

# **SYCAMORE HALLS COMMUNITY ASSOCIATION**

Charity Number: 1169184

## **RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

Sycamore Halls Community Centre, Winklebury, Basingstoke, RG23 8AB

# **SYCAMORE HALLS COMMUNITY ASSOCIATION**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 March 2022**

### **TRUSTEES**

Shirley Keer (Chair)  
Diana Clarke (Treasurer)  
Angela Freeman

Matthew Clarke (Vice Chair)  
Martella Hayes (Secretary)  
Jacqueline Hayes

### **GOVERNANCE**

The CIO was registered on 14<sup>th</sup> September 2016

### **PRINCIPAL ACTIVITY**

To run local community centre to help benefit the local community comprising three community spaces free for community use and at relevant rates for local charities and enterprises.

The charity occupies and manages the building on a free licence to occupy from BDBC (the freeholder). All external and capital repairs are funded by the freeholder. All internal and maintenance repairs are funded by the charity or third party grant funding.

The centre administrator is working to increase room occupancy following the hiatus of COVID lockdowns but the community ethos overrides pure revenue generation.

### **ACCOUNTING POLICIES**

The charity has suffered administrative difficulties in maintaining compliance with filing requirements but now has appropriate support to introduce accounting systems policies and processes that will set it on a sound footing for the future

### **RESERVES POLICY**

The charity aims to hold six months of running costs to cover the eventuality of winding up.

Funds received for specific purposes that remain unspent at the end of the year are ring-fenced as appropriate.

### **TRUSTEES' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS**

Charity law requires the trustees to prepare the financial statements taking a true and fair view of financial activities during each year and of the financial position at the end of each year. Also, the trustees are required to follow best practice, notably The Charities (Accounts and Reports) Regulations 2010 and the Statement of Recommended Practice - Accounting Reporting by Charities. Particular care is needed when:

- selecting suitable accounting policies and then applying them consistently;
- making judgements and estimates that are reasonable and prudent;
- stating whether applicable accounting standards and statements of recommended practice have been followed; and
- preparing figures on a going concern basis unless it is inappropriate to assume that the Charity will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the charity, and which enable them to both ascertain the financial position of the charity and ensure that the financial statements comply with the requirements of the Trust Deed and the Charity Commission. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees have given consideration to the major risks to which the Charity is exposed and are satisfied that there are adequate measures and controls in place to appropriately mitigate those risks.

Signed on behalf of the trustee by

Shirley Keer (Chair)

**SKeer**  
**28.11.2024**

Date

# SYCAMORE HALLS COMMUNITY ASSOCIATION

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the charity for the year ended 31 March 2022 set out below

### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that that an examination is required under section 145(1) of the Charities Act 2011, and that section 144(1) (audit) of the Charities Act 2011 does not apply to the charity.

It is my responsibility to:

- examine the accounting records under section 145 of the Charities Act 2011
- follow the procedures laid down by 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the Charity Commission's directions. 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 you as 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

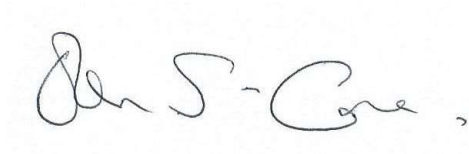
Other than as stated below, no matter has come to my attention in the course of my examination:

which gives me reasonable cause to believe that, in any material respect, the Charity's trustees have not met the requirements to ensure that -

proper accounting records are kept in accordance with section 130 of the Charities Act 2011; and

accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Eleanor Greene ICPA , Do the Numbers Ltd, 37 Upper Brownhill Road, Southampton, SO16 5NG

Date

26<sup>th</sup> November 2024

# SYCAMORE HALLS COMMUNITY ASSOCIATION

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 March 2022

	Notes	2022	2021
		£	£
Hirers – Hall		27,658	4,239
Hirers – parties		640	0
WYP		978	0
Advertising		0	0
Saplings / Muchkins		787	0
Grants		8,000	23,407
Hall Events		1,274	0
Other		0	0
Interest		2	1
<b>TOTAL RECEIPTS</b>		<b>39,338</b>	<b>27,647</b>
Consumables		4,889	449
Stationary		20	760
Utilities		8,357	5,062
Advertising		0	1
Maintenances		3,462	4,248
Equipment		4,244	4,127
WYP		0	0
Insurance		715	118
Cleaning		5,061	1,000
Lunch Club		399	32
Wages		7,018	7,018
Misc		4,264	107
<b>TOTAL PAYMENTS</b>		<b>38,429</b>	<b>22,921</b>
<b>SURPLUS / (DEFICIT) FOR THE YEAR</b>		<b>909</b>	<b>4,726</b>
General reserve brought forward		21,344	16,618
<b>RESERVES AT END OF YEAR</b>	5	<b>22,253</b>	<b>21,344</b>
<b>REPRESENTED BY</b>			
Current Account		3,625	12,647
Instant access savings accounts		16,158	8,494
Reserve deposit account		0	0
Undeposited cash		2,470	204
		<b>22,253</b>	<b>21,344</b>

Signed on behalf of the trustee:

Shirley Keer (Chair)  
Date

SKeer  
28.11.2024