

STAMBRIDGE COMMUNITY CENTRE

**TRUSTEES ANNUAL REPORT
AND ACCOUNTS
YEAR ENDED
31ST MARCH 2021**

PJR ACCOUNTANCY SERVICES

**16-18 WEST STREET
THE SQUARE
ROCHFORD
ESSEX
SS4 1AJ**

STAMBRIDGE COMMUNITY CENTRE

TRUSTEES' ANNUAL REPORT

For the period

From 1st April 2020 to 31st March 2021

Section A: Reference and administration details

Charity name:

Stambridge Community Centre

Other names the charity is known by:

Stambridge Memorial Hall and Grounds
Stambridge Memorial Hall

Charity Commission registered number:

230662

Charity's principal address:

Stambridge Memorial Hall
Stambridge Road
Stambridge
Rochford
Essex
SS4 2AR

Names of the charity trustees who manage the charity:

Stambridge Parish Council is the Sole Trustee of the Charity.

Section B: Structure, governance and management

Description of the charity's trusts

Type of Governing Document:

Scheme dated 10/12/1991 as amended on 05/10/1992 as amended on 25/11/2009 as amended on 08/05/2012 as amended on 28/08/2013.

How the charity is constituted:

Trust

Trustee Selection Methods:

All Parish Councillors are members of the Sole Trustee Committee.

Additional Governance Issues:

Authority for the day to day management is delegated to the Stambridge Community Centre, Management Committee by the Sole Trustee Committee

The Management Committee consists of four members of the Sole Trustee Committee, three regular hirers and one parishioner.

Section C: Objectives and activities

Charity's objects

The provision and maintenance of a village hall and recreation ground for the use of the inhabitants of the parish of Stambridge (hereinafter called "The area of benefit") without distinction of political, religious or other opinions including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation. With the object of improving the conditions of life for said inhabitants. The said land and buildings shall be held upon trust for the purposes of a village hall and recreation ground as aforesaid.

Summary of main activities

The hall is in use on a regular basis by a number of licensed user groups that cover a wide cross section of the population and community organisations. Regular users of the hall in 2020-2021 were: Mini Marvels Pre School, Dancing School, Corinthians Football Club, and the Youth Club.

The hall was used for a variety of private functions during the year.

Section D: Achievements and performance

Achievements in 2020 – 2021

The hall has continued to be used on a regular basis by the Mini Marvel Pre-School, dancing school and football club. During the year we have maintained our high management standards; the committee review our ongoing requirements and commitments at each quarterly meeting and our management policies are reviewed on a cyclical basis.

Section E: Financial Review

Reserves

The trustees' policy is to maintain income that either exceeds or matches the costs incurred in the operation of the charity, however that has been challenging during this financial year.

Section F: Declaration

The Sole Trustee Committee declare that they have approved the Stambridge Community Centre Management Committee report above.

Signed on behalf of the charity's Management Committee:

Signature 

Full Name: Sandra Sladden

Position: Assistant Clerk to the Management Committee

Date: 31/03/22

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees of the Stambridge Community Centre on the receipts and payments accounts for the year ended 31st March 2021.

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 period and that an Independent examination is needed (under section 144 of the Charities Act 2011 (the Charities Act)).

It is my responsibility to:

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

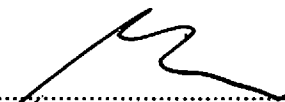
Basis of Independent examiner's statement

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 presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations 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 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.



31/03/2022
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**Stambridge Community Centre
Profit and Loss Account
For The Year Ended 31 March 2021**

| | 2021 |
|--|---------------------|
| | £ |
| Turnover | |
| Hall Hire | 7,016 |
| Grants and subsidies received | 31,464 |
| Other trading income | 995 |
| | <u>39,475</u> |
| Other Operating Income | |
| Coronavirus job retention scheme grants | 1,967 |
| | <u>1,967</u> |
| | <u>41,442</u> |
| Other Income | |
| Bank interest receivable | 8 |
| | <u>41,450</u> |
| Expenditure | |
| Wages and salaries | 9,031 |
| Light, heat & water rates | 6,337 |
| Maintenance & security of building and grounds | 16,437 |
| Cleaning & caretaking | 1,694 |
| Container hire | 2,437 |
| Insurance | 1,211 |
| Telephone | 41 |
| Accountancy fees | 420 |
| Licences | 518 |
| Other office costs | 603 |
| Sundry expenses | 387 |
| | <u>39,116</u> |
| NET PROFIT | <u><u>2,334</u></u> |

**Stambridge Community Centre
Balance Sheet
As at 31 March 2021**

| | Notes | 2021 £ | £ |
|--|-------|--------------|--------------|
| CURRENT ASSETS | | | |
| Cash at bank and in hand | | 795 | |
| VAT | | 2,841 | |
| | | <u>3,636</u> | |
| CURRENT LIABILITIES | | | |
| Other creditors | | 420 | |
| | | <u>420</u> | |
| NET CURRENT ASSETS | | | 3,216 |
| | | | <u>3,216</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | 3,216 |
| | | | <u>3,216</u> |
| NET ASSETS | | | 3,216 |
| | | | <u>3,216</u> |
| Surplus funds brought forward | | | 882 |
| Profit for the year | | | 2,334 |
| | | | <u>3,216</u> |
| Surplus Funds Carried Forward | | | 3,216 |
| | | | <u>3,216</u> |

**Stambridge Community Centre
Notes to the Accounts
For The Year Ended 31 March 2021**

1. Accounting Policy

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.