

**Ongar and District Community Association**  
**Trustees Annual Report**

The Trustees present their report with the unaudited financial statements of the charity for the year ended 31 March 2021

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Charity No. 270668**

**Principal Office**

The Budworth Hall  
High Street  
Ongar  
Essex  
CM5 9JG

**Trustees**

The following Trustees served during the year:

N. Harries  
D. Irving  
M. Jenkins

**Accountants**

ANDREW BOWTLE MAAT LIMITED  
Unit 27, Ongar Business Cent  
The Gables, Fyfield Road  
Ongar  
Essex  
CM5 0GA

**Bankers**

The Co-Operative Bank p.l.c.  
P.O. Box 101  
1 Balloon Street  
Manchester  
M60 4EP

**OBJECTIVES AND ACTIVITIES**

To promote the benefits of the inhabitants of Ongar and the neighbourhood without distinction of sex, sexual origination, race or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants and to establish or to 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 the activities promoted by the Association and its constituent bodies in furtherance of the aforementioned objects.

## **Ongar and District Community Association Trustees Annual Report**

The main activities undertaken in relation to those purposes are the hiring of the Ballroom, Concert Room and Meeting Room and the rent of the Coffee Bar & Restaurant contained within the Budworth Hall.

The main activities undertaken to further the charity's purposes for the public benefit are the letting of halls, rooms and other areas within the Budworth Hall. The Trustees have given due consideration to the Charity Commission's guidance on the public benefit requirement contained in Charity Commission Documents PB1, PB2 and PB3

### **ACHIEVEMENTS AND PERFORMANCE**

The Charity has continued to market the halls to both the residents and sports and social organisations in the local area and has had some success in attracting more regular hirers catering for all ages. The funds generated from these additional lettings will enable the Trustees to continue the upkeep and maintenance, and improve the existing facilities, of the Grade II listed building.

### **FINANCIAL REVIEW**

Reserves are held for the continued maintenance, upkeep and improvement of The Budworth Hall, a Grade II listed building, built in 1886

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Ongar and District Community Association is an unincorporated charity and is governed by the Constitution drawn up on 17th October 1996

The methods adopted for the recruitment and appointment of new trustees are to advertise within Ongar and district and then for the existing Trustees and the Executive Council members to interview the applicants. The existing Trustees and the Executive Council members will confer and, where more than one person has applied for the appointment, a vote will be taken and a majority decision will be reached.

### **Statement of trustees' responsibilities in relation to the financial statements**

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees

D. Irving  
Trustee  
22 January 2022

# Profit and Loss

## Ongar & District Community Association For the year ended 31 March 2021

	2021	2020
<b>Turnover</b>		
Affiliations	-	210.00
Bank Interest Received	750.27	1,109.18
Cafe - Gas & Water	137.75	558.10
Cafe Rental Income	1,515.00	12,034.77
Costs recharged	46.80	1,190.40
Donations Received	196.25	10,428.11
Lettings - Ballroom	3,091.50	21,766.08
Lettings - Committee Room	22.00	2,394.40
Lettings - Concert Room	1,963.10	8,660.85
Lettings - Outer Bar	150.00	1,380.15
Membership Fees	-	90.00
Miscellaneous Income	23,483.93	7.75
Sales	184.00	96.00
<b>Total Turnover</b>	<b>31,540.60</b>	<b>59,925.79</b>
<b>Cost of Sales</b>		
Advertising	-	12.50
<b>Total Cost of Sales</b>	<b>-</b>	<b>12.50</b>
<b>Gross Profit</b>	<b>31,540.60</b>	<b>59,913.29</b>
<b>Administrative Costs</b>		
Accountancy Fees	2,084.67	2,544.77
Building Repairs & Maintenance	1,691.54	6,132.23
Cleaning	794.64	821.55
Consultancy Fees	-	325.00
Donations	-	100.00
Electricity	1,037.62	2,772.01
Fixtures & Fittings Depreciation (8002)	844.00	993.27
Gas	964.23	3,050.76
General Rates	(2.00)	685.44
Gross Wages	18,467.39	20,507.26
Improvements to Premises - depreciation (8006)	-	73.47
Insurance	5,501.16	6,666.04
Miscellaneous Motor Expenses	-	1.00
Office Machine Maintenance	125.00	55.00
Office Stationery	413.06	277.25
Postage and Carriage	-	17.13
Refreshments	-	26.60
Sub Contract Caretakers Fees	921.50	5,586.75
Subscriptions	396.16	788.16
Subsistence	-	37.80



Profit and Loss

	2021	2020
Telephone	702.95	670.87
Wages - Casual	-	1,400.00
Water Rates	96.80	532.49
<b>Total Administrative Costs</b>	<b>34,038.72</b>	<b>54,064.85</b>
<b>Operating Profit</b>	<b>(2,498.12)</b>	<b>5,848.44</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>(2,498.12)</b>	<b>5,848.44</b>
<b>Profit after Taxation</b>	<b>(2,498.12)</b>	<b>5,848.44</b>

# Balance Sheet

## Ongar & District Community Association As at 31 March 2021

	31 MAR 2021	31 MAR 2020
<b>Fixed Assets</b>		
<b>Tangible Assets</b>		
Fixtures & Fittings	21,983.45	21,983.45
Fixtures & Fittings Depreciation (0031)	(18,277.60)	(17,623.60)
Furniture & Equipment Depreciation (0041)	(17,029.73)	(16,839.73)
Furniture and Equipment	18,108.41	18,108.41
Improvements to Premises	19,491.56	19,491.56
Improvements to Premises - depreciation (0046)	(19,491.56)	(19,491.56)
Investments	3.00	3.00
<b>Total Tangible Assets</b>	<b>4,787.53</b>	<b>5,631.53</b>
<b>Total Fixed Assets</b>	<b>4,787.53</b>	<b>5,631.53</b>
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
Barclays - Premium Account	10,644.01	10,637.31
Buisness Fixed Rate Deposit 3 mth	2,782.27	2,782.27
Co-Op Current Account	4,435.31	18,261.94
Hampshire Trust No 1 A/c 10363340	45,927.74	40,743.10
Hampshire Trust No 2 A/c 10363359	40,919.77	40,606.96
Petty Cash	234.54	174.54
<b>Total Cash at bank and in hand</b>	<b>104,943.64</b>	<b>113,206.12</b>
Budworth Trading Company Ltd	50,579.37	50,579.37
Debtors Control Account	3,364.28	2,717.04
Prepayments	1,902.35	969.00
<b>Total Current Assets</b>	<b>160,789.64</b>	<b>167,471.53</b>
<b>Creditors: amounts falling due within one year</b>		
Accruals	663.11	1,882.75
Creditors Control Account	(251.44)	2,026.99
Historical Adjustment	(501.53)	(501.53)
HSBC Current A/c Closed USE 1205	1,007.25	1,007.25
Other Creditors	2,470.47	3,763.57
P.A.Y.E.	101.59	427.52
Rent Deposit	2,775.00	2,775.00
Rounding	(510.78)	(505.72)
VAT Liability	(427.35)	(521.74)
<b>Total Creditors: amounts falling due within one year</b>	<b>5,326.32</b>	<b>10,354.09</b>
<b>Net Current Assets (Liabilities)</b>	<b>155,463.32</b>	<b>157,117.44</b>
<b>Total Assets less Current Liabilities</b>	<b>160,250.85</b>	<b>162,748.97</b>
<b>Net Assets</b>	<b>160,250.85</b>	<b>162,748.97</b>

	31 MAR 2021	31 MAR 2020
<b>Capital and Reserves</b>		
Current Year Earnings	(2,498.12)	5,848.44
Restricted Income Funds	36,964.15	36,964.15
Unrestricted Funds (3200)	125,784.82	119,936.38
<b>Total Capital and Reserves</b>	<b>160,250.85</b>	<b>162,748.97</b>

## **Ongar and District Community Association**

### **Independent Examiners Report**

#### **Independent Examiner's Report to the trustees of Ongar and District Community Association**

I report to the trustees on my examination of the accounts of Ongar and District Community Association for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes.

#### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

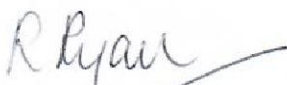
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in, any material respect:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Ruth Ryan, AATQB  
The Association of Accounting Technicians  
Ruth Ryan, AATQB  
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Ongar  
Essex  
CM5 9HA  
January 2022