

BRAINTREE AND BOCKING COMMUNITY ASSOCIATION

England & Wales · Charity number 301261

Details

Status Registered

Legal form Other

Registered 1967-02-06

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

Contact

Address 19-21 Bocking End
Braintree
Essex
CM7 9AE

Phone 01376 323280

Website <http://braintreecommunitycentre.org.uk>

Activities

Objects: COMMUNITY ASSOCIATION

Activities: Community centre.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Disability, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** BRAINTREE, BOCKING AND NEIGHBOURHOOD.
- Essex

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £130,840 | £126,502 | - | - |
| 2024-03-31 | £90,000 | £117,209 | - | - |
| 2023-03-31 | £95,043 | £94,498 | - | - |
| 2022-03-31 | £85,085 | £86,587 | - | - |
| 2021-03-31 | £78,027 | £68,150 | - | - |

Trustees

| Name | Role | Appointed |
|-------------------|------|------------|
| ANTHONY EVERARD | | 2013-09-17 |
| Agnes Reid Bishop | | 2024-11-06 |
| DAVID MANN | | 2023-01-20 |
| WILLIAM EDWARDS | | |

BRAINTREE AND BOCKING COMMUNITY ASSOCIATION

England & Wales - Charity number 301261

Accounts



Braintree COMMUNITY CENTRE

Chairmans Report 2024-25

I am delighted that The Centre has continued the momentum of 2023-24 into 2024-2025

We have maintained our classes offering art/ calligraphy/yoga/pilates / dance /Italian/German/Spanish & 8 week courses of BSL---the latter being in great demand . We now have a second art tutor offering Friday & Saturday workshops These workshops are thriving ... running at maximum capacity of 24 with an extensive wait list . Our 8 week Patchwork and Quilting workshops are well attended and our Monday & Wednesday salsa classes are much enjoyed.

We have regular hirers meeting weekly or monthly—Creative Sewing/Cake decorating /Rethink/Al Anon Parkinsons/Dolphin WI/Braintree Organic and I thank them for their continuing support. Rooms 3 -7 upstairs continue to be used regularly for counselling services funded by CAMHS and NELFT . We also have an increasing number of private counsellors hiring our rooms . This provides a regular income giving us a sound financial base.

Our link with the Ukrainian families has strengthened and the sessions have been extended from 2 hrs to 4 hrs meeting on Saturday afternoons working in partnership with Braintree District Council to deliver this service .

There has been an increase in the number of bookings for parties/celebration events at the weekend and many compliments have been received about our facilities.

Our hire charges /class attendee fees have remained stable to date enabling us pay the increase in heating bills etc and honour increases in the minimum wage for our staff However we will have to review the position in 2025-26

We could not be as good as we are without our Admin Team working together to ensure our office is well run and The Centre is welcoming.....our volunteers giving freely of their time.and above all our tutors and attendees .Everyone working together putting the Community into The Centre.

On behalf of the Committee I thank you all .

01376 323280

info@braintreecommunitycentre.org.uk

braintreecommunitycentre.org.uk



@BraintreeCommunityCentre

@BBCABraintree

Braintree & Bocking Community Association

19-21 Bocking End

Braintree

Essex

CM7 9AE



Braintree
**COMMUNITY
CENTRE**

Agnes Bishop

Chairman

01376 323280

info@braintreecommunitycentre.org.uk

braintreecommunitycentre.org.uk



@BraintreeCommunityCentre

@BBCABraintree

BRAINTREE & BOCKING COMMUNITY ASSOCIATION

19-21 Bocking End, Braintree, Essex CM7 9AH
Registered Charity No. 301261

INCOME & EXPENDITURE ACCOUNT

YEAR ENDED 31st MARCH 2025

| | <u>2025</u> | | <u>2024</u> | |
|--------------------------------|---------------|----------------|---------------|----------------|
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| <u>INCOME:</u> | | | | |
| Room Lets | 63,790 | | 44,597 | |
| Course Fees | <u>67,050</u> | 130,840 | <u>45,403</u> | 90,000 |
| <u>EXPENDITURE:</u> | | | | |
| Premise Costs | 37,513 | | 36,709 | |
| Staff Costs | 43,574 | | 38,730 | |
| Tutors | 35,341 | | 27,510 | |
| Trade Fees & Insurance | 412 | | 4,610 | |
| Office Costs inc telephone | 4,020 | | 3,733 | |
| Consumables | 969 | | 116 | |
| Marketing | 0 | | 188 | |
| Professional Fees | 360 | | 176 | |
| Welfare & Safety | 2,182 | | 3,119 | |
| Card Payment Fees | 1,379 | | 1,313 | |
| Depreciation of Equipment | <u>753</u> | <u>126,502</u> | <u>1,005</u> | <u>117,209</u> |
| Net Surplus / Deficit | | 4,338 | | -27,209 |
| Interest Received | | <u>29</u> | | <u>75</u> |
| Total Surplus / Deficit | | <u>4,366</u> | | <u>-27,134</u> |

Notes:

Depreciation of Assets:

All Equipment and Fixtures & Fittings are written down 25% per year on the reducing balance.

The Accounts were prepared by Gillian Skinner



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Braintree & Bocking Community Association

**On accounts for the year
ended**

31st March 2025

**Charity no
(if any)**

301261

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust'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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed: Gillian Skinner

Date: 15 January 2026

Name: Gillian Skinner

**Relevant professional
qualification(s) or body
(if any):**

Accountant

Address: c/o 19-21 Bocking End, Braintree, Essex, CM7 9AE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

BRAINTREE AND BOCKING COMMUNITY ASSOCIATION

England & Wales - Charity number 301261

Accounts



Braintree COMMUNITY CENTRE

TRUSTEES REPORT 2023-24

I am delighted to give this report on behalf of the Trustees ...and indeed the community in Braintree.

Through the diligence of the staff and volunteers under the guidance of the Committee the Centre is indeed going from strength to strength.

The Centre offers a variety of classes art/calligraphy/yoga/pilates & dance not forgetting German/Italian & Spanish. With special note I am delighted that the 8 week BSL course is going to run again in 2024-25 and The Centre has maintained The District's link with the Ukrainian families ...who meet every Saturday afternoon.

The regular hirers have increased ...most certainly due to the warm welcome they receive from the staff. ...and in return The Centre receives many compliments about their facilities

The executive committee have had a number of difficult financial decisions to make re hire charges /class attendee fees to enable them to pay the increase in heating bills etc but above all to honour any increase in the minimum wage for the staff . These decisions have led to a financial deficit end of this financial year but income is increasing which bodes well for the incoming year.

The Centre could not be as good as it is without the Admin Team working together to ensure the office is well run and the Centre is welcoming assisted by the volunteers giving freely of their time

Everyone working together putting the Community into The Centre.

On behalf of the Trustees I thank you all.

David Mann (Trustee)

 01376 323280

 info@braintreecommunitycentre.org.uk

 braintreecommunitycentre.org.uk

 @BraintreeCommunityCentre

 @BBCABraintree

BRAINTREE & BOCKING COMMUNITY ASSOCIATION

19-21 Bocking End, Braintree, Essex CM7 9AH
Registered Charity No. 301261

INCOME & EXPENDITURE ACCOUNT

YEAR ENDED 31st MARCH 2024

| | <u>2024</u> | | <u>2023</u> | |
|--------------------------------|---------------|----------------|---------------|---------------|
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| <u>INCOME:</u> | | | | |
| Room Lets | 44,597 | | 77,601 | |
| Course Fees | <u>45,403</u> | 90,000 | <u>17,442</u> | 95,043 |
| <u>EXPENDITURE:</u> | | | | |
| Premise Costs | 36,709 | | 28,955 | |
| Staff Costs | 38,730 | | 30,574 | |
| Tutors | 27,510 | | 21,435 | |
| Trade Fees & Insurance | 4,610 | | 2,880 | |
| Office Costs inc telephone | 3,733 | | 4,404 | |
| Consumables | 116 | | 1,478 | |
| Marketing | 188 | | 175 | |
| Professional Fees | 176 | | 378 | |
| Welfare & Safety | 3,119 | | 1,538 | |
| Card Payment Fees | 1,313 | | 1,341 | |
| Depreciation of Equipment | <u>1,005</u> | <u>117,209</u> | <u>1,340</u> | <u>94,498</u> |
| Net Surplus / Deficit | 117,209 | -27,209 | | 545 |
| Interest Received | | <u>75</u> | | <u>27</u> |
| Total Surplus / Deficit | | <u>-27,134</u> | | <u>572</u> |

Notes:

Depreciation of Assets:

All Equipment and Fixtures & Fittings are written down 25% per year on the reducing balance.

The Accounts were prepared by Watson Associates Accountants

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A Independent Examiner's Report

Report to the trustees/directors/members of

Charity Name
BRAINTREE & BOCKING COMMUNITY ASSOCIATION

On accounts for the year ended

31ST MARCH 2024

Charity no.:

301261

Company no.:

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The 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 Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records:
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Signed:

Michael Watson

Date:

28/1/2025

Name: MICHAEL WATSON

Relevant professional qualification(s) or body (if any): ACCOUNTANT

Address: Corner House, Market Place, Braintree, Essex CM7 3HQ

Section B Disclosure

Only complete if the examiner needs to highlight material problems (E.g. Accounting records have not been kept in accordance with section 386 of the Companies Act 2006; the accounts do not accord with the accounting records; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanation by any past or present trustee, officer or employee; and in the case of accruals accounts any material inconsistency between the accounts and the trustees' annual report, and in the case of a charitable company with the director's report.)

None required

Give here brief details of any items that the examiner wishes to disclose.

BRAINTREE AND BOCKING COMMUNITY ASSOCIATION

England & Wales - Charity number 301261

Accounts



Braintree COMMUNITY CENTRE

To Whom It May Concern,

I confirm that I am a holding trustee of Braintree and Bocking Community Association. The centre continues to offer a range of classes to the local community. The centre continues as a going concern. There have been changes of committee and staff and continues to develop in an enterprising way.

Kind Regards

Anthony Everard

Holding Trustee

BRAINTREE & BOCKING COMMUNITY ASSOCIATION

19-21 Bocking End, Braintree, Essex CM7 9AH
Registered Charity No. 301261

INCOME & EXPENDITURE ACCOUNT

YEAR ENDED 31st MARCH 2023

| | <u>2023</u> | | <u>2022</u> | |
|--------------------------------|-------------|----------|-------------|----------|
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| <u>INCOME:</u> | | | | |
| Room Lets | 77,601 | | 43,233 | |
| Course Fees | 17,442 | | 19,550 | |
| Job Retention Scheme - Covid | 0 | | 302 | |
| Local Govt Grants - Covid | 0 | 95,043 | 22,000 | 85,085 |
| | | | | |
| <u>EXPENDITURE:</u> | | | | |
| Premise Costs | 28,955 | | 44,284 | |
| Staff Costs | 30,574 | | 18,365 | |
| Tutors | 21,435 | | 13,818 | |
| Trade Fees & Insurance | 2,880 | | 1,728 | |
| Office Costs inc telephone | 4,404 | | 910 | |
| Consumables | 1,478 | | 2,155 | |
| Marketing | 175 | | 561 | |
| Professional Fees | 378 | | 110 | |
| Welfare & Safety | 1,538 | | 2,155 | |
| Card Payment Fees | 1,341 | | 714 | |
| Depreciation of Equipment | 1,340 | 94,498 | 1,787 | 86,587 |
| | | | | |
| Net Surplus / Deficit | | 545 | | -1,502 |
| Interest Received | | 27 | | 2 |
| | | | | |
| Total Surplus / Deficit | | 572 | | -1,500 |

Notes:

Depreciation of Assets:

All Equipment and Fixtures & Fittings are written down 25% per year on the reducing balance.

The Accounts were prepared by Watson Associates Accountants
Corner House, Market Place, Braintree CM7 3HQ

BRAINTREE & BOCKING COMMUNITY ASSOCIATION
 19-21 Bocking End, Braintree, Essex CM7 9AH
 Registered Charity No. 301261

BALANCE SHEET

AT 31st MARCH 2023

ASSETS

| | |
|----------------------|---------------|
| Equipment | 4,019 |
| Debtors | 14,416 |
| Bank & Cash balances | <u>18,105</u> |
| Total Assets | 36,540 |

LIABILITIES

| | |
|------------------------------|--------------|
| Trade Creditors & Provisions | 1,750 |
| PAYE | 468 |
| Other | <u>0</u> |
| Total Liabilities | 2,218 |

NET ASSETS **34,322**

FUNDS *

| | |
|----------------------|----------------------|
| Balance b/fwd | 33,750 |
| Surplus for the Year | <u>572</u> |
| Balance c/fwd | <u>34,322</u> |

* Fund Balances are considered restricted for the furtherance of the core aims of the charity.

Fixed Assets Schedule

| | Equipment | | Total |
|---------------------------|-------------|-------------|---------------|
| | General | Office | |
| bal b/fwd 1st April 2022 | 2,171 | 3,188 | 5,359 |
| Additions | <u>0</u> | <u>0</u> | <u>0</u> |
| | 2,171 | 3,188 | 5,359 |
| Depreciation | <u>-543</u> | <u>-797</u> | <u>-1,340</u> |
| bal c/fwd 31st March 2023 | 1,628 | 2,391 | 4,019 |

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/directors/members of

Charity Name

BRAINTREE & BOCKING COMMUNITY ASSOCIATION

On accounts for the year ended

31ST MARCH 2023

Charity no.:

301261

Company no.:

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The 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 Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records:
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Signed:

Michael Watson

Date:

14/11/2023

Name: MICHAEL WATSON

Relevant professional qualification(s) or body (if any): ACCOUNTANT

Address: Corner House, Market Place, Braintree, Essex CM7 3HQ

Section B Disclosure

Only complete if the examiner needs to highlight material problems (E.g. Accounting records have not been kept in accordance with section 386 of the Companies Act 2006; the accounts do not accord with the accounting records; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanation by any past or present trustee, officer or employee; and in the case of accruals accounts any material inconsistency between the accounts and the trustees' annual report, and in the case of a charitable company with the director's report.)

None required

Give here brief details of any items that the examiner wishes to disclose.

[Empty rectangular box for disclosure details]

BRAINTREE AND BOCKING COMMUNITY ASSOCIATION

England & Wales - Charity number 301261

Accounts



Braintree COMMUNITY CENTRE

Trustees Report 2021-22

Following the complete reconfiguration of the downstairs and refurbishment of the upstairs rooms the Centre has now fully reopened after COVID restrictions were lifted and welcomed back students, tutors and hirers from September 2021.

The Centre had an extremely successful Re-opening event, attended by Braintree District Chairman and Councillors, held in the newly regressed and re-laid garden.

The Braintree Heroes Plaque was unveiled and dedicated at the event and is now displayed at the entrance to the Centre. It was formerly sited in George Yard Shopping Centre but had been damaged and the Centre therefore commissioned a new one. Elwyn Bishop, Spencer Gilhooley and Ann Rolls names were added to the new Plaque, honouring their work for the community at large.

Dolphin Womens Institute, who meet in the Centre, kindly donated a "Braintree Seedling" apple tree, which was dedicated to the garden at the same event..

After a tentative start, the bookings have increased over the year and the Centre is operating at almost full capacity 9-5.30 Monday to Friday.

However, it is noted that the evening bookings are still down, as people in general seem reluctant to come out in the evenings.

With bookings increasing, the Centre has been able to employ a second administrator with the committee helping out with evening and Saturday bookings.

The Trustees would like to thank the Management Committee and staff for their diligence in ensuring the Centre has financial stability and can meet the needs of the Community.

Anthony Everard
Holding Trustee



June 2022

Braintree
**COMMUNITY
CENTRE**

Braintree & Bocking Community
Association

19-21 Bocking End

Braintree

CM7 9AE

01273 810080

BRAINTREE & BOCKING COMMUNITY ASSOCIATION
 19-21 Bocking End, Braintree, Essex CM7 9AH
 Registered Charity No. 301261

BALANCE SHEET
AT 31st MARCH 2022

| | |
|--------------------------|----------------------|
| <u>ASSETS</u> | |
| Equipment | 5,359 |
| Debtors | 159 |
| Bank & Cash | <u>30,590</u> |
| Total Assets | 36,108 |
| <u>LIABILITIES</u> | |
| Trade Creditors | 536 |
| Taxation | 297 |
| Provisions | <u>1,525</u> |
| Total Liabilities | 2,358 |
| | |
| <u>NET ASSETS</u> | <u>33,750</u> |
| | |
| <u>FUNDS *</u> | |
| Balance b/fwd | 35,250 |
| Deficit for the Year | <u>-1,500</u> |
| Balance c/fwd | <u>33,750</u> |

* Fund Balances are considered restricted for the furtherance of the core aims of the charity.

Fixed Assets Schedule

| | Equipment | | Total |
|---------------------------|--------------|---------------|---------------|
| | General | Office | |
| bal b/fwd 1st April 2021 | 659 | 1,687 | 2,346 |
| Additions | <u>2,236</u> | <u>2,564</u> | <u>4,800</u> |
| | 2,895 | 4,251 | 7,146 |
| Depreciation | <u>-724</u> | <u>-1,063</u> | <u>-1,787</u> |
| bal c/fwd 31st March 2022 | 2,171 | 3,188 | 5,359 |

BRAINTREE & BOCKING COMMUNITY ASSOCIATION

19-21 Bocking End, Braintree, Essex CM7 9AH
Registered Charity No. 301261

INCOME & EXPENDITURE ACCOUNT

YEAR ENDED 31st MARCH 2022

| | <u>2022</u> | | <u>2021</u> | |
|--------------------------------|---------------|---------------|---------------|--------------|
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| <u>INCOME:</u> | | | | |
| Room Lets | 43,233 | | 19,150 | |
| Course Fees | 19,550 | | 1,433 | |
| Job Retention Scheme - Covid | 302 | | 6,809 | |
| Rates Grant - Covid | 0 | | 25,000 | |
| Councillor Grants | 0 | | 4,470 | |
| Local Govt Grants - Covid | <u>22,000</u> | 85,085 | <u>21,157</u> | 78,019 |
| <u>EXPENDITURE:</u> | | | | |
| Premise Costs | 44,284 | | 27,304 | |
| Staff Costs | 18,365 | | 23,920 | |
| Tutors | 13,818 | | 2,192 | |
| Trade Fees & Insurance | 1,728 | | 2,441 | |
| Office Costs inc telephone | 910 | | 6,719 | |
| Consumables | 2,155 | | 0 | |
| Marketing | 561 | | 350 | |
| Professional Fees | 110 | | 896 | |
| Health & Safety | 1,952 | | 3,110 | |
| Staff Welfare | 203 | | 98 | |
| Card Payment Fees | 714 | | 338 | |
| Depreciation of Equipment | <u>1,787</u> | 86,587 | <u>782</u> | 68,150 |
| Net Surplus / Deficit | | -1,502 | | 9,869 |
| Interest Received | | <u>2</u> | | <u>8</u> |
| Total Surplus / Deficit | | <u>-1,500</u> | | <u>9,877</u> |

Notes:

Depreciation of Assets

All Equipment is written down 25% per year on the reducing balance.

The Accounts were prepared by Watson Associates Accountants
Corner House, Market Place, Braintree CM7 3HQ

BRAINTREE AND BOCKING COMMUNITY ASSOCIATION

England & Wales - Charity number 301261

Accounts



Braintree COMMUNITY CENTRE

TRUSTEES REPORT 2020-21

The Centre operated within all government Covid guidelines in the year 2020-2021

From March 2020 the Centre was “mothballed” and all staff furloughed.

In June 2020 the Centre tentatively reopened for bookings for mental health counselling only, restricted by social distancing guidelines.

Unfortunately, during the autumn and under financial pressure, the Management Committee had to make staff (who had been maintained by government supported funding during the summer) redundant as it was not financially viable to maintain the same staffing levels.

All staff were made redundant and one of those members of staff was then appointed as “Covid Team Leader”, responsible for all aspects of keeping the Centre running.

The Management Committee received a National Government Covid grant followed by a number of smaller similar grants. This supported a move, with existing plans, to reconfigure the ground floor, by installing folding partitions and thereby creating 2 halls instead of one, each with full disabled access. Further works were also carried out to improve ventilation and other safety measures for the Centre.

Braintree & Bocking Community Association also gratefully acknowledges two grants from Braintree District Councillors Community Fund which were firstly used to install IT equipment to enable hybrid meetings and ongoing safer covid teaching practises; secondly, to refurbish an overgrown and underused garden area to create a relaxing outdoor space with Covid safety in mind.

The Trustees would like to thank the Centre Management Committee for guiding the Centre through a most difficult time and maintaining financial stability.

Anthony Everard (Holding Trustee)

Jan 2022



01376 323280



info@braintreecommunitycentre.org.uk



braintreecommunitycentre.org.uk



[@BraintreeCommunityCentre](https://www.facebook.com/BraintreeCommunityCentre)



[@BBCABraintree](https://twitter.com/BBCABraintree)

BRAINTREE & BOCKING COMMUNITY ASSOCIATION

19-21 Bocking End, Braintree, Essex CM7 9AH
Registered Charity No. 301261

INCOME & EXPENDITURE ACCOUNT

YEAR ENDED 31st MARCH 2021

| | 2021 | | 2020 | |
|----------------------------|---------------|--------------|------------|---------------|
| | £ | £ | £ | £ |
| <u>INCOME:</u> | | | | |
| Room Lets | 19,150 | | 52,944 | |
| Course Fees | 1,433 | | 28,965 | |
| Job Retention Scheme Grant | 6,809 | | 0 | |
| Rates Grant | 25,000 | | 0 | |
| Councillor Grants | 4,470 | | 0 | |
| Local Govt Grants | <u>21,157</u> | 78,019 | <u>0</u> | 81,909 |
| <u>EXPENDITURE:</u> | | | | |
| Premise Costs | 27,304 | | 13,525 | |
| Staff Costs | 23,920 | | 38,802 | |
| Tutors | 2,192 | | 11,446 | |
| Trade Fees & Insurance | 2,441 | | 1,375 | |
| Office Costs inc telephone | 6,719 | | 1,485 | |
| Consumables | 0 | | 2,085 | |
| Marketing | 350 | | 275 | |
| Professional Fees | 896 | | 171 | |
| Welfare & Training | 3,208 | | 1,412 | |
| Financial Charges | 338 | | 625 | |
| Depreciation of Equipment | <u>782</u> | 68,150 | <u>555</u> | 71,756 |
| Net Surplus | | 9,869 | | 10,153 |
| Interest Received | | <u>8</u> | | <u>14</u> |
| Total Surplus | | <u>9,877</u> | | <u>10,167</u> |

Notes:

Financial Charges relate to the provision of card payment facilities.

Premise Costs includes utilities & maintenance.

A Councillor Grant of £2,870 was received enabling the purchase of it equipment to support extended use of the internet.

A Councillor Grant of £1,600 was received enabling improvements to the garden affording a higher level of use and increased covid protection.

Prepared by Watson Associates Accountants
Corner House, Market Place, Braintree CM7 3HQ

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/directors/members of

Charity Name

BRAINTREE & BOCKING COMMUNITY ASSOCIATION

On accounts for the year ended

31ST MARCH 2021

Charity no.:

301261

Company no.:

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The 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 Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records:
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Signed:

Michael Watson

Date:

20/02/2022

Name: MICHAEL WATSON

Relevant professional qualification(s) or body (if any): ACCOUNTANT

Address: Corner House, Market Place, Braintree, Essex CM7 3HQ

Section B Disclosure

Only complete if the examiner needs to highlight material problems (E.g. Accounting records have not been kept in accordance with section 386 of the Companies Act 2006; the accounts do not accord with the accounting records; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanation by any past or present trustee, officer or employee; and in the case of accruals accounts any material inconsistency between the accounts and the trustees' annual report, and in the case of a charitable company with the director's report.)

None required

Give here brief details of any items that the examiner wishes to disclose.

[Empty rectangular box for disclosure details]