

CUTTESLOWE AND DISTRICT COMMUNITY ASSOCIATION

England & Wales · Charity number 1154860

Details

Other names CUTTESLOWE COMMUNITY ASSOCIATION

Status Registered

Legal form CIO

Registered 2013-12-04

Register [View on the Charity Commission register](#)

Contact

Address Cutteslowe Community Centre
31 Wren Road
Oxford
OX2 7SX

Phone 01865311172

Email cutteslowecca@gmail.com

Website <http://www.cutteslowecommunity.org.uk/>

Activities

Objects: (A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF CUTTESLOWE AND THE NEIGHBOURHOOD WITHOUT DISTINCTION OF SEX OR OF POLITICAL RELIGIOUS AND OTHER OPINIONS BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND INHABITANTS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROMOTE FACILITIES IN THE INTEREST OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS. (B) TO ESTABLISH OR TO SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN COOPERATION WITH ANY STATUTORY AUTHORITY OR OTHER PERSON OR BODY) IN FURTHERANCE OF THE ABOVE OBJECTS.

Activities: THE CHARITY ENCOURAGES AND SUPPORTS LOCAL PEOPLE IN CUTTESLOWE OF ALL AGES IN FORMING SOCIAL AND CARING NETWORKS. WE MAINTAIN A SAFE, SECURE AND CARING COMMUNITY CENTRE WHERE ACTIVITIES, SERVICES AND RESOURCES CAN BE BASED. WE ENCOURAGE PARTICIPATION OF LOCAL RESIDENTS IN ALL ACTIVITIES AND DEVELOP PARTNERSHIPS WITH VOLUNTARY, STATUTORY AND FUNDING AGENCIES.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, Recreation
- **Who:** Children/young People, Elderly/old People, Other Defined Groups

Geography

- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£138,218	£114,839	-	-
2024-03-31	£96,243	£95,929	-	-
2023-03-31	£100,178	£122,296	-	-
2022-03-31	£74,426	£76,101	-	-
2021-03-31	£107,453	£89,581	-	-

Trustees

Name	Role	Appointed
DONALD ANDERSON		2015-05-12
Dr ANN CHILDS		2013-11-10
Dr SHIRLEY JANET MCCREADY		2013-11-10
Henrietta Baker		2017-03-01
Judith Elizabeth Davis		2023-07-03
SARAH KATE SCHEELE		2013-11-10
Susan Elizabeth Buckley		2017-04-01

CUTTESLOWE AND DISTRICT COMMUNITY ASSOCIATION

England & Wales - Charity number 1154860

Accounts

CHARITY REGISTRATION NUMBER: 1154860

Cotteslowe and District Community Association
Unaudited Financial Statements
31 March 2025

Cotteslowe and District Community Association

Financial Statements

Year ended 31 March 2025

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Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2025

Structure, governance and management

The charity is a charitable incorporated organisation (Charity Commission No 1154860) which was registered on 4 December 2013 and is governed by a constitution agreed at its annual meeting.

Funds from the unincorporated charity Cotteslowe and District Community Association (registered charity no. 304340) were donated to the charity on that date.

Trustees are elected at the annual meeting of the charity. New trustees are co-opted at other times but their appointment must be confirmed at the next annual meeting.

The Association aims to have a board of trustees which:

- a) contains the skills and expertise (for example in personnel, finance, health and safety, safeguarding, data protection and premises management) which are required to run a modern charity effectively, and
- b) understands the nature of the issues facing the particular community which it seeks to serve and can develop strategies to address them.

The day-to-day operations of the Community Centre (hereinafter called 'the Centre') are managed by the Centre Manager who reports directly to the Board of Trustees. From January 2021, this role has been fulfilled by Stephanie Jankovic.

The trustees meet as a management committee at least 9 times a year. These meetings are frequently attended by an official from the City Council, local City and County Councillors and the Centre's manager. Others are invited as necessary. The trustees meet separately as required to consider particular issues. Sub-committees meet regularly to monitor aspects of the Association's operations.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2025

Objectives and activities

The objectives of the charity are to:

a) promote the benefit of the inhabitants of the area of benefit without distinction of gender, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants; and,

b) establish, or secure the establishment, of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the above objects;

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Cotteslowe and the surrounding district.

Activities

Its principal activities in furtherance of these objectives are

a) to maintain a community centre which is available for hire by individuals and groups, and

b) to run events and activities for the benefit of the whole community and for particular groups within it. As a general rule projects are not initiated until full funding for them has been secured.

The Association currently employs a part-time Centre Manager and a part-time assistant. Other staff are engaged to assist in the running of particular activities as required.

The staff are assisted by over 30 volunteers who take an active part in the running of particular activities to whom the trustees offer their warmest thanks.

The charity maintains strong links and works with a range of organisations including government agencies, local authorities, private and state schools, religious establishments, other charities, neighbourhood groups and private trusts.

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2025

Achievements and performance

The Community Centre has continued to build on its recovery from the covid affected years and, by the end of calendar 2025, when this report was written, the Centre was operating at close to the capacity of its buildings and its small permanent staff.

Last year we highlighted the fact that the last stage of refurbishment has been finished. Over the last two years this has led to a steady rise in the number of people using or visiting the Centre and the frequency with which our rooms have been hired out, with a particularly significant increase in their use for parties and other events by local families. This boost in income has enabled us to offer free use to more organisations with little or no funding, such as for ESOL classes, Citizens Advice and Age UK, and local support groups, such as for those with learning difficulties.

Our principal focus will remain on supporting families and young persons and regrettably there is little evidence that conditions for them are getting any easier. The Community Larder, which we host and which is organised by Cotteslowe Connected Church has seen no reduction in the number of families using it, while the Wishing Tree project, matching, anonymously, donors of Christmas gifts with children of families in need, expanded by over 50% this last year. Sunnymead Minnows, set up after the demise of Sure Start to help socialise and prepare under fives for school, continues to be fully subscribed. Where we can we will continue to expand our help to the families in our neighbourhood.

Needless to say, not much of what we do would be possible without the help of a stalwart band of volunteers and without generous financial support of many of those who live around us. To them all we wish to extend our grateful thanks.

Financial review

Income and expenditure in the year to March 2025 were almost in balance and the financial position at the end of the year was satisfactory. We have been able to cope with the sudden increase in costs, notably of gas and electricity, and we expect that the inflationary pressures will ease over the coming year. We are confident that we will be able to maintain, or increase, the services which we provide or facilitate for our community. over the coming year.

The trustees' annual report was approved on 26 January 2026 and signed on behalf of the board of trustees by:



Ann Childs

Chair and Trustee

Cotteslowe and District Community Association

Independent Examiner's Report to the Trustees of Cotteslowe and District Community Association

Year ended 31 March 2025

I report to the trustees on my examination of the financial statements of Cotteslowe and District Community Association ('the charity') for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.



Nicola Jane Cadwallader FCCA
Independent Examiner

For and On Behalf of
David Cadwallader & Co Limited
Suite 3 Bignell Park Barns
Chesterton
Bicester Oxon
OX26 1TD

26 January 2026

Cotteslowe and District Community Association

Statement of Financial Activities

Year ended 31 March 2025

		Unrestricted funds	2025 Restricted funds	Total funds	2024 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	4	47,643	64,403	112,047	77,393
Charitable activities	5	21,392	–	21,391	15,928
Other trading activities	6	3,619	–	3,619	1,744
Investment income	7	1,161	–	1,161	1,178
Total income		<u>73,815</u>	<u>64,403</u>	<u>138,218</u>	<u>96,243</u>
Expenditure					
Expenditure on charitable activities	8	77,721	37,118	114,839	95,929
Total expenditure		<u>77,721</u>	<u>37,118</u>	<u>114,839</u>	<u>95,929</u>
Net income		<u>(3,906)</u>	<u>27,285</u>	<u>23,379</u>	<u>314</u>
Transfers between funds		2,449	(2,449)	–	–
Net movement in funds		<u>(1,457)</u>	<u>24,836</u>	<u>23,379</u>	<u>314</u>
Reconciliation of funds					
Total funds brought forward		48,327	15,884	64,211	63,897
Total funds carried forward		<u>46,870</u>	<u>40,720</u>	<u>87,590</u>	<u>64,211</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Cotteslowe and District Community Association

Statement of Financial Position

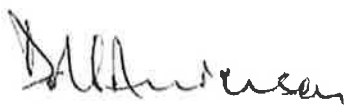
31 March 2025

	Note	2025 £	£	2024 £
Current assets				
Cash at bank and in hand		90,668		66,845
Creditors: amounts falling due within one year	14	<u>3,078</u>		<u>2,634</u>
Net current assets			<u>87,590</u>	<u>64,211</u>
Total assets less current liabilities			<u>87,590</u>	<u>64,211</u>
Net assets			<u>87,590</u>	<u>64,211</u>
Funds of the charity				
Restricted funds			40,720	15,884
Unrestricted funds			<u>46,870</u>	<u>48,327</u>
Total charity funds	16		<u>87,590</u>	<u>64,211</u>

These financial statements were approved by the board of trustees and authorised for issue on 26/01/2026, and are signed on behalf of the board by:



Ann Childs
Chair and Trustee



Donald Anderson
Treasurer and Trustee

Cotteslowe and District Community Association

Notes to the Financial Statements

Year ended 31 March 2025

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is 31 Wren Road, Oxford, OX2 7SX.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The accounts have been prepared on a going concern basis.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. Its financial statements are consolidated into the financial statements of (enter name of group financial statements) which can be obtained from (enter detail). As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

- (a) No cash flow statement has been presented for the company.
- (b) Disclosures in respect of financial instruments have not been presented.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are general funds available for the general objectives of the charity.

Designated funds are unrestricted reserves that have been set aside by the Charity for particular purposes.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the Charity. The costs of raising and administering such funds are charged against those specific funds. The various funds are detailed in the notes to the accounts.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is included on the accruals basis and is recognised when there is a legal or constructive obligation to pay for the goods or services.

As the Charity is not registered for VAT, all expenditure is shown inclusive of VAT.

Tangible assets

All capital expenditure in excess of £1,000, for a single item or a group of similar items, is capitalised.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	20% straight line
Computer Equipment	-	33% straight line

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Donations			
Gift Aid	5,578	–	5,578
Appeals, donations and pledges	23,420	20,587	44,007
City and County Councillors	–	2,500	2,500
Brad Foundation	–	–	–
Grants			
Oxford City Council	–	1,300	1,300
Summertown/St Margarets Neighbourhood Forum	–	4,500	4,500
Tolkein Trust	15,000	–	15,000
Mactaggart Third Fund	–	2,000	2,000
Wolvercote Neighbourhood Forum	–	9,132	9,132
Oxfordshire Community Foundation	2,395	18,515	20,910
St Andrews PCC	1,250	5,000	6,250
Other grants	–	869	870
	<u>47,643</u>	<u>64,403</u>	<u>112,047</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations			
Gift Aid	5,595	–	5,595
Appeals, donations and pledges	22,926	5,761	28,687
City and County Councillors	–	7,500	7,500
Brad Foundation	–	3,861	3,861

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

4. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Grants			
Oxford City Council	–	1,950	1,950
Summertown/St Margarets Neighbourhood Forum	–	–	–
Tolkein Trust	15,000	–	15,000
Mactaggart Third Fund	–	1,250	1,250
Wolvercote Neighbourhood Forum	–	8,750	8,750
Oxfordshire Community Foundation	–	–	–
St Andrews PCC	–	3,700	3,700
Other grants	–	1,101	1,100
	<u>43,521</u>	<u>33,873</u>	<u>77,393</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Room hire	<u>21,392</u>	<u>21,391</u>	<u>15,927</u>	<u>15,928</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Fundraising events	<u>3,619</u>	<u>3,619</u>	<u>1,744</u>	<u>1,744</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Bank interest receivable	<u>1,161</u>	<u>1,161</u>	<u>1,178</u>	<u>1,178</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
General Centre running costs	76,481	10,444	86,925
Cotteslow Seniors	—	5,563	5,563
Art Club	—	1,853	1,853
Dance Club	—	—	—
Sunnymead Minnows	—	15,667	15,667
Bushcraft	—	—	—
Summer Programme	—	3,591	3,591
Community Larder	—	—	—
Support costs	1,240	—	1,240
	<u>77,721</u>	<u>37,118</u>	<u>114,839</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
General Centre running costs	65,948	76	66,024
Cotteslow Seniors	—	3,990	3,990
Art Club	—	3,252	3,252
Dance Club	—	468	468
Sunnymead Minnows	—	15,255	15,255
Bushcraft	—	987	987
Summer Programme	—	4,346	4,346
Community Larder	—	399	399
Support costs	1,208	—	1,208
	<u>67,156</u>	<u>28,773</u>	<u>95,929</u>

9. Independent examination fees

	2025 £	2024 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u>1,240</u>	<u>1,040</u>

10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025 £	2024 £
Wages and salaries	55,793	48,819
Employer contributions to pension plans	1,330	1,174
	<u>57,123</u>	<u>49,993</u>

Cutteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

10. Staff costs *(continued)*

Centre Staff during the year were Stephanie Jankovic and Mariana Bujons (12 months each)

Centre Manager Stephanie Jankovic- 30 hours per week

Administration Assistant Mariana Bujons- 24 hours per week

Seniors co-ordinator Sylvia Barker- 22 hours per calendar month

Art club leader Helen Edwards- 2 hours per week in term time

Summer Programme leader Fiona Greenwood - 5 hours per week

The average head count of employees during the year was 5 (2024: 5).

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

11. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

12. Transfers between funds

Where expenditure on a restricted fund exceeds income, the balance is covered by a transfer from general reserves.

The detail is shown in note 19.

13. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2024 and 31 March 2025	<u>7,352</u>	<u>1,773</u>	<u>9,125</u>
Depreciation			
At 1 April 2024 and 31 March 2025	<u>7,352</u>	<u>1,773</u>	<u>9,125</u>
Carrying amount			
At 31 March 2025	<u>—</u>	<u>—</u>	<u>—</u>
At 31 March 2024	<u>—</u>	<u>—</u>	<u>—</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

14. Creditors: amounts falling due within one year

	2025	2024
	£	£
Accruals and deferred income	1,091	1,040
Other creditors	1,987	1,594
	<u>3,078</u>	<u>2,634</u>

15. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,330 (2024: £1,174).

16. Analysis of charitable funds

Unrestricted funds

	At 1 April 2024	Income	Expenditure	Transfers	At 31 March 2025
	£	£	£	£	£
General funds	48,327	73,815	(77,721)	2,449	46,870
Centre refurbishment	—	—	—	—	—
	<u>48,327</u>	<u>73,815</u>	<u>(77,721)</u>	<u>2,449</u>	<u>46,870</u>

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	45,350	62,370	(67,156)	7,763	48,327
Centre refurbishment	4,287	—	—	(4,287)	—
	<u>49,637</u>	<u>62,370</u>	<u>(67,156)</u>	<u>3,476</u>	<u>48,327</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

16. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2024 £	Income £	Expenditure £	Transfers £	At 31 March 2025 £
Newsletter	–	–	–	–	–
Art Club	150	870	(1,853)	833	–
Dance Club	–	–	–	–	–
Seniors	–	6,599	(4,119)	(232)	2,248
Sunnymead Minnows	1,534	34,422	(17,112)	(1,491)	17,353
Family Film Club	–	–	–	–	–
Community Larder	–	3,725	–	(270)	3,455
Room Hire Support	–	3,400	–	(717)	2,683
Bushcraft	–	–	–	–	–
Summer Programme	4,150	5,716	(3,591)	(500)	5,775
EU Grant	–	–	–	–	–
Warm space provision	–	540	–	(72)	468
Centre refurbishment	10,050	9,131	(10,443)	–	8,738
	<u>15,884</u>	<u>64,403</u>	<u>(37,118)</u>	<u>(2,449)</u>	<u>40,720</u>

	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 March 2024 £
Newsletter	76	–	(76)	–	–
Art Club	–	3,657	(3,252)	(255)	150
Dance Club	–	334	(468)	134	–
Seniors	–	450	(3,990)	3,540	–
Sunnymead Minnows	6,019	12,583	(15,254)	(1,814)	1,534
Family Film Club	566	–	–	(566)	–
Community Larder	–	400	(400)	–	–
Room Hire Support	1,011	–	–	(1,011)	–
Bushcraft	987	–	(987)	–	–
Summer Programme	2,531	5,399	(4,346)	566	4,150
EU Grant	3,070	–	–	(3,070)	–
Warm space provision	–	1,000	–	(1,000)	–
Centre refurbishment	–	10,050	–	–	10,050
	<u>14,260</u>	<u>33,873</u>	<u>(28,773)</u>	<u>(3,476)</u>	<u>15,884</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

17. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Current assets	49,948	40,720	90,668
Creditors less than 1 year	(3,078)	—	(3,078)
Net assets	46,870	40,720	87,590

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Current assets	50,961	15,884	66,845
Creditors less than 1 year	(2,634)	—	(2,634)
Net assets	48,327	15,884	64,211

18. Related parties

No transactions with related parties were undertaken such as are required to be disclosed under the FRS102.

CUTTESLOWE AND DISTRICT COMMUNITY ASSOCIATION

England & Wales - Charity number 1154860

Accounts

CHARITY REGISTRATION NUMBER: 1154860

Cotteslowe and District Community Association
Unaudited Financial Statements
31 March 2024

Cotteslowe and District Community Association

Financial Statements

Year ended 31 March 2024

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Cotteslowe and District Community Association

Trustees' Annual Report

Year ended 31 March 2024

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

Reference and administrative details

Registered charity name Cotteslowe and District Community Association

Charity registration number 1154860

Principal office 31 Wren Road
Oxford
OX2 7SX

The trustees

N Tuckwell (Appointed 3 July 2023)

J Davis (Appointed 3 July 2023)

A Childs

D Anderson

H Baker

S Buckley

S McCready

S Scheele

T Blake

Independent examiner Nicola Jane Cadwallader FCCA
For and On Behalf of
David Cadwallader & Co Limited
Suite 3 Bignell Park Barns
Chesterton
Bicester Oxon
OX26 1TD

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2024

Structure, governance and management

The charity is a charitable incorporated organisation (Charity Commission No 1154860) which was registered on 4 December 2013 and is governed by a constitution agreed at its annual meeting.

Funds from the unincorporated charity Cotteslowe and District Community Association (registered charity no. 304340) were donated to the charity on that date.

Trustees are elected at the annual meeting of the charity. New trustees are co-opted at other times but their appointment must be confirmed at the next annual meeting.

The Association aims to have a board of trustees which:

- a) contains the skills and expertise (for example in personnel, finance, health and safety, safeguarding, data protection and premises management) which are required to run a modern charity effectively, and
- b) understands the nature of the issues facing the particular community which it seeks to serve and can develop strategies to address them.

The day-to-day operations of the Community Centre (hereinafter called 'the Centre') are managed by the Centre Manager who reports directly to the Board of Trustees. From January 2021, this role has been fulfilled by Stephanie Jankovic.

The trustees meet as a management committee at least 9 times a year. These meetings are frequently attended by an official from the City Council, local City and County Councillors and the Centre's manager. Others are invited as necessary. The trustees meet separately as required to consider particular issues. Sub-committees meet regularly to monitor aspects of the Association's operations.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2024

Objectives and activities

The objectives of the charity are to:

- a) promote the benefit of the inhabitants of the area of benefit without distinction of gender, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants; and,
- b) establish, or secure the establishment, of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the above objects;

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Cotteslowe and the surrounding district.

Activities

Its principal activities in furtherance of these objectives are

- a) to maintain a community centre which is available for hire by individuals and groups, and
- b) to run events and activities for the benefit of the whole community and for particular groups within it. As a general rule projects are not initiated until full funding for them has been secured.

The Association currently employs a part-time Centre Manager and a part-time assistant. Other staff are engaged to assist in the running of particular activities as required.

The staff are assisted by over 30 volunteers who take an active part in the running of particular activities to whom the trustees offer their warmest thanks.

The charity maintains strong links and works with a range of organisations including government agencies, local authorities, private and state schools, religious establishments, other charities, neighbourhood groups and private trusts.

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2024

Achievements and performance

The Community Centre has continued to build its recovery from the covid affected years and by the end of calendar 2024, when this report was written, the Centre was operating at close to the capacity of its buildings and its staff.

Last year we highlighted the fact that the last stage of refurbishment had been completed. Over the last two years this has led to a steady rise in the number of occasions on which our rooms have been hired out, with a particularly significant increase in their use by local families for parties and other events. The boost to our income from room hire has enabled us to offer free facilities to organisations with little or no income, such as ESOL classes, Citizens Advice, Age UK and some local support groups such as for learning disabilities. Our principal focus will remain on helping families and young persons and regrettably there is little evidence that economic conditions for them are getting any easier. The Community Larder, which we host and which is organised by Cotteslowe Connected Church, has seen no reduction in the number of people using it, and the Wishing Tree project matching, anonymously, donors of Christmas gifts with children from families in need, expanded by 50% this year. Sunnymead Minnows, started after the demise of SureStart to help under fives to learn to socialise and prepare for school; continues to be fully subscribed Where we can we will continue to offer new or expanded support for our neighbours.

None of what we do could not be made possible without the support of our stalwart volunteers and the financial backing of many of those who live around us. To both groups we would like to offer our heartfelt thanks.

Financial review

In the financial year ending in March 2024 income and expenditure were virtually in balance. We have been able to absorb the post covid cost increases, the greatest of which were in gas and electricity, and the outlook for the current year is for fewer cost pressures. While funding is always somewhat hand to mouth we are confident that with new funding and with the funds carried forward from the year under review we will be able to continue to grow our activities in the coming two years.

The trustees' annual report was approved on 29/01/25 and signed on behalf of the board of trustees by:



Ann Childs
Chair and Trustee

Cotteslowe and District Community Association

Independent Examiner's Report to the Trustees of Cotteslowe and District Community Association

Year ended 31 March 2024

I report to the trustees on my examination of the financial statements of Cotteslowe and District Community Association ('the charity') for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.



Nicola Jane Cadwallader FCCA
Independent Examiner

For and On Behalf of
David Cadwallader & Co Limited
Suite 3 Bignell Park Barns
Chesterton
Bicester Oxon
OX26 1TD

29/01/25

Cotteslowe and District Community Association

Statement of Financial Activities

Year ended 31 March 2024

		Unrestricted funds £	2024 Restricted funds £	Total funds £	2023 Total funds £
	Note				
Income and endowments					
Donations and legacies	4	43,521	33,873	77,393	82,518
Charitable activities	5	15,927	—	15,928	13,946
Other trading activities	6	1,744	—	1,744	3,370
Investment income	7	1,178	—	1,178	344
Total income		<u>62,370</u>	<u>33,873</u>	<u>96,243</u>	<u>100,178</u>
Expenditure					
Expenditure on charitable activities	8	67,156	28,773	95,929	122,296
Total expenditure		<u>67,156</u>	<u>28,773</u>	<u>95,929</u>	<u>122,296</u>
Net income/(expenditure) and net movement in funds					
		<u>(4,786)</u>	<u>5,100</u>	<u>314</u>	<u>(22,118)</u>
Reconciliation of funds					
Total funds brought forward		49,637	14,260	63,897	86,015
Total funds carried forward		<u>44,851</u>	<u>19,360</u>	<u>64,211</u>	<u>63,897</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 8 to 17 form part of these financial statements.

Cotteslowe and District Community Association

Statement of Financial Position

31 March 2024

	Note	2024 £	£	2023 £
Current assets				
Cash at bank and in hand		66,845		66,243
Creditors: amounts falling due within one year	15	<u>2,634</u>		<u>2,346</u>
Net current assets			64,211	63,897
Total assets less current liabilities			64,211	63,897
Net assets			64,211	63,897
Funds of the charity				
Restricted funds			15,884	14,260
Unrestricted funds			<u>48,327</u>	<u>49,637</u>
Total charity funds	17		64,211	63,897

These financial statements were approved by the board of trustees and authorised for issue on 29/01/25, and are signed on behalf of the board by:



Ann Childs
Chair and Trustee



Donald Anderson
Treasurer and Trustee

The notes on pages 8 to 17 form part of these financial statements.

Cotteslowe and District Community Association

Notes to the Financial Statements

Year ended 31 March 2024

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is 31 Wren Road, Oxford, OX2 7SX.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The accounts have been prepared on a going concern basis.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are general funds available for the general objectives of the charity.

Designated funds are unrestricted reserves that have been set aside by the Charity for particular purposes.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the Charity. The costs of raising and administering such funds are charged against those specific funds. The various funds are detailed in the notes to the accounts.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is included on the accruals basis and is recognised when there is a legal or constructive obligation to pay for the goods or services.

As the Charity is not registered for VAT, all expenditure is shown inclusive of VAT.

Tangible assets

All capital expenditure in excess of £1,000, for a single item or a group of similar items, is capitalised.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	20% straight line
Computer Equipment	-	33% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

3. Accounting policies *(continued)*

Impairment of fixed assets *(continued)*

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

3. Accounting policies *(continued)*

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations			
Gift Aid	5,595	–	5,595
Appeals, donations and pledges	22,926	5,761	28,687
City and County Councillors	–	7,500	7,500
Brad Foundation	–	3,861	3,861
Grants			
Oxford City Council	–	1,950	1,950
Summertown/St Margarets Neighbourhood Forum	–	–	–
Tolkein Trust	15,000	–	15,000
Mactaggart Third Fund	–	1,250	1,250
Wolvercote Neighbourhood Forum	–	8,750	8,750
Oxfordshire Community Foundation	–	–	–
St Andrews PCC	–	3,700	3,700
Other grants	–	1,101	1,100
	<u>43,521</u>	<u>33,873</u>	<u>77,393</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Gift Aid	1,807	–	1,807
Appeals, donations and pledges	23,040	1,215	24,255
City and County Councillors	–	500	500
Brad Foundation	–	5,000	5,000

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

4. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Grants			
Oxford City Council	–	1,000	1,000
Summertown/St Margarets Neighbourhood Forum	–	1,150	1,150
Tolkein Trust	10,000	5,000	15,000
Mactaggart Third Fund	–	1,000	1,000
Wolvercote Neighbourhood Forum	10,000	790	10,790
Oxfordshire Community Foundation	–	18,245	18,245
St Andrews PCC	–	871	871
Other grants	–	2,900	2,900
	<u>44,847</u>	<u>37,671</u>	<u>82,518</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Room hire	<u>15,927</u>	<u>15,928</u>	<u>13,946</u>	<u>13,946</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Fundraising events	<u>1,744</u>	<u>1,744</u>	<u>3,370</u>	<u>3,370</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Bank interest receivable	<u>1,178</u>	<u>1,178</u>	<u>344</u>	<u>344</u>

Cutteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
General Centre running costs	65,948	76	66,024
Cutteslow Seniors	–	3,990	3,990
Art Club	–	3,252	3,252
Dance Club	–	468	468
Sunnymead Minnows	–	15,255	15,255
Bushcraft	–	987	987
Summer Programme	–	4,346	4,346
Jubilee Fund	–	–	–
Community Larder	–	399	399
Support costs	1,208	–	1,208
	<u>67,156</u>	<u>28,773</u>	<u>95,929</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
General Centre running costs	88,616	–	88,616
Cutteslow Seniors	–	3,703	3,703
Art Club	–	2,153	2,153
Dance Club	–	601	601
Sunnymead Minnows	–	13,174	13,174
Bushcraft	–	732	732
Summer Programme	–	4,036	4,036
Jubilee Fund	–	7,784	7,784
Community Larder	–	375	375
Support costs	1,122	–	1,122
	<u>89,738</u>	<u>32,558</u>	<u>122,296</u>

9. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2024 £	2023 £
Depreciation of tangible fixed assets	–	18

10. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,040</u>	<u>990</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	48,819	45,662
Employer contributions to pension plans	1,174	1,108
	<u>49,993</u>	<u>46,770</u>

Centre Staff during the year were Stephanie Jankovic and Mariana Bujons (12 months each)

Centre Manager Stephanie Jankovic- 25 hours per week

Administration Assistant Mariana Bujons- 20 hours per week

Seniors co-ordinator Sylvia Barker- 22 hours per calendar month

Art club leader Helen Edwards- 2 hours per week in term time Dance club leader Marina Bujons

1.5 hours per week in term time Bushcraft leader/Summer Programme leader Fiona Greenwood

does hours as required The average headcount of employees during the year was 5 (2023:5) No

employee received employee benefits of more than £60,000

The average head count of employees during the year was 5 (2023: 5).

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

12. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

13. Transfers between funds

Where expenditure on a restricted fund exceeds income, the balance is covered by a transfer from general reserves.

The detail is shown in note 19.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

14. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2023 and 31 March 2024	<u>7,352</u>	<u>1,773</u>	<u>9,125</u>
Depreciation			
At 1 April 2023 and 31 March 2024	<u>7,352</u>	<u>1,773</u>	<u>9,125</u>
Carrying amount			
At 31 March 2024	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>

15. Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	<u>1,040</u>	<u>990</u>
Other creditors	<u>1,594</u>	<u>1,356</u>
	<u>2,634</u>	<u>2,346</u>

16. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,174 (2023: £1,108).

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

17. Analysis of charitable funds

Unrestricted funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	45,350	62,370	(67,156)	7,763	48,327
Centre refurbishment	4,287	—	—	(4,287)	—
	<u>49,637</u>	<u>62,370</u>	<u>(67,156)</u>	<u>3,476</u>	<u>48,327</u>

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
General funds	64,595	62,507	(89,738)	7,986	45,350
Centre refurbishment	4,287	—	—	—	4,287
	<u>68,882</u>	<u>62,507</u>	<u>(89,738)</u>	<u>7,986</u>	<u>49,637</u>

Restricted funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
Newsletter	76	—	(76)	—	—
Art Club	—	3,657	(3,252)	(255)	150
Dance Club	—	334	(468)	134	—
Seniors	—	450	(3,990)	3,540	—
Sunnymead Minnows	6,019	12,583	(15,254)	(1,814)	1,534
Family Film Club	566	—	—	(566)	—
Community Larder	—	400	(400)	—	—
Room Hire Support	1,011	—	—	(1,011)	—
Bushcraft	987	—	(987)	—	—
Summer Programme	2,531	5,399	(4,346)	566	4,150
Jubilee Fund	—	—	—	—	—
EU Grant	3,070	—	—	(3,070)	—
Warm space provision	—	1,000	—	(1,000)	—
Centre refurbishment	—	10,050	—	—	10,050
	<u>14,260</u>	<u>33,873</u>	<u>(28,773)</u>	<u>(3,476)</u>	<u>15,884</u>

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
Newsletter	76	—	—	—	76
Art Club	—	945	(2,153)	1,208	—
Dance Club	—	585	(601)	16	—
Seniors	1,758	—	(3,703)	1,945	—
Sunnymead Minnows	9,435	11,800	(13,174)	(2,042)	6,019
Family Film Club	566	—	—	—	566

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

17. Analysis of charitable funds *(continued)*

Community Larder	663	375	(375)	(663)	–
Room Hire Support	822	3,000	–	(2,811)	1,011
Bushcraft	1,719	–	(732)	–	987
Summer Programme	2,094	7,721	(4,036)	(3,248)	2,531
Jubilee Fund	–	8,245	(7,784)	(461)	–
EU Grant	–	5,000	–	(1,930)	3,070
Warm space provision	–	–	–	–	–
Centre refurbishment	–	–	–	–	–
	<u>17,133</u>	<u>37,671</u>	<u>(32,558)</u>	<u>(7,986)</u>	<u>14,260</u>

18. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Current assets	50,961	15,884	66,845
Creditors less than 1 year	(2,634)	–	(2,634)
Net assets	<u>48,327</u>	<u>15,884</u>	<u>64,211</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	–	–	–
Current assets	51,983	14,260	66,243
Creditors less than 1 year	(2,346)	–	(2,346)
Net assets	<u>49,637</u>	<u>14,260</u>	<u>63,897</u>

19. Related parties

No transactions with related parties were undertaken such as are required to be disclosed under the FRS102.

Cotteslowe and District Community Association

Management Information

Year ended 31 March 2024

The following pages do not form part of the financial statements.

Cotteslowe and District Community Association

Detailed Statement of Financial Activities

Year ended 31 March 2024

	2024	2023
	£	£
Income and endowments		
Donations and legacies		
Gift Aid	5,595	1,807
Appeals, donations and pledges	28,687	24,255
City and County Councillors	7,500	500
Brad Foundation	3,861	5,000
Oxford City Council	1,950	1,000
Summertown/St Margarets Neighbourhood Forum	—	1,150
Tolkein Trust	15,000	15,000
Mactaggart Third Fund	1,250	1,000
Wolvercote Neighbourhood Forum	8,750	10,790
Oxford Community Foundation	—	18,245
St Andrews PCC	3,700	871
Waitrose	—	1,000
The Arts Society Oxford	1,100	1,000
St Edwards School	—	900
	<u>77,393</u>	<u>82,518</u>
Charitable activities		
Room hire	<u>15,928</u>	<u>13,946</u>
Other trading activities		
Fundraising events	<u>1,744</u>	<u>3,370</u>
Investment income		
Bank interest receivable	<u>1,178</u>	<u>344</u>
Total income	<u>96,243</u>	<u>100,178</u>

Cotteslowe and District Community Association

Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2024

	2024 £	2023 £
Expenditure		
Expenditure on charitable activities		
Wages and salaries	48,819	45,662
Pension costs	1,174	1,108
Rates and water	528	356
Light and heat	8,155	2,448
Repairs and maintenance	428	8,070
Insurance	1,036	995
Other establishment	4,473	33,970
Legal and professional fees	1,792	1,653
Telephone	1,024	856
Other office costs	18,914	18,668
Depreciation	—	18
Centre Refurbishment	9,586	8,492
	<u>95,929</u>	<u>122,296</u>
Total expenditure	<u>95,929</u>	<u>122,296</u>
Net income/(expenditure)	<u>314</u>	<u>(22,118)</u>

Cotteslowe and District Community Association

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2024

	2024 £	2023 £
Expenditure on charitable activities		
General Centre running costs		
<i>Activities undertaken directly</i>		
Wages/salaries	39,478	37,522
Pension costs	1,174	1,108
Rates & water	528	356
Light & heat	8,155	2,448
Repairs & maintenance	428	286
Insurance	1,036	995
Other establishment	771	29,917
Legal and professional fees	584	531
Telephone	1,024	856
Other office costs	3,260	6,087
Depreciation	—	18
Centre refurbishment	9,586	8,492
	<u>66,024</u>	<u>88,616</u>
Cotteslow Seniors		
<i>Activities undertaken directly</i>		
Wages/salaries	3,990	3,703
Art Club		
<i>Activities undertaken directly</i>		
Wages/salaries	3,252	1,943
Other office costs	—	210
	<u>3,252</u>	<u>2,153</u>
Dance Club		
<i>Activities undertaken directly</i>		
Wages/salaries	468	601
Sunnymead Minnows		
<i>Activities undertaken directly</i>		
Direct charitable activity 24 - other establishment	—	1,178
Other office costs	15,255	11,996
	<u>15,255</u>	<u>13,174</u>
Bushcraft		

Cotteslowe and District Community Association

Notes to the Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2024

	2024 £	2023 £
Activities undertaken directly		
Other establishment	<u>987</u>	<u>732</u>
Summer Programme		
Activities undertaken directly		
Wages/salaries	1,631	1,893
Other establishment	<u>2,715</u>	<u>2,143</u>
	<u>4,346</u>	<u>4,036</u>
Jubilee Fund		
Activities undertaken directly		
Repairs	-	<u>7,784</u>
Community Larder		
Grant funding activities		
Other office costs	<u>399</u>	<u>375</u>
Governance costs		
Governance costs - accountancy fees	<u>1,208</u>	<u>1,122</u>
Expenditure on charitable activities	<u>95,929</u>	<u>122,296</u>

CUTTESLOWE AND DISTRICT COMMUNITY ASSOCIATION

England & Wales - Charity number 1154860

Accounts

CHARITY REGISTRATION NUMBER: 1154860

Cotteslowe and District Community Association
Unaudited Financial Statements
31 March 2023

Cotteslowe and District Community Association

Financial Statements

Year ended 31 March 2023

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Cotteslowe and District Community Association

Trustees' Annual Report

Year ended 31 March 2023

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

Reference and administrative details

Registered charity name Cotteslowe and District Community Association

Charity registration number 1154860

Principal office 31 Wren Road
Oxford
OX2 7SX

The trustees

A Childs
D Anderson
H Baker
S Buckley
S McCready
S Scheele
T Blake
A Johnson (Retired 21 March 2023)
P Woolley (Retired 14 February 2023)

Independent examiner Nicola Jane Cadwallader FCCA
For and On Behalf of
David Cadwallader & Co Limited
Suite 3 Bignell Park Barns
Chesterton
Bicester Oxon
OX26 1TD

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2023

Structure, governance and management

The charity is a charitable incorporated organisation (Charity Commission No 1154860) which was registered on 4 December 2013 and is governed by a constitution agreed at its annual meeting.

Funds from the unincorporated charity Cotteslowe and District Community Association (registered charity no. 304340) were donated to the charity on that date.

Trustees are elected at the annual meeting of the charity. New trustees are co-opted at other times but their appointment must be confirmed at the next annual meeting.

The Association aims to have a board of trustees which:

- a) contains the skills and expertise (for example in personnel, finance, health and safety, safeguarding, data protection and premises management) which are required to run a modern charity effectively, and
- b) understands the nature of the issues facing the particular community which it seeks to serve and can develop strategies to address them.

The day-to-day operations of the Community Centre (hereinafter called 'the Centre') are managed by the Centre Manager who reports directly to the Board of Trustees. From January 2021, this role has been fulfilled by Stephanie Jankovic.

The trustees meet as a management committee at least 9 times a year. These meetings are frequently attended by an official from the City Council, local City and County Councillors and the Centre's manager. Others are invited as necessary. The trustees meet separately as required to consider particular issues. Sub-committees meet regularly to monitor aspects of the Association's operations.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2023

Objectives and activities

The objectives of the charity are to:

- a) promote the benefit of the inhabitants of the area of benefit without distinction of gender, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants; and,
- b) establish, or secure the establishment, of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the above objects;

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Cotteslowe and the surrounding district.

Activities

Its principal activities in furtherance of these objectives are

- a) to maintain a community centre which is available for hire by individuals and groups, and
- b) to run events and activities for the benefit of the whole community and for particular groups within it. As a general rule projects are not initiated until full funding for them has been secured.

The Association currently employs a part-time Centre Manager and a part-time assistant. Other staff are engaged to assist in the running of particular activities as required.

The staff are assisted by over 30 volunteers who take an active part in the running of particular activities to whom the trustees offer their warmest thanks.

The charity maintains strong links and works with a range of organisations including government agencies, local authorities, private and state schools, religious establishments, other charities, neighbourhood groups and private trusts.

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2023

Achievements and performance

Unlike the previous two years that had been impacted by covid, the Community Centre was fully in action throughout the year to March 2023. Fortunately, we have been able to find new regular hirers to replace those that could no longer operate during and after covid, we have added to the number of activities that we initiate, and we are delighted to see a steady rise in the use of our facilities and rooms by local residents for parties and other private events.

One of the reasons for the latter has been that, after three years and at a cost of over £60,000, we have finally finished the last stage of the refurbishment of the Centre with the total remodeling of our kitchen. We now have a building that is considerably more attractive internally and a more functional environment in which our team can work.

Essentially any community centre is about supporting the local community either by ourselves or in cooperation with others and we have carried on throughout the last year trying to do this. Cotteslowe Larder, run by Cotteslowe Connected Church, now has about 130 members with 90 to 100 families using it every week and also coincides with a drop in clinic with advisors from Citizens Advice. We continue to do a significant amount of work with children: through after school clubs; through Minnows, which has three sessions a week for under 5's and their parents or carers; and through our programme during the summer holidays which this year attracted over 330 children from 200 families to one event or another. At the end of the year we inaugurated a Cotteslowe "Wishing Tree" project, matching, anonymously, donors of Christmas gifts with 80 children from families in need. At the other end of the age spectrum we have welcomed a second Seniors group and instigated a warm room.

None of which can happen without outside help and we remain immensely grateful to all those who volunteer and who generously support us financially.

Financial review

Outgoings in the year to March 2023 were just over £22,000 greater than our income of £100,000. The bulk of the shortfall was associated with the refurbishment of the kitchen on which we spent ca £30,000, partly offset by a grant of £10,000 during the year. We foreshadowed a year ago that we expected our running costs to increase, which they have, but we are confident that we can offset these and any future cost increases. The funds carried forward at March 31st provide a more than adequate platform for maintaining all our activities in the current year.

The trustees' annual report was approved on 28 January 2024 and signed on behalf of the board of trustees by:

Ann Childs
Chair and Trustee

Cotteslowe and District Community Association

Independent Examiner's Report to the Trustees of Cotteslowe and District Community Association

Year ended 31 March 2023

I report to the trustees on my examination of the financial statements of Cotteslowe and District Community Association ('the charity') for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.

Nicola Jane Cadwallader FCCA
Independent Examiner

For and On Behalf of
David Cadwallader & Co Limited
Suite 3 Bignell Park Barns
Chesterton
Bicester Oxon
OX26 1TD

Cuttleslowe and District Community Association

Statement of Financial Activities

Year ended 31 March 2023

		2023			2022
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments					
Donations and legacies	4	44,847	37,671	82,518	69,208
Charitable activities	5	13,946	–	13,946	4,786
Other trading activities	6	3,370	–	3,370	257
Investment income	7	344	–	344	14
Other income	8	–	–	–	161
Total income		<u>62,507</u>	<u>37,671</u>	<u>100,178</u>	<u>74,426</u>
Expenditure					
Expenditure on charitable activities	9	89,738	32,558	122,296	76,101
Total expenditure		<u>89,738</u>	<u>32,558</u>	<u>122,296</u>	<u>76,101</u>
Net expenditure		<u>(27,231)</u>	<u>5,113</u>	<u>(22,118)</u>	<u>(1,675)</u>
Transfers between funds		7,986	(7,986)	–	–
Net movement in funds		<u>(19,245)</u>	<u>(2,873)</u>	<u>(22,118)</u>	<u>(1,675)</u>
Reconciliation of funds					
Total funds brought forward		<u>68,882</u>	<u>17,133</u>	<u>86,015</u>	<u>87,690</u>
Total funds carried forward		<u>49,637</u>	<u>14,260</u>	<u>63,897</u>	<u>86,015</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 8 to 17 form part of these financial statements.

Cotteslowe and District Community Association

Statement of Financial Position

31 March 2023

	Note	2023 £	£	2022 £
Fixed assets				
Tangible fixed assets	15		–	18
Current assets				
Cash at bank and in hand		66,243		87,100
Creditors: amounts falling due within one year	16	<u>2,346</u>		<u>1,103</u>
Net current assets			<u>63,897</u>	<u>85,997</u>
Total assets less current liabilities			<u>63,897</u>	<u>86,015</u>
Net assets			<u>63,897</u>	<u>86,015</u>
Funds of the charity				
Restricted funds			14,260	17,133
Unrestricted funds			<u>49,637</u>	<u>68,882</u>
Total charity funds	19		<u>63,897</u>	<u>86,015</u>

These financial statements were approved by the board of trustees and authorised for issue on 28 January 2024, and are signed on behalf of the board by:

Ann Childs
Chair and Trustee

Donald Anderson
Treasurer and Trustee

The notes on pages 8 to 17 form part of these financial statements.

Cotteslowe and District Community Association

Notes to the Financial Statements

Year ended 31 March 2023

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is 31 Wren Road, Oxford, OX2 7SX.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The accounts have been prepared on a going concern basis.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are general funds available for the general objectives of the charity.

Designated funds are unrestricted reserves that have been set aside by the Charity for particular purposes.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the Charity. The costs of raising and administering such funds are charged against those specific funds. The various funds are detailed in the notes to the accounts.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is included on the accruals basis and is recognised when there is a legal or constructive obligation to pay for the goods or services.

As the Charity is not registered for VAT, all expenditure is shown inclusive of VAT.

Tangible assets

All capital expenditure in excess of £1,000, for a single item or a group of similar items, is capitalised.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	20% straight line
Computer Equipment	-	33% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Cuttleslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Impairment of fixed assets *(continued)*

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Gift Aid	1,807	–	1,807
Appeals, donations and pledges	23,040	1,215	24,255
City and County Councillors	–	500	500
Brad Foundation	–	5,000	5,000
Grants			
Oxford City Council	–	1,000	1,000
Summertown/St Margarets Neighbourhood Forum	–	1,150	1,150
Tolkein Trust	10,000	5,000	15,000
St Michael's & All Saints Trust	–	–	–
Mactaggart Third Fund	–	1,000	1,000
Wolvercote Neighbourhood Forum	10,000	790	10,790
Oxford Community Foundation	–	18,245	18,245
St Andrews PCC	–	871	871
Other grants	–	2,900	2,900
Government grant income	–	–	–
	<u>44,847</u>	<u>37,671</u>	<u>82,518</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

4. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Gift Aid	1,663	–	1,663
Appeals, donations and pledges	18,009	3,280	21,289
City and County Councillors	500	5,600	6,100
Brad Foundation	–	–	–
Grants			
Oxford City Council	–	3,000	3,000
Summertown/St Margarets Neighbourhood Forum	–	–	–
Tolkein Trust	–	15,000	15,000
St Michael's & All Saints Trust	–	2,000	2,000
Mactaggart Third Fund	–	–	–
Wolvercote Neighbourhood Forum	–	–	–
Oxford Community Foundation	–	8,100	8,100
St Andrews PCC	1,676	–	1,676
Other grants	–	–	–
Government grant income	8,948	1,431	10,380
	<u>30,796</u>	<u>38,411</u>	<u>69,208</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Room hire	<u>13,946</u>	<u>13,946</u>	<u>4,787</u>	<u>4,786</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Fundraising events	<u>3,370</u>	<u>3,370</u>	<u>257</u>	<u>257</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Bank interest receivable	<u>344</u>	<u>344</u>	<u>14</u>	<u>14</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

8. Other income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Other income	—	—	161	161

9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
General Centre running costs	88,616	—	88,616
Cotteslow Seniors	—	3,703	3,703
Art Club	—	2,153	2,153
Dance Club	—	601	601
Sunnymead Minnows	—	13,174	13,174
Bushcraft	—	732	732
Summer Programme	—	4,036	4,036
Jubilee Fund	—	7,784	7,784
Community Larder	—	375	375
Support costs	1,122	—	1,122
	<u>89,738</u>	<u>32,558</u>	<u>122,296</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
General Centre running costs	47,913	—	47,913
Cotteslow Seniors	—	5,637	5,637
Art Club	—	1,658	1,658
Dance Club	—	1,482	1,482
Sunnymead Minnows	—	11,474	11,474
Bushcraft	—	9	9
Summer Programme	—	6,818	6,818
Jubilee Fund	—	—	—
Community Larder	—	—	—
Support costs	1,110	—	1,110
	<u>49,023</u>	<u>27,078</u>	<u>76,101</u>

10. Net expenditure

Net expenditure is stated after charging/(crediting):

	2023 £	2022 £
Depreciation of tangible fixed assets	<u>18</u>	<u>770</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

11. Independent examination fees

	2023	2022
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u>990</u>	<u>990</u>

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023	2022
	£	£
Wages and salaries	45,662	33,359
Employer contributions to pension plans	<u>1,108</u>	<u>599</u>
	<u>46,770</u>	<u>33,958</u>

Centre Staff during the year were Stephanie Jankovic and Mariana Bujons (12 months each)

Centre Manager Stephanie Jankovic- 25 hours per week

Administration Assistant Mariana Bujons- 20 hours per week

Seniors co-ordinator Sylvia Barker- 22 hours per calendar month

Art club leader Helen Edwards- 2 hours per week in term time Dance club leader Marina Bujons

1.5 hours per week in term time Bushcraft leader/Summer Programme leader Fiona Greenwood

does hours as required The average headcount of employees during the year was 5 (2022:6) No

employee recieved employee benefits of more than £60,000

The average head count of employees during the year was 5 (2022: 6).

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

14. Transfers between funds

Where expenditure on a restricted fund exceeds income, the balance is covered by a transfer from general reserves.

The detail is shown in note 19.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

15. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2022 and 31 March 2023	<u>7,352</u>	<u>1,773</u>	<u>9,125</u>
Depreciation			
At 1 April 2022	7,352	1,755	9,107
Charge for the year	–	18	18
At 31 March 2023	<u>7,352</u>	<u>1,773</u>	<u>9,125</u>
Carrying amount			
At 31 March 2023	<u>–</u>	<u>–</u>	<u>–</u>
At 31 March 2022	<u>–</u>	<u>18</u>	<u>18</u>

16. Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	990	990
Other creditors	<u>1,356</u>	<u>113</u>
	<u>2,346</u>	<u>1,103</u>

17. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,108 (2022: £599).

18. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2023 £	2022 £
Recognised in income from donations and legacies:		
Government grants income	<u>–</u>	<u>10,380</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

19. Analysis of charitable funds

Unrestricted funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
General funds	64,595	62,507	(89,738)	7,986	45,350
Centre refurbishment	4,287	–	–	–	4,287
	<u>68,882</u>	<u>62,507</u>	<u>(89,738)</u>	<u>7,986</u>	<u>49,637</u>

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
General funds	69,869	36,015	(49,023)	7,734	64,595
Centre refurbishment	4,287	–	–	–	4,287
	<u>74,156</u>	<u>36,015</u>	<u>(49,023)</u>	<u>7,734</u>	<u>68,882</u>

Restricted funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
Newsletter	76	–	–	–	76
Art Club	–	945	(2,153)	1,208	–
Dance Club	–	585	(601)	16	–
Seniors	1,758	–	(3,703)	1,945	–
Sunnymead Minnows	9,435	11,800	(13,174)	(2,042)	6,019
Good Neighbour Scheme	–	–	–	–	–
Family Film Club	566	–	–	–	566
Community Larder	663	375	(375)	(663)	–
Room Hire Support	822	3,000	–	(2,811)	1,011
Bushcraft	1,719	–	(732)	–	987
Summer Programme	2,094	7,721	(4,036)	(3,248)	2,531
Jubilee Fund	–	8,245	(7,784)	(461)	–
EU Grant	–	5,000	–	(1,930)	3,070
	<u>17,133</u>	<u>37,671</u>	<u>(32,558)</u>	<u>(7,986)</u>	<u>14,260</u>

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
Newsletter	77	(1)	–	–	76
Art Club	–	1,236	(1,658)	422	–
Dance Club	25	213	(1,482)	1,244	–
Seniors	–	7,545	(5,637)	(150)	1,758
Sunnymead Minnows	10,639	13,000	(11,474)	(2,730)	9,435
Good Neighbour Scheme	93	–	–	(93)	–

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

19. Analysis of charitable funds *(continued)*

Family Film Club	566	–	–	–	566
Community Larder	2,134	1,000	–	(2,471)	663
Room Hire Support	–	1,740	–	(918)	822
Bushcraft	–	1,728	(9)	–	1,719
Summer Programme	–	11,950	(6,818)	(3,038)	2,094
Jubilee Fund	–	–	–	–	–
EU Grant	–	–	–	–	–
	<u>13,534</u>	<u>38,411</u>	<u>(27,078)</u>	<u>(7,734)</u>	<u>17,133</u>

20. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	–	–	–
Current assets	51,983	14,260	66,243
Creditors less than 1 year	(2,346)	–	(2,346)
Net assets	<u>49,637</u>	<u>14,260</u>	<u>63,897</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	18	–	18
Current assets	69,968	17,133	87,101
Creditors less than 1 year	(1,104)	–	(1,104)
Net assets	<u>68,882</u>	<u>17,133</u>	<u>86,015</u>

21. Related parties

No transactions with related parties were undertaken such as are required to be disclosed under the FRS102.

Cotteslowe and District Community Association

Management Information

Year ended 31 March 2023

The following pages do not form part of the financial statements.

Cotteslowe and District Community Association

Detailed Statement of Financial Activities

Year ended 31 March 2023

	2023 £	2022 £
Income and endowments		
Donations and legacies		
Gift Aid	1,807	1,663
Appeals, donations and pledges	24,255	21,289
City and County Councillors	500	6,100
Brad Foundation	5,000	–
Oxford City Council	1,000	3,000
Summertown/St Margarets Neighbourhood Forum	1,150	–
Tolkein Trust	15,000	15,000
St Michael's & All Saints Trust	–	2,000
Mactaggart Third Fund	1,000	–
Wolvercote Neighbourhood Forum	10,790	–
Oxford Community Foundation	18,245	8,100
St Andrews PCC	871	1,676
Waitrose	1,000	–
The Arts Society Oxford	1,000	–
St Edwards School	900	–
Government grant income	–	10,380
	<u>82,518</u>	<u>69,208</u>
Charitable activities		
Room hire	<u>13,946</u>	<u>4,786</u>
Other trading activities		
Fundraising events	<u>3,370</u>	<u>257</u>
Investment income		
Bank interest receivable	<u>344</u>	<u>14</u>
Other income		
Other income	<u>–</u>	<u>161</u>
Total income	<u><u>100,178</u></u>	<u><u>74,426</u></u>

Cotteslowe and District Community Association

Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2023

	2023 £	2022 £
Expenditure		
Expenditure on charitable activities		
Wages and salaries	45,662	33,359
Pension costs	1,108	599
Rates and water	356	337
Light and heat	2,448	3,466
Repairs and maintenance	8,070	3,378
Insurance	995	980
Other establishment	33,970	9,072
Legal and professional fees	1,653	1,605
Telephone	856	783
Other office costs	18,668	13,470
Depreciation	18	770
Centre Refurbishment	8,492	8,282
	<u>122,296</u>	<u>76,101</u>
Total expenditure	<u>122,296</u>	<u>76,101</u>
Net expenditure	<u>(22,118)</u>	<u>(1,675)</u>

Cotteslowe and District Community Association

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2023

	2023 £	2022 £
Expenditure on charitable activities		
General Centre running costs		
<i>Activities undertaken directly</i>		
Wages/salaries	37,522	24,855
Pension costs	1,108	599
Rates & water	356	337
Light & heat	2,448	3,466
Repairs & maintenance	286	3,378
Insurance	995	980
Other establishment	29,917	2,160
Legal and professional fees	531	495
Telephone	856	783
Other office costs	6,087	1,808
Depreciation	18	770
Centre refurbishment	8,492	8,282
	<u>88,616</u>	<u>47,913</u>
Cotteslow Seniors		
<i>Activities undertaken directly</i>		
Wages/salaries	3,703	3,557
Other establishment	-	2,080
	<u>3,703</u>	<u>5,637</u>
Art Club		
<i>Activities undertaken directly</i>		
Wages/salaries	1,943	1,470
Other office costs	210	188
	<u>2,153</u>	<u>1,658</u>
Dance Club		
<i>Activities undertaken directly</i>		
Wages/salaries	601	1,482
Sunnymead Minnows		
<i>Activities undertaken directly</i>		
Direct charitable activity 24 - other establishment	1,178	-
Other office costs	11,996	11,474
	<u>13,174</u>	<u>11,474</u>
Carried forward	<u>13,174</u>	<u>11,474</u>

Cotteslowe and District Community Association

Notes to the Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2023

	2023 £	2022 £
Brought forward	13,174	11,474
	<u>13,174</u>	<u>11,474</u>
Bushcraft		
<i>Activities undertaken directly</i>		
Other establishment	732	9
Summer Programme		
<i>Activities undertaken directly</i>		
Wages/salaries	1,893	1,995
Other establishment	2,143	4,823
	<u>4,036</u>	<u>6,818</u>
Jubilee Fund		
<i>Activities undertaken directly</i>		
Repairs	7,784	-
Community Larder		
<i>Grant funding activities</i>		
Other office costs	375	-
Governance costs		
Governance costs - accountancy fees	1,122	1,110
Expenditure on charitable activities	<u>122,296</u>	<u>76,101</u>

CUTTESLOWE AND DISTRICT COMMUNITY ASSOCIATION

England & Wales - Charity number 1154860

Accounts

CHARITY REGISTRATION NUMBER: 1154860

Cotteslowe and District Community Association
Unaudited Financial Statements
31 March 2022

Cotteslowe and District Community Association

Financial Statements

Year ended 31 March 2022

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Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2022

Structure, governance and management

The charity is a charitable incorporated organisation (Charity Commission No 1154860) which was registered on 4 December 2013 and is governed by a constitution agreed at its annual meeting.

Funds from the unincorporated charity Cotteslowe and District Community Association (registered charity no. 304340) were donated to the charity on that date.

Trustees are elected at the annual meeting of the charity. New trustees are co-opted at other times but their appointment must be confirmed at the next annual meeting.

The Association aims to have a board of trustees which:

- a) contains the skills and expertise (for example in personnel, finance, health and safety, safeguarding, data protection and premises management) which are required to run a modern charity effectively, and
- b) understands the nature of the issues facing the particular community which it seeks to serve and can develop strategies to address them.

The day-to-day operations of the Community Centre (hereinafter called 'the Centre') are managed by the Centre Manager who reports directly to the Board of Trustees. From January 2021, this role has been fulfilled by Stephanie Jankovic.

The trustees meet as a management committee at least 10 times a year. These meetings are frequently attended by an official from the City Council, local City and County Councillors and the Centre's manager. Others are invited as necessary. The trustees meet separately as required to consider particular issues. Sub-committees meet regularly to monitor aspects of the Association's operations.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2022

Objectives and activities

The objectives of the charity are to:

- a) promote the benefit of the inhabitants of the area of benefit without distinction of gender, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants; and,
- b) establish, or secure the establishment, of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the above objects;

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Cotteslowe and the surrounding district.

Activities

Its principal activities in furtherance of these objectives are

- a) to maintain a community centre which is available for hire by individuals and groups, and
- b) to run events and activities for the benefit of the whole community and for particular groups within it. As a general rule projects are not initiated until full funding for them has been secured.

The Association currently employs a part-time Centre Manager and a part-time assistant. Other staff are engaged to assist in the running of particular activities as required.

The staff are assisted by over 30 volunteers who take an active part in the running of particular activities to whom the trustees offer their warmest thanks.

The charity maintains strong links and works with a range of organisations including government agencies, local authorities, private and state schools, religious establishments, other charities, neighbourhood groups and private trusts.

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2022

Achievements and performance

Covid and covid restrictions continued to determine what the Community Centre was able to provide to some degree throughout the period to March 2022. During the first financial quarter we were still in receipt of Job Retention Scheme funding, but by June all employees were working again.

As foreshadowed in last year's commentary two programmes, the Community Larder and Sunnymead Minnows, continued to run every week throughout the year and gradually other activities and organisations hiring our rooms started up again. The Larder, run by St Andrew's Church and its volunteers was busy throughout but Minnows, our free provision for under 5s, was circumscribed in what it could offer by the need for distancing and could only manage with reduced numbers. Conscious of what children have missed through lockdown we were able, again in a modified form, to reinstate activities for under 16's for five weeks in the school summer holidays. Just over 300 children from 212 families came to at least one activity. Thanks to generous financial support from Oxford City Council, its Councillors, St Michael's Church and St Edward's School and many who gave their time, we were able to make this free of charge.

Over the last three years the Centre has gradually been refurbished and we expect that the last element, our kitchen, to be completed in 2022. As the surroundings have become less utilitarian so the Centre has been easier to manage and the use by local residents for parties and other social occasions has steadily increased and will continue to do so in 2022/23. We would like to thank all those trusts and others listed in note 3 of the accounts and also the many individuals who live in our neighbourhood who have been so generous with their donations for their continued support of the Centre.

Financial review

In 2021/22 our income and expenditure were almost balanced and we will carry forward virtually the same level of funds as we had available at the end of March 2021. Looking to the future we anticipate that conditions will become more difficult, both for ourselves, many of those that use our facilities and for our funders.

The trustees' annual report was approved on 25 January 2023 and signed on behalf of the board of trustees by:

Ann Childs
Chair and Trustee

Cotteslowe and District Community Association

Independent Examiner's Report to the Trustees of Cotteslowe and District Community Association

Year ended 31 March 2022

I report to the trustees on my examination of the financial statements of Cotteslowe and District Community Association ('the charity') for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.

Nicola Jane Cadwallader FCCA
Independent Examiner

For and On Behalf of
David Cadwallader & Co Limited
Suite 3 Bignell Park Barns
Chesterton
Bicester Oxon
OX26 1TD

Cotteslowe and District Community Association

Statement of Financial Activities

Year ended 31 March 2022

		2022	2021	
	Unrestricted funds	Restricted funds	Total funds	
Note	£	£	£	
Income and endowments				
Donations and legacies	3	30,796	38,412	69,208
Charitable activities	4	4,786	–	4,786
Other trading activities	5	257	–	257
Investment income	6	14	–	14
Other income	7	161	–	161
Total income		<u>36,014</u>	<u>38,412</u>	<u>74,426</u>
Expenditure				
Expenditure on charitable activities	8,9	49,022	27,079	76,101
Total expenditure		<u>49,022</u>	<u>27,079</u>	<u>76,101</u>
Net (expenditure)/income		<u>(13,008)</u>	<u>11,333</u>	<u>(1,675)</u>
Transfers between funds		7,734	(7,734)	–
Net movement in funds		<u>(5,274)</u>	<u>3,599</u>	<u>(1,675)</u>
Reconciliation of funds				
Total funds brought forward		74,156	13,534	87,690
Total funds carried forward		<u>68,882</u>	<u>17,133</u>	<u>86,015</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 11 to 18 form part of these financial statements.

Cotteslowe and District Community Association

Statement of Financial Position

31 March 2022

	Note	2022 £	£	2021 £
Fixed assets				
Tangible fixed assets	15		18	788
Current assets				
Debtors	16	–		1,606
Cash at bank and in hand		<u>87,101</u>		<u>86,488</u>
		87,101		88,094
Creditors: amounts falling due within one year	17	<u>1,104</u>		<u>1,192</u>
Net current assets			<u>85,997</u>	<u>86,902</u>
Total assets less current liabilities			<u>86,015</u>	<u>87,690</u>
Net assets			<u>86,015</u>	<u>87,690</u>
Funds of the charity				
Restricted funds			17,133	13,534
Unrestricted funds			<u>68,882</u>	<u>74,156</u>
Total charity funds	20		<u>86,015</u>	<u>87,690</u>

These financial statements were approved by the board of trustees and authorised for issue on 25 January 2023, and are signed on behalf of the board by:

Ann Childs
Chair and Trustee

Donald Anderson
Treasurer and Trustee

Ann Johnson
Finance Committee Chair and Trustee

The notes on pages 11 to 18 form part of these financial statements.

Cotteslowe and District Community Association

Accounting Policies

Year ended 31 March 2022

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The accounts have been prepared on a going concern basis.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are general funds available for the general objectives of the charity.

Designated funds are unrestricted reserves that have been set aside by the Charity for particular purposes.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the Charity. The costs of raising and administering such funds are charged against those specific funds. The various funds are detailed in the notes to the accounts.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Cotteslowe and District Community Association

Accounting Policies *(continued)*

Year ended 31 March 2022

Resources expended

Expenditure is included on the accruals basis and is recognised when there is a legal or constructive obligation to pay for the goods or services.

As the Charity is not registered for VAT, all expenditure is shown inclusive of VAT.

Tangible assets

All capital expenditure in excess of £1,000, for a single item or a group of similar items, is capitalised.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	20% straight line
Computer Equipment	-	33% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Cotteslowe and District Community Association

Accounting Policies *(continued)*

Year ended 31 March 2022

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

Cotteslowe and District Community Association

Notes to the Financial Statements

Year ended 31 March 2022

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is 31 Wren Road, Oxford, OX2 7SX.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Gift Aid	1,663	–	1,663
Appeals, donations and pledges	18,009	3,280	21,289
City and County Councillors	500	5,600	6,100
Oxford City Council	–	–	–
Grants			
Oxford City Council	–	3,000	3,000
Tolkein Trust	–	15,000	15,000
St Michael's & All Saints Trust	–	2,000	2,000
St Margaret's Institute	–	–	–
Mactaggart Third Fund	–	–	–
Oxford Community Foundation	–	8,100	8,100
St Andrews PCC	1,676	–	1,676
Wates Foundation	–	–	–
Government grant income	8,948	1,432	10,380
	<u>30,796</u>	<u>38,412</u>	<u>69,208</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Gift Aid	2,877	–	2,877
Appeals, donations and pledges	17,965	806	18,771
City and County Councillors	500	344	844
Oxford City Council	–	736	736

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Grants			
Oxford City Council	3,500	–	3,500
Tolkein Trust	15,000	–	15,000
St Michael's & All Saints Trust	–	–	–
St Margaret's Institute	9,847	–	9,847
Mactaggart Third Fund	–	1,000	1,000
Oxford Community Foundation	–	3,817	3,817
St Andrews PCC	–	–	–
Wates Foundation	4,636	4,000	8,636
Government grant income	37,149	5,390	42,539
	<u>91,474</u>	<u>16,093</u>	<u>107,567</u>

4. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Room hire	<u>4,786</u>	<u>4,786</u>	<u>(235)</u>	<u>(235)</u>

5. Other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Fundraising events	<u>257</u>	<u>257</u>	<u>–</u>	<u>–</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Bank interest receivable	<u>14</u>	<u>14</u>	<u>120</u>	<u>120</u>

7. Other income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Other income	<u>161</u>	<u>161</u>	<u>–</u>	<u>–</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
General Centre running costs	47,913	–	47,913
Cotteslow Seniors	–	5,637	5,637
Art Club	–	1,658	1,658
Dance Club	–	1,482	1,482
Sunnymead Minnows	–	11,474	11,474
Seniors	–	–	–
Bushcraft	–	9	9
Summer Programme	–	6,819	6,818
Community Larder	–	–	–
Support costs	1,109	–	1,110
	<u>49,022</u>	<u>27,079</u>	<u>76,101</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
General Centre running costs	69,933	–	69,933
Cotteslow Seniors	–	–	–
Art Club	–	2,363	2,363
Dance Club	–	1,697	1,697
Sunnymead Minnows	–	7,739	7,739
Seniors	–	3,532	3,532
Bushcraft	–	–	–
Summer Programme	–	–	–
Community Larder	–	3,220	3,220
Support costs	1,096	–	1,096
	<u>71,029</u>	<u>18,551</u>	<u>89,580</u>

9. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2022 £	Total fund 2021 £
General Centre running costs	47,913	–	47,913	69,933
Cotteslow Seniors	5,637	–	5,637	–
Art Club	1,658	–	1,658	2,363
Dance Club	1,482	–	1,482	1,697
Sunnymead Minnows	11,474	–	11,474	7,739
Seniors	–	–	–	3,532
Bushcraft	9	–	9	–
Summer Programme	6,818	–	6,818	–
Community Larder	–	–	–	3,220
Governance costs	–	1,110	1,110	1,096
	<u>74,991</u>	<u>1,110</u>	<u>76,101</u>	<u>89,580</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

10. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation of tangible fixed assets	<u>770</u>	<u>770</u>

11. Independent examination fees

	2022	2021
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>990</u>	<u>990</u>

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	33,359	31,448
Employer contributions to pension plans	<u>599</u>	<u>1,007</u>
	<u>33,958</u>	<u>32,455</u>

Centre Staff during the year were Pam Woolley (2 months), Stephanie Jankovic and Mariana Bujons (12 months each)

Centre Manager Stephanie Jankovic 20 hours a week
Administration Assistant Mariana Bujons 8/10 hours a week
Seniors co-ordinator Sylvia Barker 22 hours per calendar month
Art club leader Helen Edwards 2 hours per week in term time
Dance club leader Ting Ting Yang 1.5 hours per week in term time
Bushcraft leader/Summer Programme leader Fiona Greenwood does hours as required No employee received employee benefits of more than £60,000

The charity received income of £1,903 under the Government Job Retention Scheme, the income being shown within Government Grant income in Note 3.

The average head count of employees during the year was 6 (2021: 5).

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

14. Transfers between funds

Where expenditure on a restricted fund exceeds income, the balance is covered by a transfer from general reserves.

The detail is shown in note 20.

15. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2021 and 31 March 2022	<u>7,352</u>	<u>1,773</u>	<u>9,125</u>
Depreciation			
At 1 April 2021	7,167	1,170	8,337
Charge for the year	<u>185</u>	<u>585</u>	<u>770</u>
At 31 March 2022	<u>7,352</u>	<u>1,755</u>	<u>9,107</u>
Carrying amount			
At 31 March 2022	<u>–</u>	<u>18</u>	<u>18</u>
At 31 March 2021	<u>185</u>	<u>603</u>	<u>788</u>

16. Debtors

	2022 £	2021 £
Other debtors	<u>–</u>	<u>1,606</u>

17. Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	990	990
Other creditors	<u>114</u>	<u>202</u>
	<u>1,104</u>	<u>1,192</u>

18. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £599 (2021: £1,007).

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

19. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2022	2021
	£	£
Recognised in income from donations and legacies:		
Government grants income	<u>10,380</u>	<u>42,539</u>

20. Analysis of charitable funds

Unrestricted funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
General funds	69,869	36,014	(49,022)	7,734	<u>64,595</u>
Centre refurbishment	4,287	–	–	–	<u>4,287</u>
	<u>74,156</u>	<u>36,014</u>	<u>(49,022)</u>	<u>7,734</u>	<u>68,882</u>

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
General funds	30,592	77,512	(37,623)	(612)	69,869
Centre refurbishment	23,846	13,847	(33,406)	–	4,287
	<u>54,438</u>	<u>91,359</u>	<u>(71,029)</u>	<u>(612)</u>	<u>74,156</u>

Restricted funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
Newsletter	77	–	(1)	–	76
Art Club	–	1,236	(1,658)	422	–
Dance Club	25	213	(1,482)	1,244	–
Seniors	–	7,545	(5,637)	(150)	1,758
Sunnymead Minnows	10,639	13,000	(11,474)	(2,730)	9,435
Good Neighbour Scheme	93	–	–	(93)	–

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

20. Analysis of charitable funds *(continued)*

Family Film Club	566	—	—	—	566
50s Connect	—	—	—	—	—
Community Larder	2,134	1,000	—	(2,471)	663
Room Hire Support	—	1,740	—	(918)	822
Bushcraft	—	1,728	(9)	—	1,719
Summer Programme	—	11,950	(6,818)	(3,038)	2,094
	<u>13,534</u>	<u>38,412</u>	<u>(27,079)</u>	<u>(7,734)</u>	<u>17,133</u>

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
Newsletter	77	—	—	—	77
Art Club	—	1,961	(2,362)	401	—
Dance Club	1,144	578	(1,697)	—	25
Seniors	—	3,086	(3,532)	446	—
Sunnymead Minnows	13,265	5,114	(7,740)	—	10,639
Good Neighbour Scheme	93	—	—	—	93
Family Film Club	566	—	—	—	566
50s Connect	235	—	—	(235)	—
Community Larder	—	5,354	(3,220)	—	2,134
Room Hire Support	—	—	—	—	—
Bushcraft	—	—	—	—	—
Summer Programme	—	—	—	—	—
	<u>15,380</u>	<u>16,093</u>	<u>(18,551)</u>	<u>612</u>	<u>13,534</u>

21. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£
Tangible fixed assets	18	—	18
Current assets	69,968	17,133	87,101
Creditors less than 1 year	(1,104)	—	(1,104)
Net assets	<u>68,882</u>	<u>17,133</u>	<u>86,015</u>
	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Tangible fixed assets	788	—	788
Current assets	74,560	13,534	88,094
Creditors less than 1 year	(1,192)	—	(1,192)
Net assets	<u>74,156</u>	<u>13,534</u>	<u>87,690</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

22. Related parties

No transactions with related parties were undertaken such as are required to be disclosed under the FRS102.

CUTTESLOWE AND DISTRICT COMMUNITY ASSOCIATION

England & Wales - Charity number 1154860

Accounts

CHARITY REGISTRATION NUMBER: 1154860

Cotteslowe and District Community Association
Unaudited Financial Statements
31 March 2021

Cotteslowe and District Community Association

Financial Statements

Year ended 31 March 2021

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Cotteslowe and District Community Association

Trustees' Annual Report

Year ended 31 March 2021

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

Reference and administrative details

Registered charity name Cotteslowe and District Community Association

Charity registration number 1154860

Principal office 31 Wren Road
Oxford
OX2 7SX

The trustees

A Childs
D Anderson
H Baker
S Buckley
A Johnson
S McCready
S Scheele
T Blake

(Appointed 18 March 2021)

Independent examiner Nicola Jane Cadwallader FCCA
For and On Behalf of
David Cadwallader & Co Limited
Suite 3 Bignell Park Barns
Chesterton
Bicester Oxon
OX26 1TD

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2021

Structure, governance and management

The charity is a charitable incorporated organisation (Charity Commission No 1154860) which was registered on 4 December 2013 and is governed by a constitution agreed at its annual meeting.

Funds from the unincorporated charity Cotteslowe and District Community Association (registered charity no. 304340) were donated to the charity on that date.

Trustees are elected at the annual meeting of the charity. New trustees are co-opted at other times but their appointment must be confirmed at the next annual meeting.

The Association aims to have a board of trustees which:

- a) contains the skills and expertise (for example in personnel, finance, health and safety, safeguarding, data protection and premises management) which are required to run a modern charity effectively, and
- b) understands the nature of the issues facing the particular community which it seeks to serve and can develop strategies to address them.

The day-to-day operations of the Community Centre (hereinafter called 'the Centre') are managed by the Centre Manager who reports directly to the Board of Trustees. From January 2021, this role is fulfilled by Stephanie Jankovic.

The trustees meet as a management committee at least 10 times a year. These meetings are also attended by an official from the City Council, local City and County Councillors and the Centre's manager. Others are invited as necessary. The trustees meet separately as required to consider particular issues. Sub-committees meet regularly to monitor aspects of the Association's operations.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2021

Objectives and activities

The objectives of the charity are to:

- a) promote the benefit of the inhabitants of the area of benefit without distinction of gender, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants; and,
- b) establish, or secure the establishment, of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the above objects;

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Cotteslowe and the surrounding district.

Activities

Its principal activities in furtherance of these objectives are

- a) to maintain a community centre which is available for hire by individuals and groups, and
- b) to run events and activities for the benefit of the whole community and for particular groups within it. As a general rule projects are not initiated until full funding for them has been secured.

The Association currently employs a part-time Centre Manager and a part-time assistant. Other staff are engaged to assist in the running of particular activities as required.

The staff are assisted by over 50 volunteers who take an active part in the running of particular activities to whom the trustees offer their warmest thanks.

The charity maintains strong links with a range of organisations including government agencies, local authorities, schools, other charities, neighbourhood groups and private trusts.

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Cotteslowe and District Community Association

Trustees' Annual Report *(continued)*

Year ended 31 March 2021

Achievements and performance

Because of the restrictions brought in by the government to curb the spread of covid, the Centre closed all operations on 23rd March 2020 and effectively stayed closed for the following 12 months with a single exception. All employees were furloughed but, while most remained furloughed until the middle of 2021, by the fourth quarter of 2020 we had brought back the Centre Manager (on reduced hours) to start on preparations for restarting some activities. The Association was in receipt of grants under the Job Retention Scheme as well as Government grants supporting small businesses (which in our case offset our loss of income from not being able to hire out our hall and rooms) and rates relief.

The single exception to our closure was hosting the Cotteslowe Community Larder from June 2020 onwards. The Larder, effectively managed by volunteers from St Andrew's Church, Linton Road, Oxford, and backed by Oxford City Council, operates one day a week and at its peak had over 100 subscribers. As restrictions have been steadily removed, usage has fallen back slightly but regularly over 70 families are accessing food and other necessities each week, sourced in the main from South Oxfordshire Food and Education Alliance (SOFEA) and donations from local residents and stores. We believe that the Larder will remain a permanent part of our portfolio of activities.

The only activity to resume again during the year was Sunnymead Minnows, albeit in reduced numbers because of distancing, which restarted in autumn 2020 and took place in another venue. We were anxious to try to recoup as much as possible of the playtime that our under 5s had lost throughout lockdown and this was the first age group that was allowed to come together. As restrictions have eased, Minnows has almost reverted to the full range of activities that it was providing pre Covid.

During the period of lockdown we have continued the refurbishment of the Centre. Our main Hall has been redecorated (thanks to a legacy from Councillor Jean Fooks) and our 50 year old toilets have been completely replaced, thanks mainly to a grant from the Summertown/St Margarets Neighbourhood Forum. The only part of the Centre still to be tackled is the kitchen, which we expect to renovate in 2022.

Financial review

Because of lockdown the normal pattern of income and expenditure was somewhat different in the year to March 2021. We were unable to hire out rooms and none of our usual community activities took place. Government support in the form of the Job Retention Scheme and grants to small businesses plugged part of the gap, and we are most grateful that grant giving trusts and individual donors in our locality, who have contributed so much in the past, continued to support the Association throughout the year. This level of support will mean that, though 2021 has been another year of reduced activity, we will start 2022 in a healthy financial position and with plans for further growth.

The trustees' annual report was approved on 27 January 2022 and signed on behalf of the board of trustees by:

Ann Childs
Chair and Trustee

Cotteslowe and District Community Association

Independent Examiner's Report to the Trustees of Cotteslowe and District Community Association

Year ended 31 March 2021

I report to the trustees on my examination of the financial statements of Cotteslowe and District Community Association ('the charity') for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.

Nicola Jane Cadwallader FCCA
Independent Examiner

For and On Behalf of
David Cadwallader & Co Limited
Suite 3 Bignell Park Barns
Chesterton
Bicester Oxon
OX26 1TD

Cotteslowe and District Community Association

Statement of Financial Activities

Year ended 31 March 2021

		Unrestricted funds	2021 Restricted funds	Total funds	2020 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	3	91,474	16,093	107,567	82,199
Charitable activities	4	(235)	–	(235)	19,478
Other trading activities	5	–	–	–	1,548
Investment income	6	120	–	120	207
Total income		<u>91,359</u>	<u>16,093</u>	<u>107,452</u>	<u>103,432</u>
Expenditure					
Expenditure on charitable activities	7,8	71,029	18,551	89,580	133,613
Total expenditure		<u>71,029</u>	<u>18,551</u>	<u>89,580</u>	<u>133,613</u>
Net income/(expenditure)		<u>20,330</u>	<u>(2,458)</u>	<u>17,872</u>	<u>(30,181)</u>
Transfers between funds		(612)	612	–	–
Net movement in funds		<u>19,718</u>	<u>(1,846)</u>	<u>17,872</u>	<u>(30,181)</u>
Reconciliation of funds					
Total funds brought forward		54,438	15,380	69,818	100,000
Total funds carried forward		<u>74,156</u>	<u>13,534</u>	<u>87,690</u>	<u>69,818</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 11 to 18 form part of these financial statements.

Cotteslowe and District Community Association

Statement of Financial Position

31 March 2021

	Note	2021 £	£	2020 £
Fixed assets				
Tangible fixed assets	14		788	1,558
Current assets				
Debtors	15	1,606		1,096
Cash at bank and in hand		<u>86,488</u>		<u>69,264</u>
		88,094		70,360
Creditors: amounts falling due within one year	16	<u>1,192</u>		<u>2,099</u>
Net current assets			86,902	68,261
Total assets less current liabilities			87,690	69,819
Net assets			87,690	69,819
Funds of the charity				
Restricted funds			13,534	15,380
Unrestricted funds			74,156	<u>54,438</u>
Total charity funds	19		87,690	69,818

These financial statements were approved by the board of trustees and authorised for issue on 27 January 2022, and are signed on behalf of the board by:

Ann Childs
Chair and Trustee

Donald Anderson
Treasurer and Trustee

Ann Johnson
Finance Committee Chair and Trustee

The notes on pages 11 to 18 form part of these financial statements.

Cotteslowe and District Community Association

Accounting Policies

Year ended 31 March 2021

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The accounts have been prepared on a going concern basis. In making their assessment the Trustees have considered the impact of Covid-19 as outlined in the Trustees' Annual Report.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are general funds available for the general objectives of the charity.

Designated funds are unrestricted reserves that have been set aside by the Charity for particular purposes.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the Charity. The costs of raising and administering such funds are charged against those specific funds. The various funds are detailed in the notes to the accounts.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Cotteslowe and District Community Association

Accounting Policies *(continued)*

Year ended 31 March 2021

Resources expended

Expenditure is included on the accruals basis and is recognised when there is a legal or constructive obligation to pay for the goods or services.

As the Charity is not registered for VAT, all expenditure is shown inclusive of VAT.

Tangible assets

All capital expenditure in excess of £1,000, for a single item or a group of similar items, is capitalised.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	20% straight line
Computer Equipment	-	33% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Cuttleslowe and District Community Association

Accounting Policies *(continued)*

Year ended 31 March 2021

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

Cotteslowe and District Community Association

Notes to the Financial Statements

Year ended 31 March 2021

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is 31 Wren Road, Oxford, OX2 7SX.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Gift Aid	2,877	–	2,877
Appeals, donations and pledges	17,965	806	18,771
Summertown/ Wolvercote Church Partnership	–	–	–
City and County Councillors	500	344	844
Oxford City Council	–	736	736
Grants			
Grants receivable	–	–	–
Oxford City Council	3,500	–	3,500
Oxfordshire County Council	–	–	–
Tolkein Trust	15,000	–	15,000
St Michael's & All Saints Trust	–	–	–
St Margaret's Institute	9,847	–	9,847
Mactaggart Third Fund	–	1,000	1,000
Oxford Community Foundation	–	3,817	3,817
River Learning Trust	–	–	–
Wates Foundation	4,636	4,000	8,636
Government grant income	37,149	5,390	42,539
Other donations and legacies			
Doris Field	–	–	–
Jean Fooks	–	–	–
	<u>91,474</u>	<u>16,093</u>	<u>107,567</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Gift Aid	2,577	–	2,577
Appeals, donations and pledges	13,892	641	14,533
Summertown/ Wolvercote Church Partnership	–	500	500
City and County Councillors	10,838	–	10,838
Oxford City Council	–	–	–

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Grants			
Grants receivable	–	250	250
Oxford City Council	–	5,000	5,000
Oxfordshire County Council	–	16,000	16,000
Tolkein Trust	15,000	–	15,000
St Michael's & All Saints Trust	–	6,000	6,000
St Margaret's Institute	–	–	–
Mactaggart Third Fund	–	2,500	2,500
Oxford Community Foundation	–	–	–
River Learning Trust	–	3,000	3,000
Wates Foundation	–	–	–
Government grant income	–	–	–
Other donations and legacies			
Doris Field	–	1,000	1,000
Jean Fooks	5,001	–	5,001
	<u>47,308</u>	<u>34,891</u>	<u>82,199</u>

4. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Playscheme fees	–	–	–
Art club fees	–	–	–
Dance club fees	–	–	–
Community lunch/cafe	–	–	–
Room hire	(235)	–	(235)
	<u>(235)</u>	<u>–</u>	<u>(235)</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Playscheme fees	–	2,149	2,149
Art club fees	–	34	34
Dance club fees	–	39	39
Community lunch/cafe	682	–	682
Room hire	16,574	–	16,574
	<u>17,256</u>	<u>2,222</u>	<u>19,478</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

5. Other trading activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Fundraising events	–	–	1,198	1,198
Bingo	–	–	350	350
	–	–	<u>1,548</u>	<u>1,548</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Bank interest receivable	120	<u>120</u>	207	<u>207</u>

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
General Centre running costs	69,933	–	69,933
Playscheme	–	–	–
Art Club	–	2,363	2,363
Family Film Club	–	–	–
Dance Club	–	1,697	1,697
Street Party	–	–	–
Sunnymead Minnows	–	7,739	7,739
Seniors	–	3,532	3,532
Newsletter	–	–	–
Community Larder	–	3,220	3,220
Support costs	1,096	–	1,096
	<u>71,029</u>	<u>18,551</u>	<u>89,580</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
General Centre running costs	99,203	–	99,203
Playscheme	–	15,779	15,779
Art Club	–	1,861	1,861
Family Film Club	–	550	550
Dance Club	–	179	179
Street Party	–	15	15
Sunnymead Minnows	–	11,122	11,122
Seniors	–	3,532	3,532
Newsletter	–	293	293
Community Larder	–	–	–
Support costs	1,080	–	1,079
	<u>100,283</u>	<u>33,331</u>	<u>133,613</u>

Cuttleslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

8. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Grant funding of activities £	Support costs £	Total funds 2021 £	Total fund 2020 £
General Centre running costs	69,933	–	–	69,933	99,203
Playscheme	–	–	–	–	15,779
Art Club	2,363	–	–	2,363	1,861
Family Film Club	–	–	–	–	550
Dance Club	1,697	–	–	1,697	179
Street Party	–	–	–	–	15
Sunnymead Minnows	7,739	–	–	7,739	11,122
Seniors	3,532	–	–	3,532	3,532
Newsletter	–	–	–	–	293
Community Larder	–	3,220	–	3,220	–
Governance costs	–	–	1,096	1,096	1,079
	<u>85,264</u>	<u>3,220</u>	<u>1,096</u>	<u>89,580</u>	<u>133,613</u>

9. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation of tangible fixed assets	<u>770</u>	<u>770</u>

10. Independent examination fees

	2021 £	2020 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>990</u>	<u>990</u>

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021 £	2020 £
Wages and salaries	31,448	47,172
Employer contributions to pension plans	1,007	940
	<u>32,455</u>	<u>48,112</u>

The Charity employees staff as follows:

Centre manager	25 hours a week
Administration assistant	20 hours a week
Seniors co-ordinator	22 hours per calendar month
Art club leader	2 hours a week
Dance Club leader	1.5 hours a week

The charity received income of £23,109 under the Government Job Retention Scheme, the income being shown within Government Grant income in Note 3.

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

11. Staff costs *(continued)*

The average head count of employees during the year was 5 (2020: 6).

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

12. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

13. Transfers between funds

Where expenditure on a restricted fund exceeds income, the balance is covered by a transfer from general reserves.

The detail is shown in note 19.

14. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2020 and 31 March 2021	<u>7,352</u>	<u>1,773</u>	<u>9,125</u>
Depreciation			
At 1 April 2020	6,982	585	7,567
Charge for the year	<u>185</u>	<u>585</u>	<u>770</u>
At 31 March 2021	<u>7,167</u>	<u>1,170</u>	<u>8,337</u>
Carrying amount			
At 31 March 2021	<u>185</u>	<u>603</u>	<u>788</u>
At 31 March 2020	<u>370</u>	<u>1,188</u>	<u>1,558</u>

15. Debtors

	2021 £	2020 £
Other debtors	<u>1,606</u>	<u>1,096</u>

16. Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	990	990
Other creditors	<u>202</u>	<u>1,109</u>
	<u>1,192</u>	<u>2,099</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

17. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,007 (2020: £940).

18. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2021 £	2020 £
Recognised in income from donations and legacies:		
Government grants income	<u>42,539</u>	<u>—</u>

19. Analysis of charitable funds

Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General funds	30,592	77,512	(37,623)	(612)	69,869
Centre Assistant	—	—	—	—	—
Playscheme	—	—	—	—	—
Centre refurbishment	23,846	13,847	(33,406)	—	4,287
Seniors	—	—	—	—	—
	<u>54,438</u>	<u>91,359</u>	<u>(71,029)</u>	<u>(612)</u>	<u>74,156</u>

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
General funds	29,542	42,975	(53,412)	11,487	30,592
Centre Assistant	2,927	—	(2,927)	—	—
Playscheme	2,500	—	—	(2,500)	—
Centre refurbishment	44,446	23,344	(43,944)	—	23,846
Seniors	915	—	—	(915)	—
	<u>80,330</u>	<u>66,319</u>	<u>(100,283)</u>	<u>8,072</u>	<u>54,438</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

19. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
Newsletter	77	–	–	–	77
Playscheme	–	–	–	–	–
Girls R Us	–	–	–	–	–
Art Club	–	1,961	(2,362)	401	–
Dance Club	1,144	578	(1,697)	–	25
Seniors	–	3,086	(3,532)	446	–
Allotment Club	–	–	–	–	–
Street Party	–	–	–	–	–
Sunnymead Minnows	13,265	5,114	(7,740)	–	10,639
Good Neighbour Scheme	93	–	–	–	93
Boys Club	–	–	–	–	–
Small & Vital	–	–	–	–	–
Family Film Club	566	–	–	–	566
50s Connect	235	–	–	(235)	–
Dorris Field	–	–	–	–	–
Community Larder	–	5,354	(3,220)	–	2,134
	<u>15,380</u>	<u>16,093</u>	<u>(18,551)</u>	<u>612</u>	<u>13,534</u>

	At 1 April 2019	Income	Expenditure	Transfers	At 31 March 2020
	£	£	£	£	£
Newsletter	370	–	(293)	–	77
Playscheme	1,349	14,649	(15,779)	(219)	–
Girls R Us	294	–	–	(294)	–
Art Club	1,122	34	(1,861)	705	–
Dance Club	1,284	39	(179)	–	1,144
Seniors	–	–	(3,532)	3,532	–
Allotment Club	470	–	–	(470)	–
Street Party	15	–	(15)	–	–
Sunnymead Minnows	7,368	21,391	(11,122)	(4,372)	13,265
Good Neighbour Scheme	93	–	–	–	93
Boys Club	950	–	–	(950)	–
Small & Vital	124	–	–	(124)	–
Family Film Club	1,116	–	(550)	–	566
50s Connect	5,115	–	–	(4,880)	235
Dorris Field	–	1,000	–	(1,000)	–
Community Larder	–	–	–	–	–
	<u>19,670</u>	<u>37,113</u>	<u>(33,331)</u>	<u>(8,072)</u>	<u>15,380</u>

Cotteslowe and District Community Association

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

20. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	788	–	788
Current assets	74,560	13,534	88,094
Creditors less than 1 year	(1,192)	–	(1,192)
Net assets	<u>74,156</u>	<u>13,534</u>	<u>87,690</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	1,558	–	1,558
Current assets	54,980	15,380	70,360
Creditors less than 1 year	(2,099)	–	(2,099)
Net assets	<u>54,439</u>	<u>15,380</u>	<u>69,819</u>

21. Related parties

No transactions with related parties were undertaken such as are required to be disclosed under the FRS102.

Cotteslowe and District Community Association

Management Information

Year ended 31 March 2021

The following pages do not form part of the financial statements.

Cotteslowe and District Community Association

Detailed Statement of Financial Activities

Year ended 31 March 2021

	2021 £	2020 £
Income and endowments		
Donations and legacies		
Gift Aid	2,877	2,577
Appeals, donations and pledges	18,771	14,533
Summertown/ Wolvercote Church Partnership	–	500
City and County Councillors	844	10,838
Oxford City Council	736	–
Grants receivable	–	250
Oxford City Council	3,500	5,000
Oxfordshire County Council	–	16,000
Tolkein Trust	15,000	15,000
St Michael's & All Saints Trust	–	6,000
St Margaret's Institute	9,847	–
Mactaggart Third Fund	1,000	2,500
Oxford Community Foundation	3,817	–
River Learning Trust	–	3,000
Wates Foundation	8,636	–
Government grant income	42,539	–
Doris Field	–	1,000
Jean Fooks	–	5,001
	<u>107,567</u>	<u>82,199</u>
Charitable activities		
Playscheme fees	–	2,149
Art club fees	–	34
Dance club fees	–	39
Community lunch/cafe	–	682
Room hire	(235)	16,574
	<u>(235)</u>	<u>19,478</u>
Other trading activities		
Fundraising events	–	1,198
Bingo	–	350
	<u>–</u>	<u>1,548</u>
Investment income		
Bank interest receivable	120	207
	<u>120</u>	<u>207</u>
Total income	<u><u>107,452</u></u>	<u><u>103,432</u></u>

Cotteslowe and District Community Association

Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2021

	2021 £	2020 £
Expenditure		
Expenditure on charitable activities		
Purchases	–	293
Wages and salaries	31,448	47,172
Pension costs	1,007	940
Rates and water	243	2,221
Light and heat	1,810	1,573
Repairs and maintenance	33,591	230
Insurance	962	995
Other establishment	6,098	7,550
Legal and professional fees	601	2,543
Telephone	732	780
Other office costs	11,869	16,903
Depreciation	770	770
Centre Refurbishment	449	51,643
	<u>89,580</u>	<u>133,613</u>
Total expenditure	<u>89,580</u>	<u>133,613</u>
Net income/(expenditure)	<u>17,872</u>	<u>(30,181)</u>

Cotteslowe and District Community Association

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2021

	2021 £	2020 £
Expenditure on charitable activities		
General Centre running costs		
<i>Activities undertaken directly</i>		
Wages/salaries	29,085	31,550
Pension costs	1,007	940
Rates & water	243	2,221
Light & heat	1,810	1,573
Repairs & maintenance	33,591	230
Insurance	962	995
Other establishment	869	1,821
Legal and professional fees	(495)	1,464
Telephone	732	780
Other office costs	910	5,216
Depreciation	770	770
Centre refurbishment	449	51,643
	<u>69,933</u>	<u>99,203</u>
Playscheme		
<i>Activities undertaken directly</i>		
Wages/salaries	-	10,229
General expenses	-	5,550
	<u>-</u>	<u>15,779</u>
Art Club		
<i>Activities undertaken directly</i>		
Wages/salaries	2,363	1,861
Family Film Club		
<i>Activities undertaken directly</i>		
Other office costs	-	550
	<u>-</u>	<u>550</u>
Dance Club		
<i>Activities undertaken directly</i>		
Direct charitable activity 8 - other establishment	1,697	179
	<u>1,697</u>	<u>179</u>
Street Party		
<i>Activities undertaken directly</i>		
Other office costs	-	15
	<u>-</u>	<u>15</u>
Sunnymead Minnows		

Cotteslowe and District Community Association

Notes to the Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2021

	2021 £	2020 £
Activities undertaken directly		
Other office costs	<u>7,739</u>	<u>11,122</u>
Seniors		
Activities undertaken directly		
Wages/salaries	–	3,532
Other establishment	<u>3,532</u>	<u>–</u>
	<u>3,532</u>	<u>3,532</u>
Newsletter		
Activities undertaken directly		
Purchases	<u>–</u>	<u>293</u>
Community Larder		
Grant funding activities		
Other office costs	<u>3,220</u>	<u>–</u>
Governance costs		
Governance costs - accountancy fees	<u>1,096</u>	<u>1,079</u>
Expenditure on charitable activities	<u><u>89,580</u></u>	<u><u>133,613</u></u>