

Sands End
Arts & Community
Centre

SANDS END ARTS & COMMUNITY CENTRE

TRUSTEES' REPORT AND ACCOUNTS

FOR THE PERIOD ENDED 31 DECEMBER 2021

Charity No. 1191900



SEACC working with the support of H&F Council

SANDS END ARTS & COMMUNITY CENTRE

REPORT AND ACCOUNTS

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SANDS END ARTS & COMMUNITY CENTRE
TRUSTEES' ANNUAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2021

The Trustees present their annual report and accounts of the charity for the period ended 31 December 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Trust Deed, the Charities Act 2011 and guidance issued by the Charity Commission.

OUR PURPOSE AND ACTIVITIES

The Sands End Arts and Community Centre (SEACC) charity maintains and manages an arts and community centre for use by all the people living in or near Sands End, Fulham, London. It provides a meeting place, facilities for arts, health and well-being activities, leisure pursuits and a home for community events. The charity is run by local trustees who ensure that everyone is welcome and that the centre is accessible to all. In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Activities during the period

The charity was registered on 20 October 2020. Since that time, they have negotiated a long-term lease with the London Borough of Hammersmith and Fulham (LBHF) for the use of the newly built facilities and some existing buildings for use as a community centre at a peppercorn rent. The lease was signed on July 1, 2021. Due to COVID 19 restrictions, the start-up process has been longer than initially expected and prevented certain planned activities in the period to 31 December 2021.

Achievements and Performance

During the period, the necessary set up arrangements have been put in place, including opening a bank account, setting up an accounting system, establishing operating policies and procedures and obtaining necessary operating permits. SEACC has sublet one of the halls to a community dance organisation, Dance West (registered charity No. 1179424), on a long-term basis. Their activities complement and support those of SEACC. The trustees have also renovated some of the existing buildings ready to be brought into use in 2022. Work has been underway to set up a community café which was opened in February 2022. Short term rentals of the other space in the community centre commenced and links with the local community were established and usage is increasing.

Future activities

SEACC plans to expand the usage of its facilities as they continue to reach out to the local community. In addition to room rentals, they plan to run in house activities. Usage of the community café will be expanded and additional space in the renovated existing buildings will be brought into use. It is planned to set up a volunteer scheme to supplement the centre staff and provide activities for local people to participate in the running of the centre.

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TRUSTEES' ANNUAL REPORT
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Public benefit statement

In shaping our objectives for the period and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PD2)'. The achievements and activities above demonstrate the public benefit arising through the Charity's activities.

FINANCIAL REVIEW

The Trust is classed as a "smaller" charity, as its gross income (exclusive of endowments) does not exceed £250,000. The Trustees have therefore chosen to present the accounts on a Receipts and Payments basis, in accordance with Charity Commission guidance.

The Statement of Receipts and Payments showed a net cash flow of £30,857 for the period:

Principal funding sources

SEACC has a Grant Agreement from the London Borough of Hammersmith and Fulham (LBHF) dated July 1st, 2021. Under this agreement, a provisional amount of £260,000 has been made available to SEACC for expenditures to complete the fit out and initial running costs. Certain expenditures have subsequently been made by LBHF out of this amount on behalf of and as approved by SEACC, and as at 31 December 2021, £50,000 had been drawn down directly by SEACC. The balance of the Grant outstanding at the end of 2021 and held by LBHF was £210,000.

Going forward, SEACC plans to raise funds through its day-to-day activities supplemented by fundraising and donations.

Reserves policy

SEACC does not have a reserves policy. It is planned that when fully up and running in 2023, SEACC should maintain a cash balance sufficient to cover 6 months' operating expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a Charitable Incorporated Organisation (CIO), established in 2020 and registered as a charity with the Charity Commission on 20th October 2020 under registration number 1191900. The organisation is governed by a constitution based upon the Charity Commission model documentation, which sets out the objects and powers of the charity and governs the actions of the trustees.

Recruitment and appointment of Trustees

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the Trust deed.

Organisation structure

The charity is governed by a committee of trustees. Trustees hold regular meetings where performance and future developments are discussed.

Risk management

The main financial risk is lack of funds going forward. The financial position of SEACC is monitored each month and forecasts are becoming more accurate as we gain operational experience. As the main source of income is from room rentals, the major risk to income is another Covid lockdown or other event which impacts rental demand or room availability.

Attention has also been focussed on non-financial risks arising from fire, health and safety and food hygiene. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place and regular awareness training for staff.

SANDS END ARTS & COMMUNITY CENTRE
TRUSTEES' ANNUAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Number: 1191900

Trustees: Timothy Prager (Chairman-Appointed 18th May 2022)
John Goddard (Treasurer)
Elizabeth Henderson
Benjamin Coleman (Chairman 20th October 2020 – 18th May 2022)
Kelly Bradley (Appointed 29th July 2021)
Ann Rosenberg
Vanessa Lock (Resigned 25th May 2021)

Registered Office: Sands End Arts and Community Centre, Peterborough Road, London SW6 3EZ

Independent Examiner: Mr. Samir Shah, Ramon Lee Ltd, 93 Tabernacle Street, London EC2A 4BA

Bankers: NatWest Bank, 8th Floor, 1 Hardman Boulevard, Manchester M3 3AQ

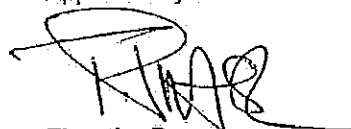
STATEMENT OF TRUSTEES' RESPONSIBILITIES

The charity Trustees are responsible for preparing a Trustees' annual report and accounts in accordance with the applicable law.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of accounts.

Approved by the Trustees and signed on their behalf by:


Timothy Prager
Trustee

7 July 2022

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
SANDS END ARTS & COMMUNITY CENTRE**

I report on the accounts of the Sands End Arts & Community Center for the period ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records

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.



**SAMIR SHAH – CHARTERED ACCOUNTANT
RAMON LEE LTD
93 TABERNACLE STREET
LONDON EC2A 4BA**

7 July 2022

SANDS END ARTS & COMMUNITY CENTRE
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds	Restricted Funds	20/10/2020 to 31/12/2021 £
		£	£	£
<u>Receipts</u>				
Donations & Legacies	2	5,000	-	5,000
Income from Charitable Activities	3	84,902	-	84,902
Rent deposit	7	3,225	-	3,225
Other Income		120	-	120
Total Receipts		93,247	-	93,247
<u>Payments</u>				
Costs of Charitable Activities	4	21,841	-	21,841
Support & Governance Costs	5	7,642	-	7,642
Sub Total		29,483	-	29,483
<u>Assets and Investment Purchases</u>				
Purchase of Assets	6	32,907	-	32,907
Sub Total		32,907	-	32,907
Total Payments		62,390	-	62,390
Net Receipts / (Payments)		30,857	-	30,857
Transfer between Funds		-	-	-
Opening Cash Funds		-	-	-
Closing Cash Funds		30,857	-	30,857

The notes on pages 8 to 11 form part of these accounts

SANDS END ARTS & COMMUNITY CENTRE

STATEMENT OF ASSETS AND LIABILITIES

	Notes	Unrestricted Funds £	Restricted Funds £	Total 31/12/2021 £
Cash Funds				
Cash at bank and in hand		30,857	-	30,857
Total Cash Funds		30,857	-	30,857
Assets				
Fixed Assets	6	32,907	-	32,907
		32,907	-	32,907
Liabilities				
Rent Deposit	7	3,225	-	3,225
		3,225	-	3,225

Approved by the Trustees on 7 July 2022 and signed on their behalf by:



 Timothy Prager
 (Chair of Trustees)

The notes on pages 8 to 11 form part of these accounts

SANDS END ARTS & COMMUNITY CENTRE

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

1.1 Basis of preparation of accounts

The statement of receipts and payment has been drawn up as a summary of the receipts and payments made during the period by the charity. Amounts are included as received by the charity or as cheques are drawn. The accounts and statements do not include accruals and prepayments in respect of income and expenses.

The statement of receipts and payments and statements of assets and liabilities have been prepared following the guidance for accounting for smaller charities issued by the Charity Commission.

1.2 Reporting period

The accounts are prepared for the period 20th October 2020 to 31st December 2021 and are the first set of accounts of the charity.

2. GRANTS, DONATIONS AND LEGACIES

	Unrestricted Funds	Restricted Funds	20/10/2020 to 31/12/2021
	£	£	£
Individual donations	5,000	-	5,000
	<u>5,000</u>	<u>-</u>	<u>5,000</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	20/10/2020 to 31/12/2021
	£	£	£
<u>Community Projects</u>			
Grant from London Borough of Hammersmith and Fulham	50,000	-	50,000
Main Hall Hire	23,200	-	23,200
Sublease income	10,557	-	10,557
Children's Parties	1,145	-	1,145
	<u>84,902</u>	<u>-</u>	<u>84,902</u>

SANDS END ARTS & COMMUNITY CENTRE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE PERIOD ENDED 31 DECEMBER 2021

4. ANALYSIS OF PAYMENTS

	Raising Funds	Community Projects	20/10/2020 to 31/12/2021
	£	£	£
Premises and Equipments Costs	-	8,811	8,811
Advertising & Marketing	-	7,900	7,900
Legal and Professional Costs	-	4,280	4,280
Other Direct Costs	-	410	410
Staff Recruitment Costs	-	295	295
Temporary Staff Costs	-	145	145
Support Costs (Note 5)	-	7,642	7,642
Governance Costs (Note 5)	-	-	-
	<u>-</u>	<u>29,483</u>	<u>29,483</u>

5. ANALYSIS OF SUPPORT AND GOVERNANCE COSTS

The Charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Governance costs and other support costs are apportioned separately between charity's key activities undertaken (see note 4) in the Period. All the general support and governance costs have been apportioned to the various charitable activities on the basis of a proportion of direct costs, allocated to each activity.

	Support Costs	Governance Costs	20/10/2020 to 31/12/2021
	£	£	£
Legal and Professional costs	3,782	-	3,782
Communication and IT Cost	1,915	-	1,915
Miscellaneous Expenses	580	-	580
Insurance	781	-	781
Printing & Stationery	361	-	361
Bank Fees	223	-	223
	<u>7,642</u>	<u>-</u>	<u>7,642</u>

SANDS END ARTS & COMMUNITY CENTRE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE PERIOD ENDED 31 DECEMBER 2021

6. FIXED ASSETS

	31/12/2021			
	£			
Net book value:				
Furniture and Fixtures				9,924
Plant and Machinery				4,838
Leasehold Property				18,145
				<u>32,907</u>
Movements in the period:				
	Furniture and Fixtures	Plant & Machinery	Leasehold Property	Total
COST	£	£	£	£
Opening Balance	-	-	-	-
Additions during the period	9,924	4,838	18,145	32,907
Disposals during the period	-	-	-	-
As at 31st December 2021	<u>9,924</u>	<u>4,838</u>	<u>18,145</u>	<u>32,907</u>
DEPRECIATION				
Opening Balance	-	-	-	-
Additions during the period	-	-	-	-
Disposals during the period	-	-	-	-
As at 31st December 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET BOOK VALUE				
As at 31st December 2021	<u>9,924</u>	<u>4,838</u>	<u>18,145</u>	<u>32,907</u>

7. LIABILITIES

	31/12/2021
	£
Rent Deposits	3,225
	<u>3,225</u>

SANDS END ARTS & COMMUNITY CENTRE
NOTES TO THE ACCOUNTS (Cont/d)
FOR THE PERIOD ENDED 31 DECEMBER 2021

8. ANALYSIS OF CHARITABLE FUNDS

	Opening Balance	Receipts	Payments	Balance as at 31/12/2021
	£	£	£	£
Unrestricted funds:				
General funds	-	93,247	62,390	30,857
Total funds	<u>-</u>	<u>93,247</u>	<u>62,390</u>	<u>30,857</u>

Description, nature and purpose of unrestricted funds:

General funds: General fund represents funds available to spend at the discretion of the Trustees.

9. Related party transactions

No related party transactions took place during the period.