

# **ST ANNE'S COMMUNITY HALL ASSOCIATION**

Charity number 1126177  
Company registration number 06105057

## **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2021**



# ST ANNE'S COMMUNITY HALL ASSOCIATION

## CONTENTS FOR THE YEAR ENDED 31 MARCH 2021

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	Page
Legal and administrative information	1
Independent Examiners Report	2
Statement of Financial Activities	3
Balance Sheet	4
Notes to the financial statements	5 - 10

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# ST ANNE'S COMMUNITY HALL ASSOCIATION

## LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

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<b>Charity number</b>	1126177
<b>Company registration number</b>	06105057
<b>Business address</b>	The Oak Tree Centre 252 Harwich Road Colchester Essex, CO4 3DH 01206 619298/870266
<b>Registered Office</b>	The Oak Tree Centre 252 Harwich Road Colchester Essex, CO4 3DH
<b>Trustees</b>	Mr M J Hogg Mrs J E Bowis Mrs H G C Chuah Mr J Larner
<b>Secretary</b>	Mrs H G C Chuah
<b>Chairman</b>	Mr M J Hogg
<b>Accountants</b>	Community 360 Winsley's House High Street Colchester Essex, CO1 1UG
<b>Bankers</b>	HSBC North Station Road Colchester CO1 1SY

# ST ANNE'S COMMUNITY HALL ASSOCIATION

## INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

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I report on the accounts of St Anne's community Hall Association for the year ended 31 March 2021 which are set out on pages 3 to 10.

### **Respective responsibilities of trustees and examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (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 the General Directions given by the Charity Commissioners. 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 considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the 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 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:  
Community360

Winsley's House, High Street, Colchester, Essex



Date 05/11/2021

# ST ANNE'S COMMUNITY HALL ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
<b>Incoming resources</b>						
<b>Incoming resources from generating funds:</b>						
Donations and legacies	2	-	-	-	-	-
Income from Charitable activities	3	41,887	-	5,193	47,080	69,057
Income from raising funds		-	-	-	-	233
Income from Investments	4	-	-	-	-	25
<b>Total income and endowments</b>		<b>41,887</b>	<b>-</b>	<b>5,193</b>	<b>47,080</b>	<b>69,315</b>
<b>Expenditure on Charitable activities</b>						
Charitable activities	5	65,855	-	4,608	70,463	61,123
<b>Total resources expended</b>		<b>65,855</b>	<b>-</b>	<b>4,608</b>	<b>70,463</b>	<b>61,123</b>
<b>Net income/(expenditure)</b>		<b>(23,968)</b>	<b>-</b>	<b>585</b>	<b>(23,383)</b>	<b>8,193</b>
<b>Transfer between projects</b>	10	1,500	-	(1,500)	-	-
<b>Total funds brought forward</b>		<b>95,194</b>	<b>12,000</b>	<b>5,080</b>	<b>112,274</b>	<b>104,082</b>
<b>Total funds carried forward</b>		<b>72,726</b>	<b>12,000</b>	<b>4,165</b>	<b>88,891</b>	<b>112,274</b>

The notes on pages 5 - 10 form an integral part of these financial statements.

# ST ANNE'S COMMUNITY HALL ASSOCIATION

## BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	7	7,514	10,019
<b>Current assets</b>			
Debtors	8	1,342	5,886
Cash at bank and in hand		80,318	96,652
		<u>81,660</u>	<u>102,538</u>
<b>Creditors:</b>			
amounts falling due within one year	9	282	282
		<u>282</u>	<u>282</u>
<b>Net current assets</b>		81,378	102,256
<b>Net assets</b>		<u><b>88,891</b></u>	<u><b>112,274</b></u>
<b>Funds</b>			
Restricted funds	10	4,165	5,080
Unrestricted funds	11	72,726	95,194
Designated Funds	11	12,000	12,000
		<u><b>88,891</b></u>	<u><b>112,274</b></u>

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

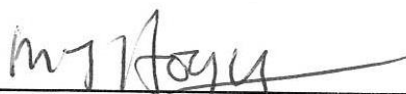
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The directors declare that they have approved the accounts above.

Signed



Mr M J Hogg, Chairperson

Date

5/11/21

The notes on pages 5-10 form an integral part of these financial statements.

# ST ANNE'S COMMUNITY HALL ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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### **1 Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

#### **1.1 Basis of accounting**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on Recommended Practice applicable to charities preparing their accounts in (FRS 102) accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (effective 1 January 2019). (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### **1.2 Cash flow statement**

The directors have taken advantage of the exemption in Financial Reporting Standard 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

#### **1.3 Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received either by way of grants, donations and gifts or as contractual income in payment for services and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

#### **1.4 Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

#### **1.5 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected life. As follows:

Fixtures, fittings and equipment - 25% on written down value

# ST ANNE'S COMMUNITY HALL ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 2 Donations and legacies

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
Donations	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

### 3 Income from charitable activities

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
Bar takings	-	-	-	-	280
Hall hire income	24,465	-	-	24,465	62,290
Other income	-	-	-	-	66
Grants:					
Colchester Borough Council					
Shed	-	-	500	500	-
Youth Facilities	-	-	-	-	1,655
Christmas Lunch	-	-	600	600	-
Carpentry & Cladding Work	-	-	-	-	2,122
Maintenance Work	-	-	760	760	510
Fun Day	-	-	-	-	2,000
Salt Bins	-	-	-	-	134
Covid 19	16,334	-	-	16,334	-
Essex Association	-	-	500	500	-
Waitrose	-	-	333	333	-
Essex County Council	-	-	2,500	2,500	-
Furlough	1,088	-	-	1,088	-
	<u>41,887</u>	<u>-</u>	<u>5,193</u>	<u>47,080</u>	<u>69,057</u>

### 4 Income from Investments

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
Bank interest receivable	-	-	-	-	25
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>25</u>



# ST ANNE'S COMMUNITY HALL ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 5 Resources expended on charitable activities

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
Caretaker wages	5,589	-	-	5,589	6,197
Equipment, fixtures & fittings	1,675	-	-	1,675	4,093
Deposit refunds	-	-	-	-	-
Repairs & maintenance	23,684	-	-	23,684	5,781
Ground rent	700	-	-	700	140
Cleaning & hygiene	4,830	-	-	4,830	7,946
Insurance	2,900	-	-	2,900	1,943
Waste disposal	1,751	-	-	1,751	1,129
Legal & professional	5,451	-	-	5,451	10,752
Utilities	14,255	-	-	14,255	8,574
Honorarium	600	-	-	600	300
stationery	520	-	-	520	794
Activities	12	-	4,608	4,620	5,798
Depreciation	2,505	-	-	2,505	7,676
Security	1,385	-	-	1,385	-
	<b>65,855</b>	<b>-</b>	<b>4,608</b>	<b>70,463</b>	<b>61,123</b>

### 6 Staff costs

	2021 Total £	2020 Total £
Caretaker wages	<b>5,589</b>	<b>6,197</b>

### 7 Tangible fixed assets

	Fixtures, fittings and equipment £	Restricted building additions & improvements £	Total £
<b>Cost</b>			
As at 1 April 2020	65,196	22,674	87,870
Additions	-	-	-
As at 31 March 2021	65,196	22,674	87,870
<b>Depreciation</b>			
As at 1 April 2020	55,178	22,674	77,852
Charge for the year	2,505	-	2,505
At 31 March 2021	57,683	22,674	80,357
<b>Net book values</b>			
At 31 March 2021	7,514	-	7,514
At 31 March 2020	10,018	-	10,018

# ST ANNE'S COMMUNITY HALL ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 8 Debtors

	2021 Total £	2020 Total £
Trade debtors	1,342	4,495
Prepayments	-	1,391
	<u>1,342</u>	<u>5,886</u>

### 9 Creditors: amounts falling due within one year

	2021 Total £	2020 Total £
Accruals	282	282
	<u>282</u>	<u>282</u>

### MOVEMENT IN FUNDS

	At 01/04/20 £	Incoming resources £	Outgoing resources £	Transfer between funds £	At 31/03/21 £
<b>10 Restricted funds</b>					
Colchester Borough Housing- Youth Club	2,074	-	44	(1,500)	530
Locality Budget Paul Smith	-	-	-	-	-
Colchester Borough Council - Christmas Lunch	-	600	254	-	346
Colchester Borough Council - Maintenance Work	-	760	760	-	-
Colchester Borough Council - 2020 Fun Day	2,000	-	-	-	2,000
Colchester Borough Council - Shed	-	500	456	-	44
Colchester Borough Council - Locality Budget	491	-	244	-	247
Colchester Borough Council - Youth Club	15	-	8	-	7
Colchester Borough Council - Tree Planting	500	-	-	-	500
Essex County Council	-	2,500	2,406	-	94
Waitrose - Youth Club	-	333	-	-	333
Essex Association	-	500	436	-	64
	<u>5,080</u>	<u>5,193</u>	<u>4,608</u>	<u>(1,500)</u>	<u>4,165</u>

A transfer between funds has been applied as per note 11, capital items were purchased with restricted monies. These items were fully depreciated in this financial year and a small balance was remaining which in real terms have been fully spent.

# ST ANNE'S COMMUNITY HALL ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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<u>MOVEMENT IN FUNDS</u>	At 01/04/20 £	Incoming resources £	Outgoing resources £	Transfer between funds £	At 31/03/21 £
11 Unrestricted funds	95,194	41,887	65,855	1,500	72,726
Designated funds	12,000	-	-		12,000
Restricted	5,080	5,193	4,608	(1,500)	4,165
<b>Total</b>	<b>112,274</b>	<b>47,080</b>	<b>70,463</b>	<b>-</b>	<b>88,891</b>

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The restricted funds as reported, are those funds that the trustees may only spend on particular purposes of the charity.

### 12 Going Concern

The charity is operating on a going concern basis.

### 13 Key Staff

No key staff were employed during the year.

# ST ANNE'S COMMUNITY HALL ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 13. Comparative note with previous years Statement of Financial Activity

	Notes	Unrestricted funds £	Restricted funds £	2020 Total £
<b><u>Incoming resources</u></b>				
<b>Incoming resources from generating funds:</b>				
Donations and legacies	2	-	6,421	6,421
Income from Charitable activities	3	62,636	-	62,636
Income from raising funds		233	-	233
Income from Investments	4	25	-	25
<b>Total income and endowments</b>		<b>62,894</b>	<b>6,421</b>	<b>69,315</b>
<b>Resources expended</b>				
Charitable activities	5	49,614	11,509	61,123
<b>Total resources expended</b>		<b>49,614</b>	<b>11,509</b>	<b>61,123</b>
<b>Net income/(expense) for the year</b>		<b>13,280</b>	<b>(5,088)</b>	<b>8,192</b>
Transfer between projects		1,765	(1,765)	-
Total funds brought forward		92,149	11,933	104,082
Total funds carried forward		<b>107,194</b>	<b>5,080</b>	<b>112,274</b>

# **St. Anne's Community Hall Association**



## **Annual Report 2020-2021**

Charity no. 1126177 Company No. 06105057

The Oak Tree Centre  
252 Harwich Road  
Colchester  
CO4 3DH



# St. Anne's Community Hall Association



## Trustees' Annual Report

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The trustees are pleased to present their report together with the accounts of the charity for the year ended 31<sup>st</sup> March 2021

### **1. Legal and Administrative information**

#### **Governing document**

Constitution of the ST. ANNE'S COMMUNITY HALL ASSOCIATION adopted on 14th February 2007.

#### **Objects of the Charity and Company**

The objects of the Charity are:

PROMOTE THE BENEFIT OF THE INHABITANTS OF ST. ANNE'S POLITICAL WARD AND ST. ANNE'S PARISH WARD COLCHESTER, ESSEX (HEREINAFTER CALLED THE AREA OF BENEFIT) AND THE WIDER COMMUNITY WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL 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 AND BY SUPPORTING OTHER COMMUNITY GROUPS WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS;  
(B) TO MAINTAIN AND MANAGE THE ESTABLISHMENT OF THE COMMUNITY CENTRE IN FURTHERANCE OF THESE OBJECTS

#### **Specific investment powers**

In furtherance of the said objects, but not otherwise, the charity shall have power to invest money not immediately required for its objects in or upon such investments, securities or property as the charity may think fit, subject nevertheless to such conditions (if any) as may for the time being be imposed by law.



# St. Anne's Community Hall Association



## Registered Office

The Oak Tree Centre, 252 Harwich road, Colchester, Essex CO4 3DH

## Charity number

1126177

## Company number

06105057

## Professional advisers

- **Bankers:**

HSBC. North Station Road, Colchester  
Lloyds Bank

- **Accountancy services:**

Community 360, Winsley's House, High Street, Colchester.

- **Independent examiner:**

Community 360, Winsley's House, High Street, Colchester.

## Trustees and Governance

The Trustees during the year were as follows:

Michael Hogg

Helen Chuah

Jackie Bowis

John Larnier (resigned July 2020)

Paul Smith (Appointed November 2020)

### **Name of person entitled to appoint any charity trustee:**

All trustees

## Trustee selection method

- Recommendation
- Interview
- Discuss & vote
- Statement & declaration
- Induction

The Oak Tree Centre, 252 Harwich Road, Colchester CO4 3DH

01206 870266 - stannes@community-centre.org.uk

Company Directors and Charity Trustees: Mike Hogg, Helen Chuah, Jackie Bowis.

Registered Charity No. 1126177. Limited Company No. 06105057



# St. Anne's Community Hall Association



## **2. Chair's Report**

What a year it has been. As from the end of March 2020 the centre has been closed almost continually with the exception of a few months where we were able to open in the Summer 2020 due to the restrictions laid out by the Government following the outbreak of Coronavirus

We are grateful for the support that we have received from government grants which have enabled us to be financially stable this year. We continue to implement our long term vision which is to enhance and offer continued support to a diverse community from an expanding service from the Association using our resources of the Oak Tree Centre and Acorn Hall. I would especially like to thank Colchester Borough Homes, Colchester Centurion Rotary Club, Essex Association and Waitrose, Colchester for their continued support in all that we do as a community resource.

Thanks also go to our management body and volunteers for providing both support and work to fulfill our ambitions.

The youth club has also been closed since March 2020. We are hoping to re-open in the new term starting September 2021. Thank you to all the volunteers that continue to support us to make the Youth Club a thriving hub for young people.

In closing, I would like to thank the team at Community Halls in Partnership and our local residents for their support in making our community hall a continued success.

Mike Hogg  
Chairman  
St Anne's Community Hall Association

## **3. Invest powers and policy**

In furtherance of the said objects, but not otherwise, the Charity shall have power to invest money not immediately required for its objects in or upon such investments, securities or property as the Association may think fit, subject nevertheless to such conditions (if any) as may for the time being be imposed by law.





# St. Anne's Community Hall Association



## **4. Activities and Achievements**

### **Public Benefit**

We are pleased to present the end of year accounts which reflect another successful year in offering services to our area of benefit and the wider community that demonstrate our continued success and financial stability.

In planning and organising our activities for the year, we kept in mind the Charity Commission's guidelines for public benefit.

Our focus remains to provide low cost or free recreational, healthy and educational activities for our area of benefit and the wider community. This included children's fitness classes and youth clubs.

Our long term strategy to increase our services and improve our facilities continues unabated.

For the following year we will be focused on rebuilding our bookings and ensuring the centre becomes a bustling hub for our residents once again with the help of Community Halls in Partnership.

## **5. Financial information**

### **Funding**

We would like to thank our funders:

- Colchester Borough Council Councillors – Locality Budget
- Colchester Borough Homes
- Waitrose Colchester
- Colchester Rotary Club



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# St. Anne's Community Hall Association



## Income

Income is from hall hire, fundraising grants and donations and totals £47,080

## Reserves Policy

The Charity holds reserves so that it can maintain services to its beneficiaries during periods of economic uncertainty and unforeseen expenditure. It is custom and practice for the Charity to ensure a surplus from its operating activities to fund future improvements and renovations to the community centre to ensure that the Charity has a robust financial future.

The Reserves Policy for the Charity should be equal to at least 6 months of the general charitable expenditure. This would continue to provide the Charity with working capital should a serious threat to the economy affect the Charity's income flow.

St Anne's Community Hall Association requires an adequate level of reserves to:

1. Meet all legal, financial, health and safety requirements and obligations of the Association.
2. Enable the centre to implement its short and long term objectives and outcomes.
3. To cover annual inflationary costs, salary increments and pensions.
4. Our Charity financial reserves are currently £12,000.00.
5. Meet the Charities Commission recommended good practice of having a minimum of 3 months and a maximum of 3 years running costs as financial reserve.



# St. Anne's Community Hall Association



## 6. Plans for Future Year

This year we are planning the following:

- Implement another successful St Anne's Fun Day in August 2021 which had been kindly funded by Colchester Borough Homes, planned for 2020 but delayed due to Covid . This will be a free event for our local residents offering free refreshments, free entertainment and free local information.
- Provide a Christmas party for the younger residents or St Anne's working alongside Essex Boys and Girls Club and Active Essex. This will be a free event for our young residents.
- Provide boxing sessions to our local teenagers through the Youth Club. This is a much needed project for the area to address the growing problem of "County Lines" and knife crime. St Anne's Youth Club have been awarded separate funding through Essex Community Foundation to complete this. Also postponed from 2020 due to Covid restrictions.
- Re-instate the Youth Club in September 2021.

## Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to manage those risks. These risks include:

- a) Operational Risk
- b) Financial Risk
- c) Governance Risk
- d) External factors such as public opinion or relationship with funders
- e) Compliance with law or regulation



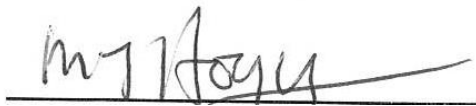
# St. Anne's Community Hall Association



## Declaration

I declare, in my capacity of charity trustee, that:

- the trustees have approved the report above; and
- have authorised me to sign it on their behalf.



5/11/2021

Mike Hogg  
Chairman