



Trustees' Annual Report for the period

From (start date) 01 01 20 to (end date) 31 12 20

Section A

Reference and administration details

Charity name

MARK HALL & NETTISWELL COMMUNITY ASSOCIATION

Other names the charity is known by

Registered charity number (if any)

301280

Charity's principal address

THE STOW
HARLOW

Postcode

CM203AG

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 DR S FIRTH	HOLDING TRUSTEE		
2 PAT MOUNTSTEVENS	HOLDING TRUSTEE		
3 DAVID SCHACHT	HOLDING TRUSTEE		
4 SUSAN MITCHELL	TREASURER		
5 SUSAN KENINGALE	CHAIRMAN		
6 SHAUN GRAHAM	SECRETARY		
7 DEBEC FENNY	PRESIDENT		
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Names of the trustees for the charity, if any (for example, any custodian trustees)

Name	Dates acted if not for whole year

Section A

Reference and administration details (continued)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg trust deed, constitution)

How the charity is constituted
(eg trust, association, company)

Trustee selection methods
(eg appointed by, elected by)

Additional governance issues (optional information)

You **may choose** to include additional
information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

COMMUNITY ASSOCIATION
PROVIDING ACTIVITIES FOR
THE LOCAL COMMUNITY

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

WE HAVE SCRABBLE - KEEP FIT.
MAGAZINE - THE CHAT - AND MANY
MORE GROUPS.

Additional details of objectives and activities (optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

TO PROVIDE ACTIVITIES
AND SUPPORT TO ALL
THE LOCAL PEOPLE OF
ALL AGES.

Section E

Financial review

Brief statement of the charity's policy on reserves

OUR RESERVE ACCOUNT
IS KEPT AT AN AMOUNT
AND IS NOT TO GO
LOWER THAN THAT

Details of any funds materially in deficit

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above
Signed on behalf of the charity's trustees

Signature(s)

Shaun

Full name(s)

SHAUN WILFRED GEARTAN

Position (eg Secretary, Chair, etc)

SECRETARY

Date

041021

**MARK HALL AND NETTESWELL
COMMUNITY ASSOCIATION**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

Registered Charity No: 301280

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their report and financial statements for the year ended 31 December 2020.

RESULTS

The Surplus for the year amounted to £48,045 (2019 £17,568) leaving accumulated funds carried forward of £138,699 (2019 186,744) which the trustees consider is sufficient to meet the trust's obligations.

REVIEW OF ACTIVITIES

The community association's principal activity during the year was to promote opportunities for cultural, recreational and social activities for the benefit of the community.

The charity's registration number is 301280.

FUTURE DEVELOPMENTS AND EVENTS SINCE THE END OF THE YEAR

The trustees anticipate no significant change in the community association's activities in the foreseeable future.

There have been no other events since the end of the year which require comment by the trustees.

RISK ASSESSMENT

The trustees have undertaken an assessment of the operational. Financial and compliance risks that they face in the operation of the charity and have taken steps to ensure that those risks have been adequately guarded against.

RESERVES

Funds are being specially earmarked in a separate Capital Fund for major refurbishment and or building costs which will be incurred at some time in the future. The trustees decide how much to set aside and this is matched by a transfer to/from the Capital Fund as necessary. The balance of any surplus/(deficit) is taken to the general fund.

TRUSTEES

The trustees throughout the year, all of whom had no financial interest in the community association were:

Holding Trustees	
D Fenny - President	
P Mountsteven	Dr S Firth
Managing Trustees	
A Fournier	S Keningale
D Johnson	S Graham
S Mitchell	M Hearne
M Rees	D Wales
	D Schacht
	K Blunnie
	M Branwell
	A Whitnall

RELEVANT ORGANISATIONS

Bankers:

National Westminster Bank Plc
Market Square
Town Centre
Harlow
Essex

Auditors:

Lawrence and Company
26 Bell Street
Sawbridgeworth
Herts
CM21 9AN

Signed on behalf of the managing trustees



S Keningale
Chairman

Dated: 6 April 2021

**MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION
INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF MARK HALL
AND NETTESWELL COMMUNITY ASSOCIATION**

We report on the accounts of the association for the year ended 31 December 2020, which are set out on pages 3 to 11.

Respective responsibilities of officers and examiner

The Association's officers are responsible for the preparation of the accounts. The association's directors consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 and that an independent examination is needed.

It is our responsibility to:

- Examine the accounts (under section 43(3)(a) of the 1993 act);
- Follow the procedures laid down in the general direction given by the charity commission (under section 43(7)(b) of the 1993 act); and
- State whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with the general directions given by the Charity Commissioner. An examination includes a review of 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 we do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to our attention:

1. Which gives us reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - Proper accounting records are kept in accordance with section 41 of the act; and
 - Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the act; or
2. To which in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Colin Peacock FCCA MAAT
for and on behalf of Lawrence & Company
26 Bell Street
Sawbridgeworth
Hertfordshire
CM21 9AN

Dated: 6 April 2021

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	General Fund	Capital Fund	Total 2020	Total 2019
INCOME AND EXPENDITURE					
Incoming resources:					
Admin fees		675	-	675	2,385
Subscriptions and affiliation fees		911	-	911	5,063
Investment income		-	73	73	170
Lettings income		29,367	-	29,367	78,115
Government grants		28,283	-	28,283	-
Sundry income		75	-	75	1,600
Donations		25	-	25	70
Transfer from Section Fund		-	-	-	425
Moot House Social Club Limited					
- covenanted income		3,112	-	3,112	12,538
- fee due under licence		9,600	-	9,600	9,600
		72,048	73	72,121	109,966
Resources expended:					
Management and administration Of the charity		120,166	-	120,166	92,398
Net incoming resources before transfers		(48,118)	73	(48,045)	17,568
Transfers between funds	11	59,946	(59,946)	-	-
Net incoming resources		11,828	(59,873)	(48,045)	17,568
Fund balance at 1 January 2020		92,199	94,545	186,744	169,176
Fund balance at 31 December 2020		104,027	34,672	138,699	186,744

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION

BALANCE SHEET AS AT 31 DECEMBER 2020

	Notes	2019
FIXED ASSETS	4	127,126
		130,742
CURRENT ASSETS		
Debtors	5	37,943
Short term investments	6	34,672
Cash at bank		8,400
Cash in hand		350
		81,365
		132,517
CREDITORS: amounts falling Due within one year		
Creditors	7	10,158
Section funds	8	-
		10,158
		12,725
NET CURRENT ASSETS		71,207
		119,792
TOTAL ASSETS LESS CURRENT LIABILITIES		198,333
		250,534
LONG TERM CREDITORS	9	59,634
		63,790
		£138,699
		£186,744
REPRESENTING:		
CAPITAL FUND	10	104,027
GENERAL FUND (see page 5)		34,672
		94,545
		92,199
		£138,699
		£186,744

Approved by the Association on 6 April 2021

S Keningle

- Chairman

Susan R. Keningle

S Mitchell

- Treasurer

[Signature]

S Graham

- Secretary

Singh

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION
GENERAL INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	2019	
INCOME			
Membership subscriptions	911	5,063	
Admin fees	675	2,385	
		1,586	7,448
Lettings:			
House	17,942	44,627	
Annex	2,673	6,238	
Hall	4,208	13,311	
New Hall	4,544	13,939	
		29,367	78,115
Moot House Social Club Limited		12,712	22,138
Government Grants		28,283	-
Sundry income		75	1,600
Donations		25	70
Transfer from section Fund		-	425
		72,048	109,796
Less:			
Expenditure (see page 6)		120,166	92,398
EXCESS OF EXPENDITURE OVER INCOME FOR THE YEAR		(48,118)	17,398
Transfer from/(to) capital fund	11	59,946	21,678
		11,828	39,076
BALANCE BROUGHT FORWARD		92,199	53,123
BALANCE CARRIED FORWARD		£104,027	£92,199

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION
GENERAL INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

	2019	
EXPENDITURE		
SALARIES AND NATIONAL INSURANCE		
Secretarial	35,306	33,531
Maintenance and caretaking	9,229	9,025
Cleaning	15,203	8,388
Pension	658	657
	<hr/>	<hr/>
ACCOMMODATION	60,396	51,601
Rates	441	2,256
Water rates	706	600
Light and heat	7,759	5,154
Cleaning contracts & materials	961	2,056
Repairs and renewals	31,816	7,415
Insurance	1,553	1,266
Safety expenses	378	362
	<hr/>	<hr/>
ADMINISTRATION	43,614	19,109
Postage	67	130
Printing, stationery and advertising	267	721
Maintenance of copier	-	418
Equipment hire	-	2,867
Telephone	1,335	1,201
Audit and accountancy	4,550	4,450
Computer software	2,386	3,106
Website fees	105	145
Sundry expenses	904	2,863
Bank charges	337	629
Bank loan interest	2,073	2,584
	<hr/>	<hr/>
	12,024	19,114
NFCO expenses	159	156
Depreciation:		
Furniture, fixtures and equipment	2,402	2,418
Improvements to property	1,571	-
	<hr/>	<hr/>
	£120,166	£92,398
	<hr/>	<hr/>

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

1) OFFICERS' RESPONSIBILITIES

The officers acknowledge their various accounting responsibilities, in particular the requirement to maintain proper and accurate accounting records and the need to safeguard assets and take reasonable steps for the prevention and detection of fraud and other irregularities. In addition, the officers also acknowledge their responsibility for the accounts, which have been prepared from the accounting records.

The accounts are required to give a true and fair view. To achieve this, the officers have chosen accounting policies suitable to the business, applied them consistently and made judgements and estimates that they consider prudent and reasonable. They have applied the going concern basis of accounting, which they consider appropriate in the circumstances.

2) ACCOUNTING POLICIES

2.1 Accounting convention and standards

The financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006, and also under the historical cost convention in accordance with the requirements of statement of Recommended Practice Accounting by Charities (SORP)

2.2 Depreciation

Depreciation of furniture, fittings and equipment is provided at 20% per annum on the opening written down value. No depreciation is charged on additions in the year in which they are purchased.

2.3 Interest received

Interest received on the Deposit account is credited directly to the capital fund (see note 7).

All other interest received is credited to the Income and Expenditure account.

2.4 Grants

Grants received have been deducted from the assets to which they relate, and are credited to the Income and Expenditure account over the remaining term of the lease on the premises to which they relate. Grants are not credited in the year that they are received.

3) MOOT HOUSE SOCIAL CLUB LIMITED

The association has entered into a licence fee with Moot House Social Club Limited for the club to carry on the association's bar activities with effect from 1 January 1985. The association is entitled to receive a licence fee of £800 per month (2019 £800 per month) and the entire surplus made by the Club in each financial year.

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

4) FIXED ASSETS

	Improvements To Property	Freehold Property	Furniture Fittings & Equipment	Total
Written down value				
At 1 January 2020	31,230	87,500	12,012	130,742
Additions	-	-	357	357
	31,230	87,500	12,369	131,099
Less: Depreciation	1,571	-	2,402	3,973
Written down value				
At 31 December 2020	£29,659	£87,500	£9,967	£127,126

5) DEBTORS

	2019
Lettings and other activities	5,758
Prepayments and accrued income	2,597
Government grants	3,807
Moot House Social Club Limited	25,781
	£37,943
	£22,661

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

6) SHORT TERM INVESTMENTS – CAPITAL FUND

	2019
Bank & Building Society Accounts	£34,672
	£94,546

Since the major part of the association's investments are earmarked for the Capital Fund, the interest on these accounts is taken directly to this fund and is not credited to the Income and Expenditure Account.

7) CREDITORS : amounts falling due within one year

	2019
Trade creditors	441
Taxes and social security costs	446
Bank loan account	6,236
Accruals and other creditors	3,035
	2,787

£10,158	£12,725
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8) CREDITORS : amounts falling due after one year

	2019
Bank loan account	59,634
	63,790
	£59,634
	£63,790

9) SECTION FUNDS

	2019
Balance at 1 January 2020	-
Balance transferred to general fund	-
	425
	(425)
Balance at 31 December 2020	-
	£---
	£--

MARK HALL AND NETTESWELL COMMUNITY ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

10) CAPITAL FUND		2019
Balance as at 1 January 2020	94,545	116,053
Add: Interest received – term deposit	73	170
	—	—
Add: Transfer to/(from) general fund (see page 5)	94,618	116,223
	(59,946)	(21,678)
	—	—
Balance at 31 December 2020	£34,672	£94,545
	—	—

The capital fund was created with a view to improving the association's premises.

11) TAXATION

No provision for taxation is required in these financial statements as the association is a charity and as such it is exempt under Section 505 of the Taxes Act 1988 from taxation on its investment and rental income.