

Charity number: 1129153



BOARD OF TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

SIDNEY WEST CENTRE CHARITY

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021**

Board of Trustees

Christopher Thomas-Atkin, Chairman
Max Nielson, Trustee
Samantha Smith, Trustee
Emma Coe-Gunnell White, Trustee *
Stephen Laing, Trustee
Freda Thomas, Trustee
Diane Heckles, Trustee
Steven Dale, Trustee
Dee Cunningham, Trustee

*since resigned

Charity registered number

1129153.

Principal office

96 Church Walk, Burgess Hill, West Sussex, RH15 9AS.

Financial Report prepared by:

Burgess Hill Town Council, 96 Church Walk, Burgess Hill, RH15 0LA.

Auditors: Auditing Solutions Ltd, The Offices, Clackersbrook Farm, Bromham, Chippenham, Wilts,

SN15 2JJ

Bankers

National Westminster Bank, Haywards Heath.

BOARD OF TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Board of Trustees submit their annual report and the financial statements of the Sidney West Centre Charity (the Charity) for the year ended 31 March 2021. The Board of Trustees confirm the annual report and financial statements of the Charity comply with current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Charity is governed by a Memorandum and Articles of Association, dated 31 October 2008, and is a registered Charity number 1129153.

Method of Appointment or Election of Board of Trustees

The management of the Charity is the responsibility of the Board of Trustees, which is elected under the terms of the Memorandum and Articles of Association.

Organisational Structure and Decision Making

The Board of Trustees meets quarterly and makes the main decisions regarding the business of the Charity. It delegates the day to day running of the Community Centre to Burgess Hill Town Council.

Risk Management

The Board of Trustees has assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and is satisfied that systems are in place to mitigate its exposure to the major risks.

OBJECTIVES AND ACTIVITIES

Policies and Objectives

The principal objects of the Charity are to promote the benefit of the inhabitants of Burgess Hill in the County of West Sussex and to establish, maintain and manage a Community Centre.

There have been no changes to the objects in the last year.

ACHIEVEMENTS AND PERFORMANCE

Review of Activities

The pandemic has had a significant detrimental effect on the ability to hire the facility to the community, with the hall and offices closed for a significant period of time. The impact on income, however, has been less affected, with any reductions in hire fees being more than covered by the grants offer by the government. The surplus for the year is stated at £20,309 (surplus £5,084 prior year) with the improvement being related to the grant income and a reduction in operating expenditure due to the facility closure.

Investment policy and Performance

Cash reserves at the end of the financial year are good at £108k, this does, however, include some £33k of advance income. With interest rates at historical lows, there is little opportunity to generate meaningful level of investment returns.

FINANCIAL REVIEW

Reserves Policy

It is the policy of the Charity to maintain a Sinking Fund for the long term future repair and replacement of major items of expenditure. Currently, 50% of the annual surplus, if any, is transferred each year to the Sinking Fund.

Principal Income

The Charity's principal income is derived from hiring out the facilities at the Community Centre.

PLANS FOR THE FUTURE

The Charity will continue to hire-out the facility to local groups and individuals.

This report was approved by the Board of Trustees on 7/10/2021 and signed on its behalf, by:

A handwritten signature in black ink, appearing to read 'C. Thomas-Atkin', with a large, stylized flourish at the end.

Chris Thomas-Atkin, Chair

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
FOR THE YEAR ENDED 31 MARCH 2021

	Note	Total funds 2020/21 £	Total funds 2019/20 £
INCOMING RESOURCES			
Income from the hire of facilities	2	35,207	49,899
Grant income (Covid)		19,907	0
Interest earned		91	74
TOTAL INCOMING RESOURCES		<u>55,205</u>	<u>49,973</u>
RESOURCES EXPENDED	3		
Running Costs		18,696	29,289
Management Fee		16,200	15,600
TOTAL RESOURCES EXPENDED		<u>34,896</u>	<u>44,889</u>
NET INCOME / (EXPENDITURE)		20,309	5,084
TOTAL FUNDS AT 1 APRIL 2020		65,028	59,944
TOTAL FUNDS AT 31 MARCH 2021		<u>85,337</u>	<u>65,028</u>

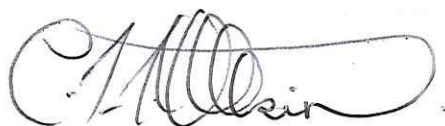
All funds are unrestricted

The notes on pages 6 to 7 form part of these financial statements.

BALANCE SHEET AS AT 31 MARCH 2020

	Note	2020/21 £	2019/20 £
CURRENT ASSETS			
Debtors & prepayments	4	33,678	12,347
Cash at bank		108,089	105,100
Total Current Assets		141,767	117,447
Creditors: amounts falling within 1 year		737	1,097
Accruals and Advance income	5	55,693	51,322
Total Current Liabilities		56,430	52,419
NET CURRENT ASSETS		85,337	65,028
TOTAL NET ASSETS		85,337	<u>65,028</u>
CHARITY FUNDS			
General Funds	6	30,809	20,655
Designated Funds	6	54,528	44,373
TOTAL FUNDS		<u>85,337</u>	<u>65,028</u>

These financial statements were approved by the Board of Trustees on 7/10/2021 and signed on their behalf by:



Chris Thomas-Atkin, Chair



Graham Fairbairn, Finance Manager

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

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments (if applicable) which are included at market value, and in accordance with the Financial Reporting Standard (section 1A of FRS 102). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards.

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Board of Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds are unrestricted funds which have been set aside by the Board of Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. To change the purpose for which a designated fund has been set-up, must be approved by the Board of Trustees.

Restricted funds (if applicable) are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses, if identifiable, are allocated to the appropriate fund.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution (if any) are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale (if any) are included as income when they are sold.

1.4 Resources expended

All expenditure is accounted for on an accruals basis.

1.5 Tangible fixed assets and depreciation

There are no tangible fixed assets or depreciation.

1.6 Staff and Trustees' costs

There are no staff or Trustees' costs.

1.7 Pension Commitments

There are no pension commitments.

2.	INCOMING RESOURCES	2020/21	2019/20
		£	£
	Ad-hoc hirers	143	3,648
	Regular hirers	35,064	46,251
	Total income	35,207	49,899
3.	RESOURCES EXPENDED		
	Cleaning	3,648	9,832
	Electric	1,426	1,808
	Gas	2,310	2,169
	Insurance	922	1,107
	Maintenance/Repairs/Renewals	8,812	11,256
	Management Charge	16,200	15,600
	Planting	600	1,200
	Security	2	(33)
	Waste Management	160	160
	Water/Sewage	336	753
	Other costs less than £1,000	480	1,037
	Release prior year un-required provisions		
	Total Resources Expended	34,896	44,889
4.	DEBTORS		
	Prepayments	467	232
	Sales Ledger	33,120	160
	Accrued Income	91	74
	Burgess Hill Town Council (net)	0	11,881
	Total Debtors	33,678	12,347
5.	ACCRUALS AND ADVANCE INCOME		
	Accruals	1,395	18,385
	Advance Income	33,029	32,937
	Burgess Hill Town Council (net)	21,269	0
	Total Accruals and Advance Income	55,693	51,322
6.	CHARITY FUNDS		
	General Funds		
	Funds B/Fwd 01/04/2020	20,655	18,113
	Incoming Resources	20,309	5,084
	Transfers out	(10,155)	(2,542)
	Total General Funds 31/03/2021	30,809	20,655
	Designated Funds		
	a. Sinking Fund		
	Funds B/Fwd 01/04/2020	44,373	41,831
	Transfers in	10,155	2,542
	Total Sinking Fund 31/03/2021	54,528	44,373
	Total Charity Funds as at 31/03/2021	85,337	65,028



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Sidney West Centre Charity

On accounts for the year
ended

31st March 2021

Charity no
(if any)

1129153

Set out on pages

1 - 7

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Date: 16th November 2021

Name:

S J Pollard for Auditing Solutions Ltd

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

-

Address:

Clackerbrook Farm

46 The Common

Bromham, Wilts, SN15 2JJ

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

None

