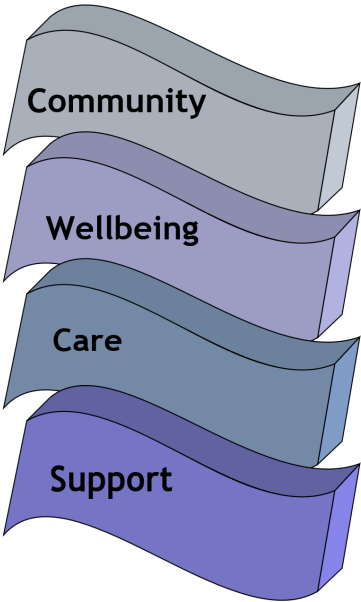


Annual Report 2021/22



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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.

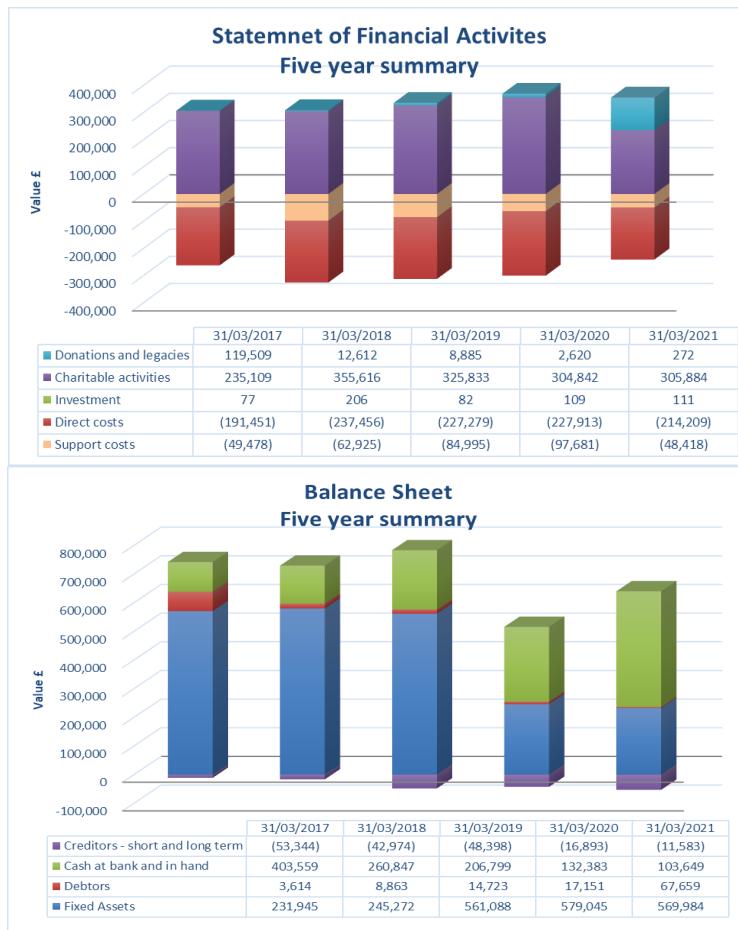
We will achieve this in the same manner we always have, by ensuring that the centre is managed and operated to a high standard, that we carefully, prudently and boldly when required manage the finances to ensure that we achieve our charitable purpose. The finance team at MCSC have again kept a very safe 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.

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>			
	<u><u>119,509</u></u>	<u><u>119,509</u></u>	

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/> 191,451 <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/> 49,478 <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	2021
	£	£
Wages and salaries	139,215	137,928
Social security costs	7,292	7,089
Contribution to defined contribution pension schemes	5,919	5,892
	<u>152,426</u>	<u>150,909</u>

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

	2022	2021
	No.	No.
Employees	<u>7</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 £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	221,765	526,794	147,132	895,691
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	49,899	480,037	127,386	657,322
Net book value				
At 31 March 2022	171,866	46,757	19,746	238,369
<i>At 31 March 2021</i>	<i>174,084</i>	<i>56,081</i>	<i>1,780</i>	<i>231,945</i>

12. Debtors

	2022 £	2021 £
Trade debtors	8,073	3,402
Prepayments and accrued income	1,285	212
	9,358	3,614

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	409,889	175,885	585,774

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 £	2021 £
Not later than 1 year	8,383	99
Later than 1 year and not later than 5 years	10,882	-
	19,265	99

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
(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.

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
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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
	<hr/> 72,773	<hr/> 72,773	<hr/> 119,509
Grants	999	999	-
	<hr/> 73,772	<hr/> 73,772	<hr/> 119,509
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<i>Analysis of 2021 total by fund</i>	<hr/> 119,509	<hr/> 119,509	
	<hr/> <hr/>	<hr/> <hr/>	

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
	<hr/>	<hr/>	<hr/>
<i>Analysis of 2021 total by fund</i>	<hr/> 235,109	<hr/> 235,109	
	<hr/> <hr/>	<hr/> <hr/>	

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
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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/> 191,451 <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/> 49,478 <hr/>

Maidstone Community Support Centre
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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	2021
	£	£
Wages and salaries	139,215	137,928
Social security costs	7,292	7,089
Contribution to defined contribution pension schemes	5,919	5,892
	<u>152,426</u>	<u>150,909</u>

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

	2022	2021
	No.	No.
Employees	<u>7</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 £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
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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	221,765	526,794	147,132	895,691
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	49,899	480,037	127,386	657,322
Net book value				
At 31 March 2022	171,866	46,757	19,746	238,369
At 31 March 2021	174,084	56,081	1,780	231,945

12. Debtors

	2022 £	2021 £
Trade debtors	8,073	3,402
Prepayments and accrued income	1,285	212
	9,358	3,614

Maidstone Community Support Centre
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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
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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
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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
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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	409,889	175,885	585,774

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 £	2021 £
Not later than 1 year	8,383	99
Later than 1 year and not later than 5 years	10,882	-
	19,265	99

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.