		<b>Jan - Dec 20</b>
<b>Staff</b>	<b>Travel &amp; Ent</b>	0.00
<b>Building</b>	<b>Utilities</b>	3,332.85
<b>Misc</b>	<b>Visually Impaired Group Expense</b>	303.78
<b>Staff</b>	<b>Volunteer costs</b>	313.20
<b>Staff</b>	<b>Wages</b>	16,002.31
<b>Misc</b>	<b>Womens Healthy Lifestyle Group</b>	0.00
<b>Total Expense</b>		<b>118,530.78</b>
<b>Net Ordinary Income</b>		<b>20,944.38</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
<b>Interest Income</b>		21.30
<b>Total Other Income</b>		<b>21.30</b>
<b>Net Other Income</b>		<b>21.30</b>
<b>Profit for the Year</b>		<b>20,965.68</b>

**Alington House Community Association**  
**Profit & Loss Prev Year Comparison**  
 January through December 2020

5:04 PM  
 01/08/2021  
 Accrual Basis

		Jan - Dec 19
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Canteen Takings	Canteen Takings	3,398.30
Donations & Fair Profit	Gifts and Donations Income	1,570.77
Grants	Grants	38,336.00
Misc	Hire of Equipment	1,090.00
Membership Dues	Membership Dues	805.00
Misc	Photocopying and Laminating	19.40
Misc	Refunds Income	89.63
Room Hire (total)	Room Hire	77,265.66
Misc	Storage	120.00
<b>Total Income</b>		<b>122,694.76</b>
<b>Gross Profit</b>		<b>122,694.76</b>
<b>Expense</b>		
Admin	Advertising	470.53
Admin	Books and Publications	166.75
Canteen purchases	Canteen purchases	2,168.72
Building	Cleaning and Rubbish Disposal	4,730.57
Admin	Companies House fees	13.00
Non-Capitalised Equipment	Computer Equipment	522.78
As is	Depreciation Expense	1,192.12
Misc	Drama Group	1,212.00
Admin	Dues and Subscriptions	173.46
Non-Capitalised Equipment	Expensed Equipment	1,620.48
Misc	Gifts and Donations Expense	536.91
Is total	Grant-Funded Expenditure	30,619.77
As is	Incr'se Doubtful Debt Allowance	2,520.00
Building	Insurance	2,756.65
Admin	Licenses and Permits	383.00
Admin	Meeting Expenses	2,703.13
Misc, add others	Miscellaneous Expense	370.00
Staff	Motor Expense	576.01
Admin, is total	Office Supplies	514.70
Staff	Operational Costs	2,079.48
Staff	Payroll Expenses	14,802.83
Admin	Postage and Delivery	226.19
Admin	Printing and Reproduction	261.00
Misc	Professional Fees	876.15
	<b>Reconciliation Discrepancies</b>	<b>0.00</b>
Misc	Refunds	40.00
Building, is total	Repairs	4,933.08
Building	Security	1,756.76
Admin	Software Expense	821.34
Admin	Telephone	904.80

		<b>Jan - Dec 19</b>
<b>Staff</b>	<b>Travel &amp; Ent</b>	70.30
<b>Building</b>	<b>Utilities</b>	7,077.44
<b>Misc</b>	<b>Visually Impaired Group Expense</b>	883.87
<b>Staff</b>	<b>Volunteer costs</b>	434.21
<b>Staff</b>	<b>Wages</b>	32,986.97
<b>Misc</b>	<b>Womens Healthy Lifestyle Group</b>	323.03
<b>Total Expense</b>		<b>121,728.03</b>
<b>Net Ordinary Income</b>		966.73
<b>Other Income/Expense</b>		
<b>Other Income</b>		
<b>Interest Income</b>		25.62
<b>Total Other Income</b>		25.62
<b>Net Other Income</b>		25.62
<b>Profit for the Year</b>		<b>992.35</b>

# Alington House Community Association

## Profit & Loss Prev Year Comparison

### January through December 2020

Ordinary Income/Expense		
Income		
Canteen Takings	Canteen Takings	
Donations & Fair Profit	Gifts and Donations Income	
Grants	Grants	
Misc	Hire of Equipment	
Membership Dues	Membership Dues	
Misc	Photocopying and Laminating	
Misc	Refunds Income	
Room Hire (total)	Room Hire	
Misc	Storage	
	Total Income	
Gross Profit		
Expense		
Admin	Advertising	
Admin	Books and Publications	
Canteen purchases	Canteen purchases	
Building	Cleaning and Rubbish Disposal	
Admin	Companies House fees	
Non-Capitalised Equipment	Computer Equipment	
As is	Depreciation Expense	
Misc	Drama Group	
Admin	Dues and Subscriptions	
Non-Capitalised Equipment	Expensed Equipment	
Misc	Gifts and Donations Expense	
Is total	Grant-Funded Expenditure	
As is	Incr'se Doubtful Debt Allowance	
Building	Insurance	
Admin	Licenses and Permits	
Admin	Meeting Expenses	
Misc, add others	Miscellaneous Expense	
Staff	Motor Expense	
Admin, is total	Office Supplies	
Staff	Operational Costs	
Staff	Payroll Expenses	
Admin	Postage and Delivery	
Admin	Printing and Reproduction	
Misc	Professional Fees	
	Reconciliation Discrepancies	Entries are both in Oct 2020
Misc	Refunds	
Building, is total	Repairs	
Building	Security	
Admin	Software Expense	
Admin	Telephone	

# Alington House Community Association

## Profit & Loss Prev Year Comparison

### January through December 2020

Ordinary Income/Expense		
Income		
Canteen Takings	Canteen Takings	
Donations & Fair Profit	Gifts and Donations Income	
Grants	Grants	
Misc	Hire of Equipment	
Membership Dues	Membership Dues	
Misc	Photocopying and Laminating	
Misc	Refunds Income	
Room Hire (total)	Room Hire	
Misc	Storage	
	Total Income	
Gross Profit		
Expense		
Admin	Advertising	
Admin	Books and Publications	
Canteen purchases	Canteen purchases	
Building	Cleaning and Rubbish Disposal	
Admin	Companies House fees	
Non-Capitalised Equipment	Computer Equipment	
As is	Depreciation Expense	
Misc	Drama Group	
Admin	Dues and Subscriptions	
Non-Capitalised Equipment	Expensed Equipment	
Misc	Gifts and Donations Expense	
Is total	Grant-Funded Expenditure	
As is	Incr'se Doubtful Debt Allowance	
Building	Insurance	
Admin	Licenses and Permits	
Admin	Meeting Expenses	
Misc, add others	Miscellaneous Expense	
Staff	Motor Expense	
Admin, is total	Office Supplies	
Staff	Operational Costs	
Staff	Payroll Expenses	
Admin	Postage and Delivery	
Admin	Printing and Reproduction	
Misc	Professional Fees	
	Reconciliation Discrepancies	) and cancel each other out
Misc	Refunds	
Building, is total	Repairs	
Building	Security	
Admin	Software Expense	
Admin	Telephone	

# Alington House Community Association (Co. No. 5621637)

## Statement of Financial Activities incorporating

### Profit & Loss Account for the year ended 31 December 2020

	Notes	Restricted 2020 (£)	Unrestricted 2020 (£)	Total 2020 (£)
<b>Income</b>				
Canteen Takings		-	463	463
Donations and Fair Profit	13	-	545	545
Grants		96,872	-	96,872
Membership Dues		-	375	375
Room Hire (less discounts)		-	40,385	40,385
Miscellaneous Income		-	836	836
<b>Gross Income</b>		<b>96,872</b>	<b>42,604</b>	<b>139,475</b>
<b>Expenditure</b>				
Admin		-	2,822	2,822
Building		-	12,819	12,819
Canteen Purchases		-	628	628
Depreciation Expense		-	1,845	1,845
Grant-Funded Expenditure		69,011	-	69,011
Increase Allowance for Doubtful Debts	8, 14	-	-	-
Non-Capitalised Equipment	15	-	963	963
Staff	16, 17, 18, 19	-	28,909	28,909
Miscellaneous Expenses		-	1,535	1,535
<b>Total Expenses</b>		<b>69,011</b>	<b>49,520</b>	<b>118,531</b>
<b>Net Ordinary Income</b>		<b>27,861</b>	<b>(6,916)</b>	<b>20,944</b>
<b>Other Income</b>				
Interest Income		-	21	21
<b>Net Other Income</b>		<b>-</b>	<b>21</b>	<b>21</b>
<b>Net Income</b>		<b>27,861</b>	<b>(6,895)</b>	<b>20,966</b>
Balance brought forward		18,314	208,750	227,064
Transfers between Funds		(3,208)	3,208	-
<b>Balance carried forward</b>		<b>42,967</b>	<b>205,063</b>	<b>248,030</b>

Approved by the Trustees and signed by:

\_\_\_\_\_  
David Thurlwell (Chair)

Date \_\_\_\_\_

\_\_\_\_\_  
Patricia O'Boyle (Trustee)

Date \_\_\_\_\_



**Total  
2019 (£)**

3,398  
1,571  
38,336  
805  
77,266  
1,319

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**122,695**

6,638  
21,255  
2,169  
1,192  
30,620  
2,520  
2,143  
50,950  
4,242

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**121,728**

**967**

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26  
**26**

**992**

226,072

-

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**227,064**

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**Report to the trustees of Alington House Community Association (Limited by guarantee)**  
**On the accounts for the year ended 31 December 2020**  
**Charity Number: 1113430**  
**Company Number: 05621637**

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) 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 an audit is not required for this year under Part 16 of the 2006 Act and that an independent examination is needed, it is my responsibility to:

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

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any 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 in the statement below.

**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

**Matthew J Boyd BSc(hons) BFP FCA**  
**Jones Boyd**  
Chartered Accountants  
16/17 Marshall Terrace

Gilesgate Moor  
Durham  
DH1 2HX

Date: 2 September 2021