

Company Number: 05746765
Charity Number: 1118706

Waterloo Community Association
(A Company Limited by Guarantee)
Annual Report
&
Financial Statements
For the year ended
31 March 2022

Greater Merseyside Community Accountancy Service
Sefton Council for Voluntary Service
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Waterloo Community Association Contents

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Waterloo Community Association Trustees' Annual Report For the year ended 31 March 2022

The trustees, who are also Directors for the purposes of the Companies Act, present their annual report and financial statements of the charity for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 applicable in the UK and Republic of Ireland.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

Objectives and Activities

The objects of the charity are:-

- 1) promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations 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;
- 2) establish, or to secure the establishment of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the above objects:
- 3) promote such other charitable purposes as may from time to time be determined.

In relation to these objects we have operated a community centre with a wide range of activities which are linked to the wellbeing of local residents including a weekly community kitchen and cycle club.

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

Waterloo Community Association Trustees' Annual Report For the year ended 31 March 2022

Achievements and Performance

Helen Cain, our Centre Manager, retired during the year and will be sorely missed, we want to place on record our thanks to her for her commitment. Luckily, our Building Manager, Mike Cain, has stepped into the role so there is some continuity.

As we started the financial year we were continuing to deal with the fallout and consequences of the Coronavirus (Covid19) pandemic. During the year some of our regular groups were still not meeting although we did manage to attract new users.

Unfortunately the Community Kitchen has yet to re-open, we are still seeing Covid affect the lives of our community and many people are still taking their time to resume their previous activities including some of our volunteers. As Trustees we are eternally grateful to the volunteers who have supported the garden and cycle club which continue to operate.

The Building

We had hoped to restart our development work, however, this has not been possible due to capacity of Trustees and we are seeking ways to progress this, meanwhile we continue to maintain and cherish the fabric of the building to ensure it is open for all the community in Waterloo and the surrounding area.

Activities

As mentioned previously we have not been able to continue with our popular Community Kitchen for the moment and we do not yet have a restart date for reopening.

However, some of our other activities such as the Tour de Friends Cycling Club, continue to operate and are very popular. The group started to meet in bubbles rather than the whole group during the pandemic and these small bubbles have continued with the whole club meeting at regular intervals. The group is as much for the social side as the physical rides that members enjoy this club. This regular contact has been crucial as some members of the group live alone and had no contact with others apart from online meetings and cycle rides when they restarted albeit in smaller groups.

We continue to offer hire of the building out to local groups and the community, enabling a range of activities to take place in the area which help our local community lead fulfilling lives,

Waterloo Community Association Trustees' Annual Report For the year ended 31 March 2022

Financial Review

The operational deficit on the general fund during the year was £(11,260) (2021: Surplus of £22,090).

As at 31 March 2022 total funds of £158,497 were held, of which £142,130 were in unrestricted funds and therefore available for the general purposes of the charitable company.

We have been fortunate to receive grants from Sefton Council which have enabled us to cover some of our costs and also the furlough scheme has allowed us to provide financial support to our staff.

The trustees have designated certain funds to assist in the financial management of the charitable company. In order to assist the trustees to identify the free cash reserves a designated Fixed Asset fund should hold the value of tangible fixed assets as at each year-end.

We have a policy for holding reserves once we have reached a set limit. This has not yet been reached and we will continue to monitor this policy. The reserve policy is to ensure that should there be an unforeseen event or if we are to look to undertake major works we have the resources to do so. At this point in time we have sufficient funds to cover our liabilities.

Plans for Future Periods

Our plans for future periods have been affected by the continued impact of Covid19 although the Trustees have begun to review the funding landscape to begin again a programme of fundraising to improve the building in line with the project which the Trustees completed with the Heritage Lottery. The Trustees focus is firmly on the building refurbishment as well as working with all our partners to ensure that they enjoy using the Centre and that we as an organisation are able to respond to local need, particularly as the long term impact of the pandemic is not yet fully understood but it is clear that there are emotional, social and mental health needs that we will need to react to as an organisation for our community.

Thanks

Although previously referenced we would like to record our thanks to the staff Mike and Helen Cain for their incredible support working above and beyond the call of duty, Sefton Council for its ongoing support and the wider community for continuing to work with us, we value their trust and look forward to developing our community facilities for all the residents in Waterloo and the surrounding area.

Waterloo Community Association Trustees' Annual Report For the year ended 31 March 2022

Reference and administrative details

Charity number: 1118706
Company number: 05746765
Registered Office: Old School Building, Great George Road, Waterloo, Liverpool. L22 1RD

Our advisors

Independent Examiner: Anthony Deegan MAAT MICB Fm.Dip, Sefton Council for Voluntary Service
Bankers: Co-operative Bank Plc, PO Box 250, Skelmersdale. WN8 6WT

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purposes of charity law. The trustees and officers serving during the year and since the year-end were as follows:

Trustees

Patricia Cowley	Chair of Trustees
Paul Cummins	
Paulette Lappin	
Margaret Kerbey	
Joanne Lee	
Elly Smith	

Company Secretary	Paulette Lappin
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Other Key Management Personnel Centre Manager	Mike Cain
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Waterloo Community Association Trustees' Annual Report For the year ended 31 March 2022

Structure, Governance and Management

Governing Document

Waterloo Community Association is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29th January 2006. It is registered with the Charity Commission. Anyone over the age of 18 can become a member of the Company and there are currently 7 members (7 in 2021), each of whom agrees to contribute £10 in the event of the charity winding up.

Appointment of trustees

As set out in the Articles of Association the trustees are elected by members of the charitable company attending the Annual General Meeting. The longest service one third of trustees retires each year and is able to offer themselves for re-election for a maximum of 3 consecutive terms of office.

Trustee induction and training

New trustees undergo an orientation day to brief them on: their legal obligations under charity and company law, the Charity commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction process they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation

The board of trustees, which can should have a minimum of 3 and not more than 12 members, administers the charity. The board normally meet meets quarterly/monthly. A Chief Executive is appointed by the trustees to manage the day to day operations of the charity. To facilitate effective operations the Chief Executive has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance, employment, and service delivery activity.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager of the charity and any client or supplier is disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Waterloo Community Association Trustees' Annual Report For the year ended 31 March 2022

Risk Management

The trustees have a risk management strategy which comprises:

- * an annual review of the principal risks and uncertainties that the charity faces;
- * the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
- * the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

This work has identified that financial sustainability is the major financial risk for both the charity and its subsidiary. A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank and active management of trade debtors and creditors balances to ensure sufficient working capital by the charity.

Attention has also been focused on non-financial risks arising from fire, health and safety of clients, food hygiene. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff working in these operational areas.

Waterloo Community Association Trustees' Annual Report For the year ended 31 March 2022

Trustees' Responsibilities

The trustees, who are also the directors of Waterloo Community Association for the purpose of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing the financial statements, the trustees are required to:


- 1) select suitable accounting policies and then apply them consistently;
- 2) observe the methods and principles on the Charities SORP;
- 3) make judgements and estimates that are reasonable and prudent;
- 4) state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 5) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the board of trustees on 7th December 2022 and signed on their behalf.

Paulette Lappin
Company Secretary



Patricia Cowley
Chair of Trustees



Independent Examiner's Report To the trustees of Waterloo Community Association For the year ended 31 March 2022

I report to the trustees on my examination of the accounts of Waterloo Community Association for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of Waterloo Community Association (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 Waterloo Community Association 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 Waterloo Community Association 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 (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.

Anthony Deegan MAAT MICB Pm.Dip
Finance Manager
Sefton Council for Voluntary Service
Burlington House

7th December 2022

Waterloo Community Association

Statement of Financial Activities

(Incorporating Income & Expenditure Account)

For the year ended 31 March 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income and endowments from:					
Donations and legacies	2	5,536	6,500	12,036	48,970
Charitable activities	3	12,644	-	12,644	3,994
Total income		18,180	6,500	24,680	52,964
Expenditure on:					
Charitable activities	4	25,336	10,604	35,940	30,873
Total expenditure		25,336	10,604	35,940	30,873
Net (expenditure)/income		(7,156)	(4,104)	(11,260)	22,091
Other recognised gains:					
Net movement in funds		(7,156)	(4,104)	(11,260)	22,091
Reconciliation of funds:					
Funds b/fwd		149,286	9,211	158,497	146,906
Funds c/fwd		142,130	5,107	147,237	158,497

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

All income and expenditure derive from continuing activities.

The notes on pages 13 to 23 form part of these financial statements

Waterloo Community Association

Balance Sheet

As at 31 March 2022

Company Number: 05746765

	Note	2022 £	2021 £
Fixed Assets			
Tangible assets	8	135,400	138,200
Current Assets			
Debtors	9	485	1,409
Cash at bank and in hand	10	11,981	21,781
		12,466	23,190
Creditors: Amounts falling due within one year	11	629	2,893
Net Current Assets		11,837	20,297
Total Net Assets		147,237	158,497
Funds of the charity			
Designated Funds		135,400	138,200
General Fund		6,730	11,086
Total Unrestricted Funds	12	142,130	149,286
Restricted Funds	13	5,107	9,211
Total Funds		147,237	158,497

In approving these financial statements as directors of the company we hereby confirm the following:
For the year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- 1) The members have not required the company to obtain an audit for its accounts for the year in question in accordance with section 476.
- 2) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the board of directors on 7th December 2022.

Paulette Lappin, Trustee



Patricia Cowley, Trustee



The notes on pages 13 to 23 form part of these financial statements

Waterloo Community Association

Notes to the Accounts

For the year ended 31 March 2022

1 Accounting Policies

1a Basis of preparation

The financial statements have been prepared 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 and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), and the Companies Act 2006 and the UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

Waterloo Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The functional currency used by Waterloo Community Association is the £ Sterling.

1b. Preparation of the accounts on a going concern basis

The result for the year does not raise any significant concerns of the charitable company's ability to continue as a going concern. Free reserves, after deducting fixed assets, increased by £7,071 to £11,085.

1c. Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Waterloo Community Association

Notes to the Accounts (cont.)

For the year ended 31 March 2022

1 Accounting Policies (cont.)

1d. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

Community Centre

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1e. Funds Accounting

All income and expenditure together with gains and losses are allocated to a specific charitable fund.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Restricted funds are donations which the donor has specified are to be used solely for particular areas of the charity's work or for specific projects being undertaken by the charity. Further details of restricted funds together with their purposes are set out in note 13.

Waterloo Community Association

Notes to the Accounts (cont.)

For the year ended 31 March 2022

1 Accounting Policies (cont.)

1f. Tangible fixed assets and depreciation

Tangible assets are stated at cost less accumulated depreciation and accumulated impairment losses. cost includes the original purchase price, costs directly attributable to bringing the asset into its working condition for its intended use, dismantling and restoration costs and borrowing costs capitalised.

Land and buildings include freehold offices and community centres. Land and buildings are stated at cost less accumulated depreciation and accumulated impairment losses.

Depreciation is provided at the following annual rates in order to write each asset off over its anticipated useful economic life. A full year's depreciation charge is charged in the year of acquisition and no depreciation is charged in the year of disposal.

Freehold land	No depreciation is charged
Freehold buildings	straight line basis over 50 years

Subsequent costs are included in the assets carrying amount or recognised as a separate asset, as appropriate, only when it is probable that economic benefits associated with the item will flow to the charitable company and the cost can be measured reliably.

Repairs, maintenance and minor inspection costs are expensed as incurred.

Tangible assets are derecognised on disposal or when no future economic benefits are expected. On disposal, the difference between the net disposal proceeds and the carrying amount is recognised in the Statement of Financial Activities.

1g. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1h. Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Waterloo Community Association **Notes to the Accounts (cont.)** **For the year ended 31 March 2022**

3. Charitable Activity Income

	2022 £	2021 £
Room hire	12,644	3,994
	<u>12,644</u>	<u>3,994</u>

4. Charitable Activities Expenditure

	Activities Undertaken Directly £	Total 2022 £	Total 2021 £
Community Centre	25,336	25,336	41,148
	<u>25,336</u>	<u>25,336</u>	<u>41,148</u>

5. Staff Costs

	2022 £	2021 £
Wages and Salaries	17,458	21,651
	<u>17,458</u>	<u>21,651</u>

The trustees received no remuneration during the year (2021: £nil).
The trustees did not receive any expenses during the year (2021: £nil).

Waterloo Community Association

Notes to the Accounts (cont.)

For the year ended 31 March 2022

6. Key Management Personnel

The trustees consider that the key management personnel comprise the trustees and the Senior Management Team as follows:-

Trustees

Patricia Cowley
Paul Cummins
Winifred Hogg
Paulette Lappin
Margaret Kerbey
Joanne Lee
Elly Smith

Chair of trustees

Resigned 19th June 2022

Senior Management Team

Centre Manager - Mike Cain

	2022 £	2021 £
Total Remuneration	<u>17,458</u>	<u>14,820</u>

7. Net Income for the year

Net income is stated after charging:

	2022 £	2021 £
Depreciation	<u>2,800</u>	<u>2,800</u>

Waterloo Community Association **Notes to the Accounts (cont.)** **For the year ended 31 March 2022**

10. Cash at bank and in hand

	2022 £	2021 £
Cash at bank	11,767	21,781
Cash in hand	214	-
	<u>11,981</u>	<u>21,781</u>

11. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	404	2,893
Accruals and deferred income	225	-
	<u>629</u>	<u>2,893</u>

Waterloo Community Association

Notes to the Accounts (cont.)

For the year ended 31 March 2022

12. Unrestricted Funds

	Balance brought forward 2020 £	Income £	Expenditure £	Transfers between funds £	Balance carried forward 2021 £
<i>General Fund</i>	4,014	35,145	(30,873)	2,800	11,086
Designated Funds					
<i>Fixed Asset Fund</i>	141,000	-	-	(2,800)	138,200
<i>Total Funds (previous year)</i>	<u>145,014</u>	<u>35,145</u>	<u>(30,873)</u>	<u>-</u>	<u>149,286</u>

	Balance brought forward 2021 £	Income £	Expenditure £	Transfers between funds £	Balance carried forward 2022 £
<i>General Fund</i>	11,086	18,180	(25,336)	2,800	6,730
Designated Funds					
<i>Fixed Asset Fund</i>	138,200	-	-	(2,800)	135,400
<i>Total Funds (current year)</i>	<u>149,286</u>	<u>18,180</u>	<u>(25,336)</u>	<u>-</u>	<u>142,130</u>

Waterloo Community Association

Notes to the Accounts (cont.)

For the year ended 31 March 2022

13. Restricted Funds

	Balance brought forward 2020 £	Income £	Expenditure £	Balance carried forward 2021 £
<i>Cycling Uk</i>	-	1,464	-	1,464
<i>Church Warden Garden Project</i>	-	11,855	(6,000)	5,855
<i>SMBC - Utilities</i>	-	4,500	(4,500)	-
<i>National Heritage Fund</i>	1,892	-	-	1,892
Total Funds (previous year)	1,892	17,819	(10,500)	9,211

	Balance brought forward 2021 £	Income £	Expenditure £	Balance carried forward 2022 £
<i>Sefton MBC</i>	-	4,500	(4,500)	-
<i>Cycling Uk</i>	1,464	-	(1,400)	64
<i>Church Warden Garden Project</i>	5,855	-	(2,704)	3,151
<i>National Heritage Fund</i>	1,892	-	-	1,892
<i>Seaforth Village Friends Grot Spot</i>	-	2,000	(2,000)	-
Total Funds (current year)	9,211	6,500	(10,604)	5,107

Waterloo Community Association

Notes to the Accounts (cont.)

For the year ended 31 March 2022

14. Comparative Statement of Financial Activities Information

In order to comply with Financial Reporting Standard 102 which requires comparative information to be provided for all amounts, this note provides the necessary disclosure for comparative purposes of the Statement of Financial Activities for the year ended 31 March 2021.

	Unrestricted Fund £	Restricted Fund £	Total Funds £
Income			
Donations and legacies	31,151	17,819	48,970
Comparative activities	3,994	-	3,994
Total income	35,145	17,819	52,964
Expenditure on Charitable activities	30,873	10,500	30,873
	30,873	10,500	30,873
Net income	14,772	7,319	22,091
Other Recognised gains:			
Net movement in funds	14,772	7,319	22,091