



Gamlingay Community Centre

DIRECTORS' REPORT AND FINANCIAL STATEMENTS

for the year ended
31 December 2020

Charity Registration No. 1137588
Company Registration No. 7343640

Gamlingay Community Centre

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The Board of Directors, whose members are also Trustees, presents its report and financial statements for the year ended 31 December 2020.

Reference and Administration Information

Charity name:	Gamlingay Community Centre
Charity registration number:	1137588
Company registration number:	7343640
Registered office and operational address:	Gamlingay Eco-Hub Stocks Lane Gamlingay Sandy SG19 3JR

Directors and Trustees

The Directors of the charitable company (the charity) are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees. Trustees who served during the year were:

Neil Muirhead	Chair
Jackie McGeady	(resigned 31 May 2020)
Benita Scott	
Guy Kiddy	
Paula Wilson	(appointed 1 August 2020)
Jane Savage	(appointed 1 August 2020)
Robert Petch	(appointed 1 August 2020)
Larry New	(appointed 1 August 2020)
John McKee	(appointed 1 August 2020)

Background

The charitable company was incorporated on 12 August 2010 and registered as a charity on 26 August 2010, with the specific objective of obtaining a leasehold interest on a property known as Gamlingay Community Centre and subsequent to a major refurbishment of the centre, operating all facilities there.

Structure, Governance and Management

Governing document

Gamlingay Community Centre is a company limited by guarantee governed by its Memorandum and Articles of Association. It is registered as a charity with the Charity Commission. Anyone over the age of 18 can become a Member of the Company and there are currently 3 Members. In the event of the company being wound up Members are required to contribute an amount not exceeding £10.

Gamlingay Community Centre

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

Recruitment and Appointment of Trustees

The Directors of the company are also charity Trustees for the purposes of charity law and under the company articles, are known collectively as the Board. Under the requirements of the Memorandum and Articles of Association, the members of the Board are elected to serve, after which one third shall retire each year but are eligible for re-election at the next Annual General Meeting.

Trustee Induction and Training

The Board has implemented a recruitment and induction procedure. Investment is made in Trustee training as required.

Objectives and activities

The charity's objective is:

TO PROMOTE WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE, POLITICAL, RELIGIOUS AND OTHER OPINIONS, THE ADVANCEMENT OF EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE AND RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE RESIDENTS WITHIN THE PARISH OF GAMLINGAY.

Public benefit

The centre is open to all to use for the purpose of events, group meetings and activities. The Parish Council and a library access point are contained within the centre. We have over 25 local groups using the centre on a regular basis. During the year, the Trustees have continued to bear in mind the Charity Commission guidance on public benefit.

The building was constructed to the highest environmental standards and plays an important role in raising awareness about the environment, in and around Gamlingay. The building uses systems and technologies which minimise environmental impact and give the best value for money. The charity has won several awards for its design and environmental value.

Financial review

The charity received total income of £103,084 in the year (2019: £102,382). Of this, £30,775 related to letting and catering income in connection with operating the centre. The charity also received CJRS income from the Government in the period from April 2020 to December 2020 to cover staff costs totaling £12,091 and local authority grants as part of the Coronavirus support of £27,000.

The charity has a long-term maintenance fund, held in a designated bank account, into which annual contributions are made. The above-mentioned Finance Support Agreement between the charity and the Parish Council stipulates how the annual contribution to the fund is met. This is dependent on the financial results of the charity. For most years, as in 2020, this contribution was met by the Parish Council.

Gamlingay Community Centre

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

Reserves policy

The Board aim to maintain 'free reserves' of £5,000 at all times to cover any contingency which may arise due to an unforeseen drop in letting income.

Future activity

The centre has been closed for much of 2020 because of coronavirus lockdown restrictions so the trustees are grateful for local authority support, part of which has been designated by the trustees to protect against loss of income in 2021.

The trustees have a formal budget in place for a three year period to cover projected income and expenditure. The projection for 2021 is to break even on charitable activities.

Statement of Trustees' responsibilities

The trustees (who are also directors of *Gamlingay Community Centre* for the purposes of company law) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Gamlingay Community Centre

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

Exemption statement

This report has been prepared in accordance with Appendix 5 ("Accounting for Smaller Charities") to the Statement of Recommended Practice on Accounting and Reporting by Charities issued in March 2005, and the Trustees have taken advantage of the small companies exemption provided by section 415A of the Companies Act 2006.

By order of the Board

N MUIRHEAD
Chair

Dated: 15 June 2021

Gamlingay Community Centre

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GAMLINGAY COMMUNITY CENTRE, FOR THE YEAR ENDED 31 DECEMBER 2020

I report on the accounts of the company for the year ended 31 December 2020 set out on pages 8 to 12.

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Act, as amended).
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with general directions given by the Charity Commission. 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 consideration 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Gamlingay Community Centre

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GAMLINGAY COMMUNITY CENTRE, FOR THE YEAR ENDED 31 DECEMBER 2020

CONTINUED...

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Antoinette Gorst FCCA CTA
Anstee Gorst
Chartered Certified Accountants
Ground Floor Offices
Unit 4 Eaton Court
Colmworth Business Park
Eaton Socon
St Neots
PE19 8ER

Gamlingay Community Centre

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
INCOME FROM:					
Grants	3	27,000	24,951	51,951	30,035
Donations and legacies		-	-	-	36
Investment income - bank interest		63	-	63	1,015
Charitable activities	4	49,056	-	49,056	71,296
Total income		76,119	24,951	101,070	102,382
EXPENDITURE ON:					
Charitable activities	5	52,405	12,667	65,072	70,317
Total expenditure		52,405	12,667	65,072	70,317
NET INCOME		23,714	12,284	35,998	32,065
Funds brought forward at 1 January 2020		31,183	129,640	160,823	128,758
Funds carried forward at 31 December 2020	10	54,897	141,924	196,821	160,823

The notes on pages 10 to 12 form part of these financial statements.

Gamlingay Community Centre

Registered company number 7343640

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS	7	763	2,002
CURRENT ASSETS			
Stock		-	-
Debtors	8	22,200	23,561
Cash at bank		177,319	141,567
		<u>199,519</u>	<u>165,128</u>
CURRENT LIABILITIES			
Amounts falling due within one year	9	(3,462)	(6,307)
		<u>(3,462)</u>	<u>(6,307)</u>
NET ASSETS		<u>196,821</u>	<u>160,823</u>
CHARITY FUNDS			
Unrestricted			
General fund	10	32,897	31,183
Designated fund	10	22,000	-
Restricted	10	141,924	129,640
TOTAL FUNDS	10	<u>196,821</u>	<u>160,823</u>

The Trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the period in question in accordance with section 476 of the Act. The Trustees acknowledge their responsibilities for ensuring that the Charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the Charity as at 31 December 2020 and of its surplus for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the Charity.

Approved by the board and signed on behalf of the Trustees:

N Muirhead

Approved and authorised for issue on xxxxxxxxxx 2021.

The notes on pages 10 to 12 form part of these financial statements.

Gamlingay Community Centre

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1 ACCOUNTING POLICIES

a) General

The charity is a limited company registered number 7343640 and its Registered Office is at Gamlingay Eco Hub, Stocks Lane, Gamlingay, Sandy SG19 3JR.

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2016) and the Companies Act 2006. The going concern basis assumes that the charity will continue to meet its costs and obligations on an ongoing basis.

The company meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Fixed assets

Capital items are only classed as fixed assets when they are deemed to have an economic useful life of more than one year. Depreciation is provided at rates of 20%-33% pa straight line.

c) Income receivable

Grants received are accounted for in the financial year to which they relate.

Voluntary income and investment income is accounted for in the financial year in which it is received.

d) Charitable activity expenditure

Expenditure is included on an accruals basis. Charitable activity expenditure comprises those costs directly attributable to managing the day to day activity of the charitable company.

e) Pension scheme

The company operates a defined contribution pension scheme. Contributions are charged to the SOFA as they become payable in accordance with the rules of the scheme.

f) Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity. Restricted funds are funds that are to be used with specific restrictions imposed by the donors or funds which have been raised by the Charity for particular purposes. The aim and use of each restricted fund is set out on the notes to the financial statements.

g) Cash Flow Statement

The financial statements do not include a Cash Flow Statement because the Charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard FRS 102.

2 STATUS

The charity is a company registered in England, limited by guarantee and has no share capital.

Members liability is limited to £10 and at the balance sheet date there were 8 members (2019: 5).

3 GRANTS AND DONATIONS

	Unrestricted	Restricted	2020 Total	2019 Total
	£	£	£	£
Grants from Gamlingay Parish Council	-	22,957	22,957	29,785
Gamlingay Bowls Club	-	1,544	1,544	250
South Cambs District Council	27,000	-	27,000	-
Donation from Gamlingay Turbine	-	450	450	-
	<u>27,000</u>	<u>24,951</u>	<u>51,951</u>	<u>30,035</u>

Gamlingay Community Centre
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
4 INCOME FROM CHARITABLE ACTIVITIES				
Income from letting and catering	28,760	-	28,760	58,762
Income from electricity generation	6,450	-	6,450	6,025
Income from events	537	-	537	4,323
Income from Coronavirus Job Retention Scheme	12,091	-	12,091	-
Other income	1,217	-	1,217	2,186
	<u>49,056</u>	<u>-</u>	<u>49,056</u>	<u>71,296</u>

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
5 EXPENDITURE ON CHARITABLE ACTIVITIES				
Wages and salaries	22,598	-	22,598	30,872
Direct costs relating to letting and catering	546	-	546	4,981
Premises costs	9,468	-	9,468	14,877
Marketing costs	2,241	-	2,241	3,717
Professional fees	2,276	-	2,276	2,446
Sundry equipment	1,386	-	1,386	656
Depreciation	477	762	1,239	2,022
Repairs and maintenance costs	6,568	11,905	18,473	8,189
Office and general expenses	6,371	-	6,371	1,877
Computer and IT costs	474	-	474	680
Total costs	<u>52,405</u>	<u>12,667</u>	<u>65,072</u>	<u>70,317</u>

No Trustees received any remuneration during the year.

	2020	2019
	£	£
6 STAFF COSTS		
Wages and salaries is made up as follows:		
Gross salaries	22,113	30,682
Employers' pension contributions	103	190
	<u>22,216</u>	<u>30,872</u>

There were 6 employees during the year (2019: 6).
No employee received over £60,000.

7 FIXED ASSETS		
Cost at 1 January	8,839	6,552
Additions	0	2,287
Cost at 31 December	<u>8,839</u>	<u>8,839</u>
Accumulated depreciation at 1 January	6,837	4,815
Depreciation charged in the year	1,239	2,022
Accumulated depreciation at 31 December	<u>8,076</u>	<u>6,837</u>
Net Book Value at 31 December	<u>763</u>	<u>2,002</u>

8 DEBTORS		
Trade debtors	273	1,669
Taxes and social security costs	138	-
Other debtors and prepayments	21,789	21,892
	<u>22,200</u>	<u>23,561</u>

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Taxes and social security costs	683	2,039
Accruals and other creditors	2,779	4,268
	<u>3,462</u>	<u>6,307</u>

Gamlingay Community Centre
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

10 FUNDS

Certain funding received by the charity is given with restrictions as to the use of the funds. These funds are classed as restricted funds and are identified below.

RESTRICTED FUNDS	BALANCE BROUGHT FWD £	INCOMING RESOURCES £	OUTGOING RESOURCES £	TRANSFERS £	BALANCE CARRIED FWD £
Sinking fund for long-term maintenance	127,392	21,000	(8,563)	-	139,829
Gamlingay Bowls Club	250	1,543	(1,522)	-	271
Gamlingay Parish Council	1,073	1,957	(2,393)	-	637
Gamlingay Turbine donation	147	450	-	-	597
Co-op Local Community Fund	778	-	(188)	-	590
	<u>129,640</u>	<u>24,950</u>	<u>(12,666)</u>	<u>-</u>	<u>141,924</u>
UNRESTRICTED FUNDS					
Designated fund	-	-	-	22,000	22,000
General fund	31,183	76,119	(52,405)	(22,000)	32,897
TOTAL FUNDS	<u>160,823</u>	<u>101,069</u>	<u>(65,071)</u>	<u>-</u>	<u>196,821</u>

Restricted funds comprise:

- The sinking fund payment is an annual sum agreed with the landlord, Gamlingay Parish Council, to build up a fund for major repairs maintenance over a period of 30 years. In accordance with the terms of an agreement with the landlord, the annual sum can be transferred to this fund by the Council or by the charity.
- The bowls club grants are for bowling equipment
- The Gamlingay Turbine donation was given specifically for renovation of the garden at the back of the Kingspan Hall.
- The Co-op local community donation was given specifically for new furniture.
- The Parish Council donation was for specific maintenance work at the centre.

Designated funds comprise:

- part of the surplus from 2020 resulting from local authority grant income has been designated by trustees for the specific purpose of covering any loss of income in 2021 as a result of continuing coronavirus lockdown restrictions.

11 LEASE COMMITMENTS

An agreement to lease the property known as Gamlingay Community Centre for a period of fifty years from the freeholder, Gamlingay Parish Council, was entered into on 17 February 2011. No rental payments are due in respect of this agreement for the period of the lease.

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds £	Unrestricted funds £	Total £
Fixed assets	763	-	763
Current assets	142,688	56,831	199,519
Current liabilities	-	(3,462)	(3,462)
	<u>143,451</u>	<u>53,369</u>	<u>196,821</u>