

Trustees' Annual Report for the year to 31 December 2021

Charity name: Mill End and District Community Association
Registered number: 269254
Principal address: Church Lane
Mill End
Rickmansworth
Hertfordshire WD3 8HD

Trustees serving during the year:

<u>Name</u>	<u>Position</u>
Kim Baker	Holding Trustee
Diana Barber	Holding Trustee
Margaret Gallagher	Holding Trustee
Preeti Shetty	Holding Trustee

Honorary Officers:

Maria King	Chair
Sarah Nelmes	Secretary
Lisa Burns	Treasurer

Committee Members:

Tricia Hedge (group)
Hanim Karahan
Andy Morrell (group)
Joanne Nethersole
Debby Tindall
Marie Truman

Structure, governance and management

Under the Constitution adopted 8 January 1974, as amended on 3 October 1974.

The charity was established by a charitable trust deed.

The Association's membership at 31 December 2021 was 247 (2020: 247).

Trustees are appointed or re-appointed annually at the AGM normally held in June.

Objectives and Activities

1. To promote for the benefit of inhabitants of Mill End and District without distinction of sex or 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; and
2. To establish or secure the establishment of a Community Centre and to maintain and manage, or to co-operate with any local statutory authority, in the maintenance

and management of such a Centre for activities, promoted by the Association and its constituent bodies in furtherance of the above objects.

The policy and general management of the affairs of the Association is directed by a Council, which in turn delegates any or all of its powers to an Executive Committee made up of elected members of the Association.

Review of financial position

The Association's receipts and payments accounts are shown on pages 5 and 6.

Cash funds at the end of 2021 totalled £58,200 (2020: £50,229) – an increase of £7,971.

The Association's total revenue for the year was £49,047 versus £50,685 in the previous year – a decrease of £1,638. Income from hall hire at £30,017 was much the same as the previous year. Rental income from the Social Club was £1,354 higher than the previous year at £9,323. Café sales of £1,123 were recorded in 2021 for the first time. As anticipated, JRS scheme grants were £5,490 lower than in 2020.

At the same time, the Association's total revenue expenditure in 2021 decreased by £4,233 to £41,076 for the year. The overall net cash position for the year was therefore up £7,971 versus the previous year.

During 2021:

The Community Centre continued to support local residents by making the Association's extensive facilities available for hire and charitable use.

It was a busy year with activities returning to the centre after restrictions eased. We were delighted to welcome back the RVS lunch club and lots of other existing and new users. It was lovely to be welcoming everyone back to the centre.

We were fortunate to receive funding from W3RT enabling us to change lighting to LED.

This year we have secured some further funding and it is planned to spend this on general building maintenance but particularly on repairs to the roof.

We continue to focus on increasing our presence within the community and our social media platforms are proving very popular which is leading to an increase in the number of enquiries and bookings.

Reserves policy

It is the policy of the Association that unrestricted funds, which have not been designated for a specific use or tied up in buildings and other tangible assets, should be maintained at a level equivalent to three months expenditure. The trustees consider that this policy reflects the wish to commit as much as possible, within the

bounds of safety, to providing suitable facilities for the members and the local community, while retaining financial stability and the potential to respond to new opportunities.

At the end of 2021, the Association's cash reserves were £58,200, equivalent to 5.4 times the current estimate for three months expenditure. This means that the Association's level of reserves, despite the adverse impact of the pandemic, are sufficient for the trustees to continue to commit to providing suitable facilities for members and the local community.

Related party transactions

The M.E.A.D.C.A. Social Club Limited is affiliated to the Mill End and District Community Association and its rules state that it will support the objects, activities and financing of the Mill End and District Community Association.

Furthermore, the profits of M.E.A.D.C.A. Social Club Limited shall be applied to maintaining or supporting the Mill End and District Community Association by way of covenants.

There are arrangements to split the cost of shared services which remain under constant review.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signature: _____

Full name: _____

Position: _____

Date: _____



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

Mill End and District Community Association

No (if any)

269254

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/01/2021

To

Period end date
31/12/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hall hire	30,017	-	-	30,017	30,416
Café sales	1,123	-	-	1,123	-
Rental income	9,323	-	-	9,323	7,969
Grants (2021: JRS scheme)	952	-	-	952	6,442
Donations	5,840	-	-	5,840	4,879
Insurance claim	1,790	-	-	1,790	-
Members' subscriptions	-	-	-	-	790
Writing course	-	-	-	-	90
Interest received	2	-	-	2	99
Sub total (Gross income for AR)	49,047	-	-	49,047	50,685
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	49,047	-	-	49,047	50,685
A3 Payments					
Cleaning	897	-	-	897	1,225
Garden costs	860	-	-	860	360
Security & fire alarm costs	921	-	-	921	955
Insurance	636	-	-	636	2,377
Light and heat	5,787	-	-	5,787	7,725
Business rates & trade refuse	1,052	-	-	1,052	1,304
Repairs and renewals	7,310	-	-	7,310	5,794
Health & safety and training costs	293	-	-	293	120
Printing, postage & stationery	114	-	-	114	113
Accountancy fees	3,434	-	-	3,434	1,370
Legal & professional fees	7	-	-	7	1,080
Wages, salaries, pension & NI	16,529	-	-	16,529	20,253
Travel costs	-	-	-	-	73
Telephone & internet	1,293	-	-	1,293	1,364
Café direct costs	534	-	-	534	-
Computer & software costs	1,140	-	-	1,140	1,001
Sundry expenses	269	-	-	269	195
Sub total	41,076	-	-	41,076	45,309
A4 Asset and investment purchases, (see table)					
Computers (laptops)	-	-	-	-	-
Furniture & equipment	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	41,076	-	-	41,076	45,309
Net of receipts/(payments)	7,971	-	-	7,971	5,376
A5 Transfers between funds					
A6 Cash funds last year end	50,229			50,229	44,853
Cash funds this year end	58,200			58,200	50,229

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Deposit accounts	26,924	-	-
	Current account	30,655		-
	Petty cash	621	-	-
	Total cash funds	58,200	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

Independent Examiner's Report to the Trustees/Members of Mill End and District Community Association

I report on the accounts for the year ended 31 December 2021 which are set out on pages 5 and 6.

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 ("the Act")) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 43 of the Act)
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- to state whether particular matters have come to my attention.

Basis of independent 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 you as 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 the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements:

1. To keep accounting records in accordance with section 41 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Signed:

Date:

Derek Skinner FCA
Skinner & Co
The Old Vicarage, 10 Church Street
Rickmansworth WD3 1BS