

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.

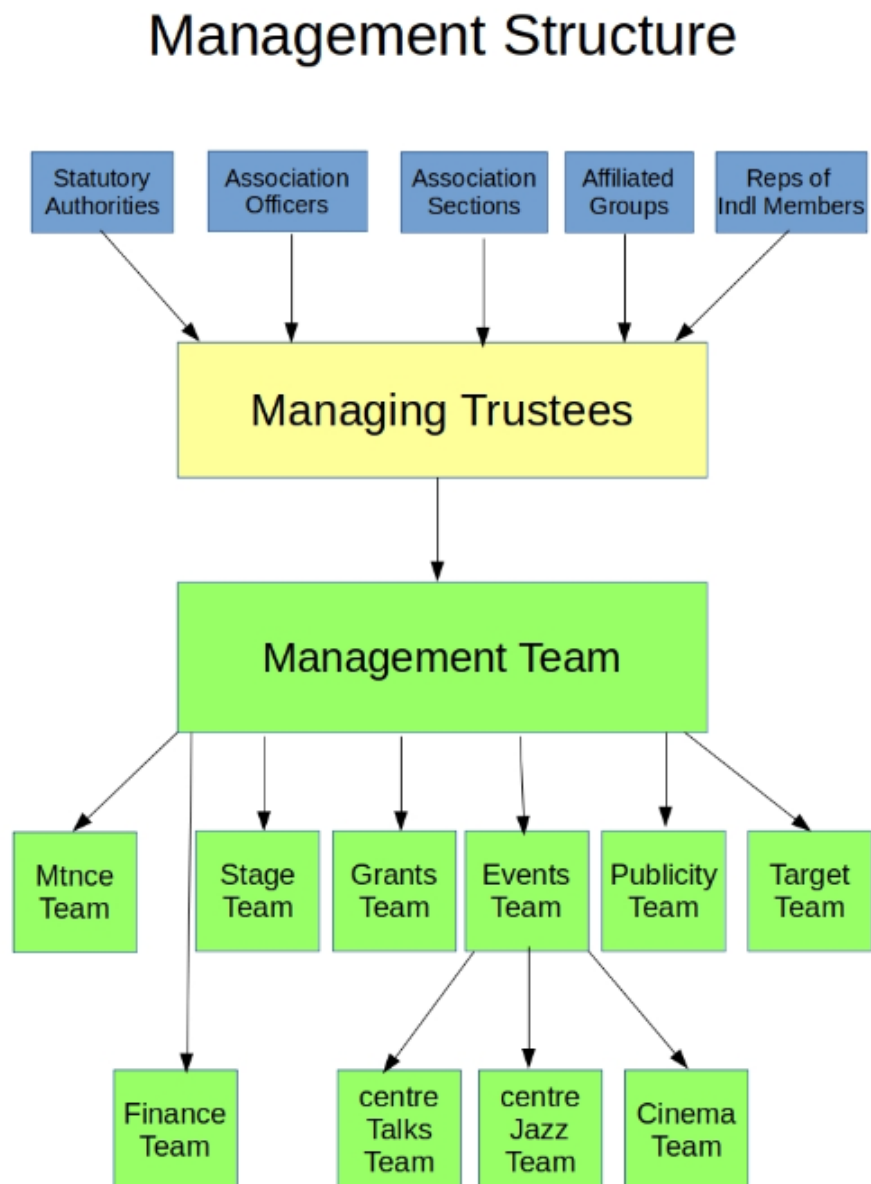
The day to day running managing of the centre is carried out by the Centre Manager.

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><u>198,257</u></u>	<u><u>212,987</u></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><u>198,257</u></u>	<u><u>212,987</u></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

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	-
	9,637	9,637	4,567

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		1,652	1,652
Total for 2021		1,950	1,950

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	-
	<u>122,767</u>	<u>90,967</u>
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)
	<u>(33,137)</u>	<u>(18,150)</u>
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)
	<u>(11,203)</u>	<u>(9,720)</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 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><u>(14,730)</u></u>	<u><u>(15,949)</u></u>