

Charity registration number 1141618

Company registration number 07386863 (England and Wales)

WEST WATFORD COMMUNITY ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

WEST WATFORD COMMUNITY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Lynda Bullock Paul Cavallari Susan Ettridge Peter Granger Lisa Howlett Patricia Lee Chinyanta Nkonkomalimba Ethaar El-Emir John Garratt Stephanie Lennox Massimo Trebar
Centre Development Workers	Pavlina Kingsleigh Virginie Jones (until 30 June 2022)
Charity number	1141618
Company number	07386863
Principal address	15 Harwoods Road Watford Hertfordshire WD18 7RB
Registered office	15 Harwoods Road Watford Hertfordshire WD18 7RB
Independent examiner	Gary Howard FCA Howard Wilson Chartered Accountants 36 Crown Rise Watford Hertfordshire WD25 0NE
Bankers	Metro Bank PLC One Southampton Row London WC1B 5HA

WEST WATFORD COMMUNITY ASSOCIATION

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WEST WATFORD COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report and accounts for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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

Objectives

1. The West Watford Community Association (WWCA) is established for charitable objects only. In particular WWCA is established to promote the benefit of the inhabitants of West Watford without distinction of age, sex, race, political, religious or other opinions, by associating the statutory authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for health, recreation and leisure time occupation, with the object of improving conditions of life for the inhabitants.
2. To establish or secure the establishment of a Community Centre (hereinafter called 'the Centre') and to maintain and manage, or to co-operate with any local statutory body in the maintenance and management of such a centre for activities promoted by West Watford Community Association and its constituent bodies in furtherance of the above objects.

WWCA aims to provide services and support to the local community of West Watford in response to their needs. We aim to be accessible to all and to provide a centre for learning, support and social interaction, fostering a community spirit and equality of opportunity.

We will achieve this through: listening to ideas and comments from the local community; providing services, activities, classes and one-off events including those suggested by the local community; offering rooms for hire; website and window posters and volunteering opportunities.

Our objectives for 2021/2022 were:

- To continue virtual social activities and support to help with social isolation and loneliness and other needs during the Coronavirus pandemic.
- To implement changes to schedule as and when restrictions ease / were introduced.
- To further encourage partnerships, including the exchange of skills, with other organisations and within the community.
- To continue to provide an eclectic programme of regular activities, short and one-off courses and social events with broad appeal.

Public benefit statement

The trustees have paid due regard to guidance issued by the Charity Commission regarding public benefit in deciding what activities the charity should undertake.

Activities

The following services and activities fulfil WWCA's aims and objectives and were provided in this period:

Afternoon Tea with Friends – Volunteer led social group where a different theme is discussed each month over some light refreshments, sometimes objects of interest are also brought in. Initially with limited numbers.

WEST WATFORD COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Art Group - This popular group provides a tranquil space for people to be creative. During the pandemic the structure was changed to suit Zoom – a weekly topic was introduced followed by creativity session in that same spirit. This was rotated with in person sessions with initially limited numbers once this became an option. This is not a class, participants support each other to grow creatively in an informal, non-judgemental and friendly setting. It is now widely accepted that the quiet pursuance of creative activities in the company of others increases people's level of well-being and we are committed to provide a range of groups for this purpose. Later in the year the group returns to run fully face to face. They also still support each other via WhatsApp.

Art Exhibition – The Art group put together an exhibition of their artworks. This helped the group also to work as a team on a joint project and helped further their bond. The exhibition was open to all residents and visitor without a charge. It is an ongoing project with themes being changed periodically.

Baby and Toddler Group - Once possible, our Baby and Toddler Group was among the first parent and baby groups to re-open in the area. It is well attended and shows there is demand for this service. Parents and carers have the chance not only to socialise their charges but also to make connections themselves.

Chair Yoga - Led by an ex NHS physiotherapist assistant who is also a qualified yoga instructor, this groups benefits those unable to do classic exercises. They meet once a week.

Community Allotment - The allotment is now family and children friendly with addition of gardening toys, den and raised beds. Children can come and learn about the plant growing cycle, help look after them and watch them grow. It played a role during medium restriction as an outdoors area for families without a garden.

Community Coffee Morning - This volunteer run community coffee morning takes place each Monday except for Bank Holidays. People of all ages attend and it is a great place to get to know your neighbours better. For Zoom sessions we introduce a weekly conversation starter to help us get to know each other and to break the ice. The topics can range from current situation, shopping, quizzes to personal life experiences and opinion discussions. Coffee Morning has been a beacon of light for our users who are isolated, they become closer to people they wouldn't have known so well otherwise. As part of the national drive to combat loneliness the Coffee Morning opened during the Christmas holiday season. Later in year this groups is also back face to face.

Crafty Sew and Sews - This fundraising group for keen crafters meets about once a month to discuss what to items to produce for our Handmade Sale events. Much work is also done by these volunteers at home between sessions. They produce high quality handmade items using donated materials. These hand-crafted gifts and goodies are then sold at our bi-annual Handmade in West Watford Craft and Cake Sale to raise funds for WWCA.

Creative Power Group - This craft group takes place exclusively on Zoom learning different skills each month working on different project every time. This can be sewing, crocheting or knitting. The Centre supplied (and delivered to those unable to collect) a kit with main materials, patterns and instructions. Attendees then work on the project at their own pace in their own home. After two weeks we met on Zoom to share ideas and skills, work together and troubleshoot any issues. At the end of the month, second Zoom session is held to finish and showcase the final product. These sessions are designed to encourage skills sharing, improve concentration and create social connections.

Crochet, Knit and Natter - These popular sessions take place threetimes a month on Zoom and later in person, and are led by experienced and very patient craft volunteer Christine Ball. Participants work on their own projects, or learn a new skill, in the company of others who enjoy knitting and crochet. Other crafts are also welcome. Help is on hand if you get stuck with anything or want to learn a new stitch or technique. Group members also enjoy chatting generally and discussing matters of common interest. There are two versions of this group – afternoons and an evening one for those unable to attend during daytime.

WEST WATFORD COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Digital Inclusion for Older People - These weekly sessions on Tuesday mornings are led by volunteer Khalid Haneef or Shabir Ahmed, both with a background in IT. With more and more key services having to be accessed on-line it is important that older people can use their laptops, tablets and smart phones to do what they need. Those attending praise Khalid's and Shabir's calm and patient teaching and his clear way of explaining new concepts. This group reduces isolation for older carers, those with disabilities and those older people who live alone. During the lockdown we used WhatsApp to communicate and Khalid was able to call people to help them.

Drop-In - We offer one to one sessions on Zoom and as soon as possible, we re-open our Drop-In. We see an increased demand for one to one meetings, be it for social/ loneliness purpose or to help with various administrative issues. We can also offer sign-posting to relevant bodies.

Festive Get Together - People of all ages and faiths join us in December for a lively gathering and sing-a-song. We enjoyed music from local musician and our volunteer Nij Biswas.

French Conversation - Led by Senior Centre Development Worker, Virginie Jones, who is French, this group meets fortnightly on a Monday evening on Zoom and gives those with good knowledge of the French language the opportunity to practise and improve their French conversation and discussion skills. Various relevant topics and vocabulary is introduced every session. This also becomes Zoom opportunity to socialise.

Guitar Group - Our self-help Guitar Group is held twice a month on Friday evenings. Adults with a little or some experience of playing are able to make music together and improve their musical knowledge and skills and to get feedback on their own progress. This group also keeps in touch outside the gatherings.

International Women's Day Event - In March 2022 to celebrate International Women's Day we introduce "Women's Strengths During Difficult Times" theme. The event is well attended by women with different backgrounds and experiences. We learn about the working life of women during WWII and life under the Taliban among other stories.

Newsletters - We create additional email newsletters to our subscribers. These contained links to signposting, free online events and activities, virtual tours and arts/craft tutorials to help users keep informed, entertained, mentally active and feel socially connected and other local activities and events taking place.

Picnic in the Park - In the summer we hold a family picnic with games for children in our local, award winning park. All families bring their own food and treats and everyone is happy to share. This is possible thanks to a number of volunteers who help us transport equipment to and from the park and who help coordinate games and people. One of our volunteers helping at this event is doing so as a part of her Duke of Edinburgh placement.

Pilates (Women Only) - Experienced fitness instructor Rabina Malik teaches these classes that comprise a series of specific exercises executed on a mat. These classes develop core strength in the abdominals and lower back to improve posture, balance and flexibility. These can also be adapted depending on each member's limitations. All attendees are keen to get back to exercise on the premises as soon as that becomes available again.

Vinyl Evening - This pop up evening event is proving to be popular particularly with men who are one of the harder group to reach out to. It is a social event with the opportunity to share vinyl music interest and to make new friends and socialise.

Virtual Social Contacts - During the pandemic we try to keep everyone feel connected, informed and included. We established regular phone calls, one to one zoom sessions and outdoor visits when permitted. Regular social contact, albeit remotely, is vital to alleviate feelings of loneliness which in turn can lead to social isolation and depression.

WEST WATFORD COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Virtual Creative Time on Zoom - We establish this group on Zoom where residents can choose to attend as an observer or a presenter. The main purpose of this group is to share skills, knowledge, life experiences and interest and to encourage digital literacy and give those presenting a sense of purpose. Some of the topics covered are: part two of Plight of Victorian Children; Watford High Street Trail; Life and Work of the Filmmaker Alice Guy-Blache; Along the Ebury Way; Make, Do and Mend; two part The End of Public Speaking Corner in Watford; Paddington to Regents Park; The Rev Newton Price – Feminist or Victorian Patriarch?; From Byewater To...; A Moor for All Seasons; Rat & Sparrow; Nursery Rhymes and Their Meanings.

All these provide another haven for socialising and getting to know each other better in a safe and friendly environment. This project is supported by The National Lottery Community Fund.

Watford Area Memories Group - Over 60s come from all over the area to attend our reminiscence group who usually meets at the community centre on the penultimate Friday afternoon of each month (except August). Experienced reminiscence volunteers gently lead a guided conversation to enable group members to share their memories. Sometimes the meetings have a theme and often group members bring along objects or photos to share with the group. Topics are being chosen to encourage good communication, and as a basis to feel less isolated. Members of this group also support each other as well with regular emails while unable to meet at the Centre.

WestWatch - We print our activities and opportunities as a brochure twice a year. With the help of volunteers, we deliver this brochure to over 3, 000 local households. The brochure lists all our regular activities, some pop up events and volunteering opportunities as well as an emergency schedule should restrictions be in place.

Yoga - Our new tutor is teaching vinyasa flow style yoga. This class looks at improving strength, flexibility and balance, which leads to improved body awareness, posture and coordination. It will allow attendees to challenge what they think that they are capable of whilst giving them a way to release tension plus taking some time for themselves.

Zen Mediation and Mindfulness - Practising Zen Mediation is said to help stop the mind rushing about in an aimless (or even a purposeful) stream of thoughts, to improve focus and the ability to prioritize and plan, to restore energy levels and improves memory. Our group runs on Zoom but still managed to retain personal and friendly feel. This group provides a safe space where people can relieve their anxieties in times of pandemic and everyone is happy and comfortable enough to share their worries.

Other Groups using the West Watford Community Centre during this period are:

Alicia Galieni, Textile Artist, who ran Creative Power Group for free to help us raise money for WWCA in return for use of some space as her base. The Centre is also used by Indian Classical Dance for Children Group, Catechism Classes for Malayalee Community Group and a number of local Counsellors.

Significant Activities

We have put on one-off events that bring the community together. In 2021-22 these were our Festive Get-Together; International Women's Day Evening, Art Exhibition, Picnic in the Park, Vinyl Evening, a Halloween Themed half term crafts for Children, Tuesday with a Chat & Cuppa, Macmillan Coffee Morning. Some of these were purely social and some raised much needed funds for the Centre. Throughout the pandemic we offered help with setting up, safe using and understanding Zoom to anyone interested.

Added new courses to our programme. These were: Chair Yoga; Flow Yoga with Anouska.

We worked in partnership with others to improve our offer and reach. In particular, with our textile artist in residence Alicia who provides popular workshops for us in return for the use of some space in the community centre and with our local partners (Watford Citizens Advice Bureau, Police, Watford Borough Council, Watford & Three Rivers Trust, Veolia) and other stakeholders to help us and users keep informed and able to sign-post to the relevant body or community group. We also work our local librarian who comes to the Baby and Toddler Group to introduce children to books and library via a story and sing time session.

WEST WATFORD COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Volunteers

We are particularly keen to encourage people who live, work or volunteer in West Watford to become volunteers with WWCA. Volunteers receive an informal interview, induction and on-going support. We are particularly pleased that many of our activities are volunteer led.

None of the activities and achievements listed above would have been possible without the much valued support of our wonderful 67 volunteers who gave 755 hours of their time in 2021/22 at the community centre or at WWCA organised events. At the national living wage rate £8.91 this equates to added value of £6,727. This doesn't take account of the huge amount of time given by our volunteers at home making items for our craft sales and preparing for workshops.

Achievements and Performance

In 2021/22 we had 5,225 attendances at community activities, events and services organised by WWCA. Although our primary focus is West Watford we attracted users from all over the Borough of Watford and some from neighbouring local authorities. Our users represent our diverse local community.

Thanks to our volunteers we raise just over £600 at our spring Handmade in West Watford Craft and Cake Sale, and another £610 at our winter Handmade Sale. We also hold this fundraising sale in July and raise £307. Our Zoom activities are free of charge to encourage attendance, to alleviate loneliness and social isolation and not to put on additional financial pressure felt by most. Some users chose to make a donation to show their support.

Financial review

The income for the year was £59,731 with expenditure of £47,955 giving a surplus for the year of £11,776. The charitable company has designated reserves of £16,865 set aside for specific purposes.

In the light of the continued difficult economic climate with cuts being made to our main funders' income the Trustees have unrestricted and undesignated reserves at a minimum of 50% of one year's core expenditure.

We are grateful to receive additional government support funding through Watford Borough Council.

Strategic report

The description under the headings "Achievements and performance" and "Financial review" meet the company law requirements for the trustees to present a strategic report.

Principal sources of income

We would like to thank our funders and supporters for their kind support. We received funding and financial donations from:

Watford Borough Council (towards general running costs and rent and additional government support grants)
Nationally Lottery Community Fund
Asda Community Fund

In addition, we received donations of services and goods from:

Nij Biswas – live music at Festive Get-Together
CAE Technology Limited – two laptops and an iPad for our Digital Inclusion Group
Tesco Extra, Whippendell Road – refreshments for social events
Gary Childs – Watford Borough Council electrical contractor who donates his time to fit energy saving lights at the Centre for free. Watford Borough Council pays for the lights.

Risk management

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 the major risks.

WEST WATFORD COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 MARCH 2022**

Plans for the future

The Trustees aim to:

- For trustees and staff to remain informed with updates about on-going pandemic, related safe health & safety measures, financial impact and partnerships. On-going training for staff and trustees remains the key.
- To remain flexible with activities and schedule to meet the needs of people while considering the ever-changing and unstable economic landscape created by the ongoing pandemic and climate change.
- To give users the opportunity to find ways to improve themselves through a variety of activities and volunteering opportunities.
- To keep some Zoom activities as requested by users.
- To further encourage partnerships, including the exchange of skills, with other organisations and within the community.
- To continue to provide an eclectic programme of regular activities, short and one-off courses and social events with broad appeal.
- Introduce new activities and monitor uptake.

Structure, governance and management

The charity was formed as an unincorporated organisation. The charity was subsequently incorporated on 24 September 2010 as a company limited by guarantee and has no share capital. The charitable company took over the association on 01 April 2011 from the previous unincorporated charity. The charitable company was registered as a charity by the Charity Commission on 27 April 2011.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Lynda Bullock
Paul Cavallari
Susan Ettridge
Peter Granger
Lisa Howlett
Patricia Lee
Chinyanta Nkonkomalimba
Ethaar El-Emir
John Garratt
Stephanie Lennox
Massimo Trebar

All Trustees must live, work or volunteer in West Watford. Trustees are elected annually at the Annual General Meeting (AGM) by members of the local community. The board of Trustees has the power to appoint additional Trustees as it sees fit. New Trustees are recruited from persons identified by current Trustees as having a skill that will benefit the Association. Such persons are appointed until the next AGM when they must retire but are eligible for re-election. All of the Trustees are members of the company and guarantee to contribute £10 in the event of a winding up. Trustees complete a declaration of interests form annually or when their circumstances change.

New Trustees are provided with an information pack. They are supported by the Chair and other experienced Trustees. All new Trustees are offered the opportunity to attend training on their roles and responsibilities. The Trustees are regularly informed of other relevant training and encouraged to attend.

The Trustees set up ad hoc working groups to carry out relevant work between Management Committee meetings. In addition, the Chair, Vice-Chair and Treasurer work on all areas of change, such as the Business Plan, with the staff. These are then taken back to the full Management Committee for comment and ratification.

WEST WATFORD COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Working collaboratively has always been a feature of WWCA's work and we are pleased to be able to provide projects, services and activities in partnership with others. In this way we are able to offer more benefits to our local community than if we worked in isolation. Sharing ideas, expertise and resources is an efficient way of cutting costs, effort and duplication of service. We look forward to continuing and expanding our networks and improving service provision for the people of West Watford. In this period, we worked with:

- Alicia Galieni, Textile Artist
- Citizens Advice
- Gary Childs, Electrical Service
- Hertfordshire Constabulary
- Watford and Three Rivers Trust
- Watford Borough Council
- Watford Community Centre Managers' Group
- Watford Museum

The trustees' report was approved by the Board of Trustees.



Peter Granger

Trustee

Dated: 26 September 2022

WEST WATFORD COMMUNITY ASSOCIATION

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2022

The trustees, who are also the directors of West Watford Community Association for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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 judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST WATFORD COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST WATFORD COMMUNITY ASSOCIATION

I report to the trustees on my examination of the financial statements of West Watford Community Association (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

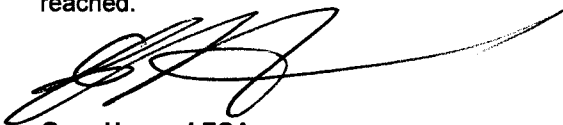
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.



Gary Howard FCA

Howard Wilson Chartered Accountants
36 Crown Rise
Watford
Hertfordshire
WD25 0NE

Dated: 6 October 2022

WEST WATFORD COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

Current financial year

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes				
Income from:					
Donations and legacies	3	43,096	-	43,096	45,404
Operation of Community Centre in West Watford	4	7,756	6,908	14,664	11,984
Fundraising events and activities	5	1,777	-	1,777	305
Investments	6	194	-	194	409
Total income		52,823	6,908	59,731	58,102
Expenditure on:					
Operation of Community Centre in West Watford	7	40,505	7,450	47,955	43,256
Net income/(expenditure) for the year/ Net movement in funds		12,318	(542)	11,776	14,846
Fund balances at 1 April 2021		53,343	4,752	58,095	43,249
Fund balances at 31 March 2022		65,661	4,210	69,871	58,095

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

WEST WATFORD COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Prior financial year

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes			
<u>Income from:</u>				
Donations and legacies	3	45,404	-	45,404
Operation of Community Centre in West Watford	4	1,658	10,326	11,984
Fundraising events and activities	5	305	-	305
Investments	6	409	-	409
Total income		47,776	10,326	58,102
<u>Expenditure on:</u>				
Operation of Community Centre in West Watford	7	35,166	8,090	43,256
Net income/(expenditure) for the year/ Net movement in funds		12,610	2,236	14,846
Fund balances at 1 April 2020		40,733	2,516	43,249
Fund balances at 31 March 2021		53,343	4,752	58,095

WEST WATFORD COMMUNITY ASSOCIATION

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10		914		-
Current assets					
Debtors	11	689		659	
Cash at bank and in hand		72,067		60,487	
		<u>72,756</u>		<u>61,146</u>	
Creditors: amounts falling due within one year	12	<u>(3,799)</u>		<u>(3,051)</u>	
Net current assets			68,957		58,095
Total assets less current liabilities			<u>69,871</u>		<u>58,095</u>
Income funds					
Restricted funds	13		4,210		4,752
Unrestricted funds					
Designated funds	14	16,865		16,865	
General unrestricted funds		<u>48,796</u>		<u>36,478</u>	
			65,661		53,343
			<u>69,871</u>		<u>58,095</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 26 September 2022

Peter Granger
Trustee



Patricia Lee
Trustee



Company Registration No. 07386863

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

West Watford Community Association is a private company limited by guarantee incorporated in England and Wales. The registered office is 15 Harwoods Road, Watford, Hertfordshire, WD18 7RB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Donations and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Grants receivable are recognised in incoming resources when these are receivable except where donors have specified that grants given to the charity must be used in a future accounting period or donors have imposed conditions that have to be fulfilled before the charity is entitled to use that income.

Income is deferred where a donor has specified that the donation or grant is to be used in a future accounting period.

1.5 Expenditure

Expenditure is included in the Statement of Financial Activities when it is incurred.

The majority of costs are directly attributable to specific activities. Where they are material shared costs are apportioned to activities in furtherance of the objects of the charity.

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	25% straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022 £	2021 £
Donations and gifts	1,514	1,138
Core grants	41,582	44,266
	<u>43,096</u>	<u>45,404</u>
Grants receivable for core activities		
Watford Borough Council - core grant	23,415	23,415
Watford Borough Council - Covid small business grant	-	10,000
Watford Borough Council - Local Restrictions Support Grant (LRSB)	-	6,851
Watford Borough Council - Closed Businesses Lockdown Payment	-	4,000
Watford Borough Council - Omicron Hospitality & Leisure Grant	2,667	-
Watford Borough Council - Restart Grant	8,000	-
Watford & Three Rivers Trust - Community Grant	7,500	-
	<u>41,582</u>	<u>44,266</u>

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

4 Operation of Community Centre in West Watford

	2022 £	2021 £
Community Centre activities income	7,756	1,158
Grants receivable	6,908	10,826
	<u>14,664</u>	<u>11,984</u>
Analysis by fund		
Unrestricted funds	7,756	
Restricted funds	6,908	
	<u>14,664</u>	
For the year ended 31 March 2021		
Unrestricted funds		1,658
Restricted funds		10,326
		<u>11,984</u>
Grants receivable		
Watford Borough Council - Accommodation	4,300	4,300
Hertfordshire Community Foundation	-	2,780
Watford & Three Rivers Trust - Improvements Grant	2,085	-
The National Lottery Community Fund	-	3,246
TK Maxx	-	500
Asda Foundation	523	-
	<u>6,908</u>	<u>10,826</u>

5 Fundraising events and activities

	Unrestricted funds	Unrestricted funds
	2022 £	2021 £
Fundraising events	<u>1,777</u>	<u>305</u>

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

6 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	194	409

7 Operation of Community Centre in West Watford

	2022	2021
	£	£
Staff costs	27,728	26,813
Depreciation and impairment	304	-
Tutors costs	1,554	-
Activities costs	475	66
Premises costs	7,461	7,169
Insurance costs	801	1,293
Repairs and maintenance costs	4,094	3,809
Office costs	2,344	1,792
Publicity and promotion	1,515	730
General expenses	170	269
Legal and professional costs	351	240
Volunteer costs	48	55
Governance costs	1,110	1,020
	<u>47,955</u>	<u>43,256</u>

Governance costs comprise of independent examiners fees £1,110 (2021: £1,020). During the year, the independent examiners were also paid £288 (2021: £270) in respect of payroll services.

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or expenses during the year (2021: Nil).

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Activities	2	2

Employment costs

	2022 £	2021 £
Wages and salaries	27,285	26,553
Other pension costs	443	260
	27,728	26,813

There were no employees whose annual remuneration was £60,000 or more.

10 Tangible fixed assets

	Computers £
Cost	
At 1 April 2021	2,520
Additions	1,218
At 31 March 2022	3,738
Depreciation and impairment	
At 1 April 2021	2,520
Depreciation charged in the year	304
At 31 March 2022	2,824
Carrying amount	
At 31 March 2022	914

11 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Prepayments and accrued income	689	659

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

12 Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	3,799	3,051
	<u>3,799</u>	<u>3,051</u>

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			Movement in funds		
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £	Incoming resources £	Resources expended £
Digital Inclusion (IT)	767	-	-	767	-	-	412	-	(355)
Watford Borough Council Annual Fund 2019	2	-	-	2	-	-	2	-	-
Westie LETS Allotment	815	-	-	815	-	-	651	-	(164)
WBC Accommodation Grant	-	4,300	(4,300)	-	4,300	-	-	4,300	(4,300)
Hertfordshire Community Foundation	651	2,780	(2,889)	542	-	-	537	-	(5)
Locality Budgets	281	-	(66)	215	-	-	-	-	(215)
The National Lottery Community Fund	-	3,246	(835)	2,411	-	-	-	-	(2,411)
Improvements grant	-	-	-	-	2,085	-	2,085	-	-
Asda Foundation Grant	-	-	-	-	523	-	523	-	-
	2,516	10,326	(8,090)	4,752	6,908	(7,450)	4,210		

Digital Inclusion (IT) is funding to promote digital inclusion in the locality.

The Watford Borough Council Annual Fund is funding to buy sensory play equipment for Toddler Group.

Westie LETS allotment is funding from Tesco Bags of Help towards the costs of the West Watford Inclusive Allotment.

WBC accommodation grant is the provision of premises by Watford Borough Council.

Hertfordshire Community Foundation is funding for our Future in a Virtual World project to create interactive live classes and a good network of off premises social interactions via various application groups and support users to access them.

Locality Budgets is funding from Hertfordshire County Council and Watford Borough Council for building improvements and equipment for the Art Group.

The National Lottery Community Fund is funding for Virtual Social for Creative Time which is for older users to get together on Zoom and use their knowledge to prepare a creative session.

Improvements grant is funding from Watford & Three Rivers Trust to pay for improvements at the Centre.

Asda Foundation Grant is funding for our Bringing Communities Back Together project.

WEST WATFORD COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

14 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		
	Balance at 1 April 2020	Incoming resources	Balance at 1 April 2021	Incoming resources	Balance at 31 March 2022
	£	£	£	£	£
Building repair and maintenance fund	16,666	-	16,666	-	16,666
Westie LETS	199	-	199	-	199
	<u>16,865</u>	<u>-</u>	<u>16,865</u>	<u>-</u>	<u>16,865</u>

The building repair and maintenance is a provision to cover future repairs and maintenance of the Community Association's premises.

Membership fees paid by the members of the Westie LETS Scheme are designated to fund future running costs of the scheme.

15 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Fund balances at 31 March 2022 are represented by:						
Tangible assets	914	-	914	-	-	-
Current assets/ (liabilities)	64,747	4,210	68,957	53,343	4,752	58,095
	<u>65,661</u>	<u>4,210</u>	<u>69,871</u>	<u>53,343</u>	<u>4,752</u>	<u>58,095</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

