



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

SIGNED BY RENATO SCHMID
 TREASURER OF THE WCA

25/4/25
 R. Schmid



CHARITY COMMISSION
FOR ENGLAND AND WALES

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

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		
2	Clare Williams	Trustee		
3	Jeni Collins	Trustee		
4	Valerie Wilson	Trustee		
5	Renato Schmid	Trustee		
6	Ralph Bray	Trustee		
7	Mary Steadman	Trustee		
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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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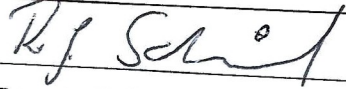
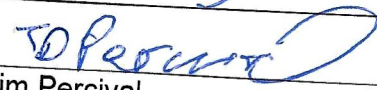
Other optional information

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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	