



Charity Registration Number: 1155167
Company Registration Number: 08656756

CHADWELL HEATH COMMUNITY CENTRE LIMITED

A COMPANY BY GUARANTEE WITH NO SHARE CAPITAL
(A registered charity)

DIRECTORS AND TRUSTEES REPORT
AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING
31 ST AUGUST 2020

CHADWELL HEATH COMMUNITY CENTRE

Legal and Administrative Information

Company Number: 08656756 (ENGLAND AND WALES)

Registered Charity Number: 1155167

Chair: Mr Kevin Walton

Trustees: Mrs T Siddiqui
Mrs Z Muirhead
Mr Alal Uddin
Cllr A Jamu
Cllr Simon Perry
Mr Khalid Sadi
Ms Anisa Shoib
Cllr Mohammed Khan

Principal Office: Chadwell Heath Community Centre
High Road
Chadwell Heath
Romford
Essex
RM6 6AS

Bankers: CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

At the Annual General Meeting in on January 2020 Mr. Kevin Walton was re-elected as a trustee and the Chair Person. We also welcomed a new trustees Mrs Anisa Shoib for the Chadwell Heath Community Centre.

Cllr Simon Perry continued and Cllr Mohammed Khan was appointed to be the representative from the council from the London Borough of Barking and Dagenham.

Due to the Pandemic the Community Centre has been temporary closed from 16th March 2020 following the Government guidelines until the end of the financial year August 2020 which has affected our local community and resident .

Principal Activities and review of the business for the year ended 31st August 2020

Chadwell Heath Community Centre became a registered charity on January 4th 2014.

It is served by a group of local residents, representatives from the council and local government. The Centre works in close partnership with LBBD, to continue provision of a community library and services for local residents, whilst generating its own income for sustainability through hiring out space and time, and organising community events.

Trustees agreed the mission for the Centre would be:

"The Chadwell Heath Community Centre will become an exceptional community resource with opportunities for residents of all ages to learn, to read, to socialise, and to access council services, which will reduce loneliness and isolation"

Activity

The Centre intends that as many group / individual activities that reflect the mission statement will be encouraged to hire space in the Centre. There is flexibility with discounting set higher prices, and over the past year we have had the following groups booked in regularly on a hire basis.

Wellness & fitness has been served by:-

- **Bollywood Dance**– Run several sessions for adult and children. Freestyle Dance for fun and fitness.
- **Pilates** – has two sessions per week .
- **Chai Club** – This group of older Asian ladies, who meet for coffee, support and information.
- **Pulse Health Care** - Children's Immunisation are held at the centre for the local resident

Education has been served by:-

- **Love Literacy** – This organisation has held weekly sessions for young people to develop their skills and knowledge of the English language and is conducted by a qualified English teacher. They are now also offering sessions of Mathematics teaching.
- **Silver Surfers** – Tuition, and encouragement, is provided for older persons to acquire computer skills on a weekly basis.
- **Warren Junior School** started regular class visits to the library in September 2015 led by a trained Librarian to inform children what the library has to offer and to encourage them to become members and use our facilities.
- **Tuition** has been provided by a local teacher in the disciplines of Physics and Science for pupils to develop their knowledge and skills.

Reducing Isolation is served by

- **Canasta Club** – A weekly card club attracting up to 30 members per session.
- **Ageing Well** – Formerly known as '**Active Age**', the Centre has provided space for 19 hours per week of activities including Line Dancing, Bingo, Arts and Crafts, Zumba and Boccia. These sessions are run in conjunction with LBBD and provide social intercourse for older people as well as stimulation through social and physical activities.
- **Children's Centre** – Again run in conjunction with LBBD, this provides two sessions (term time) per week for under 5s with activities including musical games, story-telling and play.
- **Talking Toddlers**- Weekly Mother and toddler group run by CHCC. Offering parents and children under the age of 5 with free fun filled activities, and song and nursery rhymes

- **Book Clubs** – Two such clubs are held on a monthly basis when members meet to discuss a selected book.
- **Women's English speaking group**- Free English Course for beginners- run by CHCC
- **Art classes** – Adult and children Art classes
- **Fun Sessions**- during school holidays library staff and volunteers run several fun filled activities for children: arts and craft / activities/ slime making workshops/ movie sessions.
- **Sewing club**- friendly group meet up to sew and chat
- **Anaya Asian Women Group** – Group of Asian mums and ladies group meet up for socializing and learning new skills from each other.

The Centre hosts a **community library** with stock books and access to computers provided by LBBD. The library is open for 35 hours per week and for half of that time, it is staffed by trained library volunteers. Trained Librarians, responsible to LBBD, are on hand at set times and days to offer support and guidance to both the public and the volunteers.

Green Shoes Arts, a local theatre, dance and arts group, are a resident tenant. They provide short courses for children and adults with differing abilities and needs. Such courses have included Youth and Senior Theatre Groups, Creative Writing sessions, Creative For Life (craft sessions), Samba Drumming and Dance Groups.

Support provided to local community

Ward councillor surgeries are held twice a month for residents to access their councillors.

The Reparation and Payback Team have served us well this year helping to build raised flower beds at both the back and front of the building, by maintaining the grounds regularly and by erecting much needed sheds for storage facilities.

As a registered **Polling Station**, we have offered an easy access venue for electors to cast their votes.

Yearly **Trips** and Summer **Funfair** organised for the local resident and the centre users by CHCC to have fun, socialise and to bring the community together.

We have been successful in making contact once again with the **Safer Neighbourhood Team** to raise the awareness of the services they provide to the general public. The local police officers call in regularly for discussions about any concerns within the neighbourhood.

Finances

For the period 1st September 2019 to 31st August 2020, we have a closing bank balance of **£25189.10** as at 31st August 2020.

LBBB contributed a **£10,000.00** towards running costs while the hiring brought us an income of **£13067.50**. Full details are included in the financial statement

We were funded by British Science Association for the amount of **£500.00** to organise British Science Week in March for Children and family which has been withheld due to Covid and will be organised in the future when restrictions are completely eased. We have informed about it to the British Science association about the situation.

Christmas party was organised for the children of the local community with an expense of **£571.72** for approximately 80 children attending.

Trip for the Volunteers and the local Community to Legoland was organised was organised by CHCC for a total expense of **£2304.39**.

New Garden Shed was built in the garden area for **£4950.00** and New IT area was also built for the local community for **£5930**. A new space for the children Library was also built with an expense of **£9620.00** which will be reimbursed in future by the London Borough of Barking and Dagenham.

We employ a cleaner for five hours per week and payment for this is included in general cleaning costs as shown in the financial statement. The cleaner is responsible for declaring her income to the Inland Revenue and this is noted on time sheets.

We also employ an admin staff 10 hours per week and the payment showed in the financial statement. The admin is responsible for declaring her income to the Inland Revenue and this is noted on time sheets.

Volunteers

The Centre needs volunteers to help it run efficiently. Basically they are Centre volunteers, performing daily housekeeping tasks such as keeping the Centre tidy, emptying waste bins, restocking the kitchen and washing up but also helping the library to run efficiently.

Library volunteers are inducted by Trained Librarians who are employed by LBBB. Duties include discharge and issue of books, reading incentive schemes for children, shelving stock, reserving books and taking part in library run sessions including half-term and school holiday activities for children.

We currently have 35 active volunteers of varying abilities and skills who give their time to the Centre and the library. Their hours may range from one hour a week to ten hours or more whilst others are able to fill in when needs arise.

Statement of directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit and loss of the company for that period. In preparing those financial statements, the directors are required to:

- * select suitable accounting policies and then apply them consistently;
- * make judgements and accounting estimates that are reasonable and prudent;
- * prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors confirm that they have complied with the above requirement in preparing the financial statements.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time, the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Small company provisions:

This report has been prepared in accordance with the special provisions for small companies within Part 15 of the Companies Act 2006.

Approved by the board:

Signed K Walton Date: 10-5-21

Kevin Walton

Director & Chairman

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES/DIRECTORS OF
CHADWELL COMMUNITY CENTRE**

FOR THE YEAR ENDED 31 AUGUST 2020

I report on the accounts of the charity for the year ended 31 August 2020, which are set out on pages 9 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

Independent examiner's statement

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

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such accounts;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Signed: 

Date: 10-08-2020

Nauman Akhtar Mangi (FCCA)
Adamsons Associates UK
1-3 Coventry House IG1 4QR

**Financial Statement for the period of
1st September 2019 to 31st August 2020**

		Restricted	Unrestricted	2020	2019
INCOME	Notes	Funds	Funds	Total	Total
Fund Raising	1	0	170	170	196
LBBD	2	0	10000	10000	12000
Rental	3	0	13068	13068	24194
Lottery		0	53	53	173
YA Festival		0	0	0	839
LBBD Refurbish work	4	9620	0	9620	0
LBBD Reimbursement		0	0	0	4373
Amazon	5	0	20	20	8
Trips & Fair	6	0	526	526	102
Green Shoes Reimbursement	7	0	700	700	0
Total Incoming Resources		9620	24537	34157	41885
EXPENDITURE					
Utilities		0	11477	11477	7138
Building Work			22500	22500	619
Garden			157	157	815
Furniture/Equipment		0	280	280	384
Fund Raiser			0	0	0
Cleaning		0	2376	2376	3764
Insurance		0	1079	1079	1038
Office		0	286	286	479
Catering		0	19	19	8
Auditor		0	250	250	150
Petty Cash		0	160	160	120
Bank Charges		0	60	60	60
Centre Administrator		0	2840	2840	1440
Pet Rabbit		0	272	272	633
Volunteer & Community Trips		0	2304	2304	2411
Library Counter Desk		0	0	0	373
YA Festival		0	0	0	662
Fun Day & Christmas Party		0	759	759	1050
Website			208	208	0
Children Centre Activities			134	134	0
Architect New Plan	7	0	1400	1400	0
Depreciation	8	0	5649	5649	6624
Contingency		0	908	908	164
Total Resources Expended		0	53118	53118	27932
Net Income/Expenditure			-18961	-18961	13953

Balance Sheet as at 31st of August 2020			
	Notes	2020	2019
Fixed Assets	8		
Tangible Assets		21546	26495
Intangible Assets		0	0
Investments		0	0
Current Assets			
Stocks		0	0
Debtors(LBBD to pay for building work)	9	9620	0
Investment		0	0
Cash at bank and in hand		25189	48321
		56355	74816
Pre-Payment and Accrued Income	10	500	0
Creditors: Amount Falling due within one Year		0	0
Net Current Liabilities		0	0
Total Assets less Current Liabilities		55855	74816
Creditors: Amount Falling due after more than One year			0
Total Net Assets/Liabilities		55855	74816
Reserve			
Revaluation Reserve		0	0
Other Reserves		0	0
Opening Funds		74816	60863
Net Income/Expenditure		-18961	13953
Total Funds		55855	74816

Exemption from Audit

For the year ending 31 August 2020, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities

- *The members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 476*
- *The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts*

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Finance Reporting Standards for Smaller Entities (effective April 2008).

The Trustees declare that they have approved the accounts above.

Signed on behalf of the Charity's Trustees



Signed

Kevin Walton (Chairman)



Tasneem Siddiqui (Treasurer)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2020

Notes

1. Voluntary contributions included donations, sales from books, cards, raffles and a charity bucket from our local ASDA store.
2. London Borough of Barking and Dagenham contributed £10,000.00 towards Utilities and general running costs.
3. The total sum of £13098 received from all the individual hirer those who hire the centre for different activity for the community.
4. A new space for the children Library was built with an expense of £9620.00 which has been agreed to be reimbursed in the next financial year by the London Borough of Barking and Dagenham.
5. Refund from Flick media for £15 as we were charged double payment for Web hosting and £5 refund was made by Royal Mail.
6. Trip was organised for the local community and the volunteers to Legoland and every individual contributed £5 each to secure the tickets which was paid in full by the Community Centre. The total amount collected as a contribution was £346. Christmas Party for Local children was organised with a contribution of £2 each and The total amount collected was £180.
7. CHCC paid £1400 for a new architect plan. Green Shoes contributed half the expense of new architect plan for the centre and reimbursed £700 .
8. Tangible Fixed Assets & Depreciations

Tangible Fixed Assets	2020	2019
Brought Forward	26495	8119
Additions	0	25000
Laptop	700	
Disposals	0	0
Total	27195	33119
Depreciation		
Opening Depreciation	11858	5234
Disposal	0	0
Charge for this period @20% from last accounting year.	5299	6624
Laptop Depreciation @ 50 %	350	
Total Depreciation for this period.	5649	6624
	31st Aug 2020	31st Aug 2019
Total Depreciation until the accounting year	17507	11858
	27195	33119
	-5649	-6624
Net Value of Tangible Fixed Assets	21546	26495

9. LBBD agreed to pay for building new space for Children's Library for the cost of £9,620 which will be reimbursed in the next accounting year.
10. CHCC was funded by British Science Association for the amount of £500.00 to organise British Science Week in March for Children and family which has been withheld due to Covid and will be organised in the future when restrictions are completely eased .We have informed about it to the British Science association about the situation

General Notes

- **Accounting Policies**

Unrestricted Funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Restricted funds are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund, the aim and the use of each restricted fund as set out in the notes to the financial statements.

- **Incoming Resources**

All incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Other grants are accounted for when the claim is approved and therefore when the funds are due to be received. Income from hiring is accounted for when earned.

- **Trustees**

No trustee received any remuneration in the period under review.

- **Resources Expended**

All expenditure is accounted for on an accrual basis as a liability is incurred and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of the resources.

- **Taxation**

All the charity's income is charitable and is applied for charitable purpose, and therefore the income of the charity is not chargeable to corporation tax.

Detailed Banking Income and Expenditure Statement

Chadwell Heath Community Centre

Financial Statement for the Period 1st September 2019 to 31st August 2020

Needs

INCOME

Rental	13067.50
LBBD	10,000.00
Fund Raising	170.49
Lottery	53.00
Other Funding	500.00
Green Shoes	
Reimbursement	700.00
Trips & Fair	526.00
Amazon Refund	19.99

EXPENDITURE

Utilities	11476.51
Cleaning	2376.22
Centre Administrator	2840.00
Furniture/Equipment	280.00
Pet Rabbit for CHCC	271.87
Garden	156.99
Community Trips	2304.39
Insurance	1,079.36
Contingency	2307.57
Building Work	22500.00
Office	986.45
Catering	18.84
Auditor	250.00
Petty Cash	160.00
Bank Charges	60.00
Website	280.30
Fair and Christmas party	758.28
Children's Activity	134.42

Totals **25036.93**

48169.20

Excess of Inc/Exp: - 23,132.27

Bank Balance at 1st Sept 2019: 48,321.37

Bank Balance at 31st Aug 2020: 25189.10