

PHOENIX COMMUNITY CENTRE ASSOCIATION

Charity Number: 291277

ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED

30TH SEPTEMBER 2021

Phoenix Community Centre Association

Legal and Administration

Current Trustees: Ms E Edevbie Chair
Mr A B Diamond Treasurer
Mr D Dwyer (appointed on 6th June 2022)

Charity No: 291277

Principal Address: 66 Westow Street
Upper Norwood
London
SE19 3AF

Independent Examiner: Accounting Without Borders
St Mary's Court
The Broadway
Amersham HP7 0UT
United Kingdom

Bankers: Barclays Bank Plc
Leicester
LE87 2BB

Lloyds Bank
25 Gresham Street
London
EC2V 7HN

Solicitors: Bennett Welch
BankChambers
Westow Hill
Upper Norwood
London
SE19 1TY

Phoenix Community Centre Association

Trustees Report

For the year ended 30th September 2021

The trustees present their report with financial statements of the charity for the year ended 30 September 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities'

Governing Document

The charity is controlled by its governing document dated 6 March 1985 as amended May 2015, and constitutes an unincorporated body.

Recruitment and Appointment of New Trustees

Trustees are appointed by eligible members of the committee at Annual General Meetings.

Organisational Structure

Principal positions are Chair, Secretary and Treasurer. The committee work as a team and duties are not specified due to the varied nature of community work.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Income is derived from hirers who are either long term clients under contract, or casual hirers who pay four weeks in advance, thus obviating default. All incoming invoices are scrutinised, and outgoing cheques countersigned.

OBJECTIVES AND ACTIVITIES

Objective and Aims

To promote the benefit of the inhabitants of principally the London Postal Districts of SE19 and the immediately surrounding postal districts, to wit, Thornton Heath, SE25, SE20, SE26, SE21 and SE27 by associating 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 objective of improving the conditions of life for the said inhabitants; to maintain and manage the Community Centre for activities promoted by the Association and its constituent bodies in furtherance of the above objectives.

The Association actively encourage people to instruct or engage in healthy lifestyles, both physically and mentally.

Significant Activities

The trustees have given due consideration to the Charity Commission's published guidance on the public benefits requirement.

The main activities undertaken for the public benefit during the financial year 2020 to 2021 include Keep Fit, Fun Fitness, Bridge Club, Pilates, Alcoholic Anonymous (AA), Slimming World, Faith groups, Seniors' Fitness, Councillors' Surgeries, Narcotics Anonymous (NA), Bright Sparks, Hart Beeps, Musical instrument practice, Electoral polling station, NHS pop-up walk-in Vaccinations.

The Centre also provides meeting rooms for a wide variety of local groups, and serves as a designated warm space for our elderly users during the winter months.

FINANCIAL REVIEW

Reserves Policy

The Association holds two current accounts, with Barclays Bank being the primary account. A reserve of approximately £15,000 is held with Lloyds as contingency money to reimburse hirer's deposits, caretakers' salaries etc., in the event that the building may have to close for maintenance or emergency.

Phoenix Community Centre Association

Trustees Report

For the year ended 30th September 2021

PUBLIC BENEFIT

We have referred to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and planning our future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives of the charity and are confident that our activities during the past year have been for the public benefit.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing these financial statements the Trustees are required to

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

KEY CONTROLS USED BY THE CHARITY

The charity follows good practice guidelines appropriate to charities of its size. These include

Governance

- Annual planning by the Trustees, with key aims, objectives and priorities.
- Regular reporting on performance
- Regular meetings of Trustees with reports and minutes

Finance

Trustees are responsible to

- monitor budget setting and controls, with regular reporting.
- ensure adequate reserves policy and review annually.
- ensure a range of resources, including individuals, churches, trusts, business support.

Compliance with the law and regulations.

The trustees ensure up-to-date knowledge of charity requirements, employment laws and taxation requirements.

INDEPENDENT EXAMINER

Accounting Without Borders were appointed as the charity's independent examiner during the year.

This report was approved by the Trustees on **Jun 27 2023**

ON BEHALF OF THE BOARD



.....
Mr D Dwyer
Trustee

Independent Examiner's Report to the trustees of Phoenix Community Centre Association

I report on the accounts of the Trust for the year ended 30 September 2021, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. 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.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- 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
- 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act and with the methods and principles of the Accounting and Reporting by Charities:

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.



Manish Panjabi
Accounting Without Borders
The Broadway
Amersham
HP7 0UT
United Kingdom

Phoenix Community Centre Association

Statement of Financial Activities

For the year ended 30th September 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 30.09.21 £	Total 30.09.20 £
Income and endowments from:					
Donations and legacies		20,607	-	20,607	10,000
Other trading income	5	37,800		37,800	28,650
Investment income	6	0		0	2
Other income		9,286		9,286	6,775
Total income and endowments		67,693	-	67,693	45,427
Expenditure on:					
Raising funds				-	-
Charitable activities					
Provision of community facilities and services		39,387		39,387	54,067
Total expenditure		39,387	-	39,387	54,067
Net Income/ (Expenditure) before gains and losses on investments		28,306	-	28,306	(8,641)
Net gains/(losses) on investments			-	-	-
Net Income/ (Expenditure) for the year		28,306	-	28,306	(8,641)
Net gains/(losses) on the revaluation of fixed assets		-		-	-
Net movement in funds		28,306	-	28,306	(8,641)
Reconciliation of Funds					
Fund balances brought forward at 1st October		26,320		26,320	34,961
Fund balances carried forward at 30th September		54,626	-	54,626	26,320

All transactions are derived from continuing activities.

All recognised gains and losses are included in the Statement of Financial Activities.

Phoenix Community Centre Association

Statement of Financial Activities

For the year ended 30th September 2020

		Unrestricted Funds £	Restricted Funds £	Total 30.09.20 £	Total 30.09.19 £
Income and endowments from:					
Donations and legacies		10,000		10,000	
Other trading income	5	28,650		28,650	54,999
Investment income	6	2		2	11
Other income		6,775		6,775	
Total income and endowments		45,427	-	45,427	55,010
Expenditure on:					
Raising funds				-	-
Charitable activities					
Provision of community facilities and services		54,067		54,067	64,183
Total expenditure		54,067	-	54,067	64,183
Net Income/ (Expenditure) before gains and losses on investments		(8,641)	-	(8,641)	(9,173)
Net gains/(losses) on investments			-	-	-
Net Income/ (Expenditure) for the year		(8,641)	-	(8,641)	(9,173)
Net gains/(losses) on the revaluation of fixed assets		-		-	-
Net movement in funds		(8,641)	-	(8,641)	(9,173)
Reconciliation of Funds					
Fund balances brought forward at 1st October		34,961		34,961	44,134
Fund balances carried forward at 30th September		26,320	-	26,320	34,961

All transactions are derived from continuing activities.

All recognised gains and losses are included in the Statement of Financial Activities.

Phoenix Community Centre Association

Balance Sheet at 30th September 2021

	Notes	30.09.21 £	30.09.21 £	30.09.20 £	30.09.20 £
Fixed Assets					
Tangible assets	8		1,932		2,733
Current Assets					
Debtors and prepayments	7	4,788		2,393	
Cash at bank and in hand		<u>52,526</u>		<u>27,687</u>	
		57,313		30,079	
Creditors: Amounts falling due within one year	9	<u>(4,619)</u>		<u>(6,492)</u>	
Net Current Assets			<u>52,694</u>		<u>23,587</u>
Net Assets			<u><u>54,626</u></u>		<u><u>26,320</u></u>
Funds	10				
Restricted funds			-		-
Unrestricted Funds					
General Funds			52,694		23,587
Fixed Assets Funds			1,932		2,733
			<u>54,626</u>		<u>26,320</u>

Jun 27 2023

Approved by the trustees on _____ and signed on their behalf by:-

Bruce Diamond

.....
Mr A B Diamond
Trustee

Damian Dwyer

.....
Mr D Dwyer
Trustee

Phoenix Community Centre Association

Statement of Cash Flow

for the year ended 30 September 2021

	2021	2020
	£	£
Cash flows from operating activities		
Net income per Statement of Financial Activities	28,306	(8,641)
Adjustments for:		
Depreciation of property, plant and equipment	800	1,157
Dividends, interest and rents from investments		
Other gains/losses		
Decrease in trade and other receivables	(2,395)	609
Increase in trade and other payables	(1,873)	4,464
Net cash used in operating activities	<u>24,839</u>	<u>(2,410)</u>
Cash flows from investing activities		
Dividends, interest and rents from investments		
Net cash from investing activities	<u>-</u>	<u>-</u>
Net cash from financing activities		
Net increase in cash and cash equivalents	24,839	(2,410)
Cash and cash equivalents at the beginning of the year	27,687	30,097
Cash and cash equivalents at the end of the year	<u>52,526</u>	<u>27,687</u>
Components of cash and cash equivalents		
Cash and bank balances	52,526	27,687
	<u>52,526</u>	<u>27,687</u>
	-	

Phoenix Community Centre Association

Notes to the Financial Statements

For the year ended 30th September 2021

1 Accounting Policies

Basis of preparation of financial statements

The financial statements have been 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 (FRS 102) - Charities SORP (FRS 102) (effective 1 January 2015) - the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Going Concern

The charitable activities are entirely dependent on continuing grant aid and voluntary donations as well as trading revenues. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees have obtained forecasts and, after reviewing the financial forecasts for future periods to 30 September 2022, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

Fund accounting

Unrestricted funds comprise accumulated surpluses and deficits on general funds. They are available for use at the discretion of the Trustees in furtherance of the general charitable objectives.

Designated funds are amounts which the Executive Committee have decided at their discretion to set aside for use for a specific purpose.

Restricted funds are funds that are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for specific purpose. The cost of raising and administering such funds is charged against the specific fund.

Incoming recognition

Income represents the total income receivable during the year comprising grants, donations and gifts, merchandise and publications, and investment income. Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

Donations, grants and gifts are recognised when receivable. In the event that a donation is subject to fulfilling performance conditions before the charity is entitled to the funds, the income is deferred and not recognised until it is probable that those conditions will be fulfilled in the reporting period.

Phoenix Community Centre Association

Notes to the Financial Statements

For the year ended 30th September 2021

1 Accounting Policies (continued)

Resources expended

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probably that a settlement is required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. Expenditure includes VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of raising funds comprise the fundraising costs and publicity activities incurred seeking donations and grants for the charity and their associated support costs.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activity. It includes donations made to organisations and costs incurred in the operation of projects and programmes together with their associated support costs.

Support costs comprise those costs which are incurred directly in support of expenditure on the objects of the charity and include governance, premises, marketing and general office costs. Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

Tangible fixed assets and depreciation

Depreciation is calculated to write off the cost of fixed assets over their estimated useful lives using the following rates:

Plant and machinery	20% per annum on reducing balance
Office equipment & fittings	33% per annum on reducing balance

Financial Instruments

Cash and cash equivalents

Cash and cash equivalents include cash at bank and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payment discounted at a market rate of interest.

Critical accounting estimates and areas of judgement

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements.

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements.

Phoenix Community Centre Association

Notes to the Financial Statements

For the year ended 30th September 2021

2	Net Movement in Funds	30.09.21	30.09.20
		£	£
	The net movement in funds is stated after charging:		
	Depreciation	800	1,157
	Independent Examiner's fees	1,080	600
		<u>1,080</u>	<u>600</u>
3	Employees and Staff Costs	30.09.21	30.09.20
		Number	Number
	In aggregate the number of full and part time persons employed during the year was:		
	Staff members - Operations	2	2
		<u>2</u>	<u>2</u>
	Staff costs were as follows:	£	£
	Salaries and wages	12,697	21,028
	National insurance	28	811
	Pension scheme		
		<u>12,725</u>	<u>21,839</u>
	No employee received in excess of £60,000 during the year (2020-£nil).		
4	Trustees Remuneration and Reimbursed Expenses		
	No members of the Executive Committee received remuneration for their services during the year (2020 - £nil).		
	No member of the Executive Committee received any expenses during the year (2020 - £nil).		
	Services were provided by one trustees during the year.		
5	Other trading income	30.09.21	30.09.20
	Hall rental	37,800	28,647
	Photocopier & vending machine	-	3
		<u>37,800</u>	<u>54,999</u>
6	Investment income		
	Bank Interest received	-	2
		<u>-</u>	<u>11</u>
7	Debtors		
	Debtors and Prepayments	4,788	2,393
		<u>4,788</u>	<u>3,002</u>

Phoenix Community Centre Association

Notes to the Financial Statements

For the year ended 30th September 2021

8 Tangible Assets

	Plant and Machinery £	Office Equipment and Fittings £	Total £
Cost			
At 1st October 2020	22,743	20,620	43,363
Additions	-	-	-
Disposals			-
	<hr/>	<hr/>	<hr/>
At 30th September 2021	22,743	20,620	43,363
Depreciation			
At 1st October 2020	21,963	18,667	40,630
Charge for the year	156	645	800
	<hr/>	<hr/>	<hr/>
At 30th September 2021	22,119	19,311	41,430
Net Book Value			
At 30th September 2021	<hr/> <hr/> 624	<hr/> <hr/> 1,309	<hr/> <hr/> 1,932
At 30th September 2020	<hr/> <hr/> 780	<hr/> <hr/> 1,953	<hr/> <hr/> 2,733

9 Creditors: Amounts falling due within one year

	30.09.21 £	30.09.20 £
Trade creditors	2,136	5,768
Accruals and deferred income	1,809	729
Taxation and social security	674	(5)
	<hr/> <hr/> 4,619	<hr/> <hr/> 6,492

10 Unrestricted Funds

	Balance at 01st Oct. 2020 £	(Deficit) / Surplus for the year £	Transfers £	Utilised/ Realised £	Balance at 30th Sep. 2021 £
General Funds	23,391	29,107	-	-	52,497
Fixed assets	<hr/> 2,929	<hr/>	<hr/> -	<hr/> (800)	<hr/> 2,129
Unrestricted Funds	<hr/> <hr/> 44,134	<hr/> <hr/> 29,107	<hr/> <hr/> -	<hr/> <hr/> (800)	<hr/> <hr/> 54,626

The fixed asset fund represents the net book value of the fixed assets - excluding those reflected in the Restricted Funds.

11 Related Party Transactions

During the year 2020/21, Phoenix Community Centre Association bought services to the value of £18,000 (2019/20 - £18,735) to the following organisation where its Trustee is involved:

1) Concordance - Services for £18,000