



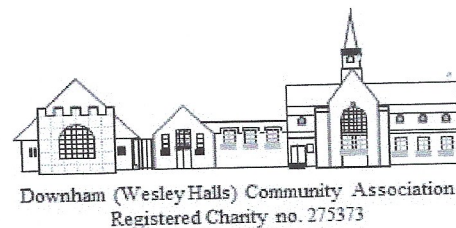
Downham (Wesley Halls) Community Association  
Registered Charity no. 275373

# DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION

## REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022

DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2022



**TABLE OF CONTENTS**

Page

3	Legal and Administrative Information
4/6	Trustees Report
7	Independent Examiner's Report
8	Statement of Financial Activities
9	Balance Sheet
10/13	Notes forming part of the Financial Statements

## **Legal and Administrative Information**

**Status:** The organisation is an unincorporated association formed under a trust deed and registered as a charity numbered 275373. The Trust Deed sets out the charity's objects and powers and how it is to be governed.

**Trustees:** Kristina Green (chair)  
Gwen Smith (secretary)  
Vera Ward (treasurer)  
Maxeen Blackman  
Margarita Paul  
Lynn Edwards

**Office:** Downham (Wesley Halls) Community Association  
2 Shroffold Road,  
London BR1 5PE  
Tel: 0208-698-1464

**Independent Examiner:** Stuart Edwards & Co  
Chartered Accountants  
124 City Road  
London EC1V 2NX

**Bankers:** Barclays Bank PLC  
Leicester  
LE87 2BB

---

## The term “we” and “our” is being used throughout for “the Trustees”

---

The trustees present their report along with the charity’s financial statements for the year ended 31st March 2022. The financial statements comply with the charity's trust deed and applicable law.

### **The trustees**

The appointment of trustees is carried out in accordance with the Trust Deed which governs the conduct of the charity. In order to be accepted as a trustee, the candidates need to be elected onto the committee as an advisor first of all thereafter the advisors are required to attend the committee meetings regularly for one year. If they prove to have the right skills and aptitude and are worthy of the trusteeship then they automatically become a trustee of the association the following year. If an advisor, or a trustee, misses three meetings in succession without extending adequate apologies then they shall no longer be able to serve on the management committee of the association. The AGM of the Association is advertised locally 2 weeks prior to the AGM meeting.

### **The Association’s Purpose is:**

- To operate a Community Centre providing affordable facilities for the local multi-cultural communities in pursuance of social welfare for recreation, education, and leisure-time well-being.
- To enable people to pursue their interests in a safe and welcoming environment.
- To enable and facilitate the development of small businesses and charities
- To act as a disseminator of information
- To be part of a wider network of local charitable organisations and local businesses.

### **Development, Activities and Achievements to Benefit the Public**

In planning the Centre programme the trustees keep in mind the Charity Commission’s guidance on public benefit. We consider that, following the post Covid 19 the Association has maintained all the pre-covid programme and has therefore performed very well.

### **Change of the Association’s Lease conditions**

The current property lease has run out this year and the Association is in discussion with the Council about renewing it. “The Heads of Terms “ ( an outline of the lease ) have been agreed and the Council will provide our Association with a draft lease for approval.



### **Post Covid 19 Lockdown**

On 18<sup>th</sup> March 2020 all activities stopped; and the centre reopened on 12<sup>th</sup> April 2021. We carried on maintaining a strict cleaning regime and took various precautions as we did the previous year. It was wonderful to hear singing once again that was not permitted during the lockdown. Also, to experience the freedom of not wearing face masks at all times was good. Singing plays a big part within the structure of the organisations be it the Downham Community Choir, the ministries, the churches, and the Brighter Horizons organisation. On 12<sup>th</sup> April 2021 – The Brighter Horizons charity for people with disabilities were the first group to restart their operations at the Centre. As they were the first organisation to return they had the advantage of having the premises to themselves and thus they were able to comply with all the government's guidelines.

They divided their service users into "bubbles" where only a limited number of people were able to attend. They kept to the distancing rules and they wore all necessary personal protective equipment. To have a good ventilation of the premises they kept the doors open throughout the duration of their stay which, needless to say, our energy bills sky-rocketed in that period.

### **Energy suppliers of gas & electricity.**

The Association continues to be responsible for the payment of all energy supply and consumption of energy on the premises. Currently we receive energy from Total Energies Gas & Power Limited, Edf and British Gas. We also own three fee-in-tariff meters for solar power that help reduce our carbon foot-print.

### **Repairs and maintenance of the building**

Throughout the year we have undertaken many repairs to the building i.e. repaired leaking taps, flushing units, changed many lights, repaired damaged doors, repaired gas boilers, cleared gutters and repaired a several parts of the flat roofs as well as carried out statutory safety compliance tests. We changed all automatic light switches to manual ones in order to save energy. The automatic light switches tended to stay on for much longer than they need to be turned on.

### **Groups that regularly operated from our Centre are:** (in alphabetical order)

Adult Learning Lewisham – short mat bowls and sport fitness for PLD  
Ageing Well Silver Lunch Club – organised by Age UK on Thursdays

Brighter Horizons Inc. Org. Charity – a full-time provision for people with learning and physical disabilities

CDK Martial Arts Clubs : Tae Kwon Do & Muay Thai classes for children, adults and families

Cheer London Allstarz – cheerleading and gymnastics classes for children and adults

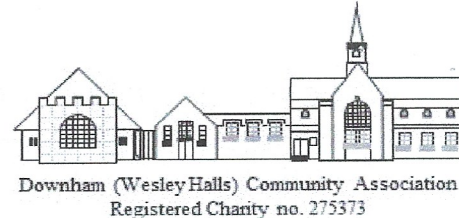
First Steps – Parent/Carer baby & toddler club – a self-help group organised and run by volunteers

Jujitsu Marshall Arts Clubs for children and adults

Kainos Ministry – regular worship and gathering

Sacred Church of Africa Ministry – regular worship and gatherings

DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2022



**Continued:**

**Groups that regularly operated from our Centre are:** (in alphabetical order)

Seventh Day Adventist Church – regular worship and gatherings

Shekinah House of Praise Ministry - regular worship and gatherings

The Downham Community Choir – choir for young adults onward

The Pathfinder Club – for young people from 10 years of age

Welcome Lunch Club - a self-help group organised and run by volunteers on Fridays

Zumba – a vibrant , fun weekly exercise

**Our future plans are to:**

- To negotiate the renewal of the premises' lease with the London Borough of Lewisham
- *To maintain and the premises to a good standard to safeguard the people in it.*
- To regularly review the Associations financial position.
- To regularly review the association's financial and management procedures to safeguard the longevity of the association.
- To be conscious of the energy consumption to minimise the centre's carbon footprint.
- To secure funding from external grant-giving organisations to finance new initiatives.
- To continue networking with the local people and to develop the centre programme to be reflective of their needs.
- To continue providing a safe and warm environment for local people and communities to be able to meet, learn, exercise and enjoy their lives.
- To continue to protect the Buildings and site for future generations as part of their heritage.

**Thanks**

It is because of our dedicated workers and volunteers that the Centre is able to manage the centre to stay open 7 days a week up to 13 hours per day. The volunteers enrich the provision that is on offer at the centre either by assisting within the various clubs , classes churches or ministries. They also regularly mow the large lawns and maintain the shrubbery for the benefit of people to be able to enjoy the clean and safe outdoor space for relaxation, children's play and even have b-b-qs and bouncy castles on site.

Also not forgetting our management committee members who offer their time freely.

**Approval**

This report was approved by of the Association's trustees and signed on their behalf by:

Kristina Green

Chair of the Management Committee

Gwen Smith

Secretary of the Management Committee

28<sup>th</sup> October 2022

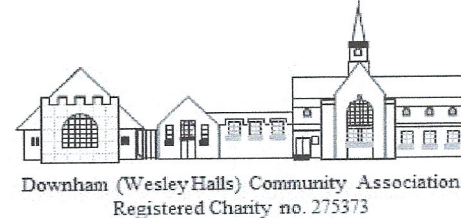
.....Date

28<sup>th</sup> October 2022

.....Date



DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2022



**Independent Examiner's Report to the Trustees of Downham (Wesley Halls)**

**Community Association**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> March 2022 which are set out on pages 8 to 13.

**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.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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 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:

1. the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

*Stuart Edwards*

Stuart Edwards, Chartered Accountant

Kemp House, 124 City Road,

LONDON, EC1V 2NX

8th November 2022

.....Date

**DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST MARCH 2022**

	Notes	<u>Restricted</u> <u>Funds</u> £	<u>Unrestricted</u> <u>Funds</u> £	<u>Total</u> £	<u>2021</u> <u>Restricted</u> <u>Funds</u> £	<u>2021</u> <u>Unrestricted</u> <u>Funds</u> £	<u>2021</u> <u>Total</u> £
<b>Income and endowments from:</b>							
<b>Voluntary Income: Donations</b>	2	-	-	-	-	-	-
<b>Investment Income: Bank Interest</b>				-	-	86	86
<b>Charitable Activities</b>							
<b>Grant Income</b>	2	-	1,449	1,449	-	25,000	25,000
<b>Centre Income</b>	2	3,333	65,809	69,142	17,182	14,133	31,315
<b>Total Income</b>		<u>3,333</u>	<u>67,258</u>	<u>70,591</u>	<u>17,182</u>	<u>39,219</u>	<u>56,401</u>
<b>Expenditure</b>							
<b>Raising Funds</b>			-	-	-	-	-
<b>Charitable Activities</b>	3	3,333	72,120	75,453	17,182	33,638	50,820
<b>Total Expenditure</b>		<u>3,333</u>	<u>72,120</u>	<u>75,453</u>	<u>17,182</u>	<u>33,638</u>	<u>50,820</u>
<b>Net Income/Expenditure for the year</b>		-	(4,862)	(4,862)	-	5,581	5,581
<b>Transfer Between Funds</b>				-	-	-	-
<b>Net Movement in funds</b>		-	(4,862)	(4,862)	-	5,581	5,581
<b>Funds balances at 1 April 2021</b>		2,653	132,544	135,197	2,653	126,963	129,616
<b>Funds balances at 31 March 2022</b>	12/13	<u>2,653</u>	<u>127,682</u>	<u>130,335</u>	<u>2,653</u>	<u>132,544</u>	<u>135,197</u>

All the charity's operations are classed as continuing.

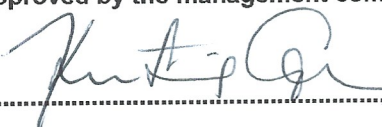
**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES**

There were no recognised gains and losses other than those included in the Statement of Financial Activities

**DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION  
BALANCE SHEET  
AS AT 31ST MARCH 2022**

	<u>Notes</u>	<u>2022</u>	<u>2021</u>
		£	£
<b>TANGIBLE FIXED ASSETS</b>	<b>8</b>	<b>50</b>	<b>50</b>
<b>CURRENT ASSETS</b>			
Debtors & Prepayments	9	12,377	3,275
Cash at Bank		<u>119,137</u>	<u>135,678</u>
		<u>131,514</u>	<u>138,953</u>
<b>CREDITORS : Amounts falling due within one year</b>	<b>10</b>	<b>1,229</b>	<b>3,806</b>
		<u>1,229</u>	<u>3,806</u>
		<b>130,285</b>	<b>135,147</b>
<b>NET ASSETS</b>		<b><u>130,335</u></b>	<b><u>135,197</u></b>
<b>Reserves</b>		<b>£</b>	<b>£</b>
General Funds	13	75,182	80,044
Designated Funds	13	<u>52,500</u>	<u>52,500</u>
		<b>127,682</b>	<b>132,544</b>
Restricted Funds	12	2,653	2,653
<b>TOTAL CHARITY FUNDS</b>		<b><u>130,335</u></b>	<b><u>135,197</u></b>

Approved by the management committee and signed on its behalf:

 Kristina Green ( Chair)

 Vera Ward ( Treasurer)

on 28/10/22 Date

The notes on pages 10 to 13 form part of these financial statements.



DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION  
NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES

- a) The accounts are prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (as amended for accounting periods commencing from 1 January 2016).  
The charity is a Public Benefit Entity as defined by FRS102.  
The accounts are prepared in sterling, which is the functional currency of the charity. The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.
- b) Donations and gifts are included in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.
- c) Grants, including those for the purchase of fixed assets, are recognised in the Statement of Financial Activities in the year in which they are receivable.
- d) Incoming resources are included when receivable.
- e) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- f) Costs are allocated to activities on the basis of the funding agreements with overhead costs being apportioned on the basis of estimates of staff time attributable to each activity.
- g) Office equipment with a useful life greater than one year and a purchase price
- h) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.
- i) Designated funds are unrestricted funds earmarked by the management committee for particular purposes.
- j) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with any other costs agreed by the donor.
- k) Pension provision is provided through a defined contribution scheme and the pension charge represents the amount payable by the charity to the fund in the year.
- l) Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any discounts due.
- m) Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.
- n) Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.
- o) The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION  
NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2022

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>2021</u> <u>Restricted</u>	<u>2021</u> <u>Unrestricted</u>	<u>2021</u> <u>Total</u>
2a Voluntary Income						
Donations			-		-	-
2b Grant & Contracts:	<u>Funds</u>	<u>Funds</u>		<u>Funds</u>	<u>Funds</u>	
L.B.Lewisham :	£	£	£	£	£	£
Covid Support		1,449	1,449	-	25,000	25,000
	-	1,449	1,449	-	-	-
2c Centre Income:	£	£	£	£	£	£
User Groups		59,045	59,045		10,448	10,448
Events & Meetings		4,177	4,177		1,245	1,245
Energy Feed In Tariff		2,305	2,305		2,150	2,150
HMRC CVJRS Support	3,333		3,333	17,182	-	17,182
Sundry Income		282	282		290	290
	3,333	65,809	69,142	-	14,133	31,315
3a CHARITABLE ACTIVITIES	£	£	£	£	£	£
Staff Costs	3,333	46,659	49,992	17,182	9,095	26,277
Premises		22,562	22,562		21,672	21,672
Communications		1,949	1,949		1,921	1,921
	3,333	71,170	74,503	-	32,688	49,870
3b GOVERNANCE COSTS	£	£	£	£	£	£
Independent Examiner's Fee		950	950		950	950
Legal Expenses			-			-
Meeting Expenses			-			-
	-	950	950	-	950	950

4. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging

	£	£
Accountants Fees:		
Independent Examination Fee	950	950

5. STAFF COSTS AND NUMBERS

	£	£
Salaries and Staff Payments	48,912	25,824
Employers NI	-	-
Pension Contribution	453	453
	49,365	26,277

No employee received emoluments of more than £60,000.

Particulars of employees:

The average weekly number of full time equivalent employees during the year was as follows :

Centre Manager or Equivalent	0.8	0.8
	0.8	0.8

6. TAXATION

The trust is currently exempt from income tax due to the charitable nature of its' activities.

7. TRUSTEE REMUNERATION & RELATED PARTY TRANSACTIONS

No trustee received any remuneration during the year (2021-£Nil). No travel or personal expenses were reimbursed to trustees during the year. (2021 £Nil)  
No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year .  
(2021-None)

**DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION**  
**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2022**

**8. TANGIBLE FIXED ASSETS**

	Centre Equipment	Total
Cost	£	£
Opening Balance	8,400	8,400
Additions		
Closing Balance	8,400	8,400
Depreciation		
Opening Balance	8,350	8,350
Charge for the year	-	-
Closing Balance	8,350	8,350
<b>NET BOOK VALUE</b>	<b>50</b>	<b>50</b>
<b>LAST YEAR</b>	<b>50</b>	<b>50</b>

The centre contents and equipment is insured for insurance purposes at a value of £2,904 and solar panels at a value of £31,767.

The charity leases the premises it occupies at 2 Shroffold Road, Bromley, BR1 5PE.

The lease runs for a twenty year term from the 29th September 2001.

A side letter to the lease was signed on 9th April 2018, in which in exchange for a peppercorn rent the charity took full responsibility for repairs and maintenance, and health and safety compliance with respect to the buildings and grounds. The requirements of the side letter commenced on 12th January 2017.

**9. DEBTORS & PREPAYMENTS**

	<u>2022</u>	<u>2021</u>
	£	£
Prepayments & Accrued Income	12,377	3,275
	<u>12,377</u>	<u>3,275</u>

**10. CREDITORS :Amounts falling due within one year**

	£	£
Taxation and Social Security	-	-
Other Creditors & Accruals	1,229	3,806
	<u>1,229</u>	<u>3,806</u>

**11. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	General	Designated	Restricted	Total
	£	£	£	£
Tangible Fixed Assets	50			50
Current Assets	76,361	52,500	2,653	131,514
Current Liabilities	(1,229)			(1,229)
<b>Net Assets at 31st March 2022</b>	<b>75,182</b>	<b>52,500</b>	<b>2,653</b>	<b>130,335</b>



**DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION**  
**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2022**

**12. RESTRICTED FUNDS**

	Community Centre	Friends of Wesley Halls	<u>Total</u>
<b>INCOME</b>	£	£	£
L.B.Lewisham :	1,449		1,449
HMRC Covid 19 JRS	3,333		3,333
Sundry	-	-	-
	<u>4,782</u>	<u>-</u>	<u>4,782</u>
<b>EXPENDITURE</b>			
Staff Costs	3,333		3,333
Premises	1,449		1,449
Project Costs	-		-
	<u>4,782</u>	<u>-</u>	<u>4,782</u>
Surplus for the Year	-	-	-
Balance at 1st April 2021	-	2,653	2,653
	<u>-</u>	<u>2,653</u>	<u>2,653</u>
Balance at 31st March 2022	-	2,653	2,653

Purpose of Restricted Funds  
 Friends of Wesley Hall: to develop services.

**13. MOVEMENT IN TOTAL FUNDS**

	At 1st April 2021	Incoming Resources	Outgoing Resources	At 31st March 2022
	£	£	£	£
Restricted Funds (Note12)	<u>2,653</u>	<u>4,782</u>	<u>(4,782)</u>	<u>2,653</u>
Unrestricted Funds				
Designated Fund	52,500			52,500
General Funds	80,044	65,809	(70,671)	75,182
Total Unrestricted Funds	<u>132,544</u>	<u>65,809</u>	<u>(70,671)</u>	<u>127,682</u>
Total Funds	<u>135,197</u>	<u>70,591</u>	<u>(75,453)</u>	<u>130,335</u>

**Purpose of Designated & General Funds**

The designated funds are earmarked in part to upgrade and repair the premises. The upgrade of the heating system and the replacement of windows which are both expected to be very costly. Repairs may also needed to the large hall roof. However designated funds may be applied to this in the event of any small shortfall in this funding. Building work is unfortunately generally more costly than expected since other work is usually identified after access has been established to the more difficult parts of the building such as the roof.

In addition major repair work could result in the closure of facilities to enable the repair work to be carried out and this could result in loss of income from users groups which may need to be funded from reserves.

The trustees earmark general funds to provide running costs equivalent to six month's expenditure in accordance with Charity Commission guidelines with a current target of £68,000.

**DOWNHAM (WESLEY HALLS) COMMUNITY ASSOCIATION**  
**APPENDIX TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2022**

	<u>2022</u>	<u>2021</u>
	£	£
<b>1. Staff Costs</b>		
Salaries & Staff Payments	48,912	24,717
Professional Fees	1,080	1,560
Training		
	<u>49,992</u>	<u>26,277</u>
<b>2. Premises</b>		
	£	£
Rent & Water Charges		707
Small Furniture & Equipment	3,347	1,907
Repairs Renewals & Maintenance	2,611	9,218
Roof Repairs	2,052	-
Cleaning	2,107	717
Alarms / Security	1,880	128
Light & Heat	6,936	5,655
Buildings Insurance	2,306	2,055
General Insurance	1,029	1,031
Sundry Expenses	294	254
Depreciation	-	-
	<u>22,562</u>	<u>21,672</u>
<b>3. Communications</b>		
	£	£
Telephone	984	1,342
Office	965	579
	<u>1,949</u>	<u>1,921</u>
<b>4. Governance Costs</b>		
	£	£
Independent Examination Fees	950	950
Legal Expenses		
Meetings Expenses		
	<u>950</u>	<u>950</u>
<b>Total Spend</b>	<u>£ 75,453</u>	<u>£ 50,820</u>