

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 2023**

ELLERAY COMMUNITY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mrs J L Barnett
Mr M K Hill
Mrs M L Hutchinson
Mr D N Sagar
Miss T White
Ms F Gomez-Cuckson
Mrs S Read

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 2023

The Trustees present their annual report and financial statements for the year ended 31 March 2023.

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. We also offer in-house access to hairdressing and chiropody services.

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. Post-Covid we have welcomed an increase in both members and volunteers returning to Elleray Hall. The Trustees are working towards the transition into the new Elleray Centre. We continue to recruit new trustees and volunteers from outside sources.

Financial review

Our gross income was £194,647 (2022 - £183,028), exceeding expenditure by £1,832 (2022 - £34,645)

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.

ELLERAY COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

The current investment policy is to keep the reserves we have in the bank accounts. In total, we have unrestricted reserves of £222,955 (2022 - £220,141). 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
Mr M K Hill
Mrs M L Hutchinson
Mr D N Sagar
Miss T White
Ms F Gomez-Cuckson
Mrs S Read

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.

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.

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Mrs J L Barnett

Dated:

ELLERAY COMMUNITY ASSOCIATION

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

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 2023.

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:

ELLERAY COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
Income and endowments from:							
Donations and grants	3	49,594	69,900	119,494	45,295	68,700	113,995
Charitable activities	4	23,428	-	23,428	16,094	-	16,094
Other trading activities	5	45,426	-	45,426	30,254	-	30,254
Investments	6	666	-	666	351	-	351
Coronavirus Job Retention Scheme Grants, Local Business Grants and other grants	7	5,633	-	5,633	22,334	-	22,334
Total income		124,747	69,900	194,647	114,328	68,700	183,028
Expenditure on:							
Raising funds	8	76	-	76	124	-	124
Charitable activities	9	121,857	70,882	192,739	83,773	64,486	148,259
Total expenditure		121,933	70,882	192,815	83,897	64,486	148,383
Net income/(expenditure) for the year/							
Net movement in funds		2,814	(982)	1,832	30,431	4,214	34,645
Fund balances at 1 April 2022		220,141	16,202	236,343	189,710	11,988	201,698
Fund balances at 31 March 2023		222,955	15,220	238,175	220,141	16,202	236,343

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 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	12		5,609		1,855
Current assets					
Stocks	13	886		864	
Debtors	14	14,691		23,887	
Cash at bank and in hand		223,849		346,746	
		<u>239,426</u>		<u>371,497</u>	
Creditors: amounts falling due within one year	15	<u>(6,860)</u>		<u>(137,009)</u>	
Net current assets			232,566		234,488
Total assets less current liabilities			<u>238,175</u>		<u>236,343</u>
Income funds					
Restricted funds			15,220		16,202
Unrestricted funds			222,955		220,141
			<u>238,175</u>		<u>236,343</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 2023.

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

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Mrs J L Barnett
Trustee

Company registration number 08322991

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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.

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.

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

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 the statement of financial activities.

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.

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.

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Basic financial liabilities

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

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

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

Derecognition of financial liabilities

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

2 Critical accounting estimates and judgements

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

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

3 Donations and grants

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	3,408	-	3,408	1,959	-	1,959
Income from Grants	42,159	69,900	112,059	42,176	68,700	110,876
Subscriptions	4,027	-	4,027	1,160	-	1,160
	<u>49,594</u>	<u>69,900</u>	<u>119,494</u>	<u>45,295</u>	<u>68,700</u>	<u>113,995</u>

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	Restricted funds income	Income from charitable activities	Total 2023	Total 2022
	£	£	£	£
Sales of food and beverages	-	22,120	22,120	15,213
Ancillary trading income		1,308	1,308	881
	-	23,428	23,428	16,094

5 Other trading activities

	2023	2022
	£	£
Fundraising events	18,914	11,802
Shop income	1,394	664
Letting and licensing arrangements	25,118	17,788
Other trading activities	45,426	30,254

6 Investments

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Interest receivable	666	351

7 Coronavirus Job Retention Scheme Grants, Local Business Grants and other grants

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Coronavirus Job Retention Scheme Grants	-	2,484
Local Business Grants Fund	-	19,850
Digital Inclusion Grant and Jubilee Party Grant	5,633	-
	5,633	22,334

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

8 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
<u>Fundraising and publicity</u>		
Publicity costs	76	124
	<hr/>	<hr/>
Fundraising and publicity	76	124
	<hr/>	<hr/>
	<u>76</u>	<u>124</u>

9 Charitable activities

	2023	2022
	£	£
Staff costs	81,317	60,475
Depreciation and impairment	1,869	619
Rent and Water	45,239	45,532
Lighting and Heating	17,658	7,549
Repairs and Maintenance	321	135
Insurance	2,584	2,227
Staff Training and Recruitment	413	830
Other costs and IT costs	2,217	270
Telephone	672	555
Printing, Postage and Stationery	1,277	1,240
Fees for activities	12,529	10,607
Cleaning materials and services	13,187	8,389
Lottery, raffles and fair	48	48
Purchase of food and beverages	9,607	6,624
	<hr/>	<hr/>
	188,938	145,100
	<hr/>	<hr/>
Share of governance costs	3,801	3,159
	<hr/>	<hr/>
	<u>192,739</u>	<u>148,259</u>

10 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 2023

11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	4	4

Employment costs

	2023 £	2022 £
Wages and salaries	77,763	58,916
Social security costs	3,554	1,559
	81,317	60,475

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

12 Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 April 2022	8,006
Additions	5,622
At 31 March 2023	13,628
Depreciation and impairment	
At 1 April 2022	6,150
Depreciation charged in the year	1,869
At 31 March 2023	8,019
Carrying amount	
At 31 March 2023	5,609
At 31 March 2022	1,855

13 Stocks

	2023 £	2022 £
Finished goods and goods for resale	886	864

ELLERAY COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

14 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	2,017	22,727
Prepayments and accrued income	12,674	1,160
	<u>14,691</u>	<u>23,887</u>

15 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Other taxation and social security		1,811	1,529
Grant income in advance	16	-	21,617
Trade creditors		2,569	2,783
Other creditors		200	50
Accruals and deferred income		2,280	111,030
		<u>6,860</u>	<u>137,009</u>

16 Grant income

Deferred income is included in the financial statements as follows:

	2023 £	2022 £
Grants received in advance	<u>-</u>	<u>21,617</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).