

# GLADSTONE DISTRICT COMMUNITY ASSOCIATION

## Trustees Report and Accounts

For the year ended 31<sup>st</sup> March 2021

Charity number 268326

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Reference and Administrative information**

Charity registration number	268326
Management Trustees	Z Akbar (Treasurer) S Akhtar (Chair) K Igbo (Secretary) R Liaqat R Mugweru
Holding Trustee	M Afzal M Jamil M Yousaf
Chief Executive Officer	M Choudhary
Principal Address	Gladstone House 316 – 318 Gladstone Street Peterborough PE2 2BX
Independent Examiner	M Ray AAC Accountants Ltd Rycroft School Road Broughton Cambridgeshire PE28 3AT
Bankers	Co-operative Bank plc 33 Westgate Peterborough PE1 1QB

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Trustees Report continued**

**For the year ended 31<sup>st</sup> March 2021**

#### **Objectives of the charity**

The objectives of the charity are to promote the social welfare of the inhabitants of the Gladstone District and any individual working and living within the administrative area of Peterborough City Council, or living outside that administrative area but wishing to avail himself or herself of the benefit of or to access the services offered by GLADCA.

#### **Activities, Achievements and Performance of the year under review**

One of predominant activities at GLADCA is the Education services, especially the provision of accredited courses through our thriving partnership with New College Stamford. Despite the pandemic we completed the 19/20 academic year and have started the 20/21 academic year with online courses and have invested in ICT equipment funded by the National Lottery Community Fund.

In response to the pandemic, we have been providing community support services such as food to homeless people which has been funded by the Cambridgeshire Coronavirus Community Fund and the National Lottery Community Fund.

Throughout the year many staff were furloughed, but where possible, and within the confines of the national restrictions, we have continued to run our immigration services.

#### **Public benefit statement**

The trustees confirm they have met their obligations relating to public benefit, as detailed above in "Activities, Achievements and Performance of the year under review".

#### **Financial review for the year**

In the year to 31<sup>st</sup> March 2021 there was a surplus of £75,110 compared to the deficit of £1,141 the year before. We are extremely grateful to the National Lottery Community Fund, the Lloyds Bank Foundation and the Tudor Trust and other local businesses and organisations that have generously supported our work during 20/21 and the surplus for the year will be invested into services in 21/22 to enable them to continue.

At the end of the year the reserves stood at £156,443.

#### **Reserves policy**

The trustees aim is that the reserves of the charity represent at least 3 months operating costs, and whilst only a relatively small amount is in liquid funds, the charity could realise sufficient cash from the disposal of its freehold property to meet its liabilities if it needed to.

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Independent Examiners report**

**To the members of Gladstone District Community Association.**

**For the year ended 31<sup>st</sup> March 2021**

I report on the accounts of the Association for the year ended 31st March 2021 which are set out on pages 8 to 18.

#### **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 year under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Act
2. to follow the procedures laid down in the general directions given by the commission under section 145(5)(b) of the Act.
3. to state whether particular matters have come to my attention.

#### **Basis of 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 trustees concerning 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 next statement.

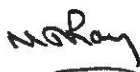
#### **Independent examiner's statement**

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 Act and
  - to prepare accounts which accord with the accounting records and
  - to comply with the accounting requirements of the 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.



Mark Ray, FFA / FIPA.

AAC Accountants Ltd, Rycroft, School Road, Broughton, Huntingdon,  
PE28 3AT

Date: 29<sup>th</sup> July 2021

# GLADSTONE DISTRICT COMMUNITY ASSOCIATION

## Balance Sheet

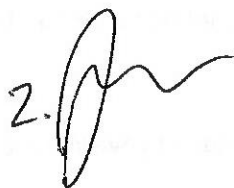
For the year ended 31<sup>st</sup> March 2021

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Fixed assets</b>					
Tangible assets	11	76,890	0	76,890	70,153
<b>Current assets</b>					
Debtors	12	4,130	0	4,130	11,038
Cash in hand and at bank		86,931	0	86,931	13,837
		91,061	0	91,061	24,875
<b>Creditors falling due in one year</b>	13	11,508	0	11,508	13,695
<b>Net current assets</b>		156,443	0	156,443	11,180
<b>Creditors falling due over one year</b>	14	0	0	0	0
<b>Total net assets</b>		156,443	0	156,443	81,333
<b>Total funds</b>	16	156,443	0	156,443	81,333

The trustees acknowledge their responsibilities for complying with the requirements of the Charities Act with respect to accounting records and the preparation of accounts.

These financial statements were approved and authorised for issue by the board on 29<sup>th</sup> July 2021

Signed on behalf of the trustees



(Trustee)

Mr. Zahid Akbar

The notes on pages 10 to 18 form part of these financial statements.

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Notes to the accounts continued**

**For the year ended 31<sup>st</sup> March 2021**

**d. Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

No grants are payable to third parties.

**e. Support costs**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, administrative and payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to expenditure on charitable activities on a basis consistent with amount of income.

**f. Governance costs**

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

**g. Costs of raising funds**

The cost of raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes.

**h. Tangible fixed assets**

Tangible fixed assets are stated at cost or valuation less accumulated depreciation. Depreciation is provided on all tangible assets, except freehold property, at rates calculated to write off the cost, less estimated residual value, over its expected useful life as follows:

Equipment, computers, fixtures and fittings - between 20% and 50% per annum on a straight-line basis.

# GLADSTONE DISTRICT COMMUNITY ASSOCIATION

## Notes to the accounts continued

For the year ended 31<sup>st</sup> March 2021

### 2. Analysis of income

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Charitable Activities:</b>					
Training & education		162,633	0	162,633	171,476
Immigration		33,676	0	33,676	47,298
Community Support		18,247	0	18,247	0
Room Hire		5,400	0	5,400	5,400
Support Costs		90,996	0	90,996	0
<b>Total</b>		<b>310,952</b>	<b>0</b>	<b>310,952</b>	<b>224,174</b>

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Investments</b>					
Bank deposit interest		0	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total</b>		<b>310,952</b>	<b>0</b>	<b>310,952</b>	<b>224,174</b>
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Included within total income above is £39,828 of government grants for furlough pay and rates relief (2020 : £2,371).

### 3. Analysis of expenditure

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Raising funds</b>					
Consultants		2,210	0	2,210	1,340
<b>Total</b>		<b>2,210</b>	<b>0</b>	<b>2,210</b>	<b>1,340</b>

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Charitable activities :</b>					
Training & education		166,967	0	166,967	168,336
Immigration		48,418	0	48,418	55,639
Community Support		18,247	0	18,247	0
Support Costs		0	0	0	0
<b>Total</b>		<b>233,632</b>	<b>0</b>	<b>233,632</b>	<b>223,975</b>

<b>Total</b>		<b>235,842</b>	<b>0</b>	<b>235,842</b>	<b>225,315</b>
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## GLADSTONE DISTRICT COMMUNITY ASSOCIATION

### Notes to the accounts continued

For the year ended 31<sup>st</sup> March 2021

#### 8. Staff costs and employee benefits

	This year	Last year
Salaries and wages	165,696	174,712
Employers National Insurance costs	5,650	7,513
Pension costs	4,478	4,725
<b>Total staff costs</b>	<b>175,824</b>	<b>186,950</b>

No employee in either year received any other benefits

No employee received total employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

#### 9. Average headcount

	This year	Last Year
The average monthly number of employees during the year was :	14	14

#### 10. Pension

The charity operates a defined contribution pension scheme for its employees. The amount recognised as an expense in the year is recorded in note 8.

The defined pension contribution liability at the yearend is allocated to unrestricted funds.



## GLADSTONE DISTRICT COMMUNITY ASSOCIATION

### Notes to the accounts continued

For the year ended 31<sup>st</sup> March 2021

#### 13. Creditors falling due within one year

	This year	Last year
Trade and other creditors	1,815	2,203
Payroll costs	4,445	5,104
Accruals and deferred income	5,248	6,182
Overpayment from LSC	0	206
<b>Total</b>	<b>11,508</b>	<b>13,695</b>

#### 14. Creditors falling due in more than one year

None

#### 15. Leases

a. Finance leases – none

b. Operating leases

Total future minimum lease payments under non cancellable operating leases are as follows:

	This year	Last year
For office photocopier - between two and five years	13,840	17,300
<b>Total</b>	<b>13,840</b>	<b>17,300</b>

318 Gladstone Street is leased for a peppercorn rent.