

Charity Number

1175400

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

The trustees present their report and accounts for the period ended 31st December 2020. The charity was formed on 25th October 2017 when its constitution was adopted and registered with the Charity Commission on 27th October 2017.

The report and accounts have been prepared in following the recommendations in Accounting and Reporting by Charities: 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 102A) (effective 2 February 2016), applicable accounting standards and the Charities Act 2011. The trustees have prepared the accounts on the receipts and payments basis.

Reference and Administrative Information

Charity Name

West Cornforth and District Community Association

Charity Trustees

The founding trustees, who were appointed in October 2017 for a 3 year term, are:

Mr Paul Ferguson	Chair	
Mrs Shirli Traynor	Vice Chair	
Mrs Helen Patricia Drew	Secretary/Treasurer	
Mrs Gwen Blackburn	Mrs Lisa Goldsmith	Mr Alan Hodgson
Mr Jeff Hudson	Mrs Connie Liddle	Mr Rasheed Vaughan
Miss Vivien Weir	Mrs Julie Welford	

Mrs Tina Brydon was resigned as a trustee on 4 August 2020.

Address

Community Centre,
Station Road,
West Cornforth,
Ferryhill,
Co Durham
DL17 9LA

Bankers

The Co-operative Bank Plc
Team 601
P.O. Box 250
Skelmersdale
WN8 6WT

Independent Examiner

Eric Southwick BA(Hons) FCA FCIE DChA
Eric Southwick & Co
Chartered Accountants
51 The Avenue
Seaham
Co Durham
SR7 8NS

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Structure and Organisation

Organisation

The West Cornforth and District Community Association is a Charitable Incorporated Organisation, which operates according to its constitution which was adopted 25th October 2017 and registered on the 27th October 2017. The trustees, who meet regularly to consider the progress of the charity and to consider its future direction and activities, manage the charity.

Trustee Appointments

Trustees were appointed at the formation of the charity and serve for three years.

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

New trustees are provided with support to enable them to understand and undertake their duties.

Volunteer Support

The charity is reliant on the support of its volunteers to achieve its objects; the work of volunteers is invaluable.

Objectives and Activities

Charitable Objects

The Association has the following objects:

'To further or benefit the residents of West Cornforth and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local 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 objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power:

To establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.'

Achievements and Performance

Review of the Period

2020 has been the year of Coronavirus and the Community Centre has either been closed or operating at a reduced level since March. However, as in 2019, the Association has continued with its improvements and, again, faced essential maintenance. The Tarmac Landfill Communities Fund paid £36,000 directly for the remainder of the repointing started in 2019 and the Committee thanks the Communities Fund for this invaluable support. In February the gas boilers installed in 2009 failed and, thanks to a grant from Cornforth Parish Council, two new boilers were installed as replacements. Durham County Council gave a grant of £4964

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Review of the Period (Continued)

towards the equipment fund and in February a new sound system was installed in the Hall, including a DVD player and hearing loop, giving the Centre the ability to show films to their best.

Despite lockdowns and reduced opening the Unrestricted Fund showed a increase from £24979 to £26391 thanks to maintenance grants from Durham County Council and increased support from our personal donors.

The Committee met 5 times during the year.

The usual activities took place during January and February and the beginning of March. The first lockdown closed the Centre until September when easing allowed the Children's Dance Classes and the Gym to resume under the social distancing rules. The Village Show was also able to be held. The second lockdown in December closed all activities again.

While the Centre was open the Friends of the Association again worked very hard running the bar and events. The Committee is very grateful for their support.

How our activities deliver public benefit

The Association runs West Cornforth Community Centre on a non-profit basis providing an affordable local facility for meetings, sport, celebrations exhibitions etc., rents are kept as low as possible and membership is open to all inhabitants of West Cornforth.

The Cornforth Ward, the electoral ward covering the West Cornforth, has a Deprivation Index putting it overall in the most deprived 12.5% of electoral wards of England, it has poor public transport and low car ownership and is geographically isolated. This makes local facilities important and the Community Centre fills an important place in the community.

Future Plans

The Community Association will manage any lasting damage to the usage of the Centre following the events of 2020, looking for new uses and reviving its use for parties and celebrations, and seeking opportunities to exploit our new sound system in the Hall.

Financial Review

At 31st December 2020 the charity had funds totalling £27,232 (2019: £26,038) of which £26,390 (2019: £24,979) was unrestricted and available for the trustees to use at their discretion having raised £42,081 (2019: £35,410) and spent £40,887, (2019: £47,543) as set out in the accounts.

Reserves Policy

It is the policy of the Trustees to hold reserves, which provide for the ongoing work of the charity whilst retaining financial stability and the potential to respond to new opportunities. At the 31 December 2020 the reserves held were £27,232 (2019: £26,038), of which £26,390 (2019: £24,979) was unrestricted and available for the trustees to use at their discretion the trustees consider this level to be adequate but would seek to increase them to a higher level.

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Responsibilities of the Trustees

Charity law requires the trustees to prepare financial statements for each financial period, which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are prudent and reasonable;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

Signed on behalf of the trustees



Mr P Ferguson (Chair)

Date: 14th April 2021

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Independent examiner's Report to the Trustees of West Cornforth and District Community Association

I report on the accounts of the charity for the period ended 31st December 2020, which are set out on pages 6 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

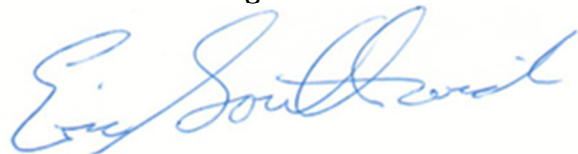
Basis of independent examiner's report

My examination was carried out in accordance with the 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 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

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Eric Southwick BA(Hons) FCA FCIE DChA
Eric Southwick & Co
Chartered Accountants
51 The Avenue
Seaham
Co Durham
SR7 8NS

Date: 26th April 2021

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Receipts and Payments Account for the period ended 31st December 2020

	Notes	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
Income and endowments from:					
Donations and legacies	3	17,092	14,694	31,786	2,323
Charitable activities	4	1,770	-	1,770	5,747
Other trading activities	5	8,447	51	8,498	27,313
Investments	6	27	-	27	27
Total		<u>27,336</u>	<u>14,745</u>	<u>42,081</u>	<u>35,410</u>
Expenditure on:					
Raising funds	7	3,446	-	3,446	7,304
Charitable activities	8	22,479	14,962	37,441	40,239
Total		<u>25,925</u>	<u>14,962</u>	<u>40,887</u>	<u>47,543</u>
Net income / (expenditure)		1,411	(217)	1,194	(12,133)
Reconciliation of funds					
Total funds brought forward		24,979	1,059	26,038	38,171
Total funds carried forward		<u>26,390</u>	<u>842</u>	<u>27,232</u>	<u>26,038</u>

The notes on pages 8 to 11 form part of these financial statements.

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Statement of Assets and Liabilities

As at 31st December 2020

	Notes	Total funds 2020 £	Total funds 2019 £
Current assets			
Cash at bank and in hand		27,232	26,038
Total current assets		<u>27,232</u>	<u>26,038</u>
The funds of the charity			
Restricted income funds	11	842	1,059
Unrestricted funds	11	26,390	24,979
Total charity funds		<u>27,232</u>	<u>26,038</u>
Liabilities			
Accruals		<u>290</u>	<u>280</u>

The financial statements on pages 6 to 11 were approved by the trustees and signed on their behalf by:



Mrs H P Drew (Treasurer)

Date: 14th April 2021

The notes on pages 8 to 11 form part of these financial statements.

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Notes to the accounts

1 Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared on a receipts and payments basis. The accounts have been prepared following the recommendations in Accounting and Reporting by Charities: 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 102A) (effective 2 February 2016), applicable accounting standards and the Charities Act 2011.
- b) Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- c) Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.
- d) All incoming resources are included in the statement of financial activities when the charity receives the income.
- e) Expenditure is recognised on a payments basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
 - i) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them such as those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.
 - ii) All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as set out in the notes.

2 Taxation

The charity is exempt from taxation on its income and gains where they are applied for charitable purposes.

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Notes to the accounts (Continued)

3 Income from donations and legacies

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
Grants				
Durham County Council	-	-	-	400
Durham County Council - Covid-19	13,903	-	13,903	-
Durham County Council - Equipment Fund	-	4,694	4,694	-
Cornforth Parish Council	-	10,000	10,000	-
Donations				
Village Show	250	-	250	270
Personal - Anonymous	2,803	-	2,803	1,517
Cornforth Parish Council	36	-	36	36
Badminton	100	-	100	100
Total	<u>17,092</u>	<u>14,694</u>	<u>31,786</u>	<u>2,323</u>

4 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
Dances	772	-	772	3,610
Gym session fees	462	-	462	1,648
Subscriptions	536	-	536	489
Total	<u>1,770</u>	<u>-</u>	<u>1,770</u>	<u>5,747</u>

5 Income from other trading activities

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
Fairs and Fundraising	-	51	51	1,163
Rents	6,694	-	6,694	14,271
Bar sales	1,753	-	1,753	11,879
Total	<u>8,447</u>	<u>51</u>	<u>8,498</u>	<u>27,313</u>

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Notes to the accounts (Continued)

6 Income from Investments

	Unrestricted funds	Restricted funds	Total funds 2020	Total funds 2019
	£	£	£	£
Wayleave	<u>27</u>	<u>-</u>	<u>27</u>	<u>27</u>

7 Expenditure on raising funds

	Unrestricted funds	Restricted funds	Total funds 2020	Total funds 2019
	£	£	£	£
Bar supplies	<u>3,446</u>	<u>-</u>	<u>3,446</u>	<u>7,304</u>

8 Expenditure on charitable activities

	Unrestricted funds	Restricted funds	Total funds 2020	Total funds 2019
	£	£	£	£
Wages	-	-	-	1,370
Cleaning services	4,118	-	4,118	3,757
Gas	4,142	-	4,142	4,109
Electricity	2,459	-	2,459	3,744
Water	523	-	523	480
Independent Examiner's Fees	280	-	280	270
Insurance	1,925	-	1,925	1,925
Licensing Fees	392	-	392	987
Telephone	62	-	62	63
Property maintenance	1,435	-	1,435	4,350
External improvements	4,632	-	4,632	17,673
Hall sound system	-	4,962	4,962	-
Replacement boiler	1,639	10,000	11,639	-
Children's Party	-	-	-	400
Cleaning supplies	627	-	627	633
Gym	192	-	192	-
Sundries	53	-	53	478
Total	<u>22,479</u>	<u>14,962</u>	<u>37,441</u>	<u>40,239</u>

West Cornforth and District Community Association

Trustees' Report and Financial Statements 31st December 2020

Notes to the accounts (Continued)

9 Trustee and employee information

a) Trustee information

No trustees (2019: 2) received a total of £Nil (2019: £685) during the period for services to the charity under contracts entered into before the trustees were appointed.

b) Employee Information

No employee received emoluments in excess of £60,000 during the period.
The average number of people employed during the period was as follows:

	2020	2019
	£	£
Cleaner	<u>0.0</u>	<u>0.0</u>

10 Related party transactions

There were no related party transactions during the period, see note 9 for details of transactions in the prior period.

11 Reserves

	At 1 January 2020 £	Incoming resource £	Outgoing resource £	Transfers £	At 31 December 2020 £
Restricted funds					
Cornforth Parish Council	-	10,000	10,000	-	-
Equipment	1,059	4,745	4,962	-	842
	<u>1,059</u>	<u>14,745</u>	<u>14,962</u>	<u>-</u>	<u>842</u>
Unrestricted funds					
General fund	24,979	27,336	25,925	-	26,390
	<u>26,038</u>	<u>42,081</u>	<u>40,887</u>	<u>-</u>	<u>27,232</u>

Cornforth Parish Council donated funds for replacement boilers.

The equipment fund was established to provide equipment including a new sound system and hearing loop for the Hall.

The General fund exists for use at the discretion of the trustees in furtherance of the general objectives of the charity.

12 Lease

The charity occupies the land and property known as the West Cornforth Community Centre under the terms of a twenty-one year lease which was entered into on 6th March 2006. In the year ended 31st December 2020 the charity spent £1,435 (2019:£4,350) on maintenance to the property.