

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2022

REGISTERED CHARITY NUMBER 1187934

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2022

The trustees present their report and the unaudited financial statements for the period ended March 31, 2022.

Reference and administrative details

Registered charity name:

Warmley Community Centre

Charity registration number:

1187934

Operational address:

20 Deanery Road
Kingswood
Bristol
BS 15 9JB

Trustees and members of the management committee

Mrs S Parry – President

Mrs P Sessions – Vice president

Mr K Rogers – Chair (resigned June 14, 2022)

Mr T Bell – Vice Chair (appointed Chair June 14, 2022)

Mr J Hackett – Siston Parish Council representative (appointed April 6, 2022)

Mrs G Smith

Mr S Bromiley – South Gloucestershire Council Representative

Ms S Cains – Secretary (resigned March 8, 2022)

Mrs J Stone – Treasurer

Independent Accountants:

Elliott Bunker Limited
Chartered Accountants
61 Macrae Road
Ham Green
Bristol
BS20 0DD

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2022

Structure, governance and management

Governing document

Warmley Community Centre is a Charitable Incorporated Organisation (CIO). It was registered on February 13, 2020 and its registered number is 1187934. All the activities of the Warmley War Memorial Hall and Community Centre, registered charity number 301643 together with its assets and liabilities as at March 31, 2020 were transferred to the CIO with effect from that date.

In the event of the CIO being wound up, the members of CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Trustees

The trustees, who served during the period and up to the date of this report, are set out on page 2. One half of the members must retire at each annual general meeting and offer themselves for re-election.

Risk management

The trustees discuss the operational and financial risks to which the charity is exposed on a regular basis and systems, procedures and policies including those for Health and Safety, Equality and Diversity and Safeguarding have been introduced to mitigate those risks.

Objectives and activities

The objects of the charity are:

To further or benefit the residents of the Ecclesiastical Parish of Warmley and the civil Parish of Siston 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.

The trustees confirm that they have had regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Achievements and performance

Although the impact of the Covid-19 pandemic continued to affect the use of the Centre for nine months of the year most of the regular hirers returned, gradually, to their pre-pandemic activities.

A new premises licence was awarded during the year, after the necessary training and updating. This allowed the bar facilities to be re-opened to hirers for regular group activities and functions and has improved the overall offer of the Centre.

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2022

(continued)

The number of administration and cleaning staff was increased in order to provide the level of service and cleanliness required.

Fund raising events such as quiz nights were held and proved to be popular and successful and will be repeated on a regular basis.

Financial review

The use of the Community Centre continued to be restricted as a result of the Covid-19 pandemic for the first six months of the year and therefore the Covid support funding received from South Gloucestershire Council of £16,000 together with the Job Retention Scheme funding received from HMRC of £1,509 was vital to enable the trustees to meet all essential running costs.

Activity increased during September to November but decreased again from December to the end of February because of the Omicron variant of Covid-19.

Income from activities recovered to the level of £59,001 for the year.

The trustees applied successfully for funding to improve the security and fire safety installations within the building and received grants totalling £12,460 during the year - £2,700 from South Gloucestershire Council and £9,760 from Suez Communities Trust which enabled the upgrades to go ahead.

A total of £22,041, including the £18,966 spent on security and fire safety upgrades, has been invested in new equipment during the year.

The financial situation continues to be monitored on a regular basis with updates provided to the trustees every two weeks. Every effort continues to be made by the administration team to attract new hirers and reduce costs wherever practicable in order to improve the charity's financial position.

Reserves policy

It continues to be the aim of the trustees to build the free reserves and set up a sinking fund to meet the costs of essential repairs, maintenance and improvements to the premises to approximately £15,000.

Plans for the future

The administration team continues to work very hard to maximise the use of the premises and therefore income and the trustees are pleased to welcome all new groups and individuals using the Centre for their activities and events.

More fund-raising events, including shows in the Main Hall and Jubilee Lounge have been held since the year end. These events were well attended and more will be planned for the future.

The significant rise in energy costs is being monitored constantly and rates of hire were increased in order to help to meet these costs during the new year.

WARMLEY COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT

MARCH 31, 2022

Trustees' responsibilities

The trustees are responsible for preparing the Trustees report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustee to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period.

In preparing these financial statements, the trustee is required to:

- Select suitable accounting policies and then apply them consistently;
- Observe methods and principles in the applicable Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provision of the Trust deed. 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.

This above report was approved on21-12-2022..... and signed on by



A Bell

Chairman of the Management Committee

WARMLEY COMMUNITY CENTRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE WARMLEY COMMUNITY CENTRE

Year ended March 31, 2022

I report to the trustees on my examination of the financial statements of The Warmley Community Centre (the charity) for the ended March 31, 2022.

Responsibilities and basis of report

As the trustees of the charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Paul Cridland FCA
Independent Examiner

61 Macrae Road
Ham Green
Bristol
BS20 0DD

6 January 2023

WARMLEY COMMUNITY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES

MARCH 31, 2022

	Notes	Restricted Funds £	Unrestricted Funds £	2022 £	2021 £
Income					
Grants, gifts and donations	4	12,775	19,826	32,601	26,905
Charitable activities	5	-	62,594	62,594	18,897
Other income	6	-	11,311	11,311	-
Investment income		-	219	219	248
Total income		12,775	93,950	106,725	46,050
Expenditure					
Charitable activities	7	315	87,729	88,044	44,629
Total expenditure		315	87,729	88,044	44,629
Net income and movement in funds		12,460	6,221	18,681	1,421
Funds transferred from previously unincorporated organisation		-	-	-	265,831
Total funds brought forward		1,000	266,252	267,252	-
Transfer between funds		(13,460)	13,460	-	-
Total funds carried forward		-	285,933	285,933	267,252

The statement of financial activities includes all gains and losses of the year.

All incoming resources and resources expended derive from continuing activities.

In the prior year all income was unrestricted and £1,000 of the funds carried forward were restricted.

WARMLEY COMMUNITY CENTRE

STATEMENT OF FINANCIAL POSITION

MARCH 31, 2022

	Notes	2022 £	2021 £
Fixed assets	11	278,296	256,255
Investments	12	6,841	6,841
 Current assets			
Debtors and prepayments	13	2,634	3,208
Cash at bank and in hand		<u>6,701</u>	<u>10,243</u>
Total current assets		<u>9,335</u>	<u>13,451</u>
 Creditors: amounts falling due within one year	14	8,539	9,295
 Net current assets		<u>796</u>	<u>4,156</u>
 Total assets less current liabilities		<u>285,933</u>	<u>267,252</u>
 Funds:			
Unrestricted funds	15	285,933	266,252
Restricted funds	15	=	<u>1,000</u>
		<u>285,933</u>	<u>267,252</u>

These financial statements have been approved by the Management Committee on.....21-12-2022
and signed on its behalf by


.....
A Bell - Chairman

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2022

1. General information

The charity is a public benefit entity and a registered charitable incorporated organisation in England and Wales. The address of the principal office is Warmley Community Centre, 20 Deanery Road, Kingswood, Bristol, BS15 9JB.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting Policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

Going concern

There are no material uncertainties about the charity's ability to continue.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Income

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific are applied to particular categories of income:

Investment income is included when receivable

Income from charitable activity is accounted for when earned

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2022

(continued)

Income (continued)

Income from grants, where related to performance and specific deliverables, is accounted for as the charity earns the right to consideration by its performance

Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of a charity.

All costs are allocated between the expenditure categories of the SOFA 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.

Tangible assets

Tangible assets are initially recorded at cost above the threshold of £500, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent impairment losses.

Depreciation

In the opinion of the trustees, the provision for depreciation on the historical costs of the land and buildings and the fixtures and fittings is not required for this financial year. The market value of the land and buildings and the fixtures and fittings exceeds the written down value shown in the financial statements.

Investments

Quoted investments are stated at the valuation as at March 31, 2022.

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2022

(continued)

4. Grants, gifts and donations

	Restricted Funds £	Unrestricted Funds £	2022 £	2021 £
Gifts & donations	-	3,826	3,826	762
South Gloucestershire Council - Covid Support Funding	-	16,000	16,000	26,143
South Gloucestershire Council – Area Wide Grant	2,700	-	2,700	-
Siston Parish Council	315	-	315	-
Suez Communities Trust	9,760	-	9,760	-
Total	12,775	19,826	32,601	26,905

5. Charitable activities

	Restricted Funds £	Unrestricted Funds £	2022 £	2021 £
Lettings to groups, clubs and individuals	-	53,806	53,806	6,993
Snooker Clocks	-	4,750	4,750	317
Sundry income	-	445	445	-
Membership subscriptions		2,084	2,084	402
HMRC – JRS funding		1,509	1,509	11,185
Total	-	62,594	62,594	18,897

6. Other income

	Restricted Funds £	Unrestricted Funds £	2022 £	2021 £
Bar and catering	-	10,437	10,437	-
Fund raising events	-	874	874	-
Total	-	11,311	11,311	-

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2022

(continued)

7. Expenditure on charitable activities

	Restricted funds £	Unrestricted funds £	Total 2022 £	Total 2021 £
Bar and catering	-	8,712	8,712	-
Support costs				
Administration:				
Salaries, wages and other staff costs	-	40,909	40,909	18,801
Printing, stationery and advertising	-	913	913	194
Telephone and postage	-	1,845	1,845	1,238
Computer software	-	851	851	773
Premises:				
Rates and water	-	1,169	1,169	1,393
Heat and light	-	12,601	12,601	9,424
Insurance	-	3,696	3,696	4,306
Repairs, maintenance and security	-	12,532	12,532	6,116
Covid-19 costs	-	28	28	1,005
Sundries	315	759	1,074	191
Financial:				
Bank interest and charges	-	234	234	288
Governance:				
Independent examination	-	900	900	900
Legal fees	-	780	780	-
Licences	-	1,479	1,479	-
D.B.S checks and training	-	321	321	-
Total expenditure	315	87,729	88,044	44,429

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2022

(continued)

8. Net income for the period

This is stated after charging:

	2022	2021
	£	£
Independent examination	<u>900</u>	<u>900</u>

9. Staff costs and numbers

Staff costs were as follows:

	2022	2021
	£	£
Salaries and wages including social security and pension costs	<u>40,909</u>	<u>18,801</u>

The average number of employees during the period was:

Part-time staff – 6, (2021 – 4)

No employee received employee benefits of more than £60,000 during the year.

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £nil.

10. Trustees' remuneration

The trustees received no remuneration during the year and no expenses were reimbursed.

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2022

(continued)

11. Tangible fixed assets

	Land and buildings £	Fixtures, fittings and equipment £	Total £
Cost			
April 1, 2021	237,020	19,235	256,255
Additions	-	22,041	22,041
Disposals	-	-	-
At March 31, 2022	<u>237,020</u>	<u>41,276</u>	<u>278,296</u>
Depreciation			
April 1, 2021	-	-	-
Charge in period	-	-	-
Disposals	-	-	-
At March 31, 2022	<u>-</u>	<u>-</u>	<u>-</u>
Net Book Value			
At March 31, 2022	<u>237,020</u>	<u>41,276</u>	<u>278,296</u>
At March 31, 2021	<u>237,020</u>	<u>19,235</u>	<u>256,255</u>

12. Investments

	2022	2021
	£	£
Listed charitable investments	<u>6,841</u>	<u>6,841</u>

13. Debtors and prepayments

	2022	2021
	£	£
Sundry debtors and prepayments	<u>2,634</u>	<u>3,208</u>

WARMLEY COMMUNITY CENTRE**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2022****(continued)****14. Creditors: amounts falling due within one year**

	2022	2021
	£	£
Creditors and accruals	<u>8,539</u>	<u>9,295</u>

15. Restricted and Unrestricted funds

	2022	2021
	£	£
Unrestricted funds:		
Funds brought forward	266,252	-
Unrestricted funds transferred from previously unincorporated organisation	-	264,831
Income	93,950	46,050
Expenditure	(87,729)	(44,629)
Transferred from Restricted funds	13,460	-
Funds carried forward	<u>285,933</u>	<u>266,252</u>
Restricted funds:		
Funds brought forward	1,000	1,000
Income	12,775	-
Expenditure	(315)	-
Transferred to Unrestricted funds	(13,460)	-
Funds carried forward	<u>-</u>	<u>1,000</u>

WARMLEY COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2022

(continued)

15. Restricted funds continued

	At April 1, 2021	Income	Expenditure	Transfer to Unrestricted funds	At March 31, 2022
		£	£	£	£
Transferred from the previously unincorporated organisation - representing a grant received from Siston Parish Council towards the purchase of CCTV equipment	1,000	-		(1,000)	-
South Gloucestershire Council – Area Wide Grant - towards the upgrade of the Centre’s security system	-	2,700	-	(2,700)	-
Suez Communities Trust - grant towards the upgrade of the Centre’s fire safety system	-	9,760	=	(9,760)	-
Siston Parish Council – funding towards the purchase of Remembrance Sunday service equipment	-	315	(315)	-	-
Total	1,000	12,775	(315)	(13,460)	-

WARMLEY COMMUNITY CENTRE**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2022****(continued)****16. Analysis of net assets between funds**

	Restricted funds	Unrestricted funds	Total funds
	£	£	2022 £
Fixed assets and investments	-	285,137	285,137
Current assets	-	9,335	9,335
Current liabilities	-	8,539	8,539
Net assets	-	285,933	285,933

	Restricted funds	Unrestricted funds	Total funds
	£	£	2021 £
Fixed assets and investments	1,000	262,096	263,096
Current assets	-	13,451	13,451
Current liabilities	-	9,295	9,295
Net assets	1,000	266,252	267,252

17. Related parties

There were no transactions with related parties during the year