



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: Period start date April 2022 To: Period end date March 2023

Charity name: Forest Park Community Association

Charity registration number: 298690

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Promote the benefit of the inhabitants of Forest Park (hereinafter called the "area of benefit"), without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organisations 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.
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	<p>(a) Co-operate with other voluntary organisations, statutory authorities and individuals;</p> <p>(b) Establish or support a local forum of representatives on community groups, voluntary organisations, statutory authorities and individual involved in community work;</p> <p>(c) Promote and develop or to assist in the promotion and development of community organisations and community social enterprises in the area of benefit;</p> <p>(d) Acquire and distribute funds to assist in the provision of grants to community organisations in the area of benefit</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes the charity is run for public benefit in accordance with the charity's objectives.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers hold the positions of Chair, Vice Chair, Treasurer and Secretary
Other		

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>The Charity, Forest Park Community Association (FPCA) runs the local community centre for community groups to come together to meet friends/colleagues in their respective groups and organisations</p> <p>This year we have replaced chairs and tables and helped a couple of regular groups who meet at the hall. We have replaced some equipment and waived rent for a couple of months to help with their finances</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	n/a
Investment performance against objectives	Para 1.41	n/a
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the financial year FPCA was in a healthy financial position
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We survived through the COVID pandemic by receiving grants, and so the Committee decided to hold a reserve amount of £20k to protect us from any such event in the future
Amount of reserves held	Para 1.22	£20K
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

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	We obtain our income from hiring out the Community Centre
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	An event such as the recent pandemic where we are unable to open the Centre and hire it out
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
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 volunteers who go through a DBS check and who have an interest in the Community Centre

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We are a small Community Association running our Community Centre on behalf of the local council. Our Trustees have traditionally been the Officers on the committee who are all volunteers and have an interest in the community centre. We attend regular meetings in which the finances are discussed and we have a Business Plan which sets out our expected income/expenditure for the year. All Officers have a copy of the Constitution
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are one of many Community Centres in Bracknell Forest. Regular network meetings with other Community Centres are held, organised by an employee of the Borough Council. Our Centre Manager, and sometimes the Secretary attends these meetings.
Relationship with any related parties	Para 1.51	We rent the Community Centre from Bracknell Forest Borough Council and run it on their behalf
Other		

Reference and Administrative details

Charity name	Forest Park Community Association
Other name the charity uses	
Registered charity number	298690
Charity's principal address	Forest Park Community Centre Horndean Road Forest Park Bracknell, Berks RG120xQ

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	Debbie Evans	Secretary		
2	Jacky McKay	Treasurer		
3	Pamela Walde	Chair	25 th July 2022	
4	Scott Fulton	Vice Chair	25 th July 2022	
5				
6				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature	Full name	Position (eg Secretary, Chair, etc)
	Pam Walde	Chair
	Scott Fulton	Vice Chair
	Debbie Evans	Secretary
	Jacky McKay	Treasurer

DATE

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GENERAL INFORMATION

Chair Mrs Pamela Walde

Address Horndean Road
Forest Park
Bracknell
Berkshire
RG12 0XQ

ACCOUNTANT'S REPORT

TO FOREST PARK COMMUNITY ASSOCIATION

In accordance with your instructions, the financial statements of Forest Park Community Association, which comprises the Profit & Loss Account, Balance Sheet and related notes, have been compiled from the accounting records, information and explanations that you have provided.

The financial statements have been compiled on the accounting basis set out in note 1 to the financial statements. The financial statements are not intended to achieve full Compliance with the provision of UK Generally Accepted Accounting Principles.

This report is made to you. The work that has been undertaken has been that necessary to compile the financial statements, report to you on them and to state any matters to you in this report and for no other purpose. No responsibility is accepted or should be assumed to anyone other than Forest Park Community Association for that work or for this report.

You have approved the financial statements for the year ended 31st March 2022 and have acknowledged your responsibility for them, for the appropriateness of the accounting basis and for providing all information and explanations necessary for their compilation.

The accuracy and completeness of the accounting records and the information and explanations provided by you has not been verified and therefore no opinion is expressed on or statement appended to the financial statements.

Katherine Carter
SKD Accounting Ltd
62 Westmorland Drive
Warfield
Berkshire
RG42 3QP

Date24/07/2023.....

CLIENT APPROVAL CERTIFICATE

In accordance with the terms of engagement of SKD Accounting Ltd, I approve the financial statements for the year ended 31st March 2023 which comprises the Profit and Loss Account, the Balance Sheet and the related notes. I acknowledge my responsibility for the financial statements, including the appropriateness of the accounting basis as set out in note 1, and for providing SKD Accounting Ltd with all information and explanations necessary for their compilation.

Patricia Walde

P. Walde

Date

24/7/23

PROFIT & LOSS ACCOUNT
For the Year Ended 31 March 2023

	2023		2022	
	£	£	£	£
Income:				
Hall Hire	35,376		26,773	
Grants	0		5,174	
Interest Earned	29			
Lottery	1,033		33	
		<u>36,437</u>		<u>31,981</u>
Expenditure:				
Wages	16,770		15,605	
Water rates & rent	899		598	
Insurance	474		462	
Light & Heat	2,908		2,527	
Telephone	534		547	
Postage, printing & Stationery	126		368	
Repairs & Renewals	138		812	
Cleaning, gardening and waste disposal	1,918		1,719	
Sundry Expenses	505		136	
Premises Expenses	157		0	
Accountancy	1,440		1,620	
		<u>25,869</u>		<u>24,393</u>
		<u>10,569</u>		<u>7,587</u>
Renovations, Fixtures & Fittings:				
Office Equipment		0		0
NET PROFIT/(LOSS)		<u><u>10,569</u></u>		<u><u>7,587</u></u>

Notes:

*1 - Sundry expenses includes the music licence for the year.

*2 - New tables and chairs purchased - cost shown in balance sheet.

BALANCE SHEET
At 31 March 2022

		2023		2022	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	*3	3,586		549	
			<u>3,586</u>		<u>549</u>
CURRENT ASSETS					
Debtors		3,149		2,893	
Prepayments		68		67	
Current Account		8,164		21,022	
Savings Account		20,029		0	
Cash in Hand		0		83	
			<u>31,410</u>		<u>24,065</u>
CURRENT LIABILITIES					
Accrued Expenses		0		0	
Uncleared Cheques		0		0	
Creditors		16		51	
		<u>16</u>	<u>34,980</u>	<u>51</u>	<u>24,562</u>
NET ASSETS					
			<u><u>34,980</u></u>		<u><u>24,562</u></u>
FINANCED BY:					
CAPITAL ACCOUNT					
			<u><u>34,980</u></u>		<u><u>24,562</u></u>

Notes:

*3 - includes computer equipment and cost of new tables and chairs purchased in this financial year 2022/23.

FOREST PARK COMMUNITY ASSOCIATION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

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