

Registration Charity No. 301241 (England and Wales)

**WICKFORD COMMUNITY ASSOCIATION**  
**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

# WICKFORD COMMUNITY ASSOCIATION

## ASSOCIATION INFORMATION

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### Honorary Officers

Paul Heard (Chairman)  
Chris Adams (Hon. Secretary)  
Alex Myers (Treasurer)  
Kevin Major (Vice-Chairman)

### Registered Charity Number

301241

### Independent Examiner

Berkeley Townsend Chartered Accountants  
Hunter House  
150 Hutton Road  
Shenfield  
Essex  
CM15 8NL

### Principal Office Address

The Nevendon Centre  
Nevendon Road  
Wickford  
Essex  
SS12 0QG

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# WICKFORD COMMUNITY ASSOCIATION

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# WICKFORD COMMUNITY ASSOCIATION

## REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2022

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The Management Committee present their annual report with the financial statements of Wickford Community Association (the Association) for the year ended 31 March 2022, and confirm they comply with the duty in section 17 (5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

The Management Committee are appointed by vote of the members at the Annual General Meeting. The Management Committee consist of the Honorary Officers and representatives of full members and relevant groups.

The organisational structure of the Association is one in which the Management Committee make the decisions, which are then executed by the Honorary Officers. Members can approach Honorary Officers with ideas that, if necessary, will be voted on by the Management Committee.

The governing document of the charity is the constitution of the Wickford Community Association. The Association has unincorporated status.

### OBJECTIVES AND ACTIVITIES

The objects of the Association are to:

- a) Promote the benefit of the inhabitants of Wickford and the neighbourhood without the distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of the social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.
- b) Establish or to secure the establishment of a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory 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.

### ACHIEVEMENTS AND PERFORMANCE

A review of the operations of the Association during the financial year and the results of those operations are as follows:

The Association continues to provide facilities for the benefit of the inhabitants of Wickford and surrounding areas in the interest of social welfare, recreation and leisure. The Association provides its members access to a diverse range of recreational activities including bowls, dancing, sports activity and all. All of these activities have continued from the previous year and plan to continue for the forthcoming year.

There is also a bar area at the Nevendon Centre for its members. The bar area is run by the Associations related party Centre Cafe Ltd. In addition, there is an on site pre-school, which is run by a third party and produces a source of income for the Association.

### FINANCIAL REVIEW

The Association has surplus funds of £195,623 to carry forward as at 31st March 2022 (2021- £157,524). These reserves are to be used for future fund raising activities and contingencies that may arise. The policy for holding reserves is to ensure sufficient cover for future expenditure of at least two times annual expenditure.

Whilst the Association, at times throughout the year, could not operate all its usual clubs and facilities, it was successful in obtaining the Coronavirus Job Retention Scheme grant.

During the year, a Covid-19 vaccination centre operated from the Association's premises for the local community. This generated a much needed source of income.

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# WICKFORD COMMUNITY ASSOCIATION

## REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2022

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Due to the COVID-19 pandemic and the effect it is continuing to have on the Association's activities, the trustees have considered the viability of the charity in relation to its going concern. The trustees feel that, having reviewed the monthly management accounts since March 2022, at the date of signing the accounts, the Association has sufficient reserves to continue as a going concern.

### RELATED PARTY

The Association has a related party in Centre Cafe Ltd, a company which receives income from operating a bar and from gaming machines located on the premises.

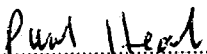
### STATEMENT OF MANAGEMENT COMMITTEES RESPONSIBILITIES

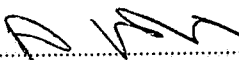
The law applicable to charities in England and Wales requires the Management Committee to prepare financial statements for each year which give an accurate view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the Management Committee is required to:

- select suitable accounting policies and then apply them consistently; observe the methods and principles recommended by the Charities Commission
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Management Committee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the management Committee:

  
.....  
Paul Heard (Chairman)

  
.....  
Alex Myers (Treasurer)

7 October 2022

**WICKFORD COMMUNITY ASSOCIATION**  
**CHARITY NO.301241**  
**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES/MEMBERS**

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I report to the trustees on my examination of the accounts of the Wickford Community Association for the year ended ended 31 March 2022 set out on pages 4 to 8

**Responsibilities and basis of report**

As the charity trustees, 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 charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
D J Aquino FCA FCCA

Berkeley Townsend Chartered Accountants  
Hunter House  
150 Hutton Road  
Shenfield  
Essex  
CM15 8NL

Date: 7 October 2022

# WICKFORD COMMUNITY ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

|   | Notes | 2022<br>£        | 2021<br>£        |
|---|-------|------------------|------------------|
| <b>Incoming Resources</b>                 |       |                  |                  |
| Charitable activities                     |       | 169,494          | 59,319           |
| Generated funds                           |       | 12,374           | 3,683            |
| Other incoming resources                  |       | 12,473           | 56,585           |
|   |       | <u>194,341</u>   | <u>119,587</u>   |
| <b>Total incoming resources</b>           |       |                  |                  |
| <b>Resources expended</b>                 |       |                  |                  |
| Costs of generating funds                 |       | (149,946)        | (115,843)        |
| Governance costs                          |       | (6,090)          | (10,614)         |
| Other resources expended                  |       | (206)            | -                |
|   |       | <u>(156,242)</u> | <u>(126,457)</u> |
| <b>Total resources expended</b>           |       |                  |                  |
| <b>Net movement in funds for the year</b> | 5     | <u>38,099</u>    | <u>(6,870)</u>   |

# WICKFORD COMMUNITY ASSOCIATION


## BALANCE SHEET

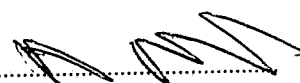
AS AT 31 MARCH 2022

|   | Notes | 2022<br>£      | £              | 2021<br>£      | £              |
|---|-------|----------------|----------------|----------------|----------------|
| <b>Fixed assets</b>                                   |       |                |                |                |                |
| Tangible assets                                       | 2     |                | 18,263         |                | 15,205         |
| <b>Current assets</b>                                 |       |                |                |                |                |
| Debtors   | 3     | 117,496        |                | 127,194        |                |
| Cash at bank and in hand                              |       | 64,005         |                | 17,846         |                |
|   |       | <u>181,501</u> |                | <u>145,040</u> |                |
| <b>Creditors: amounts falling due within one year</b> | 4     | <u>(4,141)</u> |                | <u>(2,721)</u> |                |
| <b>Net current assets</b>                             |       |                | <u>177,360</u> |                | <u>142,319</u> |
| <b>Total assets less current liabilities</b>          |       |                | <u>195,623</u> |                | <u>157,524</u> |
| <b>Fund of the charity</b>                            |       |                |                |                |                |
| Unrestricted funds                                    | 5     |                | <u>195,623</u> |                | <u>157,524</u> |
| <b>Total funds</b>                                    |       |                | <u>195,623</u> |                | <u>157,524</u> |

These financial statements have been reviewed by the Management Committee and are agreed as being in accordance with the source documents.

Approved by the Committee for issue on 7 October 2022.

  
.....  
Paul Heard (Chairman)

  
.....  
Alex Myers (Treasurer)

Charity Registration No. 301241



# WICKFORD COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting policies

#### 1.1 Accounting convention

The Financial statements are prepared under the historical cost convention and in accordance with the Charities Act 2011. The accounts have been prepared on a receipts and payments basis as the Wickford Community Association is a non-company and has gross income of less than £250,000 during the financial year.

#### 1.2 Turnover

Incoming resources in respect of provision of goods or services are accounted for when received.

#### 1.3 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

|                                |                                   |
|--------------------------------|-----------------------------------|
| Refurbishment                  | 33.33% reducing balance per annum |
| Fixtures, fittings & equipment | 25% reducing balance per annum    |

#### 1.4 Taxation

The Association is exempt from Corporation Tax by virtue of it being a Registered Charity in England and Wales.

# WICKFORD COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 2 Tangible fixed assets

|                       | Refurbishme<br>nt | Plant and<br>machinery<br>etc | Total         |
|-----------------------|-------------------|-------------------------------|---------------|
|                       | £                 | £                             | £             |
| <b>Cost</b>           |                   |                               |               |
| At 1 April 2021       | 30,893            | 24,268                        | 55,161        |
| Additions             | -                 | 354                           | 354           |
| Disposals             | -                 | (1,884)                       | (1,884)       |
|                       | <u>30,893</u>     | <u>22,738</u>                 | <u>53,631</u> |
| At 31 March 2022      |                   |                               |               |
| <b>Depreciation</b>   |                   |                               |               |
| At 1 April 2021       | 10,813            | 20,503                        | 31,316        |
| On disposals          | -                 | (1,677)                       | (1,677)       |
| Charge for the year   | 4,773             | 956                           | 5,729         |
|                       | <u>15,586</u>     | <u>19,782</u>                 | <u>35,368</u> |
| At 31 March 2022      |                   |                               |               |
| <b>Net book value</b> |                   |                               |               |
| At 31 March 2022      | <u>15,307</u>     | <u>2,956</u>                  | <u>18,263</u> |
| At 31 March 2021      | <u>11,440</u>     | <u>3,765</u>                  | <u>15,205</u> |

#### 3 Debtors

|                               | 2022           | 2021           |
|-------------------------------|----------------|----------------|
|                               | £              | £              |
| Amounts owed by related party | 111,024        | 108,444        |
| Other debtors                 | 6,472          | 18,750         |
|                               | <u>117,496</u> | <u>127,194</u> |

#### 4 Creditors: amounts falling due within one year

|                              | 2022         | 2021         |
|------------------------------|--------------|--------------|
|                              | £            | £            |
| Taxation and social security | 2,088        | 672          |
| Other creditors              | 2,053        | 2,049        |
|                              | <u>4,141</u> | <u>2,721</u> |

# WICKFORD COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### 5 Unrestricted funds

|                                       | Funds<br>£  |
|---------------------------------------|-------------|
| Total funds brought forward           | 157,524     |
| Net incoming resources for the period | 38,099      |
|                                       | <hr/>       |
| Total funds carried forward           | 195,623     |
|                                       | <hr/> <hr/> |

### 6 Trustee expenses

Expenses incurred by the trustees for general business administration costs are reimbursed. These expenses total £720 for the year ended 31 March 2022 (2021 - £581) and one trustee was involved (2021 - one trustee).