

DOWNSWOOD COMMUNITY ASSOCIATION

England & Wales · Charity number 298218

Details

Status Registered

Legal form Other

Registered 1987-12-10

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

Contact

Address 92 Longham Copse
Downswood
Maidstone
ME15 8TW

Phone 07708150613

Email downswood92@gmail.com

Website www.downswood.co.uk

Activities

Objects: A) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE PARISH OF DOWNWOOD (HEREINAFTER CALLED "THE AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND INHABITANTS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS; B) TO ESTABLISH OR TO SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE (HEREINAFTER CALLED "THE CENTRE") AND TO MAINTAIN AND MANAGE, OR TO CO-OPERATE WITH ANY LOCAL STATUTORY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE ASSOCIATION AND ITS CONSTITUENT BODIES IN FURTHERANCE OF THE ABOVE OBJECTS.

Activities: To promote the benefit of the inhabitants of the civil Parish of Downswood, in the Borough of Maidstone, Kent.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Disability, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Human Rights/religious Or Racial Harmony/equality Or Diversity, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** THE PARISH OF DOWNWOOD
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-05-31	£60,190	£54,220	-	-
2024-05-31	£62,464	£67,614	-	-
2023-05-31	£59,355	£62,493	-	-
2022-05-31	£55,573	£51,185	-	-
2021-05-31	£56,227	£47,464	-	-

Trustees

Name	Role	Appointed
JOHN EVERETT	Chair	
Bernard Dunn		2017-10-10
DIANE AVIS Everett		
Ivan Russell		2021-09-14
JIM CARMICHAEL		2011-10-13
Jessica Arundel		2023-09-12
Katie Simpson		2024-01-17
Lorraine Rowe		2021-09-14
Martin Weeks		2024-10-08
Nicky Clifford		2024-10-08
Rosanna Cronin		2022-09-13
Scott Raffle		2021-09-14
Sue Haigh		2025-09-09
Valarie Saunders		2015-10-13

DOWNSWOOD COMMUNITY ASSOCIATION

England & Wales - Charity number 298218

Accounts



Trustees' Annual Report for the period

From 01/06/2024 To 31/05/2025

Charity name: The Downswood Community Association

Charity registration number: 298218

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	As per the Constitution, the charity exists: "To promote the benefit of the inhabitants of the Parish of Downswood without distinction of sex, political, religious or other opinions, by providing facilities for education, recreation, and leisure-time activities in the interest of social welfare."
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Association provides a valuable community resource by managing the Downswood Community Centre for the benefit of local residents, groups and organisations.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have had due regard to the guidance issued by the Charity Commission on public benefit when reviewing the charity's aims and objectives, and in planning and delivering activities throughout the year.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During the year, the Association continued to manage and hire out the Downswood Community Centre. The Centre is used regularly by local groups for social, recreational, and educational purposes. Private hirings continue to provide an important income stream.</p> <p>The trustees note the increased use of the centre as the local population has grown and continue to review policies to ensure the centre remains accessible and well-maintained.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Accounts Basis: The accounts have been prepared on a Receipts and Payments basis, as permitted under section 133 of the Charities Act 2011 for charities with income under £250,000.</p> <p>Review of the Year: The charity maintained a strong financial position through regular hall hire and prudent cost control. Significant spending during the year related to general maintenance and minor improvements.</p> <p>Important clarification: In prior years, expenditure on building improvements was incorrectly shown as an "asset" in the Statement of Assets and Liabilities. As the charity does not own the freehold of the hall, and accounts are prepared on a receipts and payments basis, this capitalised value has been removed from the current year's statement. The original expenditure was correctly recorded as a payment at the time it occurred.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds cash reserves equivalent to approximately 6 months of regular operating costs, in line with prudent financial practice. These reserves are held to manage fluctuations in hall hire income and unexpected maintenance costs.

Amount of reserves held	Para 1.22	£25,092
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution adopted 18 April 2000
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	An unincorporated association governed by its Constitution.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are nominated, seconded, and approved by the General Committee.

Reference and Administrative details

Charity name	The Downswood Community Association
Other name the charity uses	DCA
Registered charity number	298218
Charity's principal address	c/o 92 Longham Copse Maidstone Kent ME15 8TW

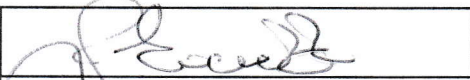
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Everett	
Position (eg Secretary, Chair, etc)	Chair	
Date	09.09.25	



**Report to the trustees/
members of**

The Downswood Community Association

**On accounts for the year
ended**

31 May 2025

**Charity no
(if any)**

298218

Set out on pages

See attached Receipts and Payments Accounts and Statement of Assets and Liabilities.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/05/2025.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

19/08/2025

Name:

James Fisher

**Relevant professional
qualification(s) or body
(if any):**

MAAT

Address:

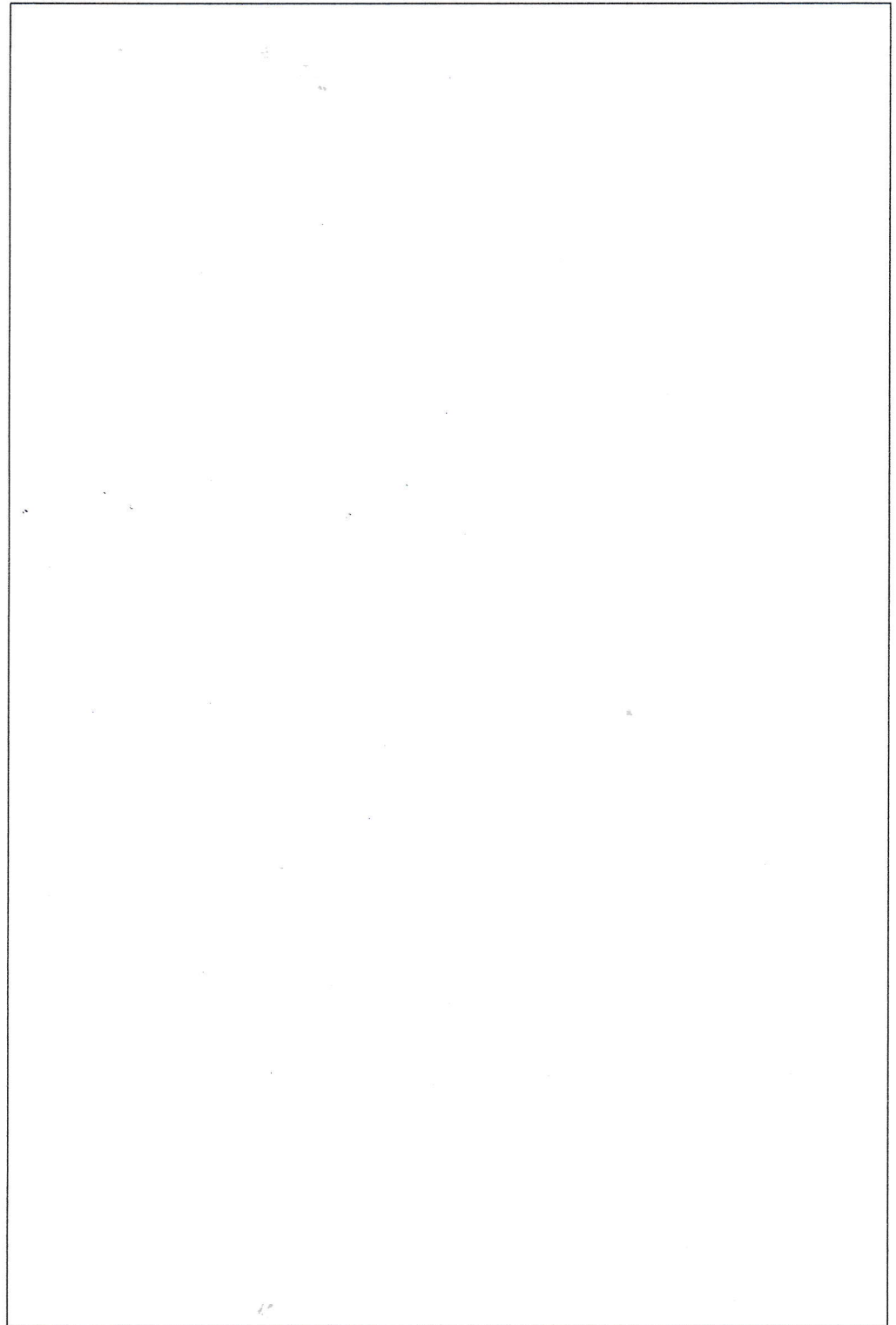
12 Bermuda Road

Whitstable

CT5 3RX

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.





CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Downswood Community Association

No (if any)
298218

Receipts and payments accounts

CC16a

For the period from	From (if any) date 01/06/2024	To	To (if any) date 31/05/2025
---------------------	----------------------------------	----	--------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Affiliation fees	60	-	-	60	250
Booking fees	49,762	-	-	49,762	47,197
Donations & Grants	3,791	-	-	3,791	3,000
Fundraising	6,435	-	-	6,435	11,898
Interest	129	-	-	129	99
Sundry	13	-	-	13	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	60,190	-	-	60,190	62,444
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	60,190	-	-	60,190	62,444
A3 Payments					
Legal and professional fees	-	-	-	-	522
Repairs and maintenance	15,708	-	-	15,708	25,544
Fundraising expenses	2,572	-	-	2,572	7,648
Licences and insurance	2,253	-	-	2,253	4,799
Utilities and services	16,159	-	-	16,159	12,152
Wages and salaries	17,394	-	-	17,394	16,915
Stationery and printing	-	-	-	-	1,036
Sundry expenses	134	-	-	134	199
	-	-	-	-	-
Sub total	54,220	-	-	54,220	68,815
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	54,220	-	-	54,220	68,815
Net of receipts/(payments)	5,970	-	-	5,970	6,371
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,122	-	-	19,122	25,493
Cash funds this year end	25,092	-	-	25,092	19,122

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank accounts	25,212	-	-
	Cash floats	-	-	-
		-	-	-
	Total cash funds	25,212	-	-
	(agree balances with receipts and payments account(s))	Unrestricted funds	Restricted funds	Endowment funds


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Key deposits		120	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	John Everett	09-09-25

DOWNSWOOD COMMUNITY ASSOCIATION

England & Wales - Charity number 298218

Accounts

DOWNSWOOD COMMUNITY ASSOCIATION

ACCOUNTS FOR THE YEAR ENDED 31ST MAY 2024

The following accounts have been Approved by the Trustees on

Date 08.09.24  and signed on their behalf by:

John Everett

Chairperson

ACCOUNTANTS REPORT

I certify that the accounts overleaf show a true and fair view of the Downswood Community Association's affairs for the year ended 31st May 2024 and the Balance Sheet at that date and are in accordance with the books and records for that year. All Funds are Unrestricted.



T.G.Aylward FAIA FMAAT

Hon.Auditor



Section A Independent Examiner's Report

Report to the trustees/ members of

DOWNSWOOD COMMUNITY ASSOCIATION

On accounts for the year ended

31st MAY 2024

Charity no (if any)

298218

Set out on pages

X 1-4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31.05.2024

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- ~~• accounting records were not kept in accordance with section 130 of the Act or~~
- ~~• the accounts do not accord with the accounting records~~

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 23/09/2024

Name: TERENCE GEORGE AYLWARD

Relevant professional qualification(s) or body (if any):

FAIA FMAAT

Address:

5 CADDIE WALK
HERNE BAY
KENT
CT6 5JA

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

[Empty box for disclosure details]

Downswood Community Association
Balance Sheet
As at 31 May 2024

		2024	2023
		£	£
FA - Spare category	Cost - b/fwd	25,333	25,333
	Deprn - b/fwd	<u>(25,333)</u>	<u>(25,333)</u>
		-	-
FA - Other	Loft Conversion	16,160	16,160
	Millennium Project	10,000	10,000
		<u>26,160</u>	<u>26,160</u>
Debtors	Fete June 2023	-	(74)
	Fundraising	-	624
	Outstanding fees	1,226	-
	Trade debtors	-	2,157
		<u>1,226</u>	<u>2,707</u>
Bank	Booking fee float	20	20
	Current a/c	7,216	15,140
	Deposit a/c	12,907	12,808
	Fundraising Float	1,200	600
		<u>21,343</u>	<u>28,568</u>
		48,729	57,435
Creditors	Accruals	(522)	(498)
	Booking Fees in advance	(1,586)	(5,165)
	Key Deposits	(120)	(120)
		<u>(2,228)</u>	<u>(5,783)</u>
		(2,228)	(5,783)
Net assets		<u>46,502</u>	<u>51,652</u>
		£	£
Accumulated Fund	Accumulated Fund B/fwd	51,652	54,790
	Excess/(Deficit)to Fund	<u>(5,151)</u>	<u>(3,138)</u>
		46,502	51,652
General Fund		<u>46,502</u>	<u>51,652</u>

DOWNSWOOD COMMUNITY ASSOCIATION

YEAR ENDED 31st MAY 2024

<u>Variance Analysis</u>	£	£
2022/23 Excess of Expenditure over Income		<u><u>-3138</u></u>
INCOME		
Lower booking fees	-6599	
Same Affiliation Fees	0	
Higher Donations & Grants	3000	
Same payphone	0	
Higher Interest received	87	
Higher Fundraising	5235	
TOTAL		1723
EXPENDITURE		
Higher Services-Utilities	-625	
Lower Insurance	204	
Lower Cleaning	31	
Higher gardening	-155	
Higher Repairs & Maintenance	-241	
Higher Office expenses	-514	
Lower wages	222	
Same Telephone	0	
Higher Licences	-2674	
Higher Audit & Accountancy	-24	
Same Bank charges	0	
Lower Sundries	40	
Same Bad debts	0	
Same Depreciation	0	
TOTAL		-3736
2023/24 Excess of Expenditure over Income		<u><u>£ -5151</u></u>

Downswood Community Association
Income & Expenditure Account
For the year ended 31 May 2024

		2024	2023
		£	£
Income	Affiliation Fees	250	250
	Booking Fees	47,217	53,816
	Donations & Grants	3,000	-
	Fundraising	11,898	5,278
	Interest	99	12
		<u>62,464</u>	<u>59,355</u>
Gross profit		<u>62,464</u>	<u>59,355</u>
Expenses	Accountants fees	(522)	(498)
	Cleaning	(688)	(719)
	Fundraising expenses	(6,448)	(5,063)
	Gardening	(13,726)	(13,571)
	Insurance - other	-	(72)
	Insurance - property	(1,891)	(2,023)
	Licences	(2,908)	(234)
	Repairs & Renewals	(10,965)	(10,889)
	Repairs and maintenance	(165)	-
	Staff training & welfare	(24)	-
	Stationery and printing	(1,036)	(522)
	Sundry expenses	(175)	(239)
	Utilities/Services	(12,152)	(11,525)
	Wages and salaries	(16,915)	(17,137)
		<u>(67,614)</u>	<u>(62,493)</u>
Excess/(Deficit)to Fun		<u>(5,151)</u>	<u>(3,138)</u>

DOWNSWOOD COMMUNITY ASSOCIATION

England & Wales - Charity number 298218

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John Everett	Honorary Chairman		DCA General committee
2	Diane Everett	Honorary Secretary		DCA General Committee
3	Ivan Russell	Honorary Vice Chairman		DCA General Committee
4	Valarie Saunders	Committee Member		DCA General Committee
5	Rose Langlands	Committee Member		DCA General Committee
6	Keith Blair	Committee Member		DCA General Committee
7	Sue Haigh	Committee Member		DCA General Committee
8	Jim Carmichael	Committee member		DCA General Committee
9	Bernard Dunn	Committee Member		DCA General Committee
10	Scott Raffle	Committee Member		DCA General Committee
11	Mike Dyerball	Committee Member		DCA General Committee
12	Nicki Cooper	Committee Member		DCA General Committee
13	Lorraine Rowe	Committee Member		DCA General Committee
14	Katie Simpson	Committee Member		DCA General Committee
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution of the Downswood Community Association

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

By following the constitution?

Trustee selection methods
(eg. appointed by, elected by)

Nominations, seconders & agreement by the General Committee

Additional governance issues (Optional information)

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

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

Policies & Preceedures

Section C Objectives and activities

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

Promote the benefit of the inhabitants of the civil Parish of Downswood, in the Borough of Maidstone (hereinafter called " the area of benefit "), without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

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

Excusive & successful management of the Downwood Community Centre since the opening in 1990, making this centre available to many local groups & organisations along with private hirings at weekends.

Involvement in local issues, information distribution & working together with many other organisations & groups.

Collect and disseminate information on all matters relating to it's objects, and to exchange such information with other bodies having similar objects whether in the United Kingdom or elsewhere.

Additional details of objectives and activities (Optional information)

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

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

Write, print or publish, in whatever form, such papers, books, periodicals, pamphlets or other documents, including films and recorded material, as shall further it's objects, and to issue or circulate the same whether for payment or otherwise;
Purchase, take on lease or in exchange, hire or otherwise lawfully acquire such property or other rights and privileges as may be necessary for the promotion of it's objects and to construct, maintain or alter the same, subject to the provisions

Summary of the main achievements of the charity during the year

We should all remember that the DCA doesn't just exist to run the Community Centre, we as a Community Association have a voice in everything associated with Downswood with an example such as keeping abreast of what the new Bellway development will bring to us.

Yes, many of us opposed this new development, but by now we all know that nobody 's going to stop them building so we have to look ahead.

With 400+ new homes there will obviously be a lot more people around, who will almost certainly wish to use the facilities & groups at our centre, but it may also bring a lot more problems such as traffic & we should air our views if we think some of the things they propose are wrong.

The new phone mast; very few people wanted it, but like it or not, some did.

I believe residents were more frustrated by the fact that because the government decided that no planning permission was required for these masts, it just went ahead with no consultation.

These are some of the major things that are affecting peoples lives in our area & I think us as a Community Association should be more involved with, but of course we understand that many people simply don ' t have the time.

Section E**Financial review**

Brief statement of the charity's policy on reserves

NSB Savings account (See audited accounts)

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

See accounts report to the DCA General Committee at the AGM.

Section F**Other optional information**

None

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Mr John Everett

Position (eg Secretary, Chair, etc)

Honorary Chairman

Date

01.11.23



CHARITY COMMISSION
FOR ENGLAND AND WALES

Downswood Community Association

No (if any)

Receipts and payments accounts

CC16a

For the period
from

01/06/2022

To

31/05/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Affiliation Fees	250	-	-	250	-
Booking Fees	53,816	-	-	53,816	-
Fundraising	5,277	-	-	5,277	-
Interest	11	-	-	11	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	59,355	-	-	59,355	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	59,355	-	-	59,355	-
A3 Payments					
Accountancy fees	498	-	-	498	-
Cleaning	719	-	-	719	-
Fundraising expenses	5,063	-	-	5,063	-
Gardening	13,571	-	-	13,571	-
Licences & Insurances	2,329	-	-	2,329	-
Repairs & Maintenance	10,889	-	-	10,889	-
Utilities/Services	11,525	-	-	11,525	-
Wages & Salaries	17,138	-	-	17,138	-
Sundry expenses	761	-	-	761	-
Sub total	62,493	-	-	62,493	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	62,493	-	-	62,493	-
Net of receipts/(payments)	- 3,138	-	-	- 3,138	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 3,138	-	-	- 3,138	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash Floats	620	-	-
			-	-
		-	-	-
	Total cash funds	620	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Bank Accounts	27,948	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Debtors	2,707	-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Loft Conversion	16,160	-	-
	Millenium Project	10,000	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Accruals	498	-	
	Booking Fees in advance	5165	-	
	Key deposits	120	-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		John Everett	12/09/2023	
		Ivan Russell	12/09/2023	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
DOWNSWOOD COMMUNITY ASSOCIATION

On accounts for the year ended

31st. MAY 2023 Charity no (if any) 298218

Set out on pages

X (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/05/2023

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- ~~the accounting records were not kept in accordance with section 130 of the Charities Act; or~~
- ~~the accounts did not accord with the accounting records; or~~
- ~~the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.~~

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.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 08/11/2023

Name: TERENCE GEORGE AYKWARD

Relevant professional qualification(s) or body

FAIA FMAAT

(if any):

Address: 16 LONG STAW CLOSE, BEUGHTON
MONCHELSEA, MAIDSTONE, KENT
ME17 4GE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

DOWNSWOOD COMMUNITY ASSOCIATION

England & Wales - Charity number 298218

Accounts

2022 Annual report for the Downswood Community Association

(Established in 1986).

Before we start I should mention that it's a very sad time for all of us losing her Majesty the Queen last week, who was just like a loving, caring Mother to the whole country for the last 70 years & I also feel I have to include

long live the King!

This is the annual report for the Downswood community association, a registered charity (No. 298218), which is to be approved at the 2022 Annual General Meeting of the charity trustees to be held on Tuesday 13th September 2022 and then sent to the charities commission along with a copy of the DCA annual audited accounts, remembering of course that this annual report will be read by someone with no knowledge whatsoever of the DCA, who we are & how we operate, so it may come across to our general committee as a big pat on the back for everyone & why not?

The Downswood Community Association (the DCA), is operated and managed by a general committee of charity trustees who are governed by a constitution. The DCA general committee currently consists of twelve charity trustees, made up of Honorary Officers, Ordinary committee members and representative of DCA Sections, affiliated groups and statutory authorities.

The community centre has been exclusively and successfully managed by volunteers from the Downswood community association since the opening in 1990. We receive no regular funding to run the centre and our income is purely from centre hiring fees and fundraising.

Current charity trustees of the Downswood Community Association:

Honorary officers:

Honorary Chairman – John Everett*

Honorary Vice Chairman - Ivan Russell*

Honorary Secretary – Diane Everett*

Honorary Treasurer – VACANCY

Ordinary committee members:

Val. Saunders.

Rose Langlands

Centre user group representatives:

Jim Carmichael – Downswood Badminton Club - (DCA SECTION).

Bernard Dunn – DOARA - Active Retirement Association – (AFFILIATED GROUP).

Scott Raffle – Willington Players – (AFFILIATED GROUP)

Mike Dyerball – East Sutton Community Youth Theatre – (AFFILIATED GROUP).

Lorraine Rowe – Kidz Kung Fu Academy – (AFFILIATED GROUP).

Nicki Cooper - Willow Rise Pre-School - (AFFILIATED GROUP).

Pete Fincham - Downswood Parish Council (STATUTORY AUTHORITY).

* Also responsible for the day to day management of the centre.

As we still have no volunteers for the role of Honorary Treasurer, the regular monthly accounting is carried out by the Honorary Officers of the association.

All major decisions concerning the DCA and the community centre are discussed at general committee meetings which are held five times a year with the DCA Honorary Officers managing the day to day running of the community centre & any major expenditure associated with this day to day running of the centre is reported at every following general committee meeting, however we must never forget that the DCA charity trustees are all ultimately responsible for managing the association and the centre & must ensure we have a safe, clean and efficient community centre which we appear to do very well.

The DCA currently have three part time employees who work in connection with the community centre centre management team, one caretaker who unlocks the community centre every morning, de-activates the intruder alarm and checks to ensure that the centre is ready for our hirers. Two part time cleaners who work alternate weeks, sometimes well after midnight, clean the whole centre, lock and activates the security alarms every evening. We also have a booking secretary who charges for their services.

Aims and objectives:

The aims and objectives of the Downswood community association have not changed since the DCA was established in 1986 and as stated in our constitution and we still manage and provide a fantastic community centre in the interests of social welfare for recreation and leisure time activities improving the conditions of life for the residents of Downswood. The centre also provides a wide variety of groups which are available to anyone in the area, along with information distribution, social events organised and run by the DCA volunteers & the opportunity for private hirings at weekends.

Current regular hirings at the Downswood community centre currently include:

Monday: Willow Rise Pre-School, the new Downswood community Pre School, Downswood Bowls Club, Kidz Kung Fu, Downswood Badminton Club and the Willington Players drama group.

Tuesday: Willow Rise Pre-School, Downswood community Pre School, Kent School of Bridge, Kidz Kung Fu, Hilary's Pilates group & monthly Downswood Parish Council, Community Association or Maidstone Lions meetings.

Wednesday: Willow Rise Pre-School, Downswood community Pre School, Downswood Bowls, Clubacise keep fit, Kidz Kung Fu & once a month a Bonsai club..

Thursday: Willow Rise Pre-School, Downswood community Pre School, Kidz Kung Fu, the Willington Players Drama Group & the Downswood Badminton Club.

Friday: Willow Rise Pre-School, Downswood community Pre School, Downswood Active Retirement Association and the Kent Karate group.

One Saturday group is Mike Dyerball's children's drama group.

Achievements over the past twelve months:

Well, we survived the COVID pandemic with the help of community services grants from the government, so the centre is still open for anyone & everyone to enjoy, with the recent addition of a refurbished disabled toilet & most recently the lounge.

I know many of our general committee are from individual regular groups & it's these groups we rely on for regular income, but our booking secretary does a fantastic job with all the private weekend hirings, sometimes with four children's parties in one day & larger parties sometimes until midnight. You may not realise it, but Vanessa not only takes the bookings, but does show rounds for larger private hirers if they ask for it & meets every single one of them to not only allow access, but to remind them of their responsibilities before, during & after their hiring.

Our cleaner also carry out a fantastic job for us, sometimes when many of us are in our beds!

The centre management also have to keep on top of the health & safety regulations necessary, along with all the certificates, licenses, maintenance, cleanliness & the general look of the place.

Yes, we pay a lot for our gardener every month, but if the grass wasn't cut & the outside was covered in weeds it would stop people hiring it.

This means there are occasions there are people, (who have never been to the centre before) walk in & remark how lovely it is. They will hopefully go away & mention this to their friends & families, I believe we should all be proud of this.

The community association organised & run some social/fundraising events over the past twelve months, these included The annual children's Easter egg hunt where we made £261.00 this year, not a fantastic amount I know, but it's a great little community event & all the kids enjoy it.

The annual summer fete which was unfortunately the same weekend as Her Majesty the Queens Platinum Jubilee celebrations where there were many other events taking place, but we still managed to raise over £1700.

A Quiz night last November where we made just under £400.

Forthcoming events already planned are;

a Quiz night on Saturday 24th September for teams of eight.

A children's Halloween party on Saturday 29th October.

A private event - A Drag Night on Sunday 11th December, where the DCA will be running the bar.

Other fundraising events in the planning stage are a cheese & wine evening & a race night both of which are still being discussed by the fundraising team.

All DCA events are organised by our very hard working fundraising team, not just the organisation but running them & I do understand everyone has busy lives, but It may not be such hard work if we had some more volunteers on the fundraising team.

We should not only thank the fantastic volunteers who help us organise & run these events, but everyone who supports us by donating prizes and/or coming along to the events.

The future:

As far as the centre is concerned, as I've already mentioned, following COVID we are lucky enough to have the return of most of our regular groups, which of course means we have the income necessary to operate normally.

Sadly we lost a few of our smaller, regular groups over the past year; Sewing Club, Cate's Keep fit club & the Wiggles & giggles children's group. The daily Teepee & twinkle toes after school club also never really got started, couldn't get the children she expected & have now finished, but we do however have another daily Pre-school in the lounge, run by Bonnie Slater & we all wish her good luck.

The centre is here for our residents enjoyment & all our charity trustees have all volunteered to take on the roll to ensure this continues for as long as possible.

Unless anyone has any questions, additions or alterations can the DCA general committee approve the DCA annual report & the audited accounts ready for them both to be sent off to the Charity commission.

Thank you.

Downswood Community Association
 Balance Sheet
 As at 31 May 2022

		2022	2021
		£	£
FA - Spare category	Cost - b/fwd	25,333	25,333
	Depn - b/fwd	<u>(25,333)</u>	<u>(25,333)</u>
		-	-
FA - Other	Loft Conversion	<u>16,160</u>	<u>16,160</u>
	Millennium Project	<u>10,000</u>	<u>10,000</u>
		<u>26,160</u>	<u>26,160</u>
Debtors	Fete June 2022	978	-
	Trade debtors	<u>1,309</u>	-
		<u>2,287</u>	-
Bank	Booking fee float	20	20
	Current a/c	22,113	18,424
	Deposit a/c	<u>12,796</u>	<u>8,795</u>
		<u>34,929</u>	<u>27,239</u>
		63,376	53,399
Creditors	Accruals	(480)	(384)
	Booking Fees in advance	(7,986)	(2,494)
	Key Deposits	(120)	(120)
		<u>(8,586)</u>	<u>(2,998)</u>
		(8,586)	(2,998)
Net assets		<u>54,790</u>	<u>50,401</u>
		£	£
Accumulated Fund	Accumulated Fund B/fwd	50,401	41,638
	Excess/(Deficit) to Fund	<u>4,388</u>	<u>8,764</u>
		54,790	50,401
General Fund		<u>54,790</u>	<u>50,401</u>

Downswood Community Association
Income & Expenditure Account
For the year ended 31 May 2022

		2022		2021
		£		£
Income	Affiliation Fees	100		50
	Booking Fees	49,088		19,342
	Donations & Grants	4,049		36,693
	Fundraising	2,335		68
	Interest	1		74
		<u>55,573</u>		<u>56,227</u>
Gross profit		55,573		56,227
Expenses	Accountants fees	(480)		(384)
	Cleaning	(470)		(793)
	Fundraising expenses	(685)		-
	Gardening	(11,557)		(6,620)
	Insurance - property	(2,081)		(2,031)
	Licences	(1,543)		(2,637)
	Repairs & Renewals	(7,084)		(5,369)
	Stationery and printing	(586)		(116)
	Sundry expenses	(185)		(58)
	Utilities/Services	(10,216)		(13,686)
	Wages and salaries	(16,296)		(15,770)
		<u>(51,185)</u>		<u>(47,464)</u>
Excess/(Deficit)to Fund		<u><u>4,388</u></u>		<u><u>8,764</u></u>

DOWNSWOOD COMMUNITY ASSOCIATION

YEAR ENDED 31st MAY 2022

<u>Variance Analysis</u>	£	£
2020/21 Excess of Income over Expenditure		<u>8764</u>
INCOME		
Higher booking fees	29746	
Higher Affiliation Fees	50	
Higher Donations	49	
Lower Grants	-32693	
Same payphone	0	
Lower Interest received	-73	
Higher Fundraising	1582	
TOTAL		-1339
EXPENDITURE		
Lower Services-Utilities	3470	
Higher Insurance	-48	
Lower Cleaning	320	
Higher gardening	-4937	
Higher Repairs & Maintenance *	-1715	
Higher Office expenses	-470	
Higher wages	-527	
Same Telephone	0	
Lower Licences	1094	
Higher Audit & Accountancy	-96	
Same Bank charges	0	
Higher Sundries	-128	
Same Bad debts	0	
Same Depreciation	0	
TOTAL		-3037
2021/22 Excess of Income over Expenditure		<u>£ 4388</u>

DOWNSWOOD COMMUNITY ASSOCIATION

ACCOUNTS FOR THE YEAR ENDED 31ST MAY 2022

The following accounts have been Approved by the Trustees on

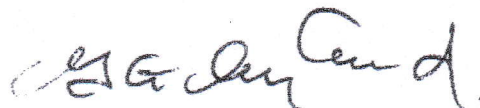
Date 13.09.22  and signed on their behalf by:

John Everett

Chairperson

ACCOUNTANTS REPORT

I certify that the accounts overleaf show a true and fair view of the Downswood Community Association's affairs for the year ended 31st May 2022 and the Balance Sheet at that date and are in accordance with the books and records for that year. All Funds are Unrestricted.



T.G.Aylward FAIA FMAAT

Hon.Auditor

DOWNSWOOD COMMUNITY ASSOCIATION

England & Wales - Charity number 298218

Accounts

2021 Annual report for the Charities Commission on the Downswood Community Association

(Established in 1986 - Registered Charity No: 298218).

This is the annual report for the Downswood community association, which is to be approved at the 2021 Annual General Meeting of the charity trustees to be held on Tuesday 14th September and then sent to the charities commission along with a copy of the DCA annual audited accounts.

The Downswood Community Association (the DCA), is operated and managed by a general committee of charity trustees who are governed by a constitution. The DCA general committee currently consists of eleven charity trustees, made up of Honorary Officers, Ordinary committee members and representative of DCA Sections, affiliated groups and statutory authorities.

Charity trustees from the Downswood community association have exclusively & successfully managed the Downswood community centre since the opening in 1990 & although the Honorary officers deal with the day to day running of the centre along with the caretaker, cleaners & booking secretary, the DCA charity trustees are all ultimately responsible for managing the association and the centre & must ensure we have a safe, clean and efficient community centre which we appear to do very well considering we receive no regular grants or donations & the centre runs on hiring fees & fundraising.

In the absence of a volunteer Honorary Treasurer the monthly accounting & book keeping is carried out by the honorary officers of the association, distributing a comprehensive income & expenditure spreadsheet & report on the accounts at every DCA general committee meeting.

All major decisions concerning the DCA and the community centre are discussed at general committee meetings which are held five times a year with the DCA Honorary Officers managing the day to day running of the Downswood community centre.

The DCA currently have three part time employees who work in association with the community centre, one caretaker who unlocks the community centre every morning, de-activates the intruder alarm and checks to ensure that the centre is ready for our hirers. Two part time cleaners who work alternate weeks, sometimes well after midnight, clean the whole centre, lock and activates the security alarms every evening. We also have a booking secretary who charges for her services.

Sadly the community association have been unable to run any fundraising events here at the centre recently, not just because of COVID, it's because we need more volunteers on our fundraising team

Unfortunately this year we lost our good friend & Vice Chairman John Henderson, who sadly died in April.. John gave his time to be the DCA Vice Chairman, representative of the Downswood short mat bowls club & part of the DCA fundraising team, which like the few members we have on this team, worked very hard.at all our events & he will be sadly missed.

There have also been a few changes of group representatives recently on the DCA general committee:

Current charity trustees of the Downswood community association:

Honorary officers:

Honorary Chairman – John Everett*
Honorary Vice Chairman - VACANCY
Honorary Secretary – Diane Thompson*
Honorary Treasurer – VACANCY

Ordinary committee members:

Val. Cooper.

Centre user group representatives:

Ivan Russell - Downswood Short Mat Bowls (DCA SECTION) Details to be confirmed.
Jim Carmichael – Downswood Badminton Club - (DCA SECTION). (Alt. Rep: Dave Payne)
Bernard Dunn – DOARA - Active Retirement Association – (AFFILIATED GROUP). (Alt. Rep: Marion Harvey)
Scott Raffle – Willington Players – (AFFILIATED GROUP) **(taken over from David Bicker)**
Mike Dyerball – East Sutton Community Youth Theatre – (AFFILIATED GROUP). (Alt. Rep: None)
Lorraine Rowe – Kidz Kung Fu Academy – (AFFILIATED GROUP). **(taken over from Kim Horton)**
Nicki Cooper - Willow Rise Pre-School - (AFFILIATED GROUP). **(taken over from Judi Higgins)**
Daphne McHarry - Teepee & twinkletoes - (AFFILIATED GROUP). (Alt. Rep: None)
Pete Fincham - Downswood Parish Council (STATUTORY AUTHORITY) **(taken over from Martin Weeks)**

* Also responsible for the day to day management of the centre.

We are now in desperate need of a Vice Chairman & Treasurer along with volunteers to help on the fundraising team & the centre management team

Aims and objectives:

The aims and objectives of the Downswood community association have not changed since the DCA was established in 1986 and as stated in our constitution and we still manage and provide a fantastic community centre in the interests of social welfare for recreation and leisure time activities improving the conditions of life for the residents of Downswood. The centre also provides a wide variety of groups which are available to anyone in the area, along with information distribution and a general meeting place for a wide range of activities.

3.

Achievements over the past twelve months:

The last year has been very unpredictable in relation to the COVID pandemic, unfortunately this means that we have lost many of our smaller regular groups including; Musical bugs, Susan's sewing group, Rosaria's keep fit, Yoga, Children's signing group & Cate's keep fit classes. We are still not sure if or when Willington Players plan to return for rehearsal's because they have no shows until next year. This doesn't sound much of an achievement, losing these groups, but we should maybe look ahead to some new groups which should be starting soon, including a baby's keep fit group, a baby's massage group, babies first aid & a monthly Kent hospice meeting.

We still have one of the best community centres in the area & it is always safe, clean, efficient & ready for use by local residents and this shows by the many weekend (one off) bookings that we are now receiving.

During the pandemic & on top of all the COVID grants, we were also lucky enough to secure a members grant from Gary Cooke at the KCC for a complete refurbishment of the kitchen, many thanks to Gary & for DB Project for their fantastic help planning & fitting the kitchen.

The future:

The future is looking much better with the relaxation of Government COVID restrictions, but some people are still very nervous about socialising which is why the sanitisation stations which were installed in the foyer & hall are being left for visitors to use. There are notifications posted for everybody who enters the centre to read that the centre management are recommending that they should continue to wear face coverings & carry out social distancing until they themselves feel it is safe to get back to normal.

With many of our regular groups returning, this means we should soon have the income necessary to operate normally & hopefully in the not too distant future, when we should be able to start organising some social/fundraising events for our residents

We did manage one fundraising event last weekend by running a bar at the private 'comedy drag night', where we made £300.

All the DCA charity trustees have responsibilities to either put themselves forward or to encourage members of their groups to help run the centre &/or help to raise funds for the DCA, it shouldn't be left to a handful of people who are not connected in any way to any user group - this is unfair!

Next year we **will** again be charging groups to be affiliated to the DCA & **we will** ensure these groups adhere to their terms & conditions by helping with fundraising, otherwise they jeopardise any future affiliation.

'Helping' in future will not include a donation of a raffle prize & that's it - it will mean helping.

If your group are unable to keep to the terms & conditions of affiliation, please do not apply for affiliation next January.

Sorry to end the annual report on this sour note, but there are people who always help, who are not getting any younger & we simply need more volunteers!

Report on the DCA annual audited accounts:

(01st June 2020 - 31st May 2021)

Part of our role as charity trustees is to hold people (including staff, volunteers and fellow trustees) to account for how they carry out their role or use the charity's resources. This can mean asking probing or challenging questions about information at trustee meetings, or being prepared to say 'I do not understand what this means'.

You should receive timely information in a format that you can understand and use, and if necessary ask for explanations, training or a different presentation. For example, all trustees, not just the treasurer or other honorary officers are responsible for the charity's finances and should be able to understand, consider and comment on financial information.

The DCA annual accounts have recently been audited by Terry Aylward and in the absence of a Honorary Treasurer, I shall read out a short report on these, which will accompany the annual report sent to the Charities Commission.

Balance Sheet:

A balance sheet audit is an evaluation of the accuracy of information found in the association's balance sheet. It involves a number of checks as auditors conduct this evaluation based on supporting documents. After a balance sheet audit, you can use the analyses to detect irregularities or weaknesses in our association's accounting system.

Income & expenditure:

you can see that the fee for affiliation to the DCA was waived for our regular groups this year, except for the Out of school Club which only started in September 2020.

Bookings & fundraising were also much less than the previous year because of COVID, but we were lucky enough to secure £36,693 in grants throughout the pandemic, these were mainly Maidstone Borough Council business support grants & also from the National Lottery community fund & Kent community foundation emergency fund, of which we should be extremely grateful.

On the expenditure side, cleaning costs, gardening, stationary, sundries, utilities, (gas, electric & water) & wages were down on the previous year.

Unfortunately we did have some increases, these were repairs & renewals, where we took the opportunity during the pandemic, to carry out what was necessary.

The centre Insurance has also increased along with the cost of licences.

The reason the licences expenditure increased was because the COVID pandemic which delayed many of the invoices being sent out, so they were included onto this years accounts.

Variance analysis:

A variance is the difference between an actual amount and a budgeted, planned or past amount. Variance analysis is one step in the process of identifying and explaining the reasons for different outcomes. In the case of the DCA, this is a matter of how much more or less income or expenditure we have had from June 01st 2020 up until 31st May 2021.

Therefore below the explanation of our exact income & expenditure it tells us that we actually made a profit this year of £8764, compared to last year, which was £566.

Are there any questions concerning these accounts please?

That concludes the 2021 annual report & a report on the DCA audited accounts.

Can the DCA general committee now approve this annual report & a report on the DCA accounts & send it off to the Charity commission please?

Thank you.

Charity Number: 298218

DOWNSWOOD COMMUNITY ASSOCIATION

ANNUAL REPORT and FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MAY 2021

DOWNSWOOD COMMUNITY ASSOCIATION

ACCOUNTS FOR THE YEAR ENDED 31ST MAY 2021

The following accounts have been Approved by the Trustees on

Date 14.09.21  and signed on their behalf by:

John Everett

Chairperson

ACCOUNTANTS REPORT

**I certify that the accounts overleaf show a true and fair view of the
Downswood Community Association's affairs for the year ended
31st May 2021 and the Balance Sheet at that date and are in accordance
with the books and records for that year. All Funds are Unrestricted.**



T.G.Aylward FAIA FMAAT

Hon.Auditor

Downswood Community Association
 Balance Sheet
 As at 31 May 2021

		2021		2020	
		£		£	
FA - Spare category	Cost - b/fwd	25,333		25,333	
	Depn - b/fwd	(25,333)		(25,333)	
		-		-	
FA - Other	Loft Conversion	16,160		16,160	
	Millennium Project	10,000		10,000	
		26,160		26,160	
Debtors	Outstanding fees	-		323	
		-		323	
Bank	Booking fee float	20		20	
	Current a/c	18,424		6,961	
	Deposit a/c	8,795		8,721	
		27,239		15,702	
		53,399		42,185	
Creditors	Accruals	(384)		(300)	
	Booking Fees in advance	(2,494)		(127)	
	Key Deposits	(120)		(120)	
		(2,998)		(547)	
		(2,998)		(547)	
Net assets		50,401		41,638	
			£		£
Accumulated Fund	Accumulated Fund B/fwd	41,638		41,071	
	Excess/(Deficit) to Fund	8,764		566	
		50,401		41,638	
General Fund		50,401		41,638	

Downswood Community Association
Income & Expenditure Account
For the year ended 31 May 2021

		2021	2020
		£	£
Income	Affiliation Fees	50	150
	Booking Fees	19,342	41,624
	Donations & Grants	36,693	3,507
	Fundraising	68	3,181
	Interest	74	101
		<u>56,227</u>	<u>48,562</u>
Gross profit		<u>56,227</u>	<u>48,562</u>
Expenses	Accountants fees	(384)	(300)
	Cleaning	(793)	(1,161)
	Gardening	(6,620)	(8,667)
	Insurance - property	(2,031)	(1,983)
	Licences	(2,637)	(334)
	Repairs & Renewals	(5,369)	(3,698)
	Stationery and printing	(116)	(619)
	Sundry expenses	(58)	(429)
	Utilities/Services	(13,686)	(14,920)
	Wages and salaries	(15,770)	(15,884)
		(47,464)	(47,996)
Excess/(Deficit) to Fund		<u>8,764</u>	<u>566</u>

DOWNSWOOD COMMUNITY ASSOCIATION

YEAR ENDED 31st MAY 2021

<u>Variance Analysis</u>	£	£
2019/20 Excess of Income over Expenditure		<u>566</u>
INCOME		
Lower booking fees	-22282	
Lower Affiliation Fees	-100	
Same Donations	0	
Higher Grants	33192	
Same payphone	0	
Lower Interest received	-27	
Lower Fundraising	-3116	
TOTAL		7667
EXPENDITURE		
Lower Services	1234	
Higher Insurance	-48	
Lower Cleaning	368	
Lower gardening	2047	
Higher Repairs & Maintenance *	-1671	
Lower Office expenses	503	
Lower wages	114	
Same Telephone	0	
Higher Licences	-2303	
Higher Audit & Accountancy	-84	
Same Bank charges	0	
Lower Sundries	371	
Same Bad debts	0	
Same Depreciation	0	
TOTAL		531
2020/21 Excess of Income over Expenditure		<u>£ 8764</u>

* Inc.DB Project £3834

Report on the DCA annual audited accounts:

(01st June 2020 - 31st May 2021)

Part of our role as charity trustees is to hold people (including staff, volunteers and fellow trustees) to account for how they carry out their role or use the charity's resources. This can mean asking probing or challenging questions about information at trustee meetings, or being prepared to say 'I do not understand what this means'.

You should receive timely information in a format that you can understand and use, and if necessary ask for explanations, training or a different presentation. For example, all trustees, not just the treasurer or other honorary officers are responsible for the charity's finances and should be able to understand, consider and comment on financial information.

The DCA annual accounts have recently been audited by Terry Aylward and in the absence of a Honorary Treasurer, I shall read out a short report on these, which will accompany the annual report sent to the Charities Commission.

Balance Sheet:

A balance sheet audit is an evaluation of the accuracy of information found in the association's balance sheet. It involves a number of checks as auditors conduct this evaluation based on supporting documents. After a balance sheet audit, you can use the analyses to detect irregularities or weaknesses in our association's accounting system.

Income & expenditure:

you can see that the fee for affiliation to the DCA was waived for our regular groups this year, except for the Out of school Club which only started in September 2020.

Bookings & fundraising were also much less than the previous year because of COVID, but we were lucky enough to secure £36,693 in grants throughout the pandemic, these were mainly Maidstone Borough Council business support grants & also from the National Lottery community fund & Kent community foundation emergency fund, of which we should be extremely grateful.

On the expenditure side, cleaning costs, gardening, stationary, sundries, utilities, (gas, electric & water) & wages were down on the previous year.

Unfortunately we did have some increases, these were repairs & renewals, where we took the opportunity during the pandemic, to carry out what was necessary.

The centre Insurance has also increased along with the cost of licences.

The reason the licences expenditure increased was because the COVID pandemic which delayed many of the invoices being sent out, so they were included onto this years accounts.

Variance analysis:

A variance is the difference between an actual amount and a budgeted, planned or past amount. Variance analysis is one step in the process of identifying and explaining the reasons for different outcomes. In the case of the DCA, this is a matter of how much more or less income or expenditure we have had from June 01st 2020 up until 31st May 2021.

Therefore below the explanation of our exact income & expenditure it tells us that we actually made a profit this year of £8764, compared to last year, which was £566.

Are there any questions concerning these accounts please?