

MILLFIELD COMMUNITY ASSOCIATION

(Charity number 269754)

ANNUAL REPORT and FINANCIAL STATEMENTS for year ended 31st MARCH 2023

MILLFIELD COMMUNITY ASSOCIATION (Registered Charity No. 269754) TRUSTEE'S ANNUAL REPORT for the year ended 31st March 2023

The Charity Trustees present their Report for the period 1st April 2022 to 31st March 2023.

The Millfield Community Association is registered with the Charity Commission number 269754 and was established in 1976.

The Charity is administered by a Management Committee comprising:-

Chair:	J M Cowdell
Vice Chair:	
Members Secretary	S Dale
Treasurer:	M J Cowdell
Members:	M Bell
Bowls	
Brownies/Rainbows:	P Foster
Viscount Railway	D Williamson
RPGS	E Handley
MCC	A Robinson

Objects, Organisation and Activities

The object of the Charity is to maintain the Millfield Community Centre and to improve the conditions of life for the inhabitants of Millfield, Peterborough.

This is to be achieved by advancing education, providing recreation and leisure facilities and promoting charitable purposes. The Management Committee aims to provide facilities at an affordable cost to voluntary and community organisations serving the community as well as local residents.

The Charity is managed by an Association of local residents comprising of elected and nominated members.

The Association relies primarily on voluntary help.

Review of Progress and Achievements

This has been quite a good year due to this being the first full year hirers have used the centre regularly since the COVID pandemic. The Association has shown a small surplus for the year. Unfortunately the Pre-school was not able to continue for the full year leaving a gap in our finances. Fortunately we have seen new hirers come on board and our Bingo sessions and Indoor Bowls have provided funds for the Association.

This was the first year we became involved with the Millfield festival and the Centre was used as the base for the Carnival part of the festival. We hope to continue to be part of the Festival in years to come. Trustees have remained loyal although we did lose one Trustee through death. Staff have remained the same with cleaners taking on some caretaker roles. We still await to hear from Peterborough City Council about the future of the Centre but they have continued to support with some of the maintenance of the Centre if they are required for Health and Safety reasons.

We look forward in hope to the forthcoming year hoping we will continue to find new hirers and look into how we can use the space left by the Pre-School.

Finances

The Association's Bankers are Barclays Bank Plc

The Independent Examiner is Matthew Coates, Coates Business Services, 46 Topham Crescent
Thorney, Peterborough, PE6 0SR

On behalf of the Managing Trustees
September 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MILLFIELD COMMUNITY ASSOCIATION (Registered Charity No. 269754)

I report on the financial statements of Millfield Community Association for the year ended 31st March 2023.

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year under section 144 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,
to follow the procedures laid down in the general Directions given by the Charity Commission
(under section 145(5)(b) of the 2011 Act, and
to 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 I do not express an audit opinion on the accounts.

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 Trustees have not met the requirements to ensure that:
 - (a) Proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
 - (b) Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; and
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

46 Topham Crescent
Thorney
Peterborough
PE6 0SR

Matthew Coates - Coates Business Services Ltd
Independent Examiner

MILLFIELD COMMUNITY ASSOCIATION
(Registered Charity no. 269754)

RECEIPTS and PAYMENTS ACCOUNTS
for the year ended 31 March 2023

31 March 22 All Funds		31 March 2023	General Fund	Restricted Fund	Total
	INCOME RECEIPTS				
	Donations, Legacies and Other similar				
	receipts				
14965.03	Grants		0.00	0.00	0.00
----- 14965.03	Total Donated Income		----- 0.00	----- 0.00	----- 0.00
	Operating Activities to further Charity Objects				
0.00	Membership fees		238.00	0.00	238.00
20882.75	Hire Charges		23977.13	0.00	23977.13
8834.80	Bingo		12275.60	0.00	12275.60
135.00	Bowls Group		643.50	0.00	643.50
1059.75	Catering		1179.50	0.00	1179.50
0.00	Social Functions		0.00	0.00	0.00
950.00	Deposits		500.00	0.00	500.00
0.00	Sundries		0.00	0.00	0.00
----- 31862.30	Total Charitable Objects		----- 38813.73	----- 0.00	----- 38813.73
	Operating Activities to generate funds				
0.00	Fund Raising		0.00	0.00	0.00
----- 0.00	Total Fund Raising		----- 0.00	----- 0.00	----- 0.00
	Investment Income				
0.94	Bank Interest		21.84	0.00	21.84
----- 0.94	Total Investment Income		----- 21.84	----- 0.00	----- 21.84
=====	TOTAL INCOME		=====	=====	=====
46828.27			38835.57	0.00	38835.57

MILLFIELD COMMUNITY ASSOCIATION
(Registered Charity no. 269754)

RECEIPTS and PAYMENTS ACCOUNTS
for the year ended 31 March 2023

31 March 22 All Funds	PAYMENTS	General Fund	Restricted Fund	Total
	Payment to generate funds			
0.00	Fund Raising	0.00	0.00	0.00
	Charitable Activities			
21874.88	Wages (Incl HMRC)	22219.90	0.00	22219.90
2027.89	Light and Heat	3344.70	0.00	3344.70
1361.07	Water Rates	1029.70	0.00	1029.70
5701.97	Hall Maintenance	4636.52	0.00	4636.52
341.96	Catering	178.37	0.00	178.37
1612.33	Bingo Expenses	2890.99	0.00	2890.99
914.50	Social Functions	371.08	0.00	371.08
538.50	Insurance	546.34	0.00	546.34
790.00	Deposit Refunded	250.00	0.00	250.00
0.00	Bowls Expenses	0.00	0.00	0.00
----- 35163.10	Total charitable objects	----- 35467.60	----- 0.00	----- 35467.60
	Support Costs			
931.23	Payroll Service	805.23	0.00	805.23
----- 931.23	Total support costs	----- 805.23	----- 0.00	----- 805.23
	Management & Administration			
830.00	Post/Stationery/Telephone	1234.26	0.00	1234.26
240.00	Independent Examiner	0.00	0.00	0.00
213.00	Trustees Expenses	345.50	0.00	345.50
612.50	Sundries	40.00	0.00	40.00
----- 1895.50	Total Management & Administration	----- 1619.76	----- 0.00	----- 1619.76
----- 37989.83	TOTAL EXPENDITURE	----- 37892.59	----- 0.00	----- 37892.59
8838.44	Net of Receipts / Payments	942.98	0.00	942.98
12906.56	Brought forward	21745.00	0.00	21745.00
----- 21745.00	Amount to carry forward	----- 22687.98	----- 0.00	----- 22687.98

All the Charity's operations are classed as continued. Movements on reserves and all recognised gains and losses are shown above.

MILLFIELD COMMUNITY ASSOCIATION
(Charity Number 269754)
STATEMENT OF ASSETS AND LIABILITIES
at end of year as at 31 March 2023

31 Mar 22		31 March 2023
	CASH FUNDS	
10488.47	Current Account	11169.35
10008.69	Business Premium Account	10030.53
1247.84	Cash in Hand	1488.10
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21745.00	TOTAL CASH FUNDS	22687.98
	 Assets retained for Charity's Use	
475.00	Stock	325.00
0.00	Fixture & Fittings	-
	 Debtors	
2528.75	Debtors due within one year	2,202.50
	 Liabilities	
0.00	Liabilities due within one year	-

The notes on pages 8 and 9 form part of these financial statements.

We approve these accounts and confirm that we have made available all relevant records and information for their preparation.

Chair

Treasurer

Date

MILLFIELD COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS for the year ended 31 March 2023

1 Accounting Policies:

- (a) The accounts have been prepared on the Receipts & Payments basis in accordance with the Charities Act 2011.
- (b) Voluntary income is received by way of donations and gifts and is included in full in the Financial Statements when received. Gifts in kind are valued at their estimated value to the Charity and included under the appropriate heading when received.
- (c) Intangible Income is valued and included in income to the extent that it represents goods or services which would otherwise be purchased. Where it is not possible to value the goods or services, such as volunteer time, the accounts do not include them.
- (d) Grants including grants for the purchase of fixed assets are recognised in full in the Financial Statements in the year in which they are received.
- (e) Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund.
- (f) Unrestricted funds are donations and other income received or generated for the objects of the Charity without further specified purpose and are available as general funds.
- (g) Fixed Assets are for use by the Charity in fulfilling its main charitable objects and are capitalised and depreciated. Depreciation is provided on all fixed assets at rates calculated to write-off the cost of each asset over its estimated useful life, which in all cases is set at four years.

2 Grants:

	2022/23	2020/21
	£	£
Peterborough City Council (for the use of the Association)	-	10,667.00
Living Sport Grant (To support Step Up Fitness Group)	-	1,460.00

3 Total emoluments Gross salary and

National Insurance contributions of two members of part time staff	22219.90	21874.88
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4 Debtors

Debtors of £2202.50 representing amounts owing to the Organisation and due within one year:-

<u>Name</u>	<u>Total Due</u>
Busy Bunnies - Invoice 2022-09-01 & 2022-10-01	£ 700.00
Tea Dance - Invoice 2023-03-04	£ 100.00
Band - Invoices 2022-12-07, 2023-01-07, 2023-02-07, 2023-03-07	£ 200.00
Step Up - Invoice 2023-03-05	£ 150.00
Scrabble - Invoice 2023-03-08	£ 75.00
Stamford AS - Invoice 2023-03-10	£ 112.50
RPGS - Invoice 2023-03-11	£ 95.00
Lacemakers - Invoice 2023-03-13	£ 20.00
Model Car Club - Invoice 2023-03-14	£ 90.00
Gardening Club - Invoice 2023-03-15	£ 30.00
Yoga - Invoice 2023-03-16	£ 30.00
Cricket East - Invoice 2023-03-17	£ 75.00
COP UK - Pentacostal Church - Invoice 2023-03-18	£ 525.00
TOTAL	£ 2,202.50

5 Trustees Remuneration and expenses:

No Trustee were remunerated during the accounting year other than reimbursement of expenses £345.50 - which was travel expenses.

6 Fixed Assets

All assets depreciated.

7 Stock

Stock as at 31st March 2023 is made up of:-

Catering	140
Maintenance items	120
Bingo Books	65
	<u>325</u>

Millfield Community Association

Bank Reconciliation

Barclays Bank Balance as at 31st March 2023	11,169.35
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Add Outstanding Deposits:

-	11,169.35
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Less unpresented Cheque(s)

Cash Book Balance as at 31st March 2022	11,169.35
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