

Registered Charity number
206143

Merton and Morden Guild of Social Service
Trustees' Report and Annual Financial Statements
31 March 2021

13

Merton and Morden Guild of Social Service
Report and accounts
Contents

	Page
Charity information	1
Trustees' report	2
Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes to the accounts	7 to 13

13

Merton and Morden Guild of Social Service Charity Information

President

The Mayor of Merton

Vice-President

Peter Steiner B.E.M.

Chair

Andrew Butcher

Vice-Chair

Mrs Bridget Smith

Honorary Treasurer

Mrs Jolanta Novak

General Secretary

Hamish Duncan

Office Secretary

Mrs Anne Donaghy

Elected Members

Cllr Philip Jones

Cllr Gillian Lewis Lavender

Cllr Peter Southgate

Malcolm Neale

Peter Redway

Mrs Jolanta Novak

Reporting accountant

Kathleen Bhujwalla

Bhujwalla & Co

1 Merton Park Parade

Kingston Road

Wimbledon

London

SW19

Bankers

TSB Bank

London Road

Morden

CAF Charity Money Management

Kings Hill

West Malling

Kent

Charity number

206143

13

**Merton and Morden Guild of Social Service
Trustees' Annual Report
for the year ended 31 March 2021**

Registered charity number 206143

Charity's address 34a Aberconway Road
Morden
Surrey

Trustees who manage the charity

Trustee name	Office
The Mayor of Merton	President
Peter Steiner B.E.M.	Vice-President
Andrew Butcher	Chair
Mrs Bridget Smith	Vice-Chair
Mrs Jolanta Novak	Honorary Treasurer

Cllr Philip Jones
Cllr Gillian Lewis Lavender
Cllr Peter Southgate
Malcolm Neale
Peter Redway

Governing instrument

The charity is governed by a constitution adopted 2 October 1945, as amended 18 June 1953, 12 July 1947, 9 June 1967, 29 October 1977 and 14 July 1992.

Objects of the charity and main activities

The Merton and Morden Guild of Social Service is an independent registered charity governed by a Board of Trustees, which is elected at our Annual General Meeting.

Its mission is to provide group activities for older people which aim to encourage independence, social interaction and positive well being. These activities also aim to defer the effects of isolation and calls on more expensive statutory services.

We provide a wide variety of activities as described in our annual Handbook, and thanks to the support from the London Borough of Merton, we are able to produce activities which remain affordable.

The Guild has two paid employees and uses the services of sessional workers to deliver specialist activities such as our exercise classes, line dance, tap dance and Tai Chi. All these sessional workers are qualified to appropriate standards and undertake regular professional development as laid down by their regulatory bodies.

13

**Merton and Morden Guild of Social Service
Trustees' Annual Report
for the year ended 31 March 2021**

In addition, we receive about 5,000 hours of help from volunteers which, if paid at the National Minimum Wage of approximately £8.36 per hour, would be valued at £41,800. We are extremely grateful for all the help we receive from volunteers, indeed many activities would not take place without their presence.

Risk management

All Guild activities are risk assessed from time to time and are either held in appropriate premises that we regard as places of safety or, if transport is involved, appropriate vehicles are used.

In financial terms the Guild aims for a broadly balanced budget. It maintains a cash reserve sufficient to deal with contingencies, usually 6 months running costs. After building cash reserves to a record high over the last five years we anticipate that these will be used over the next two years to cover a loss in funding for activities we intend to continue. It is our policy to hold our reserves in a low risk deposit account at CAF (Charities Aid Foundation) Bank.

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Trustees:



**Andrew Butcher
Chair**

24 February 2022

13

Merton and Morden Guild of Social Service
Independent Examiner's Report to the Members of Merton and Morden Guild
On accounts for the year ended 31 March 2021
Charity number 206143

I report on the accounts of the Guild for the year ended 31 March 2021, which are set out on pages 5 to 13.

Respective responsibilities of trustee and examiner and basis of report

The charity's trustees are responsible for the preparation of the accounts in accordance with section 144 of the Charities Act 2011 (the Charities Act).

I report in respect of my examination of the Guild'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 cause me to believe that, in any material respect:

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

Kathleen Bhujwalla
Chartered Certified Accountant

1 Merton Park Parade
Kingston Road
Wimbledon
London
SW19

24 February 2022

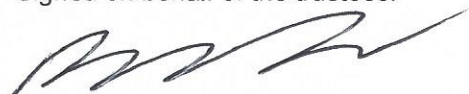
Merton and Morden Guild of Social Service
Charity no: 206143
Statement of Financial Activities
for the year ended 31 March 2021

	Note	Unrestricted Funds	Unrestricted Designated Funds	Restricted Funds	Total 2021	Total 2020
		£	£	£	£	£
Income and Expenditure						
Income Resources	2					
Income and endowments from:						
Charitable activities		64,650	-	-	64,650	61,950
Donations and legacies		3,602	-	-	3,602	3,079
Other trading activities		5,790	-	-	5,790	47,455
Investment income		-	-	-	-	-
Other		20,939	-	-	20,939	2,913
Total incoming resources		94,981	-	-	94,981	115,397
Resources expended	3					
Charitable activities		53,071		278	53,349	84,821
Raising funds	24	24		-	24	-
Management and administration of the charity	4	27,057		-	27,057	24,721
Total resources expended		(80,152)		(278)	(80,430)	(109,542)
Net income/(expenditure) before transfers		14,829		(278)	14,551	5,855
Transfer between funds		0		0	-	-
Other gains and losses		(6,401)		-	(6,401)	1
Net movement in funds		8,428	-	(278)	8,150	5,856
Reconciliation of funds:						
Total funds brought forward		11,956	-	7,775	19,731	13,875
Total funds carried forward	8	20,384	-	7,497	27,881	19,731

Merton and Morden Guild of Social Service
Charity no: 206143
Balance Sheet
as at 31 March 2021

	Notes	Unrestricted funds	Unrestricted designated funds	Restricted funds	Total 2021	Total 2020
		£	£	£	£	£
Fixed assets						
Tangible assets	5			834	834	1,112
Current assets						
Debtors and prepayments	6	629			629	14,040
Short term deposits		469		3,447	3,916	3,447
Cash at bank and in hand		22,206		3,216	25,422	5,510
		23,304	-	6,663	29,967	22,997
Creditors: amounts falling due within one year	7	(2,920)			(2,920)	(4,378)
Net current assets		20,384	-	6,663	27,047	18,619
Net assets		20,384	-	7,497	27,881	19,731
Funds						
Unrestricted funds	8	20,384			20,384	11,956
Restricted funds	8			7,497	7,497	7,775
Total funds		20,384	-	7,497	27,881	19,731

Signed on behalf of the trustees:



Andrew Butcher

Approved by the committee on 24 February 2022

13

Merton and Morden Guild of Social Service
Notes to the Accounts
for the year ended 31 March 2021

1 Basis of preparation

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to the accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

and with the Charities Act 2011.

Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2.

There has been no change to the accounting policies since last year.

Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

Material prior year errors

No material prior year errors have been identified in the reporting period.

2 Accounting policies

Reconciliation with previous generally accepted accounting practice

There have been no changes in fund balances or net income/(expenditure) reported as a result of the adoption of FRS 102.

Income

This standard list of accounting policies has been applied by the charity. Where a different or additional policy has been adopted this is detailed below.

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met.

Legacies

Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

13

Merton and Morden Guild of Social Service
Notes to the Accounts
for the year ended 31 March 2021

Government grants

The charity has received government grants in the reporting period.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Donated goods

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.

Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.

Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

Donated services and facilities

Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.

Support costs

The charity has incurred expenditure on support costs.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Expenditure and liabilities

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

13

Merton and Morden Guild of Social Service
Notes to the Accounts
for the year ended 31 March 2021

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Redundancy cost

The charity made no redundancy payments during the reporting period.

Deferred income

No material item of deferred income has been included in the accounts.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

Provision for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

Basic financial instruments

The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS 102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS 102 SORP.

Value added tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the SoFA.

Assets

Tangible fixed assets for use by the charity and depreciation

These are capitalised if they can be used for more than one year. Fixed assets are valued at cost and depreciated at the following rates:

Motor vehicles	25% reducing balance
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13

Merton and Morden Guild of Social Service
Notes to the Accounts
for the year ended 31 March 2021

2 Analysis of income

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<i>Charitable activities</i>				
Grants received	64,650	-	64,650	61,950
<i>Donations and legacies</i>				
Donations and gifts	3,602	-	3,602	3,079
<i>Other trading activities</i>				
Fit for Life	-	-	-	22,143
Lunch Club	-	-	-	4,078
Fundraising activities	533	-	533	1,285
Outings and activities	55	-	55	4,871
Minibus income	-	-	-	2,474
Covid 19 activities	5,202	-	5,202	-
Other activities	-	-	-	12,604
	5,790	-	5,790	47,455
<i>Other income</i>				
CJRS grants	7,036	-	7,036	-
Other income	13,903	-	13,903	2,913
Total income	94,981	-	94,981	115,397

Merton and Morden Guild of Social Service
Notes to the Accounts
for the year ended 31 March 2021

3 Analysis of expenditure

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Charitable activities				
Staff costs	40,089	-	40,089	50,303
Fit for Life	521	-	521	11,454
NHS Community Services	-	-	-	336
Lunch club	-	-	-	8,168
Outings and activities	-	-	-	5,424
Grants paid	-	-	-	-
Volunteer expenses	28	-	28	577
Telephones	1,200	-	1,200	-
Covid 19 Supplies	8,310	-	8,310	93
Equipment	-	-	-	649
Minibus costs	2,923	-	2,923	7,446
Minibus depreciation	-	278	278	371
	<u>53,071</u>	<u>278</u>	<u>53,349</u>	<u>84,821</u>
Raising funds				
Fundraising events	<u>24</u>	<u>-</u>	<u>24</u>	<u>-</u>

4 Management and administration of the charity

Staff costs	10,400	-	10,400	7,500
Printing, postage and stationery	1,236	-	1,236	620
Telephones	1,043	-	1,043	2,262
Office expenses	6,387	-	6,387	6,793
Insurances	596	-	596	547
Minibus costs	1,000	-	1,000	1,000
Equipment	-	-	-	-
Rent	4,950	-	4,950	4,950
Accountancy	560	-	560	720
Publicity	-	-	-	329
Office refurbishment	885	-	885	-
	<u>27,057</u>	<u>-</u>	<u>27,057</u>	<u>24,721</u>
Total expenditure	<u>80,152</u>	<u>278</u>	<u>80,430</u>	<u>109,542</u>

Details of certain items of expenditure

Independent examiner's fees	<u>560</u>	<u>-</u>	<u>560</u>	<u>720</u>
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Merton and Morden Guild of Social Service
Notes to the Accounts
for the year ended 31 March 2021

5 Staff costs

Staff costs comprised:

	2021 £	2020 £
Wages and salaries	50,489	57,803
Average head count in the year - charitable activities	2.5	2

Merton and Morden Guild of Social Service
Notes to the Accounts
for the year ended 31 March 2021

5 Tangible fixed assets for use by the charity

	Motor vehicles £
Cost	
At 1 April 2020	26,500
At 31 March 2021	<u>26,500</u>
Depreciation	
At 1 April 2020	25,388
Charge for the year	278
At 31 March 2021	<u>25,666</u>
Net book value	
At 31 March 2021	<u>834</u>
At 31 March 2020	<u>1,112</u>

6 Debtors	2021 £	2020 £
Trade debtors	473	13,888
Other debtors and prepayments	156	152
	<u>629</u>	<u>14,040</u>

7 Creditors: amounts falling due within one year	2021 £	2020 £
Other creditors and accrued expenses	<u>2,920</u>	<u>4,378</u>

8 Movement of major funds	Unrestricted £	Designated £	Restricted £	2021 £
At 1 April	11,956	-	7,775	19,731
Incoming resources	94,981	-	-	94,981
Outgoing resources	(80,152)	-	(278)	(80,430)
Transfer between funds	-	-	-	-
Gains and losses	(6,401)	-	-	(6,401)
At 31 March	<u>20,384</u>	<u>-</u>	<u>7,497</u>	<u>27,881</u>