

MAIDSTONE COMMUNITY SUPPORT CENTRE

England & Wales · Charity number 295143

Details

Other names MAIDSTONE COMMUNITY SUPPORT CENTRE

Status Registered

Legal form Charitable company

Company number [02045986](#)

Registered 1986-09-02

Register [View on the Charity Commission register](#)

Contact

Address Maidstone Community Support Centre
39-48 Marsham Street
Maidstone
ME14 1HH

Phone 01622 690369

Email tad@mcsc.org.uk

Website www.mcsc.org.uk

Activities

Objects: ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE COMMUNITY IN SOUTH EAST ENGLAND AND IN PARTICULAR THE ADVANCEMENT OF EDUCATION, THE PROTECTION OF HEALTH AND THE RELIEF OF POVERTY DISTRESS AND SICKNESS.

Activities: Provision of affordable office accommodation and meeting spaces, support for the local community

Classification

- **How:** Provides Buildings/facilities/open Space, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Accommodation/housing
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** SOUTH EAST ENGLAND
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£386,254	£376,591	-	-
2024-03-31	£376,114	£348,719	-	-
2023-03-31	£314,533	£345,920	-	-
2022-03-31	£326,660	£280,077	-	-
2021-03-31	£345,695	£240,929	-	-

Trustees

Name	Role	Appointed
PETER CHARLES COX	Chair	
Carole Ann Bacon		2025-11-25
John Nicholas Hawkins		2023-02-21
Susan Maidens		2024-11-26

MAIDSTONE COMMUNITY SUPPORT CENTRE

England & Wales - Charity number 295143

Accounts



Annual Report 2024/25



38th MCSC AGM

Agenda

- **Welcome**
- **Apologies**
- **Minutes of Previous AGM**
- **Chair's Report- Peter Cox**
- **Treasurer's Report and Accounts- John Hawkins**
- **Election of Trustees. Re-election Peter Cox, Election to board Carole Bacon**
- **Chief Executive's Report- Tad Taberer**
- **A.O.B**



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- **The Mission and Vision of MCSC**
- **Chair's Report**
- **CEO'S and Report**
- **Financial Directors Report**
- **AGM Agenda**
- **Staff, Trustee & Contact Information**

Who are we?

The MCSC Mission

To support charitable organisations and community groups to effectively deliver their services to the community of Maidstone and surrounding areas by providing good quality affordable offices and meeting spaces in our Maidstone based community building.

What does our Centre mean to the local Community?

MCSC aims to unlock local potential by helping organisations, agencies and groups reach out to the neighbouring population and workforce to promote, to encourage and to educate.

The Home of Community and Voluntary work in the heart of Maidstone

MCSC has been providing office space and services for various charitable organisations and affordable meeting space for local community groups and businesses since 1986.

Our Vision

Working with our Members, visitors and the community in our area, Maidstone Community Support Centre aims to provide:

An attractive and affordable office base for charities, voluntary organisations and community groups.

A nurturing and encouraging environment for ideas, partnerships and developments.

A range of innovative and creative community services in response to local needs.

Chairman's Report



Welcome to the 38th Annual General Meeting of our Charity Maidstone Community Support Centre.

As a Licence Holder or Sessional Hirer of our premises this is your opportunity to meet members of the Trustee Board together with the Chief Executive and members of the Staff Team. It is also an opportunity to suggest or recommend changes to or the introduction of new facilities or operations. Tad as CEO and I as Chairman are always available to meet to consider other thoughts. You will have read the contributions from our Treasurer and CEO and know that both financially and operationally MCSC is in good order. We are continuing to make a steady return to pre-covid levels of activity in both sessional hire and occupation of available office accommodation.

Our building, despite its age, is in good order and is well maintained. We take advantage of opportunities to improve the building and the facilities it offers as and when an opportunity presents itself. MCSC in Marsham Street meets its objectives and provides an excellent platform for front line service providers to deliver their much needed service provision.

MCSC continues to offer an economic and attractive contractual relationship with its Licence Holders and Sessional Hirers. We absorb some of the inflationary cost pressures and offer favourable 'easy in, easy out' Licence term. This 'attractive proposition' is underwritten by the whole of the staff team and their commitment to the needs of our users.

On behalf of the Trustee Board I take the opportunity to thank Tad and the Staff Team for their commitment and contribution to the success of MCSC in Marsham Street and to you our users.

Peter Cox
Chairman Board of Trustees
Maidstone Community Support Centre



CEO's Report

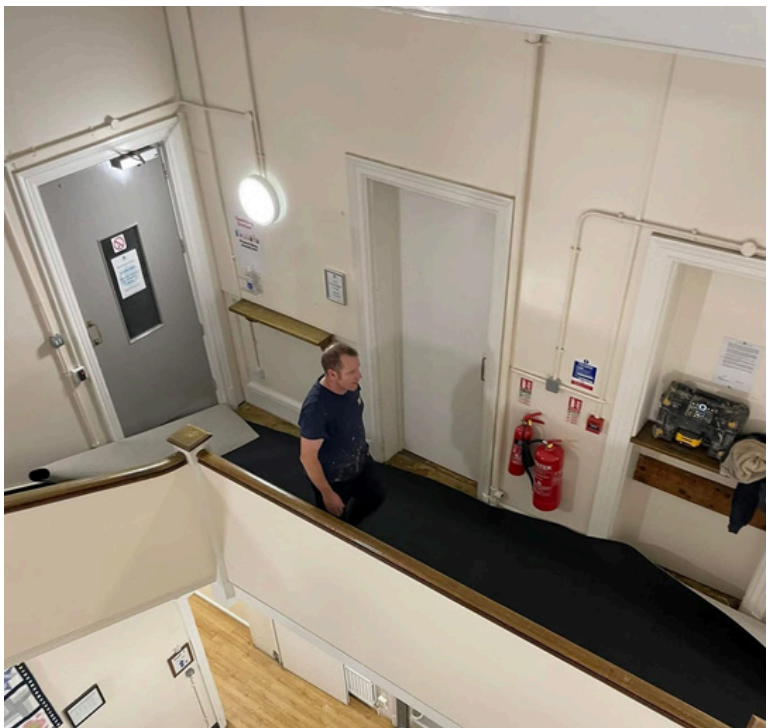
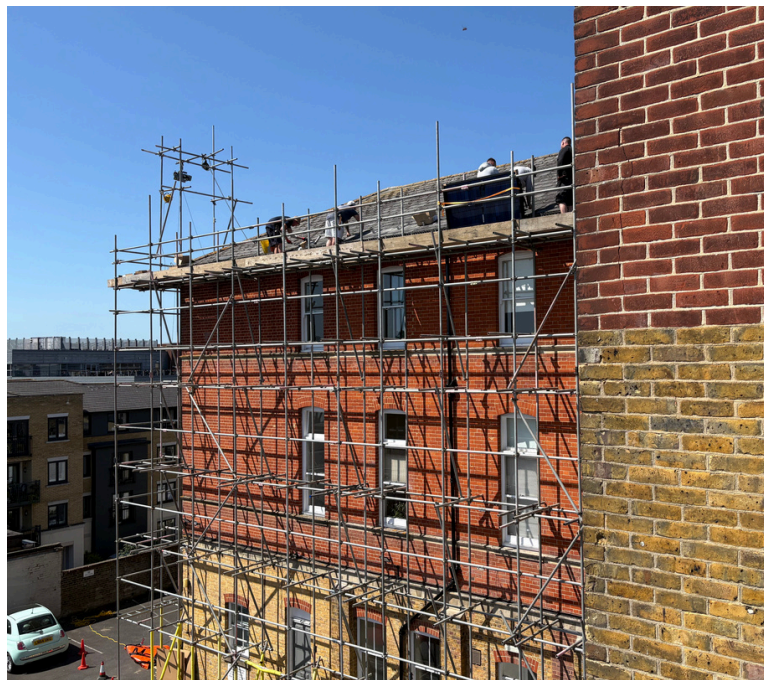
Next year 2026, our charity, Maidstone Community Support Centre, will be 40 years old and in 2027, the Centre itself will be celebrating 40 years since it opened its doors. I wonder how many people have benefited from the support they were given from the organisations that have been based here over the years, I am sure these walls have plenty of stories to tell.

Through 2024 to 2025, I have continued to feel proud for the resilience, compassion, and commitment shown by everyone at Maidstone Community Support Centre. In a time of economic uncertainty and social challenges, the Centre has remained a vital source of services, support and connection for those who need it most.

Through this period, MCSC has made a significant investment in the future of the Centre. With sustainability and safety at the forefront, we have installed solar panels on the roof—helping to reduce our carbon footprint and lowering energy costs. We upgraded to a greener boiler system, improving efficiency, reliability and environmental impact. We have also updated our fire protection infrastructure, ensuring that our building remains a safe and secure space for everyone who walks through our doors. This investment and other improvements reflect our long-term commitment to not only making the building greener and energy efficient, which helps us to reduce our costs, but also ensuring that MCSC continues with its valuable role in supporting those organisations that support the wider community of Maidstone and the surrounding areas.

The reported year 2024-2025 has been one of continued recovery and progress for MCSC. We have managed to maintain a high occupancy rate for our office space. The take up of our sessional hire rooms have shown continued improvement, although they have yet to still reach pre-pandemic levels. This year we have given some young people the opportunity for paid work experience, culminating in being able to take one of them on as a valued employee of MCSC. We are also continuing to support pupils from Five Acre Wood School with some work experience, which hopefully will give them some skills and confidence to move into the world of employment once they leave school. Alongside work experience we now have three volunteers that work alternate Mondays and help us with gardening maintenance.

In conclusion, I would like to express my gratitude to all the groups and organisations based at or use MCSC, for their ongoing support. I would also like to add a sincere thank you to our Board of Trustees for their guidance, and to our dedicated staff team Jo, Matt, Ella, Rey, Mike, Jay and Shupi for all their hard work and constant support.



Financial Directors Report



It doesn't seem that long ago that I was reporting on the financial position for 2023/24 but I now have the pleasure to present the accounts for the Maidstone Community Support Centre ("MCSC") for the year ended 31st March, 2025.

Apart from the offices undergoing refurbishment following the flood damage caused by the flash floods earlier in the year we are operating at full occupancy and although there have been changes to our members during the year, it is encouraging to note that, thanks to the efforts by the team, any vacancies have been filled almost immediately.

As a consequence, our annual budget assumes full occupancy will continue which is reasonable on the grounds that the market has settled down following the dark days of the Pandemic although the unknown factor is sessional hire but I am pleased to confirm that income from this source has increased by some 14% producing an income of £82,133 for the year.

The accounts show an operating surplus of £6,741 and the Board is confident that 2025/26 will produce a similar surplus.

In last year's report I mentioned that Tad was submitting our comments in response to Maidstone Borough Council's consultation document regarding the discretionary relief for business rates applicable to charities and non-profit organizations.

I am delighted to tell you that our representations were successful with the result that we will not be liable for business rates for at least another three years.

The year has seen a very significant investment of £115,419 on a new boiler and solar panels which have and will continue to reduce energy costs and underpin the trustees aim to ensure that our building is as eco-friendly as possible.

In December 2024, the trustees made the decision to invest £250,000 in a share portfolio to ensure that we maximize resources to cover future capital expenditure on the building which will ensure you will continue to have the best possible working environment.

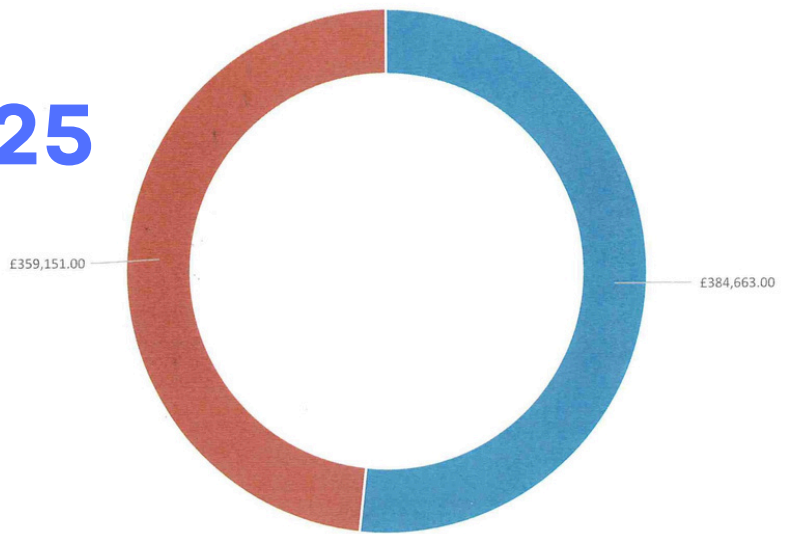
To sum up, MCSC is in a very strong financial position which will ensure it can continue to offer the standard of facilities that you currently enjoy.

It remains only for me to wish you every success and to thank Tad and the entire MCSC team for their splendid work throughout the year which makes my job so easy.

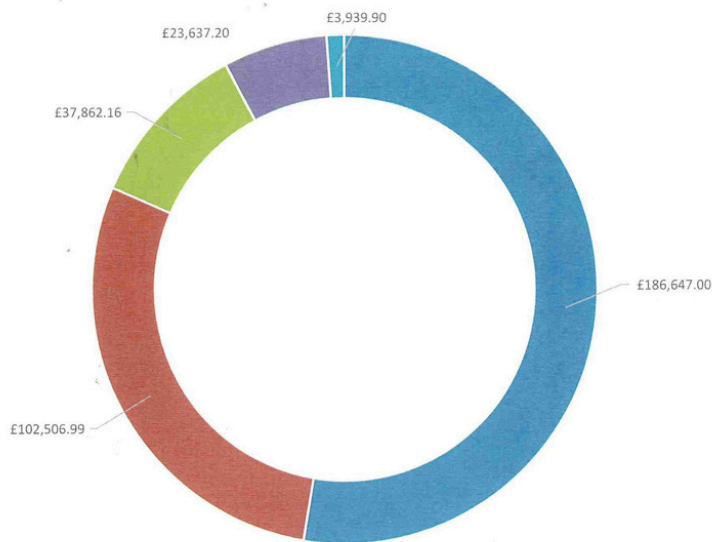
John Hawkins
Treasurer

Income vs Expenditure for 2024/2025

2024-2025

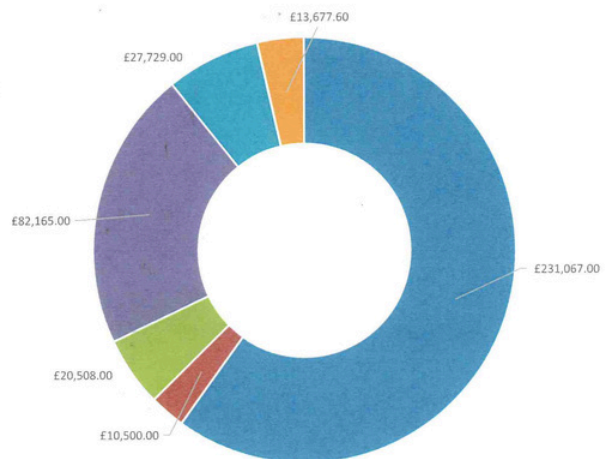


Expenditure 2024-2025



■ Staff Costs ■ Running Costs ■ Buildings and Maintenance ■ Administrative Costs ■ Professional & Finance Fees

Income 2024-2025



■ Office Licence Fees ■ Storage Charges ■ Car Park Charges ■ Sessional Room Hire ■ Telephony Broadband ■ Additional income

A Big Thank You...

to our supporting Organisations here at our Centre...



HPB Counselling
Helping People Blossom



Integrative Counselling ... finding a way forward together
Counselling, Psychotherapy and EMDR in Maidstone



advance



SUSSEX PATHOLOGY
WALK-IN CLINICS | HOME TEST KITS | IN-HOUSE LABORATORIES

crossline
Christian Counselling Service



Kent Community Health
NHS Foundation Trust

KCPS
KENT COUNSELLING & PSYCHOTHERAPY SERVICES
"Healing happens together—Supportive Therapy Tailored to You"

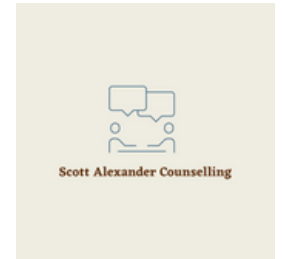


COUNSELLING FOR LIFE



Interventions Alliance

Part of the Seetec Group



KENT ASSOCIATION OF COUNSELLING & PSYCHOTHERAPY



KAS | KENT ARCHAEOLOGICAL SOCIETY

Unlock
for people with convictions



— five acre wood school —



Integrity
COUNSELLING SUPERVISION

Bespoke Counselling & Psychotherapy Ltd

Staff & Trustee Information

Staff



Tad Taberer - Chief Executive Officer



Matt Wright - Centre Support Manager



Jo Mitchell - Centre Lettings & Finance Manager



Ella Griffiths - Reception/Administrator



Rey Mayston - Centre Support Worker



Mike Farmer - HandyMan



Shupi Makina - Evening and Weekend Centre Support Worker



Jay Wild Mitchell - Evening and Weekend Centre Support Worker

Trustees

Peter Cox - Chair

Ray Harris - Vice Chair

John Hawkins - Finance Director

Dorothy Phillips

Sandie Turner

Sue Maidens

Contact Us

Maidstone Community Support Centre

39-48 Marsham Street

Maidstone

Kent

ME14 1HH

01622 690369

www.mcsc.org.uk

admin@mcsc.org.uk

Twitter - @MCSCMaidstone

Facebook - MCSC Maidstone

LinkedIn - Maidstone Community Support Centre



“Just a quick one to say thanks so much for hosting and catering for our event yesterday, couldn't have asked for more from either the venue or from the catering side of things. It was a great venue and everyone was super friendly and helpful - if you have any review page/feedback we can complete I am more than happy to do that!
Thanks again, hopefully see you again soon”

Kind Regards
Taylor- Challenging Behaviour Foundation

“I just wanted to send an email to say what an amazing week I have had teaching at your venue. Before I go into detail, this was all reiterated by my students as well. The entire centre was clean with beautiful facilities and amazingly friendly and helpful staff. The students especially loved the outside area they could use in their break, describing it as a little nugget of paradise!”

“It was easy to get to, easy to park at and an all-round thoroughly enjoyable to visit. The Sunflower Café was a particular highlight for us all as well! The food was well priced and served some of the best jacket potatoes I have had, the service was quick and (again) the staff were lovely”

“Thank you again for a lovely week; it has been a highlight for me (and my students!)”

Emily Hempstead- Runway Training

“I just wanted to extend my heartfelt thanks for all your help on Friday,”

“The event was really fab, food and service/friendliness great. You run a lovely ship there, I do hope we can have more events with you in the future.”

Joanna Saady Director
PG Dip (Arch) MSc (Energy Eff Bld) PG Cert (Cons) Arb RIBA IHBC
IHBC Trustee and South East Branch Chair

Registered number: 02045986
Charity number: 295143

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2025

Maidstone Community Support Centre
(A Company Limited by Guarantee)

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2025

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair John Hawkins, Financial Treasurer Susan Maidens (appointed 26 November 2024) Dorothy Phillips Fiona Marriner (resigned 21 February 2025) Sandra Turner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2025

The trustees present their annual report together with the financial statements of the company for the period 1 April 2024 to 31 March 2025. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social or health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The charity's income is derived in the main from licence fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times.

The centre currently employs 8 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

Maidstone Community Support Centre ("MCSC") has for all practical purposes maintained full occupancy levels throughout the period under review. While there has been some 'churn' of tenants the resulting, vacancies have been filled quickly by the Staff-Team.

Changed work patterns following Covid have continued to impact the sessional hire of halls and meeting rooms, meaning MCSC has yet to return to pre-Covid levels of sessional hire activity.

Notwithstanding activity levels MCSC continues to support its tenants through absorption of inflation cost pressures and investment in the fabric of the Marsham Street building. Rent increases in 2025/26 were limited to a modest increase in storage and parking costs.

The two-year plan to replace the main stairwell carpets has now been completed.

Surge Protection Devices have been installed to protect the building, its systems and tenant's IT facilities against a future electrical surge or major power failure as we witnessed following last year's sub-station failure.

The Centre has also invested in upgrading its Fire Protection systems throughout the building as part of our continuing drive to keep the building safe and up to date.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2025

Achievements and performance (continued)

The two new boilers have been brought into service. Their greater efficiency will bring reduced energy costs, which coupled with our re-negotiation of both gas and electricity supply contracts, will further reduce cost pressures. As part of our plan for greater energy efficiency we have recently applied for planning permission to install solar panels on the roof space.

We continue to work with Age UK through their provision of the Sunflower Café and we encourage them to introduce more of their service provision to the building.

We also continue to work with Five Acre Wood School and look forward to their students starting to broadcast next year from the radio studio at Marsham Street.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times.

The majority of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan.

During the year the trustees reviewed the charity's investment strategy and agreed to appoint a professional investment management company, Evelyn Partners, to oversee the charity's funds. The objective is to safeguard reserves, achieve a modest return above cash, and ensure funds are available to support the charity's purposes as required.

In line with this revised approach, surplus funds not immediately required for operations have been placed in a managed portfolio of low-risk, listed investments, together with short-term cash deposits. The trustees have sought a balance between maintaining capital security and generating income to support the charity's activities.

The investment manager operates within guidelines set by the trustees, and performance is regularly monitored against agreed benchmarks. The trustees are satisfied that the new arrangements provide an appropriate mix of security, liquidity, and return, and that performance in the short period between the first investments in December 2024 and the financial year end has been in line with expectations. At 31 March 2025 the charity held listed investments as fixed assets of £227,533 and current asset cash deposits of £4,541.

In addition to these investment balances the charity held cash at bank balances for operations of £121,636 at 31 March 2025.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy. The charity endeavours to ensure sustainable reserves for future years.

At 31 March 2025 the charity held total reserves of £634,354 (2024: £626,147), of which £171,488 (2024: £174,410) were restricted. Unrestricted funds of £462,866 (2024: £451,737) included a designated fund of £146,096 (2024: £52,176) related to the charity's operational fixed assets, as detailed in note 18. The charity therefore had completely free general reserves of £316,770 (2024 - £399,561), the reduction arising as a result of the investment in various property related improvements during the year, notably the new boiler installation and initial costs in respect of the solar panels.

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisation's trustees maintain a prudent approach to the current reserves.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2025

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

e. Review of results for 2024-25

The overall financial result for 2024-25 shows a net increase in funds of £8,207, which compares to a surplus of £27,395 in the previous year. Although income has increased, rising costs, particularly staff costs, have impacted on the final performance.

Charitable income from licence fees and session income was up by £16,996 compared to 2023-24.

Staff costs remained the greatest expense, followed by light and heat costs, and then other property management and cleaning costs.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Trustees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Trustees, who also act as directors for the purposes of company law, are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chairman.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2025

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial . Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:

Peter Cox
(Honorary Chairman)

Date:

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2025

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:

Dated:

Allan R. Hickie BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2025

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	4	48	-	48	7,039
Charitable activities	5	379,363	-	379,363	362,367
Investments	6	6,843	-	6,843	6,708
Total income		386,254	-	386,254	376,114
Expenditure on:					
Charitable activities	7	376,591	2,922	379,513	348,719
Total expenditure		376,591	2,922	379,513	348,719
Net income/(expenditure) before net gains on investments		9,663	(2,922)	6,741	27,395
Net gains on investments	13	1,466	-	1,466	-
Net movement in funds		11,129	(2,922)	8,207	27,395
Reconciliation of funds:					
Total funds brought forward		451,737	174,410	626,147	598,752
Net movement in funds		11,129	(2,922)	8,207	27,395
Total funds carried forward	18	462,866	171,488	634,354	626,147

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	12	317,584	226,586
Investments	13	227,533	-
Current assets			
Debtors	14	10,786	14,198
Investments	15	4,541	-
Cash at bank and in hand		121,636	446,725
		136,963	460,923
Current liabilities			
Creditors: amounts falling due within one year	16	(41,084)	(51,493)
Net current assets		95,879	409,430
Total assets less current liabilities		640,996	636,016
Creditors: amounts falling due after more than one year	17	(6,642)	(9,869)
Total net assets		634,354	626,147
Charity funds			
Restricted funds	18	171,488	174,410
Unrestricted funds	18	462,866	451,737
Total funds		634,354	626,147

The company was entitled to exemption from audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:

Peter Cox
(Honorary Chairman)

Date:

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

1. General information

Maidstone Community Support Centre is a charitable company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The company is a company limited by guarantee. The legal members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The Trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year-to-date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the Trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

Notes to the Financial Statements
For the Year Ended 31 March 2025

2. Accounting policies (continued)

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.7 Investments

Fixed asset investments are held in a managed portfolio of listed equities and other securities through a regulated investment manager. Investments are initially recognised at cost and subsequently measured at fair value at the balance sheet date, based on quoted market prices. All gains and losses, realised or unrealised, are recognised in the Statement of Financial Activities in the year in which they arise. Investment income is recognised when receivable.

Current asset investments comprise cash deposits held with the charity's investment manager. These are included at cash value at the balance sheet date. Income from such deposits is recognised when receivable.

2.8 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical areas of judgment:

Classification of investments

The trustees have exercised judgement in determining the appropriate classification of the charity's listed investments. Although the portfolio is managed on a discretionary basis and can be realised at short notice, the trustees' intention, as documented in the charity's investment strategy, is to hold these investments for the medium to longer term in order to generate income and capital growth to support the charity's objectives.

Accordingly, the listed investments have been classified as fixed asset investments rather than current asset investments. Short-term cash deposits managed alongside the portfolio, which are intended to be available to fund near-term expenditure, are presented separately as current asset investments.

4. Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	<i>Total funds 2024 £</i>
Donations	48	-	48	7,039
<i>Analysis of 2024 total by fund</i>	-	7,039	7,039	

5. Income from charitable activities

	Unrestricted funds 2025 £	Total funds 2025 £	<i>Total funds 2024 £</i>
Licence fees and session income	379,363	379,363	362,367
<i>Analysis of 2024 total by fund</i>	362,367	362,367	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

6. Investment income

	Unrestricted funds 2025 £	Total funds 2025 £	<i>Total funds 2024 £</i>
Income from listed investments	607	607	-
Investment income	6,236	6,236	6,708
	<u>6,843</u>	<u>6,843</u>	<u>6,708</u>
<i>Analysis of 2024 total by fund</i>	<u>6,708</u>	<u>6,708</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	<i>Total 2024 £</i>
Direct charitable purposes	376,591	2,922	379,513	348,719
	<u>376,591</u>	<u>2,922</u>	<u>379,513</u>	
<i>Analysis of 2024 total by fund</i>	<u>346,442</u>	<u>2,277</u>	<u>348,719</u>	

8. Analysis of expenditure by activities

	Direct costs 2025 £	Support costs 2025 £	Total funds 2025 £	<i>Total funds 2024 £</i>
Direct charitable purposes	308,790	70,723	379,513	348,719
	<u>308,790</u>	<u>70,723</u>	<u>379,513</u>	
<i>Analysis of 2024 total</i>	<u>285,444</u>	<u>63,275</u>	<u>348,719</u>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2025 £	<i>Total funds 2024 £</i>
Staff costs	185,730	167,033
Water, sewerage and waste	9,720	1,714
Light and heat	59,235	62,176
Repairs and maintenance	19,980	29,034
Property management and cleaning	29,558	25,038
Other direct costs	4,567	449
	<u>308,790</u>	<u>285,444</u>

Analysis of support costs

	Total funds 2025 £	<i>Total funds 2024 £</i>
Depreciation	24,421	13,768
Donations	500	-
Repairs and maintenance	11,872	14,392
Insurance	6,695	6,029
Accountancy and payroll charges	5,185	5,326
Legal and professional fees	1,020	-
Postage, stationery and telephone/broadband costs	14,071	15,504
Computer supplies	2,465	5,238
Bank charges and interest	924	653
Sundry expenses	3,570	2,365
	<u>70,723</u>	<u>63,275</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

9. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,925 (2024: £3,790), and other services of £1,260 (2024: £1,536).

10. Staff costs

	2025	<i>2024</i>
	£	£
Wages and salaries	170,125	152,967
Social security costs	9,180	7,273
Contribution to defined contribution pension schemes	6,425	6,793
	<u>185,730</u>	<u>167,033</u>

The average number of persons employed by the company during the year was as follows:

	2025	<i>2024</i>
	No.	No.
Employees	<u>8</u>	<u>8</u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £127,109 (2024 - £120,855).

11. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2024 - £NIL).

During the year ended 31 March 2025, no trustee expenses have been incurred (2024 - £NIL).

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

12. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Other fixed assets £	Total £
Cost or valuation				
At 1 April 2024	221,765	148,503	542,199	912,467
Additions	-	-	115,419	115,419
At 31 March 2025	<u>221,765</u>	<u>148,503</u>	<u>657,618</u>	<u>1,027,886</u>
Depreciation				
At 1 April 2024	54,335	133,058	498,488	685,881
Charge for the year	2,218	2,345	19,858	24,421
At 31 March 2025	<u>56,553</u>	<u>135,403</u>	<u>518,346</u>	<u>710,302</u>
Net book value				
At 31 March 2025	<u>165,212</u>	<u>13,100</u>	<u>139,272</u>	<u>317,584</u>
<i>At 31 March 2024</i>	<u>167,430</u>	<u>15,445</u>	<u>43,711</u>	<u>226,586</u>

13. Fixed asset investments

	Listed investments £
Cost or valuation	
Additions	302,442
Disposals	(76,375)
Revaluations	1,466
At 31 March 2025	<u>227,533</u>
Net book value	
At 31 March 2025	<u>227,533</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

14. Debtors

	2025	<i>2024</i>
	£	£
Trade debtors	9,966	<i>11,333</i>
Other debtors	-	<i>2,045</i>
Prepayments and accrued income	820	<i>820</i>
	<u>10,786</u>	<u><i>14,198</i></u>

15. Current asset investments

	2025	<i>2024</i>
	£	£
Unlisted investments (liquid)	4,541	<i>-</i>
	<u>4,541</u>	<u><i>-</i></u>

16. Creditors: Amounts falling due within one year

	2025	<i>2024</i>
	£	£
Other loans	3,226	<i>3,226</i>
Trade creditors	7,148	<i>3,658</i>
Other taxation and social security	3,049	<i>3,988</i>
Other creditors	1,721	<i>997</i>
Accruals and deferred income	25,940	<i>39,624</i>
	<u>41,084</u>	<u><i>51,493</i></u>

17. Creditors: Amounts falling due after more than one year

	2025	<i>2024</i>
	£	£
Other loans	6,642	<i>9,869</i>
	<u>6,642</u>	<u><i>9,869</i></u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

18. Statement of funds

Statement of funds - current year

	Balance at 1 April 2024	Income	Expenditure	Transfers in/out	Gains/ (Losses)	Balance at 31 March 2025
	£	£	£	£	£	£
Unrestricted funds						
Designated funds						
Fixed asset fund	52,176	-	-	93,920	-	146,096
General funds						
General funds	399,561	386,254	(376,591)	(93,920)	1,466	316,770
Total Unrestricted funds	451,737	386,254	(376,591)	-	1,466	462,866
Restricted funds						
Capital fund	174,410	-	(2,922)	-	-	171,488
Total of funds	626,147	386,254	(379,513)	-	1,466	634,354

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 12 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

18. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2023</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 31 March 2024</i>
	£	£	£	£	£
Unrestricted funds					
Designated funds					
Fixed asset fund	56,798	-	(11,491)	6,869	52,176
General funds					
General funds	372,306	369,075	(334,951)	(6,869)	399,561
Total Unrestricted funds	<u>429,104</u>	<u>369,075</u>	<u>(346,442)</u>	<u>-</u>	<u>451,737</u>
Restricted funds					
Capital fund	169,648	7,039	(2,277)	-	174,410
Total of funds	<u><u>598,752</u></u>	<u><u>376,114</u></u>	<u><u>(348,719)</u></u>	<u><u>-</u></u>	<u><u>626,147</u></u>

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2025	Restricted funds 2025	Total funds 2025
	£	£	£
Tangible fixed assets	146,096	171,488	317,584
Fixed asset investments	227,533	-	227,533
Current assets	136,963	-	136,963
Creditors due within one year	(41,084)	-	(41,084)
Creditors due in more than one year	(6,642)	-	(6,642)
Total	<u><u>462,866</u></u>	<u><u>171,488</u></u>	<u><u>634,354</u></u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2025

19. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2024 £</i>	<i>Restricted funds 2024 £</i>	<i>Total funds 2024 £</i>
Tangible fixed assets	52,176	174,410	226,586
Current assets	460,923	-	460,923
Creditors due within one year	(51,493)	-	(51,493)
Creditors due in more than one year	(9,869)	-	(9,869)
Total	<u>451,737</u>	<u>174,410</u>	<u>626,147</u>

20. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. There were £565 payable to the fund at the balance sheet date (2024 - £584).

21. Operating lease commitments

At 31 March 2025 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2025 £	2024 £
Not later than 1 year	9,165	3,281
Later than 1 year and not later than 5 years	11,042	2,424
	<u>20,207</u>	<u>5,705</u>

22. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £4,321 (2024 - £4,321) to Mr. Peter Cox, a trustee of Maidstone Community Support Centre. At 31 March 2024 Mr. Cox was owed £1,292 (2024 - £1,906) by the charity, as a result of payments in advance.

MAIDSTONE COMMUNITY SUPPORT CENTRE

England & Wales - Charity number 295143

Accounts



Annual Report

2023/24





Sunflower Café
Have a coffee, snack or lunch at the on-site café



Sessional Room Hire
from £8 to £80 per hour



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The Mission and Vision of MCSC

Chair's Report

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Financial Director's Report

MCSC's Member Groups

Staff, Trustee and Contact Information



**Kent
Mental
Wellbeing
Awards**

kentmentalwellbeingawards.org.uk

HIGHLY COMMENDED 2023

37th MCSC AGM Agenda

- **Welcome and Chair's Report - Peter Cox**
- **Apologies**
- **Minutes of the previous AGM (14th November 2023)**
 - To be agreed and signed
- **Treasurer's Report and Accounts - John Hawkins**
 - Accepting the 2023/2024 Reports and Accounts
 - Appointment of Reporting Accountants
- **Chief Executive's Report - Tad Taberer**
- **A.O.B**



Who are we?

The MCSC Mission

To support charitable organisations and community groups to effectively deliver their services to the community of Maidstone and surrounding areas by providing good quality affordable offices and meeting spaces in our Maidstone based community building.

What does our Centre mean to the local Community?

MCSC aims to unlock local potential by helping organisations, agencies and groups reach out to the neighbouring population and workforce to promote, to encourage and to educate.

The Home of Community and Voluntary work in the heart of Maidstone

MCSC has been providing office space and services for various charitable organisations and affordable meeting space for local community groups and businesses since 1986.



Our Vision

Working with our Members, visitors and the community in our area, Maidstone Community Support Centre aims to provide:

An attractive and affordable office base for charities, voluntary organisations and community groups.

A nurturing and encouraging environment for ideas, partnerships and developments.

A range of innovative and creative community services in response to local needs.

Chairman's Report



I am pleased to present my report for the 37th Annual General Meeting of Maidstone Community Support Centre. For those attending the AGM in person, a very warm welcome!

Since its founding, MCSC has remained committed to providing affordable, secure accommodation to charities and not-for-profit organisations in and around Maidstone. This mission continues in 2023-2024, as we support over forty organisations delivering vital services to our community. These organisations tirelessly address a broad spectrum of needs across Maidstone and its surrounding areas.

Our users appreciate that MCSC offers a safe and supportive environment for their work. Our building, though older, is well-maintained, and our flexible terms cater to the specific needs of each organisation. The support from our dedicated staff team is highly valued, and we continuously strive to enhance our services.

In this year's reports from Tad, our Chief Executive, and John, our Finance Director, you will hear about the positive progress we've made. We are pleased to report full occupancy for our rental spaces. However, we are still working to rebuild our 'sessional' hire business to pre-pandemic levels and remain focused on growing this important income stream.

MCSC faces challenges similar to other organisations in the voluntary sector. Having emerged from the pandemic, we now contend with the cost-of-living crisis and rising energy costs. In response, the Trustee Board decided to absorb the significant energy price hikes of 2022, limiting the impact on you our users during 2022/23/24. This difficult decision has supported our users through a very challenging period.

Despite these challenges, we have much to celebrate. A major infrastructure development this year has been the progress on our much-anticipated sliding door project. Thanks to the team's efforts, the door has now been installed, greatly improving building access and ambiance. We are also planning more significant improvements for the next financial year,

At MCSC, we pride ourselves on being a true community. To foster this sense of community, we plan to introduce more networking opportunities within the Marsham Street space. We will encourage organisations to present to each other, share best practices, and highlight their incredible work, thereby strengthening connections and amplifying our collective impact in the local area.

Looking ahead, we remain committed to supporting the growth and success of the organisations that call MCSC home. We are excited about the opportunities for collaboration and continued positive change in the coming year.

Thank you to all the groups that use MCSC. Thank also to our Board of Trustees and to Tad and the staff team, for your ongoing support. Together, we will continue to make a real difference to the lives of those who need it most. I look forward to working with you all in the year ahead.

Peter Cox

Chairman



CEO's Report

It has now been 10 years since I was given the incredible opportunity to serve as the CEO of Maidstone Community Support Centre (MCSC). These years have gone by quickly, but the last four have been particularly challenging, not just for me personally, but for many within the charity sector. I can attest to the demanding nature of these times, as evidenced by the grey hairs I now possess.

The reported year 2023-2024 has been one of continued recovery and progress for MCSC. We have managed to maintain a 100% occupancy rate for our office space rentals, and our sessional hire rooms have shown gradual improvement, though they have yet to reach pre-pandemic levels.

The ongoing issue of rising energy costs has posed challenges; however, our Board of Trustees continued to make the prudent decision to absorb a substantial portion of these costs, minimizing the financial impact on our tenant organisations. We remain optimistic that the upcoming financial year will bring a significant reduction in energy costs.

In our continuous effort to enhance our facilities, we have undertaken several key projects. A notable improvement has been the installation of a sliding door at the front entrance. This upgrade has greatly facilitated accessibility for individuals with disabilities, elderly visitors, and parents with prams and buggies, while also brightening the lobby area. This project was made possible through generous grants from the Cobtree Trust (£5000) and South East Water's Community Fund (£1500), along with some smaller donations from individuals, allowing us to match fund and cover the total cost.

To further improve the lobby area, we have invested in a new non-slip floor by the reception window and repainted the main entrance and waiting area, creating a more welcoming atmosphere for all building users. We are planning additional major improvements to the building in the upcoming financial year.

I must acknowledge the departure of two long-serving team members, Jackie Avery and Andrew Usher. Jackie has relocated to Norfolk, and Andrew has retired. We extend our heartfelt thanks to both for their invaluable contributions and wish them all the best for the future.

In conclusion, I would like to express my gratitude to all the groups and organisations based at and use MCSC for their unwavering support. Also I would like to add sincere thank you to our Board of Trustees for their guidance, and to my dedicated team Jo, Matt, Pip, Sinead, Mike, Jay and Shupi for their hard work and steadfast support.

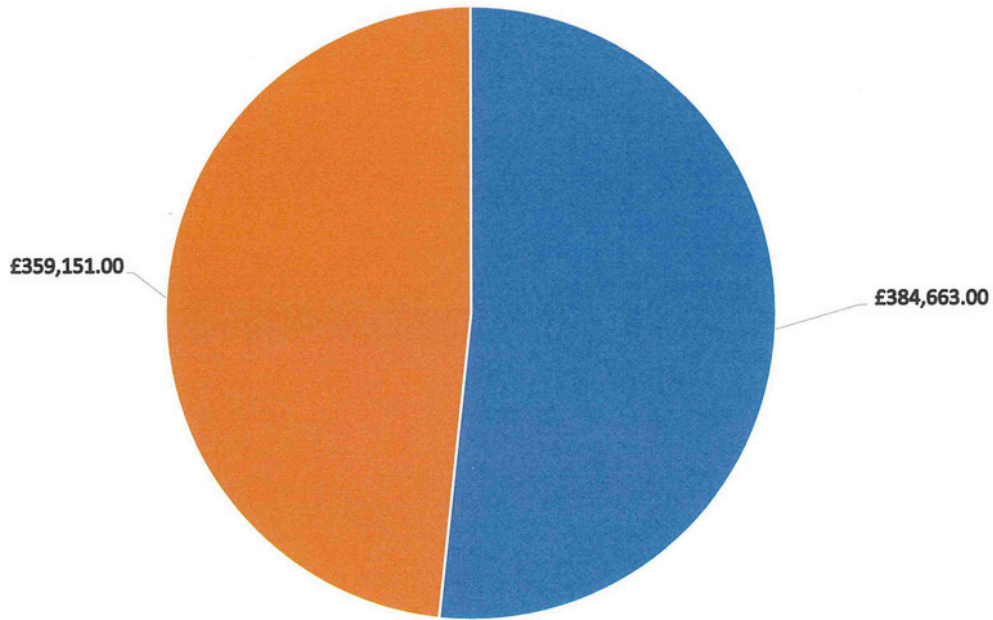
Tad Taberer

Chief Executive

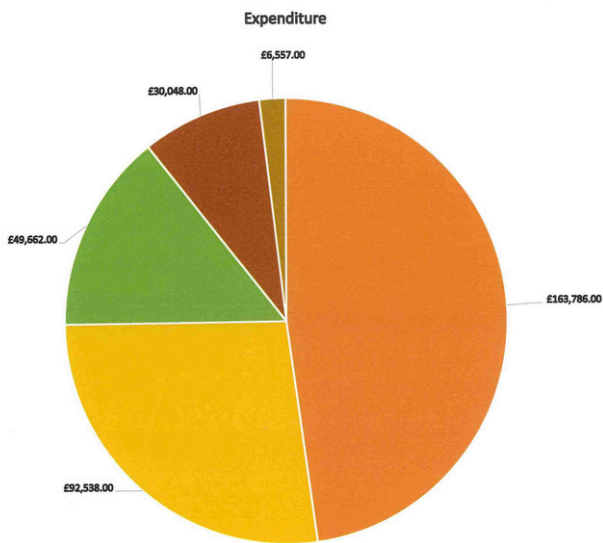


MCSC Income vs Expenditure for 2023/2024

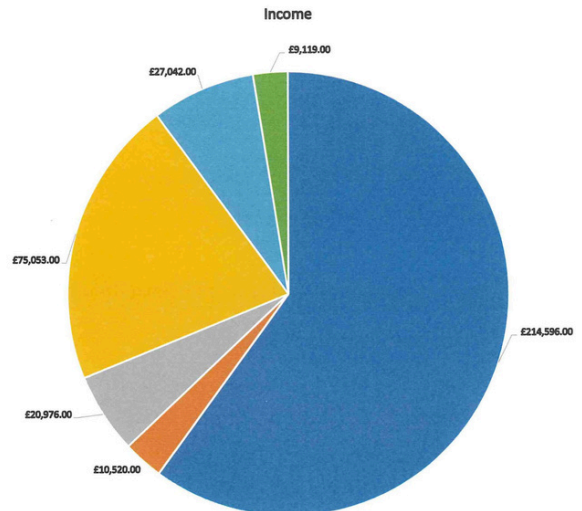
2023-2024



■ Income ■ Expenditure



■ Staff Costs ■ Running Costs ■ Buildings and Maintenance ■ Administrative Costs ■ Professional & Finance Fees



■ Office Licence Fees ■ Storage Charges ■ Car Park Charges ■ Sessional Room Hire ■ Telephony Broadband ■ Additional Income

Financial Directors Report



I am pleased to present the accounts for the Maidstone Community Support Centre (MCSC) for the year ended 31st March 2024.

At the time of writing, we are proud to report that the Centre is operating at full occupancy. This is critical in ensuring the funds necessary to provide the highest level of services and to maintain our facilities to the highest standards, thereby offering a safe and enjoyable environment for our groups.

While a significant portion of our income can be accurately quantified, our results are subject to fluctuations due to sessional hire income, which has not yet returned to pre-pandemic levels. However, I am pleased to report that income from sessional hire has increased by approximately 9%, reaching £72,067. We are confident that our team will further increase sessional room bookings to pre-pandemic levels over the coming years.

The Board is delighted to report a surplus of £22,633 for the reported year and is optimistic that this trend will continue into 2024/25. However, as of this writing, Tad has submitted our comments to Maidstone Council in response to their consultation document regarding the discretionary relief for business rates for charities and non-profit organizations. The recent changes in the law mean that, although we should still qualify for 80% relief, the additional 20%, from which we have historically benefited, will be subject to the Council's decision from 2025/26, based on whether its absence would cause the Centre hardship. In our response to the consultation, we highlighted that charities like ours need to retain substantial reserves to finance future capital expenditures. Should the Council decide not to continue granting us full relief, we will argue this point based on future needs.

MCSC will continue to invest significantly in improvements over the next financial year, including a new boiler system, solar panels, and other necessary maintenance. This investment aligns with our five-year capital investment plan for building repairs and renewals.

I would like to close by expressing my heartfelt thanks to Tad and the entire MCSC team, who have worked exceptionally hard and have continued to produce timely and comprehensive reports.

John Hawkins

Finance Director



The Kent Archaeological Society has been based at the Maidstone Community Support Centre for a couple of years. The society currently operates from two offices and a number of storage areas within the Centre. Throughout this time, the team at MCSC have been overwhelmingly helpful, positive and interested in the work of the society, bringing the past to the present for everyone.

The Society have utilized the Centre for conferences, meetings, volunteer projects and multiple working environments.

Through the Centre, we have also built a number of useful relationships with other local charities and schools, running a very successful student placement with Five Oaks School and The Education People.

CEO of the Centre, Tad, has a passion for maritime archaeology and diving. He recently gave a very well-received online lecture on his involvement with the SS T.R Thompson Project to our members as part of our online zoom series. Tad also joined us during our excavation of the Lees Court Estate in Faversham.

An invitation which is open to all at MCSC.

Finally, the society attended the inaugural MCSC open day which was an amazing day filled with great networking, conversations, and new opportunities. The community here at MCSC is an extremely welcoming one, and one which the society is very proud to be a part of

I would just like to say that I believe that things at MCSC appear to be on the up and up. There is a noticeable increase in the warmth shown to both myself and my clients. I believe that the new staff appointments have greatly contributed to this.

As people coming into the centre are often feeling very sensitive and stressed. This caring, happy demeanour is a very important aspect of the services that you provide and it sets the tone for both expectations and standards of behaviour.

The staff are easier to speak with and your time and efforts are very much appreciated.

We have rented office space at MCSC for 18 years and its the best place to work from.

The MCSC staff have always been an absolute pleasure to work with. They are all dedicated to the aims and values of MCSC, and are always ready to help and support us as a charity. They work hard to create a 'family' and community feeling throughout the centre.

Thank you for all the support you provide to us as organisations within the building, and all the ways you help the local community. And you do it all with smiles on your faces!!



A Big Thank You...

to our supporting Organisations here at our Centre



HPB Counselling
Helping People Blossom



Integrative Counselling – *finding a way forward together*
Counselling, Psychotherapy and EMDR in Maidstone



A Big Thank You...

to our supporting Organisations here at our Centre



RE-WRITE YOUR STORY





Staff & Trustee Information

Staff

Tad Taberer - CEO

Matt Wright - Centre Support Manager

Jo Mitchell - Centre Lettings & Finance Officer

Pip Chandler - Reception/Administrator

Sinéad Fitzgerald - Centre Support Worker

Mike Farmer - HandyMan

Shupi Makina - Evening and Weekend Centre Support Worker

Jay Wild Mitchell - Evening and Weekend Centre Support Worker

Trustees

Peter Cox - Chair

Ray Harris - Vice Chair

John Hawkins - Finance Director

Fiona Marriner

Dorothy Phillips

Sandie Turner

Contact Us

MCSC

39-48 Marsham Street

Maidstone

Kent

ME14 1HH

01622 690369

www.mcsc.org.uk

admin@mcsc.org.uk

Twitter - @MCSCMaidstone

Facebook - MCSC Maidstone

LinkedIn - Maidstone Community Support Centre



Registered number: 02045986
Charity number: 295143

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2024

Maidstone Community Support Centre
(A Company Limited by Guarantee)

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2024

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair John Hawkins, Financial Treasurer Dorothy Phillips Sandra Turner Fiona Marriner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2024

The trustees present their annual report together with the financial statements of the company for the period 1 April 2023 to 31 March 2024. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social or health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The charity's income is derived in the main from licence fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times.

The centre currently employs 8 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

Maidstone Community Support Centre continued its strong recovery following the challenging period of the Covid Pandemic. Full occupancy levels were maintained throughout the review period and the slow but steady recovery of Sessional Hire continued. The charity can report that it is in a sound financial position. Despite significant external cost pressure MCSC was able to contain increases in licence fees to well below the then inflation rates.

One change resulting from the turnover of Licence Holders during the past 24 months is that MCSC is now less dependent on a few larger organisations than was the case. MCSC is now engaged with a more varied range of charities and Not for Profit organisations.

While MCSC was able to ride out the storm resulting from the higher energy costs, trustee and management have taken the decision to future proof energy cost impacts. The decision has been taken to replace the four ageing boilers with modern equipment during the financial year 2024/25 In addition, Solar Panels will also be installed to further reduce dependency on an unpredictable energy market. These decisions together with a renegotiation of current energy contracts will significantly reduce future energy bills but also reduce future maintenance and service costs.

We are delighted that Age UK has taken over the Café at Marsham Street and has additionally based some of its 'Meals on Wheels' service at the café. Age UK has also relocated some of its service provision to Marsham St.

Early in 2024 we saw the long-awaited upgrade of the entrance lobby and access to the reception area. The upgrade saw the installation of a new sliding door arrangement which has significantly reduced the risk of a heavy door opening into the waiting area. We are

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2024

Achievements and performance (continued)

grateful to the Cobtree Trust and South East Water who together with several smaller donations enabled this improvement to be commissioned.

Together with our communications and IT advisers we embarked on a programme to increase media facilities throughout the building. Every room now has the ability to link into media and conference facilities and no longer has to book time in one of the specially equipped 'conference' rooms. This media improvement was coupled with an overall upgrade of IT facilities and IT security. In addition, Surge Protection will be installed in 2024/25.

The Re-Carpeting programme will continue into 2025 with the completion of the programme to replace the Stair Carpeting throughout the building.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review. In 2023-24 the balance in Wave Community Bank was £15,265. This deposit is loaned or reinvested for community benefit.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy. The charity endeavours to ensure sustainable reserves for future years.

At 31 March 2024 the charity held total reserves of £626,147 (2023: £598,752), of which £174,410 (2023: £169,648) were restricted. Unrestricted funds of £451,737 (2023: £429,104) included a designated fund of £52,176 (2023: 56,798) related to the charity's operational fixed assets, as detailed in note 15. The charity therefore had completely free general reserves of £399,561 (2023 - £372,306).

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisation's trustees maintain a prudent approach to the current reserves.

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2024

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

e. Review of results for 2023-24

The overall financial result for 2023/24 shows a net increase in funds of £27,395. This result mainly due to the increase in office licence fee and more hall hire sessions income in the year.

The overall surplus was therefore in line with trustees' expectations, and they were pleased with the underlying result.

Charitable income from licence fees and session income was up by £32,389 compared to 2022/23. Whilst the trustees were pleased to see the increase, they noted this source of income had still not recovered to pre-pandemic levels (licence fee and session income in 2019/20 was £355k).

Staff costs, followed by light and heat costs, were the greatest expense.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Trustees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Trustees, who also act as directors for the purposes of company law, are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chairman.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2024

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:

Peter Cox
(Honorary Chairman)

Date:

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2024

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:

Dated:

Allan R. Hickie

BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	-	7,039	7,039	-
Charitable activities	4	362,367	-	362,367	312,592
Investments	5	6,708	-	6,708	1,941
Total income		369,075	7,039	376,114	314,533
Expenditure on:					
Charitable activities	6	346,442	2,277	348,719	348,138
Total expenditure		346,442	2,277	348,719	348,138
Net movement in funds		22,633	4,762	27,395	(33,605)
Reconciliation of funds:					
Total funds brought forward		429,104	169,648	598,752	632,357
Net movement in funds		22,633	4,762	27,395	(33,605)
Total funds carried forward		451,737	174,410	626,147	598,752

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 18 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	226,586	226,446
Current assets			
Debtors	12	14,198	5,893
Cash at bank and in hand		446,725	417,000
		<u>460,923</u>	<u>422,893</u>
Creditors: amounts falling due within one year	13	(51,493)	(37,491)
Net current assets		<u>409,430</u>	<u>385,402</u>
Total assets less current liabilities		<u>636,016</u>	<u>611,848</u>
Creditors: amounts falling due after more than one year	14	(9,869)	(13,096)
Total net assets		<u><u>626,147</u></u>	<u><u>598,752</u></u>
Charity funds			
Restricted funds	15	174,410	169,648
Unrestricted funds	15	451,737	429,104
Total funds		<u><u>626,147</u></u>	<u><u>598,752</u></u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006, and the members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:

Peter Cox
(Honorary Chairman)

Raymond Harris

Date:

The notes on pages 9 to 18 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

1. General information

Maidstone Community Support Centre is a charitable company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The company is a company limited by guarantee. The legal members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The Trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year-to-date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the Trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

2. Accounting policies (continued)

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.7 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.8 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Restricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Donations	7,039	7,039	-

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

4. Income from charitable activities

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Licence fees and session income	362,367	362,367	312,592
<i>Analysis of 2023 total by fund</i>	<i>312,592</i>	<i>312,592</i>	

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Investment income	6,708	6,708	1,941
<i>Analysis of 2023 total by fund</i>	<i>1,941</i>	<i>1,941</i>	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	<i>Total 2023 £</i>
Direct charitable purposes	346,442	2,277	348,719	348,138
<i>Analysis of 2023 total by fund</i>	<i>345,920</i>	<i>2,218</i>	<i>348,138</i>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

7. Analysis of expenditure by activities

	Direct costs 2024 £	Support costs 2024 £	Total funds 2024 £	<i>Total</i> <i>funds</i> <i>2023</i> <i>£</i>
Direct charitable purposes	285,444	63,275	348,719	348,138
<i>Analysis of 2023 total</i>	<i>235,732</i>	<i>112,406</i>	<i>348,138</i>	

Analysis of direct costs

	Total funds 2024 £	<i>Total</i> <i>funds</i> <i>2023</i> <i>£</i>
Staff costs	167,033	157,152
Water, sewerage and waste	1,714	6,898
Light and heat	62,176	23,114
Repairs and maintenance	29,034	25,806
Property management and cleaning	25,038	22,420
Other direct costs	449	342
	285,444	<i>235,732</i>

Analysis of support costs

	Total funds 2024 £	<i>Total</i> <i>funds</i> <i>2023</i> <i>£</i>
Depreciation	13,768	14,791
Repairs and maintenance	14,392	68,820
Insurance	6,029	5,629
Accountancy and payroll charges	5,326	4,642
Postage, stationery and telephone/broadband costs	15,504	13,465
Computer supplies	5,238	1,478
Sundry expenses	3,018	3,581
	63,275	<i>112,406</i>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,790 (2023: £3,660), and other services of £1,536 (2023: £982).

9. Staff costs

	2024	<i>2023</i>
	£	£
Wages and salaries	152,967	145,278
Social security costs	7,273	6,292
Contribution to defined contribution pension schemes	6,793	5,582
	<u>167,033</u>	<u>157,152</u>

The average number of persons employed by the company during the year was as follows:

	2024	<i>2023</i>
	No.	No.
Employees	<u>8</u>	<u>8</u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £120,855 (2023 - £113,287).

10. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 March 2024, no trustee expenses have been incurred (2023 - £NIL).

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

11. Tangible fixed assets

	Freehold property £	Freehold property improvements £	Fixtures and fittings £	Total £
Cost				
At 1 April 2023	221,765	529,662	147,132	898,559
Additions	-	12,537	1,371	13,908
At 31 March 2024	<u>221,765</u>	<u>542,199</u>	<u>148,503</u>	<u>912,467</u>
Depreciation				
At 1 April 2023	52,117	489,648	130,348	672,113
Charge for the year	2,218	8,840	2,710	13,768
At 31 March 2024	<u>54,335</u>	<u>498,488</u>	<u>133,058</u>	<u>685,881</u>
Net book value				
At 31 March 2024	<u>167,430</u>	<u>43,711</u>	<u>15,445</u>	<u>226,586</u>
<i>At 31 March 2023</i>	<u>169,648</u>	<u>40,014</u>	<u>16,784</u>	<u>226,446</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

12. Debtors

	2024	<i>2023</i>
	£	£
Trade debtors	11,333	4,770
Other debtors	2,045	-
Prepayments and accrued income	820	1,123
	<u>14,198</u>	<u>5,893</u>

13. Creditors: Amounts falling due within one year

	2024	<i>2023</i>
	£	£
Other loans	3,226	3,226
Trade creditors	3,658	411
Other taxation and social security	3,988	-
Pension fund loan payable	584	-
Other creditors	413	2,460
Accruals and deferred income	39,624	31,394
	<u>51,493</u>	<u>37,491</u>

14. Creditors: Amounts falling due after more than one year

	2024	<i>2023</i>
	£	£
Other loans	<u>9,869</u>	<u>13,096</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2023	Income	Expenditure	Transfers in/out	Balance at 31 March 2024
	£	£	£	£	£
Unrestricted funds					
Designated funds					
Fixed asset fund	56,798	-	(11,491)	6,869	52,176
General funds					
General funds	372,306	369,075	(334,951)	(6,869)	399,561
Total Unrestricted funds	429,104	369,075	(346,442)	-	451,737
Restricted funds					
Capital fund	169,648	7,039	(2,277)	-	174,410
Total of funds	598,752	376,114	(348,719)	-	626,147

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 11 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

Transfer

The transfer of £6,869 into the fixed asset funds represents fixed asset additions out of general funds in 2023-24.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2022</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 31 March 2023</i>
	£	£	£	£	£
Unrestricted funds					
Designated funds					
Fixed asset fund	46,516	-	(12,573)	22,855	56,798
General funds					
General funds	412,174	314,533	(333,347)	(21,054)	372,306
Total Unrestricted funds	<u>458,690</u>	<u>314,533</u>	<u>(345,920)</u>	<u>1,801</u>	<u>429,104</u>
Restricted funds					
Capital fund	171,866	-	(2,218)	-	169,648
Big lottery grant	1,801	-	-	(1,801)	-
	<u>173,667</u>	<u>-</u>	<u>(2,218)</u>	<u>(1,801)</u>	<u>169,648</u>
Total of funds	<u><u>632,357</u></u>	<u><u>314,533</u></u>	<u><u>(348,138)</u></u>	<u><u>-</u></u>	<u><u>598,752</u></u>

16. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024
	£	£	£
Tangible fixed assets	52,176	174,410	226,586
Current assets	460,923	-	460,923
Creditors due within one year	(51,493)	-	(51,493)
Creditors due in more than one year	(9,869)	-	(9,869)
Total	<u><u>451,737</u></u>	<u><u>174,410</u></u>	<u><u>626,147</u></u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2023 £</i>	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets	56,798	169,648	226,446
Current assets	422,893	-	422,893
Creditors due within one year	(37,491)	-	(37,491)
Creditors due in more than one year	(13,096)	-	(13,096)
Total	<u>429,104</u>	<u>169,648</u>	<u>598,752</u>

17. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. There were £584 payable to the fund at the balance sheet date (2023 - £Nil).

18. Operating lease commitments

At 31 March 2024 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024 £	2023 £
Not later than 1 year	3,281	8,081
Later than 1 year and not later than 5 years	2,424	5,705
	<u>5,705</u>	<u>13,786</u>

19. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £4,321 (2023 - £4,075) to Fernleigh Consulting, a firm where Peter Cox, a trustee of Maidstone Community Support Centre is a consultant. At 31 March 2024 Fernleigh Consulting was owed £1,906 (2023 - £2,375) by the company, as a result of payments in advance.

Registered number: 02045986
Charity number: 295143

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2024

Maidstone Community Support Centre
(A Company Limited by Guarantee)

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2024

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair John Hawkins, Financial Treasurer Dorothy Phillips Sandra Turner Fiona Marriner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2024

The trustees present their annual report together with the financial statements of the company for the period 1 April 2023 to 31 March 2024. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social or health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The charity's income is derived in the main from licence fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times.

The centre currently employs 8 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

Maidstone Community Support Centre continued its strong recovery following the challenging period of the Covid Pandemic. Full occupancy levels were maintained throughout the review period and the slow but steady recovery of Sessional Hire continued. The charity can report that it is in a sound financial position. Despite significant external cost pressure MCSC was able to contain increases in licence fees to well below the then inflation rates.

One change resulting from the turnover of Licence Holders during the past 24 months is that MCSC is now less dependent on a few larger organisations than was the case. MCSC is now engaged with a more varied range of charities and Not for Profit organisations.

While MCSC was able to ride out the storm resulting from the higher energy costs, trustee and management have taken the decision to future proof energy cost impacts. The decision has been taken to replace the four ageing boilers with modern equipment during the financial year 2024/25. In addition, Solar Panels will also be installed to further reduce dependency on an unpredictable energy market. These decisions together with a renegotiation of current energy contracts will significantly reduce future energy bills but also reduce future maintenance and service costs.

We are delighted that Age UK has taken over the Café at Marsham Street and has additionally based some of its 'Meals on Wheels' service at the café. Age UK has also relocated some of its service provision to Marsham St.

Early in 2024 we saw the long-awaited upgrade of the entrance lobby and access to the reception area. The upgrade saw the installation of a new sliding door arrangement which has significantly reduced the risk of a heavy door opening into the waiting area. We are

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2024

Achievements and performance (continued)

grateful to the Cobtree Trust and South East Water who together with several smaller donations enabled this improvement to be commissioned.

Together with our communications and IT advisers we embarked on a programme to increase media facilities throughout the building. Every room now has the ability to link into media and conference facilities and no longer has to book time in one of the specially equipped 'conference' rooms. This media improvement was coupled with an overall upgrade of IT facilities and IT security. In addition, Surge Protection will be installed in 2024/25.

The Re-Carpeting programme will continue into 2025 with the completion of the programme to replace the Stair Carpeting throughout the building.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review. In 2023-24 the balance in Wave Community Bank was £15,265. This deposit is loaned or reinvested for community benefit.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy. The charity endeavours to ensure sustainable reserves for future years.

At 31 March 2024 the charity held total reserves of £626,147 (2023: £598,752), of which £174,410 (2023: £169,648) were restricted. Unrestricted funds of £451,737 (2023: £429,104) included a designated fund of £52,176 (2023: 56,798) related to the charity's operational fixed assets, as detailed in note 15. The charity therefore had completely free general reserves of £399,561 (2023 - £372,306).

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisation's trustees maintain a prudent approach to the current reserves.

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2024

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

e. Review of results for 2023-24

The overall financial result for 2023/24 shows a net increase in funds of £27,395. This result mainly due to the increase in office licence fee and more hall hire sessions income in the year.

The overall surplus was therefore in line with trustees' expectations, and they were pleased with the underlying result.

Charitable income from licence fees and session income was up by £32,389 compared to 2022/23. Whilst the trustees were pleased to see the increase, they noted this source of income had still not recovered to pre-pandemic levels (licence fee and session income in 2019/20 was £355k).

Staff costs, followed by light and heat costs, were the greatest expense.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Trustees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Trustees, who also act as directors for the purposes of company law, are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chairman.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2024

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:

Peter Cox
(Honorary Chairman)

Date:

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2024

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:

Dated:

Allan R. Hickie

BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	-	7,039	7,039	-
Charitable activities	4	362,367	-	362,367	312,592
Investments	5	6,708	-	6,708	1,941
Total income		369,075	7,039	376,114	314,533
Expenditure on:					
Charitable activities	6	346,442	2,277	348,719	348,138
Total expenditure		346,442	2,277	348,719	348,138
Net movement in funds		22,633	4,762	27,395	(33,605)
Reconciliation of funds:					
Total funds brought forward		429,104	169,648	598,752	632,357
Net movement in funds		22,633	4,762	27,395	(33,605)
Total funds carried forward		451,737	174,410	626,147	598,752

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 18 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	226,586	226,446
Current assets			
Debtors	12	14,198	5,893
Cash at bank and in hand		446,725	417,000
		<u>460,923</u>	<u>422,893</u>
Creditors: amounts falling due within one year	13	(51,493)	(37,491)
Net current assets		<u>409,430</u>	<u>385,402</u>
Total assets less current liabilities		<u>636,016</u>	<u>611,848</u>
Creditors: amounts falling due after more than one year	14	(9,869)	(13,096)
Total net assets		<u><u>626,147</u></u>	<u><u>598,752</u></u>
Charity funds			
Restricted funds	15	174,410	169,648
Unrestricted funds	15	451,737	429,104
Total funds		<u><u>626,147</u></u>	<u><u>598,752</u></u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006, and the members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:

Peter Cox
(Honorary Chairman)

Raymond Harris

Date:

The notes on pages 9 to 18 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

1. General information

Maidstone Community Support Centre is a charitable company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The company is a company limited by guarantee. The legal members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The Trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year-to-date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the Trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

2. Accounting policies (continued)

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.7 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.8 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Restricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Donations	7,039	7,039	-

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

4. Income from charitable activities

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Licence fees and session income	362,367	362,367	312,592
	<u>362,367</u>	<u>362,367</u>	
<i>Analysis of 2023 total by fund</i>	<u>312,592</u>	<u>312,592</u>	

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Investment income	6,708	6,708	1,941
	<u>6,708</u>	<u>6,708</u>	
<i>Analysis of 2023 total by fund</i>	<u>1,941</u>	<u>1,941</u>	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	<i>Total 2023 £</i>
Direct charitable purposes	346,442	2,277	348,719	348,138
	<u>346,442</u>	<u>2,277</u>	<u>348,719</u>	
<i>Analysis of 2023 total by fund</i>	<u>345,920</u>	<u>2,218</u>	<u>348,138</u>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

7. Analysis of expenditure by activities

	Direct costs 2024 £	Support costs 2024 £	Total funds 2024 £	<i>Total</i> <i>funds</i> <i>2023</i> £
Direct charitable purposes	285,444	63,275	348,719	348,138
<i>Analysis of 2023 total</i>	<i>235,732</i>	<i>112,406</i>	<i>348,138</i>	

Analysis of direct costs

	Total funds 2024 £	<i>Total</i> <i>funds</i> <i>2023</i> £
Staff costs	167,033	157,152
Water, sewerage and waste	1,714	6,898
Light and heat	62,176	23,114
Repairs and maintenance	29,034	25,806
Property management and cleaning	25,038	22,420
Other direct costs	449	342
	<u>285,444</u>	<u>235,732</u>

Analysis of support costs

	Total funds 2024 £	<i>Total</i> <i>funds</i> <i>2023</i> £
Depreciation	13,768	14,791
Repairs and maintenance	14,392	68,820
Insurance	6,029	5,629
Accountancy and payroll charges	5,326	4,642
Postage, stationery and telephone/broadband costs	15,504	13,465
Computer supplies	5,238	1,478
Sundry expenses	3,018	3,581
	<u>63,275</u>	<u>112,406</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,790 (2023: £3,660), and other services of £1,536 (2023: £982).

9. Staff costs

	2024	<i>2023</i>
	£	£
Wages and salaries	152,967	145,278
Social security costs	7,273	6,292
Contribution to defined contribution pension schemes	6,793	5,582
	<u>167,033</u>	<u>157,152</u>

The average number of persons employed by the company during the year was as follows:

	2024	<i>2023</i>
	No.	No.
Employees	<u>8</u>	<u>8</u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £120,855 (2023 - £113,287).

10. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 March 2024, no trustee expenses have been incurred (2023 - £NIL).

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

11. Tangible fixed assets

	Freehold property £	Freehold property improvements £	Fixtures and fittings £	Total £
Cost				
At 1 April 2023	221,765	529,662	147,132	898,559
Additions	-	12,537	1,371	13,908
At 31 March 2024	<u>221,765</u>	<u>542,199</u>	<u>148,503</u>	<u>912,467</u>
Depreciation				
At 1 April 2023	52,117	489,648	130,348	672,113
Charge for the year	2,218	8,840	2,710	13,768
At 31 March 2024	<u>54,335</u>	<u>498,488</u>	<u>133,058</u>	<u>685,881</u>
Net book value				
At 31 March 2024	<u>167,430</u>	<u>43,711</u>	<u>15,445</u>	<u>226,586</u>
<i>At 31 March 2023</i>	<u>169,648</u>	<u>40,014</u>	<u>16,784</u>	<u>226,446</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

12. Debtors

	2024	<i>2023</i>
	£	£
Trade debtors	11,333	4,770
Other debtors	2,045	-
Prepayments and accrued income	820	1,123
	<u>14,198</u>	<u>5,893</u>

13. Creditors: Amounts falling due within one year

	2024	<i>2023</i>
	£	£
Other loans	3,226	3,226
Trade creditors	3,658	411
Other taxation and social security	3,988	-
Pension fund loan payable	584	-
Other creditors	413	2,460
Accruals and deferred income	39,624	31,394
	<u>51,493</u>	<u>37,491</u>

14. Creditors: Amounts falling due after more than one year

	2024	<i>2023</i>
	£	£
Other loans	<u>9,869</u>	<u>13,096</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2023	Income	Expenditure	Transfers in/out	Balance at 31 March 2024
	£	£	£	£	£
Unrestricted funds					
Designated funds					
Fixed asset fund	56,798	-	(11,491)	6,869	52,176
General funds					
General funds	372,306	369,075	(334,951)	(6,869)	399,561
Total Unrestricted funds	429,104	369,075	(346,442)	-	451,737
Restricted funds					
Capital fund	169,648	7,039	(2,277)	-	174,410
Total of funds	598,752	376,114	(348,719)	-	626,147

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 11 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

Transfer

The transfer of £6,869 into the fixed asset funds represents fixed asset additions out of general funds in 2023-24.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2022</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 31 March 2023</i>
	£	£	£	£	£
Unrestricted funds					
Designated funds					
Fixed asset fund	46,516	-	(12,573)	22,855	56,798
General funds					
General funds	412,174	314,533	(333,347)	(21,054)	372,306
Total Unrestricted funds	<u>458,690</u>	<u>314,533</u>	<u>(345,920)</u>	<u>1,801</u>	<u>429,104</u>
Restricted funds					
Capital fund	171,866	-	(2,218)	-	169,648
Big lottery grant	1,801	-	-	(1,801)	-
	<u>173,667</u>	<u>-</u>	<u>(2,218)</u>	<u>(1,801)</u>	<u>169,648</u>
Total of funds	<u><u>632,357</u></u>	<u><u>314,533</u></u>	<u><u>(348,138)</u></u>	<u><u>-</u></u>	<u><u>598,752</u></u>

16. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024
	£	£	£
Tangible fixed assets	52,176	174,410	226,586
Current assets	460,923	-	460,923
Creditors due within one year	(51,493)	-	(51,493)
Creditors due in more than one year	(9,869)	-	(9,869)
Total	<u><u>451,737</u></u>	<u><u>174,410</u></u>	<u><u>626,147</u></u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2024

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2023 £</i>	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets	56,798	169,648	226,446
Current assets	422,893	-	422,893
Creditors due within one year	(37,491)	-	(37,491)
Creditors due in more than one year	(13,096)	-	(13,096)
Total	<u>429,104</u>	<u>169,648</u>	<u>598,752</u>

17. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. There were £584 payable to the fund at the balance sheet date (2023 - £Nil).

18. Operating lease commitments

At 31 March 2024 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024 £	2023 £
Not later than 1 year	3,281	8,081
Later than 1 year and not later than 5 years	2,424	5,705
	<u>5,705</u>	<u>13,786</u>

19. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £4,321 (2023 - £4,075) to Fernleigh Consulting, a firm where Peter Cox, a trustee of Maidstone Community Support Centre is a consultant. At 31 March 2024 Fernleigh Consulting was owed £1,906 (2023 - £2,375) by the company, as a result of payments in advance.

MAIDSTONE COMMUNITY SUPPORT CENTRE

England & Wales - Charity number 295143

Accounts



Annual Report

2022/23





Sunflower Café
Have a Coffee, Snack or Lunch at our on site Café



Sessional Room Hire
from £8 to £80 per hour



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Financial Directors Report

MCSC Groups

Staff, Trustee and Contact Information



**Kent
Mental
Wellbeing
Awards**

kentmentalwellbeingawards.org.uk

HIGHLY COMMENDED 2023

36th AGM Agenda

- Welcome and Chair Report - Peter Cox
- Apologies
- Minutes of the last AGM (15th November 2022)
 - To be agreed and signed
- Treasurer's Report and Accounts for year 2022/2023 - John Hawkins
 - Accepting the Reports and Accounts for the year 2022/2023
 - Appointment of Reporting Accountants
- Chief Executive's Report -Tad Taberer
- MCSC Groups Feedback
- A.O.B



Who are we?

The MCSC Mission

To support Charitable organisations and Community groups to effectively deliver their services to the community of Maidstone and surrounding areas by providing good quality affordable offices and meeting spaces in our Maidstone based community building.

What does this Centre mean to the local community?

MCSC aims to unlock local potential by helping organisations, agencies and groups reach out to the neighbouring population and workforce to promote, to encourage and to educate.

The Home of Community and Voluntary work in the heart of Maidstone

MCSC has been providing office space and services for various charitable organisations and affordable meeting space for local community groups and businesses since 1986.



Our Vision

Working with our Members, Visitors and the Community in our area, Maidstone Community Support Centre aims to provide:
An attractive and affordable office base for charities, voluntary organisations and community groups.

A nurturing and encouraging environment for ideas, partnerships and developments.

A range of innovative and creative community services in response to local needs.

Chairman's Report

I am pleased to introduce you to the Report for the 36th Annual General Meeting of Maidstone Community Support Centre. If you are attending the AGM in person, welcome.

The principal objective of MCSC is to provide affordable accommodation to charities and 'not for profit' organisations working in and around Maidstone. In achieving this objective, we currently enable some forty organisations to deliver their front line services addressing a wide range of need within the county town and its surrounds. Our users know that they can create a platform and work in a safe environment, in a well maintained albeit 'old' building and on terms designed to meet their business and accommodation needs.

The recent satisfaction survey has shown that the efforts of our dedicated staff team are appreciated in their support of you, our users.

In the reports from Tad, our Chief Executive and John, our newly appointed Finance Director, you will read that we have achieved full occupancy but still have some way to go in growing our 'sessional' hiring back to pre-pandemic levels.

MCSC is, of course, a charity and faces the same business challenges faced by all charities. Having come through the pandemic we all faced a cost-of-living crisis and significant increases in energy costs. Despite this unwelcome pressure the Trustee Board of MCSC took the decision to absorb the energy hike of 2021/22 and limited the cost increase being passed on to users in 2022/23, the year under review. That trick can only be done once so all users are urged to conserve energy whenever and wherever possible.

Despite current pressure we have much good news. We are delighted that Age UK has opened the Sunflower Café and has based its 'Meals on Wheels' service at Marsham St and is introducing other services. In the next financial report we expect to confirm that Maidstone Radio will again be up and running from our studio 'under the arch'. The sliding door project has moved a big step forward as Tad has secured not only a reduction in cost but also a significant donation toward the project. The sliding door will soon be a reality improving access, safety and security.

We are 'community', it's in our name. The satisfaction survey said users want to know more about other users, your neighbours. We will create greater opportunities for networking within Marsham St. Enable users to present to others and share ideas, practice and good news about their work.

We very much look forward to working with you.

Peter Cox

Chairman



CEO's Report

The reporting period 2022-23 continued to see a return to growth at the Centre. Post Covid saw many vacant office spaces within the building, but I am pleased to say that over the past financial year we have managed to fill all of these at the time of writing this report.

MCSC's sessional hire has been slower to increase. Take up of sessional spaces has been well below pre pandemic bookings. The reason for this is that we believe that hybrid type meetings have become more popular meaning that more meetings are being held on line without the need to hire a space for meetings. The MCSC team have been tackling this challenge by increasing and modernising the marketing of the sessional spaces. We are also considering other options that could bring more organisations into the building. MCSC has also invested in new technology to support Hybrid meetings being held from the Centre.

Unfortunately one of the casualties of the reduced sessional bookings was Sonya's Café. However Age UK Maidstone took over the operation in January 2023 rebranding it as the Sunflower Café , providing not only a fully operating café but also supporting older people in Maidstone with their Meals on Wheels service.

Due to external influences, we continue to face big increases in our energy costs December 2022 saw our electricity bills quadruple and our gas bill double within the next year. This has been a concern to the Board of Trustees who decided to absorb as much of the increase in costs up until the new financial year in April 2023. The Trustees then reviewed how the organisation could minimise the impact of increased costs on the organisations based at MCSC. There was a small increase in office rent but all other costs such as phones, broadband and car parking remained the same. There was also no increase in the cost sessional hire.

I realise that there continues to be some difficult times ahead, but MCSC will continue to fulfil its charitable objectives as well as continuing to invest in the building, ensuring that every one of our stakeholders and visitors can work and visit in a safe and comfortable environment.

I would like to thank all our internal groups and our sessional users for your continued support through these tough times. I would also like to express my gratitude to the MCSC Board of Trustees and my staff team for all their hard work and support over the past year.

Tad Taberer
Chief Executive





Help support MCSC by using Easyfundraising at no added cost to yourself just shop online at your favourite retailers via the QR Code below!



Financial Directors Report



I am pleased to present the accounts for MCSC for the year ended 31st March, 2023.

I should start by introducing myself as your new Financial Director because I was appointed in February to replace Barry Snashall who resigned following his relocation to Lincolnshire. My name is John Hawkins and I am a Chartered Accountant who has spent his career in private practice and I hope that I can maintain the standards set by Barry and ensure that the Centre can thrive as the focal point for charities in Maidstone.

At the time of writing we have full occupancy at the Centre which is essential to provide the funds to allow us to provide the best level of services and maintain the building to the highest standards to provide a safe environment for our members to enjoy.

However, sessional hire has not yet returned to its pre Covid level but we are sure that Tad and his team can increase bookings through making potential users aware of the facilities we can provide by encouraging them to visit the Centre and see the operation first hand.

Overall the Board is pleased with the results for the year even though there was a deficit for the year of £33,605 because we incurred significant expenditure of £59,142 in respect of the refurbishment and painting of the rear windows and installation of new guttering and so excluding this there was a surplus of £25,537. However, we have to recognize that our building will continue to make heavy demands on our reserves and we have to budget accordingly but at the same time be sympathetic to our members who have experienced difficult times post Covid and it is the Board's intention to continue to support you by absorbing a significant proportion of the escalating energy costs and consequently containing rent increases to manageable levels in line with our charitable objectives.

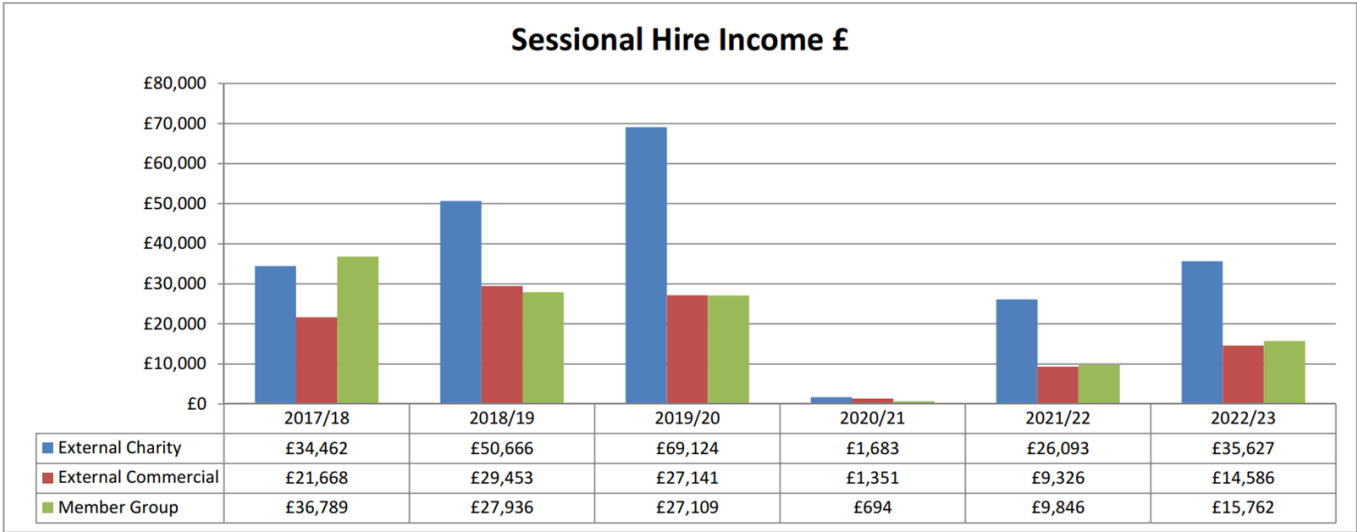
Our budget for 2023/24 indicates that ignoring expenditure on upgrading the front door we should at worst break even but hopefully produce a surplus if we can increase sessional hire.

I would like to close by thanking Tad and the finance team who have managed our finances so well and provided timely and exceptionally detailed reports which has made my job easy.

I wish you all the best over the coming months.

John Hawkins
Finance Director





This chart shows our sessional income, broken down by category of room hirers.



A Big Thank You...

to our supporting Organisations here at our Centre



Integrative Counselling ... *finding a way forward together*
Counselling, Psychotherapy and EMDR in Maidstone



HPB Counselling
Helping People Blossom



A Big Thank You...

to our supporting Organisations here at our Centre



RE-WRITE YOUR STORY





Staff & Trustee Information

Staff

Tad Taberer - CEO

Jackie Avery - Centre Lettings & Finance Manager

Matt Wright - Centre Support Manager

Jo Mitchell - Centre Support Worker/Afternoon Reception

Sinéad Fitzgerald - Morning Administrator/Reception

Rachel Hall - Evening and Weekend Centre Support Worker

Jo Miles - Evening and Weekend Centre Support Worker

Trustees

Peter Cox - Chair

Ray Harris - Vice Chair

John Hawkins - Finance Director

Fiona Marriner

Dorothy Phillips

Sandie Turner

Contact Us

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Kent

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Twitter - @MCSCMaidstone

Facebook - MCSC Maidstone

LinkedIn - Maidstone Community Support Centre



Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2023

Maidstone Community Support Centre
(A Company Limited by Guarantee)

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2023

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair John Hawkins, Financial Treasurer (appointed 21 February 2023) Dorothy Phillips Barry Snashall, Finance Director (resigned 24 January 2023) Sandra Turner Fiona Marriner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2023

The trustees present their annual report together with the financial statements of the company for the period 1 April 2022 to 31 March 2023. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social or health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The charity's income is derived in the main from licence fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations. We have not increased the licence fees or sessional charges since April 2020.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times.

The centre currently employs 7 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

During the period under review MCSC saw a steady return to full occupancy as most Licence holders returned to their offices after a period of 'Home Working' driven by the Covid Pandemic. While some organisations chose to make home working their preferred option and terminated their licence agreements with MCSC, it was possible to fill the vacancies created very quickly. At the year-end we reported full occupancy.

MCSC's Sessional Hire, a major part of our activity, has been slower to recover from the complete shutdown caused by the pandemic. While many organisations have returned and have been joined by new hirers, we have yet to return to pre-pandemic activity levels. We are increasing and reviewing our marketing activity to encourage sessional hirings.

Regrettably a casualty of the reduction in sessional hire and attendance at Marsham Street was 'Sonya's Café'. The third party café was operated by owner-manager Sonya Norris, who, despite her best efforts, was unable to generate sufficient income during the post pandemic slow recovery period to make the café a viable business.

Towards the end of 2022 Age UK expressed an interest in taking on the café, which was seen as a good base upon which they could expand their own 'Meals on Wheels' service, giving them a second string to their bow. Following detailed negotiations, Age UK opened their 'Sunflower Café' early in 2023.

Due to external factors over which MCSC had no control, we were faced with very significant energy cost increases. In general terms

Maidstone Community Support Centre
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Trustees' Report (continued)
For the Year Ended 31 March 2023

Achievements and performance (continued)

electricity costs quadrupled during the reporting period and gas prices are due to increase significantly during 2023. These energy cost increases, added to the general inflation pressures being felt across all sectors, not least the voluntary sector, caused MCSC Licence holders to face serious operational questions; to go or not to go. To assist Licence holders, the MCSC Trustee Board took the decision to absorb the energy cost increase during the reporting period and further to limit the rent increase for 2023/24. These decisions were well received by Licence holders who welcomed the financial support from MCSC.

Despite the steep rise in energy costs and the high inflation rate currently being experienced, MCSC is committed to continuing its programme of improvement to the building and its service delivery. Significant investment is committed to improvements in communications and IT services within the building. Improvements to the Reception area are planned to include the replacement of the front door.

The Trustee Board take the opportunity to thank the Chief Executive and staff team for their contribution to the success of MCSC, particularly during these difficult times.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review. In 2022-23 the balance in Kent Savers was £15,270. This deposit is loaned or reinvested for community benefit.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy. The charity endeavours to ensure sustainable reserves for future years.

At 31 March 2023 the charity held total reserves of £598,752 (2022: £632,357), of which £169,648 (2022: £173,667) were restricted. Unrestricted funds of £429,104 (2022: £458,690) included a designated fund of £56,798 (2022: 46,516) related to the charity's operational fixed assets, as detailed in note 15. The charity therefore had completely free general reserves of £372,306 (2022 - £412,174).

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisation's trustees maintain a prudent approach to the current reserves.

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

Away from any lingering COVID-19 related issues, the principal risk to the charity is that of user groups leaving the building and the resulting risk that, should it not be possible to replace any leavers in the short term, this would result in a decline in income.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2023

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

e. Review of results for 2022-23

The overall financial result for 2022/23 shows a net decrease in funds of £33,605. This result includes significant expenditure on the building of £59,142 in respect of the refurbishment and painting of all the rear windows, and the installation of new guttering. The underlying result excluding this expenditure was therefore a surplus of £25,537.

The overall deficit was therefore in line with trustees' expectations, and they were pleased with the underlying result.

Charitable income from licence fees and session income was up by £59,745 compared to 2021/22, with the prior year affected by the Covid-19 pandemic. Whilst the trustees were pleased to see the increase, they noted this source of income had still not recovered to pre-pandemic levels (licence fee and session income in 2019/20 was £355k).

Staff costs, followed by premises costs, were the greatest expense.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Trustees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Trustees, who also act as directors for the purposes of company law, are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chairman.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2023

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:



Peter Cox, Honorary Chairman

Date: 26/9/2023

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2023

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:



Dated:

29 September 2023

Allan R. Hickie

BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	-	-	-	73,772
Charitable activities	4	312,592	-	312,592	252,847
Investments	5	1,941	-	1,941	41
Total income		314,533	-	314,533	326,660
Expenditure on:					
Charitable activities	6	345,920	2,218	348,138	280,077
Total expenditure		345,920	2,218	348,138	280,077
Net (expenditure)/income		(31,387)	(2,218)	(33,605)	46,583
Transfers between funds	15	1,801	(1,801)	-	-
Net movement in funds		(29,586)	(4,019)	(33,605)	46,583
Reconciliation of funds:					
Total funds brought forward		458,690	173,667	632,357	585,774
Net movement in funds		(29,586)	(4,019)	(33,605)	46,583
Total funds carried forward	15	429,104	169,648	598,752	632,357

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	226,446	238,369
Current assets			
Debtors	12	5,893	9,358
Cash at bank and in hand		417,000	424,547
		<u>422,893</u>	<u>433,905</u>
Creditors: amounts falling due within one year	13	(37,491)	(23,595)
Net current assets		<u>385,402</u>	<u>410,310</u>
Total assets less current liabilities		<u>611,848</u>	<u>648,679</u>
Creditors: amounts falling due after more than one year	14	(13,096)	(16,322)
Total net assets		<u>598,752</u>	<u>632,357</u>
Charity funds			
Restricted funds	15	169,648	173,667
Unrestricted funds	15	429,104	458,690
Total funds		<u>598,752</u>	<u>632,357</u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:

Peter Cox



Raymond Harris



Date: 26/01/2023

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

1. General information

Maidstone Community Support Centre is a charitable company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The company is a company limited by guarantee. The legal members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The Trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year-to-date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the Trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Notes to the Financial Statements
For the Year Ended 31 March 2023

2. Accounting policies (continued)

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Government grants

COVID-19 job retention scheme grant income was credited to the Statement of Financial Activities as the related expenditure was incurred. Additional COVID-19 government grants were credited to the Statement of Financial Activities upon receipt of monies.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.8 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

2. Accounting policies (continued)

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Government grants			
COVID-19 Job retention scheme	-	-	22,105
COVID-19 Maidstone Borough Council	-	-	50,668
	-	-	72,773
Grants	-	-	999
	-	-	73,772
<i>Analysis of 2022 total by fund</i>	73,772	73,772	

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Licence fees and session income	312,592	312,592	252,847
<i>Analysis of 2022 total by fund</i>	252,847	252,847	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

5. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Investment income	1,941	1,941	41
<i>Analysis of 2022 total by fund</i>	<i>41</i>	<i>41</i>	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	<i>Total 2022 £</i>
Direct charitable purposes	345,920	2,218	348,138	280,077
<i>Analysis of 2022 total by fund</i>	<i>277,859</i>	<i>2,218</i>	<i>280,077</i>	

7. Analysis of expenditure by activities

	Direct costs 2023 £	Support costs 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Direct charitable purposes	235,732	112,406	348,138	280,077
<i>Analysis of 2022 total</i>	<i>221,608</i>	<i>58,469</i>	<i>280,077</i>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2023 £	<i>Total funds 2022 £</i>
Staff costs	157,152	152,426
Water, sewerage and waste	6,898	6,404
Light and heat	23,114	10,473
Repairs and maintenance	25,806	32,956
Property management and cleaning	22,420	19,169
Coffee shop	342	180
	<u>235,732</u>	<u>221,608</u>

Analysis of support costs

	Total funds 2023 £	<i>Total funds 2022 £</i>
Depreciation	14,791	11,936
Donations	-	6,432
Repairs and maintenance	68,820	9,108
Insurance	5,629	5,314
Accountancy and payroll charges	4,642	4,230
Telephone	11,363	12,063
Office expenses and training	2,800	2,953
Photocopier costs	780	1,183
Bank charges and interest	716	630
General expenses	2,399	2,512
Bad debts	466	2,108
	<u>112,406</u>	<u>58,469</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,660 (2022: £3,540), and other services of £982 (2022: £1,092).

9. Staff costs

	2023	<i>2022</i>
	£	£
Wages and salaries	145,278	139,215
Social security costs	6,292	7,292
Contribution to defined contribution pension schemes	5,582	5,919
	<u>157,152</u>	<u>152,426</u>

The average number of persons employed by the company during the year was as follows:

	2023	<i>2022</i>
	No.	No.
Employees	<u>8</u>	<u>7</u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £113,287 (2022 - £110,967).

10. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, no trustee expenses have been incurred (2022 - £NIL).

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

11. Tangible fixed assets

	Freehold property £	Freehold property improvements £	Fixtures and fittings £	Total £
Cost				
At 1 April 2022	221,765	526,794	147,132	895,691
Additions	-	2,868	-	2,868
At 31 March 2023	<u>221,765</u>	<u>529,662</u>	<u>147,132</u>	<u>898,559</u>
Depreciation				
At 1 April 2022	49,899	480,037	127,386	657,322
Charge for the year	2,218	9,611	2,962	14,791
At 31 March 2023	<u>52,117</u>	<u>489,648</u>	<u>130,348</u>	<u>672,113</u>
Net book value				
At 31 March 2023	<u>169,648</u>	<u>40,014</u>	<u>16,784</u>	<u>226,446</u>
At 31 March 2022	<u>171,866</u>	<u>46,757</u>	<u>19,746</u>	<u>238,369</u>

12. Debtors

	2023 £	2022 £
Trade debtors	4,770	8,073
Prepayments and accrued income	1,123	1,285
	<u>5,893</u>	<u>9,358</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

13. Creditors: Amounts falling due within one year

	2023	<i>2022</i>
	£	<i>£</i>
Other loans	3,226	<i>3,226</i>
Trade creditors	411	<i>2,435</i>
Other creditors	2,460	<i>2,493</i>
Accruals and deferred income	31,394	<i>15,441</i>
	<u>37,491</u>	<u><i>23,595</i></u>

14. Creditors: Amounts falling due after more than one year

	2023	<i>2022</i>
	£	<i>£</i>
Other loans	13,096	<i>16,322</i>
	<u>13,096</u>	<u><i>16,322</i></u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Fixed asset fund	46,516	-	(12,573)	22,855	56,798
General funds					
General funds	412,174	314,533	(333,347)	(21,054)	372,306
Total Unrestricted funds	458,690	314,533	(345,920)	1,801	429,104
Restricted funds					
Capital fund	171,866	-	(2,218)	-	169,648
Big lottery grant	1,801	-	-	(1,801)	-
	173,667	-	(2,218)	(1,801)	169,648
Total of funds	632,357	314,533	(348,138)	-	598,752

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 11 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

The Big Lottery grant was received for the provision of services relating to mental health and a proportion remained unspent at the year end.

Transfer

The transfer of £22,855 into the fixed asset funds represents fixed asset additions from 2021, 2022 and 2023 which had previously not been transferred.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2022 £</i>
Unrestricted funds					
Designated funds					
Fixed asset fund	56,234	-	(9,718)	-	46,516
General funds					
General funds	353,655	326,660	(268,141)	-	412,174
Total Unrestricted funds	409,889	326,660	(277,859)	-	458,690
Restricted funds					
Capital fund	174,084	-	(2,218)	-	171,866
Big lottery grant	1,801	-	-	-	1,801
	175,885	-	(2,218)	-	173,667
Total of funds	585,774	326,660	(280,077)	-	632,357

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	56,798	169,648	226,446
Current assets	422,893	-	422,893
Creditors due within one year	(37,491)	-	(37,491)
Creditors due in more than one year	(13,096)	-	(13,096)
Total	429,104	169,648	598,752

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	66,503	171,866	238,369
Current assets	432,104	1,801	433,905
Creditors due within one year	(23,595)	-	(23,595)
Creditors due in more than one year	(16,322)	-	(16,322)
Total	458,690	173,667	632,357

17. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. There were no amounts payable to the fund at the balance sheet date (2022 - £Nil).

18. Operating lease commitments

At 31 March 2023 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023 £	2022 £
Not later than 1 year	8,081	8,383
Later than 1 year and not later than 5 years	5,705	10,882
	13,786	19,265

19. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £4,075 (2022 - £3,979) to Fernleigh Consulting, a firm where Peter Cox, a trustee of Maidstone Community Support Centre is a consultant. At 31 March 2023 Fernleigh Consulting was owed £2,375 (2022 - £1,518) by the company, as a result of payments in advance.

The company charged rent of £15,952 (2022 - £16,352) to Rubicon Cares, a charity that Sandra Turner, a trustee of Maidstone Community Support Centre is a trustee of. At 31 March 2023 Rubicon Cares owed £51 (2022 - £21) to the company.

The company made purchases of £630 (2022 - £600) from Analsyer Accounting Limited, a firm that Barry Snashall is a director of. The purchases were made prior to Barry Snashall's resignation as trustee of Maidstone Community Support Centre on 24 January 2023.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2023

Maidstone Community Support Centre
(A Company Limited by Guarantee)

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2023

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair John Hawkins, Financial Treasurer (appointed 21 February 2023) Dorothy Phillips Barry Snashall, Finance Director (resigned 24 January 2023) Sandra Turner Fiona Marriner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2023

The trustees present their annual report together with the financial statements of the company for the period 1 April 2022 to 31 March 2023. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social or health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The charity's income is derived in the main from licence fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations. We have not increased the licence fees or sessional charges since April 2020.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times.

The centre currently employs 7 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

During the period under review MCSC saw a steady return to full occupancy as most Licence holders returned to their offices after a period of 'Home Working' driven by the Covid Pandemic. While some organisations chose to make home working their preferred option and terminated their licence agreements with MCSC, it was possible to fill the vacancies created very quickly. At the year-end we reported full occupancy.

MCSC's Sessional Hire, a major part of our activity, has been slower to recover from the complete shutdown caused by the pandemic. While many organisations have returned and have been joined by new hirers, we have yet to return to pre-pandemic activity levels. We are increasing and reviewing our marketing activity to encourage sessional hirings.

Regrettably a casualty of the reduction in sessional hire and attendance at Marsham Street was 'Sonya's Café'. The third party café was operated by owner-manager Sonya Norris, who, despite her best efforts, was unable to generate sufficient income during the post pandemic slow recovery period to make the café a viable business.

Towards the end of 2022 Age UK expressed an interest in taking on the café, which was seen as a good base upon which they could expand their own 'Meals on Wheels' service, giving them a second string to their bow. Following detailed negotiations, Age UK opened their 'Sunflower Café' early in 2023.

Due to external factors over which MCSC had no control, we were faced with very significant energy cost increases. In general terms

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2023

Achievements and performance (continued)

electricity costs quadrupled during the reporting period and gas prices are due to increase significantly during 2023. These energy cost increases, added to the general inflation pressures being felt across all sectors, not least the voluntary sector, caused MCSC Licence holders to face serious operational questions; to go or not to go. To assist Licence holders, the MCSC Trustee Board took the decision to absorb the energy cost increase during the reporting period and further to limit the rent increase for 2023/24. These decisions were well received by Licence holders who welcomed the financial support from MCSC.

Despite the steep rise in energy costs and the high inflation rate currently being experienced, MCSC is committed to continuing its programme of improvement to the building and its service delivery. Significant investment is committed to improvements in communications and IT services within the building. Improvements to the Reception area are planned to include the replacement of the front door.

The Trustee Board take the opportunity to thank the Chief Executive and staff team for their contribution to the success of MCSC, particularly during these difficult times.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review. In 2022-23 the balance in Kent Savers was £15,270. This deposit is loaned or reinvested for community benefit.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy. The charity endeavours to ensure sustainable reserves for future years.

At 31 March 2023 the charity held total reserves of £598,752 (2022: £632,357), of which £169,648 (2022: £173,667) were restricted. Unrestricted funds of £429,104 (2022: £458,690) included a designated fund of £56,798 (2022: 46,516) related to the charity's operational fixed assets, as detailed in note 15. The charity therefore had completely free general reserves of £372,306 (2022 - £412,174).

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisation's trustees maintain a prudent approach to the current reserves.

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

Away from any lingering COVID-19 related issues, the principal risk to the charity is that of user groups leaving the building and the resulting risk that, should it not be possible to replace any leavers in the short term, this would result in a decline in income.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2023

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

e. Review of results for 2022-23

The overall financial result for 2022/23 shows a net decrease in funds of £33,605. This result includes significant expenditure on the building of £59,142 in respect of the refurbishment and painting of all the rear windows, and the installation of new guttering. The underlying result excluding this expenditure was therefore a surplus of £25,537.

The overall deficit was therefore in line with trustees' expectations, and they were pleased with the underlying result.

Charitable income from licence fees and session income was up by £59,745 compared to 2021/22, with the prior year affected by the Covid-19 pandemic. Whilst the trustees were pleased to see the increase, they noted this source of income had still not recovered to pre-pandemic levels (licence fee and session income in 2019/20 was £355k).

Staff costs, followed by premises costs, were the greatest expense.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Trustees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Trustees, who also act as directors for the purposes of company law, are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chairman.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2023

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:



Peter Cox, Honorary Chairman

Date: 26/9/2023

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2023

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:



Dated:

29 September 2023

Allan R. Hickie

BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	-	-	-	73,772
Charitable activities	4	312,592	-	312,592	252,847
Investments	5	1,941	-	1,941	41
Total income		314,533	-	314,533	326,660
Expenditure on:					
Charitable activities	6	345,920	2,218	348,138	280,077
Total expenditure		345,920	2,218	348,138	280,077
Net (expenditure)/income		(31,387)	(2,218)	(33,605)	46,583
Transfers between funds	15	1,801	(1,801)	-	-
Net movement in funds		(29,586)	(4,019)	(33,605)	46,583
Reconciliation of funds:					
Total funds brought forward		458,690	173,667	632,357	585,774
Net movement in funds		(29,586)	(4,019)	(33,605)	46,583
Total funds carried forward	15	429,104	169,648	598,752	632,357

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	226,446	238,369
Current assets			
Debtors	12	5,893	9,358
Cash at bank and in hand		417,000	424,547
		<u>422,893</u>	<u>433,905</u>
Creditors: amounts falling due within one year	13	(37,491)	(23,595)
Net current assets		<u>385,402</u>	<u>410,310</u>
Total assets less current liabilities		<u>611,848</u>	<u>648,679</u>
Creditors: amounts falling due after more than one year	14	(13,096)	(16,322)
Total net assets		<u>598,752</u>	<u>632,357</u>
Charity funds			
Restricted funds	15	169,648	173,667
Unrestricted funds	15	429,104	458,690
Total funds		<u>598,752</u>	<u>632,357</u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:

Peter Cox



Raymond Harris



Date: 26/01/2023

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

1. General information

Maidstone Community Support Centre is a charitable company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The company is a company limited by guarantee. The legal members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The Trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year-to-date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the Trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Notes to the Financial Statements
For the Year Ended 31 March 2023

2. Accounting policies (continued)

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Government grants

COVID-19 job retention scheme grant income was credited to the Statement of Financial Activities as the related expenditure was incurred. Additional COVID-19 government grants were credited to the Statement of Financial Activities upon receipt of monies.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.8 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

2. Accounting policies (continued)

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Government grants			
COVID-19 Job retention scheme	-	-	22,105
COVID-19 Maidstone Borough Council	-	-	50,668
	-	-	72,773
Grants	-	-	999
	-	-	73,772
<i>Analysis of 2022 total by fund</i>	73,772	73,772	

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Licence fees and session income	312,592	312,592	252,847
<i>Analysis of 2022 total by fund</i>	252,847	252,847	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

5. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Investment income	1,941	1,941	41
<i>Analysis of 2022 total by fund</i>	<i>41</i>	<i>41</i>	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	<i>Total 2022 £</i>
Direct charitable purposes	345,920	2,218	348,138	280,077
<i>Analysis of 2022 total by fund</i>	<i>277,859</i>	<i>2,218</i>	<i>280,077</i>	

7. Analysis of expenditure by activities

	Direct costs 2023 £	Support costs 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Direct charitable purposes	235,732	112,406	348,138	280,077
<i>Analysis of 2022 total</i>	<i>221,608</i>	<i>58,469</i>	<i>280,077</i>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2023 £	<i>Total funds 2022 £</i>
Staff costs	157,152	152,426
Water, sewerage and waste	6,898	6,404
Light and heat	23,114	10,473
Repairs and maintenance	25,806	32,956
Property management and cleaning	22,420	19,169
Coffee shop	342	180
	<u>235,732</u>	<u>221,608</u>

Analysis of support costs

	Total funds 2023 £	<i>Total funds 2022 £</i>
Depreciation	14,791	11,936
Donations	-	6,432
Repairs and maintenance	68,820	9,108
Insurance	5,629	5,314
Accountancy and payroll charges	4,642	4,230
Telephone	11,363	12,063
Office expenses and training	2,800	2,953
Photocopier costs	780	1,183
Bank charges and interest	716	630
General expenses	2,399	2,512
Bad debts	466	2,108
	<u>112,406</u>	<u>58,469</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,660 (2022: £3,540), and other services of £982 (2022: £1,092).

9. Staff costs

	2023	<i>2022</i>
	£	£
Wages and salaries	145,278	139,215
Social security costs	6,292	7,292
Contribution to defined contribution pension schemes	5,582	5,919
	<u>157,152</u>	<u>152,426</u>

The average number of persons employed by the company during the year was as follows:

	2023	<i>2022</i>
	No.	No.
Employees	<u>8</u>	<u>7</u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £113,287 (2022 - £110,967).

10. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, no trustee expenses have been incurred (2022 - £NIL).

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

11. Tangible fixed assets

	Freehold property £	Freehold property improvements £	Fixtures and fittings £	Total £
Cost				
At 1 April 2022	221,765	526,794	147,132	895,691
Additions	-	2,868	-	2,868
At 31 March 2023	<u>221,765</u>	<u>529,662</u>	<u>147,132</u>	<u>898,559</u>
Depreciation				
At 1 April 2022	49,899	480,037	127,386	657,322
Charge for the year	2,218	9,611	2,962	14,791
At 31 March 2023	<u>52,117</u>	<u>489,648</u>	<u>130,348</u>	<u>672,113</u>
Net book value				
At 31 March 2023	<u>169,648</u>	<u>40,014</u>	<u>16,784</u>	<u>226,446</u>
At 31 March 2022	<u>171,866</u>	<u>46,757</u>	<u>19,746</u>	<u>238,369</u>

12. Debtors

	2023 £	2022 £
Trade debtors	4,770	8,073
Prepayments and accrued income	1,123	1,285
	<u>5,893</u>	<u>9,358</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

13. Creditors: Amounts falling due within one year

	2023	<i>2022</i>
	£	<i>£</i>
Other loans	3,226	<i>3,226</i>
Trade creditors	411	<i>2,435</i>
Other creditors	2,460	<i>2,493</i>
Accruals and deferred income	31,394	<i>15,441</i>
	<u>37,491</u>	<u><i>23,595</i></u>

14. Creditors: Amounts falling due after more than one year

	2023	<i>2022</i>
	£	<i>£</i>
Other loans	13,096	<i>16,322</i>
	<u>13,096</u>	<u><i>16,322</i></u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Fixed asset fund	46,516	-	(12,573)	22,855	56,798
General funds					
General funds	412,174	314,533	(333,347)	(21,054)	372,306
Total Unrestricted funds	458,690	314,533	(345,920)	1,801	429,104
Restricted funds					
Capital fund	171,866	-	(2,218)	-	169,648
Big lottery grant	1,801	-	-	(1,801)	-
	<u>173,667</u>	<u>-</u>	<u>(2,218)</u>	<u>(1,801)</u>	<u>169,648</u>
Total of funds	<u>632,357</u>	<u>314,533</u>	<u>(348,138)</u>	<u>-</u>	<u>598,752</u>

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 11 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

The Big Lottery grant was received for the provision of services relating to mental health and a proportion remained unspent at the year end.

Transfer

The transfer of £22,855 into the fixed asset funds represents fixed asset additions from 2021, 2022 and 2023 which had previously not been transferred.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2021</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 31 March 2022</i>
	£	£	£	£	£
Unrestricted funds					
Designated funds					
Fixed asset fund	56,234	-	(9,718)	-	46,516
General funds					
General funds	353,655	326,660	(268,141)	-	412,174
Total Unrestricted funds	<u>409,889</u>	<u>326,660</u>	<u>(277,859)</u>	<u>-</u>	<u>458,690</u>
Restricted funds					
Capital fund	174,084	-	(2,218)	-	171,866
Big lottery grant	1,801	-	-	-	1,801
	<u>175,885</u>	<u>-</u>	<u>(2,218)</u>	<u>-</u>	<u>173,667</u>
Total of funds	<u><u>585,774</u></u>	<u><u>326,660</u></u>	<u><u>(280,077)</u></u>	<u><u>-</u></u>	<u><u>632,357</u></u>

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023	Restricted funds 2023	Total funds 2023
	£	£	£
Tangible fixed assets	56,798	169,648	226,446
Current assets	422,893	-	422,893
Creditors due within one year	(37,491)	-	(37,491)
Creditors due in more than one year	(13,096)	-	(13,096)
Total	<u><u>429,104</u></u>	<u><u>169,648</u></u>	<u><u>598,752</u></u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	66,503	171,866	238,369
Current assets	432,104	1,801	433,905
Creditors due within one year	(23,595)	-	(23,595)
Creditors due in more than one year	(16,322)	-	(16,322)
Total	458,690	173,667	632,357

17. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. There were no amounts payable to the fund at the balance sheet date (2022 - £Nil).

18. Operating lease commitments

At 31 March 2023 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023 £	2022 £
Not later than 1 year	8,081	8,383
Later than 1 year and not later than 5 years	5,705	10,882
	13,786	19,265

19. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £4,075 (2022 - £3,979) to Fernleigh Consulting, a firm where Peter Cox, a trustee of Maidstone Community Support Centre is a consultant. At 31 March 2023 Fernleigh Consulting was owed £2,375 (2022 - £1,518) by the company, as a result of payments in advance.

The company charged rent of £15,952 (2022 - £16,352) to Rubicon Cares, a charity that Sandra Turner, a trustee of Maidstone Community Support Centre is a trustee of. At 31 March 2023 Rubicon Cares owed £51 (2022 - £21) to the company.

The company made purchases of £630 (2022 - £600) from Analysyer Accounting Limited, a firm that Barry Snashall is a director of. The purchases were made prior to Barry Snashall's resignation as trustee of Maidstone Community Support Centre on 24 January 2023.

MAIDSTONE COMMUNITY SUPPORT CENTRE

England & Wales - Charity number 295143

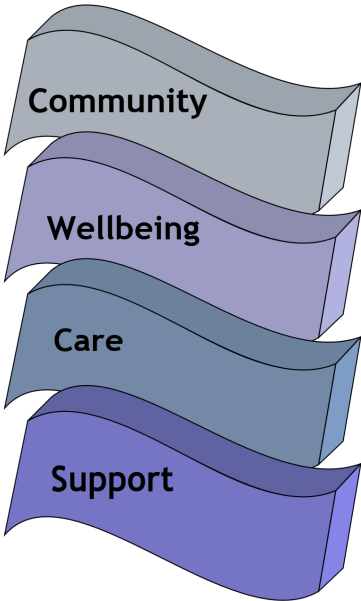
Accounts

Annual Report 2021/22



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The Mission of MCSC

To support Charitable organisations and Community groups to effectively deliver their services to the community of Maidstone and surrounding areas by providing good quality affordable offices and meeting spaces in our Maidstone based community building.

What does this Centre mean to the local community?

MCSC aims to unlock local potential by helping organisations, agencies and groups reach out to the neighbouring population and workforce to promote, to encourage and to educate.

The Home of Community and Voluntary work in the heart of Maidstone

MCSC has been providing office space and services for various charitable organisations and affordable meeting space for local community groups and businesses since 1986.



Our Vision

Working with our Members, Visitors and the Community in our area, Maidstone Community Support Centre aims to provide:

An attractive and affordable office base for charities, voluntary organisations and community groups.

A nurturing and encouraging environment for ideas, partnerships and developments.

A range of innovative and creative community services in response to local needs.



Chair's report

During this reporting year we saw a return of activity within the Community Support Centre and the beginnings of recovery from the disturbance caused by the Covid pandemic.

Organisations and individuals took advantage of the number of offices that had become vacant due to the earlier pandemic. An outcome of this churn was to change the profile of those who have chosen to base their activity in Marsham St. We have continued to move away from a predominance of larger organisations to a wider mix of smaller charities and an increased number of individual service providers. This changed profile is expected to bring with it a wider range of service delivery and greater emphasis on our contribution to our community.

Recovery of sessional usage of our halls and meeting rooms was much slower than we had hoped for. Much of this slow recovery was due to a cautious approach to meetings and larger gatherings experienced by our users. Further lifting of restrictions during the year did not provide the increase in bookings we expected.

Notwithstanding the pressures of the pandemic Maidstone Community Support Centre remained open throughout the recent recovery period thereby enabling resident service providers to operate successfully. Tribute is paid to the staff team in enabling this achievement and to trustees for their encouragement.

Major works to the fabric of the building and to the IT infrastructure continued and have been carried over into the following year.

In December 2021 we saw the welcome return of the 'Café in Marsham St' named Sonya's Café after the new proprietor. Sadly, the financial situation for the Café reflected the slow recovery of activity within the centre and thus far has failed to meet expectations.

We are grateful for the support provided by the borough during this and prior years. MCSC continues to maintain good relations with the borough and through regular meetings seeks to work collaboratively with the borough's community services.

It remains a principal objective of MCSC to position ourselves as a provider of affordable and secure accommodation. Such accommodation is provided under licence agreements to charities, CICs and the voluntary sector generally. In this objective MCSC is supporting those who wish to deliver front line services within a welcoming and supportive environment.

I am pleased to present the annual report for 2021/22 and take the opportunity to thank the whole of the staff team for their hard work and dedication. I also thank fellow members of the Trustee Board for their support and contribution to our policy and scrutiny discussions.

To all our licence holders and associates may I on behalf of the Board wish you a joyful Christmas and success in all the work you do for our community.

Peter Cox

Chairman



CEO's report

The first lockdown of March 23rd 2020 now seems a distant memory, but the effects of the Covid19 pandemic still reverberates across the world and for us in the UK.

It almost seemed impossible at the time that organisations and in particular Charities would be able to recover from the loss of income due to having to close down business or being unable to carry out the functions of their charitable work.

However, MCSC did manage to ride the Covid19 storm and this was due to continued support from those organisations based here, who steadfastly kept going where they could, Local Government Covid Grants, which helped cover some of our loss of income and of course our staff team who stepped into different roles to help keep the building safe for those that had to continue to work and provide essential services.

The 19th July 2021 saw all the Government Lockdown restrictions lifted and we did start to see signs of a slow recovery, although MCSC now had over thirty rental offices vacant after groups moved out or downsized due to the Pandemic.

Uptake of our sessional hire spaces proved to be slow, due to people still being very cautious about meeting in groups. There was also the legal requirement to wear face masks in common areas of the building.

December 2021 and the Centre's cafe re-opened under different management. It was good to see the space come to life again after being empty for so long.

Throughout the remainder of 2021 and into 2022, MCSC received more enquiries regarding our vacant office spaces and by March 2022 we had filled most of the vacancies. One interesting point is that we now have a more diverse range of organisations based here than we did pre

pandemic, which is excellent news.

Moving forward into this financial year there are many new challenges including the spectre of Covid 19 continuing to have an impact, the huge rise in energy costs, the cost of living crisis and of course the war in Ukraine, which is influencing many of the issues we are now facing. There has never been a more important time for Maidstone Community Support Centre to be operating, giving a base to the organisations that support the wider Community of Maidstone in these difficult times.

MCSC has and will continue to invest heavily in maintaining the building with a project of major works now planned for this summer of 2022. Keeping the building well maintained and safe for the organisations based here, our sessional hirers and visitors is a priority for MCSC.

I would like to take this opportunity to thank all of the MCSC Staff Team and Board of Trustees for their hard work and support over this very difficult period. I would also like to thank all of the organisations based here at MCSC for their patience and support over the past year.

Tad Taberer
Chief Executive



Financial Director's report 2021/22

It is my pleasure to present the accounts for MCSC for 31st March 2022.

We are all continuing to recover from the effects Covid-19 and together with global unrest and the cost of living increases the future remains a challenge. However like always we face these challenges together and with careful planning, prudent budget calculations we will I am sure all be ok.

We have continued to provide the best possible service within the restrictions we faced and at the same time utilised the time to continue to improve the building for our members and user groups. We continue to invest and upgrade the services we offer so that we can all achieve the best working environment within our wonderful community.

We are pleased now that the limitation of services have been removed and we can open the doors once again to wide community that use our facilities. We are committed to ensuring that all our services are back to what they were and to include the Café once again as a hub for the building.

We would like to say a big thank you to you all that have continued to support us as members, service users and of course for the support we have had from the local Borough Council. Tad and the team have worked tirelessly to ensure that we have made the best of what certainly was an interesting time in our lives. We have though learnt together how to work differently, remote meetings via zoom are now the norm and we can blend the new ways of working with our investment in our interactive camera with the traditional way we still also like to meet face to face too. We will embrace the needs of our users to ensure that we continue to stay safe, strong and ensure that we maintain our services to help and

support the Charitable and Not-for-profit sectors in our area.

We will achieve this in the same manner we always have, by ensuring that the centre is managed and operated to a high standard, that we carefully, prudently and boldly when required manage the finances to ensure that we achieve our charitable purpose. The finance team at MCSC have again kept a very safe control of the income and expenditure and we have been able to achieve our budgets in these uncertain times and our strong reserves to ensure the future stability.

May I wish you all every success with your own organisations for the rest of this financial year and many years to come and together we can build strong and stable charitable sector in Maidstone.

Barry Snashall

Finance Director

A full copy of our accounts will be available on our website



Maidstone Community Support Centre
35th Annual General Meeting
Tuesday 15th November 2022 - 2pm
AGENDA

- Welcome
- Apologies
- Minutes of the last AGM (23rd November 2021)
 - Minutes to be agreed and signed
- Hon. Chair's report
- Report and Accounts for year 2021/2022
 - Accepting the Accounts
 - Appointment of reporting accountants
- Chief Executive's report
- A.O.B

Staff and Trustee information

Staff

Tad Taberer - CEO

Jackie Avery - Centre
Lettings & Finance Manager

Matt Wright - Senior Centre
Support Manager

Andrew Usher - Site Manager

Sinéad Fitzgerald - Morning
Administrator/Reception

Jo Mitchell - Afternoon
Administrator/Reception

Rachel Hall - Evening and
Weekend Centre Support
Worker

Jo Miles - Evening and
Weekend Centre Support
Worker

Trustees

Peter Cox - Chair

Ray Harris - Vice Chair

Barry Snashall -
Finance Director

Fiona Marriner

Dorothy Phillips

Sandie Turner

Contact and social media information

MCSC

39-48 Marsham Street

Maidstone

Kent

ME14 1HH

01622 690369

www.mcsc.org.uk

admin@mcsc.org.uk

Twitter @MCSCMaidstone

Facebook MCSC Maidstone

LinkedIn Maidstone Community
Support Centre





Maidstone Community Support Centre



Affordable Office Space
from £2000 to £5000 per annum

(Subject to availability)



Sessional Room Hire
from £8 to £80 per hour

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2022

Maidstone Community Support Centre
(A Company Limited by Guarantee)

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2022

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair Tamandra Christmas (resigned 15 February 2022) Dorothy Phillips Barry Snashall, Finance Director Sandra Turner Fiona Marriner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2022

The trustees present their annual report together with the financial statements of the company for the period 1 April 2021 to 31 March 2022. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social or health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The charity's income is derived in the main from licence fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations. We have not increased the licence fees or sessional charges since April 2020.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times.

The centre currently employs 7 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

The period under review saw a steady return to normal working following the continuing lifting of Covid 19 restrictions. However many of our licensees had found advantages in 'working from home' and chose to continue to work in that way. This in turn had an impact on our sessional hire and turn-over in the Café at Marsham Street.

Another outcome of the 'working from home' trend has been an increase in the number of vacant offices after some licensees chose to terminate their licence agreements with MCSC. However, we have seen a strong return and many of the vacant offices have now been let under our usual licence terms. This has given us the opportunity to welcome many new licensees to the MCSC family. Many of our new licensees are small charities or CIC's and we continue to move away from being overly reliant on large organisations that in the past have had a disproportionate influence on our operations through rental of multiple office spaces.

We continued to benefit from both local and national government support which in part compensated for the downturn in both sessional and office rental income. Given the business environment we have been able to report a strong financial performance during the review period.

During the review period the MCSC Staff Team continued to provide a full service to licence holders and the centre remained open throughout. The high level of Covid-19 health and safety precautions were maintained and at no time was the centre compromised. We took advantage of the lower level of activity by carrying out repairs and improvements while the building was relatively quiet. This period also gave the Staff Team and Trustees the opportunity to consider a major repair and rolling improvement programme for the next

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2022

Achievements and performance (continued)

12 months. This programme includes work to the external features of the building together with a major upgrade of our IT facilities.

Trustees take the opportunity to thank the MCSC Staff Team for their continued support during a difficult trading period and also thank licensees and other users of the Centre for their support and understanding while we endeavour to provide a full service under challenging conditions.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review. In 2021-22 the balance in Kent Savers was £15,270. This deposit is loaned or reinvested for community benefit.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy.

The charity endeavours to ensure sustainable reserves for future years. At 31 March 2022 the charity held completely free general reserves of £412,174 (2021 - £353,655). Total unrestricted funds also included designated funds related to the charity's operational fixed assets, as detailed in note 15.

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisation's trustees maintain a prudent approach to the current reserves.

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

Away from any lingering COVID-19 related issues, the principal risk to the charity is that of user groups leaving the building and the resulting risk that, should it not be possible to replace any leavers in the short term, this would result in a decline in income.

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2022

e. Review of results for 2021-22

The overall financial result for 2021/22 shows a net increase in funds of £46,583. Whilst the trustees were pleased with the surplus and the increase in free reserves that followed, in spite of the difficult circumstances in the year, they noted that the result was heavily influenced by the COVID-19 support the charitable company has been able to access. Charitable income from licence fees and session income was up by £17,738, but still down from 2020 results. However, it was fortunately replaced by government pandemic grant assistance. Incoming resources for the year included £50,668 of such government grants, such as for business rates and 'restart' funding, plus £22,105 claimed under the Coronavirus Job Retention Scheme for employees who were furloughed during the year.

The main source of income was licence fees. However, additional support was sought during the year such as the COVID-19 job retention scheme and COVID-19 grants via the local council.

Staff costs, followed by premises costs, were the greatest expense.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Trustees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Trustees, who also act as directors for the purposes of company law, are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chairman.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2022

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:

Peter Cox, Honorary Chairman

Date:

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2022

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:

Dated:

Allan R. Hickie

BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	73,772	-	73,772	119,509
Charitable activities	4	252,847	-	252,847	235,109
Investments	5	41	-	41	77
Total income		326,660	-	326,660	354,695
Expenditure on:					
Charitable activities	6	277,859	2,218	280,077	240,929
Total expenditure		277,859	2,218	280,077	240,929
Net movement in funds		48,801	(2,218)	46,583	113,766
Reconciliation of funds:					
Total funds brought forward		409,889	175,885	585,774	472,008
Net movement in funds		48,801	(2,218)	46,583	113,766
Total funds carried forward		458,690	173,667	632,357	585,774

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	238,369	231,945
Current assets			
Debtors	12	9,358	3,614
Cash at bank and in hand		424,547	403,559
		<u>433,905</u>	<u>407,173</u>
Creditors: amounts falling due within one year	13	(23,595)	(33,796)
Net current assets		<u>410,310</u>	<u>373,377</u>
Total assets less current liabilities		<u>648,679</u>	<u>605,322</u>
Creditors: amounts falling due after more than one year	14	(16,322)	(19,548)
Total net assets		<u><u>632,357</u></u>	<u><u>585,774</u></u>
Charity funds			
Restricted funds	15	173,667	175,885
Unrestricted funds	15	458,690	409,889
Total funds		<u><u>632,357</u></u>	<u><u>585,774</u></u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:

Peter Cox, Honorary Chair

Barry Snashall, Finance Director

Date:

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

1. General information

The charitable company is a company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The company is a company limited by guarantee. The legal members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The Trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

In undertaking their assessment, the Trustees have taken into account the current situation within the post Covid-19 pandemic and other global factors which may affect the charitable sector.

MCSC has been successful in weathering the pandemic crisis and has a sound financial grounding, which ensures it can sustain its charitable business well into the future. Further successful local government support funding has enabled the charitable company to maintain its charitable activities and future projects.

At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year-to-date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the Trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

2. Accounting policies (continued)

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Government grants

Covid-19 job retention scheme grant income is credited to the Statement of Financial Activities as the related expenditure is incurred. Additional COVID-19 government grants are credited to the Statement of Financial Activities upon receipt of monies.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.8 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

2. Accounting policies (continued)

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Government grants			
COVID-19 Job retention scheme	22,105	22,105	48,544
COVID-19 Maidstone Borough Council	50,668	50,668	70,965
	<u>72,773</u>	<u>72,773</u>	<u>119,509</u>
Grants	999	999	-
	<u>73,772</u>	<u>73,772</u>	<u>119,509</u>
	<u><u>119,509</u></u>	<u><u>119,509</u></u>	
<i>Analysis of 2021 total by fund</i>			

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Licence fees and session income	252,847	252,847	235,109
	<u>252,847</u>	<u>252,847</u>	
<i>Analysis of 2021 total by fund</i>	<u><u>235,109</u></u>	<u><u>235,109</u></u>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Investment income	41	41	77
<i>Analysis of 2021 total by fund</i>	77	77	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Direct charitable purposes	277,859	2,218	280,077	240,929
<i>Analysis of 2021 total by fund</i>	238,711	2,218	240,929	

7. Analysis of expenditure by activities

	Direct costs 2022 £	Support costs 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Direct charitable purposes	220,429	59,648	280,077	240,929
<i>Analysis of 2021 total</i>	191,451	49,478	240,929	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2022 £	<i>Total funds 2021 £</i>
Staff costs	152,426	150,909
Water, sewerage and waste	6,404	3,371
Light and heat	10,473	15,742
Repairs and maintenance	31,777	13,153
Property management and cleaning	19,169	7,999
Coffee shop	180	277
	<hr/> 220,429 <hr/>	<hr/> <i>191,451</i> <hr/>

Analysis of support costs

	Total funds 2022 £	<i>Total funds 2021 £</i>
Depreciation	11,936	14,955
Donations	6,432	-
Insurance	5,314	5,666
Accountancy and payroll charges	4,230	4,754
Telephone	12,063	7,764
Office expenses and training	2,953	1,186
Photocopier costs	1,183	1,183
Bank charges and interest	630	589
General expenses	12,799	8,979
Bad debts	2,108	4,402
	<hr/> 59,648 <hr/>	<hr/> <i>49,478</i> <hr/>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,540 (2021: £3,400), and other services of £1,092 (2021: £1,354).

9. Staff costs

	2022	<i>2021</i>
	£	£
Wages and salaries	139,215	<i>137,928</i>
Social security costs	7,292	<i>7,089</i>
Contribution to defined contribution pension schemes	5,919	<i>5,892</i>
	<u>152,426</u>	<u><i>150,909</i></u>

The average number of persons employed by the company during the year was as follows:

	2022	<i>2021</i>
	No.	No.
Employees	<u>7</u>	<u><i>8</i></u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £50,885 (2021 - £50,893).

10. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no trustee expenses have been incurred (2021 - £NIL).

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

11. Tangible fixed assets

	Freehold property £	Freehold property improvements £	Fixtures and fittings £	Total £
Cost				
At 1 April 2021	221,765	526,794	128,772	877,331
Additions	-	-	18,360	18,360
At 31 March 2022	<u>221,765</u>	<u>526,794</u>	<u>147,132</u>	<u>895,691</u>
Depreciation				
At 1 April 2021	47,681	470,713	126,992	645,386
Charge for the year	2,218	9,324	394	11,936
At 31 March 2022	<u>49,899</u>	<u>480,037</u>	<u>127,386</u>	<u>657,322</u>
Net book value				
At 31 March 2022	<u>171,866</u>	<u>46,757</u>	<u>19,746</u>	<u>238,369</u>
<i>At 31 March 2021</i>	<u>174,084</u>	<u>56,081</u>	<u>1,780</u>	<u>231,945</u>

12. Debtors

	2022	<i>2021</i>
	£	£
Trade debtors	8,073	3,402
Prepayments and accrued income	1,285	212
	<u>9,358</u>	<u>3,614</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

13. Creditors: Amounts falling due within one year

	2022	<i>2021</i>
	£	£
Other loans	3,226	3,226
Trade creditors	2,435	973
Other taxation and social security	-	2,699
Other creditors	2,493	4,041
Accruals and deferred income	15,441	22,857
	<u>23,595</u>	<u>33,796</u>

14. Creditors: Amounts falling due after more than one year

	2022	<i>2021</i>
	£	£
Other loans	16,322	19,548
	<u>16,322</u>	<u>19,548</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021	Income	Expenditure	Balance at 31 March 2022
	£	£	£	£
Unrestricted funds				
Designated funds				
Fixed asset fund	56,234	-	(9,718)	46,516
General funds				
General funds	353,655	326,660	(268,141)	412,174
Total Unrestricted funds	409,889	326,660	(277,859)	458,690
Restricted funds				
Capital fund	174,084	-	(2,218)	171,866
Big lottery grant	1,801	-	-	1,801
	175,885	-	(2,218)	173,667
Total of funds	585,774	326,660	(280,077)	632,357

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 11 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

The Big Lottery grant was received for the provision of services relating to mental health and a proportion remained unspent at the year end.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2020</i>	<i>Income</i>	<i>Expenditure</i>	<i>Balance at 31 March 2021</i>
	£	£	£	£
Unrestricted funds				
Designated funds				
Fixed asset fund	68,971	-	(12,737)	56,234
General funds				
General funds	224,934	354,695	(225,974)	353,655
Total Unrestricted funds	293,905	354,695	(238,711)	409,889
Restricted funds				
Capital fund	176,302	-	(2,218)	174,084
Big lottery grant	1,801	-	-	1,801
	178,103	-	(2,218)	175,885
Total of funds	472,008	354,695	(240,929)	585,774

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022	Restricted funds 2022	Total funds 2022
	£	£	£
Tangible fixed assets	66,503	171,866	238,369
Current assets	432,104	1,801	433,905
Creditors due within one year	(23,595)	-	(23,595)
Creditors due in more than one year	(16,322)	-	(16,322)
Total	458,690	173,667	632,357

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	57,861	174,084	231,945
Current assets	405,372	1,801	407,173
Creditors due within one year	(33,796)	-	(33,796)
Creditors due in more than one year	(19,548)	-	(19,548)
Total	<u>409,889</u>	<u>175,885</u>	<u>585,774</u>

17. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. There were no amounts payable to the fund at the balance sheet date (2021 - £Nil).

18. Operating lease commitments

At 31 March 2022 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	<i>2021 £</i>
Not later than 1 year	8,383	99
Later than 1 year and not later than 5 years	10,882	-
	<u>19,265</u>	<u>99</u>

19. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £3,979 (2021 - £3,788) to Fernleigh Consulting, a firm where Peter Cox, a trustee of Maidstone Community Support Centre is a consultant. At 31 March 2022 Fernleigh Consulting was owed £1,518 (2021 - £1,765) by the company, as a result of payments in advance.

The company charged rent of £16,352 (2021 - £13,081) to Rubicon Cares, a charity that Sandra Turner, a trustee of Maidstone Community Support Centre is a trustee of. At 31 March 2022 Rubicon Cares owed £21 (2021 - £Nil) to the company.

The company made purchases of £600 (2021 - £570) from Analsyer Accounting Limited, a firm that Barry Snashall, a trustee and the Finance Director of Maidstone Community Support Centre, is a director of.

Registered number: 02045986
Charity number: 295143

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2022

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Contents

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2022

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair Tamandra Christmas (resigned 15 February 2022) Dorothy Phillips Barry Snashall, Finance Director Sandra Turner Fiona Marriner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2022

The trustees present their annual report together with the financial statements of the company for the period 1 April 2021 to 31 March 2022. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social or health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The charity's income is derived in the main from licence fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations. We have not increased the licence fees or sessional charges since April 2020.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times.

The centre currently employs 7 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

The period under review saw a steady return to normal working following the continuing lifting of Covid 19 restrictions. However many of our licensees had found advantages in 'working from home' and chose to continue to work in that way. This in turn had an impact on our sessional hire and turn-over in the Café at Marsham Street.

Another outcome of the 'working from home' trend has been an increase in the number of vacant offices after some licensees chose to terminate their licence agreements with MCSC. However, we have seen a strong return and many of the vacant offices have now been let under our usual licence terms. This has given us the opportunity to welcome many new licensees to the MCSC family. Many of our new licensees are small charities or CIC's and we continue to move away from being overly reliant on large organisations that in the past have had a disproportionate influence on our operations through rental of multiple office spaces.

We continued to benefit from both local and national government support which in part compensated for the downturn in both sessional and office rental income. Given the business environment we have been able to report a strong financial performance during the review period.

During the review period the MCSC Staff Team continued to provide a full service to licence holders and the centre remained open throughout. The high level of Covid-19 health and safety precautions were maintained and at no time was the centre compromised. We took advantage of the lower level of activity by carrying out repairs and improvements while the building was relatively quiet. This period also gave the Staff Team and Trustees the opportunity to consider a major repair and rolling improvement programme for the next

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2022

Achievements and performance (continued)

12 months. This programme includes work to the external features of the building together with a major upgrade of our IT facilities.

Trustees take the opportunity to thank the MCSC Staff Team for their continued support during a difficult trading period and also thank licensees and other users of the Centre for their support and understanding while we endeavour to provide a full service under challenging conditions.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review. In 2021-22 the balance in Kent Savers was £15,270. This deposit is loaned or reinvested for community benefit.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy.

The charity endeavours to ensure sustainable reserves for future years. At 31 March 2022 the charity held completely free general reserves of £412,174 (2021 - £353,655). Total unrestricted funds also included designated funds related to the charity's operational fixed assets, as detailed in note 15.

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisation's trustees maintain a prudent approach to the current reserves.

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

Away from any lingering COVID-19 related issues, the principal risk to the charity is that of user groups leaving the building and the resulting risk that, should it not be possible to replace any leavers in the short term, this would result in a decline in income.

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2022

e. Review of results for 2021-22

The overall financial result for 2021/22 shows a net increase in funds of £46,583. Whilst the trustees were pleased with the surplus and the increase in free reserves that followed, in spite of the difficult circumstances in the year, they noted that the result was heavily influenced by the COVID-19 support the charitable company has been able to access. Charitable income from licence fees and session income was up by £17,738, but still down from 2020 results. However, it was fortunately replaced by government pandemic grant assistance. Incoming resources for the year included £50,668 of such government grants, such as for business rates and 'restart' funding, plus £22,105 claimed under the Coronavirus Job Retention Scheme for employees who were furloughed during the year.

The main source of income was licence fees. However, additional support was sought during the year such as the COVID-19 job retention scheme and COVID-19 grants via the local council.

Staff costs, followed by premises costs, were the greatest expense.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Trustees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Trustees, who also act as directors for the purposes of company law, are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chairman.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2022

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:

Peter Cox, Honorary Chairman

Date:

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2022

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:

Dated:

Allan R. Hickie

BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	73,772	-	73,772	119,509
Charitable activities	4	252,847	-	252,847	235,109
Investments	5	41	-	41	77
Total income		326,660	-	326,660	354,695
Expenditure on:					
Charitable activities	6	277,859	2,218	280,077	240,929
Total expenditure		277,859	2,218	280,077	240,929
Net movement in funds		48,801	(2,218)	46,583	113,766
Reconciliation of funds:					
Total funds brought forward		409,889	175,885	585,774	472,008
Net movement in funds		48,801	(2,218)	46,583	113,766
Total funds carried forward		458,690	173,667	632,357	585,774

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	238,369	231,945
Current assets			
Debtors	12	9,358	3,614
Cash at bank and in hand		424,547	403,559
		<u>433,905</u>	<u>407,173</u>
Creditors: amounts falling due within one year	13	(23,595)	(33,796)
Net current assets		<u>410,310</u>	<u>373,377</u>
Total assets less current liabilities		<u>648,679</u>	<u>605,322</u>
Creditors: amounts falling due after more than one year	14	(16,322)	(19,548)
Total net assets		<u><u>632,357</u></u>	<u><u>585,774</u></u>
Charity funds			
Restricted funds	15	173,667	175,885
Unrestricted funds	15	458,690	409,889
Total funds		<u><u>632,357</u></u>	<u><u>585,774</u></u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:

Peter Cox, Honorary Chair

Barry Snashall, Finance Director

Date:

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

1. General information

The charitable company is a company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The company is a company limited by guarantee. The legal members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The Trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

In undertaking their assessment, the Trustees have taken into account the current situation within the post Covid-19 pandemic and other global factors which may affect the charitable sector.

MCSC has been successful in weathering the pandemic crisis and has a sound financial grounding, which ensures it can sustain its charitable business well into the future. Further successful local government support funding has enabled the charitable company to maintain its charitable activities and future projects.

At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year-to-date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the Trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

2. Accounting policies (continued)

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Government grants

Covid-19 job retention scheme grant income is credited to the Statement of Financial Activities as the related expenditure is incurred. Additional COVID-19 government grants are credited to the Statement of Financial Activities upon receipt of monies.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.8 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

2. Accounting policies (continued)

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Government grants			
COVID-19 Job retention scheme	22,105	22,105	48,544
COVID-19 Maidstone Borough Council	50,668	50,668	70,965
	<u>72,773</u>	<u>72,773</u>	<u>119,509</u>
Grants	999	999	-
	<u>73,772</u>	<u>73,772</u>	<u>119,509</u>
	<u><u>119,509</u></u>	<u><u>119,509</u></u>	
<i>Analysis of 2021 total by fund</i>			

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Licence fees and session income	252,847	252,847	235,109
	<u>252,847</u>	<u>252,847</u>	
<i>Analysis of 2021 total by fund</i>	<u><u>235,109</u></u>	<u><u>235,109</u></u>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Investment income	41	41	77
<i>Analysis of 2021 total by fund</i>	77	77	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Direct charitable purposes	277,859	2,218	280,077	240,929
<i>Analysis of 2021 total by fund</i>	238,711	2,218	240,929	

7. Analysis of expenditure by activities

	Direct costs 2022 £	Support costs 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Direct charitable purposes	220,429	59,648	280,077	240,929
<i>Analysis of 2021 total</i>	191,451	49,478	240,929	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2022 £	<i>Total funds 2021 £</i>
Staff costs	152,426	150,909
Water, sewerage and waste	6,404	3,371
Light and heat	10,473	15,742
Repairs and maintenance	31,777	13,153
Property management and cleaning	19,169	7,999
Coffee shop	180	277
	<hr/> 220,429 <hr/>	<hr/> <i>191,451</i> <hr/>

Analysis of support costs

	Total funds 2022 £	<i>Total funds 2021 £</i>
Depreciation	11,936	14,955
Donations	6,432	-
Insurance	5,314	5,666
Accountancy and payroll charges	4,230	4,754
Telephone	12,063	7,764
Office expenses and training	2,953	1,186
Photocopier costs	1,183	1,183
Bank charges and interest	630	589
General expenses	12,799	8,979
Bad debts	2,108	4,402
	<hr/> 59,648 <hr/>	<hr/> <i>49,478</i> <hr/>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,540 (2021: £3,400), and other services of £1,092 (2021: £1,354).

9. Staff costs

	2022	<i>2021</i>
	£	£
Wages and salaries	139,215	<i>137,928</i>
Social security costs	7,292	<i>7,089</i>
Contribution to defined contribution pension schemes	5,919	<i>5,892</i>
	<u>152,426</u>	<u><i>150,909</i></u>

The average number of persons employed by the company during the year was as follows:

	2022	<i>2021</i>
	No.	No.
Employees	<u>7</u>	<u><i>8</i></u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £50,885 (2021 - £50,893).

10. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no trustee expenses have been incurred (2021 - £NIL).

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

11. Tangible fixed assets

	Freehold property £	Freehold property improvements £	Fixtures and fittings £	Total £
Cost				
At 1 April 2021	221,765	526,794	128,772	877,331
Additions	-	-	18,360	18,360
At 31 March 2022	<u>221,765</u>	<u>526,794</u>	<u>147,132</u>	<u>895,691</u>
Depreciation				
At 1 April 2021	47,681	470,713	126,992	645,386
Charge for the year	2,218	9,324	394	11,936
At 31 March 2022	<u>49,899</u>	<u>480,037</u>	<u>127,386</u>	<u>657,322</u>
Net book value				
At 31 March 2022	<u>171,866</u>	<u>46,757</u>	<u>19,746</u>	<u>238,369</u>
<i>At 31 March 2021</i>	<u>174,084</u>	<u>56,081</u>	<u>1,780</u>	<u>231,945</u>

12. Debtors

	2022	<i>2021</i>
	£	£
Trade debtors	8,073	3,402
Prepayments and accrued income	1,285	212
	<u>9,358</u>	<u>3,614</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

13. Creditors: Amounts falling due within one year

	2022	<i>2021</i>
	£	£
Other loans	3,226	3,226
Trade creditors	2,435	973
Other taxation and social security	-	2,699
Other creditors	2,493	4,041
Accruals and deferred income	15,441	22,857
	<u>23,595</u>	<u>33,796</u>

14. Creditors: Amounts falling due after more than one year

	2022	<i>2021</i>
	£	£
Other loans	16,322	19,548
	<u>16,322</u>	<u>19,548</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021	Income	Expenditure	Balance at 31 March 2022
	£	£	£	£
Unrestricted funds				
Designated funds				
Fixed asset fund	56,234	-	(9,718)	46,516
General funds				
General funds	353,655	326,660	(268,141)	412,174
Total Unrestricted funds	409,889	326,660	(277,859)	458,690
Restricted funds				
Capital fund	174,084	-	(2,218)	171,866
Big lottery grant	1,801	-	-	1,801
	175,885	-	(2,218)	173,667
Total of funds	585,774	326,660	(280,077)	632,357

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 11 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

The Big Lottery grant was received for the provision of services relating to mental health and a proportion remained unspent at the year end.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2020</i>	<i>Income</i>	<i>Expenditure</i>	<i>Balance at 31 March 2021</i>
	£	£	£	£
Unrestricted funds				
Designated funds				
Fixed asset fund	68,971	-	(12,737)	56,234
General funds				
General funds	224,934	354,695	(225,974)	353,655
Total Unrestricted funds	293,905	354,695	(238,711)	409,889
Restricted funds				
Capital fund	176,302	-	(2,218)	174,084
Big lottery grant	1,801	-	-	1,801
	178,103	-	(2,218)	175,885
Total of funds	472,008	354,695	(240,929)	585,774

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022	Restricted funds 2022	Total funds 2022
	£	£	£
Tangible fixed assets	66,503	171,866	238,369
Current assets	432,104	1,801	433,905
Creditors due within one year	(23,595)	-	(23,595)
Creditors due in more than one year	(16,322)	-	(16,322)
Total	458,690	173,667	632,357

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	57,861	174,084	231,945
Current assets	405,372	1,801	407,173
Creditors due within one year	(33,796)	-	(33,796)
Creditors due in more than one year	(19,548)	-	(19,548)
Total	<u>409,889</u>	<u>175,885</u>	<u>585,774</u>

17. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. There were no amounts payable to the fund at the balance sheet date (2021 - £Nil).

18. Operating lease commitments

At 31 March 2022 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	<i>2021 £</i>
Not later than 1 year	8,383	99
Later than 1 year and not later than 5 years	10,882	-
	<u>19,265</u>	<u>99</u>

19. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £3,979 (2021 - £3,788) to Fernleigh Consulting, a firm where Peter Cox, a trustee of Maidstone Community Support Centre is a consultant. At 31 March 2022 Fernleigh Consulting was owed £1,518 (2021 - £1,765) by the company, as a result of payments in advance.

The company charged rent of £16,352 (2021 - £13,081) to Rubicon Cares, a charity that Sandra Turner, a trustee of Maidstone Community Support Centre is a trustee of. At 31 March 2022 Rubicon Cares owed £21 (2021 - £Nil) to the company.

The company made purchases of £600 (2021 - £570) from Analsyer Accounting Limited, a firm that Barry Snashall, a trustee and the Finance Director of Maidstone Community Support Centre, is a director of.

MAIDSTONE COMMUNITY SUPPORT CENTRE

England & Wales - Charity number 295143

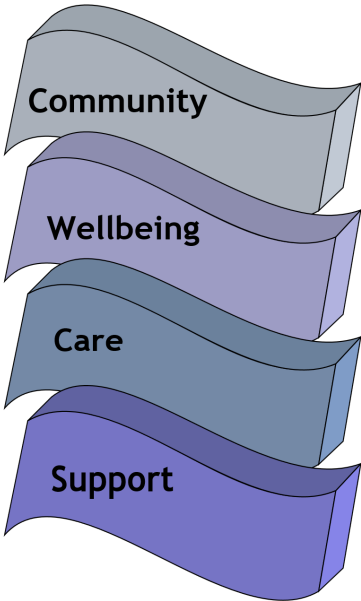
Accounts

Annual Report 2020/21



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The Mission of MCSC

To support Charitable organisations and Community groups to effectively deliver their services to the community of Maidstone and surrounding areas by providing good quality affordable offices and meeting spaces in our Maidstone based community building.

What does this Centre mean to the local community?

MCSC aims to unlock local potential by helping organisations, agencies and groups reach out to the neighbouring population and workforce to promote, to encourage and to educate.

The Home of Community and Voluntary work in the heart of Maidstone

MCSC has been providing office space and services for various charitable organisations and affordable meeting space for local community groups and businesses since 1986.



Our Vision

Working with our Members, Visitors and the Community in our area, Maidstone Community Support Centre aims to provide:

An attractive and affordable office base for charities, voluntary organisations and community groups.

A nurturing and encouraging environment for ideas, partnerships and developments.

A range of innovative and creative community services in response to local needs.



Chair's report

To say that the year under review has been a difficult one due to the pandemic is an understatement!

Caught in the perfect storm of having to close the Centre to those who wished to hire the hall or meeting room facilities, seeing several members working from home and the Café surrendering their licence agreement. All this resulted in a very quiet Centre. On the other side of the equation the Centre remained open to Members who chose to operate at their normal workplace and seeing clients throughout the period.

The phrase 'We never close' comes to mind for those who have a sense of history, but to achieve that objective required Tad and all members of the staff team to stay at their posts to keep services running and facilities open.

To achieve this objective a much-enhanced cleaning regime was introduced, and PPE was purchased. Some staff re-rolled and changed hours of work in order to ensure a regular clean down of all touch points several times during the working day, one-way systems were introduced, and wearing masks and social distancing was enforced.

While planned 'Major Works' were deferred for a year the opportunity was taken to catch up on routine maintenance, much of it carried out by the staff team. Work progressed on the planning stage of the major IT upgrade and installation work will start shortly.

Despite the major impact on MCSC income, resulting from the closure of casual letting and termination of some licences, much of the financial damage has been mitigated through furlough payments, government and local restart grants. However, that trick cannot be done twice, and pressure is now on to recruit new charitable organisations and individuals to fill the current office voids.

I take this opportunity to thank my fellow trustees for their support and steady hand during the period and we pay tribute to the whole staff team for their commitment and flexibility throughout.

On behalf of the Trustee Board, I wish all members both individuals and organisations best wishes for Christmas and New Year and look forward to working together with you to further the 'Community' at Marsham St.

Peter Cox

Chairman



CEO's report

This reporting year has probably been one of the most challenging periods in the MCSC history, due to Covid -19.

March 23rd 2020 saw the first national lockdown which meant that effectively we had to close the MCSC building for all sessional hire activities. MCSC have Member groups who provide essential services from offices based in the building, so were still allowed to use their rooms as they felt appropriate to do so through all lockdown periods. The lock down seriously impacted our income, although we still had some revenue from the rental of office space.

With two exceptions, MCSC staff were placed onto the Government Furlough Scheme for the first lockdown period. This allowed us to recoup some of our salary costs as well as being able to maintain and clean the building safely for those groups' still working, providing services to those that needed them.

During this first lockdown we received termination notices on a number of our office spaces, plus the Café which obviously couldn't open due to Government restrictions. When restrictions started to be lifted during June 2020, we were able to re-open our sessional hire facilities, albeit with restrictions in place to allow social distancing. Some of our staff team were redeployed to cleaning roles which enabled all communal areas and facilities to be regularly sanitized and cleaned throughout the day. All MCSC staff came back to work on a part time basis, which allowed the appropriate amount of cover to be in place for the building to remain functioning and safe as well as still being able to benefit from the Furlough Scheme.

MCSC invested heavily in cleaning, PPE and anti-viral fogging equipment. We also ensured the appropriate signage regarding Covid-19 information and safety advice were placed around the building.

The December 2020 full lockdown forced us again to close down our sessional hire facilities. All staff continued to work part time hours, which enabled us to support of those groups still working in the

building, as well MCSC receiving the continued benefit from the Furlough Scheme.

One advantage with the building being partially closed was that we were able to carry out some remedial maintenance, which was done in house by our own team; this enabled us to save some costs on works that needed doing.

MCSC was successful in applying for and receiving Government Covid -19 grants, which were awarded by Maidstone Borough Council. These grants were for loss of income for sessional hire.

In April 2021 we applied for and received the restart grants to support the re-opening of our sessional spaces. These grants have helped us create a buffer from the loss of income due to Covid -19 restrictions. MCSC were finally allowed to fully re-open on the 19th July 2021, with the lifting of the Government restrictions.

Although we still have a number of office vacancies, due to groups moving out over the pandemic, we are gradually receiving enquiries and interest from a variety of organizations regarding renting office space from us.

I am optimistic for this forthcoming financial year that we will get back to somewhere near the position the organization was pre-pandemic.

I would like to take this opportunity to thank all of the MCSC Staff Team and Board of Trustees for their hard work and support over this very difficult period.

I would also like to thank all of the MCSC Member Organisations for their patience and support over the past year. Your support has been and continues to be invaluable to MCSC.

Tad Taberer

Chief Executive



Financial Director's report

It is my pleasure to present the accounts for MCSC for 31st March 2021.

Like us, I am sure that you have all continued to be focused on the continuation of your services to your clients and service users. The events that unfolded globally certainly were challenging for us all within the Charitable sector as well as the business world too, but with the determination, teamwork, and determination we are all still here. Yes, it's been difficult but in difficult times we work together, and we adapt to the new world and whilst we do not know what is to come we plan, and positively prepare for the here and now.

We have continued to provide the best possible service within the restrictions we faced and at the same time utilised the time to continue to improve the building for our members and user groups. We continue to invest and upgrade the services we offer so that we can all achieve the best working environment within our wonderful community.

We are pleased now that the limitation of services have been removed and we can open the doors once again to wide community that use our facilities. We are committed to ensuring that all our services are back to what they were and to include the Café once again as a hub for the building.

We would like to say a big thank you to you all that have continued to support us as members, service users and of course for the support we have had from the local Borough Council. Tad and team have worked tirelessly to ensure that we have made the best of what certainly was an interesting time in our lives. We have though learnt together how to work differently, remote meetings via zoom are now the norm and we can blend the new ways of working with our investment in our interactive camera with the traditional way we still also like to meet face to face too. We will embrace the needs of our users to ensure that we continue to stay safe, strong and ensure that we maintain our services to help and support the Charitable and Not-for-profit sectors in our area.

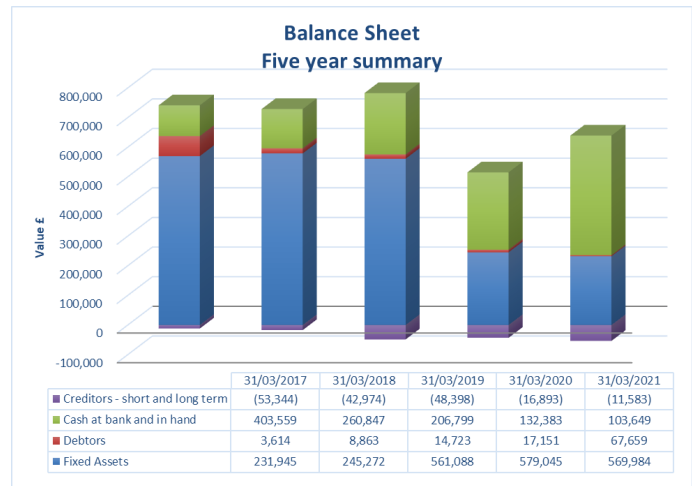
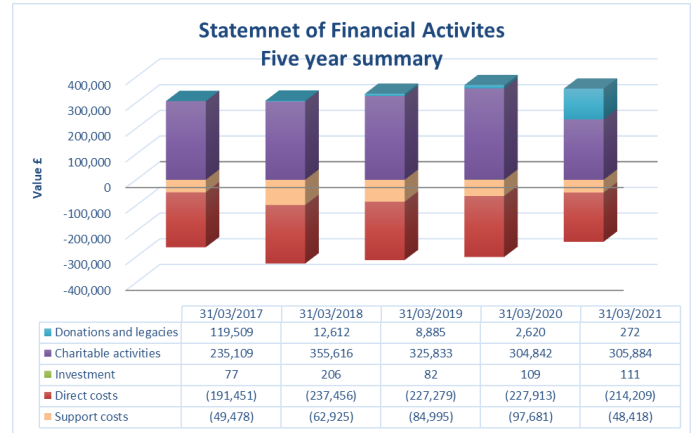
We will achieve this in the same manner we always have, by ensuring that the centre is managed and

operated to a high standard, that we carefully, prudently and boldly when required manage the finances to ensure that we achieve our charitable purpose. The finance team at MCSC have again kept a very safe control of the income and expenditure and we have been able to achieve our budgets in these uncertain times and our strong reserves to ensure the future stability.

May I wish you all every success with your own organisations for the rest of this financial year and many years to come and together we can build strong and stable charitable sector in Maidstone.

Barry Snashall
Finance Director

A full copy of our accounts will be available on our website



Maidstone Community Support Centre 34th Annual General Meeting
Tuesday 23rd November 2021 - 2pm. Halls 1&2

AGENDA

- Welcome
- Apologies
- Minutes of the last AGM (24th November 2020)
 - Minutes to be agreed and signed
- Hon. Chair's report
- Report and Accounts for year 2020/2021
 - Accepting the Accounts
 - Appointment of reporting accountants
- Chief Executive's report
- Appointment of Directors
 - Re-appoint - Sandie Turner, Dorothy Phillips & Barry Snashall
- A.O.B

Staff and Trustee information

Staff

Tad Taberer - CEO

Jackie Avery - Centre
Lettings & Finance Manager

Matt Wright - Senior Centre
Support Manager

Andrew Usher - Site Manager

Sinéad Fitzgerald - Morning
Administrator/Reception

Gilmara Garcia - Afternoon
Administrator/Reception

Janet Sands - Evening and
Weekend Centre Support
Worker

Gilmara Garcia - Evening
and Weekend Centre
Support Worker

Trustees

Peter Cox - Chair

Ray Harris - Vice Chair

Barry Snashall -
Finance Director

Tamandra Christmas

Fiona Marriner

Dorothy Phillips

Sandie Turner

Contact and social media information

MCSC

39-48 Marsham Street

Maidstone

Kent

ME14 1HH

01622 690369

www.mcsc.org.uk

admin@mcsc.org.uk

Twitter @MCSCMaidstone

Facebook MCSC Maidstone

LinkedIn Maidstone Community
Support Centre





Maidstone Community Support Centre



Affordable Office Space in Maidstone
from £2000 to £5000 per annum

(Subject to availability)



Sessional Room Hire

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2021

Maidstone Community Support Centre
(A Company Limited by Guarantee)

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2021

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair Tamandra Christmas Dorothy Phillips Barry Snashall, Finance Director Sandra Turner Fiona Marriner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2021

The trustees present their annual report together with the financial statements of the company for the year 1 April 2020 to 31 March 2021. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social of health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The Centre's income is derived in the main from license fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times. The Board of the Maidstone Support Centre thought it appropriate to increase all license fees by no more than the rate of inflation for the year 2020-21.

The centre currently employs 7 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

This reporting year has probably been one of the most challenging periods in MCSC history due to COVID-19. March 23rd 2020 saw the first national lockdown which meant that effectively we had to close the MCSC building for all sessional hire activities. MCSC have Member groups who provide essential services from offices based in the building were still allowed to use their rooms as appropriate through all lockdown periods. The lockdown seriously impacted our income, although we still had some revenue from the rental of office space.

With two exceptions, MCSC staff were placed onto the Government Furlough Scheme for the first lockdown period. This allowed us to recoup some of our salary costs as well as being able to maintain and clean the building safely for those groups still working. During this first lockdown we received termination notices on a number of our office spaces, plus the Café which obviously couldn't open.

When restrictions started to be lifted during June 2020 we were able to re-open our sessional hire facilities, albeit with restrictions in place to allow social distancing. Some of our staff team were redeployed to cleaning roles which enabled all communal areas and facilities to be regularly sanitized and cleaned throughout the day. All MCSC staff were brought back on a part time basis, which allowed the appropriate amount of cover to be in place for the building to remain functioning and safe as well as still being able to benefit from the Furlough Scheme.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2021

Achievements and performance (continued)

MCSC invested heavily in cleaning and PPE. We also ensured the appropriate signage regarding COVID-19 information and safety advice were placed around the building.

The December 2020 full lockdown again forced us to close down our sessional hire facilities.

All staff continued to work part time hours which enabled us to support of those groups still working in the building, as well as receiving the continued benefit from the Furlough Scheme.

One benefit of the building being partially closed was that we were able to carry out some remedial maintenance. This work was carried out by our own team, which us saved costs.

MCSC was successful in applying for and receiving the Government COVID-19 grants which were being awarded by Maidstone Borough Council. These grants were for loss of income for sessional hire. In June 2021 we applied for and received the restart grants to support the re-opening of our sessional spaces. These grants have helped us create a buffer from the loss of income due to COVID-19 restrictions.

At the time of writing this MCSC will be fully re-opening from the 19th July 2021 with the lifting of the Government restrictions. Although we now have a number of office vacancies due to groups moving out over the period of the pandemic we are gradually receiving enquiries and interest from a variety of organizations regarding renting office space from us.

The trustees are optimistic for this forthcoming financial year that we will get back to somewhere near the position the organisation was pre-pandemic.

Finally, the trustees would like to take this opportunity to thank the entire MCSC Staff Team for their hard work and support over this very difficult period, and to thank all of the MCSC Member Organisations for their continued support over the past year.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review. In 2020-21 the balance in Kent Savers, the local Credit Union, was £15,270. This deposit is loaned or reinvested for community benefit.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy.

The charity endeavours to ensure sustainable reserves for future years. At 31 March 2021 the charity held completely free general reserves of £353,655 (2020: £224,934). Total unrestricted funds also included designated funds related to the charity's operational fixed assets, as detailed in note 16.

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisations Trustees maintain a prudent approach to the current reserves.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2021

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

Away from any lingering COVID-19 related issues, the principal risk to the charity is that of user groups leaving the building and the resulting risk that, should it not be possible to replace any leavers in the short term, this would result in a decline in income.

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

e. Review of results for 2020-21

The overall financial result for 2020/21 shows a net increase in funds of £113,766. Whilst the trustees were pleased with the surplus and the increase in free reserves that followed, in spite of the difficult circumstances in the year, they noted that the result was heavily influenced by the COVID-19 support the charitable company has been able to access. Charitable income from licence fees and session income was down by £120,507, but was fortunately replaced by government pandemic grant assistance. Incoming resources for the year included £70,965 of such government grants, such as for business rates and 'restart' funding, plus £48,544 claimed under the Coronavirus Job Retention Scheme for employees who were furloughed during the year.

It should be noted that the deficit of £262,204 in the comparative period arose due to an exceptional depreciation charge, following a revision to depreciation policies, and that prior to that charge the prior year

The main source of income was once again licence fees. However, additional support was sought during the year such as the COVID-19 job retention scheme and COVID-19 grants via the local council.

Staff costs, followed by premises costs, were once again the greatest expense.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Licensees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application to the Council for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Directors are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2021

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed by Members (Licensees of the offices) at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chair.

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:



Peter Cox, Honorary Chair

Date: 29/9/21

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2021

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:

Dated: 29 September 2021

Allan R. Hickie

BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	119,509	-	119,509	12,612
Charitable activities	4	235,109	-	235,109	355,616
Investments	5	77	-	77	206
		<u>354,695</u>	<u>-</u>	<u>354,695</u>	<u>368,434</u>
Total income					
Expenditure on:					
Charitable activities	6	238,711	2,218	240,929	300,381
		<u>238,711</u>	<u>2,218</u>	<u>240,929</u>	<u>300,381</u>
Total expenditure					
Net movement in funds before other recognised gains/(losses)					
		115,984	(2,218)	113,766	68,053
Exceptional item - depreciation		-	-	-	(330,257)
		<u>115,984</u>	<u>(2,218)</u>	<u>113,766</u>	<u>(262,204)</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		293,905	178,103	472,008	734,212
Net movement in funds		115,984	(2,218)	113,766	(262,204)
		<u>409,889</u>	<u>175,885</u>	<u>585,774</u>	<u>472,008</u>
Total funds carried forward					

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	231,945	245,272
Current assets			
Debtors	13	3,614	8,863
Cash at bank and in hand		403,559	260,847
		<u>407,173</u>	<u>269,710</u>
Creditors: amounts falling due within one year	14	(33,796)	(20,200)
Net current assets		<u>373,377</u>	<u>249,510</u>
Total assets less current liabilities		<u>605,322</u>	<u>494,782</u>
Creditors: amounts falling due after more than one year	15	(19,548)	(22,774)
Total net assets		<u>585,774</u>	<u>472,008</u>
Charity funds			
Restricted funds	16	175,885	178,103
Unrestricted funds	16	409,889	293,905
Total funds		<u>585,774</u>	<u>472,008</u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



Peter Cox, Honorary Chair



Barry Snashall, Finance Director

Date: 29/9/21

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

1. General information

The charitable company is a company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status and group accounts

The company is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

In undertaking their assessment the trustees have taken into account the current situation with the COVID-19 pandemic, and how they believe the charitable company may be affected as the country emerges from the latest period of lockdown and the full easing of social distancing requirements from 19 July 2021.

As noted in the trustees' report, under the review of activities section, the charitable company has been adversely affected by the pandemic and session hire has ceased at times during the year, during the various lockdowns. Use has been made of available government funding, including the Coronavirus Job Retention Scheme, to combat the loss of core income.

Whilst they remain conscious of the continued threat posed by the pandemic, following the lifting of restrictions the trustees are now more optimistic for the future. At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year to date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Notes to the Financial Statements
For the Year Ended 31 March 2021

2. Accounting policies (continued)

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Government grants

COVID-19 job retention scheme grant income is credited to the Statement of Financial Activities as the related expenditure is incurred. Additional COVID-19 government grants are credited to the Statement of Financial Activities upon receipt of monies.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.8 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

2. Accounting policies (continued)

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Government grants				
COVID-19 Job retention scheme	48,544	-	48,544	-
COVID-19 Maidstone Borough Council	70,965	-	70,965	-
Subtotal detailed disclosure	119,509	-	119,509	-
Donations	-	-	-	200
Grants	-	-	-	12,412
	119,509	-	119,509	12,612
<i>Analysis of 2020 total by fund</i>	<i>200</i>	<i>12,412</i>	<i>12,612</i>	

4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Licence fees and session income	235,109	235,109	355,616
<i>Analysis of 2020 total by fund</i>	<i>355,616</i>	<i>355,616</i>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Investment income	77	77	206
	<u>77</u>	<u>77</u>	
<i>Analysis of 2020 total by fund</i>	<u>206</u>	<u>206</u>	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Direct charitable purposes	238,711	2,218	240,929	300,381
	<u>238,711</u>	<u>2,218</u>	<u>240,929</u>	
<i>Analysis of 2020 total by fund</i>	<u>289,499</u>	<u>10,882</u>	<u>300,381</u>	

7. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Direct charitable purposes	191,451	49,478	240,929	300,381
	<u>191,451</u>	<u>49,478</u>	<u>240,929</u>	
<i>Analysis of 2020 total</i>	<u>237,456</u>	<u>62,925</u>	<u>300,381</u>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2021 £	<i>Total funds 2020 £</i>
Staff costs	150,909	155,417
Water, sewerage and waste	3,371	6,274
Light and heat	15,742	23,665
Repairs and maintenance	13,153	22,051
Property management and cleaning	7,999	22,323
Coffee shop	277	743
Room hire	-	6,983
	<u>191,451</u>	<u>237,456</u>

Analysis of support costs

	Total funds 2021 £	<i>Total funds 2020 £</i>
Depreciation	14,955	16,588
Insurance	5,666	5,471
Accountancy and payroll charges	4,754	4,270
Telephone	7,764	5,943
Office expenses and training	1,186	3,902
Photocopier costs	1,183	1,184
Bank charges and interest	589	1,389
General expenses	8,979	23,573
Loss on disposal	-	1
Bad debts	4,402	604
	<u>49,478</u>	<u>62,925</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,400 (2020: £3,288), and other services of £1,354 (2020: £982).

9. Staff costs

	2021 £	2020 £
Wages and salaries	137,928	120,187
Social security costs	7,089	30,032
Contribution to defined contribution pension schemes	5,892	5,198
	<u>150,909</u>	<u>155,417</u>

The average number of persons employed by the company during the year was as follows:

	2021 No.	2020 No.
Employees	<u>8</u>	<u>9</u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £50,893 (2020: £50,915)

10. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no trustee expenses have been incurred (2020 - £NIL).

11. Exceptional items

	2021 £	2020 £
Depreciation charge (see below)	<u>-</u>	<u>330,257</u>

The exceptional item of £330,257 relates to an additional depreciation charge. The trustees reviewed the depreciation policy during 19/20 and determined that the previous policies for freehold property improvements and fixture & fittings both warranted a revision in order to avoid overstating the carrying value of these assets.

An additional depreciation charge was included to reduce the carry value of freehold property improvement and fixtures & fittings to the values the assets would now have if the new policy had always been in force.

This exceptional element has been shown separately on the face of the Statement of Financial Activities in order to present the result prior to this charge and then the overall result including it.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

12. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Freehold property improvements £	Total £
Cost				
At 1 April 2020	221,765	127,144	526,794	875,703
Additions	-	1,628	-	1,628
At 31 March 2021	<u>221,765</u>	<u>128,772</u>	<u>526,794</u>	<u>877,331</u>
Depreciation				
At 1 April 2020	45,463	126,463	458,505	630,431
Charge for the year	2,218	529	12,208	14,955
At 31 March 2021	<u>47,681</u>	<u>126,992</u>	<u>470,713</u>	<u>645,386</u>
Net book value				
At 31 March 2021	<u>174,084</u>	<u>1,780</u>	<u>56,081</u>	<u>231,945</u>
<i>At 31 March 2020</i>	<u>176,302</u>	<u>681</u>	<u>68,289</u>	<u>245,272</u>

13. Debtors

	2021 £	2020 £
Trade debtors	3,402	8,464
Prepayments and accrued income	212	399
	<u>3,614</u>	<u>8,863</u>

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

14. Creditors: Amounts falling due within one year

	2021	<i>2020</i>
	£	£
Other loans	3,226	3,226
Trade creditors	973	670
Other taxation and social security	2,699	2,842
Other creditors	4,041	3,217
Accruals and deferred income	22,857	10,245
	<u>33,796</u>	<u>20,200</u>

15. Creditors: Amounts falling due after more than one year

	2021	<i>2020</i>
	£	£
Other loans	19,548	22,774

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020	Income	Expenditure	Balance at 31 March 2021
	£	£	£	£
Unrestricted funds				
Designated funds				
Fixed asset fund	68,971	-	(12,737)	56,234
General funds				
General funds	224,934	354,695	(225,974)	353,655
Total Unrestricted funds	293,905	354,695	(238,711)	409,889
Restricted funds				
Capital fund	176,302	-	(2,218)	174,084
Big lottery grant	1,801	-	-	1,801
	178,103	-	(2,218)	175,885
Total of funds	472,008	354,695	(240,929)	585,774

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 12 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

The Big Lottery grant was received for the provision of services relating to mental health and a proportion remained unspent at the year end.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

16. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Gains/ (Losses)</i>	<i>Balance at 31 March 2020</i>
	£	£	£	£	£	£
Unrestricted funds						
Designated funds						
Fixed asset fund	355,512	-	(12,688)	31,029	(304,882)	68,971
General funds						
General funds	164,340	356,022	(276,811)	(18,617)	-	224,934
Total Unrestricted funds	519,852	-	(289,499)	12,412	(304,882)	293,905
Restricted funds						
Capital fund	205,575	-	(3,898)	-	(25,375)	176,302
Big lottery grant	8,785	-	(6,984)	-	-	1,801
LoCASE grant	-	12,412	-	(12,412)	-	-
	214,360	12,412	(10,882)	(12,412)	(25,375)	178,103
Total of funds	734,212	12,412	(300,381)	-	(330,257)	472,008

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	57,861	174,084	231,945
Current assets	405,372	1,801	407,173
Creditors due within one year	(33,796)	-	(33,796)
Creditors due in more than one year	(19,548)	-	(19,548)
Total	409,889	175,885	585,774

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds</i>	<i>Restricted funds</i>	<i>Total funds</i>
	2020	2020	2020
	£	£	£
Tangible fixed assets	68,970	176,302	245,272
Current assets	267,909	1,801	269,710
Creditors due within one year	(20,200)	-	(20,200)
Creditors due in more than one year	(22,774)	-	(22,774)
Total	<u>293,905</u>	<u>178,103</u>	<u>472,008</u>

18. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund.

19. Operating lease commitments

At 31 March 2021 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021	2020
	£	£
Not later than 1 year	99	1,183
Later than 1 year and not later than 5 years	-	99
	<u>99</u>	<u>1,282</u>

20. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £3,788 (2020: £3,955) to Fernleigh Consulting, a firm where Peter Cox, a trustee of Maidstone Community Support Centre is a consultant. At 31 March 2021 Fernleigh Consulting was owed £1,765 (2020: £1,041) by the company, as a result of payments in advance.

The company charged rent of £13,081 (2020: £7,903) to Rubicon Cares, a charity that Sandra Turner, a trustee of Maidstone Community Support Centre is a trustee of. At 31 March 2021 Rubicon Cares was owed £nil (2020: £31) by the company.

The company made purchases of £570 (2020: £546) from Analsyer Accounting Limited, a firm where Barry Snashall, a trustee and the Finance Director of Maidstone Community Support Centre is a director of.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 March 2021

Maidstone Community Support Centre
(A Company Limited by Guarantee)

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Maidstone Community Support Centre
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 March 2021

Trustees	Peter Cox, Chair Raymond Harris, Vice Chair Tamandra Christmas Dorothy Phillips Barry Snashall, Finance Director Sandra Turner Fiona Marriner
Company registered number	02045986
Charity registered number	295143
Registered office	39 - 48 Marsham Street Maidstone ME14 1HH
Company secretary	Rowland Taberer
Chief executive officer	Rowland Taberer
Accountants	UHY Hacker Young Chartered Accountants Thames House Roman Square Sittingbourne Kent ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 March 2021

The trustees present their annual report together with the financial statements of the company for the year 1 April 2020 to 31 March 2021. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social of health issues.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Main activities undertaken to further the company's purposes for the public benefit

The Centre's income is derived in the main from license fees from the provision of rented office accommodation and the sessional hire of its meeting and training room facilities to the charities and other like-minded organisations.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times. The Board of the Maidstone Support Centre thought it appropriate to increase all license fees by no more than the rate of inflation for the year 2020-21.

The centre currently employs 7 staff at the time of signing this report.

Maidstone Community Support Centre continues to look at developing and growing its role as an important asset to the local community.

Achievements and performance

a. Review of activities

This reporting year has probably been one of the most challenging periods in MCSC history due to COVID-19. March 23rd 2020 saw the first national lockdown which meant that effectively we had to close the MCSC building for all sessional hire activities. MCSC have Member groups who provide essential services from offices based in the building were still allowed to use their rooms as appropriate through all lockdown periods. The lockdown seriously impacted our income, although we still had some revenue from the rental of office space.

With two exceptions, MCSC staff were placed onto the Government Furlough Scheme for the first lockdown period. This allowed us to recoup some of our salary costs as well as being able to maintain and clean the building safely for those groups still working. During this first lockdown we received termination notices on a number of our office spaces, plus the Café which obviously couldn't open.

When restrictions started to be lifted during June 2020 we were able to re-open our sessional hire facilities, albeit with restrictions in place to allow social distancing. Some of our staff team were redeployed to cleaning roles which enabled all communal areas and facilities to be regularly sanitized and cleaned throughout the day. All MCSC staff were brought back on a part time basis, which allowed the appropriate amount of cover to be in place for the building to remain functioning and safe as well as still being able to benefit from the Furlough Scheme.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2021

Achievements and performance (continued)

MCSC invested heavily in cleaning and PPE. We also ensured the appropriate signage regarding COVID-19 information and safety advice were placed around the building.

The December 2020 full lockdown again forced us to close down our sessional hire facilities.

All staff continued to work part time hours which enabled us to support of those groups still working in the building, as well as receiving the continued benefit from the Furlough Scheme.

One benefit of the building being partially closed was that we were able to carry out some remedial maintenance. This work was carried out by our own team, which us saved costs.

MCSC was successful in applying for and receiving the Government COVID-19 grants which were being awarded by Maidstone Borough Council. These grants were for loss of income for sessional hire. In June 2021 we applied for and received the restart grants to support the re-opening of our sessional spaces. These grants have helped us create a buffer from the loss of income due to COVID-19 restrictions.

At the time of writing this MCSC will be fully re-opening from the 19th July 2021 with the lifting of the Government restrictions. Although we now have a number of office vacancies due to groups moving out over the period of the pandemic we are gradually receiving enquiries and interest from a variety of organizations regarding renting office space from us.

The trustees are optimistic for this forthcoming financial year that we will get back to somewhere near the position the organisation was pre-pandemic.

Finally, the trustees would like to take this opportunity to thank the entire MCSC Staff Team for their hard work and support over this very difficult period, and to thank all of the MCSC Member Organisations for their continued support over the past year.

b. Investment policy and performance

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review. In 2020-21 the balance in Kent Savers, the local Credit Union, was £15,270. This deposit is loaned or reinvested for community benefit.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Please see accounting policy 2.3 for further details of why the trustees have reached this conclusion.

b. Reserves policy

The trustees have reviewed the current financial position and any changes are detailed below. Additionally they have agreed to maintain the current reserves policy.

The charity endeavours to ensure sustainable reserves for future years. At 31 March 2021 the charity held completely free general reserves of £353,655 (2020: £224,934). Total unrestricted funds also included designated funds related to the charity's operational fixed assets, as detailed in note 16.

Detailed budgeting and financial reviews take place at regular intervals during the year. The organisations Trustees maintain a prudent approach to the current reserves.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2021

c. Principal risks and uncertainties

This year's financial performance has continued in the previously established pattern with the continuing Government squeeze on public sector expenditure having some impact on our users. Against this background sufficient funds have been generated to maintain the building at the required level and to add some additional facilities needed to keep our offering at a competitive level.

Away from any lingering COVID-19 related issues, the principal risk to the charity is that of user groups leaving the building and the resulting risk that, should it not be possible to replace any leavers in the short term, this would result in a decline in income.

d. Financial risk management objectives and policies

The trustees' principal financial management policies are in respect of managing reserves and managing risk. These are described in (b) and (c) above.

e. Review of results for 2020-21

The overall financial result for 2020/21 shows a net increase in funds of £113,766. Whilst the trustees were pleased with the surplus and the increase in free reserves that followed, in spite of the difficult circumstances in the year, they noted that the result was heavily influenced by the COVID-19 support the charitable company has been able to access. Charitable income from licence fees and session income was down by £120,507, but was fortunately replaced by government pandemic grant assistance. Incoming resources for the year included £70,965 of such government grants, such as for business rates and 'restart' funding, plus £48,544 claimed under the Coronavirus Job Retention Scheme for employees who were furloughed during the year.

It should be noted that the deficit of £262,204 in the comparative period arose due to an exceptional depreciation charge, following a revision to depreciation policies, and that prior to that charge the prior year

The main source of income was once again licence fees. However, additional support was sought during the year such as the COVID-19 job retention scheme and COVID-19 grants via the local council.

Staff costs, followed by premises costs, were once again the greatest expense.

The result for the year split between funds is shown on the face of the Statement of Financial Activities, with the great majority of all income and expenditure during the year passing through general unrestricted funds.

Structure, governance and management

a. Constitution

Maidstone Community Support Centre is registered as a charitable company limited by guarantee (company registration no. 02045986) and was set up by a Memorandum of Association. It was incorporated on 12 August 1986. The Members of the company are the Licensees and such other persons or bodies corporate as are eligible for membership. Persons wishing to become members are required to make a formal application to the Council for consideration. Membership is not transferable. The company is constituted under a Memorandum of Association and is a registered charity, no. 295143.

b. Methods of appointment or election of trustees

Directors are appointed at the company's Annual General Meeting. Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting.

c. Risk management

The trustees have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Chief Executive.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 March 2021

Members' liability

In the event of the company being wound up, members are each required to contribute an amount not exceeding £1. The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Management

The Centre is managed by a Board of Trustees appointed by Members (Licensees of the offices) at the Annual General Meeting. The Centre employs a Chief Executive who reports, and is responsible to the Honorary Chair.

Statement of trustees' responsibilities

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees and signed on their behalf by:



Peter Cox, Honorary Chair

Date: 29/9/21

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 March 2021

Independent Examiner's Report to the Trustees of Maidstone Community Support Centre ('the company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021.

Responsibilities and Basis of Report

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Signed:

Dated: 29 September 2021

Allan R. Hickie

BSc FCA

UHY Hacker Young
Chartered Accountants
Thames House
Roman Square
Sittingbourne
Kent. ME10 4BJ

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 March 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	119,509	-	119,509	12,612
Charitable activities	4	235,109	-	235,109	355,616
Investments	5	77	-	77	206
Total income		354,695	-	354,695	368,434
Expenditure on:					
Charitable activities	6	238,711	2,218	240,929	300,381
Total expenditure		238,711	2,218	240,929	300,381
Net movement in funds before other recognised gains/(losses)		115,984	(2,218)	113,766	68,053
Exceptional item - depreciation		-	-	-	(330,257)
Net movement in funds		115,984	(2,218)	113,766	(262,204)
Reconciliation of funds:					
Total funds brought forward		293,905	178,103	472,008	734,212
Net movement in funds		115,984	(2,218)	113,766	(262,204)
Total funds carried forward		409,889	175,885	585,774	472,008

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)
Registered number: 02045986

Balance Sheet
As at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	231,945	245,272
Current assets			
Debtors	13	3,614	8,863
Cash at bank and in hand		403,559	260,847
		<u>407,173</u>	<u>269,710</u>
Creditors: amounts falling due within one year	14	(33,796)	(20,200)
Net current assets		<u>373,377</u>	<u>249,510</u>
Total assets less current liabilities		<u>605,322</u>	<u>494,782</u>
Creditors: amounts falling due after more than one year	15	(19,548)	(22,774)
Total net assets		<u>585,774</u>	<u>472,008</u>
Charity funds			
Restricted funds	16	175,885	178,103
Unrestricted funds	16	409,889	293,905
Total funds		<u>585,774</u>	<u>472,008</u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



Peter Cox, Honorary Chair



Barry Snashall, Finance Director

Date: 29/9/21

The notes on pages 9 to 19 form part of these financial statements.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

1. General information

The charitable company is a company limited by guarantee, registered in England and Wales. The registered office is 39 - 48 Marsham Street, Maidstone, ME14 1HH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 March 2018), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Maidstone Community Support Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status and group accounts

The company is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Going concern

The trustees have considered whether they believe the charitable company will have adequate resources to continue in operational existence for the foreseeable future, and whether there are any material uncertainties about the charity company's ability to continue as a going concern for a period of at least one year from the date of authorisation of the financial statements.

In undertaking their assessment the trustees have taken into account the current situation with the COVID-19 pandemic, and how they believe the charitable company may be affected as the country emerges from the latest period of lockdown and the full easing of social distancing requirements from 19 July 2021.

As noted in the trustees' report, under the review of activities section, the charitable company has been adversely affected by the pandemic and session hire has ceased at times during the year, during the various lockdowns. Use has been made of available government funding, including the Coronavirus Job Retention Scheme, to combat the loss of core income.

Whilst they remain conscious of the continued threat posed by the pandemic, following the lifting of restrictions the trustees are now more optimistic for the future. At the time of approval of these financial statements the charitable company has healthy cash at bank and free reserve balances, and with year to date management accounting information and forecasts for the coming twelve months indicating that there are no material uncertainties over going concern, the trustees have concluded that it remains appropriate to prepare the financial statements on the going concern basis.

2.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Notes to the Financial Statements
For the Year Ended 31 March 2021

2. Accounting policies (continued)

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. The costs of the one activity for the entity is made up of direct costs as well as support costs involved in undertaking said activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Government grants

COVID-19 job retention scheme grant income is credited to the Statement of Financial Activities as the related expenditure is incurred. Additional COVID-19 government grants are credited to the Statement of Financial Activities upon receipt of monies.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Freehold property	- 2% per annum straight line on cost
Freehold property improvements	- 10% per annum straight line on cost
Fixtures, fittings and equipment	- 20% per annum straight line on cost

2.8 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

2. Accounting policies (continued)

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Government grants				
COVID-19 Job retention scheme	48,544	-	48,544	-
COVID-19 Maidstone Borough Council	70,965	-	70,965	-
Subtotal detailed disclosure	<u>119,509</u>	<u>-</u>	<u>119,509</u>	<u>-</u>
Donations	-	-	-	200
Grants	-	-	-	12,412
	<u>119,509</u>	<u>-</u>	<u>119,509</u>	<u>12,612</u>
<i>Analysis of 2020 total by fund</i>	<u>200</u>	<u>12,412</u>	<u>12,612</u>	

4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Licence fees and session income	<u>235,109</u>	<u>235,109</u>	<u>355,616</u>
<i>Analysis of 2020 total by fund</i>	<u>355,616</u>	<u>355,616</u>	

Maidstone Community Support Centre
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2021

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Investment income	77	77	206
	<u>77</u>	<u>77</u>	
<i>Analysis of 2020 total by fund</i>	<u>206</u>	<u>206</u>	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Direct charitable purposes	238,711	2,218	240,929	300,381
	<u>238,711</u>	<u>2,218</u>	<u>240,929</u>	
<i>Analysis of 2020 total by fund</i>	<u>289,499</u>	<u>10,882</u>	<u>300,381</u>	

7. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Direct charitable purposes	191,451	49,478	240,929	300,381
	<u>191,451</u>	<u>49,478</u>	<u>240,929</u>	
<i>Analysis of 2020 total</i>	<u>237,456</u>	<u>62,925</u>	<u>300,381</u>	

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7. **Analysis of expenditure by activities (continued)**

Analysis of direct costs

	Total funds 2021 £	<i>Total funds 2020 £</i>
Staff costs	150,909	155,417
Water, sewerage and waste	3,371	6,274
Light and heat	15,742	23,665
Repairs and maintenance	13,153	22,051
Property management and cleaning	7,999	22,323
Coffee shop	277	743
Room hire	-	6,983
	<hr/>	<hr/>
	191,451	237,456
	<hr/> <hr/>	<hr/> <hr/>

Analysis of support costs

	Total funds 2021 £	<i>Total funds 2020 £</i>
Depreciation	14,955	16,588
Insurance	5,666	5,471
Accountancy and payroll charges	4,754	4,270
Telephone	7,764	5,943
Office expenses and training	1,186	3,902
Photocopier costs	1,183	1,184
Bank charges and interest	589	1,389
General expenses	8,979	23,573
Loss on disposal	-	1
Bad debts	4,402	604
	<hr/>	<hr/>
	49,478	62,925
	<hr/> <hr/>	<hr/> <hr/>

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Notes to the Financial Statements
For the Year Ended 31 March 2021

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,400 (2020: £3,288), and other services of £1,354 (2020: £982).

9. Staff costs

	2021 £	2020 £
Wages and salaries	137,928	120,187
Social security costs	7,089	30,032
Contribution to defined contribution pension schemes	5,892	5,198
	<u>150,909</u>	<u>155,417</u>

The average number of persons employed by the company during the year was as follows:

	2021 No.	2020 No.
Employees	<u>8</u>	<u>9</u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel received remuneration (including employer national insurance and pension contributions) of £50,893 (2020: £50,915)

10. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no trustee expenses have been incurred (2020 - £NIL).

11. Exceptional items

	2021 £	2020 £
Depreciation charge (see below)	<u>-</u>	<u>330,257</u>

The exceptional item of £330,257 relates to an additional depreciation charge. The trustees reviewed the depreciation policy during 19/20 and determined that the previous policies for freehold property improvements and fixture & fittings both warranted a revision in order to avoid overstating the carrying value of these assets.

An additional depreciation charge was included to reduce the carry value of freehold property improvement and fixtures & fittings to the values the assets would now have if the new policy had always been in force.

This exceptional element has been shown separately on the face of the Statement of Financial Activities in order to present the result prior to this charge and then the overall result including it.

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Notes to the Financial Statements
For the Year Ended 31 March 2021

12. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Freehold property improvements £	Total £
Cost				
At 1 April 2020	221,765	127,144	526,794	875,703
Additions	-	1,628	-	1,628
At 31 March 2021	<u>221,765</u>	<u>128,772</u>	<u>526,794</u>	<u>877,331</u>
Depreciation				
At 1 April 2020	45,463	126,463	458,505	630,431
Charge for the year	2,218	529	12,208	14,955
At 31 March 2021	<u>47,681</u>	<u>126,992</u>	<u>470,713</u>	<u>645,386</u>
Net book value				
At 31 March 2021	<u>174,084</u>	<u>1,780</u>	<u>56,081</u>	<u>231,945</u>
<i>At 31 March 2020</i>	<u>176,302</u>	<u>681</u>	<u>68,289</u>	<u>245,272</u>

13. Debtors

	2021 £	2020 £
Trade debtors	3,402	8,464
Prepayments and accrued income	212	399
	<u>3,614</u>	<u>8,863</u>

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Notes to the Financial Statements
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14. Creditors: Amounts falling due within one year

	2021	<i>2020</i>
	£	£
Other loans	3,226	3,226
Trade creditors	973	670
Other taxation and social security	2,699	2,842
Other creditors	4,041	3,217
Accruals and deferred income	22,857	10,245
	<u>33,796</u>	<u>20,200</u>

15. Creditors: Amounts falling due after more than one year

	2021	<i>2020</i>
	£	£
Other loans	19,548	22,774

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Notes to the Financial Statements
For the Year Ended 31 March 2021

16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020	Income	Expenditure	Balance at 31 March 2021
	£	£	£	£
Unrestricted funds				
Designated funds				
Fixed asset fund	68,971	-	(12,737)	56,234
General funds				
General funds	224,934	354,695	(225,974)	353,655
Total Unrestricted funds	293,905	354,695	(238,711)	409,889
Restricted funds				
Capital fund	176,302	-	(2,218)	174,084
Big lottery grant	1,801	-	-	1,801
	178,103	-	(2,218)	175,885
Total of funds	472,008	354,695	(240,929)	585,774

Summary of funds

Unrestricted funds

The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds. The difference between the carried forward balance on this fund and the value of tangible fixed assets in note 12 relates to the balance on the restricted capital fund for fixed assets acquired out of restricted funding.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds

The capital fund is in respect of capital grants received for the purchase and improvement of freehold buildings and purchase of items and equipment. In accordance with the accounting policy, depreciation on the assets concerned is charged as an expense of the restricted fund.

The Big Lottery grant was received for the provision of services relating to mental health and a proportion remained unspent at the year end.

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Notes to the Financial Statements
For the Year Ended 31 March 2021

16. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Gains/ (Losses)</i>	<i>Balance at 31 March 2020</i>
	£	£	£	£	£	£
Unrestricted funds						
Designated funds						
Fixed asset fund	355,512	-	(12,688)	31,029	(304,882)	68,971
General funds						
General funds	164,340	356,022	(276,811)	(18,617)	-	224,934
Total Unrestricted funds	519,852	-	(289,499)	12,412	(304,882)	293,905
Restricted funds						
Capital fund	205,575	-	(3,898)	-	(25,375)	176,302
Big lottery grant	8,785	-	(6,984)	-	-	1,801
LoCASE grant	-	12,412	-	(12,412)	-	-
	<u>214,360</u>	<u>12,412</u>	<u>(10,882)</u>	<u>(12,412)</u>	<u>(25,375)</u>	<u>178,103</u>
Total of funds	<u>734,212</u>	<u>12,412</u>	<u>(300,381)</u>	<u>-</u>	<u>(330,257)</u>	<u>472,008</u>

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	57,861	174,084	231,945
Current assets	405,372	1,801	407,173
Creditors due within one year	(33,796)	-	(33,796)
Creditors due in more than one year	(19,548)	-	(19,548)
Total	<u>409,889</u>	<u>175,885</u>	<u>585,774</u>

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Notes to the Financial Statements
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17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds</i>	<i>Restricted funds</i>	<i>Total funds</i>
	2020	2020	2020
	£	£	£
Tangible fixed assets	68,970	176,302	245,272
Current assets	267,909	1,801	269,710
Creditors due within one year	(20,200)	-	(20,200)
Creditors due in more than one year	(22,774)	-	(22,774)
Total	<u>293,905</u>	<u>178,103</u>	<u>472,008</u>

18. Pension commitments

The company operates a defined contribution scheme. The assets of the pension scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund.

19. Operating lease commitments

At 31 March 2021 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021	2020
	£	£
Not later than 1 year	99	1,183
Later than 1 year and not later than 5 years	-	99
	<u>99</u>	<u>1,282</u>

20. Related party transactions

The company engaged in transactions with related parties, as noted below. Each of these transactions were at open market value or on terms equivalent to those that prevail in arm's length transactions.

The company charged rent of £3,788 (2020: £3,955) to Fernleigh Consulting, a firm where Peter Cox, a trustee of Maidstone Community Support Centre is a consultant. At 31 March 2021 Fernleigh Consulting was owed £1,765 (2020: £1,041) by the company, as a result of payments in advance.

The company charged rent of £13,081 (2020: £7,903) to Rubicon Cares, a charity that Sandra Turner, a trustee of Maidstone Community Support Centre is a trustee of. At 31 March 2021 Rubicon Cares was owed £nil (2020: £31) by the company.

The company made purchases of £570 (2020: £546) from Analsyer Accounting Limited, a firm where Barry Snashall, a trustee and the Finance Director of Maidstone Community Support Centre is a director of.