



BOARD OF TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

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 2022**

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 2022

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 2022. 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 Charity has had a modest year in regard to the surplus being recorded at just over £2,500, however, the community centre remains well used by a wide variety of groups and ad hoc hirers.

The change in child care provision offered by West Sussex County Council, although not affecting office room hire income, will be detrimental to hall hire income for the forthcoming 2022.23 financial year as they reduce down from 4 to 2 days per week.

Investment policy and Performance

Cash reserves at the end of the financial year are good at £128k, this does, however, include some £38k intra-liability with the town council. With interest rates improving, there may be more opportunity to generate a meaningful level in investment returns through longer term deposits.

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 27/09/2022 and signed on its behalf, by:



Chairman

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Total funds 2021/22	Total funds 2020/21
INCOMING RESOURCES		£	£
Income from the hire of facilities	2	45,882	35,207
Grant income (Covid)		0	19,907
Interest earned		50	91
TOTAL INCOMING RESOURCES		<u>45,932</u>	<u>55,205</u>
RESOURCES EXPENDED	3		
Running Costs		27,217	18,696
Management Fee		16,200	16,200
TOTAL RESOURCES EXPENDED		<u>43,417</u>	<u>34,896</u>
NET INCOME / (EXPENDITURE)		2,515	20,309
TOTAL FUNDS AT 1 APRIL 2021		85,337	65,028
TOTAL FUNDS AT 31 MARCH 2022		<u>87,852</u>	<u>85,337</u>

All funds are unrestricted

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

BALANCE SHEET AS AT 31 MARCH 2022

		2021/22	2020/21
CURRENT ASSETS			
Debtors & prepayments	4	624	33,678
Cash at bank		127,835	108,089
Total Current Assets		128,459	141,767
Creditors: amounts falling within 1 year		738	737
Accruals and Advance income	5	39,869	55,693
Total Current Liabilities		40,607	56,430
NET CURRENT ASSETS		87,852	85,337
TOTAL NET ASSETS		87,852	85,337
CHARITY FUNDS			
General Funds	6	32,067	30,809
Designated Funds	6	55,785	54,528
TOTAL FUNDS		87,852	85,337

These financial statements were approved by the Board of Trustees on 27 September 2022 and signed on their behalf by:



Chairman



Graham Fairbairn, Finance Manager

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

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	2021/22	2020/21
	£	£
Ad-hoc hirers	1,960	143
Regular hirers	43,922	35,064
Total income	45,882	35,207
3. RESOURCES EXPENDED		
Cleaning	8,910	3,648
Electric	1,820	1,426
Gas	2,971	2,310
Insurance	912	922
Maintenance/Repairs/Renewals	10,238	8,812
Management Charge	16,200	16,200
Planting	600	600
Security	502	
Waste Management	15	2
Water/Sewage	1,106	160
Other costs less than £1,000	143	336
Release prior year un-required provisions	0	480
Total Resources Expended	43,417	34,896
4. DEBTORS		
Prepayments	574	467
Sales Ledger	0	33,120
Accrued Income	50	91
Total Debtors	624	33,678
5. ACCRUALS AND ADVANCE INCOME		
Accruals	1,236	1,395
Advance Income	764	33,029
Burgess Hill Town Council (net)	37,869	21,269
Total Accruals and Advance Income	39,869	55,693
6. CHARITY FUNDS		
General Funds		
Funds B/Fwd 01/04/2021	30,809	20,655
Incoming Resources	2,515	20,309
Transfers out	1,257	(10,155)
Total General Funds 31/03/2022	32,067	30,809
Designated Funds		
a. Sinking Fund		
Funds B/Fwd 01/04/2021	54,528	44,373
Transfers in	1,257	10,155
Total Sinking Fund 31/03/2022	55,785	54,528
Total Charity Funds as at 31/03/2022	85,852	85,337



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 2022

Charity no
(if any)

1129153

Set out on pages

1-7

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022

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 (other than that disclosed below *) 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:

26/08/2022

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

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