

# Ludwick Family Centre

*Ludwick Family Centre  
Hall Grove  
Welwyn Garden City  
Herts AL7 4PH*

An association of adult & youth groups

*ludwickcentre@gmail.c  
om*

*Tel: 01707 324059*

## **Trustees' Annual Report, 6th April 2021– 5<sup>th</sup> April 2022**

### **Trustees:**

Zacha Hennessey (Chair), Margaret Birleson (Vice Chair), Alan Chesterman

The charity is run by a Management Committee which normally meets at least 4 times a year and which in year 2021 – '22 consisted of 3 Trustees, 2 officially appointed WHBC Councillor representatives, a local co-opted councillor, a secretary, the Centre Manager and the Assistant Manager.

### **Employees (all part-time):**

Ricky-Lee Blanchard – Centre Manager

Marie Blanchard – Assistant Manager

Diane Midgley – Cleaner

Bob Hills – W/e caretaker

Jill Weston – Fundraiser/admin.

### **Coronavirus**

Most groups had returned to full capacity by May/June 2021, after a lockdown from November 2020 – end of March 2021 (apart from church groups which were allowed to attend throughout).

### Subleased areas

New tenants started in both areas: Carters' Sunflowers CIC Specialist Nursery in the front nursery rooms (started April 2021) and Talk-in-Herts Counselling (started January 2022).

### Groups hiring halls from May 2021 – March 2022

Ballroom dancing couple, Deeper Life Church Group, Feelgood Fitness (Yoga/pilates/circuit training etc), Graham School of Dance, Ignite Dance, JMCA Apostles, Jazzercise, Kollection Dance, Lisa Connell Dance Academy, RCCG Faith Generation, Tai Chi, Weight Watchers.

*Zacha Hennessey, Chair, on behalf of Trustees of Ludwick Family Club Management Committee.*

# LUDWICK FAMILY CENTRE

Charity Number: 302495

Receipts and Expenditure Accounts

For the Period ended 31 March 2022

Ludwick Family Centre  
Receipts and Expenditure Account  
31 March 2022

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| Statement of Assets and Liabilities | 4           |

**Charity Registration Number**  
302495

**Trustees & Committee Members**

**Trustees**

Zacha Hennessey (Chair)  
Margaret Birleson (Vice Chair and Treasurer)  
Alan Chesterman (Appointed 15 November 2021)

**Management Committee**

Zacha Hennessey (Chair)  
Margaret Birleson (Vice Chair)  
Alan Chesterman  
Cllr. Jill Weston (Secretary, ex-Officio)  
Cllr. Steve McNamara  
Cllr Max Holloway

*Trustees may also serve and attend the management Committee Meetings*

**Address**

Hall Grove  
Welwyn Garden City  
Herts.  
AL7 4PH

**Accountants**

Tarima Ltd.  
Chartered Accountants  
72-75 Shelton Street  
Covent Gardens  
London  
WC2H 9JQ

## **Independent Examiners report on the accounts to the trustees of Ludwick Family Club, Charity number 302495, set out on pages 3 to 4 for the year ended 31 March 2022**

### **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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to:

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

### **Basis of independent examiner's statement**

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

### **Independent examiner's qualified statement**

In connection with our examination, no material matter has come to our attention, which gives us cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts do not accord with the accounting records.

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

**Name:** Tariq Khan for an on behalf of Tarima Chartered Accountants

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

ICAEW

**Address:** Tarima Ltd  
72-75 Shelton Street  
Covent Gardens,  
London  
WC2H 9JQ

|                                |           |        |           |       |
|--------------------------------|-----------|--------|-----------|-------|
| Ludwick Family Centre          |           | 302495 |           | CC16a |
| Receipts and payments accounts |           |        |           |       |
| For the period from            | 01-Apr-21 | To     | 31-Mar-22 |       |

### Section A Receipts and payments

|                                                    | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|----------------------------------------------------|----------------------------------------|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                 |                                        |                                      |                                     |                                 |                               |
| Hall rentals                                       | 64,410                                 | -                                    | -                                   | 64,410                          | 19,867                        |
| Grants                                             | 13,784                                 | -                                    | -                                   | 13,784                          | 45,639                        |
| Recovery re Fraud 2011                             | 260                                    | -                                    | -                                   | 260                             | 260                           |
| Interest                                           | 10                                     | -                                    | -                                   | 10                              | 107                           |
| Other income                                       | 2,187                                  | -                                    | -                                   | 2,187                           | 133                           |
| <b>AR)</b>                                         | <b>80,651</b>                          | <b>-</b>                             | <b>-</b>                            | <b>80,651</b>                   | <b>66,006</b>                 |
| <b>A2 Asset and investment sales, (see table).</b> |                                        |                                      |                                     |                                 |                               |
|                                                    | -                                      | -                                    | -                                   | -                               | -                             |
|                                                    | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                   | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                              | <b>80,651</b>                          | <b>-</b>                             | <b>-</b>                            | <b>80,651</b>                   | <b>66,006</b>                 |

|                                         |               |          |          |               |               |
|-----------------------------------------|---------------|----------|----------|---------------|---------------|
| <b>A3 Payments</b>                      |               |          |          |               |               |
| Wages & Salaries                        | 43,291        | -        | -        | 43,291        | 27,353        |
| Light, heat & water                     | 9,229         | -        | -        | 9,229         | 2,762         |
| Rent                                    | 6,500         | -        | -        | 6,500         | 3,900         |
| Cable, telephone & internet             | 1,443         | -        | -        | 1,443         | 1,407         |
| Cleaning, gardening & waste disposal    | 4,913         | -        | -        | 4,913         | 5,774         |
| Insurance                               | 2,604         | -        | -        | 2,604         | 3,990         |
| Repairs & maintenance                   | 4,647         | -        | -        | 4,647         | 3,689         |
| Postage, printing & stationery          | 207           | -        | -        | 207           | 141           |
| Accountancy                             | 2,047         | -        | -        | 2,047         | 2,069         |
| Licenses & sundries                     | -             | -        | -        | -             | 678           |
| General expenses                        | 746           | -        | -        | 746           | 52            |
| Health, Safety & Employment Consultancy | 2,771         | -        | -        | 2,771         | -             |
| Payroll Bureau                          | 691           | -        | -        | 691           | 651           |
| Website Maintenance                     | 568           | -        | -        | 568           | 418           |
| Card Charges                            | -             | -        | -        | -             | 202           |
| Advertising                             | 4             | -        | -        | 4             | 3             |
| Refreshments                            | 178           | -        | -        | 178           | 174           |
| Legal fees                              | 1,565         | -        | -        | 1,565         | -             |
| Premises Expenses                       | 84            | -        | -        | 84            | 60            |
| Employer Pension Contributions          | 1,188         | -        | -        | 1,188         | -             |
| Travelling                              | 216           | -        | -        | 216           | -             |
| Safety & Security                       | 671           | -        | -        | 671           | 1,705         |
| Subscriptions                           | 30            | -        | -        | 30            | -             |
| <b>Sub total</b>                        | <b>83,593</b> | <b>-</b> | <b>-</b> | <b>83,593</b> | <b>55,028</b> |

|                                                       |               |          |          |               |               |
|-------------------------------------------------------|---------------|----------|----------|---------------|---------------|
| <b>A4 Asset and investment purchases, (see table)</b> |               |          |          |               |               |
| Computer Equipment                                    | 499           | -        | -        | 499           | -             |
| CCTV                                                  | 4,475         | -        | -        | 4,475         | -             |
| <b>Sub total</b>                                      | <b>4,974</b>  | <b>-</b> | <b>-</b> | <b>4,974</b>  | <b>-</b>      |
| <b>Total payments</b>                                 | <b>88,567</b> | <b>-</b> | <b>-</b> | <b>88,567</b> | <b>55,028</b> |

|                                    |                |          |          |                |               |
|------------------------------------|----------------|----------|----------|----------------|---------------|
| <b>Net of receipts/(payments)</b>  | <b>- 7,916</b> | <b>-</b> | <b>-</b> | <b>- 7,916</b> | <b>10,978</b> |
| <b>A5 Transfers between funds</b>  | <b>-</b>       | <b>-</b> | <b>-</b> | <b>-</b>       | <b>-</b>      |
| <b>A6 Cash funds last year end</b> | <b>43,952</b>  | <b>-</b> | <b>-</b> | <b>43,952</b>  | <b>32,974</b> |
| <b>Cash funds this year end</b>    | <b>36,036</b>  | <b>-</b> | <b>-</b> | <b>36,036</b>  | <b>43,952</b> |

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

| Categories                                                  | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|-------------------------------------------------------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>                                        | Co-operative bank                                      | 36,017                             | -                                | -                               |
|                                                             | Petty Cash                                             | 19                                 | -                                | -                               |
|                                                             | B2 Other monetary assets                               | -                                  | -                                | -                               |
|                                                             | <b>Total cash funds</b>                                | <b>36,036</b>                      | <b>-</b>                         | <b>-</b>                        |
|                                                             | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |
|                                                             |                                                        | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| <b>B2 Other monetary assets</b>                             | Details                                                |                                    |                                  |                                 |
|                                                             | Amounts owed by HMRC                                   | 613                                | -                                | -                               |
|                                                             | Other amounts owed                                     | 97                                 | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
| <b>B3 Investment assets</b>                                 | Details                                                | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
| <b>B4 Assets retained for the charity's own use</b>         | Details                                                | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             | Computer Equipment                                     | Unrestricted                       | 1,175                            | -                               |
|                                                             | CCTV                                                   | Unrestricted                       | 4,475                            | -                               |
|                                                             | Furniture                                              | Unrestricted                       | 274                              | -                               |
|                                                             | Fixtures & Fittings                                    | Unrestricted                       | 15                               | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
| <b>B5 Liabilities</b>                                       | Details                                                | Fund to which liability relates    | Amount due (optional)            | When due (optional)             |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
| Signed by one or two trustees on behalf of all the trustees | Signature                                              | Print Name                         | Date of approval                 |                                 |
|                                                             |                                                        |                                    |                                  |                                 |
|                                                             |                                                        |                                    |                                  |                                 |

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## **Independent Examiners report on the accounts to the trustees of Ludwick Family Club, Charity number 302495, set out on pages 3 to 4 for the year ended 31 March 2022**

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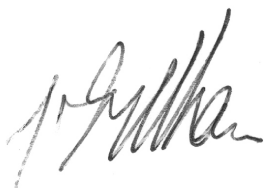
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- the accounts do not accord with the accounting records.

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Signed:



Date:

17 November 2022

Name: Tariq Khan for an on behalf of Tarima Chartered Accountants

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

ICAEW

Address:

Tarima Ltd  
72-75 Shelton Street  
Covent Gardens, London  
WC2H 9JQ