

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2021
for
Amersham & District Community
Association

Ian S Anderson, Chartered Accountant
Chartam House
16 College Avenue
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Berkshire
SL6 6AX

**Amersham & District Community
Association**

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for the Year Ended 31 March 2021**

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Amersham & District Community Association

Report of the Trustees
for the Year Ended 31 March 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the Association are to:

(a) promote the benefit of the inhabitants of 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;

(b) establish, or secure the establishment of, a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects.

(c) promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Amersham and District and the neighbourhood.

Public benefit

The Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular the Trustees believe that the openness of availability to the whole community meets the criteria of public benefit.

FINANCIAL REVIEW

Financial position

Overall income amounted to £92,153 as compared to the previous year's total of £105,248.

Expenditure was up for the year. There were various ups and downs of individual charges, but the main differences relate to the increase in payroll costs and payments for water. The former reflects Social Club payroll costs for the charity and the latter increase follows the agreement in 2020 with Chiltern District Council to cover previous excess charges. Discussions with the water supplier and the landlords continue but the Trustees do not anticipate any significant further settlement to that already received. Allowing for the foregoing, overall expenditure totalled £99,345 this year compared to £75,886 in the previous year.

Consequent to the above the Association had a deficit of £7,192 this year compared to the surplus of £29,362 in 2020.

Investment policy and objectives

The Trustees, having taken knowledge of their commitment and funding position, have researched the market. Having considered their findings, they have placed monies on short-term deposits at the best rates available.

The charity has made such investments to generate a return and has made no social investments.

Reserves policy

It is the policy of the charity to maintain this fund at a level which equates to approximately twelve months of ongoing fixed costs. This provides sufficient funds to cover management and administration costs. The fund was maintained at this level throughout the year, although the impact of the water leak claim reduced this year's overhead.

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the Association. The Trustees will review the level of this reserve to provide sufficient to cover management and support costs and to respond to emergency applications for grants which may arise from time to time.

Total funds at the year-end were £122,535 (2020 £129,727).

Amersham & District Community Association

Report of the Trustees
for the Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Association is governed by the revised Constitution adopted on 9 September 2010 as amended by resolution dated 20 May 2019

Responsibilities of Council of Management

The Trustees are responsible for preparing the Report of the Trustee board and the Financial Statements in accordance with applicable law and regulations. Charity law requires the Trustees to prepare Financial Statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The Financial Statements are required by law to give a true and fair view of the state of affairs of the Association and of the surplus or deficit of the Association for the period. In preparing those Financial Statements, the Council of Management is required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 charitable association will continue its operations.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Association and which enable it to ensure that the Financial Statements comply with applicable laws and regulations. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Key management personnel

The individual Affiliated and Member groups appoint from their body a Trustee for this organisation. A full list of the Trustees is set out below. Any changes are published on the Charity Commission website and a full list is available from the Centre upon request

The key management personnel of the Association include the Managing Trustees and the Administrator and are in charge of directing, controlling, running and operating the association on a day to day basis.

All Trustees give of their time freely and no Trustee received any remuneration in the year.

Risk management

The Trustees have a duty to identify and review the risks to which the Association is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Trustees undertake ongoing reviews of all areas, but especially of those areas where risk has been identified, and have implemented systems to mitigate these risks.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

300219

Principal address

Amersham Community Centre
Chiltern Avenue
Amersham
Buckinghamshire
HP6 5AH

**Amersham & District Community
Association**

**Report of the Trustees
for the Year Ended 31 March 2021**

Trustees

Mr P Lawson - Chair and Managing Trustee
Mr P J Clark - Hon Treasurer and Managing Trustee
Mrs M J Bowling - Hon Secretary and Managing Trustee
Mrs E Starling
Mrs J Anderson
Mr A J Weedon
Mrs G Morgan
Mr R H Yerby
Mrs C L Henry
Ms C M Spencer
Mr P Edwards
Mr L Tridgell
Mrs A Beattie
Mr J Oxley
Mr J Maddison
Mr S C Foster
Mrs M J Adkins
Mr A Clark

Independent Examiner

Ian S Anderson, Chartered Accountant
Chartam House
16 College Avenue
Maidenhead
Berkshire
SL6 6AX

Administrator

Miss A L Bates

Bankers

The Royal Bank of Scotland Plc
CCLA Investment Management Ltd
Virgin Money Plc
HSBC Bank plc

Approved by order of the board of trustees on 27 March 2022 and signed on its behalf by:

P Lawson - Trustee

**Independent Examiner's Report to the Trustees of
Amersham & District Community
Association**

Independent examiner's report to the trustees of Amersham & District Community Association

I report to the charity trustees on my examination of the accounts of Amersham & District Community Association (the Trust) for the year ended 31 March 2021.

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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Ian Anderson BA FCA FCCA
Ian S Anderson, Chartered Accountant
Chartam House
16 College Avenue
Maidenhead
Berkshire
SL6 6AX

27 March 2022

Amersham & District Community Association

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	2021 Unrestricted funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		67,423	681
Other trading activities	2	9,092	5,978
Investment income	3	15,638	98,589
Total		92,153	105,248
EXPENDITURE ON			
Charitable activities			
Provision of community activities		96,973	72,667
Other trading activities		2,372	3,219
Total		99,345	75,886
NET INCOME/(EXPENDITURE)		(7,192)	29,362
RECONCILIATION OF FUNDS			
Total funds brought forward		129,727	100,365
TOTAL FUNDS CARRIED FORWARD		122,535	129,727

The notes form part of these financial statements

Amersham & District Community Association

Balance Sheet
31 March 2021

	Notes	2021 Unrestricted funds £	2020 Total funds £
FIXED ASSETS			
Tangible assets	6	3,845	1,457
CURRENT ASSETS			
Stocks	7	987	1,022
Debtors	8	390	33,759
Cash at bank and in hand		141,754	129,635
		143,131	164,416
CREDITORS			
Amounts falling due within one year	9	(24,441)	(36,146)
NET CURRENT ASSETS		118,690	128,270
TOTAL ASSETS LESS CURRENT LIABILITIES		122,535	129,727
NET ASSETS		122,535	129,727
FUNDS	11		
Unrestricted funds		122,535	129,727
TOTAL FUNDS		122,535	129,727

The financial statements were approved by the Board of Trustees and authorised for issue on 27 March 2022 and were signed on its behalf by:

P J Clark - Trustee

M J Bowling - Trustee

**Notes to the Financial Statements
for the Year Ended 31 March 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

These financial statements have been prepared on a going concern basis. The Trustees do not believe that Brexit will impact on the use of that basis. Covid-19 has had an impact on community affairs generally, but as regards the Association the Trustees do not believe it has impacted for going concern purposes.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

General equipment - 25% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

2. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Bar takings	7,898	5,298
Vending & gambling machine takings	610	680
Other income	584	-
	<u>9,092</u>	<u>5,978</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Lettings	15,545	98,020
Interest received	93	569
	<u>15,638</u>	<u>98,589</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

5. GOVERNANCE COSTS

The Governance costs relating to the Independent Examination of £720 together with external accounting support plus the AGM costs totalled £1,718 and have been reflected in the expenses for provision of community activities.

6. TANGIBLE FIXED ASSETS

	General equipment £
COST	
At 1 April 2020	1,942
Additions	2,874
	<u>4,816</u>
At 31 March 2021	4,816
DEPRECIATION	
At 1 April 2020	485
Charge for year	486
	<u>971</u>
At 31 March 2021	971
NET BOOK VALUE	
At 31 March 2021	<u>3,845</u>
At 31 March 2020	<u>1,457</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

7. STOCKS

	2021	2020
	£	£
Cleaning materials	338	318
Bar stock	645	700
Vending machine stock	4	4
	987	1,022

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Debtors	390	33,759

The 2020 balance includes £29,250 invoiced to Chiltern District Council relating to the water claim, see note 13.

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Bank loans and overdrafts (see note 10)	20,051	29,039
Trade creditors	963	4,359
Other creditors	3,427	2,748
	24,441	36,146

10. LOANS

An analysis of the maturity of loans is given below:

	2021	2020
	£	£
Amounts falling due within one year on demand:		
Bank overdrafts	20,051	29,039

The Association's financial statements allow for the split of the bank balances between the various funds. At the year end the amount in one bank account stood at £81,133 in hand. However, £101,184 of this has been attributed to the designated Building, Equipment and Emergency reserves; hence the General purposes fund is attributed an overdraft of £20,051.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

11. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General purposes fund	24,212	(6,706)	17,506
Emergency reserve	40,000	-	40,000
Building reserve	46,000	-	46,000
Equipment replacement reserve	19,515	(486)	19,029
	<u>129,727</u>	<u>(7,192)</u>	<u>122,535</u>
TOTAL FUNDS	<u>129,727</u>	<u>(7,192)</u>	<u>122,535</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General purposes fund	92,154	(98,860)	(6,706)
Equipment replacement reserve	(1)	(485)	(486)
	<u>92,153</u>	<u>(99,345)</u>	<u>(7,192)</u>
TOTAL FUNDS	<u>92,153</u>	<u>(99,345)</u>	<u>(7,192)</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General purposes fund	(5,635)	29,847	24,212
Emergency reserve	40,000	-	40,000
Building reserve	46,000	-	46,000
Equipment replacement reserve	20,000	(485)	19,515
	<u>100,365</u>	<u>29,362</u>	<u>129,727</u>
TOTAL FUNDS	<u>100,365</u>	<u>29,362</u>	<u>129,727</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General purposes fund	105,248	(75,401)	29,847
Equipment replacement reserve	-	(485)	(485)
	<u>105,248</u>	<u>(75,886)</u>	<u>29,362</u>
TOTAL FUNDS	<u>105,248</u>	<u>(75,886)</u>	<u>29,362</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General purposes fund	(5,635)	23,141	17,506
Emergency reserve	40,000	-	40,000
Building reserve	46,000	-	46,000
Equipment replacement reserve	20,000	(971)	19,029
	<u>100,365</u>	<u>22,170</u>	<u>122,535</u>
TOTAL FUNDS	<u>100,365</u>	<u>22,170</u>	<u>122,535</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General purposes fund	197,402	(174,261)	23,141
Equipment replacement reserve	(1)	(970)	(971)
	<u>197,401</u>	<u>(175,231)</u>	<u>22,170</u>
TOTAL FUNDS	<u>197,401</u>	<u>(175,231)</u>	<u>22,170</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

13. CLAIM REGARDING WATER LEAK

As detailed in the 2020 financial statements the Association has been in dispute with Chiltern District Council over a water leak .

In February 2019 the Association raised an interim invoice for £18,750 to cover the charity's excess costs. However, due to the uncertainty of a satisfactory outcome to the claim the trustees did not include it as a debtor in the 2019 accounts. After further consideration the trustees issued another invoice for £10,500 in March 2020, both of which were offset against the rent, water and insurance charges in the 2020 financial statements. The full balance of £29,250 was included as a debtor in the 2020 financial statements and was paid in the year ended 31 March 2021.

The trustees have considered their options regarding the remaining claim, but have not reflected any further adjustments in these financial statements.