

Charity number 302322

ADEYFIELD NEIGHBOURHOOD ASSOCIATION

**ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2021**

HICKS AND COMPANY

Chartered Accountants

83 High Street, Hemel Hempstead, HP1 3AH

Telephone: 01442 214666

Adeyfield Neighbourhood Association

Accounts for the year ended 31 March 2021

Business address

Adeyfield Community Centre
The Queen's Square
Hemel Hempstead
Herts
HP2 4EW

Bankers

Barclays Bank Plc
Bank Court
Hemel Hempstead
Herts

Trustees

Gary Penticost (Chair)
Mandy Neal (Secretary)
Collin Galliers (Treasurer)

Independent Examiners Report to The Trustees of Adeyfield Neighbourhood Association

I report on the accounts of Adeyfield Neighbourhood Association for the period ended 31 March 2021 which comprise the income and expenditure account, balance sheet and related notes.

This report is made solely to the trustees in accordance with Sections 145 of the Charities Act. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

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.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 accounts present a 'true and fair view' and the report is limited to this matters set out in the statement below.

Independent examiner's statement

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

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 130 of the charities Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the charities Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nick Aikman
Hicks Chartered Accountants
83 High Street
Hemel Hempstead
Hertfordshire
HP1 3AH

Date 18 May 2021

Adeyfield Neighbourhood Association
Income & Expenditure account
for the year ended 31 March 2021

| | Note | 2021 | | 2020 | |
|---|------|------------|----------------------|------------|--------------------|
| | | £ | £ | £ | £ |
| Income | | | | | |
| Income from Regular Clients | 2 | | 35,076 | | 82,764 |
| Income from Occasional Clients | 2 | | 23,701 | | 11,413 |
| Income from Grants | | | 25,000 | | 0 |
| Miscellaneous Income | | | 29,499 | | 0 |
| Total Income | | | <u>113,275</u> | | <u>94,177</u> |
| Direct Costs | | | | | |
| ANA Wages & Pensions | 3 | 64,050 | | 55,378 | |
| Staff Cover | | 240 | | 384 | |
| Staff Training | | <u>0</u> | | <u>0</u> | |
| Expenses & Overheads | | | 64,290 | | 55,762 |
| Income less Direct Costs | | | 48,986 | | 38,415 |
| Expenses | | | | | |
| Advertising, Honoraria, Travel, Subsistence | | 0 | | 52 | |
| Utilities | | 10,346 | | 12,682 | |
| Waste Disposal | | 1,130 | | 2,404 | |
| New and Replacement Equipment | | 0 | | 0 | |
| Repairs and Maintenance | | 3,054 | | 11,352 | |
| Cleaning & Cleaning Materials | | 6,483 | | 1,874 | |
| Presentations, Gifts, etc | | 0 | | 0 | |
| Insurance | | 194 | | 2,318 | |
| Accounting & Professional Fees | | 1,140 | | 960 | |
| Office Supplies, Stationery, Postage | | 690 | | 3,341 | |
| Communications | | 1,452 | | 709 | |
| Event costs | | 1,512 | | 1,470 | |
| Membership, Subscriptions, Licenses | | 360 | | 1,375 | |
| Sundry | | 364 | | 155 | |
| Depreciation | | <u>859</u> | | <u>657</u> | |
| | | | 27,583 | | 39,349 |
| Net Surplus | | | <u><u>21,403</u></u> | | <u><u>-934</u></u> |

Adeyfield Neighbourhood Association
Balance sheet
as at 31 March 2021

| | Note | 2021 | | 2020 | |
|--|------|---------------|---------------|--------------|---------------|
| | | £ | £ | £ | £ |
| Fixed assets | | | | | |
| Tangible assets | 4 | 1,972 | | 0 | |
| Acquisitions | | 604 | | 1,972 | |
| Depreciation | | <u>-1,516</u> | | <u>-657</u> | |
| | | | 1,060 | | 1,315 |
| Current assets | | | | | |
| Debtors | 5 | 0 | | 8,471 | |
| Cash at bank and in hand | | 85,678 | | 56,885 | |
| Prepayments | | 312 | | 312 | |
| Uncleared / Unpresented cheques | | <u>0</u> | | <u>0</u> | |
| | | 85,990 | | 65,668 | |
| Current liabilities | | | | | |
| Other creditors | 6 | 0 | | 0 | |
| Accruals | 6 | 1,606 | | 1,916 | |
| Deposits held | | <u>620</u> | | <u>1,646</u> | |
| | | 2,226 | | 3,562 | |
| Net current assets | | | 83,764 | | 62,106 |
| Total assets less current liabilities | | | <u>84,824</u> | | <u>63,421</u> |
| Funds | | | | | |
| Brought forward | | | 63,421 | | 64,355 |
| Net Surplus / (Loss) for the year | | | <u>21,403</u> | | <u>-934</u> |
| Carried forward | | | <u>84,824</u> | | <u>63,421</u> |

These financial statements were approved by the members of the committee and are signed on their behalf.

.....
 Gary Penticost
 Chairman

.....
 Date

Adeyfield Neighbourhood Association
Notes to the accounts
for the year ended 31 March 2021

1 Accounting Policies

1.1 Accounting convention

These accounts have been prepared on the basis of historic cost in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with the Charities Act.

1.2 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees'

| | | |
|--|--------------------------------|---------------|
| 2 Fees for examination of the accounts | <u>2021</u> | <u>2020</u> |
| • Hicks & Co | 960 | 960 |
| 3 Staff costs | <u>2021</u> | <u>2020</u> |
| Gross wages and benefits in kind | 57,441 | 50,907 |
| Pension costs | 6,609 | 4,471 |
| | <u>64,050</u> | <u>55,378</u> |
| Average number of full-time equivalent employees in the year | 3.0 | 3.0 |
| 4 Tangible fixed assets | <u>2021</u> | <u>2020</u> |
| • Cost | Equipment, fixtures & fittings | |
| Balance brought forward | 1,972 | 0 |
| Additions | 604 | 1,972 |
| Disposals | 0 | 0 |
| Balance carried forward | <u>2,576</u> | <u>1,972</u> |
| • Accumulated depreciation | Equipment, fixtures & fittings | |
| Balance brought forward | 657 | 0 |
| Depreciation charge for year | 1,516 | 657 |
| Disposals | 0 | 0 |
| Balance carried forward | <u>2,173</u> | <u>657</u> |
| • Net book value | Equipment, fixtures & fittings | |
| Brought forward | 1,315 | 0 |
| Carried forward | 403 | 1,315 |
| 5 Debtors & Prepayments | <u>2021</u> | <u>2020</u> |
| Trade debtors | 0 | 8,471 |
| Prepayments and accrued income | 0 | 0 |
| | <u>0</u> | <u>8,471</u> |

Adeyfield Neighbourhood Association
Notes to the accounts (continued)
for the year ended 31 March 2021

| | <u>2021</u> | <u>2020</u> |
|------------------------------|--------------|--------------|
| 6 Creditors & Accruals | | |
| Loans and overdrafts | 0 | 0 |
| Other Creditors | 0 | 0 |
| Accruals and deferred income | 2,226 | 3,562 |
| | <u>2,226</u> | <u>3,562</u> |

7 Related party transactions

Any related party transactions are shown in the trustee's annual report.