

Registration Charity No. 301241 (England and Wales)

**WICKFORD COMMUNITY ASSOCIATION**  
**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

# WICKFORD COMMUNITY ASSOCIATION

## ASSOCIATION INFORMATION

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<b>Honorary Officers</b>	Don Morris (Chairman) Chris Adams (Hon. Secretary) Alex Myers (Treasurer) Kevin Major (Vice-Chairman) Paul Heard (Chairman - Resigned 10/10/2023)
<b>Registered Charity Number</b>	301241
<b>Independent Examiner</b>	Berkeley Townsend Chartered Accountants Hunter House 150 Hutton Road Shenfield Essex CM15 8NL
<b>Principal Office Address</b>	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 2024**

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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 2024, 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 £118,964 to carry forward as at 31st March 2024 (2023- £151,979). 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.

The covid pandemic and the increased cost of living has continued to have an effect 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 2024 and by preparing cashflow forecasts that, at the date of signing the accounts, the Association has sufficient reserves to continue as a going concern.

# WICKFORD COMMUNITY ASSOCIATION

## REPORT OF THE MANAGEMENT COMMITTEE

FOR THE YEAR ENDED 31 MARCH 2024

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### 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. Please refer to note 7 in the accounts.

Centre Cafe Ltd has also found it difficult to recover from the pandemic and is showing a deficit position on its balance sheet at the reporting year end date. The Association is working closely with the related party and reviews monthly management accounts of Centre Cafe Ltd. It believes the company still has a viable business and as such will continue to financially support the business as a going concern.

The Association also has a related party in WCA Property Limited. There were no transactions between the Association and this company during the year. WCA Property Limited holds the lease of the premise on behalf of the Association.

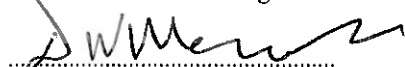
### STATEMENT OF MANAGEMENT COMMITTEES RESPONSIBILITIES

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:

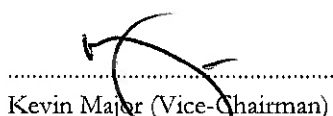
- select suitable accounting policies and then apply them consistently; observe the methods and principles recommended by the Charities Commission
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material 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:



Don Morris (Chairman)



Kevin Major (Vice-Chairman)

11 October 2024

# 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 2024 set out on pages 4 to 7

### 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").

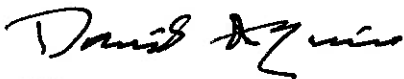
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### 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: 11 October 2024

# WICKFORD COMMUNITY ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2024

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	Notes	2024 £	2023 £
<b>Incoming Resources</b>			
Charitable activities		131,061	112,005
Generated funds		24,190	24,716
Other incoming resources		6,000	6,000
		<hr/>	<hr/>
<b>Total incoming resources</b>		161,251	142,721
		<hr/>	<hr/>
<b>Resources expended</b>			
Costs of generating funds		(188,446)	(180,203)
Governance costs		(5,820)	(6,096)
Other resources expended		-	(66)
		<hr/>	<hr/>
<b>Total resources expended</b>		(194,266)	(186,365)
		<hr/>	<hr/>
<b>Net movement in funds for the year</b>	<b>5</b>	<u>(33,015)</u>	<u>(43,644)</u>

# WICKFORD COMMUNITY ASSOCIATION

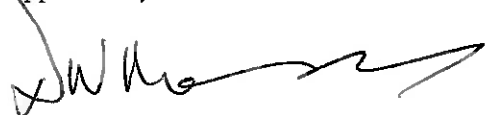
## BALANCE SHEET

AS AT 31 MARCH 2024

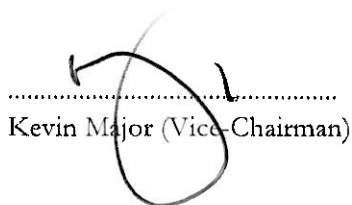
	Notes	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Tangible assets	2		11,727		16,764
<b>Current assets</b>					
Debtors	3	102,136		121,706	
Cash at bank and in hand		11,527		18,548	
		<u>113,663</u>		<u>140,254</u>	
<b>Creditors: amounts falling due within one year</b>	4	<u>(6,426)</u>		<u>(5,039)</u>	
<b>Net current assets</b>			107,237		135,215
<b>Total assets less current liabilities</b>			<u>118,964</u>		<u>151,979</u>
<b>Fund of the charity</b>					
Unrestricted funds	5		118,964		151,979
<b>Total funds</b>			<u>118,964</u>		<u>151,979</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 11 October 2024



Don Morris (Chairman)



Kevin Major (Vice-Chairman)

Charity Registration No. 301241



# WICKFORD COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

#### 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.

#### 2 Tangible fixed assets

	Refurbishme nt	Plant and machinery etc	Total
	£	£	£
<b>Cost</b>			
At 1 April 2023 & at 31 March 2024	24,813	25,946	50,759
<b>Depreciation</b>			
At 1 April 2023	14,655	19,339	33,994
Charge for the year	3,386	1,652	5,038
At 31 March 2024	18,041	20,991	39,032
<b>Net book value</b>			
At 31 March 2024	6,772	4,955	11,727
At 31 March 2023	10,158	6,606	16,764

# WICKFORD COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

<b>3 Debtors</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Amounts owed by related party	94,789	114,960
Other debtors	7,347	6,746
	<u>102,136</u>	<u>121,706</u>
<b>4 Creditors: amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Taxation and social security	2,702	2,054
Other creditors	3,724	2,985
	<u>6,426</u>	<u>5,039</u>
<b>5 Unrestricted funds</b>		<b>Funds</b>
		<b>£</b>
Total funds brought forward		151,979
Net incoming resources for the period		(33,015)
Total funds carried forward		<u>118,964</u>

### 6 Trustee expenses

Expenses incurred by the trustees for general business administration costs are reimbursed. These were no expenses reimbursed to trustees for the year ended 31 March 2024 (2023 - £490 for one trustee).

### 7 Related party transactions

During the year the charity received £6,000 as rental income (£6,000 - 2023) from a related party Centre Cafe Ltd, a company under common control.

At the end of the reporting end date Centre Cafe Ltd owed the charity £94,789 (£114,960 - 2023)