



ELLERAY HALL SOCIAL CENTRE
PROMOTING INDEPENDENCE AND WELLBEING

Charity No. 1150261: Company Limited by Guarantee No. 8322991

THE 75th ANNUAL GENERAL MEETING

Tuesday 12th October 2021 at 3.00pm

**Elleray Hall Social Centre
Elleray Hall
Elleray Road
TEDDINGTON
TW11 0HG**

Elleray Community Association
Trustees/Directors
2019 to 2020

Chairman: Joan Barnett

Vice-Chairman: Vacant

Hon. Treasurer: Sue Read

Hon. Secretary: Tabitha White

Committee Members:

Michael Hill	Elected
Maralyn Hutchinson	Elected
Fiona Brennan	Elected
Mary McDowall	Elected
Jan Marriott	Elected
David Sagar	Elected
Frankie Gomez-Cuckson	Elected

Independent Examiners: David Howard
Chartered Accountant
47, Queens Road
Weybridge KT13 9UH

**THE ANNUAL GENERAL MEETING OF
ELLERAY COMMUNITY ASSOCIATION**
**Will be held on Tuesday October 2021 at 3.00pm in
ELLERAY HALL, ELLERAY ROAD, TEDDINGTON**

Agenda

- 1 Welcome by the Chair**
- 2 Apologies for Absence**
- 3 Adoption of Last Year's Minutes**
- 4 Adoption of Annual Report** for the year ended 31st March 2021
- 5 Adoption of Financial Statements** for the year ended 31st March 2021
Chartered Accountants
- 6. Election and re-election of Trustees/Directors**
Re-election: **Joan Barnett**
Mary McDowall
Frankie Gomez-Cuckson
- 7. Election of Independent Examiners – David Howard** Charter Accountant
47, Queens Road, Weybridge KT13 9UH
- 8. Confirmation of Custodian Trustees – Maralyn Hutchinson and Joan Barnett**
- 9. Any other Business**

Elleray Community Association

Registered Charity No.1150261

Company No. 8322991

Minutes of Annual General Meeting – 15th September 2020

1. **Welcome:** Joan Barnett, Maralyn Hutchinson, David Sagar, Fiona Brennan, Tabitha White, Elizabeth Thompson, Michael Hill, Frankie Gomez-Cuckson, Jan Marriott, Sue Read

Apologies: Terry McDowall, Peter Temlett

Joan Barnett welcomed everyone to the meeting and thanked them for attending.

2. **The minutes** from the last meeting were accepted by the trustees, after a proposal by Liz Thompson and seconding by Tabitha White.

3. **The Adoption of Annual Report for the year ending 31st March 2020**

Sue Read proposed the adoption of the Annual report. This was seconded by David Sagar and approved by all.

4. **Additional information from Joan Barnett, relating to the period from April 2020**

- Emelia Harris, the manager, started maternity leave at the beginning of July. Her enthusiasm and dedication to the centre has been sorely missed, but we wish her well. It would be lovely, when possible to invite her and her son, Jesaja for a special tea party.
- John Ferguson, the cook, retired in June and it would be lovely to invite him back before he moves away from the area.
- Vanessa Cozen has worked through the Covid 19 situation, either from home or in the office. Joan Barnett proposed a vote of thanks to her, Vanessa is covering office duties and preparing for when the centre re-opens.
- Majoly Keutchanso and Diane Hearn are still furloughed under the Job Retention Scheme and will return to work at the end of October.
- Through Covid 19, the Hampton Fund has continued to fund Vanessa Cozen's post this financial support has been much appreciated.
- Richmond council has continued to provide our grant through the Covid 19 pandemic situation via the CILS contract. This has been a great financial support as there has been very little income received.
- The Covid 19 restrictions have been especially hard for members, **particularly** those at home alone feeling isolated. Trustees, staff and volunteers have provided a telephone befriending scheme to cover at least 60 members including volunteers. They are contacted by phone on a regular basis for a chat to ensure that they are coping. If necessary, they are signposted to the services they need. These phone calls have been much appreciated and at times ensured that people have received the correct support after a fall. Hopefully we will be able to welcome them back soon so they can resume their social networking.
- Richmond Council Officers and Councillors have continued to work throughout the pandemic on the proposal to build a purpose-built community centre in Teddington. This new centre will allow us to expand our services to our existing members, encourage new members and will provide the borough with a valuable community resource which can provide other groups/organisations affordable space for community activities. We hope to see the start of our vision being fulfilled next year.

5. **The Adoption of Financial Statements for the year ended 31st March 2020**

Everyone had received a copy of the draft accounts prior to this AGM, which have been agreed by the Trustees.

Liz Thompson proposed the Adoption of the Financial Statements. This was seconded by Michael Hill and approved unanimously, following a discussion at the last trustees meeting an addition note has been included on page 2 paragraph 4 that £35, 000 is set aside for the move to the new building.

6. Election & Re-election of Trustees/Directors.

The following trustees were re-elected unanimously:

Michael Hill – proposer Tabitha White

Jan Marriott – proposer David Sagar

Maralyn Hutchinson – proposer Michael Hill

The following trustees was elected unanimously:

Sue Read (as Treasurer) - Proposer Joan Barnett

Joan welcomed Sue Read and thanked her for taking on the role of Ellera Community Association's treasurer. This is a role that is very important to the charitable organisation. Her accountancy expertise will be a great asset.

Unfortunately, Peter Temlett was unable to attend this meeting. He has decided to step down as a trustee. Joan Barnett would like to minute 'On behalf of the trustees our thanks to Peter Temlett for his dedication and support for the many years he has served as trustee and prior to that the time he gave as a volunteer as Ellera's bookkeeper keeping the finances in order.

7. Election of the Independent Examiners.

It was proposed that David Howard Chartered Accountants, Weybridge Surrey act as our Independent Examiners. This was agreed by a show of hands.

8. Confirmation of Custodian Trustees:

Fiona Brennan proposed and Frankie Gomez-Cuckson seconded that Maralyn Hutchinson and Joan Barnett act as the custodian trustees. This was confirmed by a show of hands.

9. A.O.B.

There were no additional questions.

Joan Barnett thanked her fellow trustees for their support throughout the last year and the staff team who work endlessly to provide the services to the members. She also expressed a big 'thank you' to all the volunteers as without their support and empathy, we would be unable to provide a welcoming place for members to be and we would be unable to provide services to the community.

The trustees also expressed their gratitude to Joan Barnett for her outstanding leadership and dedication through such a challenging time.

Elleray Community Association

Chairman's Report for the year ending 31st March 2021

What a Year!!!

During the last 12 months Elleray Hall services suffered greatly due to the various lockdowns and restrictions placed upon us due to the Coronavirus (Covid-19) pandemic.

During the lockdown periods we managed to keep the centre staffed for contact purposes. Staff worked either from home or at the centre, although it became necessary to furlough 2 staff members as they were unable to carry out their duties from home. Trustees and Staff looked at alternative ways to keep in contact with members and volunteers who were felt may be isolated as many were living on their own.

Below where some of the support services offered to our members and volunteers during the lockdown periods:

- Telephone befriending, volunteers and staff phoned over 60 members on a regular basis either twice weekly, weekly or fortnightly. Often this phone call was the only person they spoke to, this also gave an opportunity for the befrienders to ensure members were getting sufficient food, shopping and necessary medical care.
- Some of our tutors offered free one-line sessions, which included our popular Morning Choir sing-along sessions, the chair-based Pilates tutor offered clips for our members to enable them to continue exercising at home, and our Relaxation and Meditation tutor offered sessions to members who had shown an interest in attending them.
- One of our volunteers, when requested from members continued to offer support digitally, this was well received.
- 240 members, plus our volunteers were regularly sent the monthly newsletter TOPIC, Activity Packs which included, quizzes, puzzles, exercises, reminiscence articles and any other relevant news items.
- Volunteers were invited to online Zoom coffee mornings which proved popular.
- We were able to signpost members to organisations who offered vital services e.g. food parcels and care support.
- Students and volunteers became pen pals to some of our members. (Letters were exchanged via the centre to maintain confidentiality)
- Our hairdresser and chiropodist offered home visits.
- Whilst the centre was closed two support groups continued to meet at the centre under the Covid-19 'permitted exceptions'.

Reopening

- When Covid regulations allowed us to reopen Trustees and staff worked hard to ensure that the centre was offered to users as a 'Covid' safe place, policies and hygiene procedures were put in place and government guidelines were adhered to.
- Due to the necessary restrictions in place, we were only able to offer a limited number of members to coffee mornings with a chair-based activity. However, this gave some members who had been isolated at home for many weeks the opportunity to meet with friends for a chat.
- During the reopening periods volunteers continued to offer phone befriending and the newsletters continued to be sent out to those members who felt unable to return to the centre but still needed this alternative support.
- Our Zumba and Tia Chi exercise classes returned with limited attendance numbers because of the need to following Covid-19 regulations.
- Our Hairdresser and Chiropodist services returned to the centre.

- When Covid-19 restrictions allowed, hirers returned, although it was only possible if we could accommodate their sessions in the hall as there were distancing requirements.

Partnerships

- We were awarded funding from 'Active Richmond', this was used to offer members Relaxation and Mindfulness Techniques classes and allowed us to offer the sessions to members at a very reduced cost, therefore making it affordable to everyone.
- Collis School pupils designed and produced Christmas cards writing caring messages inside, these were sent out to our members. These were much appreciated by our members.
- Newland House School students wrote regularly to 20 members. The students also designed and produced Easter cards for all our members, they also donated food items as Easter parcels for the members. Volunteers delivered these to our most vulnerable members.
- The 5th Teddington Guides donated Christmas treats for the members, this 75 Christmas parcels were put together and volunteers distributed them to some of our members.
- Christ Church, C of E School, New Malden made fabulous homemade cards and heart pegs, these were sent to the members in time for Christmas.
- We referred members to the Vineyard Food Project so they could receive free food parcels, delivered to their homes.
- A Trustee continued to meet with the Community Centre Forum Group via Zoom, these meetings were chaired by Richmond CVS giving an opportunity for group members to receive support from each other by exchanging ideas on how other organisations were dealing with the Covid-19 situation and the restrictions in place
- Richmond and Kingston Accessible transport resumed their service, when possible, to allow our members to attend the centre, although there was a need to limit the number of members travelling in the minibus due to the Covid restrictions, we offered places to those who were at home alone.
- In October, Park Road Surgery Teddington used Elleray Hall to carry out their patients' flu jabs.

Funding

- We continued to receive a grant from the Hampton Fund to cover the cost of our Activity and Volunteer Coordinator post.
- Fortunately, we continued to receive our quarterly grant from Richmond Council, which was administered via Richmond Age UK being our contract leader.
- We also applied and received two business grants, which proved financially very helpful to us, covering the shortfall of income which we did not receive from our regular sources e.g. members, fundraising events, donations, or hirers.

Trustees/Staff/Volunteers

During the year Trustees used online 'Zoom' meetings to hold regular Trustee Meetings and our Annual General Meeting. Support from the Trustees has been forthcoming throughout the last year.

During the lockdowns, two staff members were furloughed as they were unable to carry out their normal duties in the centre. Emelia Harris our manager and Vanessa Cozens our activity and volunteer coordinator managed the centre either from home or at the centre. John Ferguson our cook retired in June and Majoly Keutchanso was offered and accepted the position of cook.

In July 2020 Emelia our manager took maternity leave and then subsequently resigned, relocated abroad with her family due to her husband's work. Vanessa became the main

linchpin, often worked on her own at the centre, organising and providing the centre services. We are grateful for her support during this difficult time.

We are very grateful to our volunteers who helped us through the lockdown periods by delivering parcels and cards to members, telephone befriending members and when we could reopen for limited periods of time, they attended the centre and assisted/supported the staff in providing our services.

New Centre

Throughout this last year, via Zoom meetings Trustees continued to meet with Councillors, Council Officers, and architects to progress the building of the new centre, which included discussions on leases for the existing building and the new centre, these discussions will be ongoing.

Our Future

In the coming months we hope to be able to resume our full service to the community in a Covid safe environment and welcome back our members and users to Ellera Hall Social Centre.

Kind Regards Joan Barnett

Chairman

Charity Registration No. 1150261

Company Registration No. 08322991 (England and Wales)

ELLERAY COMMUNITY ASSOCIATION

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

ELLERAY COMMUNITY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs J L Barnett	
	Mrs F Brennan	
	Mr M K Hill	
	Mrs M L Hutchinson	
	Miss M T McDowall	
	Mrs J Marriott	
	Mr D N Sagar	
	Miss T White	
	Ms F Gomez-Cuckson	
	Mrs S Read	(Appointed 15 September 2020)
Charity number	1150261	
Company number	08322991	
Principal address	Elleray Hall Elleray Road Teddington Middlesex United Kingdom TW11 OHG	
Registered office	Elleray Hall Elleray Road Teddington Middlesex United Kingdom TW11 OHG	
Independent examiner	Philip Lane, FCCA 1 Park Road Hampton Wick Kingston Upon Thames Surrey United Kingdom KT1 4AS	

ELLERAY COMMUNITY ASSOCIATION

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ELLERAY COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

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

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 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Charity's objects are to further or benefit the residents of London Borough of Richmond without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents, centre members and the local authorities, voluntary or other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for the recreation and leisure time occupation with the objective of improving the quality of life for the elderly, focusing on relieving loneliness and isolation.

The aims of the Charity are to promote social inclusion for the public benefit amongst vulnerable adults who are socially excluded. For the purposes of this clause 'socially excluded' means adults who are excluded from society, or parts of society as a result of one or more of the following factors: old age; disability; loneliness; isolation; physical and mental health disabilities. The Charity objects also aim to relief those in need in any manner charitable in law.

The aims of the Charity are to consult and learn from the older people in our membership and the local community. We will develop new activities based on our research and will be prepared to develop these further or drop them if they are found to be lacking in support.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

The most significant activity is the service and support to older people. We aim to be friendly and encouraging. We provide a mid-day meal at a reasonable cost and a wide range of activities on each day of the week, Monday to Friday. Our aim is to offer at least two daily activities taking into account the varying disabilities of some of our members. We believe providing activities gives the members the opportunity to socialise and make new friends, learn new skills and to build up their confidence. This all helps to increase self-esteem. These in turn help to relieve the isolation and boredom of being at home by themselves.

The Charity is reliant on voluntary help. During the year we had four part-time members of staff. All the rest of the tasks are dealt with by volunteers.

Achievements and performance

We are a vibrant and very much 'alive' social centre, offering a wide choice of activities, conversation and laughter. It is enjoyable to be involved. However, due to the Covid-19 pandemic and frequent lockdowns, we were forced to close for a significant period during this financial year. The economic impact on this was mitigated by the furlough scheme and local business grants which we were fortunate to obtain.

There has been no investment, apart from a fixed term savings account, during this period but the trustees regularly review the investment strategy and relevant opportunities.

Maintaining our present level of volunteers is crucial to providing the services we offer. We continue to recruit new trustees and volunteers from outside sources.

Financial review

Our gross income was £177,716 (2020 - £186,594), exceeding expenditure by £60,938 (2020 - £10,169)

ELLERAY COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

Our reserves policy is to have approximately six months reserves. We are currently above this level but some of our current reserves will be used for the necessary refinements in our centre or considered within our investment strategy.

Our principal funders were London Borough of Richmond Upon Thames (via Richmond Age UK) and The Hampton Fund. Most of the core services are backed by the LBRuT Grant and The Hampton Fund finances our Activities & Volunteers Co-ordinator's post.

The current investment policy is to keep the reserves we have in the bank accounts. In total, we have unrestricted reserves of £189,710 (2020 - £133,076). The Trustees have reviewed and considered that adequate resources continued to be available to fund the activities of the charity for the foreseeable future.

The Trustees have agreed that £45,000 should be set aside and allocated for the future purchase of furniture and fittings for the proposed new centre, in order to maximise our community service potential.

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.

None of the management trustees hold any property related to the Charity.

Key Objectives for the future:

- To continue to provide a warm, welcoming and safe environment, offering a wide choice of activities to promote independence and wellbeing.
- To offer volunteering opportunities to people living in the local community.
- To meet the targets set within our contract with Richmond Age UK, to enable us to continue to receive funding.

Structure, governance and management

The Charity is a company limited by guarantee and was set up by a Memorandum and Articles of Association on 7th December 2012. The Charity gained charitable status (registered charity number 1150261) on 20th December 2012.

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:

Mrs J L Barnett

Mrs F Brennan

Mr M K Hill

Mrs M L Hutchinson

Miss M T McDowall

Mr P J Temlett

(Retired 15 September 2020)

Mrs J Marriott

Mr D N Sagar

Miss T White

Ms F Gomez-Cuckson

Mrs S Read

(Appointed 15 September 2020)

The policies and procedures for induction and training of trustees are that local courses are used and the latest Charity Commission documents are available for consultation at the centre. The management trustees are recruited and appointed annually at the Annual General Meeting.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

ELLERAY COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

The policy and general management of the affairs of Ellera Community Association is directed by the management trustees unless determined otherwise in the Annual General Meeting. The Management Committee normally meets regularly. The committee take into account comments made by the Members Community Meetings, as well as feedback from members' questionnaires.

The charity is a member of the local Council for Voluntary Service and other charitable organisations which include Richmond & Kingston Accessible Transport and the Teddington Society.

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

J. Barnett

Mrs J L Barnett

Dated: *6/9/21*

ELLERAY COMMUNITY ASSOCIATION

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees, who are also the directors of Ellera 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;
- 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 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.

ELLERAY COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ELLERAY COMMUNITY ASSOCIATION

I report to the Trustees on my examination of the financial statements of Ellera Community Association (the Charity) for the year ended 31 March 2021.

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.



Philip Lane, FCCA

For and on behalf of David Howard Chartered Accountants

1 Park Road
Hampton Wick
Kingston Upon Thames
Surrey
KT1 4AS
United Kingdom

Dated: 6/9/21

ELLERAY COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
<u>Income and endowments from:</u>							
Donations and legacies	2	44,766	45,000	89,766	52,369	18,750	71,119
Charitable activities	3	161	23,000	23,161	42,946	25,500	68,446
Other trading activities	4	5,270	-	5,270	47,029	-	47,029
Investments	5	928	-	928	-	-	-
Coronavirus Job Retention Scheme Grants and Local Business Grants	6	58,591	-	58,591	-	-	-
Total income		109,716	68,000	177,716	142,344	44,250	186,594
<u>Expenditure on:</u>							
Raising funds	7	-	-	-	881	-	881
Charitable activities	8	53,082	63,696	116,778	133,965	41,579	175,544
Total resources expended		53,082	63,696	116,778	134,846	41,579	176,425
Net income for the year/ Net movement in funds		56,634	4,304	60,938	7,498	2,671	10,169
Fund balances at 1 April 2020		133,076	7,684	140,760	125,578	5,013	130,591
Fund balances at 31 March 2021		189,710	11,988	201,698	133,076	7,684	140,760

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.

ELLERAY COMMUNITY ASSOCIATION

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	11		1,853		2,061
Current assets					
Stocks	12	939		835	
Debtors	13	1,881		24,955	
Cash at bank and in hand		286,444		158,615	
		<u>289,264</u>		<u>184,405</u>	
Creditors: amounts falling due within one year	14	<u>(89,419)</u>		<u>(45,706)</u>	
Net current assets			199,845		138,699
Total assets less current liabilities			<u>201,698</u>		<u>140,760</u>
Income funds					
Restricted funds			11,988		7,684
Unrestricted funds			189,710		133,076
			<u>201,698</u>		<u>140,760</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 2021.

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 6/9/21

J. Barnett

Mrs J L Barnett
Trustee

Company Registration No. 08322991

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Elleray Community Association is a private company limited by guarantee incorporated in England and Wales. The registered office is Elleray Hall, Elleray Road, Teddington, Middlesex, TW11 OHG, United Kingdom.

1.1 Accounting convention

The financial statements have been prepared in accordance with 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)" (as amended for accounting periods commencing from 1 January 2016). 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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

1.5 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

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.

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:

Fixtures and fittings	25% reducing balance
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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 net income/(expenditure) for the year.

1.7 Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

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.

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

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.

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.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Donations and gifts	3,261	-	3,261	4,559	-	4,559
Income from Grants	41,468	45,000	86,468	40,903	18,750	59,653
Subscriptions	37	-	37	6,907	-	6,907
	<u>44,766</u>	<u>45,000</u>	<u>89,766</u>	<u>52,369</u>	<u>18,750</u>	<u>71,119</u>

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3 Charitable activities

	Restricted funds income	Income from charitable activities	Total 2021	Total 2020
	£	£	£	£
Sales of food and beverages	-	96	96	41,390
The Hampton Fund grants	23,000	-	23,000	25,500
Ancillary trading income		65	65	1,556
	<u>23,000</u>	<u>161</u>	<u>23,161</u>	<u>68,446</u>
Analysis by fund				
Unrestricted funds		161	161	
Restricted funds	23,000	-	23,000	
	<u>23,000</u>	<u>161</u>	<u>23,161</u>	
For the year ended 31 March 2020				
Unrestricted funds		42,946		42,946
Restricted funds	25,500	-		25,500
	<u>27,056</u>	<u>41,390</u>		<u>68,446</u>

4 Other trading activities

	2021	2020
	£	£
Fundraising events	590	24,543
Shop income	-	618
Letting and licensing arrangements	4,680	21,868
Other trading activities	<u>5,270</u>	<u>47,029</u>

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

5 Investments

	Unrestricted funds	Total
	2021 £	2020 £
Interest receivable	928	-

6 Coronavirus Job Retention Scheme Grants and Local Business Grants

	Unrestricted funds	Total
	2021 £	2020 £
Coronavirus Job Retention Scheme Grants	21,448	-
Local Business Grants Fund	37,143	-
	58,591	-

7 Raising funds

	Total	Unrestricted funds
	2021 £	2020 £
<u>Fundraising and publicity</u>		
Publicity costs	-	881
Fundraising and publicity	-	881
	-	881

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

8 Charitable activities

	2021 £	2020 £
Staff costs	55,096	88,905
Depreciation and impairment	618	687
Rent and Water	44,883	19,876
Lighting and Heating	3,276	6,440
Repairs and Maintenance	63	352
Insurance	2,097	2,034
Staff Training and Recruitment	45	209
Other costs and IT costs	730	4,350
Telephone	557	802
Printing, Postage and Stationery	1,932	1,084
Fees for activities	1,939	14,706
Cleaning materials and services	1,912	6,319
Lottery, raffles and fair	48	1,518
Saturday Club parties	-	805
Purchase of food and beverages	260	21,298
Outings, bingo and entertaining	-	1,640
	<u>113,456</u>	<u>171,025</u>
Share of governance costs	3,322	4,519
	<u>116,778</u>	<u>175,544</u>
Analysis by fund		
Unrestricted funds	53,082	
Restricted funds	63,696	
	<u>116,778</u>	
For the year ended 31 March 2020		
Unrestricted funds		133,965
Restricted funds		41,579
		<u>175,544</u>

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

10 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	4	5
	<u>4</u>	<u>5</u>
Employment costs	2021 £	2020 £
Wages and salaries	53,158	84,453
Social security costs	1,938	4,452
	<u>55,096</u>	<u>88,905</u>

11 Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 April 2020	6,975
Additions	410
	<u>7,385</u>
At 31 March 2021	<u>7,385</u>
Depreciation and impairment	
At 1 April 2020	4,914
Depreciation charged in the year	618
	<u>5,532</u>
At 31 March 2021	<u>5,532</u>
Carrying amount	
At 31 March 2021	<u>1,853</u>
At 31 March 2020	<u>2,061</u>

12 Stocks

	2021 £	2020 £
Finished goods and goods for resale	939	835
	<u>939</u>	<u>835</u>

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

13 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	814	22,771
Prepayments and accrued income	1,067	2,184
	<u>1,881</u>	<u>24,955</u>

14 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Grant income in advance	15	21,617	21,617
Trade creditors		278	171
Other creditors		1,494	2,888
Accruals and deferred income		66,030	21,030
		<u>89,419</u>	<u>45,706</u>

15 Grant Income

Deferred income is included in the financial statements as follows:

	2021 £	2020 £
Grants received in advance	<u>21,617</u>	<u>21,617</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

Charity Registration No. 1150261

Company Registration No. 08322991 (England and Wales)

ELLERAY COMMUNITY ASSOCIATION

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

ELLERAY COMMUNITY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs J L Barnett Mrs F Brennan Mr M K Hill Mrs M L Hutchinson Miss M T McDowall Mrs J Marriott Mr D N Sagar Miss T White Ms F Gomez-Cuckson Mrs S Read	(Appointed 15 September 2020)
Charity number	1150261	
Company number	08322991	
Principal address	Elleray Hall Elleray Road Teddington Middlesex United Kingdom TW11 OHG	
Registered office	Elleray Hall Elleray Road Teddington Middlesex United Kingdom TW11 OHG	
Independent examiner	Philip Lane, FCCA 1 Park Road Hampton Wick Kingston Upon Thames Surrey United Kingdom KT1 4AS	

ELLERAY COMMUNITY ASSOCIATION

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ELLERAY COMMUNITY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

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

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 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Charity's objects are to further or benefit the residents of London Borough of Richmond without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents, centre members and the local authorities, voluntary or other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for the recreation and leisure time occupation with the objective of improving the quality of life for the elderly, focusing on relieving loneliness and isolation.

The aims of the Charity are to promote social inclusion for the public benefit amongst vulnerable adults who are socially excluded. For the purposes of this clause 'socially excluded' means adults who are excluded from society, or parts of society as a result of one or more of the following factors: old age; disability; loneliness; isolation; physical and mental health disabilities. The Charity objects also aim to relief those in need in any manner charitable in law.

The aims of the Charity are to consult and learn from the older people in our membership and the local community. We will develop new activities based on our research and will be prepared to develop these further or drop them if they are found to be lacking in support.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

The most significant activity is the service and support to older people. We aim to be friendly and encouraging. We provide a mid-day meal at a reasonable cost and a wide range of activities on each day of the week, Monday to Friday. Our aim is to offer at least two daily activities taking into account the varying disabilities of some of our members. We believe providing activities gives the members the opportunity to socialise and make new friends, learn new skills and to build up their confidence. This all helps to increase self-esteem. These in turn help to relieve the isolation and boredom of being at home by themselves.

The Charity is reliant on voluntary help. During the year we had four part-time members of staff. All the rest of the tasks are dealt with by volunteers.

Achievements and performance

We are a vibrant and very much 'alive' social centre, offering a wide choice of activities, conversation and laughter. It is enjoyable to be involved. However, due to the Covid-19 pandemic and frequent lockdowns, we were forced to close for a significant period during this financial year. The economic impact on this was mitigated by the furlough scheme and local business grants which we were fortunate to obtain.

There has been no investment, apart from a fixed term savings account, during this period but the trustees regularly review the investment strategy and relevant opportunities.

Maintaining our present level of volunteers is crucial to providing the services we offer. We continue to recruit new trustees and volunteers from outside sources.

Financial review

Our gross income was £177,716 (2020 - £186,594), exceeding expenditure by £60,938 (2020 - £10,169)

ELLERAY COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

Our reserves policy is to have approximately six months reserves. We are currently above this level but some of our current reserves will be used for the necessary refinements in our centre or considered within our investment strategy.

Our principal funders were London Borough of Richmond Upon Thames (via Richmond Age UK) and The Hampton Fund. Most of the core services are backed by the LBRuT Grant and The Hampton Fund finances our Activities & Volunteers Co-ordinator's post.

The current investment policy is to keep the reserves we have in the bank accounts. In total, we have unrestricted reserves of £189,710 (2020 - £133,076). The Trustees have reviewed and considered that adequate resources continued to be available to fund the activities of the charity for the foreseeable future.

The Trustees have agreed that £45,000 should be set aside and allocated for the future purchase of furniture and fittings for the proposed new centre, in order to maximise our community service potential.

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.

None of the management trustees hold any property related to the Charity.

Key Objectives for the future:

- To continue to provide a warm, welcoming and safe environment, offering a wide choice of activities to promote independence and wellbeing.
- To offer volunteering opportunities to people living in the local community.
- To meet the targets set within our contract with Richmond Age UK, to enable us to continue to receive funding.

Structure, governance and management

The Charity is a company limited by guarantee and was set up by a Memorandum and Articles of Association on 7th December 2012. The Charity gained charitable status (registered charity number 1150261) on 20th December 2012.

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:

Mrs J L Barnett

Mrs F Brennan

Mr M K Hill

Mrs M L Hutchinson

Miss M T McDowall

Mr P J Temlett

(Retired 15 September 2020)

Mrs J Marriott

Mr D N Sagar

Miss T White

Ms F Gomez-Cuckson

Mrs S Read

(Appointed 15 September 2020)

The policies and procedures for induction and training of trustees are that local courses are used and the latest Charity Commission documents are available for consultation at the centre. The management trustees are recruited and appointed annually at the Annual General Meeting.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

ELLERAY COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

The policy and general management of the affairs of Ellera Community Association is directed by the management trustees unless determined otherwise in the Annual General Meeting. The Management Committee normally meets regularly. The committee take into account comments made by the Members Community Meetings, as well as feedback from members' questionnaires.

The charity is a member of the local Council for Voluntary Service and other charitable organisations which include Richmond & Kingston Accessible Transport and the Teddington Society.

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

J. Barnett

Mrs J L Barnett

Dated: *6/9/21*

ELLERAY COMMUNITY ASSOCIATION

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees, who are also the directors of Ellera 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;
- 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 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.

ELLERAY COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ELLERAY COMMUNITY ASSOCIATION

I report to the Trustees on my examination of the financial statements of Ellera Community Association (the Charity) for the year ended 31 March 2021.

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.



Philip Lane, FCCA

For and on behalf of David Howard Chartered Accountants

1 Park Road
Hampton Wick
Kingston Upon Thames
Surrey
KT1 4AS
United Kingdom

Dated: 6/9/21

ELLERAY COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
<u>Income and endowments from:</u>							
Donations and legacies	2	44,766	45,000	89,766	52,369	18,750	71,119
Charitable activities	3	161	23,000	23,161	42,946	25,500	68,446
Other trading activities	4	5,270	-	5,270	47,029	-	47,029
Investments	5	928	-	928	-	-	-
Coronavirus Job Retention Scheme Grants and Local Business Grants	6	58,591	-	58,591	-	-	-
Total income		109,716	68,000	177,716	142,344	44,250	186,594
<u>Expenditure on:</u>							
Raising funds	7	-	-	-	881	-	881
Charitable activities	8	53,082	63,696	116,778	133,965	41,579	175,544
Total resources expended		53,082	63,696	116,778	134,846	41,579	176,425
Net income for the year/ Net movement in funds		56,634	4,304	60,938	7,498	2,671	10,169
Fund balances at 1 April 2020		133,076	7,684	140,760	125,578	5,013	130,591
Fund balances at 31 March 2021		189,710	11,988	201,698	133,076	7,684	140,760

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.

ELLERAY COMMUNITY ASSOCIATION

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	11		1,853		2,061
Current assets					
Stocks	12	939		835	
Debtors	13	1,881		24,955	
Cash at bank and in hand		286,444		158,615	
		<u>289,264</u>		<u>184,405</u>	
Creditors: amounts falling due within one year	14	<u>(89,419)</u>		<u>(45,706)</u>	
Net current assets			199,845		138,699
Total assets less current liabilities			<u>201,698</u>		<u>140,760</u>
Income funds					
Restricted funds			11,988		7,684
Unrestricted funds			189,710		133,076
			<u>201,698</u>		<u>140,760</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 2021.

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 6/9/21

J. Barnett

Mrs J L Barnett
Trustee

Company Registration No. 08322991

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Elleray Community Association is a private company limited by guarantee incorporated in England and Wales. The registered office is Elleray Hall, Elleray Road, Teddington, Middlesex, TW11 OHG, United Kingdom.

1.1 Accounting convention

The financial statements have been prepared in accordance with 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)" (as amended for accounting periods commencing from 1 January 2016). 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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

1.5 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

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.

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:

Fixtures and fittings	25% reducing balance
-----------------------	----------------------

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 net income/(expenditure) for the year.

1.7 Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

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.

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

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.

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.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Donations and gifts	3,261	-	3,261	4,559	-	4,559
Income from Grants	41,468	45,000	86,468	40,903	18,750	59,653
Subscriptions	37	-	37	6,907	-	6,907
	<u>44,766</u>	<u>45,000</u>	<u>89,766</u>	<u>52,369</u>	<u>18,750</u>	<u>71,119</u>

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3 Charitable activities

	Restricted funds income	Income from charitable activities	Total 2021	Total 2020
	£	£	£	£
Sales of food and beverages	-	96	96	41,390
The Hampton Fund grants	23,000	-	23,000	25,500
Ancillary trading income		65	65	1,556
	<u>23,000</u>	<u>161</u>	<u>23,161</u>	<u>68,446</u>
Analysis by fund				
Unrestricted funds		161	161	
Restricted funds	23,000	-	23,000	
	<u>23,000</u>	<u>161</u>	<u>23,161</u>	
For the year ended 31 March 2020				
Unrestricted funds		42,946		42,946
Restricted funds	25,500	-		25,500
	<u>27,056</u>	<u>41,390</u>		<u>68,446</u>

4 Other trading activities

	2021	2020
	£	£
Fundraising events	590	24,543
Shop income	-	618
Letting and licensing arrangements	4,680	21,868
Other trading activities	<u>5,270</u>	<u>47,029</u>

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

5 Investments

	Unrestricted funds	Total
	2021 £	2020 £
Interest receivable	928	-

6 Coronavirus Job Retention Scheme Grants and Local Business Grants

	Unrestricted funds	Total
	2021 £	2020 £
Coronavirus Job Retention Scheme Grants	21,448	-
Local Business Grants Fund	37,143	-
	58,591	-

7 Raising funds

	Total	Unrestricted funds
	2021 £	2020 £
<u>Fundraising and publicity</u>		
Publicity costs	-	881
Fundraising and publicity	-	881
	-	881

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

8 Charitable activities

	2021 £	2020 £
Staff costs	55,096	88,905
Depreciation and impairment	618	687
Rent and Water	44,883	19,876
Lighting and Heating	3,276	6,440
Repairs and Maintenance	63	352
Insurance	2,097	2,034
Staff Training and Recruitment	45	209
Other costs and IT costs	730	4,350
Telephone	557	802
Printing, Postage and Stationery	1,932	1,084
Fees for activities	1,939	14,706
Cleaning materials and services	1,912	6,319
Lottery, raffles and fair	48	1,518
Saturday Club parties	-	805
Purchase of food and beverages	260	21,298
Outings, bingo and entertaining	-	1,640
	<u>113,456</u>	<u>171,025</u>
Share of governance costs	3,322	4,519
	<u>116,778</u>	<u>175,544</u>
Analysis by fund		
Unrestricted funds	53,082	
Restricted funds	63,696	
	<u>116,778</u>	
For the year ended 31 March 2020		
Unrestricted funds		133,965
Restricted funds		41,579
		<u>175,544</u>

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

10 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	4	5
	<u>4</u>	<u>5</u>
Employment costs	2021 £	2020 £
Wages and salaries	53,158	84,453
Social security costs	1,938	4,452
	<u>55,096</u>	<u>88,905</u>

11 Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 April 2020	6,975
Additions	410
At 31 March 2021	<u>7,385</u>
Depreciation and impairment	
At 1 April 2020	4,914
Depreciation charged in the year	618
At 31 March 2021	<u>5,532</u>
Carrying amount	
At 31 March 2021	<u>1,853</u>
At 31 March 2020	<u>2,061</u>

12 Stocks

	2021 £	2020 £
Finished goods and goods for resale	<u>939</u>	<u>835</u>

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

13 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	814	22,771
Prepayments and accrued income	1,067	2,184
	<u>1,881</u>	<u>24,955</u>

14 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Grant income in advance	15	21,617	21,617
Trade creditors		278	171
Other creditors		1,494	2,888
Accruals and deferred income		66,030	21,030
		<u>89,419</u>	<u>45,706</u>

15 Grant Income

Deferred income is included in the financial statements as follows:

	2021 £	2020 £
Grants received in advance	<u>21,617</u>	<u>21,617</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).