

BEDWELL COMMUNITY ASSOCIATION

England & Wales · Charity number 302332

Details

Other names BEDWELL CENTRE, BEDWELL COMMUNITY CENTRE

Status Registered

Legal form Other

Registered 1967-05-11

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

Contact

Address Bedwell Community Centre
Bedwell Crescent
Stevenage
SG1 1NA

Phone 01438314839

Email bedwellct@yahoo.co.uk

Website bedwellcommunitycentre.co.uk

Activities

Objects: TO PROMOTE THE WELL-BEING OF THE COMMUNITY RESIDENT IN THE BEDWELL NEIGHBOURHOOD, STEVENAGE, BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND RESIDENTS IN A COMMON EFFORT TO FURTHER HEALTH, TO ADVANCE EDUCATION, TO PROVIDE FACILITIES FOR PHYSICAL AND MENTAL TRAINING AND RECREATION, AND SOCIAL, MORAL AND INTELLECTUAL DEVELOPMENT, AND TO FOSTER A COMMUNITY SPIRIT FOR THE ACHIEVMENT OF THESE AND OTHER CHARITABLE OBJECTS.

Activities: We provide a wide range of activities & services for the people of the Bedwell area & the wider town to make the community centre a place where people are made to feel welcome. We rent rooms to pre school, dancing classes, childrens centre, churches, college courses, organisations & many more.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** BEDWELL AND NEIGHBOUR-HOOD, STEVENAGE, HERTS.
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£202,496	£183,296	-	-
2024-03-31	£143,500	£117,000	-	-
2023-03-31	£138,046	£123,946	-	-
2022-03-31	£126,000	£130,000	-	-
2021-03-31	£121,320	£100,035	-	-

Trustees

Name	Role	Appointed
PHILLIP SMITH	Chair	2024-07-11
Carol Flint		2025-03-01
Daren Hollis		2024-08-11
Lisa Luker		2023-10-03
Sharon Doherty		2023-10-03
Stuart Mylrea		2022-07-11

BEDWELL COMMUNITY ASSOCIATION

England & Wales - Charity number 302332

Accounts

BEDWELL COMMUNITY ASSOCIATION

Registered Charity No. 302332

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2025**

BEDWELL COMMUNITY ASSOCIATION

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For the year ended 31st March 2025

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BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued
For the year ended 31st March 2025

REFERENCE AND ADMINISTRATION

Name of Charity: BEDWELL COMMUNITY ASSOCIATION

Registered Charity No: 302332

Governing Document: Constitution dated 17th May 1999

Principal Office: Bedwell Community Association
Crescent, Stevenage, Herts. SG1 1NA

Trustees:

Elaine Connolly	Chairman (Resigned 12/11/24)
Philip Smith	Vice Chairman
Marie King	Treasurer (Resigned 12/11/24)
Ann Meldrum	(Resigned 09/01/25)
Jenny O'Sullivan	
Stuart Mylrea	
Lisa Luker	
Sharon Doherty	
Daren Hollis	

Bankers: Lloyds TSB Bank Plc
Stevenage Town Square
3 The Town Square
Stevenage
Herts. SG1 1BG

Independent Examiner: Jane M E Seymour
Orchard Villa
2B Regent Street
Stotfold
Hitchin
Herts. SG5 4ED

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2025

The Management Committee present their report for the year ended 31st March 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is an unincorporated organization which is governed by a constitution dated 17th May 1999.

The Honorary Officers and up to eight representatives of affiliation organisations and other user groups are elected or appointed on an annual basis at the Annual General Meeting, in the event of a vacancy occurring the Committee can co-opt a replacement until the next Annual General Meeting. The committee shall also include one representative from Stevenage Borough Council.

Individuals and one representative per affiliated group shall have the right to vote at the AGM.

The trustees are elected or appointed on an annual basis at the Annual General Meeting, which is held between June and July.

OBJECTIVES

In setting the charity's objectives and planning its aims and objectives and future activities the Trustees have given consideration to the Charity Commission's general guidance on public benefit. The main aims and objectives of the charity are:

To promote the benefit of the inhabitants of Bedwell Stevenage, without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

To maintain and manage the Bedwell Centre and encourage its use by the Community for the pursuit of common interests of a social, educational and recreational kind.

The Association shall be non-party in politics and non-sectarian in religion.

ACTIVITIES, PROGRESS AND ACHIEVEMENTS

The Community Centre have finished the 3rd year of The Multiply Project (with Steps2skills), there is no future to the project that ended 31st March 2025. This has helped bring more people in using our Hub and Warm Space Facilities. Our warm space/ community café will continue to run.

We continue to have our Warm Space Room in the Community Centre one mornings a week and have extended the time to include a light lunch. This provided a warm space for people to come and sit in, enjoy hot drinks etc.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2025

ACTIVITIES, PROGRESS AND ACHIEVEMENTS CONTINUED

Funding for our exercise class has ended but we continue to operate this without the funding.

We had a very successful Bedwell Fun Day during August when we put on free activities for families in our area, with user groups having stalls to promote their activities. This was a great day with over 500 people attending.

In October we had our Annual Children's Halloween Disco with over 100 people attending.

We have had a good year with our rentals, with The Community Centre being busy and at approx. 80% capacity. Saturday Evening Functions have increased from the previous year, but we still have availability to host more.

The Sunbeams Pre-School meet at the Community Centre and continue to provide a good service for the children in our area. The Parent & Toddler group is going well we secured funding for it to run for another year. We continue to have lots of health providers hiring out our rooms for diabetic group training.

The Community Centre is hired out to affiliated groups such as Sunbeams Pre School, Guide Shop, Table Tennis, Wargaming, The Irish Network and Keep fit groups etc. The Centre also lets out rooms to other organisations such as Lighthouse Church, Bethel Fellowship Church, Molly Vickers School of Dancing, Diet & Fitness Clubs, Kumon & Magikats (Maths & English tuition), martial arts groups etc. We also have Steps2skills renting a room out in the community centre who offer lots of different courses for adults.

We have a chiropody service at the centre twice a month, when people can make an appointment. We also hire the halls for weddings, birthday parties and other occasions.

The Office continues to offer a photocopying service to our groups and residents.

We continue to look at ways in which we can attract new groups to let our halls/rooms to and thus provide more diverse skills and activities to the local people although prime time slots are fully booked.

We plan to continue offering the services we offer at the standard that is expected, we will look for further projects to aid in what we can offer and also look at funding to put on activities for the local and surrounding community.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2025

FINANCE REVIEW

The net result of this for the financial year end 31st March 2025 is a surplus of £ 19,200 (2024: £36,810).

The enclosed financial statement shows the current state of the finances, which the Management Committee considers to be fair. Careful monitoring has been carried out to ensure the Association continues to operate efficiently for the community of Bedwell.

Reserves

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council's policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month's operating costs. Unfortunately, due to deficit core grant funding for several years, we have been unable to build up the required balance.

Free reserves are currently held at £75,969

The estimate for the designated reserve, to cover staff redundancy payments and winding up costs are £27,375; this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

Approved by the Trustees on 15th July 2025 and signed on their behalf by:

BEDWELL COMMUNITY ASSOCIATION

Independent Examiners Report For the year ended 31st March 2025

I report on the accounts for the year ended 31st March 2025, which are set out on pages 6 to 18.

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 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 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 and FRS 102have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jane M E Seymour
Community Accountant
Orchard Villa, 2B Regent Street
Stotfold, Hitchin
Herts. SG5 4ED

Dated: 15th July 2025

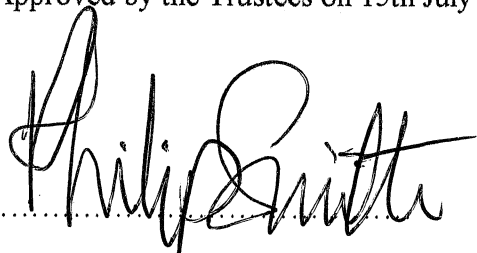
BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2025

	Notes	Unrestricted Funds £	Restricted Funds £	2025 Total Funds £	2024 Total Funds £
Income from:					
Donations and legacies	2	228	55,030	55,258	62,259
Charitable Activities	3	139,520	-	139,520	136,557
Other Trading activities	4	1,959	-	1,959	2,472
Investments		759	-	759	561
Other	5	5,000	-	5,000	5,000
Total Income		147,466	55,030	202,496	206,849
Expenditure on:					
Raising Funds		537	-	537	-
Charitable Activities	6	128,683	54,076	182,759	170,039
Total resources expended		129,220	54,076	183,296	170,039
Net incoming/ (expenditure)		18,246	954	19,200	36,810
Transfers between funds		-	-	-	-
Net Movement in Funds		18,246	954	19,200	36,810
Total Funds brought forward		58,489	13,468	71,957	35,147
Total funds carried forward	16	76,735	14,422	91,157	71,957

**BEDWELL COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 31ST MARCH 2025**

	Notes	2025	2024
		£	£
Fixed Assets			
Tangible fixed assets	10	2,083	2,796
Current Assets			
Debtors & prepayments	11	6,236	19,425
Cash at bank and in hand		96,390	58,329
Total Current Assets		<u>102,626</u>	<u>77,754</u>
Creditors: Amounts falling due within one year	12	<u>13,552</u>	<u>8,593</u>
Net Current Assets		89,074	69,161
Net Assets		<u><u>91,157</u></u>	<u><u>71,957</u></u>
Funds of the Charity			
Unrestricted funds		76,735	58,489
Restricted funds		14,422	13,468
Total Funds	15	<u><u>91,157</u></u>	<u><u>71,957</u></u>

Approved by the Trustees on 15th July 2025 and signed on their behalf by:



The notes on pages 9 to 18 form part of these accounts

BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF CASH FLOW AS AT 31 MARCH 2025

	Note	2025 £	2024 £
Cash flows from operating activities:			
<i>Net cash provided by (used in) operating activities</i>	18	37,302	18,288
Cash flows from capital expenditure & investing activities:			
Dividends, interest and rents from investments		759	561
Purchase of property, plant and equipment		-	-
<i>Net cash provided by (used in) investing activities</i>		759	561
<i>Net cash provided by (used in) financing activities</i>		-	-
<i>Change in cash and cash equivalents in the reporting period</i>		<u>38,061</u>	<u>18,849</u>
Cash and cash equivalents at the beginning of the reporting period		58,329	39,480
Change in cash and cash equivalents due to exchange rate movements		-	-
<i>Cash and cash equivalents at the end of the reporting period</i>		<u><u>96,390</u></u>	<u><u>58,329</u></u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

1 ACCOUNTING POLICIES

Basis of preparation

These Accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities (SORP 2015 restated where applicable) and in compliance with the Charities Act 2011.

Depreciation policy

Tangible fixed assets are depreciated over the estimated useful economic lives. The depreciation rate currently in use for all fixed assets held for use by the charity is 25% on the reducing balance.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds

These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds

charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Incoming Resources

amount is measurable. Income is accounted for on a receivable basis, except for hall deposits that relate to bookings in a future accounting period, the income is deferred until those periods.

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

2	Unrestricted	Restricted	2025	2024
Income from Donations and Legacies			£	£
HCC Step2Skills Multiply Project	-	37,200	37,200	41,600
Herts Community Foundation Projects	-	-	-	1,500
Donations	228	-	228	182
SBC Local Budget Line Dancing	-	720	720	-
HCC - Salsa Dancing	-	720	720	-
HCC Herts Warm/Sports Camp	-	-	-	600
S.C.B./LCB Sports Camp	-	-	-	1,200
Sport England Grants	-	8,890	8,890	8,757
S.B.C. Warm Space	-	7,500	7,500	6,500
Toddlers Group (SBC)	-	-	-	1,920
	<u>228</u>	<u>55,030</u>	<u>55,258</u>	<u>62,259</u>
3 Income from Charitable Activities	Unrestricted	Restricted	2025	2024
			£	£
Hall Hire	138,789	-	138,789	135,295
Refreshment income	310	-	310	324
Services Income	421	-	421	755
Admin Fees	-	-	-	183
	<u>139,520</u>	<u>-</u>	<u>139,520</u>	<u>136,557</u>
4 Income from Other Trading Activities	Unrestricted	Restricted	2025	2024
			£	£
Fundraising and Events	1,959	-	1,959	2,472
5 Other income	Unrestricted	Restricted	2025	2024
			£	£
Employment Allowance	5,000	-	5,000	5,000

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

6 Analysis of Expenditure on charitable activities

Activity		Activity undertaken directly	Grant funding of activities	Support Costs	Total
		£	£	£	£
Community Centre	8	127,911	-	472	128,383
Step2Skills Multiply Project	7	41,347	-	-	41,347
Warm Space	7	6,340	-	-	6,340
HCC Salsa Instructor	7	600	-	-	600
SBC Covid support	7	206	-	-	206
Sport England	7	3,268	-	-	3,268
Big Lottery - Computer Suite	7	188	-	-	188
Toddlers Group	7	1,361	-	-	1,361
Redecoration, Equipment etc	7	46	-	-	46
Dancing	7	720	-	-	720
Canteen	8	300	-	-	300
		<u>182,287</u>	<u>-</u>	<u>472</u>	<u>182,759</u>

7 Charitable Expenditure

Charitable Activities - Centre

Unrestricted Administration Expenses

	2025	2024
	£	£
Admin Wages	41,462	34,385
Printing, Stationery & Advertising	999	910
Broadband, Telephone & Postage	1,564	1,193
Subscriptions & Affiliation Fees	18	-
Performing Rights Association	1,128	1,362
Health & Safety	8	-
Sundry Expenses	1,626	363
Licensing Fees	344	339
Software	781	458
Bank & Credit charges	109	97
Website	347	402
Events	262	331
Training	120	912
Volunteer Expenses	23	52
Payroll & HR Expenses	3,078	916
Total Administration Fees	<u>51,869</u>	<u>41,720</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

7 Charitable Expenditure Continued	2025	2024
Charitable Activities - Centre	£	£
Unrestricted Maintenance Expenses		
Cleaning Windows	70	70
Heat & Light	10,705	10,565
Equipment	171	161
Insurance	635	716
Laundry & Cleaning	7,098	3,198
Garden	305	305
Repairs & Renewals	9,313	323
Security	997	847
Equipment Depreciation	274	346
Water Rates	3,691	2,055
Caretaking/ cleaning wages	42,783	55,758
	<u>76,042</u>	<u>74,344</u>
Total Centre Costs	<u>127,911</u>	<u>116,064</u>
7 Charitable Expenditure	2025	2024
Charitable Activities - Centre	£	£
Restricted HCC Step2Skills Multiply Project		
Room Hire	15,747	14,687
Consultancy	12,964	9,570
Salaries	10,002	10,730
Equipment	67	302
Other miscellaneous costs	2,567	2,164
	<u>41,347</u>	<u>37,453</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

7 Charitable Expenditure Continued	2025	2024
Charitable Activities - Centre	£	£
Restricted		
S.B.C Warm Space	6,340	2,940
Fun Day	-	1,000
SBC Covid Equipment funding dep'n	206	275
Sports England Get Bedwell Active and other sports projects	3,268	5,799
Big Lottery Computer Suite project Dep'n	188	250
Toddlers Group Equipment, Heating, Room Hire & Refreshments (SBC &	1,361	2,096
Community Trust Laptop Depreciation	46	61
SBC Locality Budget Line Dancing Instructor	720	-
HCC Salsa Instructor	600	-
HCF Quickbooks Training	-	1,500
S.B.C. & HCC Sports Camps	-	1,800
	<u>12,729</u>	<u>15,721</u>
	<u><u>12,729</u></u>	<u><u>15,721</u></u>
8 Canteen Account	2025	2024
	£	£
Cost of Sales		
Opening Stock	-	-
Purchases	300	321
	300	321
Less Closing Stock	-	-
	300	321
Canteen Wages	-	20
Total Canteen Costs	<u>300</u>	<u>341</u>
	<u><u>300</u></u>	<u><u>341</u></u>
9 Governance	2025	2024
	£	£
Independent Examiner's Fee (See note 19)	450	425
AGM Costs	22	35
	<u>472</u>	<u>460</u>
	<u><u>472</u></u>	<u><u>460</u></u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

10 Fixed assets	Unrest. Equipment	Restricted Equip't	Total
Cost	£	£	£
At 1 April 2024	4,932	12,533	17,465
Additions	-	-	-
At 31 March 2025	<u>4,932</u>	<u>12,533</u>	<u>17,465</u>
Depreciation			
At 1 April 2024	3,892	10,776	14,668
Charge for the year	274	440	714
At 31 March 2025	<u>4,166</u>	<u>11,216</u>	<u>15,382</u>
Net book values			
At 31 March 2024	1,040	1,757	2,797
At 31 March 2025	<u><u>766</u></u>	<u><u>1,317</u></u>	<u><u>2,083</u></u>

11 Debtors & Prepayments	2025	2024
	£	£
Debtors	4,663	18,048
Prepayments and income accruals	1,573	1,377
	<u>6,236</u>	<u>19,425</u>

12 Creditors: Amounts falling due within one year	2025	2024
	£	£
Accruals and income prepayments	9,027	6,424
HMRC Tax & NI	4,317	1,902
Sundry Creditors	141	194
Pension Contributions	67	73
	<u>13,552</u>	<u>8,593</u>

13 Trustees' Remuneration and Expenses

No trustee remuneration has been directly or indirectly paid or payable for the year out of the funds of the charity to any trustee or to any person or person connected with any of them.

14 Employees' Remuneration

Total remuneration for the year (excluding employer's contributions) amounted to £ 86,588 (2024: £84,789).

No employee earned more than £40,000 p.a. or more. The average numbers of paid staff for the year were five (2024: five).

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

15 Reserves Policy

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council’s policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month’s operating costs. Covid-19 and the additional funds we have been able to access means we have been able to build our reserves back up to nearly the level required to meet our reserves policy.

Current free reserves are: £ 75,969

The estimate for the reserve, to cover staff redundancy payments and winding up costs are £27,375, this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

16 Fund Analysis

	General	SBC Locality Budget - Line Dancing	S.B.C Warm Space	HCC Salsa Dancing	Sub - Total
	£	£	£	£	£
Incoming Resources	147,466	720	7,500	720	156,406
Resources Expended	129,220	720	6,340	600	136,880
Net incoming resources before transfers	18,246	-	1,160	120	19,526
Transfer between funds	-	-	-	-	-
Net movement in funds	18,246	-	1,160	120	19,526
Total Funds B/fwd	58,489	-	3,560	-	62,049
Total Funds C/Fwd	76,735	-	4,720	120	81,575
Fixed Assets	766	-	-	-	766
Current Assets	89,521	-	4,720	120	94,361
Current Liabilities	(13,552)	-	-	-	(13,552)
	76,735	-	4,720	120	81,575

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

16 Fund Analysis Continued

	B/Fwd	Big Lottery - Computer Suite	Comm'ty Trust Equipment	Sports England	Sub - Total
	£	£	£	£	£
Incoming Resources	156,406	-	-	8,890	165,296
Resources Expended	136,880	188	46	3,268	140,382
Net incoming resources before transfers	19,526	(188)	(46)	5,622	24,914
Net movement in funds	19,526	(188)	-	46	5,622
Total Funds B/fwd	62,049	751	183	2,643	65,626
Total Funds C/Fwd	81,575	563	137	8,265	90,540
Fixed Assets	766	563	137	-	1,466
Current Assets	94,361	-	-	8,265	102,626
Current Liabilities	(13,552)	-	-	-	(13,552)
	81,575	563	137	8,265	90,540

	B/Fwd	SBC Covid Equipment	Toddlers Group	s Multiply Project	Sub - Total
	£	£	£	£	£
Incoming Resources	165,296	-	-	37,200	202,496
Resources Expended	140,382	206	1,361	41,347	183,296
Net incoming resources before transfers	24,914	(206)	(1,361)	(4,147)	19,200
Net movement in funds	24,914	(206)	-	1,361	-
Total Funds B/fwd	65,626	823	1,361	4,147	71,957
Total Funds C/Fwd	90,540	617	-	-	91,157
Fixed Assets	1,466	617	-	-	2,083
Current Assets	102,626	-	-	-	102,626
Current Liabilities	(13,552)	-	-	-	(13,552)
	90,540	617	-	-	91,157

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

16 Fund Analysis continued

Restricted funding received in the year:

HCC Step2Skills Multiply Project - to open a Hub and identify adults that do not have a C/4 or higher in Maths and wish to improve their numeracy skills

Stevenage Community Trust & S.B.C. have funded the opening of a parent and toddler group in the community centre

S.B.C. Warm Space - Grant from S.B.C. for warm space -so that people could come in and keep warm, have free breakfast/lunch.

Sports England Get Bedwell Active and other sports projects

HCC have funded a Salsa instructor

SBC Locality Budget has funded a Line Dancing instructor

17 Volunteers

Volunteer information is as follows:

Activity 2024/25	Number of Volunteers	Hours per Volunteer	Total Hours
Chair	1	208	208
Kitchen	1	288	288
Caretaking	1	240	240
Committee meetings	8		20
Fun Day	3		24
Activity 2023/24	Volunteers	Hours per	Hours
Chair	1	260	260
Kitchen	1	312	312
Caretaking	2	234	468
Committee meetings	6		40
Fun Day			30

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2025

18 Notes to the cash flow statement

Reconciliation of net income/(expenditure) to net cash flow from operating activities	2025	2024
	£	£
Net income/(expenditure) for the year	19,200	36,810
Adjustments for:		
Depreciation charges	714	932
Dividends, interest and rents from investments	(759)	(561)
Loss on disposal of assets	-	-
(Increase)/decrease in debtors	13,188	(15,385)
Increase/(decrease) in creditors	4,959	(3,508)
Net cash provided by operating	37,302	18,288
 Analysis of net cash resources		
	2025	2024
	£	£
Cash in hand	96,390	58,329

19 Independent Examiner's

Fees of £450 have been accrued for the 2025 (2024: £425) examination and preparation of accounts.

BEDWELL COMMUNITY ASSOCIATION

England & Wales - Charity number 302332

Accounts

BEDWELL COMMUNITY ASSOCIATION

Registered Charity No. 302332

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2024**

BEDWELL COMMUNITY ASSOCIATION

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BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued
For the year ended 31st March 2024

REFERENCE AND ADMINISTRATION

Name of Charity: BEDWELL COMMUNITY ASSOCIATION

Registered Charity No: 302332

Governing Document: Constitution dated 17th May 1999

Principal Office: Bedwell Community Association
Crescent, Stevenage, Herts. SG1 1NA

Trustees:

Elaine Connolly	Chairman
Philip Smith	Vice Chairman
Marie King	Treasurer
Eileen Mitchell	(Resigned 3 rd April 2023)
Ann Meldrum	
Jenny O'Sullivan	
Stuart Mylrea	
Lisa Luker	(Appointed 3 rd October 2023)
Sharon Doherty	(Appointed 3 rd October 2023)
Daren Hollis	(Appointed 3 rd October 2023)

Bankers: Lloyds TSB Bank Plc
Stevenage Town Square
3 The Town Square
Stevenage
Herts. SG1 1BG

Independent Examiner: Jane M E Seymour
Orchard Villa
2B Regent Street
Stotfold
Hitchin
Herts. SG5 4ED

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2024

The Management Committee present their report for the year ended 31st March 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is an unincorporated organization which is governed by a constitution dated 17th May 1999.

The Honorary Officers and up to eight representatives of affiliation organisations and other user groups are elected or appointed on an annual basis at the Annual General Meeting, in the event of a vacancy occurring the Committee can co-opt a replacement until the next Annual General Meeting. The committee shall also include one representative from Stevenage Borough Council.

Individuals and one representative per affiliated group shall have the right to vote at the AGM.

The trustees are elected or appointed on an annual basis at the Annual General Meeting, which is held between June and July.

OBJECTIVES

In setting the charity's objectives and planning its aims and objectives and future activities the Trustees have given consideration to the Charity Commission's general guidance on public benefit. The main aims and objectives of the charity are:

To promote the benefit of the inhabitants of Bedwell Stevenage, without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

To maintain and manage the Bedwell Centre and encourage its use by the Community for the pursuit of common interests of a social, educational and recreational kind.

The Association shall be non-party in politics and non-sectarian in religion.

ACTIVITIES, PROGRESS AND ACHIEVEMENTS

The Community Centre have finished the 2nd year of The Multiply Project (with Steps2skills) and propose to take on the final 3rd year. This has helped bring more people in using our Hub and Warm Space Facilities.

We continue to have our Warm Space Room in the Community Centre one mornings a week and have extended the time to include a light lunch. This provided a warm space for people to come and sit in, enjoy hot drinks etc.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2024

ACTIVITIES, PROGRESS AND ACHIEVEMENTS CONTINUED

We ran a couple of other Sports projects with grants from Herts Sports Partnership. We have also been able to put on a couple of Children's Sports Camps during the Easter and Summer Holidays thanks to grants received.

We had a very successful Bedwell Fun Day during August when we put on free activities for families in our area, with user groups having stalls to promote their activities. This was a great day with over 500 people attending.

In October we had our annual Children's Halloween Disco with over 100 people attending.

We have had a good year with our rentals, with The Community Centre being busy and at approx. 80% capacity. Saturday evening functions have unfortunately been down.

The Sunbeams Pre-School meet at the Community Centre and continue to provide a good service for the children in our area. The Nee Parent & Toddler group is going well, and we have received another grant to run this for another year.

We have had lots of health providers hiring out our rooms for diabetic group training.

The Community Centre is hired out to affiliated groups such as Sunbeams Pre School, Guide Shop, Table Tennis, Wargaming, The Irish Network and Keep fit groups etc.. The Centre also lets out rooms to other organisations such as Lighthouse Church, Bethel Fellowship Church, Molly Vickers School of Dancing, Diet & Fitness Clubs, Kumon & Magikats (Maths & English tuition) etc. We also have Steps2skills renting a room out in the community centre offering lots of different courses for adults.

We have a Chiropody service at the centre twice a month when people can make an appointment to see him. We also hire the halls for Weddings, Birthday Parties and other occasions.

The Office continues to offer a photocopying service to our groups and residents.

We continue to look at ways in which we can attract new groups to let our halls/rooms and thus provide more diverse skills and activities to the local people.

BEDWELL COMMUNITY ASSOCIATION

**Trustees Annual Report Continued
For the year ended 31st March 2024**

FINANCE REVIEW

The net result of this for the financial year end 31st March 2024 is a surplus of £ 36,810 (2023: £13,637).

The enclosed financial statement shows the current state of the finances, which the Management Committee considers to be fair. Careful monitoring has been carried out to ensure the Association continues to operate efficiently for the community of Bedwell.

Reserves

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council's policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month's operating costs. Unfortunately, due to deficit core grant funding for several years, we have been unable to build up the required balance.

Free reserves are currently held at £57,450.

The estimate for the designated reserve, to cover staff redundancy payments and winding up costs are £27,375; this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

Approved by the Trustees on 11th July 2024 and signed on their behalf by:

A handwritten signature in black ink, appearing to be 'E. Brown', written in a cursive style.

BEDWELL COMMUNITY ASSOCIATION

Independent Examiners Report For the year ended 31st March 2024

I report on the accounts for the year ended 31st March 2024, which are set out on pages 6 to 18.

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 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 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 and FRS 102have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jane M E Seymour
Community Accountant
Orchard Villa, 2B Regent Street
Stotfold, Hitchin
Herts. SG5 4ED

Dated: 11th July 2024

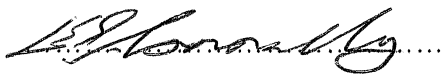
BEDWELL COMMUNITY ASSOCIATION**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Income from:					
Donations and legacies	2	182	62,077	62,259	54,872
Charitable Activities	3	136,557	-	136,557	118,102
Other Trading activities	4	1,472	1,000	2,472	2,772
Investments		561	-	561	55
Other	5	5,000	-	5,000	5,000
Total Income		143,772	63,077	206,849	180,801
Expenditure on:					
Raising Funds		-	-	-	762
Charitable Activities	6	116,865	53,174	170,039	166,402
Total resources expended		116,865	53,174	170,039	167,164
Net incoming/ (expenditure)		26,907	9,903	36,810	13,637
Transfers between funds		-	-	-	-
Net Movement in Funds		26,907	9,903	36,810	13,637
Total Funds brought forward		31,582	3,565	35,147	21,510
Total funds carried forward	16	58,489	13,468	71,957	35,147

**BEDWELL COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 31ST MARCH 2024**

	Notes	2024	2023
		£	£
Fixed Assets			
Tangible fixed assets	10	2,796	3,728
Current Assets			
Debtors & prepayments	11	19,425	4,040
Cash at bank and in hand		58,329	39,480
Total Current Assets		<u>77,754</u>	<u>43,520</u>
Creditors: Amounts falling due within one year	12	<u>8,593</u>	<u>12,101</u>
Net Current Assets		69,161	31,419
Net Assets		<u><u>71,957</u></u>	<u><u>35,147</u></u>
Funds of the Charity			
Unrestricted funds		58,489	31,582
Restricted funds		13,468	3,565
Total Funds	15	<u><u>71,957</u></u>	<u><u>35,147</u></u>

Approved by the Trustees on 11th July 2024 and signed on their behalf by:



.....

The notes on pages 9 to 18 form part of these accounts

BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF CASH FLOW AS AT 31 MARCH 2024

	Note	2024 £	2023 £
Cash flows from operating activities:			
<i>Net cash provided by (used in) operating activities</i>	18	18,288	15,298
Cash flows from capital expenditure & investing activities:			
Dividends, interest and rents from investments		561	55
Purchase of property, plant and equipment		-	(686)
<i>Net cash provided by (used in) investing activities</i>		561	(631)
<i>Net cash provided by (used in) financing activities</i>		-	-
<i>Change in cash and cash equivalents in the reporting period</i>		<u>18,849</u>	<u>14,667</u>
Cash and cash equivalents at the beginning of the reporting period		39,480	24,813
Change in cash and cash equivalents due to exchange rate movements		-	-
<i>Cash and cash equivalents at the end of the reporting period</i>		<u><u>58,329</u></u>	<u><u>39,480</u></u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2024

1 ACCOUNTING POLICIES

Basis of preparation

These Accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities (SORP 2015 restated where applicable) and in compliance with the Charities Act 2011.

Depreciation policy

Tangible fixed assets are depreciated over the estimated useful economic lives. The depreciation rate currently in use for all fixed assets held for use by the charity is 25% on the reducing balance.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds

These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds

charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Incoming Resources

amount is measurable. Income is accounted for on a receivable basis, except for hall deposits that relate to bookings in a future accounting period, the income is deferred until those periods.

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2024

2	Unrestricted	Restricted	2024	2023
Income from Donations and Legacies			£	£
HCC Step2Skills Multiply Project	-	41,600	41,600	37,800
Herts Community Foundation Projects	-	1,500	1,500	12,074
Donations	182	-	182	2,896
Stevenage Community Trust	-	-	-	1,802
HCC Herts Warm/Sports Camp	-	600	600	300
S.C.B./LCB Sports Camp	-	1,200	1,200	-
Sport England Grants	-	8,757	8,757	-
S.B.C. Warm Space	-	6,500	6,500	-
Toddlers Group (SBC)	-	1,920	1,920	-
	<u>182</u>	<u>62,077</u>	<u>62,259</u>	<u>54,872</u>
3 Income from Charitable Activities	Unrestricted	Restricted	2024	2023
			£	£
Hall Hire	135,295	-	135,295	117,703
Refreshment income	324	-	324	61
Services Income	755	-	755	263
Admin Fees	183	-	183	75
	<u>136,557</u>	<u>-</u>	<u>136,557</u>	<u>118,102</u>
4 Income from Other Trading Activities	Unrestricted	Restricted	2024	2023
			£	£
Fundraising and Events	1,472	1,000	2,472	2,772
5 Other income	Unrestricted	Restricted	2024	2023
			£	£
Employment Allowance	5,000	-	5,000	5,000

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2024

6 Analysis of Expenditure on charitable activities

Activity		Activity undertaken directly	Grant funding of activities	Support Costs	Total
		£	£	£	£
Community Centre	8	116,064	-	460	116,524
Step2Skills Multiply Project	7	37,453	-	-	37,453
Warm Space	7	2,940	-	-	2,940
Events	7	1,000	-	-	1,000
SBC Covid support	7	275	-	-	275
Sport England	7	5,799	-	-	5,799
Big Lottery - Computer Suite	7	250	-	-	250
Toddlers Group	7	2,096	-	-	2,096
S.B.C. & HCC Sports Camp	7	1,800	-	-	1,800
Redecoration, Equipment etc	7	61	-	-	61
Training	7	1,500	-	-	1,500
Canteen	8	341	-	-	341
		<u>169,579</u>	<u>-</u>	<u>460</u>	<u>170,039</u>

7 Charitable Expenditure

Charitable Activities - Centre

Unrestricted Administration Expenses

	2024	2023
	£	£
Admin Wages	34,385	38,091
Printing, Stationery & Advertising	910	332
Broadband, Telephone & Postage	1,193	1,786
Subscriptions & Affiliation Fees	-	-
Performing Rights Association	1,362	1,010
Health & Safety	-	46
Sundry Expenses	363	359
Licensing Fees	339	100
Software	458	82
Bank & Credit charges	97	103
Website	402	448
Events	331	-
Training	912	-
Volunteer Expenses	52	-
Payroll & HR Expenses	916	1,113
Total Administration Fees	<u>41,720</u>	<u>43,470</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2024

7 Charitable Expenditure Continued	2024	2023
Charitable Activities - Centre	£	£
Unrestricted Maintenance Expenses		
Cleaning Windows	70	70
Heat & Light	10,565	8,699
Equipment	161	532
Insurance	716	1,689
Laundry & Cleaning	3,198	4,208
Garden	305	295
Repairs & Renewals	323	2,762
Security	847	1,657
Equipment Depreciation	346	462
Water Rates	2,055	3,083
Caretaking/ cleaning wages	55,758	55,472
	<u>74,344</u>	<u>78,929</u>
Total Centre Costs	<u>116,064</u>	<u>122,399</u>
7 Charitable Expenditure	2024	2023
Charitable Activities - Centre	£	£
Restricted HCC Step2Skills Multiply Project		
Room Hire	14,687	12,500
Consultancy	9,570	10,741
Salaries	10,730	7,654
Equipment	302	3,618
Other miscellaneous costs	2,164	3,287
	<u>37,453</u>	<u>37,800</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2024

15 Reserves Policy

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council’s policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month’s operating costs. Covid-19 and the additional funds we have been able to access means we have been able to build our reserves back up to nearly the level required to meet our reserves policy.

Current free reserves are: £ 57,450

The estimate for the reserve, to cover staff redundancy payments and winding up costs are £27,375, this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

16 Fund Analysis

	General	S.B.C. & HCC Sports Camps	S.B.C Warm Space	HCF Quickb'ks Training	Sub - Total
	£	£	£	£	£
Incoming Resources	143,772	1,800	6,500	1,500	153,572
Resources Expended	116,865	1,800	2,940	1,500	123,105
Net incoming resources before transfers	26,907	-	3,560	-	30,467
Transfer between funds	-	-	-	-	-
Net movement in funds	26,907	-	3,560	-	30,467
Total Funds B/fwd	31,582	-	-	-	31,582
Total Funds C/Fwd	58,489	-	3,560	-	62,049
Fixed Assets	1,039	-	-	-	1,039
Current Assets	66,043	-	3,560	-	69,603
Current Liabilities	(8,593)	-	-	-	(8,593)
	58,489	-	3,560	-	62,049

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2024

16 Fund Analysis Continued

	B/Fwd	Big Lottery - Computer Suite	Comm'ty Trust Equipment	Sports England	Sub - Total
	£	£	£	£	£
Incoming Resources	153,572	-	-	8,757	162,329
Resources Expended	123,105	250	61	5,799	129,215
Net incoming resources before transfers	30,467	(250)	(61)	2,958	33,114
Net movement in funds	30,467	(250)	-	2,958	33,114
Total Funds B/fwd	31,582	1,001	244	(315)	32,512
Total Funds C/Fwd	62,049	751	183	2,643	65,626
Fixed Assets	1,039	751	183	-	1,973
Current Assets	69,603	-	-	2,643	72,246
Current Liabilities	(8,593)	-	-	-	(8,593)
	62,049	751	183	2,643	65,626

	B/Fwd	SBC Covid Equipment	SCB Fun Day	Toddlers Group	Sub - Total
	£	£	£	£	£
Incoming Resources	162,329	-	1,000	1,920	165,249
Resources Expended	129,215	275	1,000	2,096	132,586
Net incoming resources before transfers	33,114	(275)	-	(176)	32,663
Net movement in funds	33,114	(275)	-	176	32,663
Total Funds B/fwd	32,512	1,098	-	1,537	35,147
Total Funds C/Fwd	65,626	823	-	1,361	67,810
Fixed Assets	1,973	823	-	-	2,796
Current Assets	72,246	-	-	1,361	73,607
Current Liabilities	(8,593)	-	-	-	(8,593)
	65,626	823	-	1,361	67,810

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2024

16 Fund Analysis continued

	B/Fwd	Step2Skills Multiply Project	Sub - Total
	£	£	£
Incoming Resources	165,249	41,600	206,849
Resources Expended	132,586	37,453	170,039
Net incoming resources before transfers	32,663	4,147	36,810
Net movement in funds	33,114	4,147	36,810
Total Funds B/fwd	35,147	-	35,147
Total Funds C/Fwd	67,810	4,147	71,957
Fixed Assets	2,796	-	2,796
Current Assets	73,607	4,147	77,754
Current Liabilities	(8,593)	-	(8,593)
	67,810	4,147	71,957

Restricted funding received in the year:

HCC Step2Skills Multiply Project - to open a Hub and identify adults that do not have a C/4 or higher in Maths and wish to improve their numeracy skills

HCC Warm/Sport Camp - This was a sports camp for children during holidays

S.B.C./LCB Sports Camps - this was also a grant for sports camp for children during holidays

Stevenage Community Trust & S.B.C. have funded the opening of a parent and toddler group in the community centre

Herts Community Foundation funded staff training

S.B.C. Warm Space - Grant from S.B.C. for warm space -so that people could come in and keep warm, have free breakfast/lunch.

HCC Fun Day

Sports England Get Bedwell Active and other sports projects

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2024

17 Volunteers

Volunteer information is as follows:

Activity 2023/24	Number of Volunteers	Hours per Volunteer	Total Hours
Chair	1	260	260
Kitchen	1	312	312
Caretaking	2	234	468
Committee meetings	6		40
Fun Day			30
Activity 2022/23	Volunteers	Hours per Volunteer	Hours
Chair	1	260	260
Hub	1	260	260
Committee meetings	6		40
Fun Day			30

18 Notes to the cash flow statement

Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2024	2023
	£	£
Net income/(expenditure) for the year	36,810	8,637
Adjustments for:		
Depreciation charges	932	1,244
Dividends, interest and rents from investments	(561)	(55)
Loss on disposal of assets	-	58
(Increase)/decrease in debtors	(15,385)	863
Increase/(decrease) in creditors	(3,508)	(449)
Net cash provided by operating	18,288	10,298

Analysis of net cash resources

	2024	2023
	£	£
Cash in hand	58,329	39,481

19 Independent Examiner's

Fees of £425 have been accrued for the 2024 (2023: £425) examination and preparation of accounts.

BEDWELL COMMUNITY ASSOCIATION

England & Wales - Charity number 302332

Accounts

BEDWELL COMMUNITY ASSOCIATION

Registered Charity No. 302332

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2023**

BEDWELL COMMUNITY ASSOCIATION

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BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued
For the year ended 31st March 2023

REFERENCE AND ADMINISTRATION

Name of Charity: BEDWELL COMMUNITY ASSOCIATION

Registered Charity No: 302332

Governing Document: Constitution dated 17th May 1999

Principal Office: Bedwell Community Association
Crescent, Stevenage, Herts. SG1 1NA

Trustees:

Elaine Connolly	Chairman
Philip Smith	Vice Chairman
Terry Ingle	Treasurer (Passed Away 02.23)
Marie King	Treasurer (Co-Opted 27.02.23)
Eileen Mitchell	
Ann Meldrum	
Jenny O'Sullivan	
Stuart Mylrea	

Bankers: Lloyds TSB Bank Plc
Stevenage Town Square
3 The Town Square
Stevenage
Herts. SG1 1BG

Independent Examiner: Jane M E Seymour
Orchard Villa
2B Regent Street
Stotfold
Hitchin
Herts. SG5 4ED

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2023

The Management Committee present their report for the year ended 31st March 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is an unincorporated organization which is governed by a constitution dated 17th May 1999.

The Honorary Officers and up to eight representatives of affiliation organisations and other user groups are elected or appointed on an annual basis at the Annual General Meeting, in the event of a vacancy occurring the Committee can co-opt a replacement until the next Annual General Meeting. The committee shall also include one representative from Stevenage Borough Council.

Individuals and one representative per affiliated group shall have the right to vote at the AGM.

The trustees are elected or appointed on an annual basis at the Annual General Meeting, which is held between June and July.

OBJECTIVES

In setting the charity's objectives and planning its aims and objectives and future activities the Trustees have given consideration to the Charity Commission's general guidance on public benefit. The main aims and objectives of the charity are:

To promote the benefit of the inhabitants of Bedwell Stevenage, without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

To maintain and manage the Bedwell Centre and encourage its use by the Community for the pursuit of common interests of a social, educational and recreational kind.

The Association shall be non-party in politics and non-sectarian in religion.

ACTIVITIES, PROGRESS AND ACHIEVEMENTS

The Community Centre has had a very challenging year with taking on Multiply (with Steps2skills). This has helped the Community Centre out financially and brought more people in using our Hub facility.

Due to cost-of-living crisis we opened a Warm Space Room in the Community Centre for 2 mornings a week. This provided a warm space for people to come and sit in, and to enjoy hot drinks etc.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2023

ACTIVITIES, PROGRESS AND ACHIEVEMENTS CONTINUED

We have also taken on a couple of other Sports projects with grants from Herts Sports Partnership.

We have this year managed to purchase new computers for the office and update our Wi-Fi throughout the community centre.

Our rentals have been fairly good again this year, with gaining a couple of new groups, but also losing a couple of groups. Saturday Evening Functions have unfortunately been down.

The Sunbeams Pre-School meets at the Community Centre and continues to provide a good service for the children in our area. We have a new Parent & Toddler group join us (thanks to a Grant from Stevenage Community Trust) this is going extremely well.

The Community Centre is hired out to affiliated groups such as Sunbeams Pre-School, Guide Shop, Table Tennis, Wargaming, The Irish Network and Keep fit groups etc.. The Centre also lets out rooms to other organisations such as Lighthouse Church, Bethel Fellowship Church, Molly Vickers School of Dancing, Diet & Fitness Clubs, Kumon & MagiKats (Maths & English tuition) etc. We also have Steps2skills renting a room in the Community Centre, they offer lots of different courses for adults.

We have a Chiropody service at the centre once a month, when people can make an appointment to see him. We also hire the halls for Weddings, Birthday Parties, and other occasions. We continue to look at ways in which we can attract new groups to let our Halls/Rooms and thus provide more diverse skills and activities to the local people.

Over the last year The Community Centre gratefully received funding for a number of projects, these include:

Multiply Project (Step2skills) To open a Hub and identify Adults who do not have a GCSE grade C/4 or higher in Maths and who want to improve their numeracy skills.

Herts Community Foundation – For a Warm Space Room & Refreshment

H.C.C. – Additional Heating Grant

Stevenage Community Trust – To open a Parent & Toddler Group in the community centre.

Sport England – Sports Camp for 1 week during Easter 2023.

Herts County Foundation – For Staff Training.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2023

FINANCE REVIEW

The net result of this for the financial year end 31st March 2023 is a surplus of £13,637 (2022: deficit (£4,349)).

The enclosed financial statement shows the current state of the finances, which the Management Committee considers to be fair. Careful monitoring has been carried out to ensure the Association continues to operate efficiently for the community of Bedwell.

Reserves

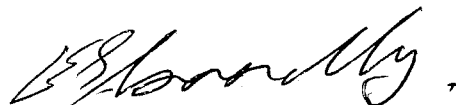
Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council’s policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month’s operating costs. Unfortunately, due to deficit core grant funding for several years, we have been unable to build up the required balance.

Free reserves are currently held at £30,197.

The estimate for the designated reserve, to cover staff redundancy payments and winding up costs are £27,375; this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

Approved by the Trustees on 3rd October 2023 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'E. Bennett', is written over a horizontal line.

BEDWELL COMMUNITY ASSOCIATION

Independent Examiners Report For the year ended 31st March 2023

I report on the accounts for the year ended 31st March 2023, which are set out on pages 6 to 18.

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 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and
- whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 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 and FRS 102have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jane M E Seymour
Community Accountant
Orchard Villa, 2B Regent Street
Stotfold, Hitchin
Herts. SG5 4ED

Dated: 3rd October 2023

BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Income from:					
Donations and legacies	2	12,117	42,755	54,872	33,603
Charitable Activities	3	118,102	-	118,102	85,997
Other Trading activities	4	2,772	-	2,772	2,372
Investments		55	-	55	3
Other	5	5,000	-	5,000	4,000
Total Income		138,046	42,755	180,801	125,975
Expenditure on:					
Raising Funds		762	-	762	24
Charitable Activities	6	123,184	43,218	166,402	130,300
Total resources expended		123,946	43,218	167,164	130,324
Net incoming/ (expenditure)		14,100	(463)	13,637	(4,349)
Transfers between funds		788	(788)	-	-
Net Movement in Funds		14,888	(1,251)	13,637	(4,349)
Total Funds brought forward		16,694	4,816	21,510	25,859
Total funds carried forward	16	31,582	3,565	35,147	21,510

**BEDWELL COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 31ST MARCH 2023**

	Notes	2023	2022
		£	£
Fixed Assets			
Tangible fixed assets	10	3,728	4,344
Current Assets			
Debtors & prepayments	11	4,040	4,903
Cash at bank and in hand		39,480	24,813
Total Current Assets		<u>43,520</u>	<u>29,716</u>
Creditors: Amounts falling due within one year	12	<u>12,101</u>	<u>12,550</u>
Net Current Assets		31,419	17,166
Net Assets		<u><u>35,147</u></u>	<u><u>21,510</u></u>
Funds of the Charity			
Unrestricted funds		31,582	16,694
Restricted funds		3,565	4,816
Total Funds	15	<u><u>35,147</u></u>	<u><u>21,510</u></u>

Approved by the Trustees on 3rd October 2023 and signed on their behalf by:

.....

.....

The notes on pages 9 to 18 form part of these accounts

BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF CASH FLOW AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Cash flows from operating activities:			
<i>Net cash provided by (used in) operating activities</i>	18	15,298	2,468
Cash flows from capital expenditure & investing activities:			
Dividends, interest and rents from investments		55	3
Purchase of property, plant and equipment		(686)	(2,267)
<i>Net cash provided by (used in) investing activities</i>		(631)	(2,264)
<i>Net cash provided by (used in) financing activities</i>		-	-
<i>Change in cash and cash equivalents in the reporting period</i>		14,667	204
Cash and cash equivalents at the beginning of the reporting period		24,813	24,609
Change in cash and cash equivalents due to exchange rate movements		-	-
<i>Cash and cash equivalents at the end of the reporting period</i>		39,480	24,813

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

1 ACCOUNTING POLICIES

Basis of preparation

These Accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities (SORP 2015 restated where applicable) and in compliance with the Charities Act 2011.

Depreciation policy

Tangible fixed assets are depreciated over the estimated useful economic lives. The depreciation rate currently in use for all fixed assets held for use by the charity is 25% on the reducing balance.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds

These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Incoming Resources

measurable. Income is accounted for on a receivable basis, except for hall deposits that relate to bookings in a future accounting period, the income is deferred until those periods.

2	Unrestricted	Restricted	2023	2022
			£	£
Income from Donations and Legacies				
HCC Step2Skills Multiply Project	-	37,800	37,800	-
Herts Community Foundation Projects	9,221	2,853	12,074	-
Donations	2,896	-	2,896	161
Stevenage Community Trust	-	1,802	1,802	2,594
HCC Herts Warm/ Community Space	-	300	300	-
Grants - Stevenage Borough Council	-	-	-	21,929
HMRC- Job Retention Scheme	-	-	-	10,216
	<u>12,117</u>	<u>42,755</u>	<u>54,872</u>	<u>34,900</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

3 Income from Charitable Activities	Unrestricted	Restricted	2023	2022
			£	£
Hall Hire	117,703	-	117,703	85,752
Refreshment income	61	-	61	242
Services Income	263	-	263	3
Admin Fees	75	-	75	-
	<u>118,102</u>	<u>-</u>	<u>118,102</u>	<u>85,997</u>

4 Income from Other Trading Activities	Unrestricted	Restricted	2023	2022
			£	£
Fundraising and Events	2,772	-	2,772	2,372

5 Other income	Unrestricted	Restricted	2023	2022
			£	£
Employment Allowance	5,000	-	5,000	4,000

6 Analysis of Expenditure on charitable activities

Activity		Activity undertaken directly	Grant funding of activities	Support Costs	Total
		£	£	£	£
Community Centre	7&9	122,399	-	469	122,868
Step2Skills Multiply Project	7	37,800	-	-	37,800
Warm Hub	7	1,400	-	-	1,400
Event	7	810	-	-	810
First Aid & Safeguarding Courses	7	1,453	-	-	1,453
SBC Covid support	7	367	-	-	367
Sport England	7	350	-	-	350
Big Lottery - Computer Suite	7	334	-	-	334
Warm Space	7	300	-	-	300
Toddlers Group	7	265	-	-	265
Redecoration, Equipment etc	7	139	-	-	139
Canteen	8	316	-	-	316
		<u>165,933</u>	<u>-</u>	<u>469</u>	<u>166,402</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

7 Charitable Expenditure	2023	2022
Charitable Activities - Centre	£	£
Unrestricted Administration Expenses		
Admin Wages	38,091	42,509
Printing, Stationery & Advertising	332	325
Broadband, Telephone & Postage	1,786	1,782
Subscriptions & Affiliation Fees	-	26
Performing Rights Association	1,010	1,746
Health & Safety	46	86
Sundry Expenses	359	1,181
Licensing Fees	100	180
Software	82	40
Bank & Credit charges	103	11
Website	448	410
Payroll & HR Expenses	1,113	1,207
Total Administration Fees	43,470	49,503
7 Charitable Expenditure	2023	2022
Charitable Activities - Centre	£	£
Unrestricted Maintenance Expenses		
Cleaning Windows	70	-
Heat & Light	8,699	9,183
Equipment	532	269
Insurance	1,689	1,595
Laundry & Cleaning	4,208	2,413
Garden	295	425
Repairs & Renewals	2,762	5,295
Security	1,657	1,568
Equipment Depreciation	462	389
Water Rates	3,083	2,593
Caretaking/ cleaning wages	55,472	50,615
	<u>78,929</u>	<u>74,345</u>
Total Centre Costs	122,399	123,848
7 Charitable Expenditure	2023	2022
Charitable Activities - Centre	£	£
Restricted HCC Step2Skills Multiply Project		
Room Hire	12,500	-
Consultancy	10,741	-
Salaries	7,654	-
Equipment	3,618	-
Other miscellaneous costs	3,287	-
	<u>37,800</u>	<u>-</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

7 Charitable Expenditure Continued	2023	2022
Charitable Activities - Centre	£	£
Restricted		
HCF Warm Space (Hub) Heating & Refreshment	1,400	-
Fun Day	810	90
HCF First Aid Course Costs	786	-
HCF Safeguarding Course Costs	667	-
SBC Covid Equipment funding dep'n	367	488
SBC Covid Equipment	-	27
Sport England Sports Equipment	350	-
Big Lottery Computer Suite project Dep'n	334	445
HCC Warm Space Heating	300	-
SCT Toddlers Group Equipment, Heating, Room Hire & Refreshments	265	-
Community Trust Laptop Depreciation	81	109
Locality Budget New Computer Dep'n	23	8
Day Care Chair/ Wheelchair Depreciation/W/Off	23	7
Locality Budget Computer & Printer Dep'n	12	4
Community Trust Security equipment	-	1,297
SCB Covid Cleaning materials	-	450
	<u>5,418</u>	<u>2,925</u>
8 Canteen Account	2023	2022
	£	£
Cost of Sales		
Opening Stock	-	-
Purchases	316	425
	316	425
Less Closing Stock	-	-
	316	425
Canteen Wages	-	2,677
Total Canteen Costs	<u>316</u>	<u>3,102</u>
9 Governance	2023	2022
	£	£
Independent Examiner's Fee (See note 19)	425	425
AGM Costs	44	-
	<u>469</u>	<u>425</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

10 Fixed assets	Unrestricted Equipment	Restricted Equipment	Total
Cost	£	£	£
At 1 April 2022	4,245	14,849	19,094
Additions	686	-	686
Disposals	-	(2,316)	(2,316)
At 31 March 2023	<u>4,931</u>	<u>12,533</u>	<u>17,464</u>
Depreciation			
At 1 April 2022	3,084	11,666	14,750
Charge for the year	462	782	1,244
Disposals	-	(2,258)	(2,258)
At 31 March 2023	<u>3,546</u>	<u>10,190</u>	<u>13,736</u>
Net book values			
At 31 March 2022	1,161	3,183	4,344
At 31 March 2023	<u><u>1,385</u></u>	<u><u>2,343</u></u>	<u><u>3,728</u></u>

11 Debtors & Prepayments	2023	2022
	£	£
Debtors	1,851	4,741
Prepayments and income accruals	2,189	162
	<u>4,040</u>	<u>4,903</u>

12 Creditors: Amounts falling due within one year	2023	2022
	£	£
Accruals and income prepayments	10,139	10,214
HMRC Tax & NI	1,509	1,452
Sundry Creditors	420	785
Pension Contributions	33	99
	<u>12,101</u>	<u>12,550</u>

13 Trustees' Remuneration and Expenses

No trustee remuneration has been directly or indirectly paid or payable for the year out of the funds of the charity to any trustee or to any person or person connected with any of them.

14 Employees' Remuneration

Total remuneration for the year (excluding employer's contributions) amounted to £ 87,140 (2022: £86,431).

No employee earned more than £40,000 p.a. or more. The average numbers of paid staff for the year were six (2022: six).

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

15 Reserves Policy

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council’s policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month’s operating costs. Covid-19 and the additional funds we have been able to access means we have been able to build our reserves back up to nearly the level required to meet our reserves policy.

Current free reserves are: £ 30,197

The estimate for the reserve, to cover staff redundancy payments and winding up costs are £27,375, this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

16 Fund Analysis

	General £	Locality Budget Scheme - Comp/Print £	Day Care- SBC/Age Concern £	Locality Budget - Finance Comp £	Sub - Total £
Incoming Resources	138,046	-	-	-	138,046
Resources Expended	123,946	12	23	23	124,004
Net incoming resources before transfers	14,100	(12)	(23)	(23)	14,042
Transfer between funds	788	-	(788)	-	-
Net movement in funds	14,888	(12)	(811)	(23)	14,042
Total Funds B/fwd	16,694	12	811	23	17,540
Total Funds C/Fwd	31,582	-	-	-	31,582
Fixed Assets	1,385	-	-	-	1,385
Current Assets	42,298	-	-	-	42,298
Current Liabilities	(12,101)	-	-	-	(12,101)
	31,582	-	-	-	31,582

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

16 Fund Analysis Continued

	B/Fwd £	Big Lottery - Computer Suite £	Community Trust Equipment £	Sports England £	Sub - Total £
Incoming Resources	138,046	-	-	-	138,046
Resources Expended	124,004	334	81	350	124,769
Net incoming resources before transfers	14,042	(334)	(81)	(350)	13,277
Net movement in funds	14,042	(334)	-	(350)	13,277
Total Funds B/fwd	17,540	1,335	325	35	19,235
Total Funds C/Fwd	31,582	1,001	244	(315)	32,512
Fixed Assets	1,385	1,001	244	-	2,630
Current Assets	42,298	-	-	(315)	41,983
Current Liabilities	(12,101)	-	-	-	(12,101)
	31,582	1,001	244	(315)	32,512
	B/Fwd £	SBC Covid Equipment £	SCB Fun Day £	Toddlers Group £	Sub - Total £
Incoming Resources	138,046	-	-	1,802	139,848
Resources Expended	124,769	367	810	265	126,211
Net incoming resources before transfers	13,277	(367)	(810)	1,537	13,637
Net movement in funds	13,277	(367)	-	1,537	13,637
Total Funds B/fwd	19,235	1,465	810	-	21,510
Total Funds C/Fwd	32,512	1,098	-	1,537	35,147
Fixed Assets	2,630	1,098	-	-	3,728
Current Assets	41,983	-	-	1,537	43,520
Current Liabilities	(12,101)	-	-	-	(12,101)
	32,512	1,098	-	1,537	35,147

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

16 Fund Analysis continued

	B/Fwd	HCF Funded Training	HCC Warm Space	HCF Warm Space	Sub - Total
	£	£	£	£	£
Incoming Resources	139,848	1,453	300	1,400	143,001
Resources Expended	126,211	1,453	300	1,400	129,364
Net incoming resources before transfers	13,637	-	-	-	13,637
Net movement in funds	13,277	-	-	-	13,637
Total Funds B/fwd	21,510	-	-	-	21,510
Total Funds C/Fwd	35,147	-	-	-	35,147
Fixed Assets	3,728	-	-	-	3,728
Current Assets	43,520	-	-	-	43,520
Current Liabilities	(12,101)	-	-	-	(12,101)
	35,147	-	-	-	35,147

	B/Fwd	Step2Skills Multiply Project	Sub - Total
	£	£	£
Incoming Resources	143,001	37,800	180,801
Resources Expended	129,364	37,800	167,164
Net incoming resources before transfers	13,637	-	13,637
Net movement in funds	13,637	-	13,637
Total Funds B/fwd	21,510	-	21,510
	-	-	-
Total Funds C/Fwd	35,147	-	35,147
Fixed Assets	3,728	-	3,728
Current Assets	43,520	-	43,520
Current Liabilities	(12,101)	-	(12,101)
	35,147	-	35,147

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2023

16 Fund Analysis continued

Restricted funding received in the year:

HCC Step2Skills Multiply Project - to open a Hub and identify adults that do not have a C/4 or higher in Maths and wish to improve their numeracy skills

Herts Community Foundation funded a Warm Space Room and refreshments

Herts County Council gave additional heating grant

Stevenage Community Trust have funded the opening of a parent and toddler group in the community centre

Herts Community Foundation funded staff training

Sport England funded a one week Sports Camp during Easter, funds arrived in 23/24 but some spending was undertaken in 22/23.

17 Volunteers

Volunteer information is as follows:

Activity 2022/23	Number of Volunteers	No of Hours per Volunteer	Total Hours
Chair	1	260	260
Hub	1	260	260
Committee meetings	6		40
Fun Day			30
Activity 2021/22	Volunteers	per Volunteer	Hours
Centre Activities - Bingo	3	12	36

18 Notes to the cash flow statement

Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2023	2022
	£	£
Net income/(expenditure) for the year	13,637	(4,349)
Adjustments for:		
Depreciation charges	1,244	1,450
Dividends, interest and rents from investments	(55)	(3)
Loss on disposal of assets	58	
(Increase)/decrease in debtors	863	(17)
Increase/(decrease) in creditors	(449)	5,387
Net cash provided by operating	15,298	2,468
 Analysis of net cash resources	 2023	 2022
	£	£
Cash in hand	39,481	24,813

BEDWELL COMMUNITY ASSOCIATION

England & Wales - Charity number 302332

Accounts

BEDWELL COMMUNITY ASSOCIATION

Registered Charity No. 302332

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2022**

BEDWELL COMMUNITY ASSOCIATION

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BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2022

REFERENCE AND ADMINISTRATION

Name of Charity:	BEDWELL COMMUNITY ASSOCIATION	
Registered Charity No:	302332	
Governing Document:	Constitution dated 17th May 1999	
Principal Office:	Bedwell Community Association Crescent, Stevenage, Herts. SG1 1NA	
Trustees:	Sheila Robertson Elaine Connolly Philip Smith Terry Ingle Eileen Mitchell Ann Meldrum Ron Meldrum Peter Ford Jenny O'Sullivan Stuart Mylrea	Chairman (Resigned 01.04.22) (Appointed 05.07.21) (Acting Chairman 01.04.22) Vice Chairman Treasurer (Resigned 01.09.21) (Resigned 05.07.21) (Appointed 05.07.21) (Appointed 28.02.22)
Bankers:	Lloyds TSB Bank Plc Stevenage Town Square 3 The Town Square Stevenage Herts. SG1 1BG	
Independent Examiner:	Jane M E Seymour Orchard Villa 2B Regent Street Stotfold Hitchin Herts. SG5 4ED	

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2022

The Management Committee present their report for the year ended 31st March 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is an unincorporated organization which is governed by a constitution dated 17th May 1999.

The Honorary Officers and up to eight representatives of affiliation organisations and other user groups are elected or appointed on an annual basis at the Annual General Meeting, in the event of a vacancy occurring the Committee can co-opt a replacement until the next Annual General Meeting. The committee shall also include one representative from Stevenage Borough Council.

Individuals and one representative per affiliated group shall have the right to vote at the AGM.

The trustees are elected or appointed on an annual basis at the Annual General Meeting, which is held between June and July.

OBJECTIVES

In setting the charity's objectives and planning its aims and objectives and future activities the Trustees have given consideration to the Charity Commission's general guidance on public benefit. The main aims and objectives of the charity are:

To promote the benefit of the inhabitants of Bedwell Stevenage, without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

To maintain and manage the Bedwell Centre and encourage its use by the Community for the pursuit of common interests of a social, educational and recreational kind.

The Association shall be non-party in politics and non-sectarian in religion.

ACTIVITIES, PROGRESS AND ACHIEVEMENTS

The Community Centre started this year in lockdown (due to The Covid-19 Pandemic). We were then allowed to open to only a few groups from 12th April. From 17th May we were allowed to open to the rest of our existing groups. This was all due to Government Legislation.

Some of our groups came back, but quite a few, especially groups with elderly people, did not start back straight away. In September more of our groups started coming back, but unfortunately, we did lose a few groups as they decided not to come back.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2022

ACTIVITIES, PROGRESS AND ACHIEVEMENTS CONTINUED

Private Functions and Children's Party's have been really hard hit. We did not start taking any functions back into the Community Centre until January 2022.

Because of Covid-19 and social distancing, we did not have our usual Fun Day, Halloween Party or any other fund raising events during 2021. The first fundraising event was in March 2022, when we had a very successful Race Night. Therefore, fund raising over this period has been down.

The Community Centre has been able to survive due to Government Business Grants, Re-Start Grants etc. Staff, who were not working were put on part or full furlough, which was funded in the main by the HMRC grants. This scheme ended at the end of September 2021, and the Community Centre were then responsible to cover all staff wages.

We received a Grant from the local Authority to help groups that were struggling. This went towards their rental costs for up to six months. We also received a grant from the local authority for a new cleaning machine.

January – March 2022 The Community Centre is again busy with The Pre-School using it Monday – Friday.

The Molly Vickers School of Dancing have increased the days they use the community centre, they are now running classes Monday – Saturday.

We continue to have Step2Skills (formally Hafls), offering courses in the Community Centre Monday – Friday.

The Community Centre hires its Halls/Rooms out to a variety of different groups and is open Monday – Friday 8am – 11pm.

We are also open on a Saturday and Sunday for groups wanting to use our facilities and hire our halls for private functions.

We have a Chiropody service at the community centre once a month, when people can make an appointment and get their feet done.

We continue to look at ways in which we can attract new groups to let our Halls/Rooms to, and thus provide more diverse skills and activities to the local community.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2022

FINANCE REVIEW

The net result of this for the financial year end 31st March 2022 is a deficit of £4,349 (2021: surplus £25,859).

The enclosed financial statement shows the current state of the finances, which the Management Committee considers to be fair. Careful monitoring has been carried out to ensure the Association continues to operate efficiently for the community of Bedwell.

Reserves

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council’s policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month’s operating costs. Unfortunately, due to deficit core grant funding for several years, we have been unable to build up the required balance.

Free reserves are currently held at £16,694.

The estimate for the designated reserve, to cover staff redundancy payments and winding up costs are £27,375; this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

Approved by the Trustees on 11th July 2022 and signed on their behalf by:

BEDWELL COMMUNITY ASSOCIATION

Independent Examiners Report For the year ended 31st March 2022

I report on the accounts for the year ended 31st March 2022, which are set out on pages 6 to 15.

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 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and
- whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 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 and FRS 102have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jane M E Seymour
Community Accountant
Orchard Villa, 2B Regent Street
Stotfold, Hitchin
Herts. SG5 4ED

Dated: 11th July 2022

BEDWELL COMMUNITY ASSOCIATION**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Income from:					
Donations and legacies	2	28,976	4,627	33,603	85,421
Charitable Activities	3	85,997	-	85,997	31,553
Other Trading activities	4	2,372	-	2,372	346
Investments		3	-	3	4
Other	5	4,000	-	4,000	4,000
Total Income		121,348	4,627	125,975	121,324
Expenditure on:					
Raising Funds		24	-	24	-
Charitable Activities	6	127,375	2,925	130,300	100,035
Total resources expended		127,399	2,925	130,324	100,035
Net incoming/ (expenditure)		(6,051)	1,702	(4,349)	21,289
Transfers between funds		-	-	-	-
Net Movement in Funds		(6,051)	1,702	(4,349)	21,289
Total Funds brought forward		22,745	3,114	25,859	4,570
Total funds carried forward	16	16,694	4,816	21,510	25,859

**BEDWELL COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 31ST MARCH 2022**

	Notes	£	2022 £	2021 £
Fixed Assets				
Tangible fixed assets	10		4,344	3,527
Current Assets				
Debtors & prepayments	11		4,903	4,886
Cash at bank and in hand			24,813	24,609
Total Current Assets			<u>29,716</u>	<u>29,495</u>
Creditors: Amounts falling due within one year	12		<u>12,550</u>	<u>7,163</u>
Net Current Assets			17,166	22,332
Net Assets			<u>21,510</u>	<u>25,859</u>
Funds of the Charity				
Unrestricted funds				
General funds			<u>16,694</u>	<u>22,745</u>
			16,694	22,745
Restricted funds				
			811	818
Locality Budget Scheme - Comp/Printer			12	16
Locality Budget - Finance Computer			23	31
Big Lottery - Computer Suite			1,335	1,780
Sports Englands Tackling Inequalities Fund			35	35
Community Trust - Laptop			325	434
SCB Covid Fund - Equipment			1,465	-
SCB Fun Day			810	-
			<u>4,816</u>	<u>3,114</u>
Total Funds	15		<u>21,510</u>	<u>25,859</u>

Approved by the Trustees on 11th July 2022 and signed on their behalf by:

.....

.....

The notes on pages 9 to 15 form part of these accounts

BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF CASH FLOW AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Cash flows from operating activities:			
<i>Net cash provided by (used in) operating activities</i>	18	2,468	18,868
Cash flows from capital expenditure & investing activities:			
Dividends, interest and rents from investments		3	3
Purchase of property, plant and equipment		(2,267)	(655)
<i>Net cash provided by (used in) investing activities</i>		(2,264)	(652)
<i>Change in cash and cash equivalents in the reporting period</i>		204	18,216
Cash and cash equivalents at the beginning of the reporting period		24,609	6,393
Change in cash and cash equivalents due to exchange rate movements		-	-
<i>Cash and cash equivalents at the end of the reporting period</i>		24,813	24,609

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2022

1 ACCOUNTING POLICIES

Basis of preparation

These Accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities (SORP 2015 restated where applicable) and in compliance with the Charities Act 2011.

Depreciation policy

Tangible fixed assets are depreciated over the estimated useful economic lives. The depreciation rate currently in use for all fixed assets held for use by the charity is 25% on the reducing balance.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds

These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Incoming Resources

All income is accounted for when the Charity has entitlement, there is certainty of receipt and the amount is measurable. Income is accounted for on a receivable basis, except for hall deposits that relate to bookings in a future accounting period, the income is deferred until those periods.

2	Unrestricted	Restricted	2022 £	2021 £
Income from Donations and Legacies				
Donations	161	-	161	-
Grants - Stevenage Borough Council	18,599	3,330	21,929	42,927
Sport England	-	-	-	5,235
HMRC- Job Retention Scheme	10,216	-	10,216	35,180
Sports Englands Tackling Inequalities Fund	-	-	-	1,500
Community Trust	-	1,297	2,594	579
	<u>28,976</u>	<u>4,627</u>	<u>34,900</u>	<u>85,421</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2022

3 Income from Charitable Activities	Unrestricted	Restricted	2022	2021
			£	£
Hall Hire	85,752	-	85,752	31,386
Refreshment income	242	-	242	12
Services Income	3	-	3	155
	<u>85,997</u>	<u>-</u>	<u>85,997</u>	<u>31,553</u>

4 Income from Other Trading Activities	Unrestricted	Restricted	2022	2021
			£	£
Fundraising	2,372	-	2,372	346

5 Other income	Unrestricted	Restricted	2022	2021
			£	£
Employment Allowance	4,000	-	4,000	4,000

6 Analysis of Expenditure on charitable activities

Activity	Activity undertaken directly	Grant funding of activities	Support Costs	Total
	£	£	£	£
Community Centre	6&8 123,848	-	425	124,273
Big Lottery - Computer Suite	7 445	-	-	445
Canteen	8 3,102	-	-	3,102
Day Care	7 7	-	-	7
Redecoration, Equipment etc	7 977	-	-	977
Community Trust - Laptop	7 1,406	-	-	1,406
Event	7 90	-	-	90
	<u>129,875</u>	<u>-</u>	<u>425</u>	<u>130,300</u>

7 Charitable Expenditure	2022	2021
	£	£
Charitable Activities - Centre		
Unrestricted Administration Expenses		
Admin Wages	42,509	39,318
Printing, Stationery & Advertising	325	139
Broadband, Telephone & Postage	1,782	1,530
Subscriptions & Affiliation Fees	26	42
Performing Rights Association	1,746	1,279
Health & Safety	86	622
Sundry Expenses	1,181	300
Licensing Fees	180	180
Software - Norton Security	40	90
Bank charges	11	3
Website	410	1,100
Payroll & HR Expenses	1,207	1,023
Total Administration Fees	<u>49,503</u>	<u>45,626</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2022

7 Charitable Expenditure Continued	2022	2021
Charitable Activities - Centre	£	£
Unrestricted Maintenance Expenses		
Electricity	3,860	2,532
Equipment	269	197
Gas	5,323	2,875
Insurance	1,595	1,466
Laundry & Cleaning	2,413	1,381
Garden	425	485
Repairs & Renewals	5,295	-
Security	1,568	1,191
Equipment Depreciation	389	413
Water Rates	2,593	2,920
Caretaking/ cleaning wages	50,615	33,103
	<u>74,345</u>	<u>46,563</u>
Total Centre Costs	<u>123,848</u>	<u>92,189</u>
7 Charitable Expenditure	2022	2021
Charitable Activities - Centre	£	£
Restricted		
Community Trust Security equipment	1,297	-
SCB Covid Cleaning materials	450	-
Big Lottery Computer Suite project Dep'n	445	593
Community Trust Laptop Depreciation	109	145
Fun Day	90	-
SCB Covid Equipment	27	-
Locality Budget New Computer Dep'n	8	11
Day Care Chair/ Wheelchair Depreciation	7	10
Locality Budget Computer & Printer Dep'n	4	5
Total Restricted Expense	<u>2,925</u>	<u>2,224</u>
8 Canteen Account	2022	2021
	£	£
Cost of Sales		
Opening Stock	-	230
Purchases	425	(8)
	425	222
Less Closing Stock	-	-
	425	222
Canteen Wages	2,677	4,995
Total Canteen Costs	<u>3,102</u>	<u>5,217</u>
9 Governance	2022	2021
	£	£
Independent Examiner's Fee (See note 19)	425	400
	<u>425</u>	<u>400</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2022

10 Fixed assets	Unrestricted Equipment	Restricted Equipment	Total
Cost	£	£	£
At 1 April 2021	3,931	12,896	16,827
Additions	314	1,953	2,267
At 31 March 2022	<u>4,245</u>	<u>14,849</u>	<u>19,094</u>
Depreciation			
At 1 April 2021	2,695	10,605	13,300
Charge for the year	389	1,061	1,450
At 31 March 2022	<u>3,084</u>	<u>11,666</u>	<u>14,750</u>
Net book values			
At 31 March 2021	1,236	2,291	3,527
At 31 March 2022	<u><u>1,161</u></u>	<u><u>3,183</u></u>	<u><u>4,344</u></u>

11 Debtors & Prepayments	2022	2021
	£	£
Debtors	4,741	337
Prepayments and income accruals	162	4,549
	<u>4,903</u>	<u>4,886</u>

12 Creditors: Amounts falling due within one year	2022	2021
	£	£
Sundry Creditors	785	6
HMRC Tax & NI	1,452	989
Accruals and income prepayments	10,214	6,111
Pension Contributions	99	57
	<u>12,550</u>	<u>7,163</u>

13 Trustees' Remuneration and Expenses

No trustee remuneration has been directly or indirectly paid or payable for the year out of the funds of the charity to any trustee or to any person or person connected with any of them.

14 Employees' Remuneration

Total remuneration for the year (excluding employer's contributions) amounted to £ 86,431 (2021: £70,255).

No employee earned more than £40,000 p.a. or more. The average numbers of paid staff for the year were six (2021: seven).

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2022

15 Reserves Policy

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council’s policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month’s operating costs. Covid-19 and the additional funds we have been able to access means we have been able to build our reserves back up to nearly the level required to meet our reserves policy.

Current free reserves are £16,694

The estimate for the reserve, to cover staff redundancy payments and winding up costs are £27,375, this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

16 Fund Analysis

	General £	Locality Budget Scheme - Comp/Print £	Day Care- SBC/Age Concern £	Locality Budget - Finance Comp £	Sub - Total £
Incoming Resources	121,348	-	-	-	121,348
Resources Expended	127,399	4	7	8	127,418
Net incoming resources before transfers	(6,051)	(4)	(7)	(8)	(6,070)
Transfer between funds	-	-	-	-	-
Net movement in funds	(6,051)	(4)	(7)	(8)	(6,070)
Total Funds B/fwd	22,745	16	818	31	23,610
Total Funds C/Fwd	16,694	12	811	23	17,540
Fixed Assets	1,161	12	23	23	1,219
Current Assets	28,083	-	788	-	28,871
Current Liabilities	(12,550)	-	-	-	(12,550)
	16,694	12	811	23	17,540

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2022

16 Fund Analysis Continued

	B/Fwd £	Big Lottery - Computer Suite £	Community Trust Equipment £	Sports Englands Tackling Inequalities Fund £	Sub - Total £
Incoming Resources	121,348	-	1,297	-	122,645
Resources Expended	127,418	445	1,406	-	129,269
Net incoming resources before transfers	(6,070)	(445)	-	-	(6,624)
Transfer between funds	-	-	-	-	-
Net movement in funds	(6,070)	(445)	-	-	(6,624)
Total Funds B/fwd	23,610	1,780	434	35	25,859
Total Funds C/Fwd	17,540	1,335	325	35	19,235
Fixed Assets	1,219	1,335	325	-	2,879
Current Assets	28,871	-	-	35	28,906
Current Liabilities	(12,550)	-	-	-	(12,550)
	17,540	1,335	325	35	19,235

	B/Fwd £	SCB Covid Equipment £	SCB Fun Day £	£	Sub - Total £
Incoming Resources	122,645	2,430	900	-	125,975
Resources Expended	129,269	965	90	-	130,324
Net incoming resources before transfers	(6,624)	1,465	810	-	(4,349)
Transfer between funds	-	-	-	-	-
Net movement in funds	(6,624)	1,465	810	-	(4,349)
Total Funds B/fwd	25,859	-	-	-	25,859
Total Funds C/Fwd	19,235	1,465	810	-	21,510
Fixed Assets	2,879	1,465	-	-	4,344
Current Assets	28,906	-	810	-	29,716
Current Liabilities	(12,550)	-	-	-	(12,550)
	19,235	1,465	810	-	21,510

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2022

17 Volunteers

Volunteer information is as follows:

Activity 2021/22	Number of Volunteers	No of Hours per Volunteer	Total Hours
Centre Activities - Bingo	3	12	36

Activity 2020/21	Number of Volunteers	No of Hours per Volunteer	Total Hours
Centre Activities - Bingo	3	12	36

18 Notes to the cash flow statement

Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2022	2021
	£	£
Net income/(expenditure) for the year	(4,349)	21,289
Adjustments for:		
Depreciation charges	1,450	1,177
Dividends, interest and rents from investments	(3)	(3)
(Increase)/decrease in stocks	-	230
(Increase)/decrease in debtors	(17)	-
Increase/(decrease) in creditors	5,387	-
Net cash provided by operating	2,468	22,693

Analysis of net cash resources

	2022	2021
	£	£
Cash in hand	24,813	24,609

19 Independent Examiner's

Fees of £425 have been accrued for the 2022 (2021: £400) examination and preparation of accounts.

BEDWELL COMMUNITY ASSOCIATION

England & Wales - Charity number 302332

Accounts

BEDWELL COMMUNITY ASSOCIATION

Registered Charity No. 302332

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2021**

BEDWELL COMMUNITY ASSOCIATION

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For the year ended 31st March 2021

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BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2021

REFERENCE AND ADMINISTRATION

Name of Charity: BEDWELL COMMUNITY ASSOCIATION

Registered Charity No: 302332

Governing Document: Constitution dated 17th May 1999

Principal Office: Bedwell Community Association
Crescent, Stevenage, Herts. SG1 1NA

Trustees:

Sheila Robertson	Chairman
Philip Smith	Vice Chairman
Terry Ingle	Treasurer
Elaine Connolly	(Resigned 04/08/20)
Pat Jones	(Resigned 04/08/20)
Eileen Mitchell	
Ann Meldrum	
Ron Meldrum	
Peter Ford	

Bankers: Lloyds TSB Bank Plc
Stevenage Town Square
3 The Town Square
Stevenage
Herts. SG1 1BG

Independent Examiner: Jane M E Seymour
Orchard Villa
2B Regent Street
Stotfold
Hitchin
Herts. SG5 4ED

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2021

The Management Committee present their report for the year ended 31st March 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is an unincorporated organization which is governed by a constitution dated 17th May 1999.

The Honorary Officers and up to eight representatives of affiliation organisations and other user groups are elected or appointed on an annual basis at the Annual General Meeting, in the event of a vacancy occurring the Committee can co-opt a replacement until the next Annual General Meeting. The committee shall also include one representative from Stevenage Borough Council.

Individuals and one representative per affiliated group shall have the right to vote at the AGM.

The trustees are elected or appointed on an annual basis at the Annual General Meeting, which is held between June and July.

OBJECTIVES

In setting the charity's objectives and planning its aims and objectives and future activities the Trustees have given consideration to the Charity Commission's general guidance on public benefit. The main aims and objectives of the charity are:

To promote the benefit of the inhabitants of Bedwell Stevenage, without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

To maintain and manage the Bedwell Centre and encourage its use by the Community for the pursuit of common interests of a social, educational and recreational kind.

The Association shall be non-party in politics and non-sectarian in religion.

ACTIVITIES, PROGRESS AND ACHIEVEMENTS

This last year has been a very strange, difficult and unpredicted year with The Community Centre having to close on 21st March 2020 due to the Coronavirus pandemic.

The Community Centre was then able to open up for the pre-school (Early Years) from middle June. Other groups were permitted back from August, but only a couple came back.

By middle September about 60% of our groups were back in the Community Centre (with reduced numbers) after having to complete a Covid-19 Risk Assessment and having to adhere to 2 metres social distancing.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2021

ACTIVITIES, PROGRESS AND ACHIEVEMENTS CONTINUED

Extra Cleaning and PPE had to be put in place, so the community centre is spending more on keeping the centre safe and covid secure. We did lose a few groups because of covid 19, as it was not financially viable for them to continue with reduced numbers.

Because of Covid-19 and social distancing we could not have our usual Fun Day, Halloween Party, Jumble Sales etc. so we therefore have had no fundraising events this last year.

We were just getting groups back when the Government announced that we had to close again for 4 weeks due to the Coronavirus pandemic. The only group allowed in was the pre-school.

We re-opened on 2nd December 2020 with some of our groups coming back for the 2 weeks before Christmas. We were due to open again on 5th January 2021, but due to the Coronavirus pandemic we were again not allowed to open, and the country was put into lockdown. We were again permitted to open for just the pre-school (Early Years)

As at the end of this year 31st March 2021 the community centre is closed and can only open to the pre-school.

We have therefore lost most of our rental income and the cafe is closed.

The community centre has been able to survive due to Government Business Grants. Staff that were not working were put on part- or full-time furlough.

We are therefore receiving money from HMRC to pay most of the furloughed staff wages.

We received a grant from Sport England's (Active Local) to help pay rental and expenses for the over 60's Chair Exercise group. This enabled them to get back up and running for July 2020.

We have also received another grant from Sports England (Active Local) so that when we can re-open in May 2021, we can start table tennis coaching sessions once a week for 12 weeks.

We have also received a Grant from Stevenage Community Trust to purchase a laptop.

BEDWELL COMMUNITY ASSOCIATION

Trustees Annual Report Continued For the year ended 31st March 2021

FINANCE REVIEW

Current and post year event Covid-19

The onset of Covid-19 and subsequent lockdown has impacted the financial position of our association during the year 1st April 2020 to 31st March 2021 and beyond. Rental income was reduced with groups cancelling their bookings and the Community Centre closing in line with Government Legislation. Our cafe also had to close.

All staff except the manager were put on furlough whilst the Community Centre remained closed. Decisions on whether staff remain on full furlough, part time furlough or return to work are being made on a case-by-case basis. We received money from HMRC to pay most of the furloughed staff wages.

In light of these unforeseen circumstances, we received Covid-19 related funding from Stevenage Borough Council for £25,000 on 16th April 2020 to help keep the community centre running. We also received a grant from Sports England for £5235 on 19th June 2020 to pay our essential cost of Heating/Water etc for the period of 1st March -31st July 2020.

The net result of this for the financial year end 31st March 2021 is a surplus of £25,859.

The enclosed financial statement shows the current state of the finances, which the Management Committee considers to be fair. Careful monitoring has been carried out to ensure the Association continues to operate efficiently for the community of Bedwell.

Reserves

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council’s policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month’s operating costs. Unfortunately, due to deficit core grant funding for several years, we have been unable to build up the required balance.

Free reserves are currently held at £22,745.

The estimate for the designated reserve, to cover staff redundancy payments and winding up costs are £27,375; this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

BEDWELL COMMUNITY ASSOCIATION

**Trustees Annual Report Continued
For the year ended 31st March 2021**

Approved by the Trustees on 5th July 2021 and signed on their behalf by:

BEDWELL COMMUNITY ASSOCIATION

Independent Examiners Report For the year ended 31st March 2021

I report on the accounts for the year ended 31st March 2021, which are set out on pages 6 to 16.

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 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and
- whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 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 and FRS 102have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jane M E Seymour
Community Accountant
Orchard Villa, 2B Regent Street
Stotfold, Hitchin
Herts. SG5 4ED

Dated: 5th July 2021

BEDWELL COMMUNITY ASSOCIATION**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2021**

	Note:	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Income from:					
Donations and legacies	2	83,342	2,079	85,421	5,800
Charitable Activities	3	31,553	-	31,553	106,819
Other Trading activities	4	346	-	346	6,057
Investments		4	-	4	5
Other	5	4,000	-	4,000	3,008
Total Income		119,245	2,079	121,324	113,336
Expenditure on:					
Raising Funds		-	-	-	137
Charitable Activities	6	97,806	2,229	100,035	131,006
Total resources expended		97,806	2,229	100,035	118,958
Net incoming/ (expenditure)		21,439	(150)	21,289	(5,622)
Transfers between funds		-	-	-	-
Net Movement in Funds		21,439	(150)	21,289	(5,622)
Total Funds brought forward		1,306	3,264	4,570	10,192
Total funds carried forward	16	22,745	3,114	25,859	4,570

**BEDWELL COMMUNITY ASSOCIATION
BALANCE SHEET AS AT 31ST MARCH 2021**

	Notes	£	2021 £	2020 £
Fixed Assets				
Tangible fixed assets	10		3,527	4,049
Current Assets				
Stock			-	230
Debtors & prepayments	11		4,886	2,946
Cash at bank and in hand			24,609	6,393
Total Current Assets			<u>29,495</u>	<u>9,569</u>
Creditors: Amounts falling due within one year	12		<u>7,163</u>	<u>9,048</u>
Net Current Assets			<u>22,332</u>	<u>521</u>
Net Assets			<u><u>25,859</u></u>	<u><u>4,570</u></u>
Funds of the Charity				
Unrestricted funds				
General funds			<u>22,745</u>	<u>1,306</u>
			22,745	1,306
Restricted funds				
Day Care			818	828
Locality Budget Scheme - Comp/Printer			16	21
Locality Budget - Finance Computer			31	42
Big Lottery - Computer Suite			1,780	2,373
Sports Englands Tackling Inequalities Fund			35	-
Community Trust - Laptop			434	-
			<u>3,114</u>	<u>3,264</u>
Total Funds	15		<u><u>25,859</u></u>	<u><u>4,570</u></u>

Approved by the Trustees on 5th July 2021 and signed on their behalf by:

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The notes on pages 10 to 16 form part of these accounts

BEDWELL COMMUNITY ASSOCIATION
STATEMENT OF CASH FLOW AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Cash flows from operating activities:			
<i>Net cash provided by (used in) operating activities</i>	18	18,868	(2,362)
Cash flows from capital expenditure & investing activities:			
Dividends, interest and rents from investments		3	3
Purchase of property, plant and equipment		(655)	(335)
<i>Net cash provided by (used in) investing activities</i>		(652)	(332)
<i>Change in cash and cash equivalents in the reporting period</i>		18,216	(2,694)
Cash and cash equivalents at the beginning of the reporting period		6,393	9,087
Change in cash and cash equivalents due to exchange rate movements		-	-
<i>Cash and cash equivalents at the end of the reporting period</i>		24,609	6,393

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2021

1 ACCOUNTING POLICIES

Basis of preparation

These Accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities (SORP 2015 restated where applicable) and in compliance with the Charities Act 2011.

Depreciation policy

Tangible fixed assets are depreciated over the estimated useful economic lives. The depreciation rate currently in use for all fixed assets held for use by the charity is 25% on the reducing balance.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds

These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Incoming Resources

All income is accounted for when the Charity has entitlement, there is certainty of receipt and the amount is measurable. Income is accounted for on a receivable basis, except for hall deposits that relate to bookings in a future accounting period, the income is deferred until those periods.

2	Unrestricted	Restricted	2021 £	2020 £
Income from Donations and Legacies				
Donations	-	-	-	1,985
Grants - Stevenage Borough Council	42,927	-	42,927	4,567
Sport England	5,235	-	5,235	-
HMRC- Job Retention Scheme	35,180	-	35,180	-
Sports Englands Tackling Inequalities Fund	-	1,500	1,500	-
Community Trust	-	579	579	-
	<u>83,342</u>	<u>2,079</u>	<u>85,421</u>	<u>6,552</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2021

3 Income from Charitable Activities	Unrestricted	Restricted	2021	2020
			£	£
Hall Hire	31,386	-	31,386	89,207
Fun Day	-	-	-	1,080
Locality Budget - Christmas Bingo Dinner	-	-	-	100
Affiliation Fees	-	-	-	110
Canteen	12	-	12	8,111
Services Income	155	-	155	44
	<u>31,553</u>	<u>-</u>	<u>31,553</u>	<u>98,652</u>

4 Income from Other Trading Activities	Unrestricted	Restricted	2021	2020
			£	£
Fundraising	346	-	346	5,095

5 Other income	Unrestricted	Restricted	2021	2020
			£	£
Employment Allowance	4,000	-	4,000	3,000
Late Payment Charge	-	-	-	34
	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>3,034</u>

6 Analysis of Expenditure on charitable activities

Activity	Activity undertaken directly	Grant funding of activities	Support Costs	Total
	£	£	£	£
Community Centre	6&8 92,189	-	400	92,589
Big Lottery - Computer Suite	7 593	-	-	593
Canteen	8 5,217	-	-	5,217
Day Care	7 10	-	-	10
Redecoration, Equipment etc	7 16	-	-	16
Community Trust - Laptop	7 145	-	-	145
Sports Englands Tackling Inequalities	7 1,465	-	-	1,465
	<u>99,635</u>	<u>-</u>	<u>400</u>	<u>100,035</u>

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2021

7 Charitable Expenditure	2021	2020
Charitable Activities - Centre	£	£
Unrestricted Administration Expenses		
Admin Wages	39,318	37,906
Printing, Stationery & Advertising	139	240
Broadband, Telephone & Postage	1,530	1,372
Subscriptions & Affiliation Fees	42	-
Performing Rights Association	1,279	1,895
Health & Safety	622	134
Sundry Expenses	300	439
Licensing Fees	180	200
Software - Norton Security	90	90
Bank charges	3	-
Website	1,100	415
Payroll & HR Expenses	1,023	1,279
Total Administration Fees	45,626	43,970
	2021	2020
7 Unrestricted Maintenance Expenses	£	£
Electricity	2,532	5,320
Equipment	197	490
Gas	2,875	3,690
Insurance	1,466	1,407
Laundry & Cleaning	1,381	2,255
Garden	485	367
Repairs & Renewals	-	1,553
Security	1,191	1,983
Equipment Depreciation	413	523
Water Rates	2,920	2,862
Caretaking/ cleaning wages	33,103	40,124
	46,563	60,574
Total Centre Costs	92,189	104,544

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2021

7 Charitable Expenditure	2021	2020
Charitable Activities - Centre	£	£
Restricted		
Big Lottery Computer Suite project Dep'n	593	791
Locality Budget Computer & Printer Dep'n	5	7
Locality Budget New Computer Dep'n	11	14
Sports Englands Tackling Inequalities Fund Isabelle Hinman	1,465	-
Locality Budget Christmas Bingo	-	100
Community Trust Laptop Depreciation	145	-
Fun Day	-	1,080
Day Care Chair/ Wheelchair Depreciation	10	14
Total Restricted Expense	2,229	2,006

8 Canteen Account	2021	2020
	£	£
Cost of Sales		
Opening Stock	230	300
Purchases	(8)	4,913
	222	5,213
Less Closing Stock	-	80
	222	5,133
Canteen Wages	4,995	6,023
Total Canteen Costs	5,217	11,156

9 Governance	2021	2020
	£	£
Independent Examiner's Fee (See note 19)	400	400
AGM Costs	0	21
	400	421

10 Fixed assets	Unrestricted Equipment	Restricted Equipment	Total
Cost	£	£	£
At 1 April 2020	3,855	12,317	16,172
Additions	76	579	655
At 31 March 2021	3,931	12,896	16,827
Depreciation			
At 1 April 2020	2,282	9,841	12,123
Charge for the year	413	764	1,177
At 31 March 2021	2,695	10,605	13,300
Net book values			
At 31 March 2020	1,573	2,476	4,049
At 31 March 2021	1,236	2,291	3,527

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2021

11 Debtors & Prepayments	2021	2020
	£	£
Debtors	337	2,155
Prepayments and income accruals	4,549	791
	<u>4,886</u>	<u>2,946</u>

12 Creditors: Amounts falling due within one year	2021	2020
	£	£
Sundry Creditors	6	614
HMRC Tax & NI	989	1,208
Accruals and income prepayments	6,111	7,070
Pension Contributions	57	156
	<u>7,163</u>	<u>9,048</u>

13 Trustees' Remuneration and Expenses

No trustee remuneration has been directly or indirectly paid or payable for the year out of the funds of the charity to any trustee or to any person or person connected with any of them.

14 Employees' Remuneration

Total remuneration for the year (excluding employer's contributions) amounted to £70,255 (2020: £73,816) No employee earned more than £40,000 p.a. or more. The average numbers of paid staff for the year were seven (2020: six).

15 Reserves Policy

Reserves must be kept at a reasonable level in relation to the overall turnover of the organisation – per the Council's policy on reserves of voluntary organisations applying for funding.

For the financial good health of the Centre and the sustainability of the organisation we deem it prudent to keep reserves of not less than three month's operating costs. Covid-19 and the additional funds we have been able to access means we have been able to build our reserves back up to nearly the level required to meet our reserves policy.

Current free reserves are £22,745.

The estimate for the reserve, to cover staff redundancy payments and winding up costs are £27,375, this calculation does not include redundancy payments for Staff that have not worked for the organisation for more than two years. It is based on current payment levels. It is based on the assumption that any legal costs incurred in the closure of the Centre would be met directly by Stevenage Borough Council.

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2021

16 Fund Analysis

	General £	Locality Budget Scheme - Comp/Print £	Day Care- SBC/Age Concern £	Locality Budget - Finance Comp £	Sub - Total £
Incoming Resources	119,245	-	-	-	119,245
Resources Expended	97,806	5	10	11	97,832
Net incoming resources before transfers	21,439	(5)	(10)	(11)	21,413
Transfer between funds	-	-	-	-	-
Net movement in funds	21,439	(5)	(10)	(11)	21,413
Total Funds B/fwd	1,306	21	828	42	2,197
Total Funds C/Fwd	22,745	16	818	31	23,610
Fixed Assets	1,236	16	30	31	1,313
Current Assets	28,672	-	788	-	29,460
Current Liabilities	(7,163)	-	-	-	(7,163)
	22,745	16	818	31	23,610

	B/Fwd £	Big Lottery - Computer Suite £	Community Trust - Laptop £	Sports Englands Tackling Inequalities Fund £	Sub - Total £
Incoming Resources	119,245	-	579	1,500	121,324
Resources Expended	97,832	593	145	1,465	100,035
Net incoming resources before transfers	21,413	(593)	434	35	21,289
Transfer between funds	-	-	-	-	-
Net movement in funds	21,413	(593)	434	35	21,289
Total Funds B/fwd	2,197	2,373	-	-	4,570
Total Funds C/Fwd	23,610	1,780	434	35	25,859
Fixed Assets	1,313	1,780	434	-	3,527
Current Assets	29,460	-	-	35	29,495
Current Liabilities	(7,163)	-	-	-	(7,163)
	23,610	1,780	434	35	25,859

BEDWELL COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
for the year ended 31st March 2021

17 Volunteers

Volunteer information is as follows:

Activity 2020/21	Number of Volunteers	No of Hours per Volunteer	Total Hours
Café Volunteer	-	-	-
Centre Activities - Bingo	3	12	36
Centre Activities - Caretaking	-	-	-
Fundraising	-	-	-

Activity 2019/20	Number of Volunteers	No of Hours per Volunteer	Total Hours
Café Volunteer	1	500	500
Centre Activities - Bingo	6		600
Centre Activities - Caretaking	1	300	300
Fundraising	1		100

18 Notes to the cash flow statement

Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2021	2020
	£	£
Net income/(expenditure) for the year	21,289	(5,622)
Adjustments for:		
Depreciation charges	1,177	1,349
Dividends, interest and rents from investments	(3)	(3)
(Increase)/decrease in stocks	230	220
(Increase)/decrease in debtors	(1,940)	-
Increase/(decrease) in creditors	(1,885)	126
Net cash provided by operating	18,868	(3,930)

Analysis of net cash resources

	2021	2020
	£	£
Cash in hand	24,609	6,393

19 Independent Examiner's

Fees of £400 have been accrued for the 2021 examination and preparation of accounts.