



# **SOUTH WIMBLEDON COMMUNITY ASSOCIATION**

## **REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31<sup>ST</sup> DECEMBER 2020**

Charity Registration No: 0285705

**SOUTH WIMBLEDON COMMUNITY ASSOCIATION  
LEGAL AND ADMINISTRATIVE DETAILS  
YEAR ENDED 31ST DECEMBER 2020**

Trustees:

MR MARTIN LAKE (CHAIR)  
MR HARRY TODD (VICE-CHAIR)  
MS JUNE HAYLES (TREASURER)  
MR ANDY COLES (SECRETARY)  
MR IAN HEPPELL  
MS PAULINE COWPER  
MR BEN BUTLER  
MR THANABALASINGAM RATNAVADIEVEL  
MR BERT KENNEDY  
MRS PHILOMENA KENNEDY  
MR PEPE BRENES  
MR SHAUN BUCHANAN

Office Manager: Kate Holmes,

Caretakers: Patrick Cotter, Mousa Storer (to March 2021) and Keith Bernard (from June 2021).

Correspondence Address:        78 Victory Road  
   London  
   SW19 1HN

Principal Bankers:                Barclays Bank PLC, Nationwide Building Society and  
   Virgin Money.

**SOUTH WIMBLEDON COMMUNITY ASSOCIATION**

78 Victory Road Wimbledon SW19 1HN

Charity Number: **0285705**

Telephone: 020 8540 4539

Website: [www.southwimbledoncommunity.com](http://www.southwimbledoncommunity.com)

Email: [swcacomunity@btconnect.com](mailto:swcacomunity@btconnect.com)

**SOUTH WIMBLEDON COMMUNITY ASSOCIATION  
ANNUAL REPORT  
YEAR ENDED 31ST DECEMBER 2020**

The Board of Trustees of the Association has pleasure in presenting their Annual Report and the Financial Statements of the Charity for the Year Ended 31st December 2020.

**INTRODUCTION**

South Wimbledon Community Association is a registered Charity (No. 0285705).

**OBJECTS**

To further or benefit the residents of South Wimbledon and the surrounding area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations 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 objective of improving the conditions of life for the residents.

In the furtherance of this objective the Association hires room facilities, to predominantly local groups, from three locations in South Wimbledon.

The Board of Trustees has considered the Charity Commission's guidance on public benefit & is of the opinion that the Association is fully compliant.

**GOVERNANCE**

The Association is governed by a written Constitution which has been approved by the Charity Commission. The Board of Trustees are all subject to re-election at the Annual General Meeting.

They have control of the charity and its funds. Potential Trustees with local knowledge or expertise along with representatives of user groups are encouraged to seek election to the board. The aim is to achieve a diverse range of individuals who can make a positive contribution.

**FINANCES**

Income and Expenditure during the year amounted to £61,451 & £78,310 respectively.

**RESERVES POLICY**

The Board of Trustees believe that the Charity needs Reserves of at least £120,000 to ensure the future smooth running of the charity. This is intended to cover relocation costs in the short to medium term.

The attached financial statements show the current state of the charity's finances. The Charity's bankers are Barclays Bank Plc, Leicester, LE87 2BB; Virgin Money, Jubilee House, Newcastle upon Tyne, NE3 4PL and Nationwide Building Society, Pipers Way, SN38 1NW.

**RISK ASSESSMENT**

The Trustees continually review the controls and procedures throughout the organisation, in order to minimize external and internal risk. The organisation has adequate indemnity insurance.

**THANKS**

The Board of Trustees would like to thank Merton Council, and everyone involved with the Charity for all their support and help throughout the year.

## **SWCA CHAIR'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2020**

2020 will go down in history as the year of the Covid pandemic. Not since the two World Wars has a single event had such an impact on the lives of nearly all global citizens.

While individuals and families have borne the brunt of the catastrophe, no organisation has been immune including our own. The damage has been felt on a personal, financial and social scale.

Most sorely for the SWCA was the loss of our then Chairman Jeff Gunn who having contracted the coronavirus in March died in St George's Hospital, Tooting on 7<sup>th</sup> April 2020, aged 68 years.

Jeffrey Alexander Gunn was not only a long serving member of the association but also a stalwart of his local community through his various charitable and political roles. He will be missed as a friend and colleague as well as for his humour and good advice. A bench has been erected in his memory in a local park of which he was a Friend and one of our premises has been dedicated to him.

From the start of the first national lockdown on 23<sup>rd</sup> March our premises were closed and all business halted. One saving grace was the ability to use the Government furlough scheme for our three paid employees whenever available and also to have the comfort of our substantial reserves. Income and reserves have obviously been significantly affected as the financial return will reveal.

In preparation for the partial re-opening in July after the conditional lifting of restrictions we carried out a survey and put in place all the necessary measures to make our premises Covid secure in step with Government guidelines and orders. This involved amending our hiring agreements, introducing a one-way system with signage and floor markings to aid social-distancing, purchasing additional equipment for cleaning and providing hand sanitiser stations throughout our facilities. In spite of this we could only support a limited return of our regular users in order to comply with the restrictions on group sizes (Rule of 6) and permitted activities.

Since the start of the lockdowns and to the time of writing all official meetings of the Trustees have been hosted on Zoom and these have been held with the normal frequency. At the AGM on 30<sup>th</sup> September Martin Lake was elected as new

Chair of the Association and thanked Harry Todd for his work as acting Chair since April. All the previous positions as Officers and Trustees were re-elected.

I would like to take this opportunity to thank all our staff and Trustees for their efforts in a particularly tough environment and also all of our clients for their continued support.

We continue as our main operation to lease premises at Victory and Pincott Roads. At the moment there is no plan to expand beyond these as the new local academy school is no longer an option.

**2021 Preview:** the pandemic emergency has also dominated the first 8 months of 2021 and only at the time of writing are we getting back to the new 'normal' in terms of operations.

The second national lockdown in early January caused the closure of our premises again and the ceasing of all business until the gradual and phased re-openings in April, May and July.

There has been one staff change after a caretaker resignation in March. A new employee started in June following a short hiring campaign.

Martin Lake, Chair SWCA. 18<sup>th</sup> August 2021.

# **SOUTH WIMBLEDON COMMUNITY ASSOCIATION**

## **FINANCIAL REPORT**

### **YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

As predicted at the time of reporting for the 2019 financial year, 2020 has been a testing year for South Wimbledon Community Association (SWCA).

It was as the first quarter of the financial year drew to a close that the Covid-19 pandemic began to have significant impact for SWCA as well as worldwide. Until that point the year financially had been much as any other with a steady client base of regular group bookings and one-off events.

On March 23rd all facilities of SWCA were closed. The Community Association remained shut until July when it was able to re-open on a restricted basis to certain users. There were several tweaks to who and how groups should operate during the autumn but as December progressed and restrictions changed again the Association closed its doors for the Christmas period and as it turned out, did not reopen until April 2021.

SWCA is not unique, all charities generally speaking have seen their income adversely affected by the COVID-19 pandemic. Income for this Community Association is from the hire of facilities and in 2020 this was £38,455 compared to £98,278 in 2019. Unfortunately, this will have an ongoing impact in the 2021 accounts when they are reported next year.

#### **Income**

The support of the Government furlough scheme, London Borough of Merton (LBM), our reserves and our long-standing customers has been critical in enabling the Association to survive the Covid Crisis. The Management Committee, at the time led by Jeff Gunn (Chair), agreed to maintain our 3 part-time staff under the furlough scheme should this be possible. All our claims were achieved through the pandemic, giving us 80% of basic salary payments back through April to August. LBM maintained our grant (£5,830) for the year and continued to charge us zero Rates on the properties. For this support the Trustees would like to express their grateful appreciation. I would also personally wish to thank LBM Payroll and Human Resources for the support given to me in managing the Furlough payments throughout.

Our Reserves policy has come into its own during the period of the pandemic. We have had to draw heavily on them throughout. During 2020 we transferred £11,500 from our Savings Account into the Current Account during 2020. More has been transferred during 2021 and will be reported on in next year's financial report.

And finally, though unable to meet and use the Centre our thanks go to our long-standing customers who have showed support and patience during the lengthy closures. Knowing that the opportunities offered by SWCA were greatly missed was an incentive to all Trustees to keep things going.

## **Expenditure**

Where it was possible, we suspended services and their regular payments. For example, our cleaning service was not engaged for most of the year. Unfortunately, not all Utility companies offered the facility to suspend payments, but of course little to no use will eventually work its way through with lower bills at a later date.

Other expenditure of note has been for signage, anti-bacterial gels and other requirements to get ready for and continuing with COVID free measures.

Looking forward into 2021, the Trustees consider that satisfactory financial controls are in place, and that the Charity is well placed and resourced to continue providing its services into the foreseeable future.

June Hayles

Treasurer, SWCA

September 2021

E-mail: [swcacomunity@btconnect.com](mailto:swcacomunity@btconnect.com)

Web: [www.southwimbletoncommunity.com](http://www.southwimbletoncommunity.com)



**SOUTH WIMBLEDON COMMUNITY ASSOCIATION  
BOARD OF TRUSTEES RESPONSIBILITIES  
YEAR ENDED 31ST DECEMBER 2020**

The Board of Trustees are required to prepare a statement of accounts for each financial year that give a true and fair view of the state of affairs of the charity at the end of the financial year and of the income resources and application of resources in the year. In preparing the statement, the Board of Trustees are required to:

- a. Select suitable accounting policies and apply them consistently.
- b. Make judgments and estimates that are reasonable and prudent.
- c. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts.
- d. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the 'Charity' will continue its operations. The Board of Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the 'Charity' at that time and to enable the Board of Trustees to ensure that any statement of account prepared by them complies with the regulations. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

**SOUTH WIMBLEDON COMMUNITY ASSOCIATION  
INDEPENDENT REVIEW  
YEAR ENDED 31ST DECEMBER 2020**

I report on the accounts for the Charity for the year ended 31st December 2020 which is set out on the following pages.

This review is made solely to the Board of Trustees of South Wimbledon Community Association as a body. My review has been undertaken so that I might state to the Board of Trustees, those matters I am required to state to them in a review and for no other purpose. To the fullest extent permitted by law I do not accept or assume responsibility to anyone other than the charity and the Board of Trustees as a body for my review, for this report or for the opinions I have formed.

**Respective Responsibilities of the Trustees**

As the Board of Trustees you are responsible for the preparation of the financial statements.

**Basis of Independent Report**

A review 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 any explanations from you as the Board of 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 view given by the accounts.

**Independent statement**

In connection with my review, no other 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 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.

P Okusi  
Independent examiner  
Thompson & Co  
Vestry Hall  
Mitcham  
CR4 3UD

Date: .....

			<b>SOUTH WIMBLEDON COMMUNITY ASSOCIATION</b>		
			<b>RECEIPTS &amp; PAYMENTS SUMMARY</b>		
			<b>1ST JANUARY 2020 - 31ST DECEMBER 2020</b>		
			<b>2020</b>	<b>2019</b>	
			<b>GBP</b>	<b>GBP</b>	
Income Received					
	Hall Hire		38,455.00	98,278.00	
	LB Merton - Grant		5,830.00	5,740.00	
	Gov. UK		17,124.00		
	Investment - Interest Received		42.00	95.00	
			<b>61,451</b>	<b>104,113</b>	
Expenditure					
	Bank charges		294	474	
	Cleaning		8039	14,226	
	Rent		768	4,008	
	Insurance		1477	1,469	
	Maintenance		1571	4,686	
	Office & Sundry		1746	3,092	
	Petty Cash				
	Professional fees		325	325	
	Staff		51301	53,449	
	Travel				
	Utilities		6372	7,071	
	Deposits				
	Advertisement				
	Sundry		490	45	
	Deposits returned		5,927	9,398	
	Unpaid cheque			150	
			<b>78,310</b>	<b>98,392</b>	
Net Loss			<b>-16,859</b>	<b>5,721</b>	
We approve these accounts and confirm that we have made available					
all records and information necessary for their preparation.					
.....					
	June Hayles				
	For and on behalf of the Board of Trustees				

**SOUTH WIMBLEDON COMMUNITY ASSOCIATION  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31ST DECEMBER 2020**

**ACCOUNTING POLICIES**

**1. Basis of accounting**

The financial statements have been prepared under Receipts and Payments basis and in accordance with applicable accounting standards and Statement of Recommended Practice

**2. Fund accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donor

**3. Transactions with Trustees**

No remuneration was paid to Trustees. Trustees are reimbursed expenses incurred on behalf of the charity in furtherance of the charity's objectives.