

St Giles Close  
Arleston  
Telford TF1 2AB

## **TRUSTEES' ANNUAL REPORT**

**Of Accounts for the Period**

**01 April 2021 to 31 Mar 2022**

**(HMRC reference number 061000032920)**

The Covid-19 pandemic continued to have an impact on the use of the Centre in the past year. Rental income improved to £8,100, but still well below previous levels. The Centre was utilised for part of the year as a foodbank serving around 300 children from struggling families. This activity has now move to a permanent location. The small room has been cleaned following the storage of food and now needs to rented out again.

Thanks to the on-going grant of £7,000 from Wellington Town Council and a Covid-19 recovery grant of £18,000 from Telford & Wrekin Borough Council the Trustees have been able to improve the finances of the Centre. The trustees continued to carry out all management activities including cleaning as volunteers hence operational costs were minimised. March 2002 the trustees set up a cost-effective cleaning contract as part of the future operational model. The trustees have a fully repairing lease of the Centre from Telford & Wrekin Borough Council until the end of 2041. By that time the building will be 56 years old and the trustees recognised that they will face some major repair issues along the way, hence this year the trustees have set up a "Repair & Development Fund" separate from the "Operational Fund". The trustees decided to move £30,000 into the Repair & Development Fund to only be used for major repair issues and any development needed to ensure the sustainability of the Centre. One area which needs development are facilities to allow modern electronic presentations – the Centre still only provides flipcharts. During the present year minor investments were made to provide a new Notice Board and a professional Dog Pooh Bag dispenser.

We would like to thank Wellington Town Council for their on-going grant support and commitment to putting the grant in their base budget for future years. Also, thanks to Telford & Wrekin for the one-off grant.

The accounts have been audited, submissions will be made to the Charity Commission and HMRC as required. Also accounts, reports and bank statements will be forwarded to T&W Borough Council as agreed in the lease agreement.

For next year the focus will be continuing the recovering from the Corvid – 19, working hard to ensure that local groups get going again, maximising the use of the Centre, costing electronic presentational equipment and investigating possible grants to allow the enlargement of the small room at the Centre.

Paul Davis  
Chair / 02/06/2022

## **Arleston Community Centre**

A Charitable Incorporated Organisation (CIO)  
Charity Commission Registration Number 1168919

# **Financial Accounts**

**For**

**The Period 01 April 2021 to 31 March 2022**

Arleston Community Centre, a Charitable Incorporated Organisation was registered as a Charity on 18 August 2016 and, following negotiations with Telford & Wrekin Council, became responsible for the running of the Community Centre on 01 November 2016. The Trustees agreed that the first accounting period would be 01 Nov 2016 to 31 Mar 2017. Thereafter the accounting periods to be 01 April to 31 Mar.

The attached documents give the details of the financial transactions for the Period 01 April 2021 to 31 Mar 2022: -

1. Income & Expenditure Operational Account Year 2021 to 2022
2. Bank Reconciliation Operational Account Year 2021 to 2022
3. Repair and Development Fund Year 2021 to 2022
4. Note setting out Income to be received and Expenditure to be paid
5. Bank statements
  - 5.1. Operational account
  - 5.2. Repair and Development account
6. Statement by Treasurer and Auditor

**Bill McClements**

Treasurer of the Trustees

20 April 2022



Arleston Community Centre

Operational Account

Income & Expenditure

01 April 2021 to 31 March 2022

**INCOME**

**EXPENDITURE**

Item No	Description	Amount £	Cummul £	Item No	Description	Cost £	Cummul £
1	Donations			1	Repairs & Maintenance	1111.48	1111.48
	1.1 Public	0.00	0.00	2	Gas & Electricity	1650.53	2762.01
	1.2 Companies	0.00	0.00	3	Insurance	636.46	3398.47
2	Grant Wellington Town Council	7000.00	7000.00	4	Hygiene services	152.56	3551.03
3	Hire income	8134.25	15134.25	5	Waste disposal charges	531.34	4082.37
4	Covid Recovery Grant - T&W	18000.00	33134.25	6	Misc	49.99	4132.36
5	Addition bad provision	-46.00	33088.25	7	Service Contracts	2334.41	6466.77
				8	T&W ICT	975.00	7441.77
				9	Water Rates	895.95	8337.72
				10	Materials for Covid - 19	91.78	8429.50
				11	Grant to Interfaith Group	250.00	8679.50
				12	Grant to CEIA	500.00	9179.50
				13	Performing Rights fee	157.70	9337.20
				14	Website Annual fee	130.00	9467.20
				15	Cleaning contract	156.25	9623.45
				16	Notice Board	836.22	10459.67
				17	Pooh Bag Dispenser	175.95	10635.62
				18	Cleaning materials	139.72	10775.34
				19	Covid Recovery discount	1577.26	12352.60
				20	Transfer to Repair & Dev Fund	30000.0	42352.60
				21	Provision not used and items		42352.60

Email Address: [arlestoncommunity@gmail.com](mailto:arlestoncommunity@gmail.com) Telephone: 01952-382270

Charitable Incorporated Organisation – Registration No: 1168919

				22	not billed	-300.10	42052.50
					Year End provision	200.00	42252.50
		33088.25					42252.50

#### Fund Analysis

Opening Balance £	31219.20	Present Balance £	22054.95	HMRC reference number 061000032920
Income £	33088.25			
Expenditure £	42252.50			

Sheet 1

Arleston Community Centre

**Bank and Balance Reconciliation**

Period 01 April 2021 to 31 March 2022

	<u>Date</u>	<u>£</u>	<u>£</u>		
<b>Opening Balance:</b>		<span style="border: 1px solid black; padding: 2px;">31219.20</span>			
<b>Closing Balance:</b>			<span style="border: 1px solid black; padding: 2px;">22054.95</span>		
<b>Bank Statement:</b>		<span style="border: 1px solid black; padding: 2px;">22154.98</span>			
<u>Payments due or not deducted</u>					
1	6	0.00	0.00	0.00	
2	7	0.00	84.74	gas Feb	
3	8	81.04	60.00	elect Feb	E
4	9	0.00	90.00	gas Mar	E
5	10	82.80	200.00	elect Mar	E
				year end provision	
<b>Total:</b>		<span style="border: 1px solid black; padding: 2px;">598.58</span>			
<u>Income due or not lodged</u>					
1		£51.00	0.00	-200.00	bad debt provision
2		156.00	0.00	0.00	
3		194.00	0.00	0.00	
4		293.25	0.00	0.00	
<b>Total:</b>		<span style="border: 1px solid black; padding: 2px;">494.25</span>		0.00	
				0.00	
<u>Petty cash in hand</u>		<span style="border: 1px solid black; padding: 2px;">4.30</span>		0.00	
<b>Reconciliation:</b>			<span style="border: 1px solid black; padding: 2px;">22054.95</span>		
<b>(Bank Statement minus</b>					



*payments made but not deducted from the account  
plus income not lodged and petty cash)*

Sheet 1

Arleston Community Centre

Repair and Development Fund

Email Address: [arlestoncommunity@gmail.com](mailto:arlestoncommunity@gmail.com) Telephone: 01952-382270  
*Charitable Incorporated Organisation – Registration No: 1168919*

Period 01 April 2021 to 31 March 2022

**INCOME**

Item No	Description	Amount £	Cummul £
1		30000.00	30000.00 30000.00
			30000.00

**EXPENDITURE**

Item No	Description	Cost £	Cummul £
			£0.00 £0.00
			0.00

**Repair and Development Fund Analysis**

Opening Balance £	0.00	Bank	£	30000.00
Income	£ 30000.00	Cash	£	
Expenditure	£ 0.00	Payments due	£	
Closing Balance £	30000.00	Balance	£	30000.00

Sheet 1



**Income to be received:**

**Comments**

1. £51.00 hire income for December 2021		
Invoice ACC2021506	£51.00	paid
2. £156.00 hire income for January 2022		
Invoice ACC2022510	£52.00	
Invoice ACC2022513	£102.00	paid
3. £194.00 hire income for February 2022		
Invoice ACC2022516	£65.00	
Invoice ACC2022519	£51.00	paid
Invoice ACC2022520	£78.00	
4. £293.25 hire income for March 2022		
Invoice ACC2022521	£81.25	
Invoice ACC2022522	£22.50	paid
Invoice ACC2022523	£80.00	paid
Invoice ACC2022524	£7.50	paid
Invoice ACC2022525	£102.00	paid

**Expenditure to be paid:**

1. Feb Elect to be debited	£81.04	paid
2. Feb Gas to be debited	£84.74	paid
3. Mar Elect not invoiced	£90.00	
4. Mar Gas not invoiced	£60.00	
5. Approved invoice to be debited	£82.80	

Bill McClements  
20 April 2022

Today: **01 Apr 2022**



MR WILLIAM ALEXANDER MARS MCCLEMENTS

## Transactions

### COMMUNITY

**20-45-45 43406016**

Available balance **£22,101.92**

Last night's balance £22,154.98

Overdraft limit **£0.00**

Showing **12** transactions between **03/03/2022** and **01/04/2022** from 02/03/2022 to 01/04/2022

Date	Description	Money in	Money out	Balance
01/04/2022	Direct Debit FCC RECYCLING -UK- D7ARL2 DDR		-£53.06	£22,101.92
30/03/2022	Bill Payment MRS T WELCH MARCH 2022 BBP		-£156.25	£22,154.98
25/03/2022	Bill Payment SECURITY WISE LTD INV 164379 BBP		-£108.00	£22,311.23
21/03/2022	Bill Payment SECURITY WISE LTD INV 164355 BBP		-£96.00	£22,419.23
18/03/2022	Direct Debit WEST MERCIA ENERGY S09343 DDR		-£185.62	£22,515.23
14/03/2022	Counter Credit BRASSBAND Invoice ACC2022518 BGC	£51.87		£22,700.85
14/03/2022	Funds Transfer 204545 30238570 REPAIR DEV FUND FT		-£30,000.00	£22,648.98
10/03/2022	Counter Credit ARLESTON RESIDENTS ARG C C MARCH PAY BGC	£22.50		£52,648.98

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Charitable Incorporated Organisation – Registration No: 1168919

07/03/2022	Bill Payment WILLIAM ALEXANDER POLECRETE BBP	-£21.56	£52,626.48
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Direct Debit  
WATER PLUS

Page 1 of 2

07/03/2022	0836006245 FIRST DDR PAYMENT DDR	-£81.45	£52,648.04
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03/03/2022	Counter Credit T&W COUNCIL 519413 BGC	£26.00	£52,729.49
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03/03/2022	Bill Payment JCE INVOICE 24428 BBP	-£186.58	£52,703.49
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Today: **0 Ap202**  
**1 2**



MR WILLIAM ALEXANDER MARS MCCLEMENTS

## Transactions

**Business Premium ME**

**20-45-45 30238570**

Available balance **£30,000.00**

Last night's balance £30,000.00

Overdraft limit **n/a**

Showing **1** transaction between **14/03/2022** and **14/03/2022** from 02/03/2022 to 01/04/2022

Date	Description	Money in	Money out	Balance
14/03/2022	Funds Transfer 204545 43406016 REPAIR DEV FUND FT	£30,000.00		£30,000.00

**[Need to view older transactions?](#)**

**Statement by Treasurer and Auditor: -**

**1. Treasurer**

The enclosed financial statements show that Arleston Community Centre for the Period 01 April 2021 to 31 March 2022, had:

**Operational Fund**

Income of	£33,088.25
Expenditure of	£42,252.50
Closing balance of	£22,054.95
Bank balance of	£22,154.98

**Repair & Development Fund**

Income of	£30,000.00
Expenditure of	£0.00
Bank balance of	£30,000.00

I believe these statements give a true record of all transactions by the Trustees.

Signed:



**Bill McClements**

Dated:

**20<sup>th</sup> April 2022**

**2. Auditor**

I have scrutinised the enclosed financial statements of Arleston Community Centre for the Period 01 April 2021 to 31 March 2022 and to my best knowledge believe these to be a true and accurate record of the transactions by the Trustees.

Signed:



**Simon Ecclestone**

**Dated: 29<sup>th</sup> April 2022**

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Charitable Incorporated Organisation – Registration No: 1168919

## **Arleston Community Centre**

A Charitable Incorporated Organisation (CIO)  
Charity Commission Registration Number 1168919

# **Financial Accounts**

**For**

**The Period 01 April 2021 to 31 March 2022**

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20 April 2022



Arleston Community Centre

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Income & Expenditure

01 April 2021 to 31 March 2022

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**EXPENDITURE**

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Arleston Community Centre

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<b>Total:</b>		<span style="border: 1px solid black; padding: 2px;">598.58</span>			
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4		293.25	0.00	0.00	
<b>Total:</b>		<span style="border: 1px solid black; padding: 2px;">494.25</span>		0.00	
				0.00	
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<b>(Bank Statement minus</b>					



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Sheet 1

Arleston Community Centre

Repair and Development Fund

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*Charitable Incorporated Organisation – Registration No: 1168919*

Period 01 April 2021 to 31 March 2022

**INCOME**

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			30000.00

**EXPENDITURE**

Item No	Description	Cost £	Cummul £
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			0.00

**Repair and Development Fund Analysis**

Opening Balance £	0.00	Bank	£	30000.00
Income	£ 30000.00	Cash	£	
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Sheet 1

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Bill McClements  
20 April 2022

Today: **01 Apr 2022**



MR WILLIAM ALEXANDER MARS MCCLEMENTS

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Last night's balance £22,154.98

Overdraft limit **£0.00**

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Direct Debit  
WATER PLUS

Page 1 of 2

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Today: **0 Ap202**  
**1 2**



MR WILLIAM ALEXANDER MARS MCCLEMENTS

## Transactions

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Last night's balance £30,000.00

Overdraft limit **n/a**

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**[Need to view older transactions?](#)**



**Statement by Treasurer and Auditor: -**

**1. Treasurer**

The enclosed financial statements show that Arleston Community Centre for the Period 01 April 2021 to 31 March 2022, had:

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Income of	£33,088.25
Expenditure of	£42,252.50
Closing balance of	£22,054.95
Bank balance of	£22,154.98

**Repair & Development Fund**

Income of	£30,000.00
Expenditure of	£0.00
Bank balance of	£30,000.00

I believe these statements give a true record of all transactions by the Trustees.

Signed:



**Bill McClements**

Dated:

**20<sup>th</sup> April 2022**

**2. Auditor**

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Signed:



**Simon Ecclestone**

**Dated: 29<sup>th</sup> April 2022**

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