

REGISTERED COMPANY NUMBER: 07322684 (England and Wales)

REGISTERED CHARITY NUMBER: 1148428

Report of the Trustees  
And  
Financial Statements for the Year Ended  
31 March 2021  
For

LINDEN HALL COMMUNITY CENTRE LIMITED

(A COMPANY LIMITED BY GUARANTEE)

LINDEN HALL COMMUNITY CENTRE LIMITED

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For the Year Ended 31 March 2021

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## LINDEN HALL COMMUNITY CENTRE LIMITED

### Report of the Trustees

For the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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 2015)

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

The objectives of Linden Hall as registered with the Charities Commission are to:

1. Relieve the needs of people with long term health conditions associated with ageing, in any manner, which now or hereafter may be deemed by law to be charitable, with in the London Borough of Richmond Upon Thames.
2. Relieve the needs of people with disabilities, both mental and physical or learning difficulties, in any manner which now or hereafter may be deemed by law to be charitable, within the London Borough of Richmond Upon Thames
3. Provide or assist in the provision of facilities in the interest of social welfare for recreation or other leisure time occupation of individuals who have need for such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.

#### Public Benefit

In shaping the objectives of the year and planning the activities, the trustees have considered the Charity Commission's guidance on public benefit and fee charging. The trustees do not receive fees or expenses and any costs are tightly controlled.

Like most charities Linden Hall Community Centre was severely impacted by the Covid 19 pandemic and the government lockdowns. At all times our trustees have sought to safeguard our vulnerable clients and comply with government restrictions. As such our services were suspended during lockdowns and relevant tier restrictions. This meant that many of our aims and activities for the year were put on hold. However, Linden Hall Community Centre continued to provide support to the Community by contacting our clients on a regular basis and doing our best to ensure their needs were met.

### FINANCIAL REVIEW

#### Financial Position

The trustees have carried out a financial review of Linden Hall Community Centre and are satisfied with the performance of the charity during this year of upheaval caused by the Covid 19 pandemic.

Income has been derived almost entirely from grants, and ongoing CiLS contract payments. The grants received were £22,500 (2020: £26,500) from The Hampton Fund and £25,000 (2020: £NIL) from Richmond Council in relation to Covid 19. Linden Hall received £55,437 in CiLS payments of which £39,000 has been set aside to cover the cost of the Hall Lease which is currently being finalised.

## LINDEN HALL COMMUNITY CENTRE LIMITED

Income on Hall Hire and Fundraising has been severely impacted by Covid 19 with takings of less than £2,000 compared to just over £35,000 in the last financial period.

The Governments Furlough Scheme helped significantly in the reduction of outgoings in relation to staff, however this has meant that the Restricted Fund provided by the Hampton Fund has not been spent in full and we are currently in negotiation with them to agree how this underspend should be treated.

### Reserves Policy

At the end of March 2021, the charity's reserves stood at £139,444 of which £13,989 represents restricted funds. Restricted funds represent the underspend from the current grant received from The Hampton Fund. This underspend is due to the impact of the Coronavirus Job Retention Scheme and is currently under discussion with the grant maker.

The trustees believe that keeping unrestricted reserves at a level equivalent to three months of average expenditure to include wages, will allow the charity to cover the shortfall of any contract payments whilst still being able to carry out its commitments to its beneficiaries.

The reserves policy is reviewed on an annual basis and adjustments to the levels considered appropriate are made accordingly."

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing Document

Linden Hall Community Centre Limited is a company limited by guarantee, governed by its Memorandum and Articles of Association. It was incorporated on 22 July 2010 and is registered at Companies House (no. 07322684). It is registered as a charity with the Charity Commission (no. 1148428).

### Organisational Structure

Linden Hall Community Centre Limited operational functions have been carried out during the year by Development Manager Sandra Harvey and her successor William Burt and Activities Co-ordinator Jo Sidway. They operated under the guidance of the trustees/directors, through the Chair of Trustees, Janet Fisher.

### Appointment, Induction and Training of new Trustees

The Articles of Association allow for a minimum of 3 Trustees but there is no further restriction to the number of Trustees. Trustees serve for a period of three years, with one third standing down each year. Those Trustees standing down can be put forward for re-election.

New board members are provided with appropriate guidance from the Charity Commission and other relevant bodies and a statement of accounts.

All board members are encouraged to attend appropriate external events where these will facilitate the undertaking of their role.

### Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

LINDEN HALL COMMUNITY CENTRE LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

J A W Elloy  
M F Figgins  
J Fisher  
E Foster  
H F Glassup  
J Merritt  
P I J Morgan  
S Nicholson  
J H Pinnell  
K G Sim  
J M Slinn

Retired  
Bookkeeper  
Retired  
Retired  
Fundraiser  
Retired  
Government Service (retired)  
Local Councillor  
Accountant  
Retired  
Director

Registered company Number  
07322684 (England and Wales)

Registered Charity Number  
1148428

Registered Office  
Linden Hall  
Linden Road  
Hampton  
Middlesex  
TW12 2JG

Independent Examiner  
Heyburn Bennett Limited  
9 Bridge Street  
Walton on Thames  
Surrey  
KT12 1AE

Approved by order of the board of trustees on 14 October 2021 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'J Fisher', written in a cursive style.

J Fisher – Trustee



LINDEN HALL COMMUNITY CENTRE LIMITED

Independent Examiner's Report to the Trustees of Linden Hall Community Centre Limited (the company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021 which are set out on pages 4 to 13.

Responsibilities and basis of report

As the charity 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 the Company 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 company'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 that in any material respect:

1. Accounting records were not kept in respect of the Company 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 to 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.



Mark Heyburn  
FCCA  
Heyburn Bennett Limited  
9 Bridge Street  
Walton on Thames  
Surrey  
KT12 1AE

Date: 20 OCTOBER 2021

LINDEN HALL COMMUNITY CENTRE LIMITED

Statement of Financial Activities (incorporating the income and expenditure account)  
For the Year Ended 31 March 2021.

	Unrestricted Funds £	Restricted Funds £	Total Funds 31.03.21 £	Total Funds 31.03.20 £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies	3,514		3,514	4,827
<b>Charitable activities</b>				
Charitable activities		34,822	34,822	42,205
Other trading activities	120,781		120,781	68,248
Investment income	1,042		1,042	(21)
<b>Total</b>	<u>125,338</u>	<u>34,822</u>	<u>160,160</u>	<u>115,259</u>
<b>EXPENDITURE ON</b>				
<b>Charitable activities</b>				
Charitable activities	110,928	20,833	131,761	112,021
<b>Total</b>	<u>110,928</u>	<u>20,833</u>	<u>131,761</u>	<u>112,021</u>
<b>NET INCOME/(EXPENDITURE)</b>	14,410	13,989	28,399	3,238
Transfers between Funds			-	-
<b>Net movement in Funds</b>	<u>14,410</u>	<u>13,989</u>	<u>28,399</u>	<u>3,238</u>
<b>RECONCILIATION OF FUNDS</b>				
Total Funds brought forward	72,345	-	72,345	69,107
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>86,755</u>	<u>13,989</u>	<u>100,744</u>	<u>72,345</u>

LINDEN HALL COMMUNITY CENTRE LIMITED

Balance Sheet  
At 31 March 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds 31.03.21 £	Total Funds 31.03.20 £
<b>FIXED ASSETS</b>				
Tangible Assets	4,262	-	4,262	5,681
<b>CURRENT ASSETS</b>				
Investments	10,935	-	10,935	-
Debtors	19,107	-	19,107	11,728
Cash at bank and in hand	109,022	13,989	123,011	87,055
	<u>139,065</u>	<u>13,989</u>	<u>153,054</u>	<u>98,783</u>
<b>CREDITORS</b>				
Amounts falling due within one year	(56,472)	-	(56,472)	(32,119)
<b>NET CURRENT ASSETS</b>	<u>82,593</u>	<u>13,989</u>	<u>96,582</u>	<u>66,664</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<u>86,855</u>	<u>13,989</u>	<u>100,844</u>	<u>72,345</u>
<b>NET ASSETS</b>	<u>86,855</u>	<u>13,989</u>	<u>100,844</u>	<u>72,345</u>
<b>FUNDS</b>				
Restricted Funds			13,989	72,345
Unrestricted Funds			86,755	
<b>TOTAL FUNDS</b>			<u>100,744</u>	<u>72,345</u>



LINDEN HALL COMMUNITY CENTRE LIMITED

Balance Sheet – continued

At 31 March 2021

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

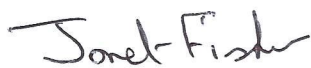
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with section 477 of the Companies Act 2006.

The trustees accept their responsibilities for:

1. Ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
2. Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

These financial statements were approved by the Board of Trustees on 14 October 2021 and were signed on their behalf by:

A handwritten signature in dark ink, appearing to read 'J Fisher', is written over a horizontal line.

J Fisher – Trustee

## LINDEN HALL COMMUNITY CENTRE LIMITED

### Notes to the Financial Statements For the Year Ended 31 March 2021

#### 1. ACCOUNTING POLICIES

##### Identification

Linden Hall Community Centre is a Private Company Limited by Guarantee incorporated in England. The principal place of business is Linden Hall, Linden Road, Hampton, Middlesex, TW12 2JG. The charity is a public benefit entity.

##### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS102) "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 2015)". Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK And Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historic cost convention.

##### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that this income will be received and the amount can be measured reliably.

##### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

##### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and Fittings	-	25% on reducing balance
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##### Investments

Investments are valued at fair value through the Statement of Financial Activities. Pooled investment vehicles are valued at bid price. The objective for the managed funds is to provide a higher investment return than could be achieved by a high-quality bond investment over the medium to long-term. Short-term highly liquid investments are included as cash at bank.

##### Debtors

Short-term debtors are measured at transaction price, less any impairment losses for bad and doubtful debts.

## LINDEN HALL COMMUNITY CENTRE LIMITED

### Creditors

Short-term creditors are measured at transaction price.

### Going Concern

At the date of signing the accounts there were no material uncertainties about the charity's ability to continue.

### Taxation

The charity is exempt from corporation tax on its charitable activities.

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

### Change in Accounting Policy

Previously, investments held with CAF were shown on the balance sheet as Cash in Hand, however, on further inspection this year, it has been deemed that the funds should instead be shown as an investment. In last years accounts this change would result in an investments figure addition of £9,996 and reduction of Cash in Hand to the same value. There is no impact on the over funds of the charity or on its net current asset position.

## 2. OTHER TRADING ACTIVITIES

	31.03.21	31.03.20
	£	£
Fundraising events	132	3,649
Hall hire	1,828	31,514
Refreshments	1,284	16,041
Services	52	770
Activities	601	11,081
Other	129,207	5,193
	<u>133,104</u>	<u>68,248</u>

# LINDEN HALL COMMUNITY CENTRE LIMITED

A grant of £25,000 was received from Richmond Borough Council in response to the Covid 19 Pandemic.  
This has been used to fund general operating costs of the charity.

## 3. INVESTMENT INCOME

	31.03.21 £	31.03.20 £
Deposit account interest	103	267
CAF Bond appreciation	940	(288)
	<u>1,042</u>	<u>(21)</u>

## 4. NET INCOME/(EXPENDITURE)

	31.03.21 £	31.03.20 £
Depreciation - owned assets	1,420	1,894

## 5. TRUSTEES REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

### Trustees Expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

## 6. STAFF COSTS

	31.03.21	31.03.20
Wages & salaries	49,946	50,666
Social security costs	-	504
Pension contributions	719	891
	<u></u>	<u></u>

LINDEN HALL COMMUNITY CENTRE LIMITED

The average monthly number of employees during the year was as follows:

	31.03.21	31.03.20
Administration	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

LINDEN HALL COMMUNITY CENTRE LIMITED

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	4,827	-	4,827
<b>Charitable activities</b>			
Charitable activities		42,205	42,205
Other trading activities	68,248		68,248
Investment income	(21)		(21)
<b>Total</b>	<u>73,054</u>	<u>42,205</u>	<u>115,259</u>
 <b>EXPENDITURE ON</b>			
Charitable activities			
Charitable activities	68,432	43,589	112,021
<b>Total</b>	<u>68,432</u>	<u>43,589</u>	<u>112,021</u>
 <b>NET INCOME/(EXPENDITURE)</b>	4,622	(1,384)	3,238
Transfers between Funds	(1,384)	1,384	-
<b>Net movement in Funds</b>	<u>3,238</u>	<u>-</u>	<u>3,238</u>
 <b>RECONCILIATION OF FUNDS</b>			
Total Funds brought forward	69,107	7,543	76,650
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>72,345</u>	<u>7,543</u>	<u>79,888</u>



LINDEN HALL COMMUNITY CENTRE LIMITED

8. TANGIBLE FIXED ASSETS

	Fixtures & Fittings £
<b>COST</b>	
At 1 April 2020	10,507
Additions	-
	<u>10,507</u>
At 31 March 2021	
<b>DEPRECIATION</b>	
At 1 April 2020	4,826
Charge for the year	1,420
	<u>6,246</u>
At 31 March 2021	
<b>NET BOOK VALUE</b>	
At 31 March 2021	<u><u>4,261</u></u>
At 31 March 2020	<u>5,681</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.03.21 £	31.03.20 £
Trade debtors	14,509	6,990
Other debtors	-	-
Prepayments and accrued income	4,598	4,738
	<u>19,107</u>	<u>11,728</u>

LINDEN HALL COMMUNITY CENTRE LIMITED

10. INVESTMENTS

	31.03.21 £	31.03.20 £
Unlisted investments	10,935	9,996
	<u>10,935</u>	<u>9,996</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.03.21 £	31.03.20 £
Trade creditors	18	24
Social security and other taxes	375	895
Employee payments	-	25
Pension	-	45
Accruals and deferred income	56,078	31,130
	<u>56,472</u>	<u>32,119</u>

Included within accruals and deferred income is an amount of £11,250 in relation to the grant receivable from The Hampton Fund. This grant is payable for the period December to November and as such a proportion of it falls outside of the financial period in question.

LINDEN HALL COMMUNITY CENTRE LIMITED

12. MOVEMENT IN FUNDS

	At 1.04.20 £	Net movement in funds £	Transfers between funds £	At 31.03.21 £
<b>Unrestricted Funds</b>				
General funds	72,345	14,410		86,755
<b>Restricted Funds</b>				
Restricted fund	-	13,989		13,989
<b>TOTAL FUNDS</b>	<u>72,345</u>	<u>28,399</u>	<u>-</u>	<u>100,744</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted Funds</b>			
General funds	125,338	(110,928)	14,410
<b>Restricted Funds</b>			
Restricted fund	34,822	(20,833)	13,989
<b>TOTAL FUNDS</b>	<u>160,160</u>	<u>(131,761)</u>	<u>28,399</u>

Comparatives for movements in funds

	At 1.04.19 £	Net movement in funds £	Transfers between funds £	At 31.03.20 £
<b>Unrestricted Funds</b>				
General funds	69,107	4,622	(1,384)	72,345
<b>Restricted Funds</b>				
Restricted fund		(1,384)	1,384	-
<b>TOTAL FUNDS</b>	<u>69,107</u>	<u>3,238</u>	<u>-</u>	<u>72,345</u>

LINDEN HALL COMMUNITY CENTRE LIMITED

Comparative net movements in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted Funds</b>			
General funds	73,054	(68,432)	4,622
<b>Restricted Funds</b>			
Restricted fund	42,205	(43,589)	(1,384)
<b>TOTAL FUNDS</b>	<u>115,259</u>	<u>(112,021)</u>	<u>3,238</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

LINDEN HALL COMMUNITY CENTRE LIMITED

Detailed Statement of Financial Activities  
For the Year Ended 31 March 2021

	Total Funds 31.03.21 £	Total Funds 31.03.20 £
<b>INCOME AND ENDOWMENTS FROM</b>		
<b>Donations and legacies</b>		
Gifts	-	-
Donations	3,514	4,827
	<u>3,514</u>	<u>4,827</u>
<b>Other trading activities</b>		
Fundraising events	132	3,649
Hall hire	1,828	31,514
Refreshments	1,284	16,041
Services	52	770
Activities	601	11,081
Other	129,207	5,193
	<u>133,104</u>	<u>68,248</u>
<b>Investment income</b>		
Deposit account interest	103	267
CAF Bond appreciation	940	(288)
	<u>1,042</u>	<u>(21)</u>
<b>Charitable activities</b>		
Grants	22,500	42,205
<b>Total incoming resources</b>	<u>160,160</u>	<u>115,259</u>

LINDEN HALL COMMUNITY CENTRE LIMITED

**EXPENDITURE**

**Charitable activities**

Wages	49,946	50,666
Social security	-	504
Pensions	719	891
Rent	39,000	-
Light and heat	5,300	8,708
Activities costs	245	4,972
Cleaning	11,344	16,612
Cook	100	1,320
Staff training	24	-
Entertainment	1,124	345
Bad debts	1,515	-
	<u>109,318</u>	<u>84,018</u>

**Support costs**

**Management**

Insurance	1,277	1,093
Telephone	962	1,382
Postage and stationery	217	982
Advertising	-	350
Sundries	428	2,046
Provisions	1,475	7,195
Repairs	11,866	9,387
Depreciation of tangible and heritage assets	1,420	1,893
	<u>17,644</u>	<u>24,328</u>

**Finance**

Bank charges	325	602
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**Information technology**

IT costs and software	1,222	229
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**Other**

Sundries	-	324
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**Governance costs**

Accountancy and legal fees	3,252	2,520
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**Total resources expended**

<u>131,761</u>	<u>112,021</u>
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