

WEST BLETCHLEY COMMUNITY ASSOCIATION

England & Wales · Charity number 254163

Details

Status Registered

Legal form Other

Registered 1967-12-28

Register [View on the Charity Commission register](#)

Contact

Address West Bletchley Community Centre
3 Porchester Close
Bletchley
Milton Keynes
MK3 6BH

Phone 01908374122

Email wbc@btconnect.com

Activities

Objects: TO PROMOTE THE BENEFIT OF THE INHABITANTS OF DENBIGH, WHADDON, NEWTON AND NEIGHBOURHOOD WITHOUT DISTINCTION OF SEX OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND INHABITANTS 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 OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: The West Bletchley Community Association undertakes without prejudice, to advance the education and provide facilities to promote the interest of social, welfare and recreational and leisure time occupations with the object of improving the life of the inhabitants of West Bletchley and neighbourhood. Assorted groups covering dancing, exercise hobbies, interest and religion use the Centre.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Disability, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Animals, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** DENBIGH, WHADDON, NEWTON, ELECTORAL WARDS
- Milton Keynes

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£43,921	£40,965	-	-
2024-03-31	£46,385	£40,216	-	-
2023-03-31	£40,230	£38,719	-	-
2022-03-31	£36,467	£28,446	-	-
2021-03-31	£31,999	£35,110	-	-

Trustees

Name	Role	Appointed
Elizabeth Jones		2022-07-26
Lucretia Greaves		2022-07-26
MARION GLASS		2018-08-14
MARY HOBBS		2014-08-19
MAUREEN CATTANES		
Maureen Ashford		2025-10-14
Peter Bickers		2024-11-05
Shirley Bickers		2022-07-26

WEST BLETCHLEY COMMUNITY ASSOCIATION

England & Wales - Charity number 254163

Accounts

WEST BLETCHLEY COMMUNITY ASSOCIATION

NOTES TO ACCOMPANY THE END OF YEAR ACCOUNTS FOR 2024/25

The End of Year Accounts for the financial year 2024, as far as possible, reflect accurately the true picture of the income, expenditure, and financial assets of the West Bletchley Community Association.

After 19 years Ken Sisson retired as treasurer and Shirley Bickers, a committee member, was elected at the Annual General Meeting in October. The members are very appreciative of the hard work and commitment that Ken had given to the centre over the years.

INCOME

As the Association does not receive any automatic subsidies or grants it relies heavily on the income it receives on hiring out its facilities to community groups and organisations. Over the last few years this has remained at a constant rate, however the committee will be looking at increasing these, and bringing their recommendations to the AGM.

Our income is also boosted by the charity shop, which is open 3 mornings a week. The committee is incredibly grateful to volunteer manager Yvonne and her band of willing assistants. It not only brings in money but customers who often join the centre's activities.

Our last income source is our centre run activities especially the drop in on a Tuesdays. We will continue to expand events which have a 2-fold function of raising funds and providing events for our members and residents to participate in.

EXPENDITURE

According to our lease the Association is responsible for the internal aspects of the building, whilst Milton Keynes City Council (Landlord) is responsible for the building and fabric. We have been fortunate that one of our new committee members has been regularly active in giving his time and expertise for free.

The gas and electric bills for the first 3 quarters were considerably higher than previous years due to the nationwide price hikes. Fortunately our manager negotiated a new contract in January 2025 which reduced these bills.

A major but necessary expenditure is wages. The committee ensure we are paying our staff an honest rate of pay, increasing with the national legal requirements, to retain the excellent staff we employ.

INVESTMENTS

The Association has retained the same parties for investments, i.e. Shawbrook Bank Bond as the illiquid account, and the Santander Business Account for the liquid account from which we may easily transfer monies to the current account if necessary. This year we have received higher interest rates than previously, but the Association is always on the look-out for better rates.

FUTURE

In the last quarter the Association acquired a treasurer account with Lloyds. This has enabled the use of debit cards and access to online banking. We therefore intend to close our Virgin Account. The financial policies have been updated to ensure the safety of our money.

As stated previously we will be looking at increasing our hire charges. We recognise that the centre has not been upgraded for some years and there is a substantial list of works from which the building would benefit. These include automatic doors for better disabled access, decorating, improving our toilets and looking at the centre's flooring. We will be setting a percentage of our savings aside for this but will be applying for grants as well.

Shirley Bickers Treasurer

West Bletchley Community Association

Receipts And Payments For The Year Ending 31st March 2025

Confidential

2023/24	RECEIPTS	2024/25	2023/24	PAYMENTS	2024/25
£	GENERAL		£		
492.00	Members/Aff. Fees	608.00	3,223.53	Lease/Water/Rates	3826.39
0.00	Patrons	0.00	11,115.28	Gas/Electricity	8131.34
4,837.35	Members Groups	5,942.35	4,105.59	Cleaner/Materials	5311.64
16,428.73	Affiliated Groups	17,802.98	12,296.42	Salaries/Pay Roll/Auditor	12306.30
11,457.35	Hirings	8,631.75	0.00	Staff Training	18.00
147.00	Raffle	279.00	108.59	Raffle Costs	16.49
7.00	Repro/Other Income	483.70	598.95	Telephone/Stamps	709.97
			452.34	Rubbish Bin	781.23
			0.00	Advertising	26.49
			782.40	Fire/Extinguishers	1295.40
			824.85	Insurances	842.24
			65.00	Locality/Comm Impact	59.00
	OTHER INCOME		400.00	Hirings Refunds	85.00
3070.81	Charity Shop	3453.61	609.00	Repairs/Maintenance	1344.57
95.00	Miscellaneous	0.00	0.00	Prizes for 100 Club	0.00
0.00	Refunds	506.59	0.00	Refreshments	153.45
			186.89	Performing Rights	0.00
			755.23	Miscellaneous	517.36
			106.82	Office Expenses/Printer	91.40
£36,535.24	GENERAL INCOME	£37,707.98	£35,630.89	GENERAL OPERATING EXPENSES	£35,516.27
	GRANTS/DONATIONS			MAJOR ITEMS	
1023.00	Funded Exercise C *	1829.50	1,350.00	Funded Exercise Class	2,250.00
301.00	Christmas Party	156.00	303.05	Christmas Party	301.23
672.98	Gvt Grant Aid Warm *	0.00	559.52	Warm Initiative	0.00
0.00	MKC Councillor	0.00	0.00	MKC Councillor	0.00
1357.77	Donations	1762.26	504.77	Donations	472.10
0.00	Boiler	0.00	0.00	Boiler	216.00
0.00	New Cooker	0.00	0.00	New Cooker	0.00
660.70	Special Events *	1016.87	853.87	Special Events inc Coronation Meal et al	698.12
4505.00	Grants *	0.00	688.94	Electrical and Lighting	1,239.60
			£325.04	Information Tecnology	271.64
£1,329.40	Investment A/Cs Interest	£1,448.22	£4,585.19	MAJOR ITEMS	£5,448.69
£46,385.09	TOTAL INCOME	£43,920.83	£40,216.08	Excess of Income Over Expenditure	£2,955.87

42472.61

BALANCE SHEET

2024/25

REPRESENTED BY:

BALANCE	31st March 2024
Current Bank Account	32,642.57
Santander Business A/C	35,046.38
Virgin Money	284.72
Shawbrook Bank	42,739.41
TOTAL	£110,713.08
Excess of Income Over Expenditure	2,955.87
TOTAL	£113,668.95

BALANCE	31st March 2025
Current Bank Account	34,150.22
Santander Business A/C	35,413.42
Virgin Money	287.07
Shawbrook Bank	43,818.24
	£79,518.73
TOTAL	£113,668.95

K.SISSON April 24

Report to the Trustees of West Bletchley Community Association (WBCA)

I report on the accounts of the WBCA charity for the year ended 31 March 2025

Respective Responsibilities of the Trustees and Examiner

The Trustees of the Association 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,
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act,
- state whether particular matter(s) have come to my attention.

Basis of an Independent Examiner's Report

My examination was carried out in accordance with the 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 explanation from you as the Charity's 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:
 - i. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - ii. to prepare accounts which accord with the accounting records and comply with 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.



Chibuzor Chima-Okoro

ACCA

Association of Chartered Certified Accountants

10 July 2025

3 Gordale Heelands

Milton Keynes, MK13 7NQ

WEST BLETCHLEY COMMUNITY ASSOCIATION

England & Wales - Charity number 254163

Accounts

WEST BLETCHLEY COMMUNITY ASSOCIATION

NOTES TO ACCOMPANY THE END OF YEAR ACCOUNTS FOR 2023/24

The End of Year Accounts for the financial year 2023, as far as possible, reflect accurately the true picture of the income, expenditure and financial assets of the West Bletchley Community Association.

This was the second year of comparable normality since Covid and its associated consequences. It saw the return of many of the user groups and their members, almost to a level of that prior to the pandemic, but which were supplemented by new initiatives. The pandemic hit the Association hard, to such an extent that closure seemed inevitable.

INCOME

As the Association does not receive any automatic Subsidies or Grants it relies solely for income on hiring out its facilities to community groups who provide a wide range of activities across the whole week from Monday to Sunday. This was supplemented by small grants from various sources either for general use but more often for specific purposes. For example, this year has seen an extension of activities all of which are community based such as the Warm Space initiative funded by Bletchley Parish Council. Other activities included a Coronation Breakfast, a Christmas Party and Special Events for the area; some of which were paid for by small grants whilst others wholly by the Association.

Rising costs have increased the need for more income but this raises a problem which has affected the Association for a number of years, in that the amount charged to the Groups cannot be increased easily. The Association has always been faced with no automatic subsidy and hire charges which must be contained; Users would leave for cheaper venues. The Association has constantly absorbed any cost increases in order to retain equilibrium of users/costs. The Association has also discussed alternate/possible ways of increasing income but has not made any progress as yet.

The income this year has been remarkably buoyant considering the general economy affecting a cost of living crisis for many. But thanks to the new initiatives it has outstripped the rise in costs.

EXPENDITURE

According to the Lease of the Centre, put simply, the Association is responsible for the internal aspects of the building, including Public Liability, running costs, internal maintenance etc. whilst Milton Keynes City Council (Landlord) is responsible for the building and fabric. The

costs obviously are not inconsiderable; the dramatic rise in utility costs plus our duty to provide a clean warm and safe environment for users, staff and volunteers, has resulted in a slight increase to the total expenditure over the year.

INVESTMENTS

The interest rates in the financial year have improved and are the best since the so called 'crash' of 2008. However, the Association has retained the same parties for investments, i.e. Shawbrook Bank Bond as the illiquid account, and the Santander Business Account for the liquid account from which we may easily transfer monies to the current account if necessary.

Although the Association is constantly on the look-out for better rates of interest it is not easy due to stringent bank rules with regard to laundering of monies and because Banks and Building Societies, perhaps surprisingly, will not deal with Village Halls, Community Centres and the like. Nevertheless the Association will always be on the look-out to improve the finances.

FUTURE

The Association has experienced a very successful year both in increased activities and finances but in the next financial year negotiations will take place for a new Lease.

KEN SISSON TREASURER TO THE WEST BLETCHLEY COMMUNITY ASSOCIATION

Report to the Trustees of West Bletchley Community Association

I report on the accounts of the charity for the year ended 31 March 2024

Respective Responsibilities of the Trustees and Examiner

The Trustees of the Association 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.

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 - ❖ to prepare accounts which accord with the accounting records and comply with 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.



Chibuzor Chima-Okoro

ACCA
Association of Chartered Certified Accountants

3 Gordale Heelands
Milton Keynes, MK13 7NQ

July 9, 2024

WEST BLETCHLEY COMMUNITY ASSOCIATION

England & Wales - Charity number 254163

Accounts

WEST BLETCHLEY COMMUNITY ASSOCIATION

NOTES TO ACCOMPANY THE END OF YEAR ACCOUNTS FOR 2022/23

The End of Year Accounts for the financial year 2022/23 as far as is possible, reflect accurately the true picture of the income; expenditure; and financial assets of the West Bletchley Community Association

This year was the first full year since the Covid pandemic but which has been equally challenging as those previously in that when some semblance of normality returned many of our Groups who used the Centre did not. This was due to a number of reasons-clearly the pandemic had had a dramatic effect in that many users of the Centre seemed afraid of the possibility of catching it despite strict hygienic regimes in place, and even for those who did venture back it took some time before confidence was fully restored.

Reasons why some Groups did not return were not related entirely to the pandemic that is, numbers of some groups fell below the economic viability and were forced to leave the Centre, whilst others moved away from the area, and at least one because age prohibited further involvement.

At the beginning of the financial year the future looked less than rosy and there was great uncertainty about the future viability of the Centre. In addition the very long-standing Administrator and the Assistant Administrator both retired at the beginning and halfway through the financial year respectively, and our thanks must go to them for their dedication collectively for very lengthy associations with the Centre.

INCOME

As in the previous two years the major concern was the income of the Association as no automatic subsidy or grants are available yet most of the Expenditure has had to be met as there were contracts and agreements to satisfy which were not negotiable

Statistics have been produced to indicate the present costs of the Association require an income of over £3K per month. The present income clearly needs a boost to be able to satisfy the proposed expenditure requirements. The solutions for the Association are minimal however bearing in mind the absence of any subsidy or automatic grants and relies solely on monies received from hiring the facilities to user Groups and attempting to obtain grants. General Grants obtained since March 2020 to March 2023 have totalled £36K from a variety of sources including some for specific projects.

Possible courses of action to improve the income stream:

- 1 increase all hiring charges until the income stream is equal to the required expenditure
- 2 Reduce the costs by cutting out some of the proposed expenditure.
- 3 Use some of the investments to supplement the income.
- 4 Borrow monies to supplement the present income.

1 Increasing the amount to be charged for Hiring is extremely difficult. The Association has always been between a rock and a hard place on this issue. This is because there is an increasing amount of competition within West Bletchley and environs even to the extent that one offers similar facilities for residents for free. This is hardly a level playing field. The fear is that if our prices are higher than any opposition, then our users may leave for cheaper venues. The Association has always decided to try to keep any increase in hiring of the usage of the Centre to a minimum. A survey of all hiring charges by Centres etc within Milton Keynes indicated that the Association was among the most expensive quartile. The result has been that the Association has rarely increased its charges and has always absorbed increased costs.

However, there has been some success in attracting new groups during the latter part of the financial year.

EXPENDITURE

As in previous years, expenditure is essential to provide a clean, warm, and safe environment as well as maintaining staffing levels and to ensure all statutory requirements are met. Once again, the Association has exercised a cost discipline by attempting to control and reduce expenditure wherever possible and negotiations have taken place with suppliers to achieve this aim.

The major blow has been the massive increase of the costs of energy – Gas and Electricity - which has affected the last two months of the financial year. The increase has been dramatic i.e. about over 300% from the past to the future costs.

However, one success story is the successful applications for grants for specific reasons for example a new gas boiler et al (the previous one circa 1987) of £5,000; a new cooker (of a similar vintage) of £2,000; Government monies under the Warm Initiative (to provide hot drinks, food, temporary shelter etc for the winter months) of £2,000; and £1,000 from a Milton Keynes Councillor. Thus this was expenditure met by £11,000 of Grants.

INVESTMENTS

Although interest rates have improved slightly towards the latter part of the financial year the stringent finance rules with respect to money laundering presents difficulties for the Association to move monies around between different banks/building societies. In addition very few financial institutions will accept monies from Charities/Village Halls etc. presumably because of previous experience, so that financial opportunities are limited. Nevertheless, the Association has both a Liquid and an Illiquid account that is, one on which there is easy access and one which has not -but a better interest rate, and it will always strive to ensure monies are placed with the best of results.

FUTURE

The next financial year will be equally challenging as previously but with increased costs and which the Association will strive to attract more groups to enhance the income stream.

KENNETH SISSON TREASURER TO WEST BLETCHLEY COMMUNITY ASSOCIATION MAY 2023.

West Bletchley Community Association

Receipts and Payments For The Year Ending 31st March 2023

Confidential	F	8k			
2021/22	RECEIPTS	2022/23	2021/22	PAYMENTS	2022/23
£	GENERAL		£		
384.00	Members/Aff. Fees	345.00	2,616.00	Lease/Water/Rates	2555.88
0.00	Patrons	0.00	2,832.00	Gas/Electricity	5225.58
2813.13	Members Groups	4,791.05	2,815.42	Cleaner/Materials	3157.38
9080.27	Affiliated Groups	15,731.91	15,783.66	Salaries/Pay Roll/Auditor	11980.67
1767.27	Hirings	3,973.80	0.00	Staff Training	0.00
0.00	Raffle	199.40	33.79	Raffle Costs	9.05
0.00	Repro/Other Income	4.00	865.08	Telephone/Stamps	626.39
			229.53	Rubbish Bin	435.42
			0.00	Advertising	411.80
			0.00	Fire/Extinguishers	578.76
			713.92	Insurances	748.73
			370.00	Locality/Comm Impact	0.00
			0.00	Hirings Refunds	100.00
			706.05	Repairs/Maintenance	635.01
			0.00	Prizes for 100 Club	0.00
1200.80	Charity Shop	2434.02	39.75	Refreshments	16.44
0.00	Miscellaneous	360.80	282.87	Performing Rights	164.62
1350.50	Refunds	587.07			
			45.48	Miscellaneous	131.61
			192.94	Office Expenses/Printer	208.11
£16,595.97	GENERAL INCOME	£28,427.05	£27,526.49	GENERAL OPERATING EXPENSES	£26,985.45
	GRANTS/DONATIONS			MAJOR ITEMS	
8,467.31	Gvt Job Retention Scheme	0.00		Warm Initiative	290.80
3,000.00	Mk Community	0.00	0.00	MKC Councillor	0.00
8,097.00	Gvt Grant Aid Warm	3000.00	0.00	Information Technology	78.00
0.00	MKC Councillor	1000.00	919.67	New Boiler	7920.00
£90.00	Donations	279.00	0.00	New Cooker	1534.00
£0.00	New Boiler	5000.00	0.00	Special Events	814.14
£0.00	New Cooker	2000.00	0.00	Electrical and Lighting	1096.92
£0.00	Special Events	96.00	0.00		
			£919.67	MAJOR ITEMS	£11,733.86
£217.17	Investment A/Cs Interest	£427.64			
£36,467.45	TOTAL INCOME	£40,229.69	£28,446.16		£38,719.31
				Excess of Income Over Expenditure	£1,510.38

BALANCE SHEET

2022/23

REPRESENTED BY:

BALANCE	31st March 2022
Current Bank Account	26,720.12
Santander Business A/C	34,645.50
Virgin Money	280.91
Shawbrook Bank	41,387.06
TOTAL	£103,033.59

Excess of Income Over Expenditure 1,510.38

TOTAL **£104,543.97**

BALANCE 31st March 2023

Current Bank Account	27,802.86
Santander Business A/C	34,721.86
Virgin Money	281.20
Shawbrook Bank	41,738.05

TOTAL **£104,543.97**

Report to the Trustees of West Bletchley Community Association

I report on the accounts of the Association for the year ended 31 March 2023

Respective Responsibilities of the Trustees and Examiner

The Trustees of the Association 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:

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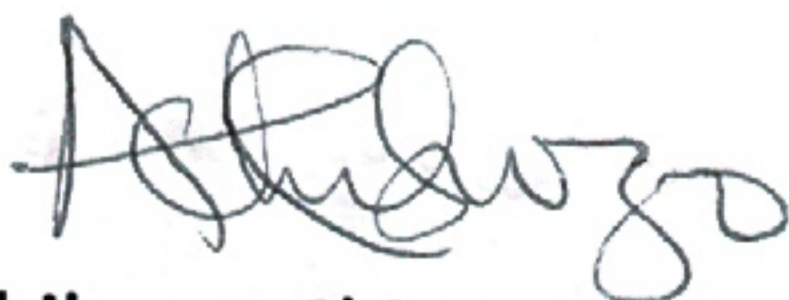
Basis of an Independent Examiner's Report

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Chibuzor Chima-Okoro

Affiliate

Association of Chartered Certified Accountants

3 Gordale, Heelands
Milton Keynes, MK13 7NQ

17th July 2023

WEST BLETCHLEY COMMUNITY ASSOCIATION

England & Wales - Charity number 254163

Accounts

WEST BLETCHLEY COMMUNITY ASSOCIATION

NOTES TO ACCOMPANY THE END OF YEAR ACCOUNTS FOR 2021/22

The End of Year Accounts for the financial year 2020/21 as far as is possible, reflect accurately the true picture of the income; expenditure; and financial assets of the West Bletchley Community Association

In common with all other Businesses and agencies the Association has found the financial year to be extremely difficult because of the effects of the Covid pandemic. The Centre has been closed for most of the period from mid -March 2020 until the end of September 2021 although partial opening did occur during October 2020

INCOME

The effect on income was dramatic as instead of the £40K-£45K which had been the norm prior to the pandemic the real income has been much reduced. The accounts show an Income of £36,467.45 for the year, but on closer scrutiny only £16,813.14 is real income as £8,467.31 was provided by the government's Furlough Scheme and £11,097.00 was obtained from Grants from a number of sources at the beginning of the financial year. It is true that during the second half of the financial year there has been a partial recovery but the number of groups using the centre has been reduced considerably since the pandemic which has also affected the income stream. Paradoxically, the furlough scheme ended at the end of September 2021 and the Association has had to provide salaries. At the beginning of the financial year the outlook appeared dreadful with a distinct possibility that the Association would not survive, the future was so uncertain.

EXPENDITURE

Expenditure is essential in order to maintain staffing levels and to provide a clean warm, and safe environment and to ensure all statutory requirements are satisfied. In the last few years the Association has adopted an exercise in attempting to control and reduce expenditure wherever possible and cost discipline has been sustained during this year, for example negotiating reductions and refunds in payments. In addition the working hours of staff were reduced as this was our largest cost centre of expenditure

The Association does not receive any official grants and relies almost wholly on income from hiring its facilities for a number of community associated activities. Donations and Grants from individuals are extremely low compared to previous years. Charges to the User Groups for the use of the facilities have only been increased once since 2010 in order to be competitive with alternate venues, all cost increases have been absorbed by the Association. There has been constant effort to fill the few vacant slots but with limited success.

INVESTMENTS

For several years the Association relied heavily on the interest received from investments but in common with all savers have suffered from poor rates of interest post 2008. The Association has attempted to save as much as possible in investments and has tried to obtain the best rates by switching around different accounts this is not easy due to stringent bank rules with regard to the laundering of money, also some accounts are difficult to transfer into because of individual bank rules. Many financial institutions are reluctant to deal with Community Centres/Village Halls perhaps because of past history hence the amount of interest produced by the Santander Account is so poor in relation to the amount invested. However, Santander were the only institution interested at that time.

FUTURE

The next financial year will be extremely challenging due to the effects of COVID19 and the drastic reduction in interest rates and without furlough and/or government grants. Although the total assets are healthy at the end of the financial **year it will be essential to continue to exercise cost discipline on ALL aspects of expenditure and to try to increase income avoiding or limiting an increase in Hiring Charges.**

.K. Sisson Treasurer of WBCA June 2022

Independent Examiner's Report to the Trustees of West Bletchley Community Association

I report on the accounts of the Association for the year ended 31 March 2022

Respective Responsibilities of the Trustees and Examiner

The Association's 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,
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act,
- state whether particular matters have come to my attention.

Basis of an Independent Examiner's Report

My examination was carried out in accordance with the 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 explanation from you as the charity's 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 account 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with 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.



Chibuzor Chima-Okoro

Affiliate

Association of Chartered Certified Accountants

3 Gordale Heelands

Milton Keynes, MK13 7NQ

24th June 2022

WEST BLETCHLEY COMMUNITY ASSOCIATION

England & Wales - Charity number 254163

Accounts

WEST BLETCHLEY COMMUNITY ASSOCIATION

NOTES TO ACCOMPANY THE END OF YEAR ACCOUNTS FOR 2020/21

The End of Year Accounts for the financial year 2020/21 as far as is possible, reflect accurately the true picture of the income; expenditure; and financial assets of the West Bletchley Community Association

In common with all other Businesses and agencies the Association has found the financial year to be extremely difficult because of the Covid pandemic. The Centre has been closed for most of the year from mid -March 2020 until the end of March 2021 except for a brief spell intra lockdowns in September when it was opened for a very limited time for Karate and one of the Churches.

STAFF SALARIES

All the Staff were put on to the Government's Furlough Job Retention Scheme at the very beginning but which had some difficulties in operation and which took most of April to sort out. The problems stemmed from the interface between the users and Her Majesty's Revenue and Customs which required passwords etc given some years ago. The inevitable result was that they had been lost and with changes of personnel very little was known about the passwords. The furlough system paid 80% of the basic salaries but which required monthly claims. The Treasurer decided to use our payroll System as a gateway into HMRC systems which required a joint effort from WBCA and our Payroll Agency. The 80% furlough pay was reduced in September and October 2020 to 70% and 60% respectively WBCA paying the difference. Each monthly gross calculation was carried out by the Treasurer and the Reductions and Claims by the Payroll which has worked well. Many thanks to the latter. The Furlough system was re-introduced from November 2020 with the full 80% which has remained for the rest of the financial year. The furlough system has worked very well since its troubled beginning and has been a major factor in the finances of the Association as will be referred to later.

INCOME

The Income Account shows £31,461.49 but includes £18,291.91 from the Government Job Retention Scheme and £11,472.00 from grants which means only £1,697.58 is true income for the whole of the financial year. Without the Furlough Scheme and the Grants the situation would have been dire. Although there were several sources of grants the Association found itself not to be eligible because of an inability to satisfy a number of criteria and some applications were processed through several stages only to fail at the last hurdles. The Treasurer was involved with applications for grant aid for most of the financial year with limited success but nevertheless obtained £10,000 through Government/Milton Keynes Council in April, £1,222.00 from MK Community, and £250 was given by a Milton Keynes Councillor.

EXPENDITURE

Although the Centre has been closed for the majority of the financial year the expenditure is relatively high due to a number of factors - contractual undertakings such as the Lease; Utilities; other Service Providers; Refunds to

those who had booked for subsequent cancelled coach trips and to those who had paid in advance for hiring the premises. Attempts were made either to abandon the contractual payments or to reduce them were partially successful but one of the largest costs were associated with having the unfortunate timing of major problems with the Emergency Lighting and a Survey of Hard Wiring and subsequent amendments in order to conform with electrical requirements. The Association had no choice as they were statutory requirements and the centre can only operate with approved installations.

INVESTMENTS

It has been a very difficult year for investments not only from a dramatic fall in interest rates throughout the year but from the performances of the very agencies holding the monies of the Association. For example, one Building Society with whom the Association had over £30k invested, in July transferred all of the money into our Current Account only explaining at our request that they no longer dealt with us! Astonishingly it proved extremely difficult to re-invest the money into other accounts as every attempt to do so was met with a refusal until finally the money was invested into one in which we held monies unfortunately at a very small interest rate.

FUTURE

During the year the pandemic has had a catastrophic effect particularly on Income but also on operations. The final finances have been buoyant only because of Furlough and Grants and there has hardly been any activities in the Centre throughout the year. Looking forward to 2021/22 gives cause for concern as the only certainties are the uncertainties arising from imponderables and unknowns. Furlough ends from September, will the groups using the Centre return in sufficient numbers to make the Centre financially viable as there is a cautious approach to coming back, are we able to continue with Grant Aid ETC?

The Association does not receive any official grants and relies almost wholly on income from hiring its facilities for a number of community associated activities. Donations and Grants are extremely low compared to previous years. Charges to the User Groups for the use of the facilities have only been increased once since 2010 in order to be competitive with alternate venues, all cost increases have been absorbed by the Association. There has been constant effort to fill the few vacant slots but with limited success.

Expenditure is essential in order to maintain staffing levels and to provide a clean warm, and safe environment and to ensure all statutory requirements are satisfied. In the last few years the Association has adopted an exercise in attempting to control and reduce expenditure wherever possible. The overall expenditure has been less than for 2018/19 because of a reduction in major Items.

For several years the Association relied heavily on the interest received from investments but in common with all savers have suffered from poor rates of interest post 2008. The Association has attempted to save as much as possible in investments and has tried to obtain the best rates by switching around different accounts This is not easy due to stringent bank rules with regard to

the laundering of money, also some accounts are difficult to transfer into because of individual bank rules However the Association has benefitted from the investment change to the Shawbrook Bank. The Association retains Liquid and Illiquid Accounts and will continue to try to maximise returns on investments.

The next financial year will be extremely challenging due to the effects of COVID19 and the drastic reduction in interest rates. It will be necessary to examine **ALL** aspects of expenditure and to try to increase income avoiding or limiting an increase in Hiring Charges.

K. Sisson Treasurer of WBCA June 2020

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WEST BLETCHLEY COMMUNITY ASSOCIATION**

I report on the accounts of the Association for the year ended 31st March 2021.

Respective responsibilities of trustees and examiner.

As the charity's trustees you are responsible for the preparation of the annual accounts. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of examiner's report.

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 I do not express an audit opinion on the view given by the accounts and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

Based on 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;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;

There is one matter to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A grant of £8,097 was received on 30th March 2021 which has not been included in these accounts. It has been omitted on the grounds that it is considered best included in the accounts of the subsequent year to 31st March 2022.


Trevor T Dimmock FCA
Chartered Accountant
Member of the Association of Church Accountants & Treasurers

13th July 2021

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