

BALDOCK COMMUNITY ASSOCIATION REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30TH APRIL 2022

BALDOCK COMMUNITY ASSOCIATION

CONTENTS

PAGE

Annual Report	1-2
Report of the Independent Examiners	3
Statement of Financial Activities	4
Balance Sheet	5
Notes Forming Part of the Accounts	6-8

BALDOCK COMMUNITY ASSOCIATION

ANNUAL REPORT FOR THE YEAR ENDED 30TH APRIL 2022

The council presents its report together with the accounts for the year ended 30th April 2022.

The members of the council, also being the management committee, during the year were as follows:

Chairman	Julian Chapman	
Treasurer	Julian Chapman	Acting
Secretary	Julian Chapman	Acting
NHDC Rep	Michael Muir	
Co Opted Members	Ruth Eversden	
:Centre Managers in Attendance	Elizabeth Eversden Tracey Chapman	

Council members are elected or appointed at the Annual General Meeting. All members of the council are required to retire annually but are eligible to be appointed or co-opted again. The council has the power to appoint such committees as it thinks appropriate to further the objects of the association.

All members of the Association shall be equally capable of being elected and shall have equal rights to nominate persons for such election.

The charity is established by its constitution and is registered with the Charity Commission Number 279196. The charity's address is Simpson Drive, High Street, Baldock, Hertfordshire, SG7 6DH.

Objects of the Charity, Principal Activities and Organisation of Our Work

The charity is established to promote the benefit of the inhabitants of Baldock and its neighbouring villages within the area of the North Herts District Council without distinctions of sex, race, colour, nationality, political, religious or other opinions by associating with 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. The charity is also to maintain and manage a Community Centre situated at Simpson Drive, Baldock 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 objectives.

Review of Progress and Achievements

The effects of the COVID19 Pandemic continue to severely impact on the Baldock Community Association, with a number of regular users not returning or dramatically reducing their usage. This coupled with the current financial climate has seen a major downturn in the Centres finances with our traditional "money making" private party bookings not taking place. The Association continues to look at alternative methods of income generation and cost reduction wherever possible.

BALDOCK COMMUNITY ASSOCIATION
ANNUAL REPORT FOR THE YEAR ENDED 30TH APRIL 2022

The Community Centre remains a well used and maintains an enviable reputation within Baldock and the surrounding district. It is used by various organisations, private residents and such like to host meetings and events. We are proud to boast that we have held events for a 1 year old and a 100 year old on the same day!

Reserves Policy

The Reserves policy of the Association was reviewed and agreed in Committee in October 2014. The association must ensure that it has sufficient cash reserves to cover the random fluctuations in monthly income expenditures, any unplanned temporary closure of premises, any liability for staff redundancy costs, plus the costs of refurbishment of the interior of the premises and the replacement of fixtures and fittings over the next 10 years. The reserves currently stand at £15,057 and this amount is currently included within the General Fund. This represents four months average expenditure. The policy will be reviewed on an ongoing basis

Investment Policy

The Association continues to believe that its current policy of investing its funds as available in a COIF - Charities Deposit Fund represents the best method of generating income from these funds while having ready access to the cash

Risk Review

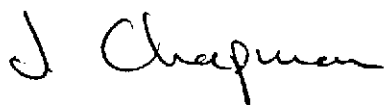
The Management Committee has conducted its own risk review of the major risks to which the charity is exposed

Finances

The attached accounts show the current state of the finances which the council consider to be sound. The charity's bankers are Lloyds TSB Bank plc, 1 Bancroft, Hitchin, Hertfordshire

The independent examiner is Miss Sally J Wainwright ACMA, a director of Et Voila Accountancy Services Limited, Isis House, Wednesbury, West Midlands, WS10 0PB.

Approved by the Association on 25/02/23 and signed on it's behalf by:



Julian Chapman (Acting Secretary)

**BALDOCK COMMUNITY ASSOCIATION
INDEPENDENT EXAMINERS' REPORT TO THE COUNCIL OF BALDOCK COMMUNITY
ASSOCIATION FOR THE YEAR ENDED 30TH APRIL 2022**

I report on the accounts for the year ended 30th April 2022, which are set out on pages 4 to 9.

Respective Responsibilities of the Council and Examiner

The charity's council are responsible for the preparation of the accounts. The charity's council consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention.

Basis of Independent Examiners' Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 council 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 opinion 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 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 requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities 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.

Name: Sally Wainwright

Relevant Professional Qualification: Associate of Chartered Institute of Management Accountants

Address: Et Voila Accountancy Services Limited, ISIS House, Smith Road, Wednesbury, West Midlands, WS10 0PB

Dated: 2nd February 2023



BALDOCK COMMUNITY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR
ENDED 30TH APRIL 2022

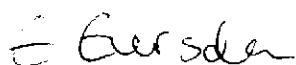
		2022	2021
	Notes	£	£
Unrestricted Incoming Resources			
Incoming resources from operating activities in adherence of the charity' s objects	2	51,705	28,191
Incoming resources from operating activities for generating funds		0	21
Restricted Funding Repairs and Maintenance		0	33,500
Other incoming resources	3	<u>2,175</u>	
Interest received		4	
		<u>53,884</u>	<u>61,712</u>
Restricted Incoming Resources			
Total Incoming Resources		<u>53,884</u>	<u>61,712</u>
Resources Expended			
Provision of community centre:			
Coffee bar		146	551
Surety Ltd		225	
Bar Sales		2,031	
Light and heat		8,681	5,456
General and water rates		411	2,613
Insurances		813	2,294
Wages and national insurance	4	23,514	7,444
Cleaning and laundry		14,123	3,864
Equipment hire		4,295	3,288
Bar Staff		1,059	
Repairs and maintenance		2,742	2,291
Restricted Funding Repairs			33,500
Sundries			26
Licences		662	338
Depreciation		<u>921</u>	<u>1,151</u>
		<u>59,623</u>	<u>62,816</u>
Management and administration:			
Accountancy		408	484
Telephone and internet		1,476	1,206
Printing, postage and stationery		140	
Professional fees			400
Bank charges		<u>378</u>	<u>290</u>
		<u>2,402</u>	<u>2,380</u>
Payments made on behalf of bar association			
Total Resources Expended		<u>62,025</u>	<u>65,196</u>
Net Incoming Resources Before			
Net Movement in Funds		(8,141)	(3,484)
Gross Transfers Between Funds			
Total Funds at 1st May 2021		23,198	26,682
Total Funds at 30th April 2022		<u>15,057</u>	<u>23,198</u>

**BALDOCK COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 30TH APRIL, 2022**

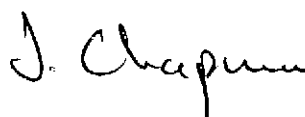
		2022 £	2022 £	2021 £	2021 £
	Notes				
Fixed Assets					
Improvements to premises	6 6		-	-	
Equipment	6		3,682	4,603	
			<u>3,682</u>	<u>4,603</u>	
Current Assets					
Stock	7	-			
Debtors and prepayments	8	-			
Balances at bank:					
Current account		2,107		10,121	
Charity deposit account		8,890		8,823	
Bar Account		736		51	
Cash in hand		<u>50</u>		<u>8</u>	
		11,783		19,003	
Current Liabilities					
Trade creditors		-		-	
Social security costs		-		-	
Sundry creditors and accruals		<u>408</u>		<u>408</u>	
		408		408	
Net Current Assets			11,375	18,595	
Net Assets			<u>15,057</u>	<u>23,198</u>	
Unrestricted Funds	9		15,057	23,198	
General Funds	9				
Restricted Funds	9				
Restricted Grant Income					
Total Funds	10		<u>15,057</u>	<u>23,198</u>	

Approved by the council on
and signed on its behalf by:

Date: 25th February 2023



Mrs E Eversden



Mr J Chapman

BALDOCK COMMUNITY ASSOCIATION**NOTES FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30TH APRIL 2022****1. Accounting Policies General**

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice Accounting and Reporting by Charities issued in 2005.

Incoming Resources

These are reported gross in the Statement of Financial Activities.

Depreciation

Depreciation is calculated to write down the cost, less estimated residual value, of all tangible fixed assets over their expected useful lives on the following bases:

Improvements to premises	Over 10 years
Equipment	20% reducing balance

Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items

Accruals Basis

The accounts have been prepared on the accruals basis and liabilities are recognised as soon there is a legal or constructive obligation committing the charity to the expenditure

Baldock Community Association Bar Committee

The Baldock Community Association Bar Committee produces accounts which are prepared independently

2. Incoming Resources from Activities in Furtherance of the Charity's Objects

	Unrestricted	Restricted	2022 Total	2021 Total
	£	£	£	£
Letting and entrance fees	49,625		49,625	15,327
Fundraising	464			
Donations	200			
Lunch Club	164			
Coffee bar	1,562		1,562	23
Photocopier and other income				21
Grants	(310)		(310)	46,341
	51,705		50,877	61,712

3. Other Incoming Resources

	Unrestricted	2022 Total	2021 Total
	£	£	£
Contributions received from bar profits	2,175	2,175	7,080

BALDOCK COMMUNITY ASSOCIATION**NOTES FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30TH APRIL 2021****4. Staff Costs and Numbers**

Staff costs were as follows:

	2022 Total £	2021 Total £
Gross wages and salaries	23,514	7,444
Employer's national insurance costs		
Total Staff Costs	<u>23,514</u>	<u>7,444</u>

The average numbers of employees in the year was 7 (2021 - 7) and were all employed in activities in furtherance of the charity's objects.

No members of the management committee were reimbursed any expenses during the year. Some of the wages during this year were paid for by the Government Job Retention Scheme

5. Net Incoming Resources For The Year This is stated after charging:

	2022 Total £	2021 Total £
Independent Examiner's fee	£	£
for reporting on the accounts	<u>408</u>	<u>408</u>

6. Tangible Fixed Assets

	Improvements to premises	Equipment	Total
	£	£	£
Cost			
At 1st May 2021	51,147	33,763	84,910
Additions		-	-
At 30th April 2022	<u>51,147</u>	<u>33,763</u>	<u>84,910</u>
Depreciation			
At 1st May 2021	51,147	29,160	80,307
		921	921
Charge for the year At 30th April 2022			
Net Book Value	<u>51,147</u>	<u>30,081</u>	<u>81,228</u>
At 30th April 2022		<u>3,682</u>	<u>3,682</u>
At 30th April 2021		<u>4,603</u>	<u>4,603</u>

All fixed assets are used in the direct furtherance of the charity's objects.

BALDOCK COMMUNITY ASSOCIATION
NOTES FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30TH
APRIL 2021

7. Stock	2022	2021
	£	£
Goods for resale		
	<u>-</u>	<u>-</u>

8. Debtors	2022	2021
	£	£
Debtors		
Prepayments		
Other debtors	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

9. Analysis of Net Assets Between Funds

	Restricted Funds	General Funds	Total Funds
	£	£	£
Tangible Fixed Assets		3,682	3,682
Current Assets		11,783	11,783
Current Liabilities		(408)	(408)
Net Assets At 30th April 2022	<u>-</u>	<u>15,058</u>	<u>15,058</u>

10. Movement in Funds

	At 1st May 2021	Incoming Resources	Outgoing Resources	At 30th April 2022
	£	£	£	£
Unrestricted Funds				
General Fund	<u>23,198</u>	<u>53,884</u>	(62,025)	<u>15,057</u>
Total				
Unrestricted Funds	<u>23,198</u>	<u>20,384</u>	(28,525)	<u>15,057</u>
Restricted Funds				
Repairs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Restricted Funds				
Total Funds	<u>23,198</u>	<u>53,884</u>	<u>(28,525)</u>	<u>48,557</u>