



Trustees' Annual Report

for the period

From (start date) to (end date)

Section A

Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

Charity's principal address

 Postcode

Names of the charity trustees who manage the charity

	MANAGEMENT COMMITTEE Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	VERONICA SHARP	TRUSTEE		
2	DEREK BORTHWICK	TRUSTEE		
3	DEREK SHEARD	CHAIRPERSON		
4	TRACEY HIGGINBOTHAM			
5	KATE MATTHEWS			
6	RUTH BIRD			
7	3 NHDC COUNCILLORS			
8	REPS FROM AFFILIATED GROUPS			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any (for example, any custodian trustees)

Name	Dates acted if not for whole year
VERONICA SHARP	
DEREK BORTHWICK	

Section A

Reference and administration details (continued)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg trust deed, constitution)

CONSTITUTION

How the charity is constituted
(eg trust, association, company)

ASSOCIATION

Trustee selection methods
(eg appointed by, elected by)

ELECTED

Additional governance issues (optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Membership of the association is open to all who live within the designated (in constitution) area. Elections held at open AGM. Management Committee elected plus representatives from local Councillors on behalf of NHDC and affiliated groups. Committee meetings held quarterly.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

A) To Promote the benefit of the Inhabitants of St. Michaels Mount (Lewdown, Hitchin West) and surrounding area without distinction of Sex or of Political, religious or other opinions, by Associating the local authorities, voluntary organisations and Inhabitants in a common effort to advance education and to provide facilities in the interests of special welfare, for recreation and leisure-time occupation with the object of improving the conditions of life for the said Inhabitants. B) To establish or to secure the establishment of a community centre and to maintain and manage, or to cooperate with any local authority in the maintenance and management of such a centre.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

To provide facilities for local community groups to meet i.e. - Playgroup, Beavers and Cubs, Friendship Club, Weight watchers and T&A

Additional details of objectives and activities (optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Majority of Caretaking, locking up and unlocking is undertaken by volunteers, Management ~~and~~ Committee volunteers plus one paid part time person.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Successful Maintenance of Internal decoration, Compliance and Health and Safety allows groups safe access to building.
Setting hire rates low enough to ensure small groups can afford to continue, whilst ensuring financial viability of the association. We also have a good Management relationship with NHDC.

Section E**Financial review**

Brief statement of the charity's policy on reserves

To Maintain reserves Sufficient for repairs and decoration, Contingency to keep Internal and External building Safe and Compliant for all our users.

Details of any funds materially in deficit

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

V Sharp

Full name(s)

Veronica Sharp

Position (eg Secretary, Chair, etc)

Trustee

Date

27 06 21

St. Michaels Mount Community Association

Report and Accounts

31 March 2021

**GREYDELLS ACCOUNTING SERVICES
129B HIGH STREET
STEVENAGE
HERTS
SG1 3HS**

St. Michaels Mount Community Association

Independent Examiners' report on the accounts for the year ended 31st March 2021 to the Trustees of St. Michaels Mount Community Association

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts for the year ended 31st March 2021, set out on pages 2 to 4, and you consider that the Association is exempt from the audit requirement under section 43(2) of the Charities Act 1993. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the Act, whether particular matters have come to our attention.

Basis of Independent Examiner's Report

Our 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 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 we do not express an audit opinion on the view given by the financial statements.

Independent Examiners' Statement

In connection with our examination, no matter has come to our attention which gives us reasonable cause to believe that in any material respect the requirements to which, in our opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Greydells Accounting Services
Accountants

129b High Street Stevenage Herts SG1 3HS

21 June 2021

St. Michaels Mount Community Association
Income and Expenditure Account
for the year ended 31 March 2021

	Notes	2021 £	2020 £
Income			
Rent		<u>32,671</u>	<u>43,038</u>
		32,671	43,038
Administrative expenses		(8,521)	(68,347)
Operating (deficit)/surplus		<u>24,150</u>	<u>(25,309)</u>
Retained (deficit)/surplus for the year		<u>24,150</u>	<u>(25,309)</u>

St. Michaels Mount Community Association
Balance Sheet
as at 31 March 2021

	Notes	2021 £	2020 £
Investment Fund	2	79,321	61,134
Current assets			
Bank Current Account	74,572	67,018	
Cash in hand	50	50	
Debtors	99	1,918	
	<u>74,721</u>	<u>68,986</u>	
Creditors: amounts falling due within one year	(1,479)	(1,707)	
Net current assets		<u>73,242</u>	<u>67,279</u>
Total assets		<u>152,563</u>	<u>128,413</u>
		<u>152,563</u>	<u>128,413</u>
Accumulated Fund	3	152,563	128,413
		<u>152,563</u>	<u>128,413</u>

Chairman

Approved by the trustees on 21 June 2021

St. Michaels Mount Community Association
Notes to the Accounts
at 31 March 2021

1 Accounting policies

Accounting convention

The accounts have been prepared under the historical cost convention.

2 Investment Fund

	£
Value	
At 1 April 2020	£61,134.00
Add profit/Loss for the year	<u>£18,187.00</u>
At 31 March 2021	<u>£79,321.00</u>

3 Accumulated Fund

Value	
At 1 April 2020	£128,413.00
Add Surplus/(-deficit) for the year	<u>£24,150.00</u>
At 31 March 2021	<u>£152,563.00</u>

St. Michaels Mount Community Association
Schedule to the Income and Expenditure Account
for the year ended 31 March 2021

	2021	2020
	£	£
Administrative expenses		
Employee costs:		
Pensions	356	953
	<u>356</u>	<u>953</u>
Telephone	820	782
Insurance	1,403	1,403
Stationery and postage	109	126
Admin wages	12,919	13,300
Rates, water & property services	259	687
Gas & Electric	2,541	852
Maintenance	6,574	34,137
(Gain) Loss on Investments	(18,187)	13,524
Sundry expenses	1,327	2,183
	<u>7,765</u>	<u>66,994</u>
Legal and professional costs:		
Accountancy fees	400	400
Consultancy fees	-	-
	<u>400</u>	<u>400</u>
Total Administrative expenses	<u>8,521</u>	<u>68,347</u>

St. Michaels Mount Community Association

Report and Accounts

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