

Company registration number: 07470307

Charity registration number: 1144407

Marcham Community Group

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Green Accountancy Limited
Association of Chartered Certified Accountants
Signal Court
Old Station Way
Eynsham
Witney
OX29 4TL

Marcham Community Group

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 5
Statement of Trustees' Responsibilities	6
Independent Examiner's Report	7 to 8
Statement of Financial Activities	9
Balance Sheet	10 to 11
Notes to the Financial Statements	12 to 20

Marcham Community Group

Reference and Administrative Details

Trustees

Colin Peter Trinder

Dr James Asher

Trevor John Hill

Suzanne Arlene Crafer

Adam Patrick Grady

Daniel Peter Robert Barnes

Michael Trevredyn Hoath

Carolyn Frances Elliot Blackmore

Ruth Elizabeth Mander

Charity Registration Number

1144407

Company Registration Number

07470307

The charity is incorporated in England and Wales.

Registered Office

3 All Saints Close

Marcham

Abingdon

Oxfordshire

OX13 6PE

Principal Office

Marcham Community Centre

Barrow Close

Marcham

Abingdon

Oxfordshire

OX13 6TY

Auditor

Green Accountancy Limited

Signal Court

Old Station Way

Eynsham

Witney

OX29 4TL

Accountants

Green Accountancy Limited
Association of Chartered Certified Accountants
Signal Court
Old Station Way
Eynsham
Witney
OX29 4TL

Marcham Community Group

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Objectives and activities

Objects and aims

The Objects of Marcham Community Group (MCG), as a charity, are the provision for the benefit of the inhabitants of Marcham and the surrounding area of facilities (including a community building and playing fields) for meetings, lectures and classes, and for other forms of recreation or other leisure-time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

Objectives, strategies and activities

During the financial year ended 31st March 2021, Marcham Community Group made the transition from a principally fund-raising and planning role to an operational role, with handover of the new Marcham Centre village hall and recreation facilities to the charity on 19th June 2020. The hall, Multi-Use Games Area (MUGA) and car park are owned by Marcham Parish Council and leased to MCG on a 99-year lease; the recreation fields surrounding the village hall, in the ownership of the Arthur Anson Trust, are leased to the Parish Council and sub-leased to MCG, also for a 99-year period.

During the year, we appointed a paid part-time Coordinator to manage bookings and hirers on a day-to-day basis.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Operations for most of the financial year were subject to severe disruption due to Covid-19 restrictions. During a brief period of carefully managed opening in autumn of 2020, there was significant interest from local people and community groups in making bookings for the facilities. The hall was closed from December through to the end of March due to the national lockdown.

When restrictions allowed, the outdoor MUGA was open for free use between 9am and 9pm each day and was regularly used by young people and families. It was also used for team training.

Marcham Community Group

Trustees' Report

Financial review

The original Budget and Business Plan for most of 2020-21 was subject to severe disruption due to Covid-19 restrictions. MCG faced continued fixed costs and utility costs (albeit held to a lower level while the building was closed) after a brief period of partial opening in autumn of 2020, during which there was significant interest from local people and community groups in making bookings.

MCG was eligible for and received Treasury grants via Vale Business Support for leisure businesses forced to close; and an Oxfordshire County Councillor fund grant towards our part-time staff costs during national lockdown (Dec 20-Mar 21).

We had set out with a capital spend requirement of around £54k to fit out the facility with items necessary for the range of activities anticipated. By 31st March 2021, we had successfully secured grants (from the VoWH District Council, The Lottery Fund and the Parish Council), donations from a number of local businesses and individuals) and fund-raising events to cover most of this requirement and had spent a little over £39k on necessary items.

We recruited and committed to taking on a paid part-time Coordinator to start in October 2020. We were able to respect that commitment, with help from grant funding, which enabled us to carry out a period of necessary training and development whilst dealing with many delayed and potential future hirers.

Policy on reserves

The trustees' policy on reserves, after operational finances become better established following a period of performance disrupted by Covid-19, is to maintain sufficient cash reserves to provide working capital support for operating costs including minor repairs/maintenance for a forward period of up to 12 months. This period of cover may be reduced in future years when the pattern of income and expenses becomes more clearly established. In addition, and in line with a requirement of the leases and Management Agreement with Marcham Parish Council, the charity is required to contribute to a sinking fund (which will be held as Restricted Funds in a separate bank account) by making payments from General funds of at least £5,000 per year, starting by April 2022; this fund can be spent only on major maintenance work on the facilities with approval of the Parish Council. Reserves therefore will need to be held to cover these required annual contributions, in addition to working capital needs.

Marcham Community Group

Trustees' Report

Structure, governance and management

Nature of governing document

Memorandum and Articles incorporated 15 December 2010 as amended by Special Resolution registered at Companies House on 5 December 2017.

MCG is a charity and Company limited by guarantee. It is run by a board of Trustees (also Directors under the Companies Act) which is responsible for strategic decisions, setting policies and approving material expenditure. Four committees report to the trustees: Hall Committee, Field Committee, Marketing Committee and Finance & General Purposes Committee and matters of day to day operations. Each committee is chaired by a trustee. We have a head of Finance on the board of Trustees responsible for book-keeping and setting up contracts.

The trustees have had regard to Charities Commission guidance on public benefit, which is an explicit component of the objects of the charity aimed at the local community.

Recruitment and appointment of trustees

The trustees are accountable to the local community through the membership of the charity and are elected by votes of members at each AGM. The trustees seek to maintain a set of skills on the board that we need to operate effectively, for example, operational, financial and marketing skills. The trustees proactively invite and consider people who may have skills appropriate to becoming trustees from amongst those currently serving on one or more of the four committees that support the board. Our preference currently is to invite people interested in helping to join one of the committees first, so that they can gain an understanding of the operation of the charity. We also make an open invitation to local residents, normally in advance of the AGM, to ask anyone interested in becoming a trustee to seek more information and to make an application for election (proposed by an existing member).

Organisational structure

Company limited by guarantee, registered in England no. 7470307 and registered Charity no. 1144407.


Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Marcham Community Group

Trustees' Report

The annual report was approved by the trustees of the charity on ^{02/12/2021}..... and signed on its behalf by:


.....
Dr James Asher
Trustee

M T Hoath
.....
Michael Trevredyn Hoath
Trustee

Marcham Community Group

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Marcham Community Group for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations. The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

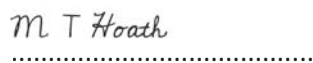
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

Approved by the trustees of the charity on 02/12/2021 and signed on its behalf by:



Dr James Asher
Trustee



Michael Trevredyn Hoath
Trustee

Marcham Community Group

Independent Examiner's Report to the trustees of Marcham Community Group ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of Marcham Community Group 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of Marcham Community Group as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

Marcham Community Group

Independent Examiner's Report to the trustees of Marcham Community Group ("the Company")

David Wilsdon

.....

David Wilsdon FCCA

Association of Chartered Certified Accountants

Signal Court

Old Station Way

Eynsham

Witney

Witney

OX29 4TL

08/12/2021
Date:.....

Marcham Community Group

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	3	3,702	6,250	9,952	276
Charitable activities	4	10,708	29,300	40,008	35,189
Other trading activities	5	2,902	-	2,902	10,104
Total income		17,312	35,550	52,862	45,569
Expenditure on:					
Raising funds		-	(6,764)	(6,764)	-
Charitable activities		(19,314)	(10,892)	(30,206)	(4,663)
Total expenditure		(19,314)	(17,656)	(36,970)	(4,663)
Net (expenditure)/income		(2,002)	17,894	15,892	40,906
Transfers between funds		18,641	(18,641)	-	-
Net movement in funds		16,639	(747)	15,892	40,906
Reconciliation of funds					
Total funds brought forward		35,039	36,879	71,918	31,012
Total funds carried forward	15	51,678	36,132	87,810	71,918

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 15.

The notes on pages 12 to 20 form an integral part of these financial statements.

Marcham Community Group
(Registration number: 07470307)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	27,361	18,526
Current assets			
Debtors	12	1,100	-
Cash at bank and in hand	13	62,305	54,850
		63,405	54,850
Creditors: Amounts falling due within one year	14	(2,956)	(1,458)
Net current assets		60,449	53,392
Net assets		87,810	71,918
Funds of the charity:			
Restricted income funds			
Restricted funds		36,132	-
Unrestricted income funds			
Unrestricted funds		51,678	71,918
Total funds	15	87,810	71,918

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.


These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The notes on pages 12 to 20 form an integral part of these financial statements.

Marcham Community Group
(Registration number: 07470307)
Balance Sheet as at 31 March 2021

The financial statements on pages 9 to 20 were approved by the trustees, and authorised for issue on

02/12/2021 and signed on their behalf by:


.....
Dr James Asher
Trustee


.....
Michael Trevredyn Hoath
Trustee

The notes on pages 12 to 20 form an integral part of these financial statements.

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £3 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

3 All Saints Close
Marcham
Abingdon
Oxfordshire
OX13 6PE

The principal place of business is:

Marcham Community Centre
Barrow Close
Marcham
Abingdon
Oxfordshire
OX13 6TY

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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 (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Marcham Community Group meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

2 Accounting policies (continued)

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

2 Accounting policies (continued)

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £200.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class

Equipment

Depreciation method and rate

Straight line basis over 4 to 5 years.

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

2 Accounting policies (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees. The trustees have designated £7,000 for fitting out of the hall.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Donations from individuals	3,186	6,250	9,436
Regular giving and capital donations	516	-	516
	<u>3,702</u>	<u>6,250</u>	<u>9,952</u>

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

3 Income from donations and legacies (continued)

	Unrestricted funds General £	Total 2020 £
Regular giving and capital donations	276	276
	<u>276</u>	<u>276</u>

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Grants received	10,708	29,300	40,008
Total for 2021	<u>10,708</u>	<u>29,300</u>	<u>40,008</u>
Total for 2020	<u>35,189</u>	<u>-</u>	<u>35,189</u>

5 Income from other trading activities

	Unrestricted funds General £	Total funds £
Events income;		
Other events income	2,902	2,902
Total for 2021	<u>2,902</u>	<u>2,902</u>
Total for 2020	<u>10,104</u>	<u>10,104</u>

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

6 Government grants

Marcham Parish Council - grant for grass cutting - £1,800
Vale of White Horse - S106 Art Project Funding -- £19,500
Marcham Parish Council - £5,000
Vale of White Horse - Lockdown grant - £2,135
Vale of White Horse - COVID grant - £8,573
Oxford County Council Grant - £3,000

The amount of grants recognised in the financial statements was £40,008 (2020 - £35,189).

7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

8 Staff costs

The aggregate payroll costs were as follows:

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021
	No
Employees	<u>1</u>

No employee received emoluments of more than £60,000 during the year.

9 Independent examiner's remuneration

	2021
	£
Other fees to examiners	
Examination-related assurance services	<u>600</u>

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2020	23,397	23,397
Additions	18,642	18,642
At 31 March 2021	42,039	42,039
Depreciation		
At 1 April 2020	4,871	4,871
Charge for the year	9,807	9,807
At 31 March 2021	14,678	14,678
Net book value		
At 31 March 2021	27,361	27,361
At 31 March 2020	18,526	18,526

12 Debtors

	2021 £
Prepayments	1,100

13 Cash and cash equivalents

	2021 £	2020 £
Cash at bank	62,305	54,850

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	2,956	1,458

15 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
General					
General Funds A	35,039	17,312	(19,314)	11,641	44,678
Designated					
Designated Funds A	-	-	-	7,000	7,000
Total unrestricted funds	35,039	17,312	(19,314)	18,641	51,678
Restricted funds					
For purchase of fixtures & fittings	22,599	6,250	(9,629)	(10,248)	8,972
Lottery Grant	9,920	-	(1,650)	(7,293)	977
Vale Art Grant (P20/V0866/106)	-	19,500	(91)	(1,100)	18,309
Marcham Parish Council - Legal fees	2,110	-	(2,110)	-	-
Marcham Parish Council - Grass cutting	2,250	1,800	(1,176)	-	2,874
Marcham Parish Council - Sound absorbers and patio fencing	-	5,000	-	-	5,000
Oxfordshire County Council Grant	-	3,000	(3,000)	-	-
	36,879	35,550	(17,656)	(18,641)	36,132
Total funds	71,918	52,862	(36,970)	-	87,810

Marcham Community Group

Notes to the Financial Statements for the Year Ended 31 March 2021

15 Funds (continued)

Restricted funds were used in accordance with their restriction to purchase fixed assets. The charity is then not restricted in the use of the fixed assets. Therefore at the point of purchase, the cost of each asset purchased is effectively transferred from the restricted fund, to unrestricted funds.

16 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds at 31 March 2021
	General	Designated		
	£	£	£	£
Tangible fixed assets	27,361	-	-	27,361
Current assets	21,373	7,000	35,032	63,405
Current liabilities	(2,956)	-	-	(2,956)
Total net assets	45,778	7,000	35,032	87,810

	Unrestricted funds	Restricted funds	Total funds at 31 March 2020
	General		
	£	£	£
Tangible fixed assets	18,526	-	18,526
Current assets	17,971	36,879	54,850
Current liabilities	(1,458)	-	(1,458)
Total net assets	35,039	36,879	71,918