



NEW WINDMILL HALL COMMUNITY ASSOCIATION

TRUSTEES' REPORT

&

FINANCIAL STATEMENTS

YEAR ENDED 30TH SEPTEMBER 2023

NEW WINDMILL HALL COMMUNITY ASSOCIATION TRUSTEES' REPORT FOR THE YEAR ENDED 30TH SEPTEMBER 2023

REFERENCE & ADMINISTRATIVE DETAILS

CHARITY NAME: New Windmill Hall Community Association

CHARITY REGISTRATION NUMBER: 1150748

PRINCIPLE OFFICE: New Windmill Hall
St. Mary's Lane
Upminster
RM14 2QH

TRUSTEES

The trustees who served on the committee during the year were as follows:

Jane Balmford – CHAIR (retired 22nd December 2022)

Sara Routledge – CHAIR (appointed 22nd December 2022)

Norman Balmford – TREASURER (retired 22nd December 2022)

Brenda Soane - TREASURER (appointed 22nd December 2022)

Sandy Scott - SECRETARY

Christopher Coughlan – VICE CHAIR

Beryl Speed

Marzio Bettaga

Yulia Gudkova

Linda Hawthorn (died 22 May 2023)

Eve Ashby

*Unless indicated, all trustees remained in service during the reporting year and after year end.

GOVERNANCE, STRUCTURE & MANAGEMENT

New Windmill Hall Community Association (NWHCA) was formed on 12th April 2012 and is registered with the Charity Commission. On this day, the associations constitution was adopted and is annually reviewed by the governing board of trustees, along with all governing policies and documents, included and not limited to:

- Health & Safety
- Equal Opportunities
- Child Protection

- Safeguarding vulnerable people
- GDPR
- Insurances

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

- The Honorary Officers**
- Up to eight individuals elected at the Annual general Meeting,
- 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
- Trustees are members of the management Committee who have been approved at an Annual General Meeting.
- 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.

Day to day operations, of the property under the management of the NWHCA, are delivered by service providers on a self-employed basis and volunteers; the charity does not currently employ staff.

OBJECTIVES & ACTIVITIES

The charity runs the New Windmill Hall, Upminster for the benefit and use by residents of Upminster, Havering and surrounding communities.

The objective of the charity is to provide facilities for recreation, leisure and education. This is conducted through our own events programme in association with residents, statutory authorities, voluntary and other organisations. The aim is to improve the conditions of life, health and wellbeing and to promote other charitable purposes as may from time to time be determined.

REVIEW OF ACTIVITIES AND PUBLIC BENEFIT

The committee is continuing to run the New Windmill Hall for the benefit of the local community and shares a vision to provide more opportunities to empower, support and develop the community through our own programme and partnerships with others.

Use of the hall by individual hirers for occasions including wedding receptions, birthday parties and community get togethers are good, especially considering the current economic climate.

The hall continues to provide a place for various organisations including small charities, non-profits, local council and small business to offer a wide programme of activities to the community. The activities provided, including dancing, language classes, lectures, exercise and social clubs serve to maintain and improve quality of life across all members of the community.

POLICIES

The Association aims to maintain the high standard of the hall with external maintenance being planned for next year. The committee feel it prudent to have a maintenance fund for future major costs and this currently stands at £5,000.

RISK MANAGEMENT

Risks have been reviewed and systems put in place to minimise any risks identified. No serious accidents occurred.

Data protection Procedures are in place in accordance with the Data Protection Act.

Any new regular users of the hall complete a risk assessment and provide their own Public Liability Insurance.

Approved by the trustees and signed on their behalf by:

Sara Routledge

Chairman

22nd March 2023

NEW WINDMILL HALL COMMUNITY ASSOCIATION

INDEPENDANT EXAMINERS REPORT

I am reporting on the accounts of the New Windmill Hall Community Association for the year ended 30th September 2023 which are set out on pages 1 to 3

Respective responsibilities of trustee 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 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 section 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 examiners' 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 report is limited to those matters set out in the statement below.

Independent examiners' 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.



6th February 2024

Frank Marsh

6 Greenock Way, Rise Park, Romford, Essex RM1 4RT

NEW WINDMILL HALL COMMUNITY ASSOCIATION
CHARITY NUMBER 1150748

PROFIT AND LOSS ACCOUNT FOR YEAR ENDED
SEPTEMBER 2023

I	YEAR END 30/09/23	YEAR END 30/09/22
INCOME	98,207	70,062
EXPENSES		
Deposits Returned	7,792	
Hall Stewards	26,347	24,928
Gas & Electricity	7,477	10,047
Rent & Rates	5,739	6,521
Water Rates	2,937	2,268
Insurance	536	530
Advertising	135	-
Telephone & Internet	1,805	1,468
Printing, Postage & Stationary	940	47
General Maintenance	26,138	8,027
Maintenance Provision	6	1,000
Refuse collection	2,974	2,617
Cleaning	8,841	8,999
Sundry items	673	320
Event expenses	1,132	
New Equipment	2,379	
	<hr/>	<hr/>
	95,959	66,772
Surplus for year	7	
	2,329	3,290
	=====	=====

NEW WINDMILL HALL COMMUNITY ASSOCIATION
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BALANCE SHEET @ 30TH SEPTEMBER 2023

Note	30/09/2023	30/09/2022
CURRENT ASSETS		
Cash at Bank	9685	24770
Cast at Bank - client account	15814	8928
Trade Debtors		11119
Prepayments	3745	2113
	<hr/>	<hr/>
	29244	46930
CURRENT LIABILITIES		
Creditors		
Falling due within 1 year		
Trade Creditors LBH	4086	14037
Letting Fees received in advance		6040
Returnable deposits	1500	2888
	<hr/>	<hr/>
	5586	22965
NET CURRENT ASSESTS	23658	23965
PROVISIONS		5000
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	23658	18965
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NEW WINDMILL HALL COMMUNITY ASSOCIATION
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NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 30TH SEPTEMBER 2023

- 1 The Association was formed on the 12th April 2022 with the object of providing a Community Centre which is available for the benefit and use of the Community.
- 2 The Association has been granted charitable status - number 1150748
- 3 These accounts have been prepared under historical cost convention in accordance
(a) Accounting and reporting by Charities - Statement of Recommended Practice 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 End 30/9/23	Year End 30/9/22
Lettings Fees for use of Hall	98,207	70,059
Interest Receivable	81	3
	98,288	70,062

6 Provision and liabilities charges

The provision was made in prior years to provide for Exceptionally large items in future years

7 Surplus	Year End 30/09/23	Year End 30/9/22
Surplus as at 1st October	18,965	15,675
Surplus for year	2,329	3,290
Surplus AT 30TH September	21,294	18,965

8 Leasehold Premises

The Association's premises are Leased from the London Borough of Havering To be maintained and be used for the charitable objectives of the ASSOCIATION the current funds and amounts allocated as per note 6 will be sufficient for the provision of the Lease.

9 The Association has no employees

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

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