

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
PERCY COMMUNITY CENTRE**

Berkeley Hall Marshall Limited
6 Charlotte Street
Bath
BA1 2NE

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FOR THE YEAR ENDED 31 MARCH 2021**

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PERCY COMMUNITY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

The Percy Community Centre is the incorporated successor of the Percy Community Association (Charity no. 1024614, registered on 1 October 1991).

The charity's objectives are:

To further or benefit the residents of Bath and the surrounding environs, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents 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 leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objectives but not otherwise, the Trustees shall have power:

To establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

To achieve these objectives the following policies have been adopted:

- To provide a high level of service to the users of Percy Community Centre
- To provide and develop a range of activities
- To encourage the establishment of new community groups
- To promote training, education, cultural diversity, and leisure pursuits
- Where possible, to make all Percy Community Centre accessible to the whole community
- To provide and maintain the premises for the benefit of the local community and surrounding neighbourhoods
- To continuously develop and improve the facilities of Percy Community Centre.

PERCY COMMUNITY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Sadly the year began with the death of our colleague, Luisa Burton, following a lengthy and determined struggle against cancer. Lou came to Percy as a member of the Swallow team, preparing and serving lunch to their members every Tuesday. She later took over responsibility for the free weekly English language sessions at the Percy Centre (funded by St John's). During her illness and treatment Lou always remained cheerful and continued to work at the Centre for as long as she was able. She will be greatly missed by the members and staff of both Swallow and Percy.

The financial year 2020/21 was a year like no other. In March 2020 the Centre had closed on government orders and all staff were placed on furlough. At the start of the Pandemic our room booking revenue - normally averaging around £8,250 per month - dried up completely. As a leisure and hospitality business, though, we were eligible for the government's Covid grants while furlough covered 80% of the salaries. In addition Roper Rhodes again supported us with a generous donation and we were also fortunate to receive a £25,000 grant from Power to Change.

In a normal year our income is derived from room hire activities together with grants from a small number of sources. Expenditure is divided between core running costs, which are generally funded out of room hire income, and free activities, which are supported by grants and donations. During this financial year our total income from room hire fell by about £75,000 but the income from Covid support measures, particularly furlough, together with donations more than made up for this and the Charity ended the year in a healthy financial position.

We were also able to secure a government-backed 'Bounce Back' loan of £30,000 which is fee-free and interest-free for the first 12 months, thereafter charged at a fixed rate of 2.5% pa. Currently this remains untouched while earning a very modest rate of interest. One option would be to retain this as an emergency reserve, repaying the capital sum over a five-year period. This could enable the Charity to meet its long held but unfulfilled intention to build an unrestricted reserve equivalent to three to six months of expenditure. This will be a decision for the trustees when reviewing the reserves' policy in the coming months.

The Percy Community Centre is, as always, grateful for the support of Bath & North East Somerset Council and its officers. Recent expenditure on the Centre has included a new CCTV system and works to provide level access to the outside court. Our thanks also for the funding support we have received, particularly from Roper Rhodes, St John's Foundation, Bath & West Community Energy, Medlock Charitable Trust, the Quartet Foundation and Power to Change. Thanks, above all, to our users, who have stuck with us through these strange and unpredictable times.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

None of the Trustees has any beneficial interest in the Company. All of the Trustees are members of the Company and each has guaranteed to contribute £1 in the event of its winding up.

The Centre rents its building, for which it holds a protected tenancy, from the Local Authority at a nominal rent, currently £200 per annum.

The Trustees will work with the Local Authority to establish a long term agreement based on an asset transfer of the Percy Community Centre site in order to secure the Charity's position. However the current arrangement is considered to be stable until a new agreement can be reached.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to them.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06769345 (England and Wales)

Registered Charity number

1127986

Registered office

New King Street

Bath

BA1 2BN

PERCY COMMUNITY CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Trustees

Mrs J T Furness
Ms G Gordon-Watson (resigned 3.7.20)
Ms C Johnney
C E Joseph (resigned 3.7.20)
Ms J Sobers-Cummins
A Thompson
Ms E Vardey
T A Clarke
Mrs A J Mackenzie
P H Asgarian
Ms E K Britton
Miss T L Pike (appointed 13.7.21)

Company Secretary

R A Houghton

Independent Examiner

Berkeley Hall Marshall Limited
6 Charlotte Street
Bath
BA1 2NE

Bankers

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Approved by order of the board of trustees on 24 January 2022 and signed on its behalf by:

Mrs A J Mackenzie - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PERCY COMMUNITY CENTRE

Independent examiner's report to the trustees of Percy Community Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (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 the Company 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 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.

Matthew Small FCA
ICAEW
Berkeley Hall Marshall Limited
6 Charlotte Street
Bath
BA1 2NE

24 January 2022

PERCY COMMUNITY CENTRE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		10,502	12,208	22,710	30,825
Other trading activities	2	34,710	-	34,710	152,504
Other income		131,510	-	131,510	-
Total		176,722	12,208	188,930	183,329
EXPENDITURE ON					
Charitable activities					
Support costs		135,464	295	135,759	153,095
Other		24,743	-	24,743	33,558
Total		160,207	295	160,502	186,653
NET INCOME/(EXPENDITURE)		16,515	11,913	28,428	(3,324)
RECONCILIATION OF FUNDS					
Total funds brought forward		492	12,759	13,251	16,575
TOTAL FUNDS CARRIED FORWARD		17,007	24,672	41,679	13,251

The notes form part of these financial statements

PERCY COMMUNITY CENTRE

BALANCE SHEET
31 MARCH 2021

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
CURRENT ASSETS					
Debtors	7	13,353	-	13,353	14,289
Cash at bank and in hand		37,875	24,672	62,547	12,832
		<u>51,228</u>	<u>24,672</u>	<u>75,900</u>	<u>27,121</u>
CREDITORS					
Amounts falling due within one year	8	(4,221)	-	(4,221)	(13,870)
		<u>47,007</u>	<u>24,672</u>	<u>71,679</u>	<u>13,251</u>
NET CURRENT ASSETS					
		<u>47,007</u>	<u>24,672</u>	<u>71,679</u>	<u>13,251</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>47,007</u>	<u>24,672</u>	<u>71,679</u>	<u>13,251</u>
CREDITORS					
Amounts falling due after more than one year	9	(30,000)	-	(30,000)	-
		<u>17,007</u>	<u>24,672</u>	<u>41,679</u>	<u>13,251</u>
NET ASSETS/(LIABILITIES)		<u>17,007</u>	<u>24,672</u>	<u>41,679</u>	<u>13,251</u>
FUNDS	11				
Unrestricted funds				17,007	492
Restricted funds				24,672	12,759
TOTAL FUNDS				<u>41,679</u>	<u>13,251</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

PERCY COMMUNITY CENTRE

BALANCE SHEET - continued
31 MARCH 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 24 January 2022 and were signed on its behalf by:

A J Mackenzie - Trustee

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Room hire and other income	26,324	115,208
After school clubs	8,386	37,296
	<u>34,710</u>	<u>152,504</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Administration	3	2
Caretaker	2	1
Other	14	15
	19	18

No employees received emoluments in excess of £60,000.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	20,375	10,450	30,825
Other trading activities	152,504	-	152,504
Total	172,879	10,450	183,329
 EXPENDITURE ON			
Charitable activities			
Support costs	144,738	8,357	153,095
Other	33,558	-	33,558
Total	178,296	8,357	186,653
 NET INCOME/(EXPENDITURE)	(5,417)	2,093	(3,324)
 RECONCILIATION OF FUNDS			
Total funds brought forward	5,909	10,666	16,575
 TOTAL FUNDS CARRIED FORWARD	492	12,759	13,251

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

6. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Totals £
COST			
At 1 April 2020 and 31 March 2021	<u>8,994</u>	<u>9,277</u>	<u>18,271</u>
DEPRECIATION			
At 1 April 2020 and 31 March 2021	<u>8,994</u>	<u>9,277</u>	<u>18,271</u>
NET BOOK VALUE			
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2020	<u>-</u>	<u>-</u>	<u>-</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	12,276	14,052
Other debtors	840	-
Prepayments	237	237
	<u>13,353</u>	<u>14,289</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Bank loans and overdrafts (see note 10)	-	9,585
Other creditors	1,867	1,932
Accrued expenses	2,354	2,353
	<u>4,221</u>	<u>13,870</u>

9. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2021 £	2020 £
Bank loans (see note 10)	<u>30,000</u>	<u>-</u>

10. LOANS

The charity commenced a Bounce Back loan of £30,000 during the year (2020-2020- nil).

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

11. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	492	16,515	17,007
Restricted funds			
Restricted	12,759	11,913	24,672
TOTAL FUNDS	<u>13,251</u>	<u>28,428</u>	<u>41,679</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	176,722	(160,207)	16,515
Restricted funds			
Restricted	12,208	(295)	11,913
TOTAL FUNDS	<u>188,930</u>	<u>(160,502)</u>	<u>28,428</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	5,909	(5,417)	492
Restricted funds			
Restricted	10,666	2,093	12,759
TOTAL FUNDS	<u>16,575</u>	<u>(3,324)</u>	<u>13,251</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	172,879	(178,296)	(5,417)
Restricted funds			
Restricted	10,450	(8,357)	2,093
TOTAL FUNDS	<u>183,329</u>	<u>(186,653)</u>	<u>(3,324)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	5,909	11,098	17,007
Restricted funds			
Restricted	10,666	14,006	24,672
TOTAL FUNDS	<u>16,575</u>	<u>25,104</u>	<u>41,679</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	349,601	(338,503)	11,098
Restricted funds			
Restricted	22,658	(8,652)	14,006
TOTAL FUNDS	<u>372,259</u>	<u>(347,155)</u>	<u>25,104</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

PERCY COMMUNITY CENTRE

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	22,710	30,825
Other trading activities		
Room hire and other income	26,324	115,208
After school clubs	8,386	37,296
	34,710	152,504
Other income		
Government grants	131,510	-
Total incoming resources	188,930	183,329
EXPENDITURE		
Charitable activities		
Wages	135,751	133,351
Sundries	8	19,744
	135,759	153,095
Other		
Core costs	22,612	27,390
After schools clubs	2,131	6,168
	24,743	33,558
Total resources expended	160,502	186,653
Net income/(expenditure)	28,428	(3,324)

This page does not form part of the statutory financial statements