

**Registered Charity Number 301420**

**Tilbury Community Association**

**Charity Trust Group**

**Trustees Report and Financial Statements**

**For the year ended 31 March 2021**



# **Tilbury Community Association Charity Trust Group**

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# **Tilbury Community Association Charity Trust Group**

## **Charity Information**

<b>Trustees</b>	S Byford	-	President
	P Dobbs	-	Hon. Chairman
	Y Revill	-	Vice Chairman
	S Clark	-	Hon. Secretary
	P C Bent	-	Hon. Treasurer
	D Revill	-	Trustee
	R Clark	-	Trustee
	W Sach	-	Trustee
	W Shakespeare	-	Trustee

**Charity Number** 301420

**Charity Offices** Tilbury Community Association  
Civic Square  
Tilbury  
Essex  
RM18 8AA

**Independent  
Examiner's** Cooper & Co  
9 Palmers Avenue  
Grays  
Essex  
RM17 5TX

**Bankers** HSBC  
53 High Street  
Grays  
Essex  
RM17 6NH



# **Tilbury Community Association Charity Trust Group**



## **Trustees Annual report for the year ended 31 March 2021**

The trustees present their report and accounts for the year ended 31 March 2021

### **Trustees selection:**

At the AGM the honorary Officers of the Association, section representatives and not more than eight members shall be elected to the Policy Committee of the Association. The Trustees of the Association (The Executive Committee) shall be appointed by the Policy Committee, comprising of a maximum of eight members to carry out the general policy and manage the day-to-day business of the Association until the next Annual General Meeting. The Trustees shall meet not less than 8 times per year. The charity has no Custodian Trustees.

### **Investment Powers**

The Trust Deed authorises the trustees to make and hold investments using the general funds of the charity, but no such investments are currently held.

### **Constitution, objects and policies**

- (a) To promote the benefit of the inhabitants of TILBURY and the neighbourhood without distinction of sex, sexual orientation, race or political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary groups and other organisations in common effort to advance education and to provide facilities in the interest of social groups welfare for recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants;
- (b) To establish, or secure the establishment of, a Community Centre and to maintain and manage the same in furtherance of these objectives;
- (c) Bring together in conference representatives of voluntary organisations, Government departments, statutory authorities and individuals;
- (d) Arrange and provide for, either alone or with others, the holding of exhibitions, meetings, lectures, classes, seminars or training courses, and all forms of recreational and other leisure-time activities;
- (e) Lawfully acquire such property or other rights and privileges as may be necessary for the promotion of its objectives, and to construct, maintain or alter the same subject to the custodian trustees.
- (f) Make regulations for the proper supervision, control and management of any property which may be so acquired;

## **Tilbury Community Association Charity Trust Group**

### **Trustees Annual report for the year ended 31 March 2021 (Continued...)**

- (g) Sell, let, mortgage, charge, dispose of or turn to account all or any of its property or assets subject to such consents as may be required by law;
- (h) Raise funds and invite or receive donations and contributions, whether by subscription or otherwise, provided that the Association shall not undertake, or in any way engage in any permanent trading activities in raising funds for its charitable objectives;
- (i) Invest money not immediately required for its objectives in or upon such investments, securities or property as the Association may think fit, subject to such conditions (if any) as may for the time being be imposed by law.

#### **Development, activities and achievements**

Has been pursued in the full acknowledgement of the Aims and Objectives of the Constitution, resulting in maintaining membership and maximising all activities undertaken, especially so in the uses of the following:

- Provision of an Indoor Bowls Hall together with changing facilities, providing six full length bowls rinks.
- Provision of Short Mat bowls facilities.
- Provision of two Squash Courts and changing rooms with shower facilities.
- Provision of facilities and accommodation for the following groups:
  - Merchant Navy
  - Senior Citizens of Thurrock (S.C.O.O.T)
  - Over 35's Activities
  - Marquetry
  - Falconry
  - Snooker
  - Pool
  - Darts
  - Pigeons
  - Disabled and Invalidity groups
- Continued support has been offered to all exciting varied social pursuits, direct encouragement has been offered (by way of accommodation), to voluntary charitable groups and/or other group interests.



## **Tilbury Community Association Charity Trust Group**

### **Trustees Annual report for the year ended 31 March 2021 (Continued...)**

#### **Achievements ad Performance**

The Association paid due regard to Charity Commission guidance on public benefit in deciding what activities the Association should undertake and what investments it would provide in furtherance of the Association's objectives. The Association maintained its approach of supporting a wide range of amenities that could provide diversionary activities for the local community.

The Association will consider any application for funding that complies with its constitution and area of benefit. In considering an application the Association will consider the benefits of any project, value for money and sustainability to deliver the project. The Association gives preference to projects within its area of benefit.

#### **Achievements:**

In 2010 the Trustees established a business plan identifying key areas for future development and improvement of the Associations premises and facilities for public benefit. This business plan will be enacted as soon as sufficient funding becomes available. In line with this business plan the following projects have been achieved this year:

- Continuing work to the Association premises including the complete refurbishment of the Squash area shower room's and changing facilities.
- The development of plans and planning permission to build a new workshop, classroom and storage facility adjacent to the banqueting hall.

#### **Funding:**

The Association Trustees regularly review its funding strategies in the light of its resources and demands on them. The Association receives its funding from monies generated from its own activities and donations via Gift Aid from its subsidiary company The Tilbury Community Trading Company Limited.

#### **Performance:**

Due to the adverse trading conditions throughout the year due to the global pandemic Tilbury Trading Company Ltd, and the group made a loss of £97,793 compared to a loss of £88,201 in the previous year.

Funds available are sufficient to permit the Association to continue in operation in the long term, given the continued income of our activities and trading subsidiaries.

#### **Policy On Reserves:**

The Association does not have a policy on reserves for long term use, but ensures it has sufficient funds available to pay contractual and non-contractual intentions plus administration expenses for the forthcoming year.

## **Tilbury Community Association Charity Trust Group**

### **Trustees Annual report for the year ended 31 March 2021 (Continued...)**

#### **Statement of Trustees Responsibilities:**

The Trustees are required under the Charities Act 2011 to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Risk Review:**

The Trustees recognise that it is best practice to conduct their own review of the major risks to which the charity is exposed and ensure systems are established to mitigate those risks. Internal risks have been minimised by the implementation of procedures for the authorisation of all transactions and projects. These procedures will be periodically reviewed to ensure that they still meet the needs of the charity.

#### **Approval:**

This report was approved by the trustees on.....01/11/21.....and signed on their behalf.



P. Bent  
Treasurer



**Independent examiner's report to the trustees of**  
**Tilbury Community Association Charity Trust Group**  
**For the year ended 31 March 2021**

We report on the financial statements of Tilbury Community Association Charity Trust Group for the year ended 31 March 2021 which comprise the group Statement of Financial Activities, the Summary of Income and Expenditure, the Balance Sheet and the related notes 1 to 19. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**Respective responsibilities of trustees and auditors**

The trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the financial statements under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to our attention

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Direction given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with these records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements present a "true and fair view" and the report is limited to those matters set out in the next statement.

**Independent examiner's report to the trustees of**  
**Tilbury Community Association Charity Trust Group**  
**For the year ended 31 March 2021**

**Independent examiner's statement**

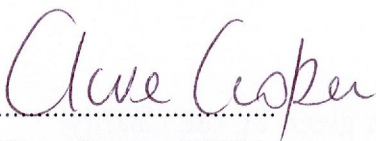
In connection with our examination, no matter has come to my attention:

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with section 130 of the 2011 Act and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

(2) To which, in our opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



**Clare Cooper FCCA**

**For and on behalf of Cooper & Co**  
**Chartered Certified Accountants and**  
**Statutory Auditor**

*1 November 2021*

**9 Palmers Avenue**  
**Grays**  
**Essex**  
**RM17 5TX**

**Tilbury Community Association Charity Trust Group**  
**Consolidated summary income and expenditure account**  
**For the year ended 31 March 2021**

	Note	2021	2020
		£	£
Gross income of continuing operations		156,806	566,154
Total expenditure of continuing operations		<u>254,599</u>	<u>654,355</u>
Net income/(expenditure) for the year before investment asset disposals		( 97,793)	( 88,201)
(Loss)/gain on disposal of fixed assets disposals		<u>-</u>	<u>-</u>
Net income/(expenditure) for the year		<u><u>( 97,793)</u></u>	<u><u>( 88,201)</u></u>

- All income relates to unrestricted funds. A detailed analysis of income by source is provided in the Statement of financial activities.
- Gross income of non-charitable trading activities amounted to £107,805. A detailed analysis of the trading results is shown in Note 2.
- Detailed analysis of the expenditure is provided in the Statement of financial activities.
- There were no Investment assets disposals in the year.
- The Summary income and expenditure account is derived from the Statement of financial activities on page 10 which, together with the notes to the financial statements on pages 12 to 19, provides full information on the movements during the year on all the funds of the group.

The notes on pages 12 to 19 form part of these financial statements.



**Tilbury Community Association Charity Trust Group**

**Consolidated statement of financial activities**

**For the year ended 31 March 2021**

	Note	Unrestricted funds	Total 2021 £	Total 2020 £
<b>Incoming Resources</b>				
Members subscriptions			7,988	17,210
Interest on investments			-	-
Club activities	3		327	4,685
Other income	4		39,924	3,288
Sporting section activities	5		762	41,957
Gross income of trading subsidiary	2		107,805	499,014
<b>Total income resources</b>			<u>156,806</u>	<u>566,154</u>
<b>Resources expended</b>				
<b>Club activities management and administration of charity</b>				
Costs of trading subsidiary (fund	2		142,484	492,413
Club activities costs	6		3,817	14,856
Administration costs	7		18,339	20,687
Establishment costs	8		89,959	122,948
Finance costs	9		-	-
Miscellaneous costs	10		-	3,451
<b>Total resources expended</b>			<u>254,599</u>	<u>654,355</u>
Net incoming/(outgoing) resources			(97,793)	(88,201)
Gains/(losses) on investment assets			-	-
<b>Net movement in funds</b>			(97,793)	(88,201)
Fund balances brought forward at 1 April 2020			<u>1,205,175</u>	<u>1,293,376</u>
Fund balances carried forward at 31 March 2021			<u><u>1,107,382</u></u>	<u><u>1,205,175</u></u>



# Tilbury Community Association Charity Trust Group

## Balance sheet at 31 March 2021

	Note	Group 2021 £	2020 £	Charity 2020 £	2020 £
<b>Fixed assets</b>					
Tangible assets	11	922,725	972,432	886,890	930,926
Investments		-	-	2	2
		<u>922,725</u>	<u>972,432</u>	<u>886,892</u>	<u>930,928</u>
<b>Current assets</b>					
Stocks	12	14,835	20,230	-	-
Debtors and prepayments	13	18,016	12,985	92,647	87,161
Short term deposits					
Cash at bank and in hand	14	195,144	223,895	117,835	142,666
		<u>227,995</u>	<u>257,110</u>	<u>210,482</u>	<u>229,827</u>
<b>Creditors: Amounts falling due within one year</b>	15	18,338	24,363	4,654	4,918
		<u>209,657</u>	<u>232,747</u>	<u>205,828</u>	<u>224,909</u>
<b>Net current assets</b>					
Total assets less current liabilities		1,132,382	1,205,179	1,092,720	1,155,837
<b>Creditors: Amount falling due after more than one year</b>		25,000	-	-	-
Provision for liabilities		-	-	-	-
		<u>1,107,382</u>	<u>1,205,179</u>	<u>1,092,720</u>	<u>1,155,837</u>
Contingent liabilities		-	-	-	-
<b>Net assets</b>		<u>1,107,382</u>	<u>1,205,179</u>	<u>1,092,720</u>	<u>1,155,837</u>
<b>Capital funds</b>					
Income funds		-	-	-	-
Restricted funds		-	-	-	-
Unrestricted funds:		-	-	-	-
Designated funds	16	250,000	250,000	250,000	250,000
General charitable funds	17	842,720	905,836	842,720	905,837
Non-charitable trading funds		14,662	49,343	-	-
		<u>1,107,382</u>	<u>1,205,179</u>	<u>1,092,720</u>	<u>1,155,837</u>

Approved by the Board of Trustees on ..... 01/11/21 ..... and signed on its behalf by:



Paul Bent

# **Tilbury Community Association Charity Trust Group**

## **Notes to the accounts for the year ended 31 March 2021**

### **1. Accounting Policies**

#### **1a. Basis of accounting**

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

Tilbury Community Association constitutes a public benefit entity as defined by FRS 102.

#### **1b. Tangible fixed assets**

Fixed assets are shown at historical cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life by the reducing balance method.

	2021	2020
	%	%
Premises and buildings (on cost)	2	2
Furniture and equipment	20	20

#### **1c. Income**

Voluntary income and donations are accounted for as received by the charity. The income from fund-raising ventures is shown gross, with the associated costs included in fund-raising costs. No permanent endowments have been received in the period.

#### **1d. Value added tax**

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities.

#### **1e. Fund-raising costs**

Fund-raising expenditure comprises costs incurred in inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations and the staging of special fund-raising events.



# Tilbury Community Association Charity Trust Group

## Notes to the accounts for the year ended 31 March 2021

### Accounting policies contd.....

#### 1f. Management and administration expenditure

Expenditure on management and administration of the charity includes all expenditure not directly related to the charitable activity or fund-raising ventures. This includes costs of renting and running office premises, staff salaries for administrative staff and audit fees.

#### 1g. Stocks

These have been valued at lower of cost (using the cost of purchases on first in first out basis) and the net realisable value (based on estimated selling price).

#### 1h. Pension Scheme

The association does not operate a pension scheme for its employees.

#### 2 Net income from trading activities of subsidiaries

The Charity has one wholly owned trading subsidiary, which is incorporated in the U.K. Tilbury Community Trading Company Limited operates Licensed Bars and catering facilities. A summary of its trading results is shown below. Accounts have been filed with the Registrar of Companies.

Profit and loss account	2021 £	2020 £
Turnover	102,111	495,736
Cost of sales	101,459	413,404
Gross profit	652	82,332
Add: Other operating income	5,694	3,278
	6,346	85,610
Deduct: Administration costs	41,025	100,509
Net profit before tax	( 34,679)	( 14,899)
Taxation	-	764
Net profit in year	( 34,679)	( 14,135)
Amount covenanted to Tilbury Community Association	-	-
Retained in subsidiary	(34,679)	(14,135)

# Tilbury Community Association Charity Trust Group

## Notes to the accounts for the year ended 31 March 2021

### 2a Financial performance of charity

The summary financial performance of the Tilbury Community Association alone is:

Income	2021 £	2020 £
Members subscriptions	7,988	17,210
Rental income	3,360	23,390
Investment income	-	-
Club activities	327	4,685
Other income	36,564	1,398
Sporting sections	762	41,957
Gift Aid from TCTC Ltd	-	-
Total Income Resources	<u>49,001</u>	<u>88,640</u>
<b>Less expenditure</b>		
Club activities	3,817	14,856
Administration costs	18,339	20,687
Establishment costs	89,959	122,948
Finance costs	-	-
Miscellaneous	-	4,215
Total expenditure	<u>112,115</u>	<u>162,706</u>
Net income reserves for year	(63,114)	(74,066)
Add total funds brought forward	<u>1,127,576</u>	<u>1,201,642</u>
Total funds carried forward (all unrestricted)	<u>1,064,462</u>	<u>1,127,576</u>

# Tilbury Community Association Charity Trust Group

## Notes to the accounts for the year ended 31 March 2021

### 3 Income

Analysis of club activities (TCA)	2021 £	2020 £
Bingo, social events, raffles, totes, snooker and including entertainment costs	327	4,685

### 4 Income

Analysis of other income (TCA)		
Locker fees, door entry cards etc	178	1,398
Rent received	3,360	1,890
Local government covid grant	36,386	-
Total	39,924	3,288

### 5 Income

Analysis of sporting section activities (TCA)		
Squash	-	2,010
Various	656	4,486
Indoor bowls	106	35,461
Total	762	41,957

### 6 Expenditure

Analysis of club activities		
Performing rights and other licences	1,171	1,622
Insurance	2,165	2,128
Wages and NIC	-	10,505
Depreciation of fixtures	481	601
	3,817	14,856

# Tilbury Community Association Charity Trust Group

## Notes to the accounts for the year ended 31 March 2021

### 7 Expenditure

Analysis of administrative costs (TCA)	2021	2020
	£	£
Accountancy and audit	2,785	2,988
General expenses	229	711
Printing, postage, stationary and computer costs	7,862	8,851
Telephone	3,454	4,226
Cleaning and laundry	3,384	3,911
Travel costs	625	-
Wages, NIC and staff training	-	-
	<u>18,339</u>	<u>20,687</u>

### 8 Expenditure

#### Analysis of establishment costs (TCA)

Legal and professional	91	-
Depreciation of computers, fixtures etc	3,255	4,068
Amortisation of building	40,301	40,301
Wages and NIC	2,678	7,508
General rates and water and drainage rates	123	5,515
Ground rent	750	750
Insurances	2,165	2,128
Light, heat and power	27,330	38,099
Hire of equipment	2,139	11,431
Loss on disposal of fixed assets	-	-
Repairs, alterations, replacements etc	11,127	13,148
	<u>89,959</u>	<u>122,948</u>

### 9 Expenditure

#### Analysis of financial costs (TCA)

Bank charges	-	-
Loan interest	-	-
	<u>-</u>	<u>-</u>

# Tilbury Community Association Charity Trust Group

## Notes to the accounts for the year ended 31 March 2021

### 10 Expenditure

	2021 £	2020 £
Donations	-	4,215
Taxation	- (	764)
	<u>-</u>	<u>3,451</u>

### 11 Tangible fixed assets (group)

	Land and buildings £	Equipment and fixtures £	Vehicles £	Total £
<u>Cost or valuation</u>				
Balance at 31 March 2020	2,015,048	481,613	-	2,496,661
Additions	-	733	-	733
Revaluations	-	-	-	-
Disposals	-	-	-	-
	<u>2,015,048</u>	<u>482,346</u>	<u>-</u>	<u>2,497,394</u>
<u>Accumulated depreciation</u>				
Balance at 31 March 2020	1,102,800	421,433	-	1,524,233
Eliminated on Disposals	-	-	-	-
Charged in year	40,301	10,135	-	50,436
	<u>1,143,101</u>	<u>431,568</u>	<u>-</u>	<u>1,574,669</u>
<u>Net book value</u> at 31 March 2021	<u>871,947</u>	<u>50,778</u>	<u>-</u>	<u>922,725</u>
<u>Net book value</u> at 31 March 2020	<u>912,248</u>	<u>60,180</u>	<u>-</u>	<u>972,428</u>

The Community association premises are erected on land leased from Thurrock Brough Council.



**Tilbury Community Association Charity Trust Group**

**Notes to the accounts for the year ended 31 March 2021**

**12 Stocks (group)**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Tavern bar	9,613	11,624
Asssociation bar	4,802	6,850
Catering	-	-
Bingo	-	-
Cleaning and laundry	-	-
Printing, postage and stationery	420	1,756
	<u>14,835</u>	<u>20,230</u>

**13 Debtors and payments in advance (group)**

Trade debtors	3	3
Other debtors	18,013	12,982
	<u>18,016</u>	<u>12,985</u>

**14 Cash and bank balances (group)**

Premium business account	99,528	122,968
Current account	73,359	71,684
Cash in hand	22,257	29,243
	<u>195,144</u>	<u>223,895</u>

**15 Creditors (group)**

Other creditors	1,115	2,018
Trade crediors	2,816	9,472
Corproate taxes (deferred)	7,623	6,859
Other taxes and social security	1,869	122
Accruals and deferred income	4,915	5,892
	<u>18,338</u>	<u>24,363</u>



# Tilbury Community Association Charity Trust Group

## Notes to the accounts for the year ended 31 March 2021

### 16 Designated funds (group)

	Development reserves £	Maintenance and deduction provisions £	Total £
New designations (allocations) in year	250,000	-	250,000
	-	-	-
Utilised/released in year	250,000	-	250,000
	-	-	-
Balance at 31 March 2021	250,000	-	250,000

### 17 Undesignated funds (group)

	General funds £
Balance at 31 March 2019	905,834
Less: movement in year	( 63,114)
	842,720
Add: Gift aid transferred into the charity from Tilbury Community Trading Company Limited	-
	842,720
Less: transfer of development fund	-
Balance at 31 March 2020	842,720

### 18 Staff

Tilbury Community Association employed three people during the year. The total gross wages and salaries paid in the year amount to £2,678.

