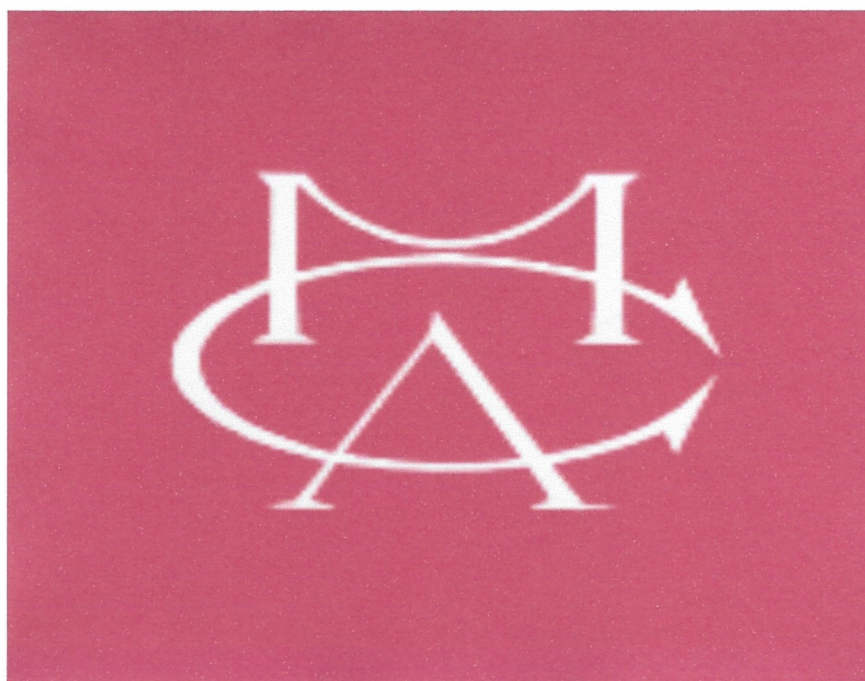


MARLOW COMMUNITY ASSOCIATION

Charity number 300301



TRUSTEES ANNUAL REPORT AND ACCOUNTS

for

YEAR ENDED 31 DECEMBER 2024

MARLOW COMMUNITY ASSOCIATION

Trustees Annual Report for the year ended 31st December 2024

Name of Charity Marlow Community Association

Registered Number 300301

Legal Form: Unincorporated Charitable Trust

Governing Document:

The Constitution was adopted on 13th May 1967, amended at a Special General Meeting on Thursday 17th February 2000 to bring it into line with new requirements and amended again on 21st March 2013.

Address:

Liston Hall, Chapel Street, Marlow, Buckinghamshire, SL7 1DD

Trustees:

Charity Trustees were all members of the General Council during the year ended 31st December 2024. A list of the trustees is held in the MCA Office.

Method of Appointment:

1. Members of the Executive Committee
2. One Trustee is nominated by each Section and Affiliated organisation
3. Ordinary members may be appointed as Trustees at the AGM up to an equivalent number nominated in 2 above.

Holding Trustees:

Mr G Flett, Mrs C Wesson and Mr R Wilson

(We are sad to report that subsequent to the year end, Mrs Wesson died in February 2025)

Officers:

Chairman	Mr Richard Scott
Vice Chairman	Vacant
Honorary Secretary	Mrs Ruth Coster
Honorary Treasurer	Mrs Laura Hobson

Bankers:

Lloyds Bank plc

Charities Official Investment Fund (COIF), One Angel Lane, London, EC4R 3AB

Independent Examiner:

Mr Roger Smith FCA

6 Beaufort Close, Marlow, SL7 1EN

Objects: The Objects of the Association are:

1. To promote the benefit of the inhabitants of Marlow and the neighbourhood (hereinafter call 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.
2. To maintain and manage a Community Centre in furtherance of these objects.
3. To promote such other charitable purposes as may from time to time be determined.

MARLOW COMMUNITY ASSOCIATION

Trustees Report on the Financial Activities of the Association:

In accordance with the adopted accounting policy, the independently examined Statement of Financial activities and Balance Sheet of the Association for the year ended 31st December 2024 are included with this report.

The Trustees would like to acknowledge all those who helped the Association achieve an excellent financial result. Our bookings provided a solid increase in letting revenue when compared to the previous year.

The Statement of Financial Activities for the Association shows a surplus of £7,744 for the year (2023 surplus £16,488). In line with our accounting policy, we continue to depreciate our assets on a straight-line basis and depreciation of £6,050 (2023 £5,841) has been charged in arriving at this year's surplus. This figure has increased due to additions to our assets of £7,059.

Income from lettings was slightly below the previous year and is reflected in the figures – 2023 £53,974 (2023 £54,936). The Sections and Affiliated charities, organisations and other community groups still enjoy advantageous rates; in 2024 it is estimated that they received a charitable benefit in excess of £38,290 (2023 £37,200) in reduced charges when compared to our commercial rates. Letting charges are reviewed annually and from 1st January 2024, they increased by a rate broadly in line with the rate of inflation. A similar increase was applied from 1 January 2025.

The Association has five Sections – Bridge Club, Dog Training, Parents and Toddlers, Cameo Lunch Club and Friday Lunch Club and the results of their activities are consolidated in these accounts. They recorded a surplus of £801 (2023 surplus £4,021). Our Carnival was held in September, but we were unable to hold our usual procession. Nevertheless, thanks to the hard work of our Carnival committee, a surplus of £2,472 (2023 £2,174) was achieved. The Carnival date for 2025 is Saturday 13 September.

Interest on savings in the Charities Official Investment Fund has improved over recent years due to increasing interest rates. No changes have been made to the investment strategy during this financial year.

Routine maintenance costs in 2024 amounted to £12,409 (2023 £6,793) which included several one-off items. We also capitalised the cost of new fire alarms and new energy saving lighting in the main hall and Garden room (£7,059). All our letting rooms are now in very good condition. Other costs remained broadly in line with our budget, but in 2025, we will continue to face increased costs of energy.

Our Balance Sheet remains strong with £23,457 (2023 £12,664) in the COIF deposit account and £25,709 (2023 £28,903) in our unrestricted current accounts. The Executive Committee keeps the cash position under regular review and is confident that the cash position is sufficient to cover normal operating costs for the next twelve months.

At the year-end, we had reserves of £214,085 (2023 £206,341), which included £34,034 (2023 £33,233) in restricted income funds. The General Maintenance Reserve standing at £4,000 (2023 £4,000) is included in the restricted income funds.

MARLOW COMMUNITY ASSOCIATION

Thank you to all those who assist with the day to day running of the Association, help with the Sections and support our fund-raising activities. Our thanks go also to members of the Executive Committee, who meet at least six times each year; Cindy Gillies who runs our administration office with outstanding efficiency and to her husband Donald who, as Cleaner and Handyman, together keep Liston Hall in good order. We continue to maintain the high quality of our letting rooms and they are equal to any other rooms available for hire in the town.

Trustees Responsibilities

The Trustees are required to prepare a Financial Statement for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit for that period. In preparing this Financial Statement the Trustees are required to:

1. Select suitable accounting policies and then apply them consistently.
2. Make judgments and estimates that are reasonable and prudent.
3. State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statement.
4. Prepare the Financial Statements on an ongoing basis unless it is inappropriate.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Trust, safeguarding the Charity's assets and for taking reasonable steps for the prevention and detection of fraud and other irregularities. An Independent Examiner examines the annual report and accounts and has issued an unqualified report.

The Trustees (the General Council) met three times in the last year.

The Trustees Annual Report and Accounts will be presented to the General Council at its Annual General Meeting to be held on 26 March 2025.



Richard Scott
Honorary Chairman and Trustee

12 March 2025

Marlow Community Association

Registered Charity No. 300301

Statement of Financial Activities

For the year to 31st December 2024

	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
Incoming resources (Note 3)				
Income from:				
Lettings	53,974	-	53,974	54,936
Income from Sections activities	7,772	9,348	17,120	20,404
Fund raising activities	6,199	-	6,199	6,779
Donations	717	-	717	30
Investments	792	-	792	532
Membership subscriptions	512	-	512	560
Other	-	-	-	130
Total	69,966	9,348	79,314	83,371
Resources expended (Note 4)				
Expenditure on:				
Raising funds	3,478	-	3,478	4,298
Charitable activities	59,545	-	59,545	53,662
Costs of Section activities	-	8,547	8,547	8,923
Other	-	-	-	-
Total	63,023	8,547	71,570	66,883
Net income/(expenditure) before investment gains/(losses)	6,943	801	7,744	16,488
Transfers between funds	-	-	-	-
Net movement in funds	6,943	801	7,744	16,488
Reconciliation of funds:				
Total funds brought forward	173,108	33,233	206,341	189,853
Total funds carried forward	180,051	34,034	214,085	206,341

Marlow Community Association


Registered Charity No. 300301

Balance Sheet

As at 31st December 2024

		Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets	(Note 6)	138,829	-	138,829	137,820
Investments	(Note 7)	23,457	-	23,457	12,664
Total fixed assets		162,286	-	162,286	150,484
Current assets					
Debtors	(Note 8)	2,939	-	2,939	3,349
Cash at bank and in hand	(Notes 9 & 10)	25,789	34,034	59,823	62,216
Total current assets		28,728	34,034	62,762	65,565
Creditors: amounts falling due within one year	(Note 11)	10,963	-	10,963	9,708
Net current assets/(liabilities)		17,765	34,034	51,799	55,857
Total assets less current liabilities		180,051	34,034	214,085	206,341
Funds of the Charity					
Restricted income funds (Note 12)			34,034	34,034	33,233
Unrestricted funds		180,051		180,051	173,108
Revaluation reserve		-	-	-	-
Total funds		180,051	34,034	214,085	206,341

Signed by the treasurer, a trustee on behalf
of all the trustees


Laura Hobson

Date of
approval

13/3/25

Marlow Community Association

Registered Charity No. 300301

Notes to the accounts for the year to 31st December 2024

Note 1: Basis of preparation

1.1 Basis of accounting. The accounts have been prepared on the basis of historical cost in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities and in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) issued on 16th July 2014 and with the Charities Act 2011.

1.2 Going concern. The accounts are prepared on a going concern basis; there being no material uncertainties that cast doubt on the charity's ability to continue as a going concern.

1.3 Change of accounting policy. The accounts present a true and fair view using the accounting policies adopted and outlined in note 2.

1.4 Changes to accounting estimates. There has been no change to accounting estimates in the reporting year.

Note 2: Accounting policies

2.1 Income:

Recognition of income. Income is included in the Statement of Financial Activities when the charity becomes entitled to the resources, when the trustees are virtually certain they will receive the resources and when the monetary value can be measured with sufficient reliability.

Offsetting. There has been no offsetting of assets and liabilities, or income and expenditure in the accounts.

2.2 Expenditure and Liabilities:

Liability recognition. Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Administration and governance costs. Includes all costs involving the public accountability of the charity and its compliance with regulation and good practice, and the legal, accounting and administrative costs of trustees in the furtherance of their duties.

2.3 Assets:

Tangible fixed assets. Freehold land and buildings are valued at cost plus rebuilding and other major additions.

Fixtures and fittings are capitalised if they can be used for more than one year and normally cost more than £100. They are valued at cost and are written off over seven years with a full year's depreciation in the year of purchase.

Computers and other technology assets are capitalised if they can be used for more than one year and usually cost more than £100. They are valued at cost and are written off over three years with a full year's depreciation in the year of purchase.

Debtors. These are measured on initial recognition taking into account any agreed discounts and advance payments by the charity.

This
Year

Last
Year

Note 3 : Analysis of incoming resources

	£	£	£	£
		53,974		54,936
Lettings				
Income from Sections activities				
Cameo Club	2,799		3,590	
Dog Training Club	6,664		8,196	
Bridge Club	1,011		1,170	
Parents and Toddlers Club	1,477		1,925	
Friday Club	5,169	17,120	5,523	20,404
Fund raising activities				
Carnival	5,683		6,156	
100 Club	516		623	
Other events	-	6,199	-	6,779
Donations		717		30
Investments		792		532
Membership subscriptions		512		560
Other		-		130
		79,314		83,371

Note 4: Analysis of resources expended

	£	£	£	£
Raising funds				
Carnival	3,211		3,982	
100 Club	267	3,478	316	4,298
Charitable activities				
Cleaning, caretaking etc.	9,263		9,440	
Salaries	13,675		13,195	
Rates and Water	2,618		2,391	
Heat and light	7,005		7,442	
Maintenance	12,409		6,793	
Administration and governance costs	6,509		6,508	
Subscriptions	927		926	
Other costs	1,089	53,495	1,126	47,821
Depreciation (Notes 2 and 6)		6,050		5,841
Costs of Section activities				
Cameo Club	1,459		1,475	
Dog Training Club	3,396		3,358	
Bridge Club	-		44	
Parents and Toddlers Club	297		246	
Friday Club	3,395	8,547	3,800	8,923
		71,570		66,883

This
Year

Last
Year

Note 5: Trustee expenses included in administration and governance costs:

Number of trustees who were paid expenses	-	-
Total administrative expenses paid	£ -	£ -

Note 6: Tangible fixed assets

	£	£	£	£
Freehold land and buildings		115,366		115,366
Net book value of furniture, fittings and technology brought forward	22,454		12,712	
Additions during year	7,059		15,583	
	<u>29,513</u>		<u>28,295</u>	
Depreciation charge for the year	6,050		5,841	
Net book value of furniture, fittings and technology carried forward		23,463		22,454
Net book value of tangible assets carried forward		<u>138,829</u>		<u>137,820</u>

Note 7: Investments

COIF Charities Investment Fund	<u>23,457</u>	<u>12,664</u>
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Note 8: Debtors and prepayments

Prepayments and debtors	<u>2,939</u>	<u>3,349</u>
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Note 9: Cash at bank and in hand

	£	£	£	£
Cash at bank				
Unrestricted funds	25,709		28,903	
Restricted funds	4,000		4,000	
Held on behalf of Sections	<u>3,739</u>	33,448	<u>3,739</u>	36,642
Cash held by sections				
Cameo Club	4,682		4,175	
Dog Training Club	19,004		18,287	
Bridge Club	826		1,039	
Parents and Toddlers Club	1,115		1,293	
Friday Club	<u>668</u>	26,295	<u>700</u>	25,494
		59,743		62,136
Cash in hand		80		80
		<u>59,823</u>		<u>62,216</u>

	This Year	Last Year
Note 10: Cash at bank and in hand relating to funds		
Restricted income funds (Note 12)	34,034	33,233
Unrestricted funds	25,789	28,983
	59,823	62,216
Note 11: Creditors and accruals		
Creditors and accruals	10,963	9,708
Note 12: Restricted income funds		
Relates to the following:		
Cameo Club	5,266	4,758
Dog Training Club	19,004	18,287
Bridge Club	826	1,039
Parents and Toddlers Club	1,116	1,294
Friday Club	3,823	3,855
	<u>30,034</u>	<u>29,233</u>
Maintenance reserve	4,000	4,000
	34,034	33,233

Marlow Community Association

Registered Charity No. 300301

Independent Examiner's report to the Trustees of Marlow Community Association

I report on the accounts of Marlow Community Association for the year ended 31 December 2024, which are set out on pages 1 to 6.

Respective responsibilities of trustees and examiner:

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act 2011; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2011 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 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.

Signature:
R Smith



Date: 11th March 2025

Name: Roger Smith FCA

Qualification: Chartered Accountant

Address: 6 Beaufort Close, Marlow, Buckinghamshire SL7 1EN