

**LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2023**

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr D Meechan	
	Mr S Harris	
	Mrs S Norman	
	Mrs N Petrie	
	Mr P Bullock	
	Mrs C Rutherford	
	Mr L Moyle	
	Mrs R Foster	(Appointed 6 May 2023)
	Mr C Greenway	(Appointed 13 November 2023)
Charity number	279464	
Principal address	Church Road Longlevens Gloucester GL2 0AJ	
Independent examiner	Griffiths Marshall 4th Floor Llanthony Warehouse The Docks Gloucester Gloucestershire GL1 2EH	

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

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LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 OCTOBER 2023

The trustees present their annual report and financial statements for the year ended 31 October 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Objectives and activities

The charity's objects remain the same to provide facilities in the interests of social welfare for recreational and leisure time occupation. To ensure a strong association that benefits all members and is something that residents of Longlevens can be proud of.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Some of the activities available at the Community Centre are:

Creative Kids breakfast and after school club

Brownies

Guides

Nova Combat mixed martial arts

Various fitness groups including pregnancy yoga, Pilates, active seniors and Fit for Life (a fitness group aimed at older people and helping with balance and remaining active)

Phonics and messy play classes

Table tennis / darts / skittles

Community food swap

Meetings for various ethnic groups

Ukelele group

Wakes

Private parties including birthdays, christenings, baby showers,

Achievements and performance

The association recorded a surplus for the year.

- During this year cash donations were made to:
 - Ukraine Medical Supplies
 - My Longlevens LNP
- A defibrillator was purchased for Longlevens AFC
- Food was paid purchased for the wake of a long term member's funeral.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

Funds above the level mentioned above have been moved into the Charity 'maintenance' bank account in order for the Community Centre to refurbish the toilet block used by the breakfast and after school club and to demolish and rebuild a new cellar for the bar area.

Maintenance costs this year included the usual general repairs and upkeep of the property as well as some larger projects:

- Converting a small kitchen into another bar to service the main hall
- Replacing the electrical supply which ran from the school with an independent supply
- Adding a disabled bay to the car park
- Replacing and extending the patio area in the garden
- Replacing the broken fence at the rear of the garden area

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity was established by a charitable trust deed on 27 February 1980.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr D Meechan

Mr D Evans

(Resigned 29 September 2023)

Mr S Harris

Mrs S Norman

Mrs N Petrie

Mr P Bullock

Mrs C Rutherford

Mr L Moyle

Mrs R Foster

(Appointed 6 May 2023)

Mr C Greenway

(Appointed 13 November 2023)

The trustees carry out the management of the association.

Auditor

In accordance with the company's articles, a resolution proposing that Griffiths Marshall be reappointed as auditor of the company will be put at a General Meeting.

The trustees' report was approved by the Board of Trustees.

Mr D Meechan

Chairperson

Dated: 29 July 2024

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

I report on the financial statements of the charity for the year ended 31 October 2023, which are set out on pages 4 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a qualified member of ICAEW.

It is my responsibility to:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) 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
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Ian Price

Griffiths Marshall
4th Floor
Llanthony Warehouse
The Docks
Gloucester
Gloucestershire
GL1 2EH

Dated: 29 July 2024

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Income from:			
Donations and legacies	2	-	13,343
Charitable activities	3	482,743	450,853
		<hr/>	<hr/>
Total income		482,743	464,196
 Expenditure on:			
Charitable activities	4	470,514	429,971
		<hr/>	<hr/>
Total expenditure		470,514	429,971
		<hr/>	<hr/>
Net income and movement in funds		12,229	34,225
 Reconciliation of funds:			
Fund balances at 1 November 2022		247,309	213,084
		<hr/>	<hr/>
Fund balances at 31 October 2023		259,538	247,309
		<hr/>	<hr/>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL POSITION

AS AT 31 OCTOBER 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Property, plant and equipment	8		199,042		198,865
Current assets					
Inventories	9	16,071		14,101	
Trade and other receivables	10	25,880		9,949	
Cash at bank and in hand		102,225		113,839	
		144,176		137,889	
Current liabilities	12	(67,847)		(63,612)	
Net current assets			76,329		74,277
Total assets less current liabilities			275,371		273,142
Non-current liabilities	13		(15,833)		(25,833)
Net assets			259,538		247,309
Income funds					
Unrestricted funds			259,538		247,309
			259,538		247,309

The financial statements were approved by the Trustees on 29 July 2024

Mr D Meechan
Trustee

Mrs R Foster
Secretary

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2023

1 Accounting policies

Charity information

Longlevens (Gloucester) Community Association is a registered charity with charity number 279464.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

1 Accounting policies (Continued)

1.5 Resources expended

Resources expended are recognised in the period they are incurred.

1.6 Property, plant and equipment

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	Nil
Equipment	20% reducing balance
Fixtures & fittings	20% reducing balance
CCTV	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of non-current assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Inventories

Inventories are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the inventories to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Gloucester City Council	-	13,343

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

3 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Bar income	406,335	405,976
Membership	3,092	3,212
Rental income	34,239	26,765
Other income	39,077	14,900
	<u>482,743</u>	<u>450,853</u>

4 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Staff costs	95,382	108,385
Depreciation and impairment	9,769	9,724
Purchases	215,117	228,118
Rates & water	4,437	1,643
Heat & light	19,043	12,287
Insurance	4,755	4,521
Repairs & maintenance	54,264	15,881
Cleaning	14,609	4,920
Phone & internet	594	835
Printing, postage, stationery & computer	678	938
Equipment hire	1,691	-
Bank charges	15,662	18,183
Licences	10,778	8,744
Other professional fees	1,891	3,567
Accountancy	17,760	8,860
Advertising	2,285	2,215
Other costs	1,799	1,150
	<u>470,514</u>	<u>429,971</u>
	<u>470,514</u>	<u>429,971</u>

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

5	Net movement in funds	2023	2022
		£	£
	The net movement in funds is stated after charging/(crediting):		
	Depreciation of owned property, plant and equipment	9,769	9,724
		<u> </u>	<u> </u>

6	Employees		
	The average monthly number of employees during the year was:		
		2023	2022
		Number	Number
		7	10
		<u> </u>	<u> </u>

Employment costs	2023	2022
	£	£
Wages and salaries	95,382	108,385
	<u> </u>	<u> </u>

During the year one trustee was paid a total of £15,000 for services provided to the charity, and another trustee was paid £547 for catering provisions.

There were no employees whose annual remuneration was more than £60,000.

7 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

8 Property, plant and equipment

	Land and buildings	Equipment	Fixtures & fittings	CCTV	Total
	£	£	£	£	£
Cost					
At 1 November 2022	159,966	52,450	98,149	6,925	317,490
Additions	-	1,279	5,037	3,631	9,947
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 October 2023	159,966	53,729	103,186	10,556	327,437
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Depreciation and impairment					
At 1 November 2022	-	37,075	75,220	6,331	118,626
Depreciation charged in the year	-	3,331	5,593	845	9,769
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 October 2023	-	40,406	80,813	7,176	128,395
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Carrying amount					
At 31 October 2023	159,966	13,323	22,373	3,380	199,042
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 October 2022	159,966	15,375	22,930	594	198,865
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

8 Property, plant and equipment (Continued)

Investment properties rented to another group entity have been accounted for using the cost model. The carrying value of these investment properties included within £159,966 (2022- £159,966).

9 Inventories

	2023 £	2022 £
Finished goods and goods for resale	16,071	14,101

10 Trade and other receivables

	2023 £	2022 £
Amounts falling due within one year:		
Trade receivables	9,521	4,511
Other receivables	3,400	4,363
Prepayments and accrued income	12,959	1,075
	25,880	9,949

11 Borrowings

	2023 £	2022 £
Bank loans	25,833	35,833
Payable within one year	10,000	10,000
Payable after one year	15,833	25,833

12 Current liabilities

	Notes	2023 £	2022 £
Bank loans	11	10,000	10,000
Other taxation and social security		17,099	15,353
Trade payables		34,692	33,724
Other payables		1,160	610
Accruals and deferred income		4,896	3,925
		67,847	63,612

LONGLEVENS (GLOUCESTER) COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

13 Non-current liabilities

	Notes	2023 £	2022 £
Bank loans	11	15,833	25,833

14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 November 2022 £	Incoming resources £	Resources expended £	At 31 October 2023 £
General funds	247,309	482,743	(470,514)	259,538
Previous year:	At 1 November 2021 £	Incoming resources £	Resources expended £	At 31 October 2022 £
General funds	213,084	464,196	(429,971)	247,309

15 Contingencies

During the year 2013 the Association purchased the Freehold Land from Gloucester County Council for £50,000. In the contract it was agreed that in the event of a subsequent sale of the land by the Association then this would trigger a payment of £12,500 back to Gloucester County Council.