

WRITTLE COMMUNITY ASSOCIATION

England & Wales · Charity number 301445

Details

Status Registered

Legal form Other

Registered 1970-02-02

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

Contact

Address The Beryl Platt Centre
12-14 Redwood Drive
Writtle
Chelmsford
CM1 3LY

Phone 07787479228

Email wcaoffice1214@gmail.com

Website www.writtlecommunityassociation.org

Activities

Objects: COMMUNITY CENTRE

Activities: Administer The Beryl Platt Centre, Writtle for the benefit of the inhabitants of Writtle

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training, Arts/culture/heritage/science, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- **Area of benefit:** PARISH OF WRITTLE AND NEIGHBOURHOOD
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£60,373	£53,992	-	-
2023-12-31	£56,562	£48,889	-	-
2022-12-31	£60,405	£53,164	-	-
2021-12-31	£57,322	£45,314	-	-
2020-12-31	£34,532	£34,916	-	-

Trustees

Name	Role	Appointed
Timothy Percival	Chair	2021-04-21
Mary Steadman		2021-07-20
Mrs Val Wilson		2018-03-01
RALPH BRAY		2024-09-20
Renato Giuseppe Schmid		2018-04-01

WRITTLE COMMUNITY ASSOCIATION

England & Wales - Charity number 301445

Accounts



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Writtle Community Association

**On accounts for the year
ended**

31st December 2024

**Charity no
(if any)**

301445

Set out on pages

9

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**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:

Date:

25/4/25

Name:

Kim Fish MICB

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

The Institute of Certified Bookkeepers
No. 207448

Address:

95 Long Brandocks

Writtle

Chelmsford CM1 3JL

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.

The Trustees have difficulty finding new Trustees. The accounts are run externally and are checked monthly by an external examiner and reported to the Trustees at their monthly meetings.

The funds are in good shape and although not making a lot of money, they have good reserves for any eventualities.

Date: 15/02/2025

Time: 15:55:10

Writtle Community Association

Page: 1

Profit and Loss

From: Month 1, January 2024
To: Month 12, December 2024

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Lettings	45,332.48	45,332.48	
WCA Events	1,283.00	1,283.00	
Bar Sales	10,273.02	10,273.02	
Marie Friends Club	1,485.06	1,485.06	
Other Income	2,000.00	2,000.00	
	60,373.56		60,373.56
Purchases			
Bar Purchases	4,626.46	4,626.46	
IZettle Fees	160.16	160.16	
WCA Events Purchases	153.75	153.75	
Bar Manager Fees	1,117.00	1,117.00	
	6,057.37		6,057.37
Direct Expenses			
Advertising	80.00	80.00	
Subscriptions	244.00	244.00	
	324.00		324.00
Gross Profit/(Loss):	<u>53,992.19</u>		<u>53,992.19</u>
Overheads			
Water Rates	1,191.28	1,191.28	
Rates	916.15	916.15	
Electric	4,223.70	4,223.70	
Gas	1,480.02	1,480.02	
Waste Disposal	1,932.17	1,932.17	
Licences	1,382.15	1,382.15	
Printing & Stationary	186.10	186.10	
Telephone	949.26	949.26	
IT Software	189.98	189.98	
Maintenance	994.99	994.99	
Cleaning	11,354.65	11,354.65	
Directors & Office Ins	542.68	542.68	
Insurance	110.40	110.40	
Bank Charges & Int	48.99	48.99	
Bookkeeping DF	1,800.00	1,800.00	
Centre Manager Fees SE DF	13,780.00	13,780.00	
Administration KF	750.00	750.00	
Window Cleaner	105.00	105.00	
Minutes Secretary	180.00	180.00	
Depreciation	4,276.92	4,276.92	
Health & Safety Costs	1,551.39	1,551.39	
	47,945.83		47,945.83
Net Profit/(Loss):	<u>6,046.36</u>		<u>6,046.36</u>

Writtle Community Association

Time: 15:57:29

Balance Sheet

From: Brought forward
To: Month 12, December 2024

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>
Fixed Assets		
Property	320.64	320.64
Office Equipment	4,425.40	4,425.40
Furniture and Fixtures	20,977.12	20,977.12
Bar Assets	1,011.93	1,011.93
	26,735.09	26,735.09
Current Assets		
Debtors	2,098.71	2,098.71
Deposits and Cash	25,008.39	25,008.39
Bank Account	3,426.60	3,426.60
Stock Held	1,100.00	1,100.00
	31,633.70	31,633.70
Current Liabilities		
Creditors : Short Term	1,958.02	1,958.02
	1,958.02	1,958.02
Current Assets less Current Liabilities:	29,675.68	29,675.68
Total Assets less Current Liabilities:	56,410.77	56,410.77
Long Term Liabilities		
Creditors : Long Term	634.87	634.87
	634.87	634.87
Total Assets less Total Liabilities:	55,775.90	55,775.90
Capital & Reserves		
Capital & Reserves	49,729.54	49,729.54
P & L Account	6,046.36	6,046.36
Previous Year Adj		
	55,775.90	55,775.90

APPROVED & SIGN AT THE AGM ON

25/4/25 2025

SIGNED BY RENATO SCHMID
TREASURER OF THE WCA

R. Schmid
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Trustees' Annual Report for the period

From 1st January 2024 to 31st December 2024

Charity name: Writtle Community Association

Charity registration number: 301445

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide a Community Centre for the inhabitants of Writtle Parish
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	To establish or secure the establishment of a Community Centre and to maintain and manage the same. To provide a Community Centre and activities for the inhabitants of Writtle. To include the pre-school, educational needs, keep fit and events for the Community. To provide support groups for Writtle and surrounding areas
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes we confirm that the trustees have had regard to the guidance

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	All Trustees are volunteers and any other Volunteer involvement is greatly appreciated and acknowledged

Other		
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>With the help of a couple of donations too we now have a defibrillator at the Community Centre.</p> <p>We have held two quiz nights for the general public and support a Friendship Group that meets every week.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity's financial position is very good with reserves in the bank
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity save £250 pm towards the cost of repairs and maintenance to the building
Amount of reserves held	Para 1.22	£12,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Is from Hirers of the hall
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Finding more and younger volunteer trustees
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Writtle Community Association
Other name the charity uses	
Registered charity number	301445
Charity's principal address	The Beryl Platt Centre 12/14 Redwood Drive Writtle Chelmsford CM1 3LY

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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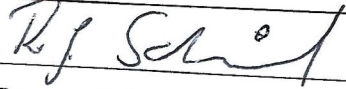
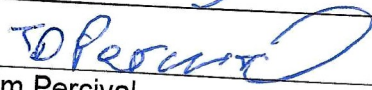
Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Renato Schmid	Tim Percival
Position (eg Secretary, Chair, etc)	Treasurer	Chair
Date	25 th APRIL 2025	

WRITTLE COMMUNITY ASSOCIATION

England & Wales - Charity number 301445

Accounts



Section A Independent Examiner's Report

Report to the trustees

Charity Name
Writtle Community Association

On accounts for the year ended

31st December 2023 Charity no (if any) 301445

Set out on pages

10 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD MM / YYYY.

Responsibilities and basis of report

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

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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: K Fish Date: 20.05.24

Name: Kim Fish MICB

Relevant professional qualification(s) or body

Member of the Certified Bookkeepers Association

(if any):

Address: 95 Long Brandocks
Writtle
Chelmsford CM1 3JL

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

Accounts all in order, kept up to date throughout the year and recorded correctly.

Date: 26/01/2024

Time: 15:39:17

Writtle Community Association

Page: 1

Profit and Loss

From: Month 1, January 2023
To: Month 12, December 2023

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Lettings	41,459.95	41,459.95	
WCA Events	490.64	490.64	
Bar Sales	13,630.74	13,630.74	
Marie Friends Club	981.25	981.25	
Grants	2,000.00	2,000.00	
	58,562.58		58,562.58
Purchases			
Bar Purchases	5,556.89	5,556.89	
IZettle Fees	322.08	322.08	
WCA Events Purchases	1,160.00	1,160.00	
Bar Manager Fees	1,198.80	1,198.80	
Wastages/Out of date stock	145.02	145.02	
	8,382.79		8,382.79
Direct Expenses			
Advertising	103.38	103.38	
Subscriptions	146.00	146.00	
	249.38		249.38
Gross Profit/(Loss):	<u>49,930.41</u>		<u>49,930.41</u>
Overheads			
Water Rates	785.55	785.55	
Rates	892.95	892.95	
Electric	2,578.10	2,578.10	
Gas	1,690.73	1,690.73	
Waste Disposal	1,998.22	1,998.22	
Reparances	880.44	880.44	
Training	581.60	581.60	
Gifts	3.25	3.25	
Printing & Stationary	51.26	51.26	
Telephone	1,061.12	1,061.12	
IT Software	189.98	189.98	
Maintenance	489.89	489.89	
Cleaning	9,867.26	9,867.26	
Gardening	307.00	307.00	
Security	15.95	15.95	
Directors & Office Ins	501.60	501.60	
Insurance	665.59	665.59	
Bank Charges & Int	165.38	165.38	
Bookkeeping DF	1,800.00	1,800.00	
Centre Manager Fees CG	12,700.00	12,700.00	
Administration KF	620.00	620.00	

Date: 26/01/2024

Time: 15:39:17

Writtle Community Association
Profit and Loss

Page: 2

From: Month 1, January 2023
To: Month 12, December 2023

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Window Cleaner	130.00	130.00	
Minutes Secretary	160.00	160.00	
Depreciation	1,547.32	1,547.32	
Health & Safety Costs	574.11	574.11	
		40,257.30	40,257.30
Net Profit/(Loss):		<u>9,673.11</u>	<u>9,673.11</u>

Date: 26/01/2024

Time: 15:40:16

Writtle Community Association
Balance Sheet

Page: 1

From: Brought forward

To: Month 12, December 2023

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Property	560.20	560.20	
Office Equipment	4,842.29	4,842.29	
Furniture and Fixtures	20,315.62	20,315.62	
Bar Assets	1,542.93	1,542.93	
	27,261.04		27,261.04
Current Assets			
Stock	1,180.53	1,180.53	
Debtors	2,097.72	2,097.72	
Deposits and Cash	17,726.85	17,726.85	
Bank Account	4,374.70	4,374.70	
	25,379.80		25,379.80
Current Liabilities			
Creditors : Short Term	1,809.15	1,809.15	
	1,809.15		1,809.15
Current Assets less Current Liabilities:	23,570.65		23,570.65
Total Assets less Current Liabilities:	50,831.69		50,831.69
Long Term Liabilities			
Creditors : Long Term	1,000.10	1,000.10	
	1,000.10		1,000.10
Total Assets less Total Liabilities:	49,831.59		49,831.59
Capital & Reserves			
Capital & Reserves	40,826.08	40,826.08	
P & L Account	9,005.51	9,673.11	
Previous Year Adj		(667.60)	
	49,831.59		49,831.59



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day01	Jan	2024	To	31	December	2024

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

The Beryl Platt Centre	
12/14 Redwood Drive	
Chelmsford	
Postcode CM1 3LY	Essex

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	Tim Percival	Chair		Chair
2	Mary Steadman	Trustee		
3	Jeni Collins	Trustee		
4	Valerie Wilson	Trustee		
5	Renato Schmid	Treasurer		
6	Ralph Bray	Trustee		
7				
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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

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

Association

Trustee selection methods
(eg. appointed by, elected by)

Appointed

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.

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Section C Objectives and activities

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

To promote the benefits of the inhabitants of the Parish of Writtle and neighbourhood. To provide facilities in the interest of Social Welfare for recreation and leisure time with the object of improving the conditions of life for the said inhabitants

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)

To establish or secure the establishment of a Community Centre and to maintain and manage the same.

To provide a Community Centre and activities for the inhabitants of Writtle.

To include the pre-school, educational needs, keep fit and events for the Community.

To provide support groups for Writtle and surrounding areas

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.

Summary of the main achievements of the charity during the year

Having moved to a new building in September 2020, 2023 has seen us grow and provide the village with a much needed purpose built building.

We have grown stronger and now have reserves in place which we never had before.

Grants applied for and received –

Essex County Council - £2,000

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Section E

Financial review

Brief statement of the charity's policy on reserves

A maintenance reserve fund is held to enable any maintenance to be carried out immediately. We also have a savings reserve to help us serve the community in which way the Trustees think fit.

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)

TD Percival

Full name(s)

Timothy Percival

Position (eg Secretary, Chair, etc)

Chair

Date 20th May 24

WRITTLE COMMUNITY ASSOCIATION

England & Wales - Charity number 301445

Accounts



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Writtle Community Association

On accounts for the year ended

December 2022	Charity no (if any)	301445
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Set out on pages

9
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

Responsibilities and basis of report

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

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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: 

Date: 31.05.23

Name: Kim Fish MICB

Relevant professional qualification(s) or body

Member of the Institute of Certified Bookkeepers (MICB)

(if any):

Address: 95 Long Brandocks
Writtle
CM1 3JL

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

I have examined the accounts of the Writtle Community Association. During the year they have received two grants – one from the lottery funding for The purchase of an air conditioning system and another for the purchase of new Chairs.

The accounts are prepared to a very high standard and accounting practices' are adhered to. Everything is prepared on the sage accounting system and Everything is in line with good practice.

Date: 21/01/2023

Time: 16:26:31

Writtle Community Association

Page: 1

Profit and Loss

From: Month 1, January 2022
To: Month 12, December 2022

Chart of Accounts: Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Lettings	39,511.43	39,511.43	
WCA Events	2,099.72	2,099.72	
Bar Sales	11,091.60	11,091.60	
Marie Friends Club	1,202.07	1,202.07	
Grants	6,000.00	6,000.00	
Other Income	500.00	500.00	
		60,404.82	60,404.82
Purchases			
Bar Purchases	4,396.69	4,396.69	
IZettle Fees	185.38	185.38	
WCA Events Purchases	902.41	902.41	
Bar Manager Fees	1,075.00	1,075.00	
Donations Made	120.00	120.00	
		6,679.48	6,679.48
Direct Expenses			
Advertising	80.00	80.00	
		80.00	80.00
Gross Profit/(Loss):			
		<u>53,645.34</u>	<u>53,645.34</u>
Overheads			
Water Rates	1,336.69	1,336.69	
Rates	747.38	747.38	
Electric	1,920.61	1,920.61	
Gas	1,730.64	1,730.64	
Waste Disposal	1,389.18	1,389.18	
Professional fees	150.00	150.00	
Travel	87.80	87.80	
Licences	446.91	446.91	
Printing & Stationary	147.59	147.59	
Small Kitchen Utensils	46.99	46.99	
Telephone	979.05	979.05	
IT Software	79.99	79.99	
Maintenance	3,761.08	3,761.08	
Cleaning	10,626.55	10,626.55	
Gardening	1,325.00	1,325.00	
Directors & Office Ins	455.95	455.95	
Insurance	859.70	859.70	
Bank Charges & Int	325.14	325.14	
Bookkeeping DF	1,800.00	1,800.00	
Centre Manager Fees CG	12,350.00	12,350.00	
Administration KF	600.00	600.00	

Date: 21/01/2023

Time: 16:26:31

Writtle Community Association

Page: 2

Profit and Loss

From: Month 1, January 2022

To: Month 12, December 2022

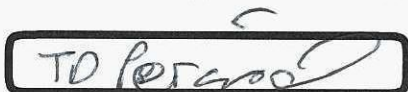
Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Window Cleaner	450.00	450.00	
Depreciation	3,569.49	3,569.49	
Health & Safety Costs	1,219.29	1,219.29	
		46,405.03	46,405.03
Net Profit/(Loss):		<u>7,240.31</u>	<u>7,240.31</u>

These accounts were approved and agreed at the AGM on the 29th April 2023

Signed



T Percival - Chairman
29th April 2023

Date: 21/01/2023

Time: 16:20:46

Writtle Community Association

Page: 1

Balance Sheet

From: Brought forward

To: Month 12, December 2022

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Property	799.76	799.76	
Office Equipment	1,935.33	1,935.33	
Furniture and Fixtures	13,965.36	13,965.36	
Bar Assets	1,794.64	1,794.64	
	18,495.09		18,495.09
Current Assets			
Stock	1,785.05	1,785.05	
Debtors	2,707.27	2,707.27	
Deposits and Cash	18,125.70	18,125.70	
Bank Account	3,081.49	3,081.49	
	25,699.51		25,699.51
Current Liabilities			
Creditors : Short Term	1,935.13	1,935.13	
	1,935.13		1,935.13
Current Assets less Current Liabilities:	23,764.38		23,764.38
Total Assets less Current Liabilities:	42,259.47		42,259.47
Long Term Liabilities			
Creditors : Long Term	1,433.39	1,433.39	
	1,433.39		1,433.39
Total Assets less Total Liabilities:	40,826.08		40,826.08
Capital & Reserves			
Capital & Reserves	33,850.41	33,850.41	
P & L Account	6,975.67	7,240.31	
Previous Year Adj		(264.64)	
	40,826.08		40,826.08



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day01	Jan	2023		31	December	2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

The Beryl Platt Centre	
12/14 Redwood Drive	
Chelmsford	
Postcode CM1 3LY	Essex

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	Tim Percival	Chair		Chair
2	Clare Williams	Trustee		
3	Jeni Collins	Trustee		
4	Valerie Wilson	Trustee		
5	Renato Schmid	Treasurer		
6	Claire Gaskin	Trustee	01/01 to 1/04/2023	
7	Mary Steadman	Trustee		
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19				
20				

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

Name	Dates acted if not for whole year

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)

Constitution

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

Association

Trustee selection methods
(eg. appointed by, elected by)

Appointed

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.

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Section C Objectives and activities

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

To promote the benefits of the inhabitants of the Parish of Writtle and neighbourhood. To provide facilities in the interest of Social Welfare for recreation and leisure time with the object of improving the conditions of life for the said inhabitants

To establish or secure the establishment of a Community Centre and to maintain and manage the same.

To provide a Community Centre and activities for the inhabitants of Writtle.

To include the pre-school, educational needs, keep fit and events for the Community.

To provide support groups for Writtle and surrounding areas

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)

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.

Summary of the main achievements of the charity during the year

Having moved to a new building in September 2020, 2022 has seen us grow and provide the village with a much needed purpose built building.

We have grown stronger and now have reserves in place which we never had before.

Grants applied for and received –

Essex County Council - £2,000

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Section E

Financial review

Brief statement of the charity's policy on reserves

A maintenance reserve fund is held to enable any maintenance to be carried out immediately. We also have a savings reserve to help us serve the community in which way the Trustees think fit.

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

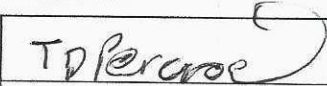
Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Timothy Percival	
Position (eg Secretary, Chair, etc)	Chair	
Date	29/4/2023	

WRITTLE COMMUNITY ASSOCIATION

England & Wales - Charity number 301445

Accounts

Date: 15/03/2022
Time: 13:25:37

Writtle Community Association
Profit and Loss

Page: 1

From: Month 1, January 2021
To: Month 12, December 2021

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Lettings	30,002.52	30,002.52	
Grants	16,097.00	16,097.00	
Bar Sales	7,560.92	7,560.92	
Staff Drinks Taken	(6.00)	(6.00)	
Grants	3,667.00	3,667.00	
		57,321.44	57,321.44
Purchases			
Bar Purchases	5,008.37	5,008.37	
IZettle Fees	82.81	82.81	
WCA Events Purchases	595.10	595.10	
Bar Manager Fees	650.00	650.00	
Donations Made	30.00	30.00	
		6,366.28	6,366.28
Direct Expenses			
Advertising	80.00	80.00	
Subscriptions	35.00	35.00	
Stock Held in Bar	(1,936.99)	(1,936.99)	
		(1,821.99)	(1,821.99)
Gross Profit/(Loss):			
		<u>52,777.15</u>	<u>52,777.15</u>
Overheads			
Water Rates	244.52	244.52	
Rates	1,338.24	1,338.24	
Electric	1,472.17	1,472.17	
Gas	1,956.13	1,956.13	
Waste Disposal	1,687.88	1,687.88	
Travel	60.42	60.42	
Licences	366.78	366.78	
Printing & Stationary	329.03	329.03	
T V Licence	27.33	27.33	
Small Kitchen Utensils	15.47	15.47	
Telephone	954.59	954.59	
IT Software	174.98	174.98	
Maintenance	2,457.21	2,457.21	
Cleaning	7,793.75	7,793.75	
Gardening	1,701.94	1,701.94	
Security	153.95	153.95	
Directors & Office Ins	359.40	359.40	
Insurance	764.90	764.90	
Bank Charges & Int	215.76	215.76	
Bookkeeping DF	1,800.00	1,800.00	

Date: 15/03/2022
Time: 13:25:37

Writtle Community Association
Profit and Loss

Page: 2

From: Month 1, January 2021
To: Month 12, December 2021

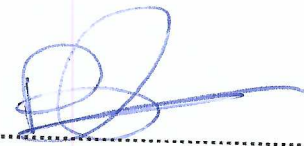
Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Centre Manager Fees CG	9,792.00	9,792.00	
Administration KF	300.00	300.00	
Window Cleaner	540.00	540.00	
Accountancy	200.00	200.00	
Depreciation	3,864.41	3,864.41	
Health & Safety Costs	2,199.12	2,199.12	
		40,769.98	40,769.98
Net Profit/(Loss):		<u>12,007.17</u>	<u>12,007.17</u>

Signed by the order of the Trustees


.....
Treasurer


.....
Trustee

29/4/22
.....
Date

Date: 15/03/2022

Time: 13:29:10

Writtle Community Association
Balance Sheet

Page: 1

From: Brought forward
To: Month 12, December 2021


Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Property	1,039.32	1,039.32	
Office Equipment	1,312.24	1,312.24	
Furniture and Fixtures	15,373.71	15,373.71	
Bar Assets	2,282.95	2,282.95	
	20,008.22		20,008.22
Current Assets			
Stock	1,936.99	1,936.99	
Debtors	3,297.14	3,297.14	
Deposits and Cash	6,022.17	6,022.17	
Bank Account	5,610.87	5,610.87	
	16,867.17		16,867.17
Current Liabilities			
Creditors : Short Term	1,191.63	1,191.63	
	1,191.63		1,191.63
Current Assets less Current Liabilities:	15,675.54		15,675.54
Total Assets less Current Liabilities:	35,683.76		35,683.76
Long Term Liabilities			
Creditors : Long Term	1,833.35	1,833.35	
	1,833.35		1,833.35
Total Assets less Total Liabilities:	33,850.41		33,850.41
Capital & Reserves			
Capital & Reserves	21,993.24	21,993.24	
P & L Account	11,857.17	12,007.17	
Previous Year Adj		(150.00)	
	33,850.41		33,850.41

Signed by the order of the Trustees


.....
Treasurer


.....
Trustee

29/4/22
.....
Date



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day01	Jan	2021		31	December	2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

The Beryl Platt Centre	
12/14 Redwood Drive	
Chelmsford	
Postcode CM1 3JL	Essex

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	Peter Smith	Trustee		
2	Clare Williams	Trustee		
3	John Coen	Trustee	Left 01.03.21	
4	Valerie Wilson	Trustee		
5	Renato Schmid	Trustee		
6	Kim Fish	Chair	Left 20.07.21	
7	Signe Samarina	Trustee	Joined 17.06.21	
8	Mary Steadman	Trustee	Joined 20.07.21	
9	Richard Gaskin	Chair	Joined 20.07.21	R Gaskin
10	Jeni Colins	Trustee	Joined 20.08.21	
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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)

Constitution

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

Association

Trustee selection methods
(eg. appointed by, elected by)

Appointed

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

To promote the benefits of the inhabitants of the Parish of writtle and neighbourhood. To provide facilities in the interest of Social Welfare for recreation and leisure time with the object of improving the conditions of life for the said inhabitants

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)

To establish or secure the establishment of a Community Centre and to maintain and manage the same.

To provide a Community Centre and activities for the inhabitants of Writtle.

To include the pre-school, educational needs, keep fit and events for the Community.

To provide support groups for Writtle and surrounding areas

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.

Summary of the main achievements of the charity during the year

Having moved to a new building in September 2020, 2021 has seen us grow and provide the village with a much needed purpose built building.

We have grown stronger and now have reserves in place which we never had before

Section E

Financial review

Brief statement of the charity's policy on reserves

A maintenance reserve fund is held to enable any maintenance to be carried out immediately. We also have a savings reserve to help us serve the community in which way the Trustees think fit.

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)		Valerie Wilson
Full name(s)	RICHARD GASKIN	VALERIE WILSON
Position (eg Secretary, Chair, etc)	Chair	
Date	29/4/22	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Writtle Community Association

**On accounts for the year
ended**

2021

**Charity no
(if any)**

301445

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**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:

6/7/22

Name:

Kim D Fish MICB

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

Member of the Institute of Certified Bookkeepers

Address:

95 Long Brandocks

Writtle

Chelmsford CM1 3JL

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.

A well run set of accounts, that has grown over the year. All receipts and payments are cross checked by two people (the Manager of the Centre and a Trustee) Discussions held on a monthly basis with a breakdown of the months accounts. All in good order, no discrepancies.

WRITTLE COMMUNITY ASSOCIATION

England & Wales - Charity number 301445

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month January	Year 2020		Day 31	Month December	Year 2020

Section A Reference and administration details

Charity name

WRITTLE COMMUNITY ASSOCIATION

Other names charity is known by

Registered charity number (if any)

301445

Charity's principal address

The Beryl Platt Centre
 12/14 Redwood Drive
 Chelmsford
 Postcode **CM1 3LY** Essex

Names of the charity trustees who manage the charity

	Trustee name		Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Smith	Trustee		
2	Clare Williams	Trustee		
3	Mr J Coen	Trustee		
4	Mrs V Wilson	Trustee		
5	Renato Schmid	Trustee		
6	Kim Fish	Chair		
7				
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20				

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

Name	Dates acted if not for whole year

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)

Constitution

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

Association

Trustee selection methods
(eg. appointed by, elected by)

Appointed

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

To promote for the benefit of the inhabitants of the Parish of Writtle and the neighbourhood to provide facilities in the interest of Social welfare for recreation and leisure time with the object of improving the conditions of life for the said inhabitants.

To establish or secure the establishment of a Community Centre and to maintain and manage the same.

To provide a Community Centre and activities for the inhabitants of Writtle.

To include pre-school, educational needs, keep fit and events for the 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)

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.

Summary of the main achievements of the charity during the year

All Trustees are volunteers.

The Parish Council have negotiated with Essex County Council for a new building to house Writtle Community Association.

The Centre was closed due to Covid for most of the events although the pre school and talking newspapers could still use the building.

We moved into our new Centre on the 7th September so not being able to use the centre to full capacity has helped us prepare the Centre to a very high standard. We welcomed other hirers in when there was no lockdown and received promising comments to there new surroundings

Moving forward we are hoping for a brighter future for the Writtle Community Association and have now a Centre Manager in place for the day to day running.

Section E

Financial review

Brief statement of the charity's policy on reserves

We put reserves away every month for any improvements and large maintenance projects needed in the future.

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.

The charity's principal source of funds is the letting of rooms for activities such as the pre-school, slimming world, talking newspapers, Voting Centre, Pilates and Yoga classes

The Charity has been conscious of its expenditure throughout the year and has endeavoured to keep bills to a minimum, due to Covid and having to move buildings, we had quite a large expenditure replacing old fixtures and fittings.

Now everything is in place and brand new we are excited for the future of this 54 year old Charity having been rebranded.

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)		
Full name(s)	Kim Fish	
Position (eg Secretary, Chair, etc)	Chair	

Date	20.05.21
-------------	----------



Receipts and payments accounts

CC16a

For the period
from

01/01/2020

To

Period end date

31/12/2020

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Lettings	15,568	-	-	15,568	29,419
Flat Rent	3,515	-	-	3,515	7,200
Covid Grants Received	11,997	-	-	11,997	-
Other Grants	3,452	-	-	3,452	-
Miscellaneous Income	-	-	-	-	692
Contribution from RTC	-	-	-	-	826
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	34,532	-	-	34,532	38,137
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,532	-	-	34,532	38,137

A3 Payments					
Rent, Rates & Water	7,304	-	-	7,304	7,910
Utilities	7,789	1,159	-	8,948	8,871
Health & Safety	1,591	-	-	1,591	114
Licences	1,287	-	-	1,287	1,496
Training	144	-	-	144	-
Advertising	531	-	-	531	1,140
Gifts/Donations	1,191	-	-	1,191	25
Office costs	1,177	-	-	1,177	499
Cleaning/ Maintenance	8,237	-	-	8,237	9,166
Subscriptions	35	-	-	35	-
Garden Maintenance	502	-	-	502	1,378
Bank Charges	91	-	-	91	134
Insurance	1,343	-	-	1,343	2,239
Bookkeeping/Accountancy	2,130	-	-	2,130	628
Centre Manager pay	6,717	-	-	6,717	4,555
Depreciation	627	-	-	627	1,192
Sundries	812	-	-	812	62
	-	-	-	-	-
Sub total	41,508	1,159	-	42,667	39,409

A4 Asset and investment purchases, (see table)					
Shed	1,199	-	-	1,199	-
Garden Machinery	799	-	-	799	-
Office Equipment	839	-	-	839	-
CCTV	2,059	-	-	2,059	-
Furniture & Fixtures	11,783	-	-	11,783	-
	-	-	-	-	-
Bar Assets	1,744	-	-	1,744	-
Sub total	18,423	-	-	18,423	-

Total payments	59,931	1,159	-	61,090	39,409
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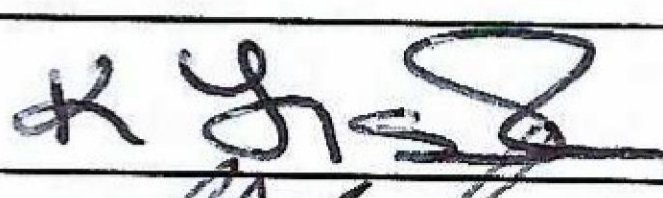

Net of receipts/(payments)	- 25,399	- 1,159	-	- 26,558	- 1,272
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A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	25,015	-	-	25,015	25,015

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	2,260	-	-
	Reserves Account	770	-	-
	Savings Account	4,500	-	-
	Petty Cash	17	-	-
			-	-
	Total cash funds	7,547	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Debtors	3,329	-	-
	Prepayments	995	-	-
	Stock	841	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Bounce back loan	Lloyds Bank	7,354	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Kim Fish	17.5.21
	Peter Smith	20.5.21



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name WRITTLE COMMUNITY ASSOCIATION

On accounts for the year ended

DECEMBER 31, 2020

Charity no (if any)

0301445

Set out on pages

1 TO 3

remember to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

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").

Independent examiner's statement

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.

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:

[Signature]

Date:

MARCH 10, 2021

Name:

DAVID WALKER

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

FELLOW OF THE ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (RETIRED)

Address:

5 THE SHRUBBERIES, WRITTLE, CHELMSFORD, ESSEX CM1 3NJ

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.

THERE ARE NO MATTERS OF CONCERN
THAT NEED TO BE DISCLOSED

Independent Examiner's Report to the Trustees of Writtle Community Association

I report on the accounts of the Trust for the year ended December 31, 2020, which are set out on pages 1 to 3.

Respective responsibilities of trustees and examiner

The charity's 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 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit and is eligible for independent examination, it is the examiner's responsibility to:

- Examine the accounts (under Section 145 (1) (a) of the 2011 Act)
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145 (5) of the 2011 Act and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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 these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on whether the accounts present a "true and fair view".

Independent Examiner's Statement

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

1. which gives me 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 130 of the 2011 Act.
- accounts are being prepared which accord with the accounting records and comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities or

2. To which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Walker FCCA (retired)

Fellow of the Association of Chartered Certified Accountants

5 The Shrubberies, Writtle Chelmsford Essex CM1 3NJ

Dated: *March 10, 2021*

WRITTLE COMMUNITY ASSOCIATION

ACCOUNTS FOR

YEAR ENDED

DECEMBER 31, 2020

CHARITY NUMBER 0301445

**WRITTLE COMMUNITY ASSOCIATION
YEAR ENDED DECEMBER 31, 2020**

NOTES TO THE ACCOUNTS

1. TANGIBLE FIXED ASSETS

COST

At January 1, 2020
Additions
Disposals
At December 31, 2020

DEPRECIATION

At January 1, 2020
Charge for the Year
Disposals
At December 31, 2020

NET BOOK VALUE

At December 31, 2020

At December 31, 2019

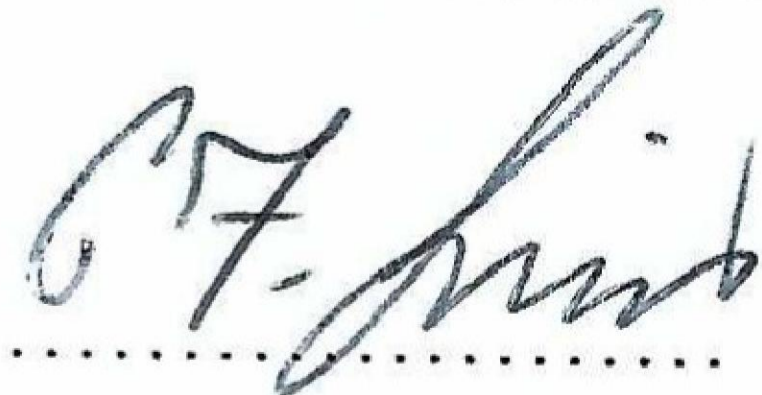
Shed	Plant & Machinery	Office Equipment	Furniture & Fixtures	Alarm / CCTV	Bar Assets	Total
			1,662	8,600		10,262
1,199	799	839	11,783	2,058	1,744	18,423
			(1,662)	(8,600)		(10,262)
1,199	799	839	11,783	2,058	1,744	18,423
			332	8,600		8,932
40	27	133	332	66	30	627
			(332)	(8,600)		(8,932)
40	27	133	332	66	30	627
1,159	772	706	11,451	1,993	1,714	17,796
			1,330	0		1,330

**WRITTLE COMMUNITY ASSOCIATION
YEAR ENDED DECEMBER 31, 2020**

PROFIT AND LOSS ACCOUNT

	Dec 31, 2020	Dec 31, 2019
	£	£
REVENUE		
Lettings	15,568	29,419
Rent from Flat	3,515	7,200
Covid Grant	11,997	
Miscellaneous Income		692
Contribution from TRC Ltd		826
Other Grants	3,452	
Total Revenue	<u>34,532</u>	<u>38,137</u>
Less Purchases and Direct Expenses		
Donations made	641	25
Advertising	531	1,140
Subscriptions	35	
Gross Profit / (Loss)	<u><u>33,325</u></u>	<u><u>36,972</u></u>
OVERHEADS		
Rent	2,911	3,800
Rates and waste disposal	2,376	2,831
Water Rates	2,017	1,279
Gas & Electricity	7,789	8,870
Health & Safety	1,591	114
Licences	1,287	1,496
Training	144	
Gifts	550	
Photocopier & Stationery	389	78
Telephone	644	421
Equipment Hire & Rental		
Travelling		12
Maintenance	721	
Cleaning	6,896	9,166
Gardening	502	1,378
Insurance	1,343	2,239
Meeting Expenses	144	
Bank Charges and Interest	91	134
Bookkeeping and Accountancy Fees	2,130	628
Administration Fees	6,717	4,555
Window Cleaning	620	
Legal Fees	8	
Refurbishment of New Centre	817	
Depreciation	627	1,192
Bad Debts	(6,605)	
Sundries		50
	33,709	38,244
Net Profit / (Loss)	<u><u>(384)</u></u>	<u><u>(1,272)</u></u>

Signed by order of the trustees



Treasurer

6-5-21

Date



Trustee

**WRITTLE COMMUNITY ASSOCIATION
YEAR ENDED DECEMBER 31, 2020**

BALANCE SHEET

	Dec 31, 2020	Dec 31, 2019
	£	£
FIXED ASSETS	17,796	1,330
FIXED ASSET INVESTMENTS		1,995
CURRENT ASSETS		
Stock	841	
Debtors	3,329	2,395
Prepayments	995	2,522
RTC Ltd Debtor		1,330
Lloyds Current Account	2,260	2,920
Lloyds Reserve Account		
Fundraising Bank Account		22,020
Lloyds Reserve Account	770	
Lloyds Savings Account	2,500	
BB Pay Back Account	2,000	
Petty Cash	17	75
	<u>12,711</u>	<u>31,263</u>
CURRENT LIABILITIES		
Trade Creditors	1,159	864
Accrued Expenses		2,747
	<u>1,159</u>	<u>3,611</u>
NET CURRENT ASSETS / (LIABILITIES)	11,551	27,652
LONG TERM LIABILITIES		
Loan from Writtle Parish Council		8,600
Bounce Back Loan - Lloyds	7,354	
	<u>7,354</u>	<u>8,600</u>
TOTAL NET ASSETS	<u>21,993</u>	<u>22,377</u>
CAPITAL AND RESERVES		
Unrestricted Reserve b/fwd	22,377	23,649
Excess of expenditure over income for year	(384)	(1,272)
	<u>21,993</u>	<u>22,377</u>

Signed by order of the trustees

.....
Treasurer

.....
Date

.....
Trustee