

SHELLEY COMMUNITY ASSOCIATION

FINANCIAL STATEMENTS

31ST MARCH 2021

CONTENTS

	Page
Company information	1
Chairperson's report	2-3
Directors' report	4-5
Independent Examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9-13
Schedule of grants and guarantees	14

SHELLEY COMMUNITY ASSOCIATION

COMPANY INFORMATION

Status

Shelley Community Association is a registered charity (number 1149146).

Company registration number: 08009975.

The company is limited by guarantee.

Directors (members of Council of Management)

S A Allen
R D Cull
L R Hoare
J M Hoyle
C Hughes
L C MacDonald
A M Mettrick
L Mettrick
A Priestman
S P Tarbatt
LJ Parsley
C Hepworth

Secretary and registered office

A Clifton
87 Hawthorne Way
Shelley
Huddersfield
HD8 8QF

Independent Examiner

G&T Accountancy Services Ltd
Chartered Certified Accountants
Unit 1B Denby Dale Business Park
Wakefield Road
Denby Dale
Huddersfield
HD8 8QH

Bankers

Barclays Bank
17 Market Place
Huddersfield
HD1 2AA

SHELLEY COMMUNITY ASSOCIATION

CHAIRMAN'S REPORT

For the year ended 31st March 2021

The Company (08009975) through its Charity (1149146) has a record of serving Shelley very ably and providing through its endeavours and the unstinting efforts of its volunteers an indispensable venue for a wide variety of community activities. We are dependable and provide much appreciated continuity in a changing village and changing times. However, the pandemic which began in March 2020 with a dramatic 'stay at home' announcement from the Prime Minister changed everything that we knew and loved. The Shelley Village Hall which is the key focus of the Community Association and allows the community as a whole to embrace a wide spectrum of interests was, for the time ever, closed for all of the year. Many of our community activities were cancelled.

The first 'lockdown' was the most restrictive and left many of our elderly and infirm and otherwise vulnerable residents in need of help beyond that possible with supermarket deliveries. Volunteers from the Community Association organised and arranged to make deliveries of pharmacy products and prescriptions. Able, younger, volunteers took on the responsibility for delivering the Shelley Magazine to residents which managed to maintain a normal publishing schedule throughout. There were many selfless acts of assistance whenever members of the community needed help.

We were fortunate that by volunteer effort a new Shelley Community website was created which helped to provide readily updated information to the village and at the same time provide a useful resource about village features and history.

After the first 'lockdown' there was a focus on improving the appearance of the village with new litter bins and hanging baskets and a major effort by volunteers from the Shelley Conservation Group to help maintain and signpost our many walks and so that they could be more readily enjoyed.

Apart from delayed receipts the income of the Hall was reduced to nothing and yet apart from a reduction in some of the utility costs the running costs of the Hall were practically unchanged. Moreover, to preserve the fabric of the property, regular visits by individual members of the Village Hall Committee ensured that we maintained all of our liabilities for maintenance and in keeping with our insurance policy requirements. In the previous accounts we had budgeted for a number of internal renovations to improve the usability of the Hall and to replace outdated facilities. It was decided that our reserves would be used so that these improvements would not interfere with our commitments when we were allowed to reopen.

When it became possible to reintroduce some restricted opening to allowable activities Village Hall Committee introduced rigorous Covid security for the safety and comfort of all. This entailed considerable analysis and interpretation of Government and local authority guidelines that were ever changing.

We were indeed fortunate and grateful to receive Governments Grants which were efficiently paid through Kirklees Council. These periodic grants enabled us to remain solvent without spending most of our carefully husbanded reserves. Local Councillors supported and helped us through this difficult period and we were thankful for that.

Finally, we review regularly the various policies which are necessary in managing community space for example Health and Safety, Conflicts of Interest and Safeguarding. There is continuous Risk Management particularly of our principal asset, the Shelley Village Hall for which there are many legal requirements to discharge in the management of the facility. We are aware of the need to report serious incidents in accordance with Section 15(2) of the Charities Act 2011 and we can confirm that there were none this year.

This has been difficult and challenging year for Shelley Community Association and its community and this is reflected in the foregoing and in the accounts.

R D Cull
Chairman



6th November 2021

SHELLEY COMMUNITY ASSOCIATION

DIRECTORS' REPORT

for the year ended

31st March 2021

The directors present their report and financial statements for the year ended 31st March 2021.

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 28th March 2012 and registered as a charity on 28th September 2012. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and appointment of trustees/members of Council

The trustees/members of Council are also directors of the company for the purposes of company law and under the company's Articles. Under the requirements of the Memorandum and Articles of Association the number of members of the Council shall not be less than four nor more than twenty.

The Council may from time to time and at any time appoint any member of the Association as a member of the Council, either to fill a casual vacancy or by way of addition to the Council, provided that the prescribed maximum be not thereby exceeded. Any member so appointed shall retain his/her office only until the next Annual General meeting, but he/she shall then be eligible for re-election.

No person who is not a member of the Association shall in any circumstances be eligible to hold office as a member of the Council.

Principal activity

The company's principal activity during the year was that of providing maintenance and successful running of Shelley Village Hall.

Review of the financial year

The attached accounts show the results for the year with an excess of income over expenditure of -£4,311 on the unrestricted funds with £300 expenditure over income on the restricted funds (2020 -£128 and £180 respectively).

Directors

The following were directors of the company and council members during the year:

S A Allen
R D Cull
L R Hoare
J M Hoyle
C Hughes
L C MacDonald
A M Mettrick
L Mettrick
A Priestman
S P Tarbatt
LJ Parsley
C Hepworth

SHELLEY COMMUNITY ASSOCIATION**DIRECTORS' REPORT** (continued)

for the year ended

31st March 2021

Reserves policy

The Council of Management has reviewed the reserves of the company. Acknowledging the relative uncertainty of incoming resources for the provision of the company's activities it has been agreed that the level of reserves required, as represented by unrestricted funds, should ideally equate to not less than six months unrestricted expenditure.

Small companies

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005 and in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Approved by the board of directors on 8th December 2021 and signed by order of the board:



A Clifton
Company Secretary

INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF SHELLEY COMMUNITY ASSOCIATION

I report on the financial statements of the company for the year ended 31st March 2021 which are set out on pages 6 to 12.

Respective responsibilities of trustees and examiner

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

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

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



S Glover FCCA, DIPHE, BA(Hons)
G&T Accountancy Services Ltd
Unit 1B Denby Dale Business Park
Wakefield Road
Denby Dale
Huddersfield
HD8 8QH
8th December 2021

SHELLEY COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (including summary income and expenditure account)

for the year ended

31st March 2021

Notes	Unrestricted	Restricted	Total funds	
	Funds	Funds	2021	2020
	£	£	£	£
Incoming resources				
Incoming resources from generated funds				
Voluntary income:				
Hall hire	4,476	-	4,476	30,446
Fund raising	6,020	-	6,020	6,859
Donations & Covid Grants	19,431	-	19,431	180
Interest	351	-	351	427
Other income				
Water rebate	-	-	-	-
Total incoming resources	<u>30,278</u>	<u>-</u>	<u>30,278</u>	<u>37,912</u>
Resources expended				
2 Charitable activities	34,289	300	34,589	37,860
Total resources expended	<u>34,289</u>	<u>300</u>	<u>34,589</u>	<u>37,860</u>
Net incoming resources before transfers	-4,011	-300	-4,311	52
Transfers between funds	-300	300	-	-
Net movement in funds	<u>-4,311</u>	<u>-</u>	<u>-4,311</u>	<u>52</u>
Reconciliation of funds				
Total funds brought forward	78,156	-	78,156	78,104
Total funds carried forward	<u>73,845</u>	<u>-</u>	<u>73,845</u>	<u>78,156</u>

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

All incoming resources and resources expended derive from continuing activities.

The notes on pages 8 to 12 form part of these financial statements.

SHELLEY COMMUNITY ASSOCIATION

BALANCE SHEET

31st March 2021

Notes		2021 £	2020 £
	Fixed assets		
6	Tangible assets: restricted fund	70,670	72,315
	Current assets		
	Cash at bank and in hand	82,109	89,189
		82,109	89,189
7	Creditors: amounts falling due within one year	(19,000)	(22,100)
	Net current assets	63,109	67,089
	Total assets less current liabilities	133,779	139,404
	Government Grants	59,934	61,248
		73,845	78,156
	Funds		
8	General funds – unrestricted	73,845	78,104
9	Restricted funds	-	-
		73,845	78,104

For the year ended 31 March 2021 the company 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 company to obtain an audit of its financial statements 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 financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the FRS 102.

These financial statements were approved by the board of directors and authorised for issue on 30th November 2021 and are signed on its behalf by:

R D Cull Director

Company Registration Number: 08009975

The notes on pages 8 to 12 form part of these financial statements.

SHELLEY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

31st March 2021

1 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the FRS 102 and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005. The charitable company has availed itself of Paragraph 4(1) of Schedule 1 of The Small Companies and Groups (Accounts and Directors' Report) Regulations and adopted the Companies Act formats to reflect the special nature of the charitable company's activities.

b) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

Restricted funds are funds which are to be used in accordance with restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of restricted funds is set out in the notes to the financial statements.

c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

However, any income received during a financial year intended by the payer for use in funding expenditure of some future financial year is carried forward as deferred income until the year of intended use is reached.

The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and sponsorships and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Investment income is included when receivable.

d) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

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.

SHELLEY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

31st March 2021

1 Accounting policies (continued)

d) Resources expended (continued)

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

e) Depreciation

Depreciation is provided at the following rates in order to write off the assets over their estimated useful lives. In the year of acquisition tangible fixed assets are depreciated from 1st April.

Leasehold property - 2% per annum straight line

2 Resources expended	Basis	Charitable Activities £	Governance Costs £	2021 Total £	2020 Total £
Costs directly allocated to activities					
SCA Meetings	Direct	798	-	798	492
Fund raising	Direct	-	-	-	2,170
Donations	Direct	9,500	-	9,500	332
Admin, Publicity, Sundry	Direct	477	-	477	114
Utilities (G,E,W)	Direct	1,844	-	1,844	3,623
Support costs allocated to activities					
Rent & Insurance	Floor	3,037	-	3,037	3,691
Cleaning and supplies	Usage	3,742	-	3,742	4,129
Archiving	Usage	-	-	-	-
Governance charges	Usage	-	300	300	300
Depreciation	Usage	1,645	-	1,645	1,645
Maintenance & repairs	Usage	14,560	-	13,860	22,678
Amortisation of Gov Grant	Usage	(1,314)	-	(1,314)	(1,314)
		<u>34,289</u>	<u>300</u>	<u>34,589</u>	<u>37,860</u>

SHELLEY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

31st March 2021

3	Net incoming resources for the year	2021 £	2020 £
	This is stated after charging (crediting):		
	Depreciation	1,645	1,645
	Amortisation of government grants	(1,314)	(1,314)
	Governance costs	300	300
		<u> </u>	<u> </u>
4	Directors' remuneration		
	The directors of the company who also act as trustees and Members of the Council of Management received no remuneration or reimbursement of expenses in the year.		
5	Taxation		
	As a charity, Shelley Community Association Limited is exempt from tax on income falling within section 505 of the Taxes Act 1988. No tax charges have arisen in the Charity.		
6	Tangible fixed assets	Restricted Funds Leasehold Property repairs £	Total £
	Cost		
	At 1 st April 2020	82,236	82,236
	Additions	-	-
		<u> </u>	<u> </u>
	At 31 st March 2021	82,236	82,236
		<u> </u>	<u> </u>
	Depreciation		
	At 1 st April 2020	9,921	9,921
	Charge in year	1,645	1,645
		<u> </u>	<u> </u>
	At 31 st March 2021	11,566	11,566
		<u> </u>	<u> </u>
	Net book value at		
	1 st April 2020	72,315	72,315
	31 st March 2021	70,670	70,670
		<u> </u>	<u> </u>
		<u> </u>	<u> </u>
7	Creditors: amounts falling due within one year	2021 £	2020 £
	Accruals	19,000	22,100
		<u> </u>	<u> </u>
		19,000	22,100
		<u> </u>	<u> </u>

SHELLEY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

31st March 2021

		2021	2020
		£	£
8	Accumulated funds – unrestricted		
	At 1 st April 2020	78,156	78,232
	Deficit for the year	-4,311	-128
	Transfer to designated funds	-	-
		<u>73,845</u>	<u>78,156</u>
	At 31 st March 2021	<u>73,845</u>	<u>78,156</u>
9	Restricted funds		
		Transfer From Unrestricted £	Total £
	At 1 st April 2021	113,455	113,455
	Income:		
	Amounts received in the year	14,962	14,962
	Resources expended:		
	Extension costs	-	-
	Depreciation	1,645	1,645
		<u>126,772</u>	<u>126,772</u>
	At 31 st March 2021	<u>126,772</u>	<u>126,772</u>

SHELLEY COMMUNITY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS (Continued)****31st March 2021****10 Analysis of net assets between funds**

	Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
Tangible fixed assets	-	70,670	70,670	72,315
Current assets	26,007	56,102	82,109	89,189
Current liabilities	(19,000)	-	(19,000)	(22,100)
	<u>7,007</u>	<u>126,772</u>	<u>133,779</u>	<u>139,404</u>

11 Constitution

The company is limited by guarantee and registered as a charity, number 1149146. The liability of each member is limited to £10.

12 Related party transactions

Included in the cash at bank balances the Association have ring fenced £36,500 towards major repairs, principally the Hall roof, which has a replacement cost of an estimated £50,000.

13 Control of the company

In the opinion of the directors, no one party controls the company.

SHELLEY COMMUNITY ASSOCIATION**GRANT INCOME**

for the year ended

31st March 2021

	Unrestricted funds £	Restricted funds £	Total funds	
			2021 £	2020 £
Kirkburton Parish Council Grant for capital project	-	-		180
Government Covid grants	-	19,431	19,431	180
	-	19,431	19,431	180