

Trustees' Annual Report for the year to 31 December 2023

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
Margaret Gallagher	Holding Trustee
Preeti Shetty	Holding Trustee

Honorary Officers:

Maria King	Chair
Sarah Nelmes	Secretary

Committee Members:

Andy Morrell (group)	
Marie Truman	Centre Manager

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.

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 2023 totalled £104,651 (2022: £82,805) – an increase of £21,846.

The Association's total revenue for the year was £87,886 versus £80,493 in the previous year – an increase of £7,405. Income from hall hire at £56,132 was up by £4,859 on the previous year. Rental income from the Social Club was £2,851 lower than the previous year at £12,357. Café sales of £5,094, up by £2,286 over 2022.

The Association's total revenue expenditure in 2023 increased by £10,162 to £66,040 for the year, mainly due to higher repairs and renewals costs.

The overall net cash position for the year was therefore up £21,846 versus the previous year.

During 2023:

The Centre has continued to support local residents by way of the extensive facilities once again. It has had a really busy year with continued increase in hirers for all halls as reflected in the figures and the continuing increase in users of the Centre for a wide range of activities on offer.

The Messy Play and Table Tennis are just a few of the new activities on offer with Knitting Club starting soon.

The Centre Café continues to thrive as does the RVS Lunch Club.

The management team and committee have worked incredibly hard in securing grants to make improvements in and around the Centre to ensure we remain at the heart of our community and are able to continue to thrive and grow.

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 2023, the Association's cash reserves were £104,651, equivalent to 6.3 times the current estimate for three months expenditure. This means that the Association's level of reserves 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: _____

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 2023 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



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
01/01/2023

To

Period end date
31/12/2023

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	56,132	-	-	56,132	51,273
Field hire	2,535	-	-	2,535	1,607
Café sales	5,094	-	-	5,094	2,808
Kitchen	115	-	-	115	-
Rental income	12,357	-	-	12,357	15,208
Donations	9,950	-	-	9,950	9,572
Snooker Room	1,500	-	-	1,500	-
Interest received	203	-	-	203	15
Sub total (Gross income for AR)	87,886	-	-	87,886	80,483
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	87,886	-	-	87,886	80,483
A3 Payments					
Field expenses	1,777	-	-	1,777	720
Café direct costs	3,086	-	-	3,086	1,444
Advertising	82	-	-	82	586
Wages, salaries, pension & NI	22,983	-	-	22,983	23,622
Computer & software costs	1,030	-	-	1,030	1,520
Repairs and renewals	14,428	-	-	14,428	9,128
Cleaning	3,870	-	-	3,870	1,156
Insurance	1,445	-	-	1,445	3,258
Light and heat	7,054	-	-	7,054	6,548
Business rates & trade refuse	1,350	-	-	1,350	2,158
Health & safety and training costs	1,776	-	-	1,776	81
Printing, postage & stationery	670	-	-	670	173
Accountancy & bookkeeping	4,855	-	-	4,855	4,189
Legal & professional fees	295	-	-	295	474
Telephone & internet	982	-	-	982	724
Sundry expenses	521	-	-	521	97
Sub total	66,040	-	-	66,040	55,878
A4 Asset and investment purchases, (see table)					
Furniture & equipment	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	66,040	-	-	66,040	55,878
Net of receipts/(payments)	21,846	-	-	21,846	24,605
A5 Transfers between funds					
A6 Cash funds last year end	82,805			82,805	58,200
Cash funds this year end	104,651			104,651	82,805

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	24,375	-	-
	Current account	75,897		-
	Café float	4,361		
	Petty cash	18	-	-
	Total cash funds	104,651	-	-

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval