

## **WESTCOTT VILLAGE ASSOCIATION**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

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I report on the financial report of the Westcott Village Association for the period ended 31 March 2021 which is set out on the attached page.

#### **Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The 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) of the 2011 Act),
- and to state whether particular matters have come to my attention.


#### **Basis of the 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 with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation 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 the course of my examination, no matter has come to my attention

- 1) which gives me reasonable cause to believe that in any material aspect the requirements:
  - a) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - b) 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.

  
Hugh Parry FCA  
Mill Way House, Westcott, Surrey RH4 3LB  
24th May 2021

## **TRUSTEES' REPORT for the period from 4 October 2019 to 31 March 2021**

### **Structure, Governance and Management**

The Westcott Village Association ("the WVA") is a Charitable Incorporated Organisation, registered on 4 October 2019 (Charity Registration number 1185622). At a meeting on 16 October 2019 of the members of the predecessor organisation which shares the same name (referred to here as "the old WVA") (Charity Registration number 285790) it was resolved to transfer its assets to the WVA. These accounts therefore cover the period from 4 October 2019 to 31 March 2021 ("the Period") and include the receipt of £13,059 from the old WVA, i.e. the predecessor organisation, which was subsequently dissolved. The WVA's governing document is its constitution. Trustees can be appointed either by the members or trustees of the WVA, but are elected by members at the annual general meeting to serve for the forthcoming year.

### **Charitable objects**

According to the Constitution, *"the objects of the WVA are for the public benefit to further such purposes as are exclusively charitable according to the laws of England and Wales in the village of Westcott and the surrounding area."* In furtherance of these objects, the Constitution grants the trustees powers relating to, in summary, such areas as:

- a) preserving, protecting and/or improving the charm and rural character of Westcott and the surrounding area;
- b) facilitating best practice regarding road safety and highways management issues;
- c) encouraging high standards in conservation, planning and development; and
- d) providing facilities for recreation and leisure time occupation.

Full details can be found in the Constitution which is available on the WVA website: ([www.westcottvillage.com](http://www.westcottvillage.com)).

### **Achievement of objects during the Period**

The above objects have been achieved during the Period by means of various activities including:

- hosting meetings open to all residents of Westcott, either physically or via Zoom. Contact with residents has also been maintained via email, via the village notice boards and via the village magazine;
- initiatives to reduce the problems caused by speeding and noise pollution in Westcott;
- arranging an illuminated Christmas tree on the village green;
- helping villagers in need of assistance through the village Good Neighbour scheme;

and donating funds to the Surrey Hills primary school to enable the purchase of five laptops.

Further details of the WVA's activities during the Period are contained in the Chairman's report.

### **Trustees during the Period**

The Trustees as at 31 March 2021 were:

- Chair – Timothy Way
- Vice Chair – Simon Bradley
- Secretary – Paul Goddard
- Treasurer & Gift Aid Co-ordinator – Edwin Harland

- Countryside protection - Hugh Broom
- Website & Communications – Andrew Copeland
- Membership & Street Stewards – Sally Hewetson (appointed 14 January 2021)
- Highways – Nicholas Lund
- Planning – James Leaver
- General – Sandra Ede

Edwina Gordon served as Membership Secretary until 8 October 2020. No additional trustees served during the Period.

### **Financial Review for the Period**

The WVA prepares its annual accounts in the form of a Receipts and Payments Account with a Statement of Assets and Liabilities.

During the Period, the WVA had total receipts (excluding funding received from the old WVA) of £3,465 less total payments of £8,670, a net outflow of £5,205. After adjusting for fact that the Period is longer than a year, subscriptions were 12% less than received by the old WVA in the year to July 2019, and expenditure was 25% more. Key expenses of a capital nature included the second village defibrillator (£1,675), the reusable Christmas tree lighting system (£1,332) and the speed measuring gun (£549). The WVA also made a donation (£1,195) to the Surrey Hills primary school to enable the purchase of laptops for children otherwise without access to one. Further detail on the sources and uses of income are to be found in the annual accounts. Although this level of expenditure is not sustainable based on current revenues, the WVA hopes in future to top up annual subscriptions through one off donations for specific projects as the need arises.

In the meantime, the WVA continues to operate a policy whereby cash reserves are normally maintained at a level of between approximately one and four years of annual receipts, taking account of the future needs of the village. The WVA has been compliant with this reserves policy since the point at which funds were transferred to it by the old WVA.

### **Public benefit statement**

The trustees are of the opinion that they have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.



**WESTCOTT VILLAGE ASSOCIATION**  
**FINANCIAL REPORT for the period since incorporation**  
**on 4 October 2019 to 31 March 2021**

<b>RECEIPTS</b>		£	£
Subscriptions and donations			3,465.00
<b>PAYMENTS</b>			
<b>Charitable Activities</b>			
Speeding and noise prevention	1,881.17		
Defibrillator	1,772.10		
Xmas 2020 tree and lights	1,653.91		
Surrey Hills School laptops	1,195.00		
Dog fouling prevention campaign	1,074.64		
Campaign for the protection of rural England	36.00		
	<u>(7,612.82)</u>		
<b>Support Activities</b>			
Hire of meeting room/storage/Zoom	339.14		
Insurance	153.43		
Printing and stationery	254.50		
Sundry (income)/costs	(3.83)		
Website maintenance etc	192.00		
Retirement gifts	121.93		
	<u>(1,057.17)</u>		
<b>Total payments</b>			<u>(8,669.99)</u>
<b>Net payments</b>			<u>(5,204.99)</u>
Transfers from Lloyds/Paypal (old WVA)			13,059.23
Closing cash balances			<u>7,854.24</u>

**STATEMENTS OF ASSETS AND LIABILITIES**

<b>Cash Assets</b>			
- Bank - Clydesdale	7,451.42		
- Bank - Paypal	402.82		
			<u>7,854.24</u>
<b>Other monetary assets</b>			
- Gift aid claim approved but not received			469.75
<b>Total Current Assets</b>			<u>8,323.99</u>
<b>Total Current Liabilities</b>			<u>0.00</u>
<b>Net Current Assets</b>			<u>£8,323.99</u>
<b>Other assets</b>		<b>Cost (£)</b>	<b>Date acquired</b>
Defibrillator (Village Store)		Gift	2015
Defibrillator (The Burrell)	£1,675.00		2021
Christmas lighting	£1,331.99		2020
Speed gun	£549.00		2020
Phone box	£1.00		2020