



Trustees' Annual Report for 2022

From	Period start date	To	Period end date
	1 st January 2022		31 st December 2022

Section A

Reference and administration details

Charity name	Cottenham Community Centre
Other names charity is known by	
Registered charity number (if any)	1128604
Charity's principal address	250a High Street
	Cottenham
	Cambridge
Postcode	CB24 8RZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person or body entitled to appoint trustee
1	Richard Gymer	Chair		
2	Mathew Palmer	Secretary		
3	Steven Poole	Treasurer		
4	Hannah Dudley			
5	Andrew Fell			
6	Tim Jones			Cottenham Parish Council
7	Ian Murray			The Managing Trustees of the Charity's premises
8	Laura Prideaux-Brune		From 19-Jan-2022	
9	Mike Smith			
10	Chris Walsh			
11	Annabelle Campbell		From 19-Jan-2022, To 15-Jun-2022	
12	Paul Gibbs		To 21-Sep-2022	

Names of the trustees for the charity, if any, (for example, any custodian trustees)

	Name	Dates acted if not for whole year
1	None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

Name of chief executive or names of senior staff members (Optional information)

None

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution, adopted 16 th December 2008. SORP ref 1.25
How the charity is constituted	Unincorporated association.
Trustee selection methods	Elected by membership at AGM. Appointed by the Trustees at other times.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

SORP ref 1.51

Summary of the purposes of the charity set out in its governing document

To provide the residents of Cottenham and the neighbourhood, without distinction of age, sex, sexual orientation, race or of political, religious or other opinions with a centre and focus where all can meet and where facilities in the interests of community welfare and for recreational and educational leisure-time occupation are available with the objective of enhancing the quality of life for residents.

SORP ref 1.17

Summary of the main activities undertaken for the public benefit in relation to these objects

The charity is focused on managing and developing a Community Centre for the residents of Cottenham and the local area.

The Community Coffee Shop continues to be the hub around which other activities develop and progress. It remains a vibrant and successful meeting place which is used by a wide cross-section of the community.

We continue to support existing activities and encourage and develop new activities within the Community Centre. We aim to support activities for all age groups – from the very young through mid-age to the elderly.

SORP ref 1.17 & 1.19

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

In planning our activities for the year, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

SORP ref 1.18

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our most important asset is our building. This has been made available to the community at a peppercorn rent by the Methodist Church in return for certain renovation and maintenance responsibilities. We would like to recognise the contribution made to the community through the loan of this building.

A significant contribution has been made by our loyal volunteers; our Community Coffee Shop relies heavily on volunteers working alongside our paid staff and could not operate successfully without this support.

Volunteers also give time to support development activities and to carry out various maintenance works.

SORP ref 1.38

Summary of the main achievements of the charity during the year



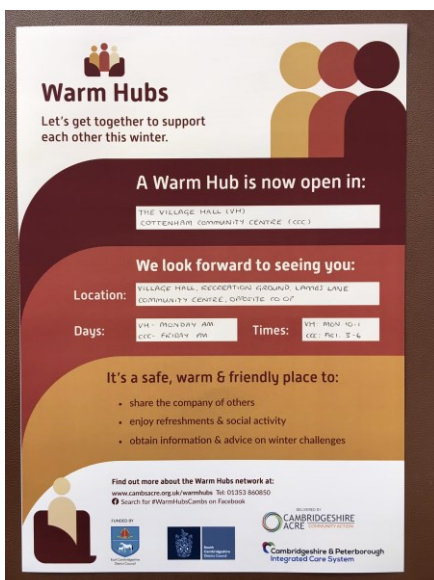
Our focus this year has been to continue to rebuild activities and footfall as we emerged from the quieter period caused by COVID-19. Our Coffee Shop quickly became busy again although room hire and events were slower to recover and remain somewhat subdued at year-end. Some of our highlights for the year have been:

- Organised a well-supported 'Postcard for Cottenham' competition.
- Raised funds through events such as a musical evening with 'C5 The Band' and a Pop Quiz.
- Jointly organised (with Sustainable Cottenham) a drop-in session on Home Energy where visitors were able to find out about changes that they could make to SAVE ENERGY and SAVE MONEY.
- For the winter period (from early-November) opened a Warm Hub for one afternoon per week, offering a warm and friendly environment with refreshments to welcome the whole community.
- Held well-attended monthly Community Cinema screenings ; thirteen films were screened through the year.
- Successfully funded through grants and local fundraising, a solar generation and storage scheme. A supplier was selected to implement this scheme which is expected to become operational by mid-2023.

In addition, we continued to provide space for local groups and classes to meet. We welcomed these new activities during this year:

- A weekly 'Healthy 4 Life' exercise class for those of 50+ years.
- Re-started a monthly 'Dxd's Play' session for young children and their parents/carers,

SORP ref 1.20



Section E

Financial review

Review of the charity's financial position at the end of the period

We reported a small surplus for the year – amounting to a roughly break-even situation for ongoing operations. We retain sufficient funds to support all activities and reasonably-anticipated repair and maintenance costs.

Energy cost uncertainty and concerns about our carbon footprint have led us to prioritise energy saving and a solar generation scheme. Funding for this scheme was additionally achieved during the year.

SORP ref 1.21

Statement of the charity's policy on reserves

For the immediate future, we do not expect to grow our reserves significantly. We will therefore continue to prioritise funding of regular maintenance of our building and the equipment and fittings required to operate the Community Centre.

Longer term, we hope to use any reserves to part-fund the remaining updating and renovation of our building (Studio space re-roofing and refurbishment and external brickwork renovation). However, it is expected that significant capital grant funding will also be required to enable this work to proceed.

SORP ref 1.22

Explanation of any uncertainties about the charity continuing as a going concern

We have no significant concerns in this respect – although the small surplus we're able to generate at the moment increases the risk of difficulties should we encounter any major unexpected maintenance or replacement needs.

SORP ref 1.23

Details of any funds materially in deficit

None.

SORP ref 1.24

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

SORP ref 1.47

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature		
Full name	Richard Gymer	Steven Poole
Position	Chair	Treasurer
Date	26 th April 2023	



Cottenham Community Centre 1128604

Annual accounts for the period

01 January 2022 to 31 December 2022

Section A Statement of financial activities (SoFA)

	Guidance	Unrestricted funds £ F01	Restricted fund (Solar) £ F02	Total funds £ F04	Prior year funds £ F05
Incoming resources (Note 3)					
Income and endowments from:					
Donations and legacies ^A	S01	1,410	1,575	2,985	1,561
Charitable activities ^B	S02	96,182	29,000	125,182	47,680
Other trading activities	S03	12,609	-	12,609	7,951
Investments	S04	74	-	74	18
Other (Government Support - COVID-19)	S06	2,725	-	2,725	32,941
Total	S07	113,000	30,575	143,575	90,151
Resources expended (Note 6)					
Expenditure on:					
Raising funds	S08	4,470	-	4,470	2,970
Charitable activities	S09	108,421	9,500	117,921	81,111
Total	S12	112,891	9,500	122,391	84,081
Net income/(expenditure)	S15	109	21,075	21,184	6,070
Transfers between funds	S17	-	-	-	-
Net movement in funds^C	S20	109	21,075	21,184	6,070
Reconciliation of funds:					
Total funds brought forward	S21	48,995	-	48,995	42,925
Total funds carried forward	S22	£49,104	£21,075	£70,179	£48,995

SoFA Note A. Membership at the end of 2022 totalled 70 (individual, youth, senior, family and group/corporate members). Donations include £1,575 to our Solar Fund.

SoFA Note B. No revenue grant funding was received during the year.

SoFA Note C. This surplus largely relates to our solar energy project: grants received plus specific fundraising less deposit paid = £21,075.

Excluding this project, 2022 was close to a break-even year.

Section B

Balance sheet

	Guidance	Unrestricted funds £ F01	Restricted funds (Solar) £ F02	Total this year £ F04	Total last year £ F05
Fixed assets					
Tangible assets (Note 14)	B02	12,194	-	12,194	13,227
<i>Total fixed assets</i>	B05	12,194	-	12,194	13,227
Current assets					
Stocks	B06	628	-	628	341
Debtors (Note 19)	B07	994	-	994	1,130
Cash at bank and in hand (Note 24)	B09	46,204	21,075	67,279	38,066
<i>Total current assets</i>	B10	47,826	21,075	68,901	39,537
Creditors: amounts due within 1 year (Note 20)	B11	10,916	-	10,916	3,768
<i>Net current assets/(liabilities)</i>	B12	36,910	21,075	57,985	35,769
<i>Total assets less current liabilities</i>	B13	49,104	21,075	70,179	48,996
Creditors: amounts due after 1 year (Note 20)	B14	-	-	-	-
Provisions for liabilities	B15	-	-	-	-
<i>Total net assets or liabilities</i>	B16	49,104	21,075	70,179	48,996
Funds of the Charity					
Restricted income funds	B18		21,075	21,075	-
Unrestricted funds	B19	49,104		49,104	48,996
<i>Total funds</i>	B21	£49,104	£21,075	£70,179	£48,996

Signed on behalf of all the trustees

Signature	Name	Date of approval
	Steven Poole, Treasurer	26-Apr-23
	Richard Gymer, Chair	26-Apr-23

Section C Notes to the accounts

Note 3 Analysis of income		Unrestricted funds	Restricted fund (Solar)	Total funds £	Prior year £
Donations and legacies:	Donations and gifts	347	1,356	1,703	524
	Gift Aid	148	219	367	-
	Membership subscriptions	915	-	915	1,037
	Total	1,410	1,575	2,985	1,561
Charitable activities:	Coffee Shop & Catering	81,018	-	81,018	40,777
	Facility Hire, inc Warm Hub	14,864	-	14,864	4,703
	Capital Grants ^A	300	29,000	29,300	2,200
	Total	96,182	29,000	125,182	47,680
Other trading activities:	Sales Commissions	1,136	-	1,136	227
	Licence Fee	3,000	-	3,000	1,500
	Fund Raising	5,213	-	5,213	4,812
	Community Cinema	3,260	-	3,260	1,412
	Total	12,609	-	12,609	7,951
Income from investments:	Interest income	74	-	74	18
	Total	74	-	74	18
Other:	Government Support - COVID-19	2,725	-	2,725	32,941
	Total	2,725	-	2,725	32,941
TOTAL INCOME		£113,000	£30,575	£143,575	£90,151

Note A. Includes grants of £29,000 towards a Solar Energy System due for installation in early 2023.

Section C Notes to the accounts (cont)

Note 6 Analysis of expenditure		Unrestricted funds	Restricted fund (Solar)	Total funds	Prior year
				£	£
Expenditure on raising funds:	Community Cinema	2,172	-	2,172	1,180
	Advertising, marketing, direct mail, publicity	672	-	672	1501
	Items for Resale	1626	-	1,626	289
	Total expenditure on raising funds	4,470	-	4,470	2,970
Expenditure on charitable activities	Staff costs	53,851	-	53,851	45,648
	Food, drink & consumables ^A	27,326	-	27,326	12,132
	Cleaning & waste	7,440	-	7,440	4,535
	Utilities	9,810	-	9,810	5,571
	Insurance	2,362	-	2,362	2,338
	Building Upgrade ^B	454	9,500	9,954	1,643
	Maintenance	3,425	-	3,425	6,143
	Licensing	750	-	750	374
	Other ^C	873	-	873	653
	Depreciation	2,130	-	2,130	2,074
	Total expenditure on charitable activities	108,421	9,500	117,921	81,111
TOTAL EXPENDITURE		£112,891	£9,500	£122,391	£84,081

Note A. Includes £275 for Bar Supplies; that is items purchased for bar use but not allocated to any event, ie. items remain in stock.

Note B. Includes a deposit of £9,500 towards a Solar Energy System due for installation in early 2023.

Note C. Other comprises the following groups, each with expenditure of less than £400:

- Coffee Shop (non-food, non-consumables)
- Training
- Memberships
- Website, Stationary + Postage
- Children's Play + Learning
- Grant Forward

Section C

Notes to the accounts (cont)

Note 11 Paid employees

11.1 Staff Costs

	This year £	Last year £
Salaries and wages	55,394	47,180
Pension costs (defined contribution scheme)	1,492	1,135
Other employee benefits	-	-
Total staff costs	56,886	48,315

Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

TRUE

Band	Number of employees
£60,000 to £69,999	
£70,000 to £79,999	
£80,000 to £89,999	
£90,000 to £99,999	
£100,000 to £109,999	

Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity

Nil

11.2 Average head count in the year, full-time equivalents

	This year Number	Last year Number
Coffee Shop	2.1	1.8
Community Centre	0.2	0.2
Total	2	2

Section C Notes to the accounts (cont)

Note 14 Tangible fixed assets

14.1 Cost or valuation

	Land & Buildings	Furniture	Kitchen Equipment	Heat & Cool Equipment	Audio, Visual & Computer Equipment	Total
	£	£	£	£	£	£
At beginning of the year	-	13,857	20,542	9,436	4,644	48,479
Additions	-	105	996	-	14	1,115
Revaluations	-	-	-	-	-	-
Disposals	-	-	315	-	21	336
Transfers	-	-	-	-	-	-
At end of the year	-	13,962	21,223	9,436	4,637	49,258

14.2 Depreciation and impairments

	Basis	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB	Straight Line ("SL") or Reducing Balance ("RB")
	Rate	NA	8 Years	6 Years	7 Years	7 Years	
At beginning of the year	-	-	10,236	14,177	6,756	4,083	35,252
Disposals	-	-	-	315	-	3	318
Depreciation	-	-	655	864	534	77	2,130
Impairment	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
At end of the year	-	-	10,891	14,726	7,290	4,157	37,064

14.3 Net book value

At beginning of the year	-	3,621	6,365	2,680	561	13,227
At the end of the year	£0	£3,071	£6,497	£2,146	£480	£12,194

Section C

Notes to the accounts (cont)

Note 19 Debtors and prepayments

19.1 Analysis of debtors

	This year	Last year
	£	£
Facility Hire	994	724
Other debtors	-	406
Prepayments and accrued income	-	-
Other debtors	-	-
Total	994	1,130

19.2 Analysis of debtors recoverable in more than 1 year (included in debtors above)

	This year	Last year
	£	£
Trade debtors	-	-
Prepayments and accrued income	-	-
Other debtors	-	-
Total	-	-

Section C Notes to the accounts (cont)

Note 20 Creditors and accruals

20.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable (Knitting Group)	150	-	-	-
Bank loans and overdrafts	-	-	-	-
Energy Utilities October & November (TE, ESPO)	2,736	-	-	-
Energy Utilities December (TE, ESPO)	1,083	715		
Water Utilities (Cambridge Water)	395	-	-	-
Licence Fee (deferred income, period 01-Jan to 31-Mar)	750	750	-	-
Staff (The People's Pension, Training)	227	240	-	-
Cleaning Services	384	-	-	-
Electrical Services	321	-	-	-
Plumbing Services	210	-	-	-
Damages Deposits held	550	600	-	-
Accruals and deferred income	-	-	-	-
Taxation and social security (HMRC VAT)	4,110	1,463	-	-
Total	10,916	3,768	-	-

Section C**Notes to the accounts (cont)****Note 24 Cash at bank and on hand**

	This year	Last year
	£	£
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	35,000	-
Cash at bank and on hand	32,279	38,066
Other	-	-
Total	67,279	38,066

Bank Reconciliation

	This year	
	£	
Opening Balance	37,731	
VAT held at Opening	- 1,463	
Receipts	143,575	
Payments		121,376
VAT held at Closing	-	4,110
Closing Balance		62,577
Total	179,843	179,843

Closing Balance as above	62,577
Closing Balance per Bank Statements	66,938
Difference	- 4,361

Difference made up of:

2023 collection of December pension payment	- 203
2023 reimburse for training cost	- 24
2023 collection of Energy Utility payments for October/November	- 2,614
2023 collection of Water Utility payment	- 395
2023 payment to contractors	- 916
Damages deposits held	- 550
Outstanding cash to bank	341
Total	- 4,361

Section C

Notes to the accounts (cont)

Note 1 Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

✓
✓

the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

✓

Incoming resources are grouped into the following recommended categories:

Donations and legacies: Memberships, donations.

Charitable activities: Coffee Shop & catering, facility hire, capital grants.

Other trading activities: Sales commissions, licence fees, fundraising events, community cinema.

Resources expended are grouped into the following recommended categories:

Raising funds: Marketing & promotion, items for resale, community cinema.

Charitable activities: Staff, food & drink, cleaning & waste, utilities, insurance, building upgrades, maintenance, training, licencing, other: coffee shop (non-food, non-consumables), training, memberships, website & stationary; and depreciation.

1.2 Going concern

If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;

Not applicable

Disclosure of any uncertainties that make the going concern assumption doubtful;

Not applicable

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

Not applicable

1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2.

Yes	✓
No	

Please disclose:

(i) the nature of the change in accounting policy;	Not applicable
(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and	
(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP.	

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes

✓

No

Please disclose:

(i) the nature of any changes;	Not applicable
(ii) the effect of the change on income and expense or assets and liabilities for the current period; and	
(iii) where practicable, the effect of the change in one or more future periods.	

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes

✓

No

Please disclose:

(i) the nature of the prior period error;	Not applicable
(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and	
(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.	

Section C Notes to the accounts (cont)

Note 2 Accounting policies

2.2 INCOME

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

Recognition of income	These are included in the Statement of Financial Activities (SoFA) when: - the charity becomes entitled to the resources; - it is more likely than not that the trustees will receive the resources; and - the monetary value can be measured with sufficient reliability.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						
Grants and donations	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP). In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						
Legacies	Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☐</td><td>☐</td><td>☒</td></tr> </table>	Yes	No	N/a	☐	☐	☒
Yes	No	N/a						
☐	☐	☒						
Government grants	The charity has received government grants in the reporting period. These relate only to COVID-19.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						
Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so. The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution. Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'. Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable. Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						
Donated services and facilities	Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably. Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						
Support costs	The charity has incurred expenditure on support costs.	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>☒</td><td>☐</td><td>☐</td></tr> </table>	Yes	No	N/a	☒	☐	☐
Yes	No	N/a						
☒	☐	☐						

Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.
Income from membership subscriptions	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies. Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.
Investment gains and losses	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

		✓
Yes	No	N/a
✓		
Yes	No	N/a
✓		
Yes	No	N/a
✓		
Yes	No	N/a
		✓
Yes	No	N/a
		✓
Yes	No	N/a
		✓

2.3 EXPENDITURE AND LIABILITIES

Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
Governance and support costs	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
Grants payable without performance conditions	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.
Redundancy cost	The charity made no redundancy payments during the reporting period.
Deferred income	No material item of deferred income has been included in the accounts.
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date
Basic financial instruments	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.

Yes	No	N/a
✓		
Yes	No	N/a
		✓
Yes	No	N/a
		✓
Yes	No	N/a
		✓
Yes	No	N/a
		✓
Yes	No	N/a
✓		
Yes	No	N/a
✓		
Yes	No	N/a
✓		
Yes	No	N/a
✓		

2.4 ASSETS

Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least £100. They are valued at cost. The depreciation rates and methods used are disclosed in note 14.
Intangible fixed assets	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5

Yes	No	N/a
✓		
Yes	No	N/a
	✓	

They are valued at cost.

Yes	No	N/a
		✓

Heritage assets

The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note NA.

Yes	No	N/a
	✓	

They are valued at cost.

Yes	No	N/a
		✓

Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.
Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments

Yes	No	N/a
		✓

Yes	No	N/a
		✓

Stocks and work in progress

Stocks held for sale as part of non-charitable trade are measured at the lower of cost or net realisable value.

Yes	No	N/a
		✓

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Yes	No	N/a
✓		

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

Yes	No	N/a
✓		

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Yes	No	N/a
✓		

Current asset investments

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

Yes	No	N/a
		✓

They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
		✓

POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE

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Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Cottenham Community Centre

On accounts for the year
ended

31st December 2022

Charity no
(if any)

1128604

Set out on pages

1 to 14

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2022**.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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 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 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.

* Please delete the words in the brackets if they do not apply.

Signed:

HLW

Date:

08/08/2023

Name:

Mr HAYDEN WATSON

Relevant professional
qualification(s) or body
(if any):

ACCA

Address:

THE MHH PARTNERSHIP
Chartered Certified Accountants
Elstree House, Watson's Yard
High Street, Cottenham
Cambridge, CB24 8RX

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.