

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
FINANCIAL ACCOUNTS FOR THE  
YEAR ENDED 31ST AUGUST 2024**

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
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FOR THE YEAR ENDED 31ST AUGUST 2024**

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**ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
LEGAL AND ADMINISTRATIVE INFORMATION  
FOR THE YEAR ENDED 31ST AUGUST 2024**

**Management Committee**

L Stock	Chairperson
P Panton	Vice Chairperson
L Stock, P Panton, D Tobin	Secretary
D Tobin	Treasurer

D Davey	J Fisher	P Garner
L Cox	B Kirchner	D Bagge
P Eaketts		

**Holding Trustees**

L Stock

**Principal Office**

42 Ardleigh Green Road, Hornchurch, Essex. RM11 2LG

**Independent Examiner**

P N Beare & Co  
101a Crow Green Road  
Brentwood  
Essex  
CM15 9RP

**Bankers**

NatWest Bank PLC, Romford Town Centre, 10 South Street, Romford, Essex. RM1 1RD

**REPORT OF THE TRUSTEES OF  
ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
FOR THE YEAR ENDED 31ST AUGUST 2024**

The trustees present their report along with the financial statements of the charity for the year ended 31st August 2024. The financial statements have been prepared in accordance with the accounting policies set out on page 8 and comply with the charity's constitution and applicable law.

**Constitution and Objectives**

Ardleigh House Community Association is constituted under a constitution and is a registered charity No. 303067.

The objectives of the charity are to promote the benefit of the inhabitants of the London Borough of Havering and the neighbourhood by associating the local authorities, voluntary organisations and inhabitants in 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.

**Organisation**

The trustees who have served during the year and since the year end are set out on page 1. The Charity is administered by a management committee, also set out on page 1, who are elected at the charity's Annual General Meeting. The management committee meet regularly to discuss the state of the charity and to decide on the future decisions that the charity should take.

**Financial review and investment policy**

The charity has generated income of £207,464 during the year and has expended £193,953. There are no restrictions on the charity's power to invest.

**Reserves Policy**

The committee consider that there should be a reserve policy that provides for no less than fifty percent of the Association's running costs to be held in usable reserves at any one time.

**Risk Management**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen the risks.

**Public Benefit**

With reference to the stated objectives and activities, the Trustees provide public benefit to the residents of Hornchurch and the London Borough of Havering and the surrounding area by providing the facilities for social welfare and for recreation and leisure time occupation which improves the fabric of life for those that use the facility.

The trustees are, accordingly, able to confirm that they have complied with section 4 of the 2006 Charities Act to have regard to guidance published by the Charity Commission.

REPORT OF THE TRUSTEES OF  
ARDLEIGH HOUSE COMMUNITY ASSOCIATION (cont'd)  
FOR THE YEAR ENDED 31ST AUGUST 2024

Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to Charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards have been followed subject to any departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Report) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:



Committee Member

Les Stock Chair



Committee Member

Paul Panton Vice Chair

Date:  
10/02/2025

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF  
ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
FOR THE YEAR ENDED 31ST AUGUST 2024**

I report on the accounts of Ardleigh House Community Association for the year ended 31st August 2024 which are set out on pages 5 to 11.

**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 financial statements (under section 145 of the 2011 Act);

follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5) B of the 2011 Act; and

state whether particular matters have come to my attention.

**Basis of independent examiners' statement**

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 of 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 examiners' statement**

In connection with the 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 those records and to comply with the accounting requirements of the 2011 Act;

have 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.

Date: 10/04/2025

Philip Neil Beare FCCA  
P N Beare & Co



Chartered Certified Accountants  
101a Crow Green Road  
Brentwood Essex CM15 9RP

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
STATEMENT OF FINANCIAL ACTIVITIES FOR THE  
YEAR ENDED 31ST AUGUST 2024**

	Note No.	General Fund 31/08/2024 £	Sinking Fund 31/08/2024 £	General Fund 31/08/2023 £	Sinking Fund 31/08/2023 £
<b>INCOME AND EXPENDITURE</b>					
<b>Incoming Resources</b>					
Activities in furtherance of the Charity's objects:					
Grants Received	2	10,000	-	400	-
Activities for generating funds:					
General Income	3	182,427	-	198,460	-
Interest Received		175	-	50	-
Membership fees		907	-	973	-
Covenanted receipt		13,955	-	13,894	-
<b>Total Incoming Resources</b>		<u>207,464</u>	<u>-</u>	<u>213,777</u>	<u>-</u>
<b>Resources Expended</b>					
Charitable expenditure:					
Fund raising and publicity		42,389	-	38,420	-
Management and Administration	4	<u>151,564</u>	<u>-</u>	<u>150,669</u>	<u>-</u>
<b>Total Resources Expended</b>		<u>193,953</u>	<u>-</u>	<u>189,089</u>	<u>-</u>
<b>Net Incoming/(Outgoing) Resources</b>		13,511	-	24,688	-
<b>Funds Brought Forward</b>		120,855	-	96,167	-
<b>Transfer from Sinking Fund</b>	10	-	-	-	-
<b>Funds Carried Forward</b>		<u>134,366</u>	<u>-</u>	<u>120,855</u>	<u>-</u>

All of the above results are derived from continuing activities.  
All gains and losses recognised in the year are included above.

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
BALANCE SHEET AS AT 31ST AUGUST 2024**

	Note No.	31.08.2024 £	31.08.2023 £
<b>FIXED ASSETS</b>			
Furniture and Fittings	8	0	0
		<u>0</u>	<u>0</u>
<b>CURRENT ASSETS</b>			
Stock		350	350
Sundry Debtors	5	4,996	5,386
Bank	9	148,390	118,486
Cash in hand		1,732	216
Owed by Lakeside Social Club Ltd		41,912	41,851
		<u>197,380</u>	<u>166,289</u>
<b>CREDITORS: amount falling due within one year</b>			
Payroll taxation	6	11,601	10,951
Sundry Creditors	6	30,685	13,755
		<u>42,286</u>	<u>24,706</u>
<b>NET CURRENT ASSETS</b>		<u>155,094</u>	<u>141,583</u>
<b>TOTAL ASSETS</b>		<u>155,094</u>	<u>141,583</u>
<b>SOURCE OF FUNDS</b>			
General Fund		134,366	120,855
Future Expenditure Reserves		20,728	20,728
		<u>155,094</u>	<u>141,583</u>



ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
BALANCE SHEET AS AT 31ST AUGUST 2024 cont'd

Approved by duly authorised members of the Management Committee



\_\_\_\_\_  
Committee Member



\_\_\_\_\_  
Committee Member

Date:  
10/02/2025

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2024**

**1 PRINCIPAL ACCOUNTING POLICIES**

a) Accounting Convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2005) issued in March 2005.

b) Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

c) Incoming Resources

Grants are recognised when the expenditure to which they relate has been committed to. As such a proportion of grants received during the year have been deferred.

d) Resources Expended

All expenditure is accounted for on an accruals basis and have been classified under headings that aggregate all costs related to the category.

e) Tangible Fixed Assets and Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:-

Bar Equipment	-	15% Straight line
Furniture and Equipment	-	25% Straight line

	31/08/2024	31/08/2023
	£	£
<b>2 GRANTS RECEIVED</b>		
Local Authority	0	0
Private enterprise	10,000	400
	<u>10,000</u>	<u>400</u>
	31/08/2024	31/08/2023
	£	£
<b>3 GENERAL INCOME</b>		
Hall hire	110,864	107,551
Tutoring fees	8,643	9,511
Class sales	-	1,012
Social activities	57,000	38,669
Services	-	9,977
Short Mat Bowls Club	5,840	5,504
Occupation licence	-	-
Recovered funds from ex-employee	-	26,236
Sundry income	80	-
	<u>182,427</u>	<u>198,460</u>

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2024**

	31/08/2024	31/08/2023
	£	£
<b>4 MANAGEMENT ADMINISTRATION</b>		
Wages	58,726	51,798
Pension contributions	1,367	1,151
Payroll expenses	-	
Telephone	760	589
Printing, Stationery and Postage	467	1,764
Insurance	3,886	2,524
Rent	21,000	25,924
Rates and services	13,584	9,101
Waste collection	3,408	2,655
Repairs and Renewals	43,034	37,057
Office costs - equipment hire	1,148	-
Computer Expenses	745	88
Advertising	83	83
Bank Charges and Interest	2,695	3,253
Professional fees	-	-
Independent Examiners Fees	625	1,489
Write off uncleared bank transactions	-	-
Sundry Expenses	36	11,519
Depreciation - Furniture and Equipment	-	1,674
	<u>151,564</u>	<u>150,669</u>

	31/08/2024	31/08/2023
	£	£
<b>5 SUNDRY DEBTORS</b>		
Trade debtors	2,203	2,593
Lakeside cash held	-	-
Prepayments	2,793	2,793
Other debtors	-	-
	<u>4,996</u>	<u>5,386</u>

	31/08/2024	31/08/2023
		£
<b>6 SUNDRY CREDITORS</b>		
Non-compliance deposits	12,648	11,928
Trade creditors	-	-
Social trip - hotel funds	16,000	-
Independent Examiners Fees	625	625
Grant received in advance of expenditure	-	-
HM Revenue & Customs - PAYE and NIC	11,601	10,951
Lakeside cash held	409	344
Sundry creditors	1,003	858
	<u>42,286</u>	<u>24,706</u>

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2024**

	31/08/2024 £	31/08/2023 £
<b>7 CREDITORS:</b> amounts falling due after more than one year Grant Income deferred.	<u>-</u>	<u>-</u>
<b>8 FIXED ASSETS</b>		
	<b>Fixtures &amp; Fittings</b>	<b>Total</b>
	£	£
COST		
At 1st September 2023	75,923	75,923
Additions		
At 31st August 2024	<u>75,923</u>	<u>75,923</u>
DEPRECIATION		
At 1st September 2023	75,923	75,923
Charge for the year		
At 31st August 2024	<u>75,923</u>	<u>75,923</u>
NET BOOK VALUE		
At 31st August 2024	<u>0</u>	<u>0</u>
At 31st August 2023	<u>0</u>	<u>0</u>
	<b>31/08/2024 £</b>	<b>31/08/2023 £</b>
<b>9 BANK ACCOUNTS</b>		
Nat West Deposit Account	252	246
Bank Current Account	139,282	109,504
Barclays Direct Access	8,856	8,736
	<u>148,390</u>	<u>118,486</u>
TOTAL DEPOSITED AT BANK	<u>148,390</u>	<u>118,486</u>

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2024**

**10 FUTURE EXPENDITURE RESERVES**

The Future Expenditure Reserves were created to meet the cost of extensive refurbishment to the buildings and fixtures. Since this time the Management Committee has embarked on a major refurbishment of the premises which is ongoing.

**11 LEASEHOLD PREMISES**

The association's premises are leased from the London Borough of Havering at a market rent. A condition of the lease was that the building be maintained and continues to be used for the charitable objectives of Ardleigh House Community Association.

The trustees are of the opinion that amounts already allocated to the Future Expenditure Reserves will be sufficient to comply with the maintenance requirements of the new lease.

**12 UNRESTRICTED FUNDS**

All funds of the trust as shown on pages 5 and 6 are unrestricted.

**ARDLEIGH HOUSE COMMUNITY ASSOCIATION  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31ST AUGUST 2024**

	2024		2023	
	£	£	£	£
<b>INCOME</b>				
Hall hire	110,864		107,551	
Tutoring fees	8,643		9,511	
Class sales			1,012	
Social activities	57,000		48,646	
Services			-	
Short Mat Bowls Club	5,840		5,504	
Occupation licence	-		-	
Covenanted receipts	13,955		13,894	
Membership fees	907		973	
Interest received	175		50	
Grants received	10,000		400	
Recovered funds from ex-employee	-		26,236	
Sundry income	80		-	
		207,464		213,777
<b>DIRECT COSTS INCURRED IN FUND RAISING</b>				
Tutors	2,100		2,250	
Social expenses	40,289		36,170	
Canteen expenses	-		-	
Short Mat Bowls expenses	-		-	
		(42,389)		(38,420)
<b>MANAGEMENT AND ADMINISTRATION EXPENSES</b>				
Wages	58,726		51,798	
Pension contributions	1,367		1,151	
Payroll expenses	-		-	
Telephone	760		589	
Printing, Stationery and Postage	467		1,764	
Insurance	3,886		2,524	
Rent	21,000		25,924	
Rates and services	13,584		9,101	
Waste collection	3,408		2,655	
Repairs and Renewals	43,034		37,057	
Office costs - equipment hire	1,148		-	
Computer Expenses	745		88	
Advertising	83		83	
Bank Charges and Interest	2,695		3,253	
Professional fees	-		-	
Independent Examiners Fees	625		1,489	
Write off uncleared bank transactions	-		-	
Tribunal compensation	-		11,400	
Sundry Expenses	36		119	
Depreciation - Furniture and Equipment	-		1,674	
		(151,564)		(150,669)
<b>NET (DEFICIT) / INCOME FOR THE YEAR</b>		<u>13,511</u>		<u>24,688</u>