

BOURNE END (BUCKINGHAMSHIRE) COMMUNITY ASSOCIATION

England & Wales · Charity number 300236

Details

Other names BEBCA, BOURNE END COMMUNITY CENTRE

Status Registered

Legal form Other

Registered 1968-02-01

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

Contact

Address Bourne End Community Centre
Wakeman Road
Bourne End
SL8 5SX

Phone 01628522604

Email office@bebca.org.uk

Website bourneendcommunitycentre.org.uk

Activities

Objects: TO PROMOTE AND BENEFIT OF THE INHABITANTS OF BOURNE END AND THE NEIGHBOURHOOD BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATION AND INHABITANTS 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, AND TO ESTABLISH A COMMUNITY CENTRE

Activities: To promote the benefit of the inhabitants of Bourne End & Wooburn without distinction of sex,sexual orientation,race or of political,religious or other opinions,by associating together with local authorities and organisations in a common effort to advance education and to provide facilities for social welfare, recreation and leisure-time occupation and to maintain and manage a Community Centre.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Amateur Sport
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** BOURNE END AND NEIGHBOURHOOD
- Buckinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£164,017	£159,829	-	-
2023-12-31	£160,519	£146,249	-	-
2022-12-31	£122,767	£137,497	-	-
2021-12-31	£90,967	£106,916	-	-
2020-12-31	£92,003	£110,943	-	-

Trustees

Name	Role	Appointed
Myra Hurley	Chair	
Andrew Philip Smith		2022-06-10
BILL HUDSON		2012-08-20
Barrie Penfold		
Clive Stephen James Bourne		2022-06-10
Dave Foster		1977-06-01
David Ronald Whittaker		2024-06-05
David Stanley Algar		2024-06-05
Diane Isobel Hall		2018-05-31
Elizabeth Ann Hutton		2022-06-10
Elizabeth Ellen Payne		2018-05-30
Gillian Ann Burston		2025-05-05
Jane Lesley Clarke		2013-07-14
John Bernard Marsh		2015-05-29
Kenneth Almeida		2025-12-11
Michael Peter Judge		2014-05-23
Mike Charles Bellamy		2023-06-09
PATRICIA SEMON		2022-06-10
PETER WEBB		2012-08-20
Paul Joseph Hurley		2023-06-28
Peter David Robins		2018-05-31
Riccardo Accastello		2025-12-11
Richard Mathias		2025-10-09
Roger David De Coverly		2018-05-31
Roger Gould		2024-06-05
Roger Jeremy Wort		2023-06-28
Rosemary Start		2024-06-05

Name	Role	Appointed
Sue Wagner		2013-09-06
Tracy Greenfield		2023-10-03

Accounts

Charity registration number: 300236

Bourne End (Buckinghamshire) Community Association

Annual Report and Financial Statements
for the Year Ended 31 December 2024

Bourne End (Buckinghamshire) Community Association

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Bourne End (Buckinghamshire) Community Association

Reference and Administrative Details

Chairman	Mr D G Foster
Secretary	Ms D I Hall
Vice Chair	Mrs M Hurley
Treasurer	Mr T Quantrill
Charity Registration Number	300236
Principal Office	The Community Centre Wakeman Road Bourne End Buckinghamshire SL8 5SX
Independent Examiner	Sterling Grove Accountants Limited Fawley House 2 Regatta Place Marlow Road Bourne End Buckinghamshire SL8 5TD
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

Bourne End (Buckinghamshire) Community Association

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2024.

Objectives and activities

Objects and aims

The charity's Objects are to promote such Charitable Purpose or Charitable Purposes as the Trustees shall in their absolute discretion think fit. Such Objects include but are not limited to the following:

- to promote the benefit of the inhabitants of Bourne End and Wooburn and the neighbourhood together defined in the Wooburn and Bourne End, Little Marlow and Hedsor Parishes
- to maintain and manage the Bourne End Community Centre
- to promote such other charitable purposes as may from time to time be determined

The objects of the Association are to:

- a) promote the benefit of the inhabitants of Bourne End & Wooburn and the neighbourhood together defined by Wooburn and Bourne End, Little Marlow and Hedsor Parishes (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 interests 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 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.

Objectives, strategies and activities

The Community Centre

The Association manages Bourne End Community Centre, which was opened in 1967. The Centre building and land is leased from Buckinghamshire County Council on a 99-year lease at a peppercorn rent. This property is held in trust by the Official Custodian for Charities.

The Association has two employees - one full-time and another part time both working in the Centre Office providing administrative and facilities support. The Association depends upon the continuing support of volunteers from all parts of the community for all other support and management.

The Association's aim has always been to provide first class facilities at affordable prices for voluntary organisations serving the local community. Our halls and meeting rooms are usually filled with the sound of music, drama, sport, exercise and historical research – undertaken by groups from pre-school age to 'seniors'. We are also delighted to continue to play host to Headway, a charity helping those who have suffered brain injury.

Public benefit

We have five halls/rooms which can be hired to groups or individuals from the local community and surrounding area.

In addition to our own events, activities for the local community include three coffee mornings, a visiting podiatrist and Good Neighbours lunches in conjunction with Wye Valley Volunteers.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The return to surplus seen in 2023 continued through 2024 but to a slightly lesser extent, largely down to static letting income and lower Target receipts. Paula Riley continued to contribute hugely to the Centre in her role as Centre Manager, taking some of the administrative burden from the officers. The bar continued with its longer trading hours and turned a very healthy profit. Peter Lim, the Bar Manager for several years, resigned at the end of November.

The CCTV system installed in 2023 was expanded a little in 2024. Much work focused on improving office systems and resilience, with the commencement of a move to Google Non-profit, including cloud storage of all our data, and with the introduction of an online 'knowledgebase' – a repository for storing information, procedures, etc. for easy access. An access audit of the Centre was carried out with the view to applying for a Parish Council grant to make a number of changes to the Centre. Towards the end of the year investigations were started looking into the possibility of holding a regular Repair Café in the Centre. Other achievements of the Association in 2024 were largely governance based, with the updating of the Health & Safety policy and the introduction of a Safeguarding policy and a Complaints procedure. It was decided to start preparations for converting the unincorporated charity into a Charitable Incorporated Organisation.

The beginning of the year saw the start of a new volunteer handyman, who has worked hard over the year getting minor maintenance issues sorted out. The lighting in the May Woollerton Hall and the corridors was replaced, the leaking roof was dealt with, and the tables in the Wye Room were revarnished. Kathy Jackson, who had kept the front borders looking colourful, stopped doing our gardening. Caring for the plants was taken on by Tony Crossman and Tracy Greenfield, and a company was employed to do the mowing and garden maintenance. An acer was bought and planted in memory of Dave Gibson, who passed away at the end of 2023.

The events programme continued to grow. A full schedule of films was shown, with the most popular (One Life) being shown twice. Various music events were held in the main hall and in the bar, with local names such as Andrew Bourn and Straight Eight playing to a packed May Woollerton Hall, and the more intimate centreJazz and centreRock in the bar. The year started as usual with a very successful panto – Puss in Boots – and ended with the carol concert. The regular coffee mornings went from strength to strength with funds being raised for good causes such as Versus Arthritis, and also for our own Target. The summer saw a very successful exhibition of Ken Townsend's postcards of the village, and also our second all-Centre Summer Fete.

The Association sections have continued to make good use of the Centre: as well as presenting the pantomime mentioned above, Forum Players raised funds through a successful quiz in the summer. Short Mat Bowls still meets twice a week and its membership is growing. Darts finished third in the Winter League and were runners-up in the Challenge Cup; new members have allowed their continuation in the league. The Chess Club meets regularly for matches and casual play, and hosts an Annual Chess Congress, attracting players from far afield. The new Bourne End Bucks One Place Study Society was affiliated into the Association.

The organising team of Fun Night became an integral part of the Association in 2024, reporting direct to the Management Team. The 2024 Fun Night proved very successful, despite a dreadful weather forecast for the evening. The Community Market continues to use the May Woollerton Hall, the Target Room and the car park once a month.

2024 marked the 60th anniversary of Target, and this was marked in the magazine with stories and pages from its first year. A bumper anniversary issue was produced in June, reverting to the original 40-page format rather than the reduced 36-page one. Target continues to struggle as advertising revenue continues to fall, but costs rise. Donations in 2024 were down on the fundraising year of 2023, but continue to help the magazine.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Financial review

The end of 2024 showed a mixed position in the financial state of the charity: income increased slightly from £160,519 to £164,017 largely due to an increase to the occupation licence to Bourne End Community Trading Ltd (£38,000 compared to £31,000 in 2023). Fundraising income also increased significantly.

Target sustained a loss of almost £5,500 for the year, largely down to reduced donations and advertising income.

Overheads in 2024 were around £7,000 higher than in 2023, with increased expenditure on salaries, cleaning and maintenance. Power costs were £3,000 below the previous year.

The effect of an adjustment for irrecoverable VAT in 2024 was £5,694

This resulted in a year-end operating surplus of £4,188, somewhat lower than the £14,270 generated in 2023.

Year-end reserves stood at £216,715 compared to £212,527 in 2023.

Policy on reserves

Our existing policy is to hold between six- and twelve-months annual expenditure as a real reserve. We define real reserves as net current assets. This differs from the general reserve appearing on the Balance Sheet by excluding capitalised expenditure on the fabric of the building and on fixtures and fittings which would be worthless should they need to be sold. Our net current assets at the end of 2024 were £166,927. This represents about 13 months of expenditure, excluding depreciation at the end of 2024.

Plans for future periods

Aims and key objectives for future periods

Our future plans include making a number of changes based on the access audit commissioned in the summer of 2024, such as redesigning the area in front of the front doors to make access to the Centre much easier for those with mobility issues and in wheelchairs. There are also plans to install a modern hearing-loop system through most of the Centre. We also hope to change the layout of the building in order to integrate the Target Room much more into the main part of the building. We are hoping to access a Parish Council grant for some of the costs involved.

We need to attract new members and would encourage all users to become members of the Association. We also ask existing members to encourage friends and neighbours to join us at the Community Centre.

There is always a need for volunteers to become actively involved in the running of the Association as without a band of willing volunteers the Community Centre would not exist.

Structure, governance and management

Nature of governing document

The charity was constituted on 14th May 1964 and is governed by the constitution last amended on 14th April 2003, it is an unincorporated association.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Recruitment and appointment of trustees

Trustees are nominated by each Section of the Association, Affiliated Group Member and Statutory Authority. These are appointed each year at the Annual General Meeting. The AGM also elects a number of the individual members as Trustees to represent them. The Trustees can appoint new Trustees to fill vacancies.

The Trustees who served during the year are as shown below. All Trustees give their time freely and no Trustee remuneration was paid in the year. The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Arrangements for setting key management personnel remuneration

The pay review is carried out by the Officers and a recommendation is made to the Management Team for their approval.

Trustees

The following persons served as Trustees in the year:

Kath Acres	Martin Donlan	Mike Judge	Andrew Smith
David Algar	Dave Foster	Karen Larkin	Rose Start
Mike Bellamy	Roger Gould	John Marsh	Barrie Thomas
Clive Bourne	Tracy Greenfield	Liz Payne	Sue Wagner
Val Clark	Diane Hall	Barrie Penfold	Pete Webb
Jane Clarke	Bill Hudson	Trevor Quantrill	David Whittaker
Pauline Clitheroe	Myra Hurley	Peter Robins	Roger Wort
Roger de Coverley	Paul Hurley	Leigh Robinson	Tony Crossman
Liz Hutton	Pat Semon		

We are grateful for the support of all our trustees. Our thanks to everyone who is involved in the Management Team particularly our Chairman, David Foster, Vice Chair, Myra Hurley, Treasurer, Trevor Quantrill, and all the members of the Events, Stage, Maintenance, Grants, Target, Cinema, Fun Night and Finance Teams. Our thanks also to our staff, both full and part time, who provide such excellent support for all who use the Centre.

How the charity makes decisions.

The management structure of the charity is as follows:

The Officers consist of Chairman, Vice Chairman, Secretary, and Treasurer

The Management Team, consisting the above plus individuals who have been elected by the trustees to be involved in the running of the centre some of which are involved in the teams mentioned below.

Various Teams such as Publicity, Events, Maintenance, Target who actively develop ideas and proposals to improve and develop the offerings to the local community.

At the regular Management meeting the Officers and Teams report to the Management meeting and proposals are discussed and a decision is made whether to recommend to the Trustees at the next Trustee Meeting.

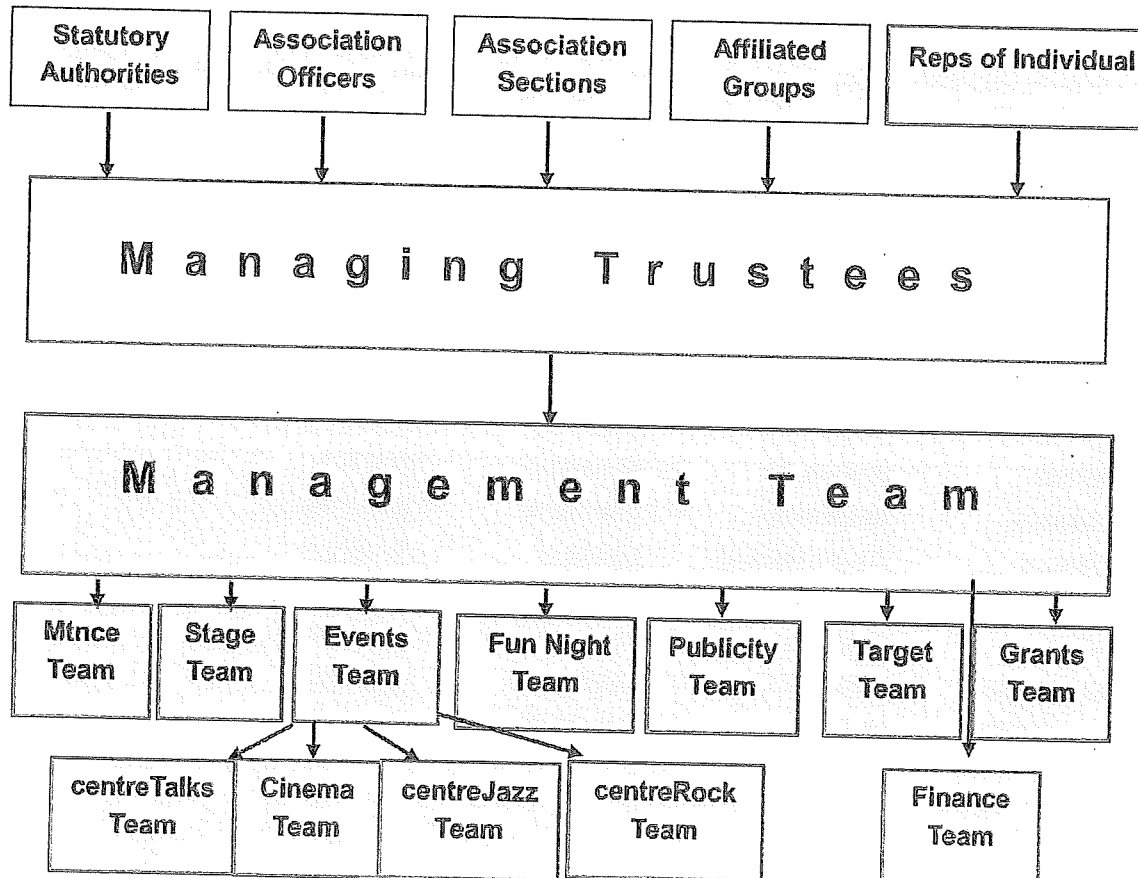
The day to day running managing of the centre is carried out by the Centre Manager.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Organisational structure

The Management of the Charity is as shown below:



Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Relationships with related parties

Bourne End Community Trading Ltd

The company runs the bar at the Community Centre and the charity charge an occupation licence to the company when a profit is made.

The charity charged the company £38,000 for Occupation licence in 2024

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity maintains a high level of cash reserves to mitigate cash flow risk .

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

Liquidity risk

The charity seeks to manage financial risk by ensuring sufficient liquidity is available to meet foreseeable needs and to invest cash assets safely and profitably.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

.....
Mrs M Hurley
Acting Chair

Bourne End (Buckinghamshire) Community Association

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on and signed on its behalf by:

.....
Mrs M Hurley
Acting Chair

Bourne End (Buckinghamshire) Community Association

Independent Examiner's Report to the trustees of Bourne End (Buckinghamshire) Community Association

I report to the trustees on my examination of the accounts of Bourne End (Buckinghamshire) Community Association for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of Bourne End (Buckinghamshire) Community Association 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 Bourne End (Buckinghamshire) Community Association'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

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 Bourne End (Buckinghamshire) Community Association 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 accounting 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.

.....
Gianni Pietro Amasanti
FCCA

Fawley House
2 Regatta Place
Marlow Road
Bourne End
Buckinghamshire
SL8 5TD

Date:.....

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	3,380	3,005	6,385
Charitable activities	3	106,086	3,659	109,745
Investment income	4	4,787	-	4,787
Other income	5	43,100	-	43,100
Total income		<u>157,353</u>	<u>6,664</u>	<u>164,017</u>
Expenditure on:				
Raising funds	6	(2,003)	-	(2,003)
Charitable activities	7	<u>(151,552)</u>	<u>(6,274)</u>	<u>(157,826)</u>
Total expenditure		<u>(153,555)</u>	<u>(6,274)</u>	<u>(159,829)</u>
Net income		<u>3,798</u>	<u>390</u>	<u>4,188</u>
Net movement in funds		3,798	390	4,188
Reconciliation of funds				
Total funds brought forward		<u>209,258</u>	<u>3,269</u>	<u>212,527</u>
Total funds carried forward	19	<u>213,056</u>	<u>3,659</u>	<u>216,715</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	4,182	1,460	5,642
Charitable activities	3	105,566	10,800	116,366
Investment income	4	3,532	-	3,532
Other income	5	34,979	-	34,979
Total income		<u>148,259</u>	<u>12,260</u>	<u>160,519</u>
Expenditure on:				
Raising funds	6	(1,707)	-	(1,707)
Charitable activities	7	<u>(132,192)</u>	<u>(12,350)</u>	<u>(144,542)</u>
Total expenditure		<u>(133,899)</u>	<u>(12,350)</u>	<u>(146,249)</u>
Net income/(expenditure)		14,360	(90)	14,270
Gross transfers between funds		<u>7,391</u>	<u>(7,391)</u>	<u>-</u>
Net movement in funds		21,751	(7,481)	14,270
Reconciliation of funds				
Total funds brought forward		<u>187,507</u>	<u>10,750</u>	<u>198,257</u>
Total funds carried forward	19	<u>209,258</u>	<u>3,269</u>	<u>212,527</u>

All of the charity's activities derive from continuing operations during the above two periods.

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2024 (continued)

The funds breakdown for the two periods is shown in note 19.

Bourne End (Buckinghamshire) Community Association

(Registration number: 300236)
Balance Sheet as at 31 December 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	14	49,788	54,030
Current assets			
Debtors	15	19,565	41,745
Cash at bank and in hand	16	<u>188,779</u>	<u>156,585</u>
		208,344	198,330
Creditors: Amounts falling due within one year	17	<u>(41,417)</u>	<u>(39,833)</u>
Net current assets		<u>166,927</u>	<u>158,497</u>
Net assets		<u>216,715</u>	<u>212,527</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		3,659	3,269
Unrestricted income funds			
Unrestricted funds		<u>213,056</u>	<u>209,258</u>
Total funds	19	<u>216,715</u>	<u>212,527</u>

The financial statements on pages 10 to 27 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Mrs M Hurley
Acting Chair

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Bourne End (Buckinghamshire) Community Association meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Investment income

Interest is recognised on an accruals basis and included in the period in which it relates to.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class

Fixture, fittings and equipment
Leasehold improvements

Depreciation method and rate

10-25% straight line basis
2-10% straight line basis

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

These are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies;				
Donations from individuals	688	-	688	2,026
Grants, including capital grants;				
Grants from parish council	-	1,050	1,050	1,550
Other grants	-	1,955	1,955	(90)
Individual subscriptions and affiliation fees	2,692	-	2,692	2,156
	<u>3,380</u>	<u>3,005</u>	<u>6,385</u>	<u>5,642</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Room Hire	65,074	-	65,074	67,721
Target magazine	22,284	3,659	25,943	34,938
Events	18,728	-	18,728	13,707
	<u>106,086</u>	<u>3,659</u>	<u>109,745</u>	<u>116,366</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

4 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	4,787	4,787	3,532

5 Other income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Solar panel generated income	5,100	5,100	3,979
Occupation licence	38,000	38,000	31,000
	43,100	43,100	34,979

6 Expenditure on raising funds

Other costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Wages and salaries		1,831	1,831
Social security costs		119	119
Pension costs		53	53
Total for 2024		2,003	2,003
Total for 2023		1,707	1,707

Accounts

Charity registration number: 300236

Bourne End (Buckinghamshire) Community Association

Annual Report and Financial Statements
for the Year Ended 31 December 2023

Bourne End (Buckinghamshire) Community Association

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Bourne End (Buckinghamshire) Community Association

Reference and Administrative Details

Chairman	Mr D G Foster
Secretary	Ms D I Hall
Vice Chairman	Mr D J Gibson
Treasurer	Mr T Quantrill
Charity Registration Number	300236
Principal Office	The Community Centre Wakeman Road Bourne End Buckinghamshire SL8 5SX
Independent Examiner	Sterling Grove Accountants Limited Fawley House 2 Regatta Place Marlow Road Bourne End Buckinghamshire SL8 5TD
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

Bourne End (Buckinghamshire) Community Association

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2023.

Objectives and activities

Objects and aims

The charity's Objects are to promote such Charitable Purpose or Charitable Purposes as the Trustees shall in their absolute discretion think fit. Such Objects include but are not limited to the following:

- to promote the benefit of the inhabitants of Bourne End and Wooburn and the neighbourhood together defined in the Wooburn and Bourne End, Little Marlow and Hedsor Parishes
- to maintain and manage the Bourne End Community Centre
- to promote such other charitable purposes as may from time to time be determined

The objects of the Association are to:

- a) promote the benefit of the inhabitants of Bourne End & Wooburn and the neighbourhood together defined by Wooburn and Bourne End, Little Marlow and Hedsor Parishes (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 interests 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 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.

Objectives, strategies and activities

The Community Centre

The Association manages Bourne End Community Centre, which was opened in 1967. The Centre building and land is leased from Buckinghamshire County Council on a 99-year lease at a peppercorn rent. This property is held in trust by the Official Custodian for Charities.

The Association has two employees - one full-time and another part time both working in the Centre Office providing administrative and facilities support. The Association depends upon the continuing support of volunteers from all parts of the community for all other support and management.

The Association's aim has always been to provide first class facilities at affordable prices for voluntary organisations serving the local community. Our halls and meeting rooms are usually filled with the sound of music, drama, sport, exercise and historical research – undertaken by groups from pre-school age to 'seniors'. We are also delighted to continue to play host to Headway, a charity helping those who have suffered brain injury.

Public benefit

We have five halls/rooms which can be hired to groups or individuals from the local community and surrounding area.

In addition to our own events, activities for the local community include three coffee mornings, a visiting podiatrist and Good Neighbours lunches in conjunction with Wye Valley Volunteers.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

2023 saw a return to a year-end surplus for the Community Association, largely due to an increase of both regular and one-off hirers during the year. A new Centre Manager was employed after the resignation of Steven Burton in February and things have gone very well with the new manager during the course of the year. The bar has returned to pre-Covid opening hours, opening on Monday evenings and with extended hours at the weekend. The trading company has made a reasonable profit in 2023, partly down to more regular visitors but also very much to the greater numbers coming to both Centre and private events.

Major achievements through the year were the installation of a much fuller CCTV system, and of a new telephone and broadband service after our existing supplier pulled out. Revised hire charges and membership fees were implemented and integrated into the systems, and 100 new chairs were bought for the May Woollerton Hall and the Target Room. A first-aid course for staff and volunteers was held in October, and a fuller one may be sourced from the same company for 2024. The weekly language support evenings for our Ukrainian guests continued to mid-year, but then ceased as people moved away from the area.

A spring clean in April and a 'commitment week' in May from local company Q-Dime saw many small repairs and improvements to both the interior and the exterior of the building. The garden in front of the Centre was kept in good order by Kathy Jackson through 2023. Headway maintains the raised garden by the external entrance to the Eghams Room. We thank both of them for making the Centre front look very colourful.

A fuller programme of events took place in 2023. The regular events mostly continued to attract larger numbers, with a couple of full houses for the cinema and the monthly quiz growing to an average of 10-12 teams for each event. Rock in the Bar proved popular throughout the year though centreJazz saw a reduction in numbers attending. The quarterly coffee morning continued with one being held to raise funds for Macmillan Cancer Relief; this one saw the largest number of people attending to date. More one-off music events took place, ranging from a Valentine's evening with Simon Goodall and the Bourne Again Shadows to the Small Fakers in November. Other one-off events included a lunch and live screening of the Coronation of King Charles III in May and the Community Centre summer fete in July. The Community Centre was again used on Fun Night with a large number of people entering the building and using the bar.

The Association sections have continued to make good use of the Centre: Forum Players presented their first pantomime since Covid in January – a very well-received version of Dick Whittington – and produced a successful 'in the round' performance + dinner in the summer. Short Mat Bowls still meets twice a week and plays regular friendly matches with other teams. Darts had a successful year, winning the Summer Cup and coming fourth overall in the league. The Chess Club meets regularly for matches and casual play, and hosts an Annual Chess Congress, attracting players from far afield.

The Community Market has been holding the market all year in the May Woollerton Hall, the Target Room, around the outside of the car park and outside the library, day centre and St Dunstan's.

Following a difficult year in 2022 when Target magazine had to reduce the number of pages and paper quality to save costs there was an appeal to its readers in 2023, which had a magnificent response resulting in hundreds of donations. In total, by the end of the year, donations totalled over ten thousand pounds. Target was delighted to record the wonderful day at the Coronation of King Charles III and Queen Camilla for a local volunteer. Then, thanks to support from the Buckinghamshire Council SW Chilterns Community Board, there was a four page spread of local Coronation photos taken in celebration of the royal event. In 2024 Target celebrates its 60th volume knowing that the magazine is a treasured addition to the local community.

The end of the year was marred by the sad passing of our Vice-Chair, Dave Gibson, on 1st December.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Financial review

The financial position of the charity improved in 2023 as activity within the centre increased post Covid. Income increased from £122,767 to £160,519 (30%) primarily due to an increase in letting income (£7,002) and an increase to the occupation licence to Bourne End Community Trading Ltd (£26,500). This was due to more events being held over the year plus an increased use by members.

Target generated a surplus of £4,334 for the year and fundraising generated a surplus of £3,591.

Overheads in 2023 were impacted by an increase in energy costs of £6,810 to £20,728 from £13,918, a 48% increase over 2022. The situation would have been considerably worse if we had not secured a 2-year gas supply contract till November 23 in 2021.

At the year end there was an operating surplus of £14,270 compared to a deficit of £14,730 in 2022.

Year-end reserves stood at £212,527 compared to £198,257 in 2022.

Policy on reserves

Our existing policy is to hold between six- and twelve-months annual expenditure as a real reserve. We define real reserves as net current assets. This differs from the general reserve appearing on the Balance Sheet by excluding capitalised expenditure on the fabric of the building and on fixtures and fittings which would be worthless should they need to be sold. Our net current assets at the end of 2023 were £158,497. This represents about 14 months of expenditure, excluding depreciation at the end of 2023..

Plans for future periods

Aims and key objectives for future periods

Our future plans include replacing the front doors and redesigning the area in front of the front doors to make access to the Centre much easier for those with mobility issues and in wheelchairs. There are also plans to install a modern hearing-loop system through most of the Centre.

We need to attract new members and would encourage all users to become members of the Association. We also ask existing members to encourage friends and neighbours to join us at the Community Centre.

There is always a need for volunteers to become actively involved in the running of the Association as without a band of willing volunteers the Community Centre would not exist.

Structure, governance and management

Nature of governing document

The charity was constituted on 14th May 1964 and is governed by the constitution last amended on 14th April 2003, it is an unincorporated association.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Recruitment and appointment of trustees

Trustees are nominated by each Section of the Association, Affiliated Group Member and Statutory Authority. These are appointed each year at the Annual General Meeting. The AGM also elects a number of the individual members as Trustees to represent them. The Trustees can appoint new Trustees to fill vacancies.

The Trustees who served during the year are as shown below. All Trustees give their time freely and no Trustee remuneration was paid in the year. The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Arrangements for setting key management personnel remuneration

The pay review is carried out by the Officers and a recommendation is made to the Management Team for their approval.

Trustees

The following persons served as Trustees in the year:

Kath Acres	Roger Gould	Karen Larkin	Andrew Smith
Mike Bellamy	Tracy Greenfield	Laura Manning	Barrie Thomas
Tim Bingham	Clive Gwilliam	Sarah Little	Leah Thompson
Clive Bourne	Diane Hall	John Marsh	Sally Todd
Val Clark	Mike Hill	Liz Payne	Keith Tomkins
Jane Clarke	Bill Hudson	Barrie Penfold	Sue Wagner
Pat Clitheroe	Kerry Hudson	Trevor Quanttrill	Sue Weston
Roger de Coverley	Myra Hurley	Helen Rathbone	Pete Webb
Tony Crossman	Paul Hurley	Peter Robins	David Whittaker
Martin Donlan	Liz Hutton	Leigh Robinson	Roger Wort
Dave Foster	Gary Johnson	Pat Semon	Dave Gibson
Mike Judge	Stuart Smart		

We are grateful for the support of all our trustees. Our thanks to everyone who is involved in the Management Team particularly our Chairman, David Foster, Vice Chairman, Dave Gibson, Treasurer, Trevor Quanttrill, and all the members of the Events, Stage, Maintenance, Publicity, Website, Grants, Target, Cinema and Finance Teams. Our thanks also to our staff, both full and part time, who provide such excellent support for all who use the Centre.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

How the charity makes decisions.

The management structure of the charity is as follows:

The Officers consist of Chairman, Vice Chairman, Secretary, and Treasurer

The Management Team, consisting the above plus individuals who have been elected by the trustees to be involved in the running of the centre some of which are involved in the teams mentioned below.

Various Teams such as Publicity, Events, Maintenance, Target who actively develop ideas and proposals to improve and develop the offerings to the local community.

At the regular Management meeting the Officers and Teams report to the Management meeting and proposals are discussed and a decision is made whether to recommend to the Trustees at the next Trustee Meeting.

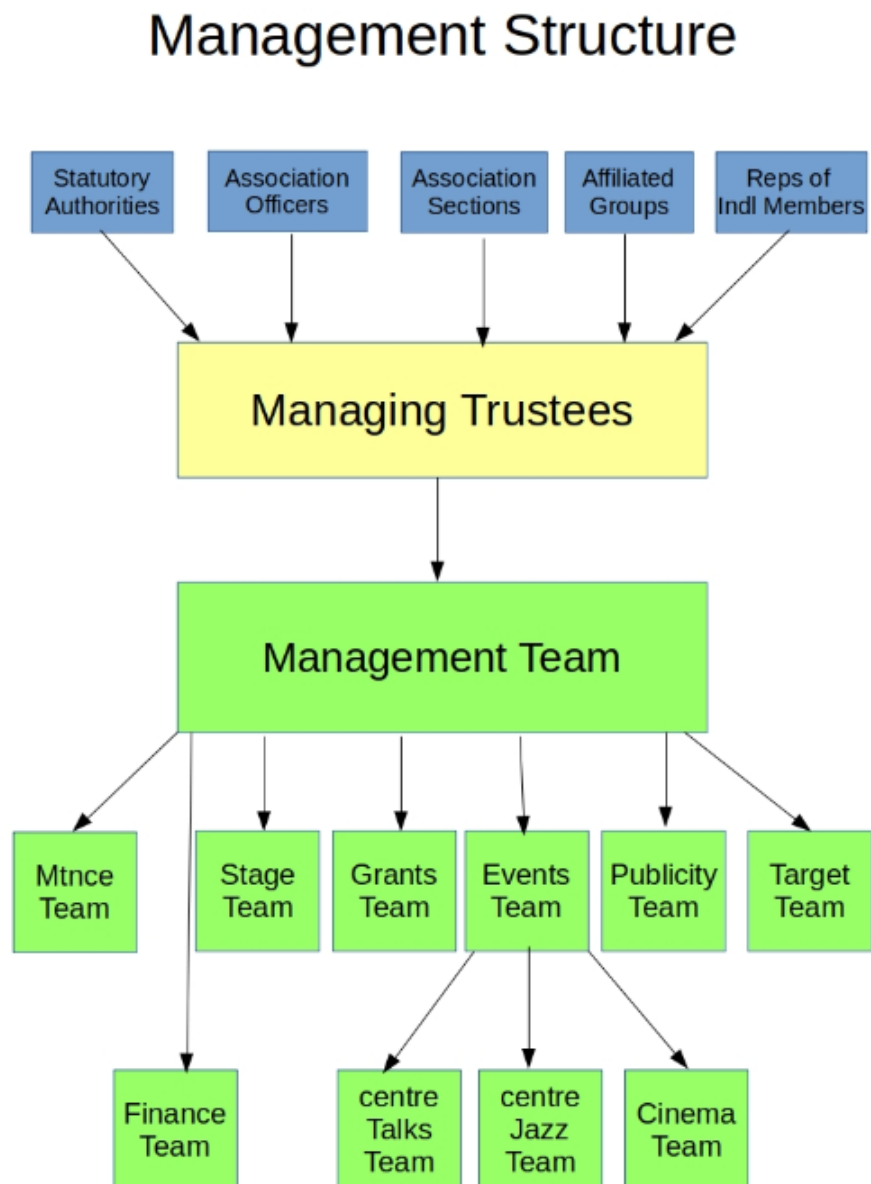
The day to day running managing of the centre is carried out by the Centre Manager.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Organisational structure

The Management of the Charity is as shown below:



Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Relationships with related parties

Bourne End Community Trading Ltd

This company runs the bar at the Community centre and the charity charge an occupation licence to the company when a profit is made.

The charity charged the company the sum of £31,000 this year.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity maintains a high level of cash reserves to mitigate cash flow risk .

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

Liquidity risk

The charity seeks to manage financial risk by ensuring sufficient liquidity is available to meet foreseeable needs and to invest cash assets safely and profitably.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

.....
Mr D G Foster
Chairman

Bourne End (Buckinghamshire) Community Association

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on and signed on its behalf by:

.....

Mr D G Foster
Chairman

Bourne End (Buckinghamshire) Community Association

Independent Examiner's Report to the trustees of Bourne End (Buckinghamshire) Community Association

I report to the trustees on my examination of the accounts of Bourne End (Buckinghamshire) Community Association for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of Bourne End (Buckinghamshire) Community Association 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 Bourne End (Buckinghamshire) Community Association'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

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 Bourne End (Buckinghamshire) Community Association 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 accounting 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.

.....
Gianni Pietro Amasanti
FCCA

Fawley House
2 Regatta Place
Marlow Road
Bourne End
Buckinghamshire
SL8 5TD

Date:.....

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	4,182	1,460	5,642
Charitable activities	3	105,566	10,800	116,366
Investment income	4	3,532	-	3,532
Other income	5	34,979	-	34,979
Total income		148,259	12,260	160,519
Expenditure on:				
Raising funds	6	(1,707)	-	(1,707)
Charitable activities	7	(132,192)	(12,350)	(144,542)
Total expenditure		(133,899)	(12,350)	(146,249)
Net income/(expenditure)		14,360	(90)	14,270
Gross transfers between funds		7,391	(7,391)	-
Net movement in funds		21,751	(7,481)	14,270
Reconciliation of funds				
Total funds brought forward		187,507	10,750	198,257
Total funds carried forward	19	209,258	3,269	212,527
	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	10,224	750	10,974
Charitable activities	3	98,018	3,322	101,340
Investment income	4	816	-	816
Other income	5	9,637	-	9,637
Total income		118,695	4,072	122,767
Expenditure on:				
Raising funds	6	(1,652)	-	(1,652)
Charitable activities	7	(132,523)	(3,322)	(135,845)
Total expenditure		(134,175)	(3,322)	(137,497)
Net (expenditure)/income		(15,480)	750	(14,730)
Net movement in funds		(15,480)	750	(14,730)
Reconciliation of funds				
Total funds brought forward		202,987	10,000	212,987
Total funds carried forward	19	187,507	10,750	198,257

All of the charity's activities derive from continuing operations during the above two periods.

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2023 (continued)

The funds breakdown for the two periods is shown in note 19.

Bourne End (Buckinghamshire) Community Association

**(Registration number: 300236)
Balance Sheet as at 31 December 2023**

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	14	54,030	46,556
Current assets			
Debtors	15	41,745	13,471
Cash at bank and in hand	16	<u>156,585</u>	<u>169,375</u>
		198,330	182,846
Creditors: Amounts falling due within one year	17	<u>(39,833)</u>	<u>(31,145)</u>
Net current assets		<u>158,497</u>	<u>151,701</u>
Net assets		<u>212,527</u>	<u>198,257</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		3,269	10,750
Unrestricted income funds			
Unrestricted funds		<u>209,258</u>	<u>187,507</u>
Total funds	19	<u>212,527</u>	<u>198,257</u>

The financial statements on pages 11 to 27 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Mr D G Foster
Chairman

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Bourne End (Buckinghamshire) Community Association meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Investment income

Interest is recognised on an accruals basis and included in the period in which it relates to.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixture, fittings and equipment	10-25% straight line basis
Leasehold improvements	2-10% straight line basis

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

These are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and legacies;				
Donations from individuals	2,026	-	2,026	1,340
Grants, including capital grants;				
Grants from parish council	-	1,550	1,550	-
Other grants	-	(90)	(90)	7,750
Individual subscriptions and affiliation fees	2,156	-	2,156	1,884
	<u>4,182</u>	<u>1,460</u>	<u>5,642</u>	<u>10,974</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Room Hire	67,721	-	67,721	60,719
Target magazine	24,138	10,800	34,938	30,791
Events	13,707	-	13,707	9,830
	<u>105,566</u>	<u>10,800</u>	<u>116,366</u>	<u>101,340</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

4 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Interest receivable and similar income;			
Interest receivable on bank deposits	3,532	3,532	816

5 Other income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Solar panel generated income	3,979	3,979	5,137
Occupation licence	31,000	31,000	4,500
	34,979	34,979	9,637

6 Expenditure on raising funds

Other costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Wages and salaries		1,561	1,561
Social security costs		103	103
Pension costs		43	43
Total for 2023		1,707	1,707
Total for 2022		1,652	1,652

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

7 Expenditure on charitable activities

		Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
	Note				
Room Hire		50,880	-	50,880	34,506
Target magazine		19,804	10,800	30,604	31,824
Events		8,566	1,550	10,116	12,481
Depreciation, amortisation and other similar costs	9	8,768	-	8,768	7,724
Staff costs	8	25,594	-	25,594	32,866
Allocated support costs	8	10,005	-	10,005	8,351
Governance costs	8	8,575	-	8,575	8,093
		<u>132,192</u>	<u>12,350</u>	<u>144,542</u>	<u>135,845</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

8 Analysis of governance and support costs

Support costs allocated to raising funds

	Staff costs £	Total funds £
Subscription	1,707	1,707
Total for 2023	1,707	1,707
Total for 2022	1,652	1,652

Support costs allocated to charitable activities

	Staff costs £	Administration costs £	Total funds £
Room Hire	20,476	8,003	28,479
Target magazine	1,706	1,001	2,707
Events	3,412	1,001	4,413
Total for 2023	25,594	10,005	35,599
Total for 2022	32,867	7,881	40,748

Support costs allocated to other expenditure

	Staff costs £	Total funds £
Governance	6,824	6,824
Total for 2023	6,824	6,824
Total for 2022	6,610	6,610

Basis of allocation

Reference	Method of allocation
Staff costs	Employment costs have been allocated by the Honorary Treasurer on the basis of time spent as a percentage basis except for one employee that has been fully allocated to charitable activity- Room hire.
Administration costs	Administration costs have been allocated to where costs attributed.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

Governance costs

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Staff costs			
Wages and salaries	6,242	6,242	6,053
Social security costs	410	410	425
Pension costs	172	172	132
Independent examiner fees			
Examination of the financial statements	500	500	500
Other fees paid to examiners	925	925	850
Other governance costs	326	326	133
	<u>8,575</u>	<u>8,575</u>	<u>8,093</u>

9 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	<u>8,768</u>	<u>7,724</u>

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

11 Staff costs

The aggregate payroll costs were as follows:

	2023	2022
	£	£
Staff costs during the year were:		
Wages and salaries	31,212	38,263
Social security costs	2,052	2,205
Pension costs	861	660
	<u>34,125</u>	<u>41,128</u>

The monthly average number of persons (including senior management team) employed by the charity during the year

	2023	2022
	No	No
Administration	<u>2</u>	<u>3</u>

No employee received emoluments of more than £60,000 during the year

12 Independent examiner's remuneration

	2023	2022
	£	£
Examination of the financial statements	<u>500</u>	<u>500</u>
Other fees to examiners		
All other services	<u>925</u>	<u>850</u>

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 January 2023	147,842	186,645	334,487
Additions	<u>-</u>	<u>16,242</u>	<u>16,242</u>
At 31 December 2023	<u>147,842</u>	<u>202,887</u>	<u>350,729</u>
Depreciation			
At 1 January 2023	112,241	175,690	287,931
Charge for the year	<u>1,602</u>	<u>7,166</u>	<u>8,768</u>
At 31 December 2023	<u>113,843</u>	<u>182,856</u>	<u>296,699</u>
Net book value			
At 31 December 2023	<u>33,999</u>	<u>20,031</u>	<u>54,030</u>
At 31 December 2022	<u>35,601</u>	<u>10,955</u>	<u>46,556</u>

Included within the net book value of land and buildings above is £Nil (2022 - £Nil) in respect of freehold land and buildings and £33,999 (2022 - £35,601) in respect of leaseholds.

15 Debtors

	2023 £	2022 £
Trade debtors	3,966	6,282
Prepayments	2,830	1,727
VAT recoverable	2,289	962
Other debtors	<u>32,660</u>	<u>4,500</u>
	<u>41,745</u>	<u>13,471</u>

16 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	128	2
Cash at bank	<u>156,457</u>	<u>169,373</u>
	<u>156,585</u>	<u>169,375</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

17 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	8,508	3,324
Other taxation and social security	844	1,196
Pension contributions unpaid	277	128
Other creditors	4,630	2,967
Accruals	4,520	5,647
Deferred income	3,697	4,351
	<u>22,476</u>	<u>17,613</u>
Balances held for Sections	<u>17,357</u>	<u>13,532</u>
	<u>39,833</u>	<u>31,145</u>
	2023 £	2022 £
Deferred income at 1 January 2023	4,351	5,055
Resources deferred in the period	3,697	4,351
Amounts released from previous periods	<u>(4,351)</u>	<u>(5,055)</u>
Deferred income at year end	<u>3,697</u>	<u>4,351</u>

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £861 (2022 - £660).

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

19 Funds

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2023 £
Unrestricted funds					
<i>General</i>					
General fund	187,507	148,259	(133,899)	7,391	209,258
Restricted funds					
Target magazine	-	10,800	(10,800)	-	-
Parish Council grants	10,000	1,550	(1,550)	(7,391)	2,609
Andrew Bourn show	-	660	-	-	660
Callingham Foundation	750	(750)	-	-	-
	<u>10,750</u>	<u>12,260</u>	<u>(12,350)</u>	<u>(7,391)</u>	<u>3,269</u>
Total funds	<u>198,257</u>	<u>160,519</u>	<u>(146,249)</u>	<u>-</u>	<u>212,527</u>
	Balance at 1 January 2022 £	Incoming resources £	Resources expended £		Balance at 31 December 2022 £
Unrestricted funds					
<i>General</i>					
General fund	202,987	118,695	(134,175)		187,507
Restricted funds					
Target magazine	-	3,322	(3,322)		-
Parish Council grants	10,000	-	-		10,000
Callingham Foundation	-	750	-		750
	<u>10,000</u>	<u>4,072</u>	<u>(3,322)</u>		<u>10,750</u>
Total funds	<u>212,987</u>	<u>122,767</u>	<u>(137,497)</u>		<u>198,257</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

The specific purposes for which the funds are to be applied are as follows:

Target magazine

The Target magazine fund is where donations are received and restricted to be used on the running of the magazine.

Parish Council

The Parish Council fund was established in 2021 when a specific grant was received to help with the purchase of new chairs and outdoors seating for the centre, however these funds are yet to be fully utilised and will be available to spend of these specific items in 2024.

The council also donated monies in the year towards specific events that took place in 2023- Coronation celebration and a Fete, these funds were fully utilised in the year against the costs for each event.

Andrew Bourn event

Funds have been received from sponsors for a show which is taking place in February 2024.

Callingham Foundation

This money was received towards the hire of a grand piano for orchestral concert, however unfortunately this was cancelled and therefore the money received was returned.

The transfer relates to restricted grants which were given to the centre to purchase new chairs and outdoor seating. The new chairs were purchased in the year and included with fixed assets, these chairs are held for general use.

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2023 £
Tangible fixed assets	54,030	-	54,030
Current assets	195,061	3,269	198,330
Current liabilities	(39,833)	-	(39,833)
Total net assets	<u>209,258</u>	<u>3,269</u>	<u>212,527</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2022 £
Tangible fixed assets	46,556	-	46,556
Current assets	172,096	10,750	182,846
Current liabilities	(31,145)	-	(31,145)
Total net assets	<u>187,507</u>	<u>10,750</u>	<u>198,257</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

21 Related party transactions

During the year the charity made the following related party transactions:

Bourne End Community Trading Limited

(The share capital of this company is held in trust for the charity by Messrs DG Foster and T Quantrill)

This company operates the trading activities of the charity. During the year the company had revenue of £134,096 (2022: £94,321) and made a loss of £1,202 (2022: profit of £9,954) after paying the Charity an Occupation Licence in the year of £31,000 (2022: £4,500). At the balance sheet date the amount due from Bourne End Community Trading Limited was £31,000 (2022 - £4,500).

Bourne End (Buckinghamshire) Community Association

Detailed Statement of Financial Activities for the Year Ended 31 December 2023

	2023 £	2022 £
Income		
Room hire	67,721	60,719
Membership and affiliation fee	2,156	1,884
Target magazine income	34,938	30,791
Fundraising income	13,707	9,830
Donations	2,026	1,340
Other grants	1,460	7,750
Bank interest received	3,532	816
Solar generated electricity	3,979	5,137
Occupation licence	31,000	4,500
	<u>160,519</u>	<u>122,767</u>
Expenditure		
Target magazine costs	(30,604)	(31,824)
Fundraising costs	(10,116)	(12,481)
Employment costs	(34,125)	(41,128)
Property costs		
Rates	(582)	(675)
Water rates	(1,143)	(796)
Light, heat and power	(20,728)	(13,918)
Insurance	(3,443)	(3,109)
Repairs and maintenance	(4,956)	(7,924)
Security	(575)	(570)
Cleaning	(17,474)	(6,145)
	<u>(48,901)</u>	<u>(33,137)</u>
Administration costs		
Telephone	(293)	(373)
Stationery and computer facilities	(4,506)	(3,359)
Postage and photocopier	(1,690)	(2,066)
Bank charges	(1,242)	(826)
Advertising and publicity	(144)	(1,046)
Covid costs	-	(144)
Sundries	(2,456)	(670)
Licences and affiliation fees	(1,979)	(1,369)
Independent examination	(1,425)	(1,350)
	<u>(13,735)</u>	<u>(11,203)</u>

This page does not form part of the statutory financial statements.

Bourne End (Buckinghamshire) Community Association

**Detailed Statement of Financial Activities for the Year Ended 31 December 2023
(continued)**

	2023 £	2022 £
Depreciation		
Depreciation of long leasehold property	(1,602)	(1,602)
Depreciation of fixtures and fittings	<u>(7,166)</u>	<u>(6,122)</u>
	<u>(8,768)</u>	<u>(7,724)</u>
	<u>14,270</u>	<u>(14,730)</u>

Accounts

Charity registration number: 300236

Bourne End (Buckinghamshire) Community Association

Annual Report and Financial Statements
for the Year Ended 31 December 2022

Bourne End (Buckinghamshire) Community Association

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Bourne End (Buckinghamshire) Community Association

Reference and Administrative Details

Chairman	Mr D G Foster
Secretary	Ms D I Hall
Vice Chairman	Mr D J Gibson
Treasurer	Mr T Quantrill
Charity Registration Number	300236
Principal Office	The Community Centre Wakeman Road Bourne End Buckinghamshire SL8 5SX
Independent Examiner	Sterling Grove Accountants Limited Thames House Bourne End Business Park Cores End Road Bourne End Buckinghamshire SL8 5AS
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

Bourne End (Buckinghamshire) Community Association

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2022.

Objectives and activities

Objects and aims

The charity's Objects are to promote such Charitable Purpose or Charitable Purposes as the Trustees shall in their absolute discretion think fit. Such Objects include but are not limited to the following:

- to promote the benefit of the inhabitants of Bourne End and Wooburn and the neighbourhood together defined in the Wooburn and Bourne End parish
- to maintain and manage the Bourne End Community Centre
- to promote such other charitable purposes as may from time to time be determined

The objects of the Association are to:

- a) promote the benefit of the inhabitants of Bourne End & Wooburn and the neighbourhood together defined by Wooburn Parish (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 interests 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 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.

Objectives, strategies and activities

The Community Centre

The Association manages Bourne End Community Centre which was opened in 1967. The Centre building and land is leased from Buckinghamshire County Council on a 99-year lease at a peppercorn rent. This property is held in trust by the Official Custodian for Charities.

The Association has 3 employees - one full-time and another part time both working in the Centre Office providing administrative and facilities support and a cleaner/janitor. The Association depends upon the continuing support of volunteers from all parts of the community for all other support and management.

The Association's aim has always been to provide first class facilities at affordable prices for voluntary organisations serving the local community. Our halls and meeting rooms are usually filled with the sound of music, drama, sport, exercise and historical research – undertaken by groups from pre-school age to 'seniors'. We are also delighted to continue to play host to Headway, a charity helping those who have suffered brain injury.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Public benefit

We have five halls/rooms which can be hired to groups or individuals from the local community and surrounding area.

In addition to our own events, activities for the local community include three coffee mornings, a visiting podiatrist and Good Neighbours lunches in conjunction with Wye Valley Volunteers.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Achievements and performance

The Centre's social and financial recovery from the Covid-19 pandemic continued through 2022. Most regular groups returned to the Centre although many were not up to full numbers and kept distancing arrangements in place through much of the year. The Centre invested in a carbon dioxide monitor, which worked well and gave some groups the confidence to return to greater numbers.

The garden in front of the Centre is being kept in good order by Kathy Jackson. Headway maintains the raised garden by the external entrance to the Eghams Room. We thank both of them for making the Centre front look very colourful.

Regular events continued through the year, though some with reduced numbers. The centreTalks carried on with a blended in-person/Zoom format, and with reduced audiences. Both centreJazz and centreRock continued in the bar, but had low numbers. The cinema and the quiz both regained previous numbers through the course of the year. One-off events mostly proved very successful: a Queen's 70th Jubilee afternoon tea was well attended, as was a 70s/80s night in November. Other events included a Centre Open Day in October, as well as a 'nostalgia' coffee morning to mark the 60th anniversary of the Centre.

At the end of the year, Forum Players were rehearsing for the 2023 pantomime, which would be the first to be held since Covid.

The Community Market has been holding the market all year in the May Woollerton Hall, the Target Room, around the outside of the car park and outside the library, day centre and St Dunstan's.

The Community Centre was used on Fun Night with a large number of people entering the building and using the bar.

The bar has continued to open through the year with slightly restricted hours, remaining closed on Monday and with shorter hours at the weekend than previously. The trading company has made a small profit in 2022.

Target magazine celebrated the 60th anniversary of the Community Association with stories about the early days in every issue. However, 2022 proved to be a challenging year for Target as advertising revenue decreased while paper and printing costs increased, resulting in a loss at the end of the year. It was decided at the end of the year to reduce the number of pages and quality of the paper to offset the increases. A dedicated 'Target' letterbox was placed in the Centre foyer and is proving successful. Target is very grateful to the volunteers who prepare and distribute the magazine to 5,000 homes every month.

In terms of publicity, a gazebo and sail flags were purchased, and a hall hire leaflet was put into production.

The monthly online newsletter started in 2020 has continued to be produced and provides a means of communicating with our members and hirers.

The new online booking diary, Avalon, has been installed and our booking and invoice systems have been transferred across to it.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Financial review

The financial position of the charity continued to be adversely affected by the COVID 19 pandemic as numbers of hirers of the halls were lower than pre-pandemic, and numbers attending events were also lower. As the year progressed numbers of hirers and attendance at events improved. As a result, room hires improved over the 2021 situation with letting income increasing from £30,877 in 2021 to £60,719 in 2022.

Fundraising income increased from £3,231 in 2021 to £9,778 in 2022.

Target income was slightly under budget and production costs increased, resulting in a deficit for Target of £1,033.

At the year-end there was an operating deficit of £14,730 compared to a deficit £15,949 in 2021.

Year-end reserves stood at £198,257 (2021 £212,987).

Policy on reserves

Our existing policy is to hold between six and twelve months annual expenditure as a real reserve. We define real reserves as net current assets. This differs from the General reserve appearing on the Balance sheet by excluding capitalised expenditure on the fabric of the building and on fixtures and fittings which would be worthless should they need to be sold. Our net current assets at the end of 2022 were £151,701. This represents about 16 months of expenditure, excluding depreciation at the end of 2022.

Plans for future periods

Aims and key objectives for future periods

Our future plans include replacing the front doors and redesigning the area in front of the front doors to make access to the Centre much easier for those with mobility issues and in wheelchairs.

We need to attract new members and would encourage all users to become members of the Association. We also ask existing members to encourage friends and neighbours to join us at the Community Centre.

There is always a need for volunteers to become actively involved in the running of the Association as without a band of willing volunteers the Community Centre would not exist.

Structure, governance and management

Nature of governing document

The charity was constituted on 14th May 1964 and is governed by the constitution last amended on 14th April 2003, it is an unincorporated association.

Recruitment and appointment of trustees

Trustees are nominated by each Section of the Association, Affiliated Group Member and Statutory Authority. These are appointed each year at the Annual General Meeting. The AGM also elects a number of the individual members as Trustees to represent them. The Trustees can appoint new Trustees to fill vacancies.

The Trustees who served during the year are as shown below. All Trustees give their time freely and no Trustee remuneration was paid in the year. The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Arrangements for setting key management personnel remuneration

The pay review is carried out by the Officers and a recommendation is made to the Management Team for their approval.

Trustees

The following persons served as Trustees in the year:

Bryce Allen	Dave Gibson	Gary Johnson	Leigh Robinson
Tim Bingham	Roger Gould	Mike Judge	Pat Semon
Clive Bourne	Clive Gwilliam	Karen Larkin	Stuart Smart
Val Clark	Diane Hall	Sarah Little	Andrew Smith
Jane Clarke	Chrissie Hayes	Laura Manning	Barrie Thomas
Pat Clitheroe	Mike Hill	John Marsh	Leah Thompson
Roger de Coverley	Bill Hudson	Liz Payne	Sally Todd
Tony Crossman	Kerry Hudson	Barrie Penfold	Keith Tomkins
Martin Donlan	Myra Hurley	Trevor Quantrill	Sue Wagner
Douglas Fergusson	Paul Hurley	Helen Rathbone	Sue Weston
Dave Foster	Liz Hutton	Peter Robins	Pete Webb

We are grateful for the support of all our trustees. Our thanks to everyone who is involved in the Management Team particularly our Chairman, David Foster, Vice Chairman, Dave Gibson, Treasurer, Trevor Quantrill, and all the members of the Events, Stage, Maintenance, Publicity, Website, Grants, Target, Cinema and Finance Teams. Our thanks also to our staff, both full and part time, who provide such excellent support for all who use the Centre.

How the charity makes decisions.

The management structure of the charity is as follows:

The Officers consist of Chairman, Vice Chairman, Secretary, and Treasurer

The Management Team, consisting the above plus individuals who have been elected by the trustees to be involved in the running of the centre some of which are involved in the teams mentioned below.

Various Teams such as Publicity, Events, Maintenance, Target who actively develop ideas and proposals to improve and develop the offerings to the local community.

At the regular Management meeting the Officers and Teams report to the Management meeting and proposals are discussed and a decision is made whether to recommend to the Trustees at the next Trustee Meeting.

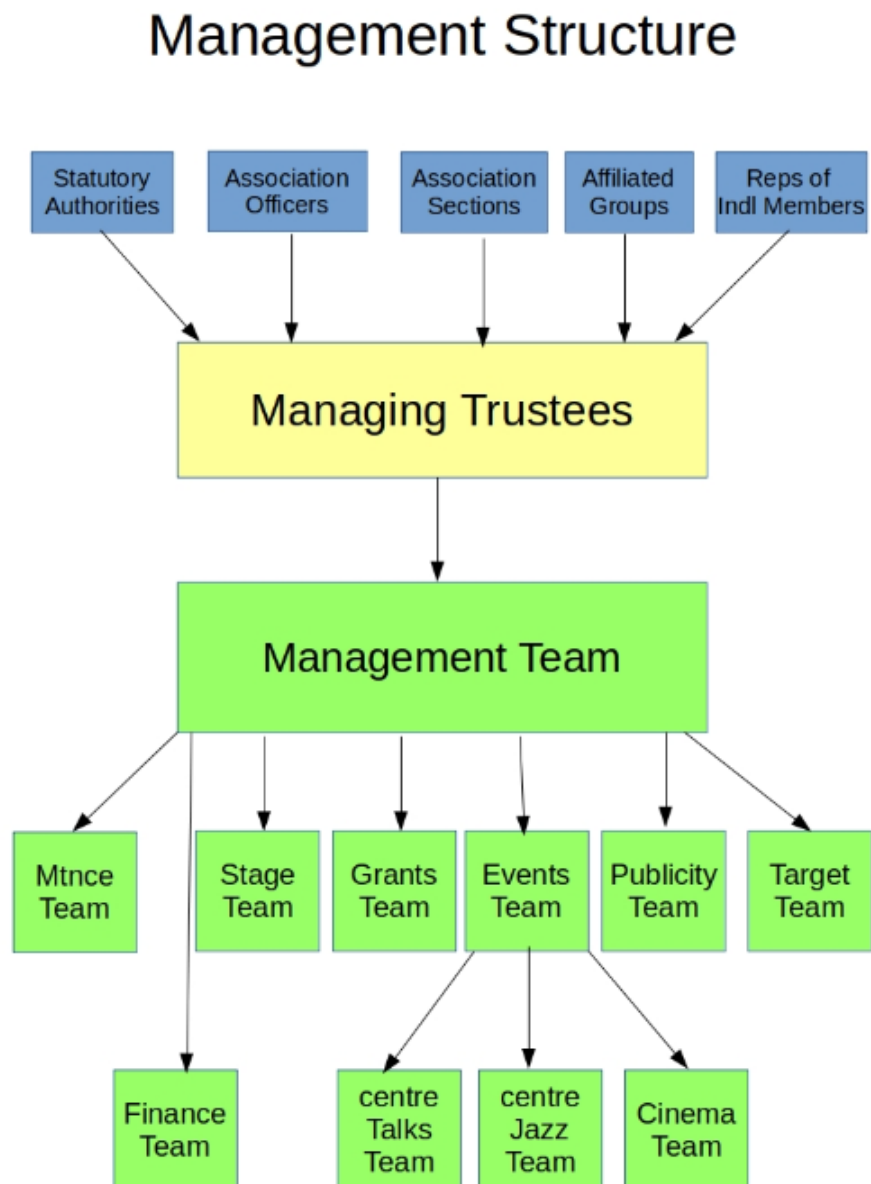
The day to day running managing of the centre is carried out by the Centre Manager.

Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Organisational structure

The Management of the Charity is as shown below:



Bourne End (Buckinghamshire) Community Association

Trustees' Report (continued)

Relationships with related parties

Bourne End Community Trading Ltd

This company runs the bar at the Community centre and the charity charge an occupation licence to the company when a profit is made.

The charity charged the company the sum of £4,500 this year.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity maintains a high level of cash reserves to mitigate cash flow risk .

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

Liquidity risk

The charity seeks to manage financial risk by ensuring sufficient liquidity is available to meet foreseeable needs and to invest cash assets safely and profitably.

The annual report was approved by the trustees of the charity on 3 May 2023 and signed on its behalf by:

.....
Mr D G Foster
Chairman

Bourne End (Buckinghamshire) Community Association

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 3 May 2023 and signed on its behalf by:

.....
Mr D G Foster
Chairman

Bourne End (Buckinghamshire) Community Association

Independent Examiner's Report to the trustees of Bourne End (Buckinghamshire) Community Association

I report to the trustees on my examination of the accounts of Bourne End (Buckinghamshire) Community Association for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of Bourne End (Buckinghamshire) Community Association 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 Bourne End (Buckinghamshire) Community Association'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

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 Bourne End (Buckinghamshire) Community Association 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 accounting 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.

.....
Gianni Pietro Amasanti FCCA
Sterling Grove Accountants Limited
Thames House
Bourne End Business Park
Cores End Road
Bourne End
Buckinghamshire
SL8 5AS

Date:.....

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	10,224	750	10,974
Charitable activities	3	98,018	3,322	101,340
Investment income	4	816	-	816
Other income	5	9,637	-	9,637
Total income		<u>118,695</u>	<u>4,072</u>	<u>122,767</u>
Expenditure on:				
Raising funds	6	(1,652)	-	(1,652)
Charitable activities	7	<u>(132,523)</u>	<u>(3,322)</u>	<u>(135,845)</u>
Total expenditure		<u>(134,175)</u>	<u>(3,322)</u>	<u>(137,497)</u>
Net (expenditure)/income		<u>(15,480)</u>	<u>750</u>	<u>(14,730)</u>
Net movement in funds		(15,480)	750	(14,730)
Reconciliation of funds				
Total funds brought forward		<u>202,987</u>	<u>10,000</u>	<u>212,987</u>
Total funds carried forward	19	<u>187,507</u>	<u>10,750</u>	<u>198,257</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	5,059	-	5,059
Charitable activities	3	75,633	4,977	80,610
Investment income	4	731	-	731
Other income	5	4,567	-	4,567
Total income		<u>85,990</u>	<u>4,977</u>	<u>90,967</u>
Expenditure on:				
Raising funds	6	(1,950)	-	(1,950)
Charitable activities	7	<u>(99,989)</u>	<u>(4,977)</u>	<u>(104,966)</u>
Total expenditure		<u>(101,939)</u>	<u>(4,977)</u>	<u>(106,916)</u>
Net expenditure		<u>(15,949)</u>	<u>-</u>	<u>(15,949)</u>
Net movement in funds		(15,949)	-	(15,949)
Reconciliation of funds				
Total funds brought forward		<u>218,936</u>	<u>10,000</u>	<u>228,936</u>
Total funds carried forward	19	<u>202,987</u>	<u>10,000</u>	<u>212,987</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the two periods is shown in note 19.

Bourne End (Buckinghamshire) Community Association

**(Registration number: 300236)
Balance Sheet as at 31 December 2022**

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	14	46,556	52,607
Current assets			
Debtors	15	13,471	6,695
Cash at bank and in hand	16	<u>169,375</u>	<u>176,765</u>
		182,846	183,460
Creditors: Amounts falling due within one year	17	<u>(31,145)</u>	<u>(23,080)</u>
Net current assets		<u>151,701</u>	<u>160,380</u>
Net assets		<u>198,257</u>	<u>212,987</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		10,750	10,000
Unrestricted income funds			
Unrestricted funds		<u>187,507</u>	<u>202,987</u>
Total funds	19	<u>198,257</u>	<u>212,987</u>

The financial statements on pages 11 to 24 were approved by the trustees, and authorised for issue on 3 May 2023 and signed on their behalf by:

.....
Mr D G Foster
Chairman

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Bourne End (Buckinghamshire) Community Association meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Investment income

Interest is recognised on an accruals basis and included in the period in which it relates to.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixture, fittings and equipment	10-25% straight line basis
Leasehold improvements	2-10% straight line basis

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

These are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Donations and legacies;				
Donations from individuals	1,340	-	1,340	798
Legacies	-	-	-	600
Grants, including capital grants;				
Other grants	7,000	750	7,750	2,561
Individual subscriptions and affiliation fees	1,884	-	1,884	1,100
	<u>10,224</u>	<u>750</u>	<u>10,974</u>	<u>5,059</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Room Hire	60,719	-	60,719	30,877
Target magazine	27,469	3,322	30,791	31,547
Events	9,830	-	9,830	3,231
Coronavirus Job Retention Scheme	-	-	-	14,955
	<u>98,018</u>	<u>3,322</u>	<u>101,340</u>	<u>80,610</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

4 Investment income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Interest receivable and similar income;			
Interest receivable on bank deposits	816	816	731
	<u>816</u>	<u>816</u>	<u>731</u>

5 Other income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Solar panel generated income	5,137	5,137	4,567
Occupation licence	4,500	4,500	-
	<u>9,637</u>	<u>9,637</u>	<u>4,567</u>

6 Expenditure on raising funds

Other costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Wages and salaries		1,513	1,513
Social security costs		106	106
Pension costs		33	33
Total for 2022		<u>1,652</u>	<u>1,652</u>
Total for 2021		<u>1,950</u>	<u>1,950</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

7 Expenditure on charitable activities

		Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
	Note				
Room Hire		34,976	-	34,976	19,953
Target magazine		28,502	3,322	31,824	29,713
Events		12,481	-	12,481	2,246
Depreciation, amortisation and other similar costs	9	7,724	-	7,724	8,034
Staff costs	8	32,866	-	32,866	31,791
Allocated support costs	8	7,881	-	7,881	6,054
Governance costs	8	8,093	-	8,093	7,175
		<u>132,523</u>	<u>3,322</u>	<u>135,845</u>	<u>104,966</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

8 Analysis of governance and support costs

Support costs allocated to raising funds

	Staff costs £	Total funds £
Subscription	1,652	1,652
Total for 2022	1,652	1,652
Total for 2021	1,452	1,452

Support costs allocated to charitable activities

	Staff costs £	Administration costs £	Total funds £
Room Hire	27,908	5,469	33,377
Target magazine	1,652	683	2,335
Events	3,306	1,729	5,035
Total for 2022	32,866	7,881	40,747
Total for 2021	31,791	6,054	37,845

Support costs allocated to other expenditure

	Staff costs £	Administration costs £	Total funds £
Governance	6,610	-	6,610
Total for 2022	6,610	-	6,610
Total for 2021	5,810	90	5,900

Basis of allocation

Reference	Method of allocation
Staff costs	Employment costs have been allocated by the Honorary Treasurer on the basis of time spent as a percentage basis except for one employee that has been fully allocated to charitable activity- Room hire.
Administration costs	Administration costs have been allocated to where costs attributed.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

Governance costs

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Staff costs			
Wages and salaries	6,053	6,053	5,353
Social security costs	425	425	332
Pension costs	132	132	125
Independent examiner fees			
Examination of the financial statements	500	500	500
Other fees paid to examiners	850	850	775
Legal fees	-	-	90
Other governance costs	133	133	-
	<u>8,093</u>	<u>8,093</u>	<u>7,175</u>

9 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2022 £	2021 £
Depreciation of fixed assets	<u>7,724</u>	<u>8,034</u>

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	38,263	36,617
Social security costs	2,205	1,810
Pension costs	660	626
	<u>41,128</u>	<u>39,053</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

The monthly average number of persons (including senior management team) employed by the charity during the year

	2022 No	2021 No
Administration	<u>3</u>	<u>3</u>

No employee received emoluments of more than £60,000 during the year

12 Independent examiner's remuneration

	2022 £	2021 £
Examination of the financial statements	<u>500</u>	<u>500</u>
Other fees to examiners		
All other services	<u>850</u>	<u>775</u>

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 January 2022	147,842	184,972	332,814
Additions	<u>-</u>	<u>1,673</u>	<u>1,673</u>
At 31 December 2022	<u>147,842</u>	<u>186,645</u>	<u>334,487</u>
Depreciation			
At 1 January 2022	110,639	169,568	280,207
Charge for the year	<u>1,602</u>	<u>6,122</u>	<u>7,724</u>
At 31 December 2022	<u>112,241</u>	<u>175,690</u>	<u>287,931</u>
Net book value			
At 31 December 2022	<u>35,601</u>	<u>10,955</u>	<u>46,556</u>
At 31 December 2021	<u>37,203</u>	<u>15,404</u>	<u>52,607</u>

Included within the net book value of land and buildings above is £Nil (2021 - £Nil) in respect of freehold land and buildings and £35,601 (2021 - £37,203) in respect of leaseholds.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

15 Debtors

	2022 £	2021 £
Trade debtors	6,282	3,377
Prepayments	1,727	1,453
VAT recoverable	962	1,865
Other debtors	4,500	-
	<u>13,471</u>	<u>6,695</u>

16 Cash and cash equivalents

	2022 £	2021 £
Cash on hand	2	37
Cash at bank	169,373	176,728
	<u>169,375</u>	<u>176,765</u>

17 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	3,324	2,806
Other taxation and social security	1,196	243
Pension contributions unpaid	128	-
Other creditors	2,967	525
Accruals	5,647	2,140
Deferred income	4,351	5,055
	<u>17,613</u>	<u>10,769</u>
Balances held for Sections	13,532	12,311
	<u>31,145</u>	<u>23,080</u>
	2022 £	2021 £
Deferred income at 1 January 2022	5,055	4,397
Resources deferred in the period	4,351	5,055
Amounts released from previous periods	(5,055)	(4,397)
Deferred income at year end	<u>4,351</u>	<u>5,055</u>

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £660 (2021 - £626).

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

19 Funds

	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Balance at 31 December 2022 £
Unrestricted funds				
<i>General</i>				
General fund	202,987	118,695	(134,175)	187,507
Restricted funds				
Target magazine	-	3,322	(3,322)	-
Parish Council grants	10,000	-	-	10,000
Callingham Foundation	-	750	-	750
	<u>10,000</u>	<u>4,072</u>	<u>(3,322)</u>	<u>10,750</u>
Total funds	<u>212,987</u>	<u>122,767</u>	<u>(137,497)</u>	<u>198,257</u>
	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 31 December 2021 £
Unrestricted funds				
<i>General</i>				
General fund	218,936	85,990	(101,939)	202,987
Restricted funds				
Target magazine	-	4,977	(4,977)	-
Parish Council grants	10,000	-	-	10,000
	<u>10,000</u>	<u>4,977</u>	<u>(4,977)</u>	<u>10,000</u>
Total funds	<u>228,936</u>	<u>90,967</u>	<u>(106,916)</u>	<u>212,987</u>

The specific purposes for which the funds are to be applied are as follows:

Target magazine

The Target magazine fund is where donations are received and restricted to be used on the running of the magazine.

Parish Council

The Parish Council fund was established this year when specific grants were received for specific projects- new chairs and outdoors seating, however these projects have not yet been completed.

Callingham Foundation

The amount received in the year is towards the hire of a grand piano for an orchestral concert for 2022/23.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2022 £
Tangible fixed assets	46,556	-	46,556
Current assets	172,096	10,750	182,846
Current liabilities	(31,145)	-	(31,145)
Total net assets	<u>187,507</u>	<u>10,750</u>	<u>198,257</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2021 £
Tangible fixed assets	52,607	-	52,607
Current assets	173,460	10,000	183,460
Current liabilities	(23,080)	-	(23,080)
Total net assets	<u>202,987</u>	<u>10,000</u>	<u>212,987</u>

21 Related party transactions

During the year the charity made the following related party transactions:

Bourne End Community Trading Limited

(The share capital of this company is held in trust for the charity by Messrs DG Foster and T Quantrill)

This company operates the trading activities of the charity. During the year the company had revenue of £94,321 (2021: £41,691) and made a profit of £9,954 (2021: Loss of £5,808) after paying the Charity an Occupation Licence in the year of £4,500 (2021: £nil). At the balance sheet date the amount due from Bourne End Community Trading Limited was £4,500 (2021 - £Nil).

Bourne End (Buckinghamshire) Community Association

Detailed Statement of Financial Activities for the Year Ended 31 December 2022

	2022 £	2021 £
Income		
Room hire	60,719	30,877
Membership and affiliation fee	1,884	1,100
Target magazine income	30,791	31,547
Fundraising income	9,830	3,231
Legacies	-	600
Donations	1,340	798
Government grants	-	14,955
Other grants	7,750	2,561
Bank interest received	816	731
Solar generated electricity	5,137	4,567
Occupation licence	4,500	-
	122,767	90,967
Expenditure		
Target magazine costs	(31,824)	(29,713)
Fundraising costs	(12,481)	(2,246)
Employment costs	(41,128)	(39,053)
Property costs		
Rates	(675)	(296)
Water rates	(796)	(76)
Light, heat and power	(13,918)	(6,518)
Insurance	(3,109)	(3,025)
Repairs and maintenance	(7,924)	(2,892)
Security	(570)	(465)
Cleaning	(6,145)	(4,878)
	(33,137)	(18,150)
Administration costs		
Telephone	(373)	(656)
Stationery and computer facilities	(3,359)	(2,895)
Postage and photocopier	(2,066)	(1,204)
Bank charges	(826)	(677)
Advertising and publicity	(1,046)	-
Covid costs	(144)	(53)
Sundries	(670)	(669)
Licences and affiliation fees	(1,369)	(2,291)
Independent examination	(1,350)	(1,275)
	(11,203)	(9,720)

This page does not form part of the statutory financial statements.

Bourne End (Buckinghamshire) Community Association

**Detailed Statement of Financial Activities for the Year Ended 31 December 2022
(continued)**

	2022 £	2021 £
Depreciation		
Depreciation of long leasehold property	(1,602)	(1,603)
Depreciation of fixtures and fittings	<u>(6,122)</u>	<u>(6,431)</u>
	<u>(7,724)</u>	<u>(8,034)</u>
	<u>(14,730)</u>	<u>(15,949)</u>

Accounts

Charity registration number: 300236

Bourne End (Buckinghamshire) Community Association

Annual Report and Financial Statements

for the Year Ended 31 December 2021

Bourne End (Buckinghamshire) Community Association

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Bourne End (Buckinghamshire) Community Association

Reference and Administrative Details

Chairman	Mr DG Foster
Honorary Secretary	Mrs M Hurley
Vice Chairman	Mr D J Gibson
Honorary Treasurer	Mr T Quantrill
Charity Registration Number	300236
Principal Office	The Community Centre Wakeman Road Bourne End Buckinghamshire SL8 5SX
Independent Examiner	Sterling Grove Accountants Limited Thames House Bourne End Business Park Cores End Road Bourne End Buckinghamshire SL8 5AS
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

Bourne End (Buckinghamshire) Community Association

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2021.

Objectives and activities

Objects and aims

The charity's Objects are to promote such Charitable Purpose or Charitable Purposes as the Trustees shall in their absolute discretion think fit. Such Objects include but are not limited to the following:

- to promote the benefit of the inhabitants of Bourne End and Wooburn and the neighbourhood together defined in the Wooburn and Bourne End parish
- to maintain and manage the Bourne End Community Centre
- to promote such other charitable purposes as may from time to time be determined

The objects of the Association are to:

- a) promote the benefit of the inhabitants of Bourne End & Wooburn and the neighbourhood together defined by Wooburn Parish (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 interests 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 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.

Objectives, strategies and activities

The Community Centre

The Association manages Bourne End Community Centre which was opened in 1967. The Centre building and land is leased from Buckinghamshire County Council on a 99-year lease at a peppercorn rent. This property is held in trust by the Official Custodian for Charities.

The Association has 3 employees - one full-time and another part time both working in the Centre Office providing administrative and facilities support and a cleaner/janitor. The Association depends upon the continuing support of volunteers from all parts of the community for all other support and management.

The Association's aim has always been to provide first class facilities at affordable prices for voluntary organisations serving the local community. Our halls and meeting rooms are usually filled with the sound of music, drama, sport, exercise and historical research – undertaken by groups from pre-school age to 'seniors'. We are also delighted to continue to play host to Headway, a charity helping those who have suffered brain injury.

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Public benefit

We have five halls/rooms which can be hired to groups or individuals from the local community and surrounding area.

In addition to our own events, activities for the local community include three coffee mornings, a visiting podiatrist and Good Neighbours lunches in conjunction with Wye Valley Volunteers.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

2021 started with a third lockdown which ended when indoor venues were allowed to reopen on 12 April.

There was a gradual return of groups to the Centre after preparations to make it COVID19 secure before the reopening. People were quite wary of meeting in large groups so we offered our hirers a larger room than normal at their usual price which some groups took up. Up to the end of December we picked up some temporary hirings from clubs/classes who couldn't access their usual venues – some of these hirings have become permanent.

The centreTalks carried on on Zoom though with reduced audiences. Both SMB and Wedmorn Badminton restarted in May. centreJazz restarted in August, in the May Woollerton Hall and from September in the bar, with reduced audiences. The monthly bar quiz restarted in June along with the Cinema.

The garden in front of the Centre is being kept in good order by Kathy Jackson. Headway maintains the raised garden by the external entrance to the Eghams Room. We thank both of them for making the Centre front look very colourful.

The 2022 pantomime, put on by Forum Players, has had to be cancelled due to production problems.

The Community Market has been holding the market outdoors, round the Community Centre, Library and St Dunstan's and also hiring the May Woollerton Hall for extra stalls.

The Community Centre was used on Fun Night with a large number of people entering the building and using the bar.

The bar reopened on the 16th April to restricted hours. These were gradually extended during the year but the bar remained closed on Mondays. The trading company has made a loss during 2021.

Target Magazine is produced 6 times a year. Many thanks to Barrie Penfold, the editor and the team of distributors. It was much appreciated by those who are unable to mix in the community during this period of uncertainty about COVID19 transmutability.

The monthly online newsletter started in 2020 has continued to be produced and provides a means of communicating with our members and hirers.

We have purchased an online booking diary, Avalon, which will improve our booking and invoice systems.

At the end of October Sue Ambrose retired from the Centre Office after 26 years with the Community Centre. She received very many good wishes and a gift from hirers and users of the Centre.

It was decided to appoint a Centre Manager. After interviewing a short list and second interview Steve Burton was appointed to start in November and he has settled in well.

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Financial review

The financial position of the charity continued to be adversely affected by the COVID 19 pandemic as restrictions were in force for the early part of the year but gradually hirers have returned and as some restrictions were eased. As a result, room hires improved over the 2020 situation with letting income increasing from £22,545 in 2020 to £30,877 in 2021.

Fundraising income increased from £1,980 in 2020 to £3,231.

Staff continued to be furloughed which helped to mitigate the financial impact of the reduced letting income.

Target magazine returned to a full publication schedule and generated a surplus for the Association.

At the year-end there was an operating deficit of £15,949 compared to a deficit of £18,940 in 2020.

Year-end reserves stood at £212,987 (2020 £228,936).

Policy on reserves

Our existing policy is to hold between six and twelve months annual expenditure as a real reserve. We define real reserves as net current assets. This differs from the General reserve appearing on the Balance sheet by excluding capitalised expenditure on the fabric of the building and on fixtures and fittings which would be worthless should they need to be sold. Our net current assets at the end of 2021 were £160,380. This represents about 17 months of expenditure, excluding depreciation at the end of 2021.

Plans for future periods

Aims and key objectives for future periods

Our future plans include replacing the front doors and redesigning the area in front of the front doors to make access to the Centre much easier for those with mobility issues and in wheelchairs.

We need to attract new members and would encourage all users to become members of the Association. We also ask existing members to encourage friends and neighbours to join us at the Community Centre.

There is always a need for volunteers to become actively involved in the running of the Association as without a band of willing volunteers the Community Centre would not exist.

Structure, governance and management

Nature of governing document

The charity was constituted on 14th May 1964 and is governed by the constitution last amended on 14th April 2003, it is an unincorporated association.

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Recruitment and appointment of trustees

Trustees are nominated by each Section of the Association, Affiliated Group Member and Statutory Authority. These are appointed each year at the Annual General Meeting. The AGM also elects a number of the individual members as Trustees to represent them. The Trustees can appoint new Trustees to fill vacancies.

The Trustees who served during the year are as shown below. All Trustees give their time freely and no Trustee remuneration was paid in the year. The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Arrangements for setting key management personnel remuneration

The pay review is carried out by the Officers and a recommendation is made to the Management Team for their approval.

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Trustees

The following persons served as Trustees in the year:

Bryce Allen	Dave Gibson	Mike Judge	Leigh Robinson
Tim Bingham	Clive Gwilliam	Karen Larkin	Pat Semon
Geoff Bourne	Diane Hall	Sarah Little	Stuart Smart
Val Clark	Chrissie Hayes	Laura Manning	Adrew Smith
Jane Clarke	Bill Hudson	John Marsh	David Stewart
Pat Clitheroe	Kerry Hudson	Liz Payne	Barrie Thomas
Roger de Coverley	Myra Hurley	Barrie Penfold	Keith Tomkins
Tony Crossman	Paul Hurley	Trevor Quantrill	Sue Wagner
Douglas Fergusson	Liz Hutton	Helen Rathbone	Sue Weston
Dave Foster	Gary Johnson	Peter Robins	Pete Webb

We thank all our Trustees who have attended Council meetings on zoom during the year. We are grateful for their support. Our thanks to everyone who is involved in the Management Team particularly our Chairman, David Foster, Vice Chairman, Dave Gibson, Treasurer, Trevor Quantrill, and all the members of the Events, Stage, House, Marketing, Website, Cinema and Finance Teams. Our thanks also to our staff, both full and part time, who provide such excellent support for all who use the Centre.

How the charity makes decisions.

The management structure of the charity is as follows:

The Officers consist of Chairman, Vice Chairman, Secretary, and Treasurer

The Management Team, consisting the above plus individuals who have been elected by the trustees to be involved in the running of the centre some of which are involved in the teams mentioned below.

Various Teams such as Publicity, Events, Maintenance, Target who actively develop ideas and proposals to improve and develop the offerings to the local community.

At the regular Management meeting the Officers and Teams report to the Management meeting and proposals are discussed and a decision is made whether to recommend to the Trustees at the next Trustee Meeting.

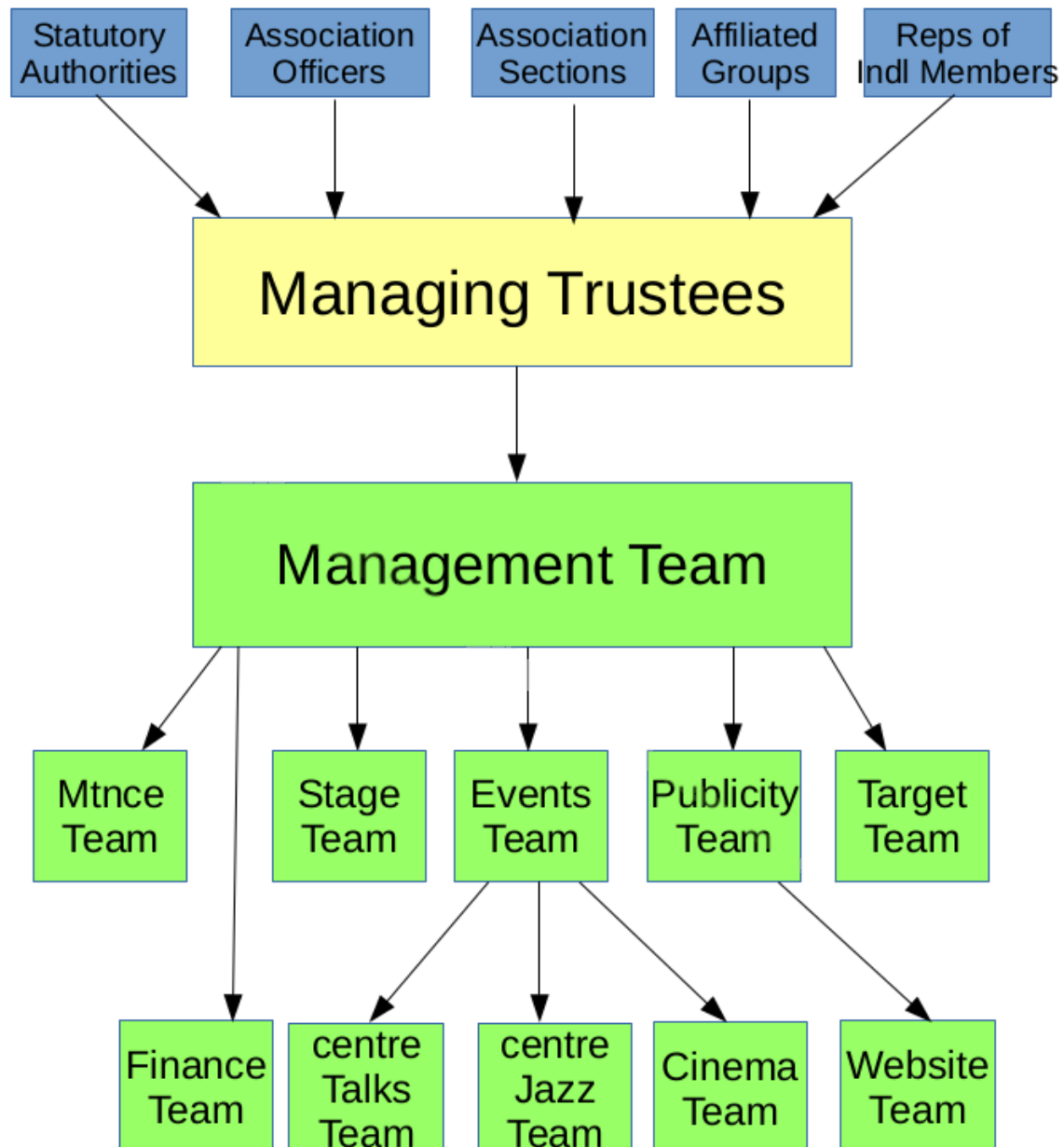
The day to day running managing of the centre is carried out by the Centre Manager.

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Organisational structure

The Management of the Charity is as shown below:



Bourne End (Buckinghamshire) Community Association

Trustees' Report

Relationships with related parties

Bourne End Community Trading Ltd

This company runs the bar at the Community centre and the charity charge an occupational licence to the company when a profit is made.

The charity did not charge the company this year as a loss has been made due to the bar being unable to be open at times throughout the year due Covid 19 restrictions.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity maintains a high level of cash reserves to mitigate cash flow risk .

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

Liquidity risk

The charity seeks to manage financial risk by ensuring sufficient liquidity is available to meet foreseeable needs and to invest cash assets safely and profitably.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

.....
Mr DG Foster
Chair and Managing Trustee

Bourne End (Buckinghamshire) Community Association

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on and signed on its behalf by:

.....
Mr DG Foster
Chair and Managing Trustee

Bourne End (Buckinghamshire) Community Association

Independent Examiner's Report to the trustees of Bourne End (Buckinghamshire) Community Association

I report to the trustees on my examination of the accounts of Bourne End (Buckinghamshire) Community Association for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of Bourne End (Buckinghamshire) Community Association 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 Bourne End (Buckinghamshire) Community Association'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

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 Bourne End (Buckinghamshire) Community Association 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 accounting 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.

.....
Gianni Pietro Amasanti FCCA
Sterling Grove Accountants Limited
Thames House
Bourne End Business Park
Cores End Road
Bourne End
Buckinghamshire
SL8 5AS

Date:.....

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2021

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	5,059	-	5,059
Charitable activities	3	75,633	4,977	80,610
Investment income	4	731	-	731
Other income	5	4,567	-	4,567
Total income		<u>85,990</u>	<u>4,977</u>	<u>90,967</u>
Expenditure on:				
Raising funds	6	(1,950)	-	(1,950)
Charitable activities	7	<u>(99,989)</u>	<u>(4,977)</u>	<u>(104,966)</u>
Total expenditure		<u>(101,939)</u>	<u>(4,977)</u>	<u>(106,916)</u>
Net expenditure		<u>(15,949)</u>	<u>-</u>	<u>(15,949)</u>
Net movement in funds		(15,949)	-	(15,949)
Reconciliation of funds				
Total funds brought forward		<u>218,936</u>	<u>10,000</u>	<u>228,936</u>
Total funds carried forward	19	<u>202,987</u>	<u>10,000</u>	<u>212,987</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	13,264	10,000	23,264
Charitable activities	3	59,711	2,931	62,642
Investment income	4	1,152	-	1,152
Other income	5	4,945	-	4,945
Total income		<u>79,072</u>	<u>12,931</u>	<u>92,003</u>
Expenditure on:				
Raising funds	6	(5,390)	-	(5,390)
Charitable activities	7	<u>(102,622)</u>	<u>(2,931)</u>	<u>(105,553)</u>
Total expenditure		<u>(108,012)</u>	<u>(2,931)</u>	<u>(110,943)</u>
Net (expenditure)/income		<u>(28,940)</u>	<u>10,000</u>	<u>(18,940)</u>
Net movement in funds		(28,940)	10,000	(18,940)
Reconciliation of funds				
Total funds brought forward		<u>247,876</u>	<u>-</u>	<u>247,876</u>
Total funds carried forward	19	<u>218,936</u>	<u>10,000</u>	<u>228,936</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 19.

Bourne End (Buckinghamshire) Community Association

(Registration number: 300236) Balance Sheet as at 31 December 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	14	52,607	57,753
Current assets			
Debtors	15	6,695	7,434
Cash at bank and in hand	16	<u>176,765</u>	<u>185,990</u>
		183,460	193,424
Creditors: Amounts falling due within one year	17	<u>(23,080)</u>	<u>(22,241)</u>
Net current assets		<u>160,380</u>	<u>171,183</u>
Net assets		<u><u>212,987</u></u>	<u><u>228,936</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds		10,000	10,000
Unrestricted income funds			
Unrestricted funds		<u>202,987</u>	<u>218,936</u>
Total funds	19	<u><u>212,987</u></u>	<u><u>228,936</u></u>

The financial statements on pages 11 to 24 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Mr DG Foster
Chair and Managing Trustee

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Bourne End (Buckinghamshire) Community Association meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Investment income

Interest is recognised on an accruals basis and included in the period in which it relates to.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

Asset class	Depreciation method and rate
Fixture, fittings and equipment	10-25% straight line basis
Leasehold improvements	2-10% straight line basis

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

These are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Donations and legacies;			
Donations from individuals	798	798	468
Legacies	600	600	-
Grants, including capital grants;			
Government grants	-	-	11,334
Grants from parish council	-	-	10,000
Other grants	2,561	2,561	-
Individual subscriptions and affiliation fees	1,100	1,100	1,462
	<u>5,059</u>	<u>5,059</u>	<u>23,264</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Room Hire	30,877	-	30,877	22,545
Target magazine	26,570	4,977	31,547	20,481
Events	3,231	-	3,231	1,980
Coronavirus Job Retention Scheme	14,955	-	14,955	17,636
	<u>75,633</u>	<u>4,977</u>	<u>80,610</u>	<u>62,642</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

4 Investment income

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>731</u>	<u>731</u>	<u>1,152</u>

5 Other income

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Solar panel generated income	<u>4,567</u>	<u>4,567</u>	<u>4,945</u>

6 Expenditure on raising funds

Other costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Wages and salaries		1,338	1,338
Social security costs		83	83
Pension costs		31	31
Allocated support costs		<u>498</u>	<u>498</u>
Total for 2021		<u>1,950</u>	<u>1,950</u>
Total for 2020		<u>5,390</u>	<u>5,390</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

7 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Room Hire		19,953	-	19,953	27,118
Target magazine		24,736	4,977	29,713	22,944
Events		2,246	-	2,246	1,384
Depreciation, amortisation and other similar costs		8,034	-	8,034	9,207
Staff costs		31,791	-	31,791	26,953
Allocated support costs		6,054	-	6,054	6,332
Governance costs		7,175	-	7,175	11,615
		<u>99,989</u>	<u>4,977</u>	<u>104,966</u>	<u>105,553</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

8 Analysis of governance and support costs

Support costs allocated to raising funds

	Basis of allocation	Staff costs £	Total funds £
Subscription	5%	1,452	1,452
Total for 2021		<u>1,452</u>	<u>1,452</u>
Total for 2020		<u>5,390</u>	<u>5,390</u>

Support costs allocated to charitable activities

	Basis of allocation	Staff costs £	Administration costs £	Premises costs including depreciation £	Total funds £
Room Hire	60%	17,432	3,957	-	21,389
Target magazine	5%	1,453	498	-	1,951
Events	10%	2,905	1,599	-	4,504
Total for 2021		<u>21,790</u>	<u>6,054</u>	<u>-</u>	<u>27,844</u>
Total for 2020		<u>26,953</u>	<u>4,144</u>	<u>2,188</u>	<u>33,285</u>

Support costs allocated to other expenditure

	Basis of allocation	Staff costs £	Administration costs £	Total funds £
Governance	20%	5,810	90	5,900
Total for 2021		<u>5,810</u>	<u>90</u>	<u>5,900</u>
Total for 2020		<u>9,123</u>	<u>-</u>	<u>9,123</u>

Basis of allocation

Reference	Method of allocation
Staff costs	Employment costs have been allocated by the Honorary Treasurer on the basis of time spent as a percentage basis except for one employee that has been fully allocated to charitable activity- Room hire.
Administration costs	Administration costs have been allocated by where costs attributed.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

Governance costs

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Staff costs			
Wages and salaries	5,353	5,353	8,594
Social security costs	332	332	393
Pension costs	125	125	136
Independent examiner fees			
Examination of the financial statements	500	500	500
Other fees paid to examiners	775	775	749
Legal fees	90	90	1,175
Other governance costs	-	-	68
	7,175	7,175	11,615

9 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	8,034	9,207

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	36,617	39,059
Social security costs	1,810	1,788
Pension costs	626	619
	39,053	41,466

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

The monthly average number of persons (including senior management team) employed by the charity during the year

	2021 No	2020 No
Administration	<u>3</u>	<u>3</u>

No employee received emoluments of more than £60,000 during the year

12 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	<u>500</u>	<u>500</u>
Other fees to examiners		
All other services	<u>775</u>	<u>749</u>

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 January 2021	147,842	182,084	329,926
Additions	<u>-</u>	<u>2,888</u>	<u>2,888</u>
At 31 December 2021	<u>147,842</u>	<u>184,972</u>	<u>332,814</u>
Depreciation			
At 1 January 2021	109,036	163,137	272,173
Charge for the year	<u>1,603</u>	<u>6,431</u>	<u>8,034</u>
At 31 December 2021	<u>110,639</u>	<u>169,568</u>	<u>280,207</u>
Net book value			
At 31 December 2021	<u>37,203</u>	<u>15,404</u>	<u>52,607</u>
At 31 December 2020	<u>38,806</u>	<u>18,947</u>	<u>57,753</u>

Included within the net book value of land and buildings above is £Nil (2020 - £Nil) in respect of freehold land and buildings and £37,203 (2020 - £38,806) in respect of leaseholds.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

15 Debtors

	2021 £	2020 £
Trade debtors	3,377	552
Prepayments	1,453	6,050
VAT recoverable	1,865	802
Other debtors	-	30
	<u>6,695</u>	<u>7,434</u>

16 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	37	38
Cash at bank	<u>176,728</u>	<u>185,952</u>
	<u>176,765</u>	<u>185,990</u>

17 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	2,806	2,796
Other taxation and social security	243	-
Other creditors- Section balances	12,836	12,889
Accruals	2,140	2,159
Deferred income	<u>5,055</u>	<u>4,397</u>
	<u>23,080</u>	<u>22,241</u>
	2021 £	2020 £
Deferred income at 1 January 2021	4,397	4,896
Resources deferred in the period	5,055	4,397
Amounts released from previous periods	<u>(4,397)</u>	<u>(4,896)</u>
Deferred income at year end	<u>5,055</u>	<u>4,397</u>

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £626 (2020 - £619).

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

19 Funds

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 31 December 2021 £
Unrestricted funds				
<i>General</i>				
General fund	218,936	85,990	(101,939)	202,987
Restricted funds				
Target magazine	-	4,977	(4,977)	-
Parish Council grants	10,000	-	-	10,000
	<u>10,000</u>	<u>4,977</u>	<u>(4,977)</u>	<u>10,000</u>
Total funds	<u>228,936</u>	<u>90,967</u>	<u>(106,916)</u>	<u>212,987</u>
	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Balance at 31 December 2020 £
Unrestricted funds				
<i>General</i>				
General fund	247,876	79,072	(108,012)	218,936
Restricted funds				
Target magazine	-	2,931	(2,931)	-
Parish Council grants	-	10,000	-	10,000
	<u>-</u>	<u>12,931</u>	<u>(2,931)</u>	<u>10,000</u>
Total funds	<u>247,876</u>	<u>92,003</u>	<u>(110,943)</u>	<u>228,936</u>

The specific purposes for which the funds are to be applied are as follows:

Target magazine

The Target magazine fund is where donations are received and restricted to be used on the running of the magazine.

Parish Council

The Parish Council fund was established this year when specific grants were received for specific projects- new chairs and outdoors seating, however these projects have not yet been completed.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2021

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2021 £
Tangible fixed assets	52,607	-	52,607
Current assets	173,460	10,000	183,460
Current liabilities	(23,080)	-	(23,080)
Total net assets	<u>202,987</u>	<u>10,000</u>	<u>212,987</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2020 £
Tangible fixed assets	57,753	-	57,753
Current assets	183,424	10,000	193,424
Current liabilities	(22,241)	-	(22,241)
Total net assets	<u>218,936</u>	<u>10,000</u>	<u>228,936</u>

21 Related party transactions

During the year the charity made the following related party transactions:

Bourne End Community Trading Limited

(The share capital of this company is held in trust for the charity by Messrs DG Foster and T Quantrill)

This company operates the trading activities of the charity. During the year the company had revenue of £41,691 (2020: £35,886) and made a loss of £5,808 (2020: Loss £3,737) after paying the Charity a Occupation Licence in the year of £nil (2020: £nil). At the balance sheet date the amount due to/from Bourne End Community Trading Limited was £Nil (2020 - £Nil).

Bourne End (Buckinghamshire) Community Association

Detailed Statement of Financial Activities for the Year Ended 31 December 2021

		2021		2020
	£	£	£	£
Income:				
Room hire		30,877		22,545
The Community Centre Ltd		-		-
Membership & affiliation fee		1,100		1,462
Target magazine income		31,547		20,481
Fundraising income		3,231		1,980
Legacies		600		-
Donations		798		468
Government grants		14,955		28,970
Other grants		2,561		10,000
Bank interest received		731		1,152
Solar generated electricity		4,567		4,945
		<u>90,967</u>		<u>92,003</u>
Expenditure:				
Target magazine costs		29,713		22,944
Fundraising costs		2,246		1,384
Employment costs		39,053		41,466
Property costs				
Business rates	296		369	
Repairs & maintenance	2,892		9,157	
Electricity & gas	6,518		6,677	
Water	76		455	
Insurance	3,025		3,025	
Cleaning & waste disposal	4,878		5,230	
Security	465		370	
		<u>18,150</u>		25,283
Administration costs				
Stationery and computer facilities	2,815		784	
Postage & photocopier	1,204		1,165	
Telephone & internet access	656		492	
Bank charges	677		380	
Advertising & publicity	-		9	
Covid costs	53		1,835	
Sundries	749		1,383	

This page does not form part of the statutory financial statements.

Bourne End (Buckinghamshire) Community Association

Detailed Statement of Financial Activities for the Year Ended 31 December 2021

		6,154	6,048
Licences & affiliation fees		2,291	3,362
Indepedent examination		1,275	1,249
		<u>98,882</u>	<u>101,736</u>
Depreciation			
Improvements to leasehold buildings	1,603	2,038	
Fixtures & fittings	<u>6,431</u>	<u>7,169</u>	
		8,034	9,207
Excess of income over expenditure		<u>(15,949)</u>	<u>(18,940)</u>

This page does not form part of the statutory financial statements.

Accounts

Charity registration number: 300236

Bourne End (Buckinghamshire) Community Association

Annual Report and Financial Statements
for the Year Ended 31 December 2020

Bourne End (Buckinghamshire) Community Association

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Bourne End (Buckinghamshire) Community Association

Reference and Administrative Details

Chairman	Mr DG Foster
Honorary Secretary	Mrs M Hurley
Vice Chairman	Mr D J Gibson
Honorary Treasurer	Mr T Quantrill
Principal Office	The Community Centre Wakeman Road Bourne End Buckinghamshire SL8 5SX
Charity Registration Number	300236
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Independent Examiner	Sterling Grove Accountants Limited Thames House Bourne End Business Park Cores End Road Bourne End Buckinghamshire SL8 5AS

Bourne End (Buckinghamshire) Community Association

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2020.

Objectives and activities

Objects and aims

The charity's Objects are to promote such Charitable Purpose or Charitable Purposes as the Trustees shall in their absolute discretion think fit. Such Objects include but are not limited to the following:

- to promote the benefit of the inhabitants of Bourne End and Wooburn and the neighbourhood together defined in the Wooburn and Bourne End parish
- to maintain and manage the Bourne End Community Centre
- to promote such other charitable purposes as may from time to time be determined

The objects of the Association are to:

- a) promote the benefit of the inhabitants of Bourne End & Wooburn and the neighbourhood together defined by Wooburn Parish (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 interests 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 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.

Objectives, strategies and activities

The Community Centre

The Association manages Bourne End Community Centre which was opened in 1967. The Centre building and land is leased from Buckinghamshire County Council on a 99-year lease at a peppercorn rent. This property is held in trust by the Official Custodian for Charities.

The Association has 3 employees - one full-time and another part time both working in the Centre Office providing administrative and facilities support and a cleaner/janitor. The Association depends upon the continuing support of volunteers from all parts of the community for all other support and management.

The Association's aim has always been to provide first class facilities at affordable prices for voluntary organisations serving the local community. Our halls and meeting rooms are usually filled with the sound of music, drama, sport, exercise and historical research – undertaken by groups from pre-school age to 'seniors'. We are also delighted to continue to play host to Headway, a charity helping those who have suffered brain injury.

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Public benefit

We have five halls/rooms which can be hired to groups or individuals from the local community and surrounding area.

In addition to our own events, activities for the local community include three coffee mornings, a visiting podiatrist and Good Neighbours lunches in conjunction with Wye Valley Volunteers. All our activities had to stop abruptly in March and there was little take up later in the year. We look forward to being able to welcome people to these activities sometime in 2021.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The year started with our regular weekly and monthly events including table top sales, jazz, dance classes, chess, short mat bowls, petanque, darts, badminton, flower arranging, bingo, centreTalks, quizzes and crib. Sadly, all these and private hires had to cease when the first lock-down was announced in March.

The Centre closed on 19th March and reopened on Tuesday 1st September with limited hirings.

During this lock-down period the May Woollerton Hall and the foyer plus corridor were decorated. Also preparations were made to make the Centre COVID-19 secure prior to the reopening of the Centre.

The Forum Players are a friendly drama club who meet at the Community Centre and use our stage facilities. Their only production in January 2020 was the pantomime, Beauty and the Beast, the script of which was written by one of their members.

Our popular centreTalks started in the New Year in the Centre but after lock-down there were two talks on zoom to provide a social outlet. The Cinema put on three films – two full screenings and one with COVID19 social distancing. The monthly bar quiz had one session in October and one online in December. Jazz had three monthly sessions which were very well attended and the Indoor Boot sales were in February and March. All other fund raising events were closed due to COVID-19.

The Centre has been opened, when allowed, for some hirers but there were significantly less hirers than normal.

Target magazine is produced 6 times a year but this year we were unable to distribute it in April and June. We resumed publication in August and published subsequent magazines in October and December. Many thanks to Barrie Penfold, the Editor and the team of distributors – the magazine is very much appreciated especially by those who are unable to mix in the community during this COVID-19 pandemic.

We started an on-line monthly newsletter to communicate to members of the Association and those who are attending/ have attended our events. We plan to continue producing the newsletter for the future.

The bar reopened on 12th August but had to close on 4th November due to restrictions.

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Financial review

The accounts are set out on pages 11 to 25.

The financial position of the charity was significantly affected by the COVID-19 pandemic as the Community Centre was forced to close during the lock-downs.

Revenue was reduced both in terms of hiring and, with the reduced opening of the bar operated by Bourne End Community Trading Ltd, no revenue was received from this valuable source. Overall, the centre income was £84,495 below budget.

The charity received 2 grants via Wycombe District Council totalling £11,334 as assistance towards the adverse effect on our finances and £17,636 was received under the Coronavirus Job Retention scheme to help with wages costs whilst the centre was closed.

We also received a £10,000 grant from the Parish Council for improvement projects, but these did not take place in the year and so will be carried out at a suitable time in the future.

As the centre was inactive for a substantial part of the year costs were reduced and where possible staff have been furloughed. Due to this, operating costs were below budget by £44,441.

There was a deficit for the year of £18,940 (2019 surplus of £10,109). At the year-end reserves stood at £228,936 (2019 £247,876)

Policy on reserves

Our existing policy is to hold between six and twelve months annual expenditure as a real reserve. We define real reserves as net current assets. This differs from the General reserve appearing on the Balance sheet by excluding capitalised expenditure on the fabric of the building and on fixtures and fittings which would be worthless should they need to be sold. Our net current assets at the end of 2020 were £171,183. This represents about 20 months of expenditure, excluding depreciation at the end of 2020.

Plans for future periods

Aims and key objectives for future periods

All of our future plans have been put on hold for the moment, due to COVID-19. We planned to have a second Cinema screening each month to provide a wider variety of films and to re-start the annual orchestral concert in October. We intend to implement these when COVID-19 restrictions and public confidence allow. We also plan to bring the centre Talks back to the Centre with additional streaming to homes if required.

Structure, governance and management

Nature of governing document

The charity was constituted on 14th May 1964 and is governed by the constitution last amended on 14th April 2003, it is an unincorporated association.

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Recruitment and appointment of trustees

Trustees are nominated by each Section of the Association, Affiliated Group Member and Statutory Authority. These are appointed each year at the Annual General Meeting. The AGM also elects a number of the individual members as Trustees to represent them. The Trustees can appoint new Trustees to fill vacancies.

The Trustees who served during the year are as shown below. All Trustees give their time freely and no Trustee remuneration was paid in the year. The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Arrangements for setting key management personnel remuneration

The pay review is carried out by the Officers and a recommendation is made to the Management Team for their approval.

Trustees

The following persons served as Trustees in the year:

Bryce Allen	Dave Gibson	Mike Judge	Leigh Robinson
Mike Appleyard	Clive Gwilliam	Jane Cottrell%	Pat Semon
Geoff Bourne	Diane Hall	Karen Larkin	Stuart Smart
Val Clark	Chrissie Hayes	Sarah Little	Adam Smith
Jane Clarke	Bill Hudson	Laura Manning	David Stewart
Pat Clitheroe	Kerry Hudson	John Marsh	Barrie Thomas*
Roger de Coverley	Myra Hurley	Liz Payne	Keith Tomkins
Tony Crossman	Paul Hurley	Barrie Penfold	Sue Wagner
Douglas Fergusson	Liz Hutton	Trevor Quantrell	Sue Weston
Dave Foster	Gary Johnson	Peter Robins	Pete Webb

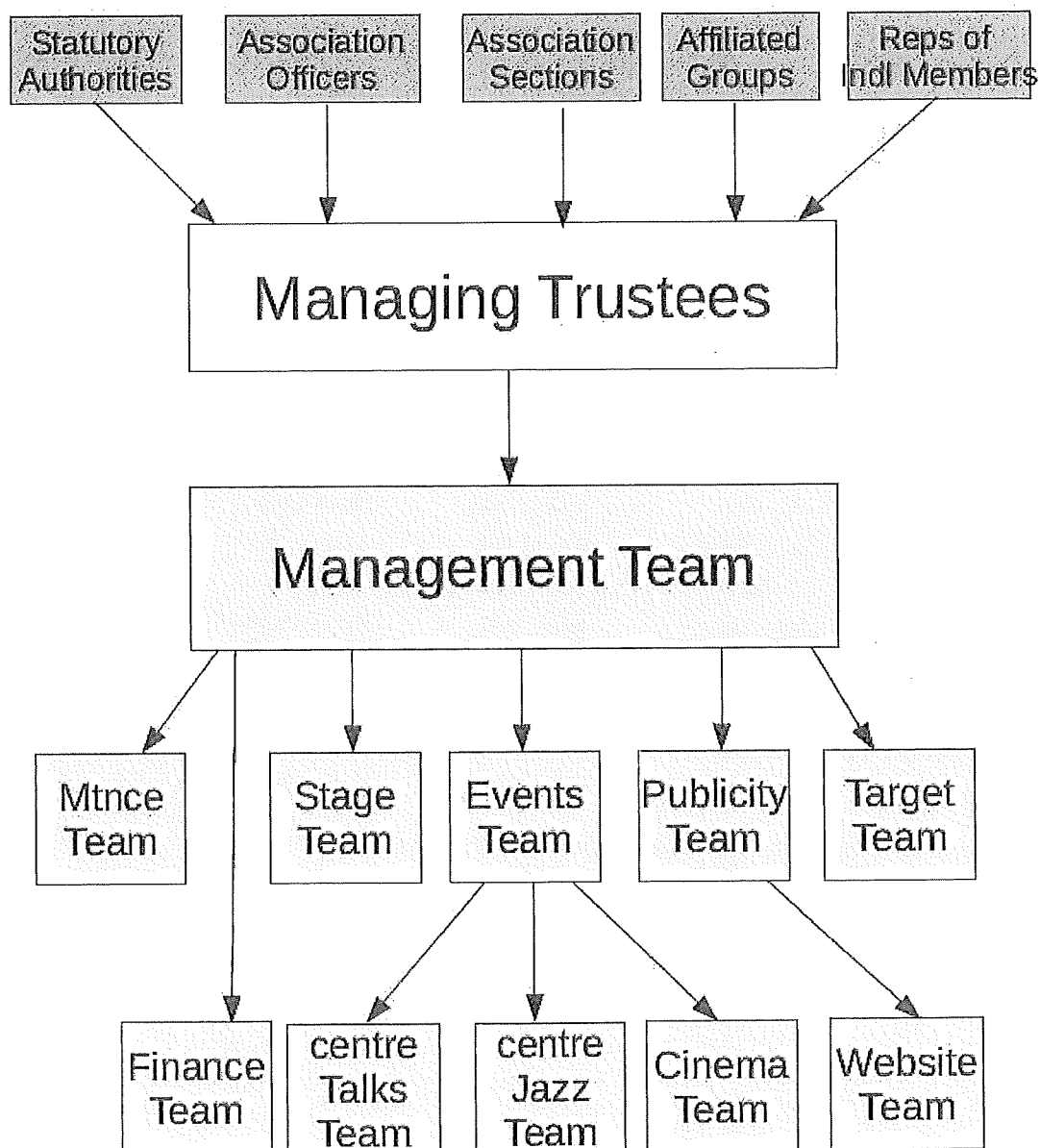
% Jane Cottrell served until 08/08/20 * Barrie Thomas served from 07/10/20

Bourne End (Buckinghamshire) Community Association

Trustees' Report

Organisational structure

The Management of the Charity is as shown below:



Bourne End (Buckinghamshire) Community Association

Trustees' Report

How the charity makes decisions.

The management structure of the charity is as follows:

The Officers consist of Chairman, Vice Chairman, Secretary, and Treasurer

The Management Team, consisting the above plus individuals who have been elected by the trustees to be involved in the running of the centre some of which are involved in the teams mentioned below.

Various Teams such as Publicity, Events, Maintenance, Target who actively develop ideas and proposals to improve and develop the offerings to the local community.

At the regular Management meeting the Officers and Teams report to the Management meeting and proposals are discussed and a decision is made whether to recommend to the Trustees at the next Trustee Meeting.

The day to day running managing of the centre is carried out by the Senior Administrator.

Relationships with related parties

Bourne End Community Trading Ltd

This company runs the bar at the Community centre and the charity charge an occupational licence to the company when a profit is made.

The charity did not charge the company this year as a loss has been made due to the bar being unable to be open at times throughout the year due Covid 19 restrictions.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity maintains a high level of cash reserves to mitigate cash flow risk .

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

Liquidity risk

The charity seeks to manage financial risk by ensuring sufficient liquidity is available to meet foreseeable needs and to invest cash assets safely and profitably.

The annual report was approved by the trustees of the charity on 21/12/19 and signed on its behalf by:

Bourne End (Buckinghamshire) Community Association

Trustees' Report



.....

Mr DG Foster
Chair and Managing Trustee

Bourne End (Buckinghamshire) Community Association

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 31/7/21 and signed on its behalf by:


.....
Mr DG Foster
Chair and Managing Trustee

Bourne End (Buckinghamshire) Community Association

Independent Examiner's Report to the trustees of Bourne End (Buckinghamshire) Community Association

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 11 to 25.

Respective responsibilities of trustees and examiner

As the charity's trustees of Bourne End (Buckinghamshire) Community Association you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

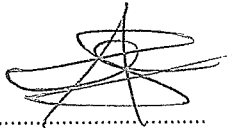
I report in respect of my examination of the Bourne End (Buckinghamshire) Community Association's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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 Bourne End (Buckinghamshire) Community Association 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 accounting 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.



.....
Gianni Pietro Amasanti FCCA
Sterling Grove Accountants Limited
Thames House
Bourne End Business Park
Cores End Road
Bourne End
Buckinghamshire
SL8 5AS

Date: 13 August 2021

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2020

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	13,264	27,636	40,900
Charitable activities	3	42,075	2,931	45,006
Investment income	4	1,152	-	1,152
Other income	5	4,945	-	4,945
Total income		<u>61,436</u>	<u>30,567</u>	<u>92,003</u>
Expenditure on:				
Raising funds	6	(5,390)	-	(5,390)
Charitable activities	7	<u>(105,553)</u>	<u>-</u>	<u>(105,553)</u>
Total expenditure		<u>(110,943)</u>	<u>-</u>	<u>(110,943)</u>
Net (expenditure)/income		(49,507)	30,567	(18,940)
Gross transfers between funds		<u>20,567</u>	<u>(20,567)</u>	<u>-</u>
Net movement in funds		(28,940)	10,000	(18,940)
Reconciliation of funds				
Total funds brought forward		<u>247,876</u>	<u>-</u>	<u>247,876</u>
Total funds carried forward	19	<u>218,936</u>	<u>10,000</u>	<u>228,936</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
Income and Endowments from:				
Donations and legacies	2	2,895	-	2,895
Charitable activities	3	144,018	3,141	147,159
Investment income	4	717	-	717
Other income	5	4,212	-	4,212
Total income		<u>151,842</u>	<u>3,141</u>	<u>154,983</u>
Expenditure on:				
Raising funds	6	(5,583)	-	(5,583)
Charitable activities	7	<u>(136,000)</u>	<u>-</u>	<u>(136,000)</u>
Other expenditure		<u>(3,291)</u>	<u>-</u>	<u>(3,291)</u>
Total expenditure		<u>(144,874)</u>	<u>-</u>	<u>(144,874)</u>
Net income		6,968	3,141	10,109
Gross transfers between funds		<u>3,141</u>	<u>(3,141)</u>	<u>-</u>
Net movement in funds		10,109	-	10,109
Reconciliation of funds				
Total funds brought forward		<u>237,767</u>	<u>-</u>	<u>237,767</u>
Total funds carried forward	19	<u>247,876</u>	<u>-</u>	<u>247,876</u>

The notes on pages 14 to 25 form an integral part of these financial statements.

Bourne End (Buckinghamshire) Community Association

Statement of Financial Activities for the Year Ended 31 December 2020

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2019 is shown in note 19.

The notes on pages 14 to 25 form an integral part of these financial statements.

Bourne End (Buckinghamshire) Community Association

(Registration number: 300236)
Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	14	57,753	62,629
Current assets			
Debtors	15	7,434	45,457
Cash at bank and in hand	16	<u>185,990</u>	<u>165,786</u>
		193,424	211,243
Creditors: Amounts falling due within one year	17	<u>(22,241)</u>	<u>(25,996)</u>
Net current assets		<u>171,183</u>	<u>185,247</u>
Net assets		<u>228,936</u>	<u>247,876</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		10,000	-
Unrestricted income funds			
Unrestricted funds		<u>218,936</u>	<u>247,876</u>
Total funds	19	<u>228,936</u>	<u>247,876</u>

The financial statements on pages 11 to 25 were approved by the trustees, and authorised for issue on 31/12/21 and signed on their behalf by:


.....
Mr DG Foster
Chair and Managing Trustee

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Bourne End (Buckinghamshire) Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Investment income

Interest is recognised on an accruals basis and included in the period in which it relates to.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

Asset class	Depreciation method and rate
Fixture, fittings and equipment	10-25% straight line basis
Leasehold improvements	2-10% straight line basis

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

These are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from individuals	468	-	468
Grants, including capital grants;			
Government grants	11,334	17,636	28,970
Grants from parish council	-	10,000	10,000
Individual subscriptions and affiliation fees	1,462	-	1,462
Total for 2020	<u>13,264</u>	<u>27,636</u>	<u>40,900</u>
Total for 2019	<u>2,895</u>	<u>-</u>	<u>2,895</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Room hire	22,545	-	22,545
Target magazine	17,550	2,931	20,481
Events	1,980	-	1,980
Total for 2020	<u>42,075</u>	<u>2,931</u>	<u>45,006</u>
Total for 2019	<u>144,018</u>	<u>3,141</u>	<u>147,159</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

4 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income; Interest receivable on bank deposits	1,152	1,152
Total for 2020	1,152	1,152
Total for 2019	717	717

5 Other income

	Unrestricted funds General £	Total funds £
Solar panel generated income	4,945	4,945
Total for 2020	4,945	4,945
Total for 2019	4,212	4,212

6 Expenditure on raising funds

Other costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Wages and salaries		5,078	5,078
Social security costs		232	232
Pension costs		80	80
Total for 2020		5,390	5,390
Total for 2019		5,583	5,583

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

7 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total funds £
Room hire		27,118	27,118
Target magazine		22,944	22,944
Event		1,384	1,384
Depreciation, amortisation and other similar costs		9,207	9,207
Staff costs		26,953	26,953
Allocated support costs		6,332	6,332
Governance costs		11,615	11,615
Total for 2020		<u>105,553</u>	<u>105,553</u>
Total for 2019		<u>136,000</u>	<u>136,000</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

8 Analysis of governance and support costs

Support costs allocated to raising funds

	Basis of allocation	Staff costs £	Other support costs £	Total funds £
Subscription	13%	5,390	-	5,390
Total for 2020		<u>5,390</u>	<u>-</u>	<u>5,390</u>
Total for 2019		<u>5,254</u>	<u>3,620</u>	<u>8,874</u>

Support costs allocated to charitable activities

	Basis of allocation	Staff costs £	Administration costs £	Premises costs including depreciation £	Total funds £
Room Hire	40%	16,586	4,135	2,188	22,909
Target magazine	5%	2,074	-	-	2,074
Events	20%	8,293	9	-	8,302
Total for 2020		<u>26,953</u>	<u>4,144</u>	<u>2,188</u>	<u>33,285</u>
Total for 2019		<u>27,913</u>	<u>5,172</u>	<u>1,587</u>	<u>34,672</u>

Support costs allocated to other expenditure

	Basis of allocation	Staff costs £	Other support costs £	Total funds £
Governance	22%	9,123	-	9,123
Total for 2020		<u>9,123</u>	<u>-</u>	<u>9,123</u>
Total for 2019		<u>9,447</u>	<u>1,229</u>	<u>10,676</u>

Basis of allocation

Reference	Method of allocation
Staff costs	Employment costs have been allocated by the Honorary Treasurer on the basis of time spent.
Administration costs	Administration costs have been allocated by where costs attributed.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

Governance costs

	Unrestricted funds General £	Total funds £
Staff costs		
Wages and salaries	8,594	8,594
Social security costs	393	393
Pension costs	136	136
Independent examiner fees		
Examination of the financial statements	500	500
Other fees paid to examiners	749	749
Legal fees	1,175	1,175
Other governance costs	68	68
Total for 2020	<u>11,615</u>	<u>11,615</u>
Total for 2019	<u>11,452</u>	<u>11,452</u>

9 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2020 £	2019 £
Depreciation of fixed assets	<u>9,207</u>	<u>13,233</u>

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	39,059	39,859
Social security costs	1,788	-
Pension costs	619	554
	<u>41,466</u>	<u>40,413</u>

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

The monthly average number of persons (including senior management team) employed by the charity during the year

	2020 No	2019 No
Administration	<u>3</u>	<u>3</u>

No employee received emoluments of more than £60,000 during the year

12 Independent examiner's remuneration

	2020 £	2019 £
Examination of the financial statements	<u>500</u>	<u>526</u>
Other fees to examiners		
All other services	<u>749</u>	<u>250</u>

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 January 2020	147,842	177,753	325,595
Additions	<u>-</u>	<u>4,331</u>	<u>4,331</u>
At 31 December 2020	<u>147,842</u>	<u>182,084</u>	<u>329,926</u>
Depreciation			
At 1 January 2020	106,998	155,968	262,966
Charge for the year	<u>2,038</u>	<u>7,169</u>	<u>9,207</u>
At 31 December 2020	<u>109,036</u>	<u>163,137</u>	<u>272,173</u>
Net book value			
At 31 December 2020	<u>38,806</u>	<u>18,947</u>	<u>57,753</u>
At 31 December 2019	<u>40,844</u>	<u>21,785</u>	<u>62,629</u>

Included within the net book value of land and buildings above is £Nil (2019 - £Nil) in respect of freehold land and buildings and £38,806 (2019 - £40,844) in respect of leaseholds.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

15 Debtors

	2020 £	2019 £
Trade debtors	552	-
Bourne End Community Trading Limited	-	31,000
Prepayments	6,050	4,033
VAT recoverable	802	2,723
Other debtors	30	7,701
	<u>7,434</u>	<u>45,457</u>

16 Cash and cash equivalents

	2020 £	2019 £
Cash on hand	38	525
Cash at bank	185,952	165,261
	<u>185,990</u>	<u>165,786</u>

17 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	2,796	2,620
Other taxation and social security	-	448
Other creditors- Section balances	12,889	11,781
Accruals	2,159	6,251
Deferred income	4,397	4,896
	<u>22,241</u>	<u>25,996</u>
	2020 £	2019 £
Deferred income at 1 January 2020	4,896	5,885
Resources deferred in the period	4,397	4,896
Amounts released from previous periods	<u>(4,896)</u>	<u>(5,885)</u>
Deferred income at year end	<u>4,397</u>	<u>4,896</u>

The deferred income held at the year end relates to money received in relation to advertising fees in future editions of Target magazine.

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £619 (2019 - £554).

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

19 Funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2020 £
Unrestricted funds					
<i>General</i>					
General fund	247,876	61,436	(110,943)	20,567	218,936
Restricted funds					
Target magazine	-	2,931	-	(2,931)	-
Parish Council grants	-	10,000	-	-	10,000
Coronavirus job retention scheme	-	17,636	-	(17,636)	-
	<u>-</u>	<u>30,567</u>	<u>-</u>	<u>(20,567)</u>	<u>10,000</u>
Total funds	<u>247,876</u>	<u>92,003</u>	<u>(110,943)</u>	<u>-</u>	<u>228,936</u>
	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2019 £
Unrestricted funds					
<i>General</i>					
General fund	237,767	151,842	(144,874)	3,141	247,876
Restricted funds					
Target magazine	<u>-</u>	<u>3,141</u>	<u>-</u>	<u>(3,141)</u>	<u>-</u>
Total funds	<u>237,767</u>	<u>154,983</u>	<u>(144,874)</u>	<u>-</u>	<u>247,876</u>

The specific purposes for which the funds are to be applied are as follows:

Target magazine

The Target magazine fund is where donations are received and restricted to be used on the running of the magazine.

Parish Council

The Parish Council fund was established this year when specific grants were received for specific projects- new chairs and outdoors seating, however these projects have not yet been completed.

Coronavirus job retention scheme

This fund was set up during the global pandemic when the charity was entitled to claim grants from the government for employees who were unable to work whilst the centre was closed.

Bourne End (Buckinghamshire) Community Association

Notes to the Financial Statements for the Year Ended 31 December 2020

The transfers in the year relate to:

Target magazine

These are restricted donations which were received to help with the running of the Target magazine. These donations have been used towards the running costs of the magazine during the year.

Coronavirus job retention scheme

This grant is restricted as is required to be used to pay employees salaries whilst they have been furloughed. The grant has been used to pay for employees wages during the year.

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2020 £
Tangible fixed assets	57,753	-	57,753
Current assets	183,424	10,000	193,424
Current liabilities	<u>(22,241)</u>	<u>-</u>	<u>(22,241)</u>
Total net assets	<u>218,936</u>	<u>10,000</u>	<u>228,936</u>

	Unrestricted funds General £	Total funds at 31 December 2019 £
Tangible fixed assets	62,629	62,629
Current assets	211,243	211,243
Current liabilities	<u>(25,996)</u>	<u>(25,996)</u>
Total net assets	<u>247,876</u>	<u>247,876</u>

21 Related party transactions

During the year the charity made the following related party transactions:

Bourne End Community Trading Limited

(The share capital of this company is held in trust for the charity by Messrs DG Foster and T Quantrill)

This company operates the trading activities of the charity. During the year the company had revenue of £35,886 (2019: £133,015) and made a loss of £3,737 (2019: Profit £976) after paying the Charity a Occupation Licence in the year of £nil (2019: £31,000). At the balance sheet date the amount due to/from from Bourne End Community Trading Limited was £Nil (2019 - £31,000).

Bourne End (Buckinghamshire) Community Association

Detailed Statement of Financial Activities for the Year Ended 31 December 2020

		2020		2019
	£	£	£	£
Income:				
Room hire		22,545		69,451
The Community Centre Ltd		-		31,000
Membership & affiliation fee		1,462		1,801
Target magazine income		20,481		31,715
Fundraising income		1,980		14,993
Donations		468		1,094
Government grants		28,970		-
Parish council grants		10,000		-
Bank interest received		1,152		717
Solar generated electricity		4,945		4,212
		<u>92,003</u>		<u>154,983</u>
Expenditure:				
Target magazine costs		22,944		30,276
Fundraising costs		1,384		6,295
Employment costs		41,466		42,943
Property costs				
Business rates	369		1,481	
Repairs & maintenance	9,157		14,700	
Electricity & gas	6,677		11,400	
Water	455		4,259	
Insurance	3,025		2,991	
Cleaning & waste disposal	5,230		7,891	
Security	370		640	
		<u>25,283</u>		43,362
Administration costs				
Stationery and computer facilities	784		2,299	
Postage & photocopier	1,165		1,058	
Telephone & internet access	492		391	
Bank charges	380		354	
Advertising & publicity	9		125	
Covid costs	1,835			
Sundries	1,383		945	
		<u>6,048</u>		5,172

This page does not form part of the statutory financial statements.

Bourne End (Buckinghamshire) Community Association

Detailed Statement of Financial Activities for the Year Ended 31 December 2020

Licences & affiliation fees	3,362	2,816
Indepedent examination	1,249	776
	<u>101,736</u>	<u>131,640</u>
Depreciation		
Improvements to leasehold buildings	2,038	2,230
Fixtures & fittings	7,169	11,004
	<u>9,207</u>	<u>13,234</u>
Excess of income over expenditure	<u>(18,940)</u>	<u>10,109</u>