

Ivydene
Newstead Road
Great Waking
Essex SS3 0AB
Tel : 01702 218022
e-mail: barryjeffery1945@aol.com
16th August 2021

Mr R Rae
Great Waking Community Ass.
Tinkers Mead
2a New Road
Great Waking
Essex SS3 0AH

Dear Richard

Re: Audit of the 2020/2021 Accounts.

I have inspected the following details of the accounts provided.

- i) I have checked your Voucher Summary, vouchers 1652 to 1698F inclusive.
- ii) I have inspected the voucher descriptions as to their value and relevance to the Associations business.
- iii) I have checked your current account bank statement. The bank statement end of year balance agrees with your voucher statement.
- iv) The Business Reserve Account has seen no activity except for the addition of interest. There have been no withdrawals.

Following the above actions, I consider that the Associations accounts are kept in an orderly fashion, and that the Statement of Assets, dated 5th February 2021, gives a true account of the Associations financial situation.

Yours sincerely

A handwritten signature in black ink, appearing to read 'B. Jeffery', with a stylized flourish at the end.

Barry Jeffery

GREAT WAKERING COMMUNITY ASSOCIATION (G.W.C.A.)

Statement of Assets - 5th February 2021

<u>Balance held at 5th February 2021</u>	<u>2020</u>	<u>2021</u>
Barclays Current A/C.	£32,087.22	£38,829.00
Barclays Business Reserve A/C.	44,321.78	44,356.47
Petty Cash Float.	<u>200.00</u>	<u>200.00</u>
	<u>£76,609.00</u>	<u>£83,385.47</u>

Represented by:

Surplus of Income over Expenditure B/F.	£73,614.94	76,609.00
Add/Ddt Income and Expenditure as per attached statement.	<u>2,994.06</u>	<u>6,776.47</u>
	<u>£76,609.00</u>	<u>£83,385.47</u>

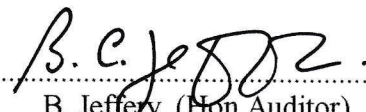
<u>Stock</u> (See Note 1)	<u>2019</u>	<u>2020</u>
Chairs and tables.	£1,000	1,000
Audio, CCTV Systems.	1,500	1,500
Heaters and lights.	200	200
Miscellaneous.	800	800
	<u> </u>	<u> </u>
	£3,500.00	£3,500.00

Note 1 : Stock valued at assumed sale value.

From the written and verbal evidence presented it is reasonable to assume that the Accounts of the Great Wakering Community Association for the year ending 5th February 2021 are in order.

Signed 
R.G. Rae (Treasurer)

Date 16th August 2021

Signed 
B. Jeffery (Hon Auditor)

Date 16 August 2021

GREAT WAKERING COMMUNITY ASSOCIATION (G.W.C.A.)

Income and Expenditure Account

6th February 2020 to 5th February 2021

<u>Income</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>	<u>2021</u>
Room Hire Income.	24,001.50	10,431.09		
Interest Received: Barclays.	88.30	34.69		
Fund Raising Activities, Sales, etc.	5,879.65	NIL		
Donations.	775.00	448.37		
Newsletter Advertisements.	10,553.00	9,534.00		
Covid Grants.	NIL	20,000.00		
	<hr/>	<hr/>		
	41,297.45	40,448.15	41,297.45	40,448.15

Expenditure

Insurance.	4,430.71	5,034.22		
Energy Costs.	4,545.67	3,642.66		
Building Works.	7,798.00	6,910.00		
Running Costs.	7,011.32	5,349.40		
Fund Raising Costs.	943.86	294.52		
Plant.	1,067.98	1,063.00		
Newsletter Costs.	7,770.68	6,249.71		
Council Tax, Headmasters House.	4,411.60	4,972.14		
Miscellaneous.	323.57	156.03		
	<hr/>	<hr/>		
	38,303.39	33,671.68	(38,303.39)	33,671.68
	<hr/>	<hr/>		
			2,994.06	6,776.47
			<hr/>	<hr/>

MINUTES of the 33rd ANNUAL GENERAL MEETING of the Gt. Woking Community Association held at 19 Whitehall Road, Gt. Woking observing social distancing, on Monday 28th September 2020 (the LOCKDOWN due to the Coronavirus cancelled the A.G.M. due to be held on the 27th April 2020)

1. **Present** due to the current "Rule of 6" only the following 6 people were present
1. Allan Barttram Chairman, 2. Richard Rae Hon. Treasurer, 3. Keith Garlick Chairman Exec Committee 4. Nikki Garlick, Hon. Sec. 5. Penny Rae Exec Committee, 6. Lesley Marshall Fundraising Committee.
2. **Apologies for absence** – the other members of the committee and the representatives of the Affiliated Groups were unable to attend due to the "Rule of Six"

HOWEVER prior to the meeting ALL the Executive Committee members, the Fundraising committee and all the representatives of the Affiliated groups were sent all the documents that they would have had distributed to them at 33rd A.G.M. listed here.

1. The Chairman's Report.
2. Statement of Assets.
3. Income & Expenditure Account.
4. Treasurer's Report
5. Agenda for meeting 28th September 2020 with Minutes of the 32nd A.G.M. attached.
6. Latest Rule of 6 and covid 19 community facilities – just for interest.

(all these documents FILED with the Minutes of the 33rd A.G.M.)

We also asked someone to propose and second confirmation of the Minutes of the 32nd A.G.M. dated 29th April 2019.

3. **Annual Report** (Chairman's report copied in here)

Since the last AGM the building has been regularly used by many different local groups on a weekly basis, the pre-school provides great place for young children to start to learning process, table sales, autumn supper, various quizzes, children's and adult parties and our great Christmas fair.

The building is being maintained to a good standard, work under taken in the last year includes sanding floors in the west hall and hall way, various painting and decorating internally and new carpet in main entrance, exterior woodwork repaired and painted
A few thank you's

To Keith - for all the work he puts in sorting out the problems as they arise in an aging building like ours, without his knowledge of "how to" or "where to" go the centre most definitely wouldn't run as smooth as it does.

Lesley and the fund raising committee - for their efforts in raising cash to maintain the centre

To Nikki - for the newsletter during the lock down, it continues to grow and be excellent source of contacts and information for locals and businesses in our local area

Lesley - for her endless work on bookings front.

Richard for the excellent accounts.

The executive committee - for maintaining the centre to a high standard for the village to use and enjoy, they get little thanks for their hard work, all these job's go on in the background unseen, but are very necessary to the future of GWCA.

Thanks to all the committee members and their valuable teams of helpers for all their hard work during the year.

4. **Confirmation of Minutes of 32nd A.G.M. 29TH April 2019** we received email from Bernice Cottam who proposed confirmation and email from Lyn Rodger who seconded confirmation of the Minutes, and agreed by all present who were at the meeting 23.04.18.
Minutes duly signed by Allan Barttram

Matters arising – none

Treasurer's report Richard Rae distributed his report, Income & Expenditure Account and Statement of Assets from 6th February 2018 to 5th February 2019. He then ran through the figures –less than last year but still very healthy. As usual some of the differences are due to the date of receiving income or paying the outgoings. The Association is still trying to get change of use on the Schoolhouse (Copies of these reports will be attached to 2019 A.G.M. Minutes to be signed)

7. **Election of officers** – Nikki Garlick reported that she not received any resignations –All the committee members were remaining for a further year. This being so they were re-elected en block. It was therefore agreed by all present that the officers and committee of the Association are as follows :-

Chairman Allan Bartram

Vice Chairman no-one enlisted as yet

Hon Treasurer Richard Rae

Hon Secretary Nikki Garlick

Executive Committee - Keith Garlick, Ann Wright, Penny Rae and David Bailey
(plus ex officio officers Nikki Garlick, Allan Bartram and Richard Rae)

Fundraising Committee Lesley Marshall, Bernice Cottam, Lyn Rodger and June Youlden
(Plus ex officio officer Nikki Garlick)

Trustees Brian Wright –and hoping that a second person could be found as 2nd Trustee

8. **Appointment of Auditor** Richard Rae reported that Mr. Barry Jeffery had agreed to be auditor again.

9. **Date of the 34th Annual General Meeting set for Monday 26th April 2021**
(brought forward as 1st Monday of the May Bank Holiday) in the Community Centre,
The Old School, High Street, Gt. Wakering at 7.45.p.m.

A Bartram 3/10/21