



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 2021**

## **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 Mrs. Z Muirhead and Mrs T Siddiqui was re-elected as a trustee .

Cllr Simon Perry and Cllr Mohammed Khan continued 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 16<sup>th</sup> March 2020 following the Government guidelines until the end of the financial year August 2021 which has affected our local community and resident .

#### **Principal Activities and review of the business for the year ended 31<sup>st</sup> August 2021**

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 .
- **Chal Club** – This group of older Asian ladies, who meet for coffee, support and information.
- **Pulse Heath 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 had to be cancelled this year due to the Pandemic

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 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021, we have a closing bank balance of **£53885.03** as at 31<sup>st</sup> August 2021.

LBBB contributed a total of **£16,000.00** towards running costs while hiring brought us an income of **£13500.00**. Full details are included in the financial statement

We were funded by Local Authority for the amount of **£6520.00** to run four terms of Funded Art and Crafts Workshops for children aged 5 years and above and an amount of **£1000.00** for Job Search and CV Workshops. Only **£1380.00** from the total amount to be used until the year ending August 2021 and the rest to be used by March 2022.

A new space for the children's Library with fitted cup boards and new shelves was built the year before which was reimbursed by the London Borough of Barking and Dagenham for an amount of **£19000.00** this year.

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.

But due to the pandemic this year we did not have any staff working apart for our admin for only six hours.

Due to the Pandemic the Community Centre has been temporary closed from **16<sup>th</sup> March 2020** following the Government guidelines until the end of the year **August 2021** which has affected us badly in the future. All the activities stated in this report have been running in the Chadwell Heath Community Centre prior to Covid and was suspended during the financial year ending August 2021.

## **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 20 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. Due to the pandemic we have lost volunteers and we are trying hard to recruit more .

#### **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: 25-4-2022

Kevin Walton

Director & Chairman

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

**FOR THE YEAR ENDED 31 AUGUST 2021**

I report on the accounts of the charity for the year ended 31 August 2021, 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 Smp (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: 25.04.2022

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



**Financial Statement for the period of  
1st September 2020 to 31st August 2021**

		Restricted	Unrestricted	2021	2020
INCOME	Notes	Funds	Funds	Total	Total
Fund Raising	1	0	725	725	170
LBBB	2	0	10000	10000	10000
Rental	3	0	13500	13500	13068
Other Funding	4	1380	0	1380	500
Lottery		0	52	52	53
LBBB Reimbursement	5	9380	0	9380	0
Amazon	6	0	40	40	20
Trips & Fair		0	0	0	526
Green Shoes Reimbursement		0	0	0	700
LBBB Refurbish work		0	0	0	9620
<b>Total Incoming Resources</b>		<b>10760</b>	<b>24317</b>	<b>35077</b>	<b>34657</b>
<b>EXPENDITURE</b>					
Utilities		0	14552	14552	11477
Building Work			8126	8126	22500
Garden			338	338	157
Furniture/Equipment		0	106	106	280
Cleaning		0	106	106	2376
Insurance		0	1192	1192	1079
Office		0	142	142	286
Catering		0	0	0	19
Auditor		0	250	250	250
Petty Cash		0	50	50	160
Bank Charges		0	84	84	60
Centre Administrator		0	60	60	2840
Pet Rabbit		0	0	0	272
Volunteer & Community Trips		0	0	0	2304
Fun Day & Christmas Party			0	0	759
Website			170	170	208
Children Centre Activities			0	0	134
Architect New Plan		0	0	0	1400
Funded Arts and Craft Class		1040	0	1040	0
Contingency		0	925	925	908
Depreciation	8	0	4659	4659	5649
<b>Total Resources Expended</b>		<b>1040</b>	<b>30760</b>	<b>31800</b>	<b>53118</b>
<b>Net Income/Expenditure</b>		<b>9720</b>	<b>-6443</b>	<b>3277</b>	<b>-18461</b>

Balance Sheet as at 31st of August 2020			
	Notes	2021	2020
<b>Fixed Assets</b>	8		
Tangible Assets		16887	21546
Intangible Assets		0	0
Investments		0	0
<b>Current Assets</b>			
Stocks		0	0
Debtors( LBBD to pay for building work)		0	9620
Investment			0
<b>Cash at bank and in hand</b>		53885	25189
<b>Total Funds &amp; Assets</b>		<b>70772</b>	<b>56355</b>
Pre-Payment and Accrued Income	7	11140	500
Creditors: Amount Falling due within one Year			0
<b>Net Current Liabilities</b>		<b>11140</b>	<b>500</b>
<b>Total Assets less Current Liabilities</b>		<b>59632</b>	<b>55855</b>
Creditors: Amount Falling due after more than One year			
<b>Total Net Assets/Liabilities</b>		<b>59632</b>	<b>55855</b>
Reserve			
Revaluation Reserve			0
Other Reserves			0
Opening Funds		56355	74816
Net Income/Expenditure		3277	-18961
<b>Total Funds</b>		<b>59632</b>	<b>55855</b>

**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 £16,000.00 towards Utilities and general running costs. £10,000 for the year ending Aug 2021 and a pre- payment £6000 until March 22.
3. The total sum of £13500 received from LBBD for hiring the Centre as Covid Test Centre during Pandemic.
4. CHCC was funded by LBBD Dragan's Den Funding for the amount of 6520.00 to organise Art and Craft Classes for Children and CV Workshop for Adults .The payment was pre-payment to be used until March 22. Only amount of £1380 to be used until August 2021.
5. CHCC received the reimbursement for the amount of £9380.00 that we paid towards the building the new space for Children's Library in the financial year 2020.
6. Refund from Amazon for £40.00 as we received a cancelled an order.
7. Pre-payment of £6000 for running cost and £5140 for running art & CV Workshop.
8. Tangible Fixed Assets & Depreciations

<b>Tangible Fixed Assets</b>	<b>2021</b>	<b>2020</b>
Brought Forward	21546	26495
Additions		0
Laptop		700
Disposals		0
<b>Total</b>	<b>21546</b>	<b>27195</b>
<b>Depreciation</b>		
Opening Depreciation	17507	11858
Disposal		0
Charge for this period @20% from last accounting year.	4309	5299
Laptop Depreciation @ 50 %	350	350
<b>Total Depreciation for this period.</b>	<b>4659</b>	<b>5649</b>
	<b>31<sup>st</sup> Aug 2021</b>	<b>31<sup>st</sup> Aug 2020</b>
<b>Total Depreciation until the accounting year</b>	<b>22166</b>	<b>17507</b>
	21546	27195
	-4659	-5649
<b>Net Value of Tangible Fixed Assets</b>	<b>16887</b>	<b>21546</b>

## **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 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021**

#### **Needs**

#### **INCOME**

Rental	13500.00
LBBD	16000.00
Fund Raising	725.00
Lottery	52.00
Other Funding	6520.00
Reimbursements	19000.00
For Building Works	
Refund	39.99

#### **EXPENDITURE**

Utilities	14552.03
Cleaning	106.00
Centre Administrator	60.00
Furniture/Equipment	105.67
Garden	337.92
Contingency	925.00
Insurance	1191.60
Building Work	8126.24
Office	142.08
Catering	
Auditor	250.00
Petty Cash	50.00
Bank Charges	84.00
Website	169.99
Children's Funded Art	1040.56

**Totals**                      **55836.99**

**27141.06**

Excess of Inc/Exp:                      28695.93

Bank Balance at 1<sup>st</sup> Sept 2020:                      25189.10

**Bank Balance at 31<sup>st</sup> Aug 2021:                      53885.03**