

**NEW WINDMILL HALL COMMUNITY ASSOCIATION
TRUSTEES' REPORT
FOR THE YEAR ENDED 30TH SEPTEMBER 2021**

Trustees – who form the Management Committee

The trustees during the year were:

Chairman	Mrs. Jane Balmford – resigned 2 nd December 2020
	Mrs. Sue Hodgkin – appointed 2 nd December 2020 - Resigned 19 th March 2021
	Mrs. Jane Balmford – appointed 4 th April 2021
Treasurer	Mr. Norman Balmford
Secretary	Mr. Sandy Scott
Mr. Paul Thompson	
Mr. Malcolm Grimwood – resigned 18 August 2021	
Mr. Christopher Coughlan	
Mrs Beryl Speed	
Mr. Marzio Bettega – appointed 2 nd December 2020	
Mrs. Julia Gudkova – appointed 2 nd December 2020	
Mrs Eve Ashby – appointed 28 April 2021	
Miss Linda Hawthorn – appointed 3 rd November 2021	

Objects

The Association was formed on 12th April 2012 and is registered with the Charity Commission (reg. No. 1150748). The charity runs the New Windmill Hall, Upminster for the benefit and use by the inhabitants of Upminster and its surroundings by associating together the said inhabitants, statutory authorities, voluntary and other organisations to provide facilities for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants and to promote other charitable purposes as may from time to time be determined.

Governance and Management

The charity is managed by a management committee which consists of:

- (i) the Honorary Officers,
- (ii) up to 8 individuals elected at the Annual general Meeting,
- (iii) persons co-opted individually by the Management Committee who will serve until the conclusion of the next Annual General Meeting provided that such members shall not exceed one quarter of the number of elected members.

All members of the management committee shall retire at the end of each Annual General Meeting but they may be re-elected or re-appointed.

The honorary officers are the Treasurer and Secretary who are elected at the Annual General Meeting. If not elected at the Annual General Meeting, the Chairman and Vice-Chairman will be elected by the Management Committee at its first meeting after the Annual General Meeting.

Review of activities and public benefit

Due to Covid the Hall was only open for small groups from April 2021 to September 2021. It reopened fully from September 2021 when most of the regular users returned which resulted in a small surplus for the year. It is anticipated that 2021/22 will be profitable.

The committee continues to run the New Windmill Hall for the benefit of the local community and seeks to provide quality facilities to be used for a wide range of requirements including wedding receptions, birthday parties, ballet classes, dancing, language classes and lectures.

Policies

The Association aims to maintain the high standard of the hall.

Risk management

The hall has been thoroughly cleaned to meet Covid 19 requirements and other risks have been reviewed and systems put in place to minimise any risks identified. No serious accidents occurred.

Approved by the trustees and signed on their behalf by:

Jane Balmford
Chairman

9th December 2021

NEW WINDMILL HALL COMMUNITY ASSOCIATION
(Charity Number 1150748)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 30TH SEPTEMBER 2021

1 The Association was formed on 12th April 2012 with the object of maintaining the New Windmill Hall thereby providing a community centre which is available for the benefit and use by all members of the community.

2 The Association has been granted charitable status - number 1150748.

3 These accounts have been prepared under the historical cost convention in accordance with:
(a) Accounting and Reporting by Charities - Statement of Recommended Practice (Financial Reporting Standard 102) and;
(b) with recognised accounting standards and;
(c) with the Charities Act.

4 Grants .

There were no grants received during the year.

5 Income

	Year ended 30th September 2021	Year ended 30th September 2020
	£	£
Income for the year consists of:		
Letting fees for the use of the hall	22,481	36,367
Contribution from Central Government for COVID 19 aid	18,241	10,000
Donation towards cost of a defibrillator	750	0
Interest receivable	2	12
	<u>41,474</u>	<u>46,379</u>

6 Provision for liabilities and charges

The provision was made in prior years to provide for exceptionally large items of expenditure which may arise in future years. Due to 2020 being a difficult trading year no provision was made in that year. This year a further £2,000 has been provided bringing the provision up to £4,000.

7 Surplus

	Year ended 30th September 2021	Year ended 30th September 2020
	£	£
Surplus at 1st October	11,139	25,846
Surplus/ Deficit for year	4,536	14,707
Surplus at 30th September	<u>15,675</u>	<u>11,139</u>

8 Leasehold Premises

The Association's premises are leased from the London Borough of Havering. Under this lease the building has to be maintained and be used for the charitable objectives of the Association. The trustees are of the opinion that current funds and amounts allocated as per note 6 will be sufficient to comply with the maintenance provision of the lease.

9 The Association has no employees.

10 No fees or expenses have been paid to the Independent Examiner.

NEW WINDMILL HALL COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

I am reporting on the accounts of the New Windmill Hall Community Association for the year ended 30th September 2021, which are set out on pages 1 to 3.

Respective responsibilities of trustees and examiner.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act (the 2011 Act) and that an independent examination is needed. It is my responsibility to: Examine the accounts under sections 145 of the 2011 Act;

To follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and

To state whether particular matters have come to my attention.

Basis of independent examiner's report.

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

Independent examiner's statement.

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

- (1) Which gives me reasonable cause to believe that in any material respect the requirements: (a) to keep accounting records in accordance with section 130 of the 2011 Act; and (b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met: or
- (2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Edward Gavigan

25th November 2021

(Chairman and former treasurer of The Arts Society, Havering)
40 Heather Drive, Romford, RM1 4SP

