

**Colliers Wood
Community Association
Community Centre**

Annual Report

And

Accounts

2020/2021

**66 – 72 HIGH STREET, COLLIERS WOOD,
LONDON SW19 2BY
TELE: 020 8543 6470
Registered Charity No: 303157**

Colliers Wood Community Association

Report and Financial Statements for the year ended 31st March 2021

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**Colliers Wood Community Association
Report and Financial Statements
For the year ended 31st March 2021**

Trustees:

Chair	Peggy Toomey
Treasurer	Peter Dauncey
Secretary	Tom Searle
Minute Secretary	Jacqui Lewis (Admin Worker)
General Committee	Connie Huxtable Sue Stone George Tudor-Hart Tony Townsend June Skinner Slawek Szczepanski
Lay Members	Sabina Ludlow Vicki Lansdale John Cass
Advisors	Councillor Laxmi Attawar
Staff	Jacqui Lewis

Principal Address

66/72 High Street
Colliers Wood
LONDON
SW19 2BY

Independent Examiner

L. Osborn
7 South Croxted Road
West Dulwich
LONDON
SE21

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
West Malling
KENT
ME19 4JQ

Report of the Trustees and Members of Colliers Wood Community Association

The Trustees, who are also the members of the Management Committee, present their Annual Report and the financial statements for the year ended 31st March 2021 .

Aims of the Colliers Wood Community Association

Colliers Wood Community Centre is for the use of the Community Association, which was formed to promote the benefits of the inhabitants of Colliers Wood and the neighbourhood. Without distinction of sex, or of political, religious or other opinions by the advancement of education and the provision of facilities in the interest of social welfare. For recreation and leisure time, with the object of improving the condition of life for the inhabitants of Colliers Wood and the neighbourhood.

Annual Report

Most of the year the Association continued to expand it's activities as it has done for the past 62 years. But for the last few months our activities were affected by the Covid-19 virus. Some of our children's groups and senior citizens groups decided to suspend all activities in February followed by the national lockdown which closed all of our direct activities. We then quickly arranged to contact some of our senior and vulnerable members by telephone each week and also organised food distribution on a weekly basis.

A lot has happened in the past year since our last AGM and once again there have been changes along the way. We have had new members, new born, young and old come to join us in the various activities we have each day. We have continued to make sure that the Community Centre is a welcoming and safe environment for all and the continued hard work of the Trustees and Group Leaders and Volunteers is rewarded daily by the returning members, friends, families and hirers who choose to come and spend their time here. Whether they are teaching, learning, sharing, playing, celebrating or just having a seat for a few minutes with a cup of tea and a chat, it all happens here at the heart of Colliers Wood.

During the year as in most years there has been an issue with rough sleepers and homeless people trying to sleep in and around the Community Centre, as well as ringing Safer Neighbourhoods, which we were asked to do, we have been advised that we can also ring Street Link who will also assist in helping any homeless person, if they want to be helped. We must be mindful that quite a few of the homeless we have encountered here at the Centre do not want the authorities bothering them. They are where they want to be. We are committed to working with supporting organisations in order to help those who need it.

The Seniors Christmas Lunch was very well attended. We catered for 84 seniors. We had an excellent team of volunteers; Colin, Rita, Anita, Peter, Slawek and family, Joel Winter and his parents, Andrzej, Ilona and their daughters, Councillor Laxmi Attawar

all rolled up their sleeves and worked tirelessly to serve and attend the needs of our senior members. A big Thank You to everyone for making this event a success.

The Lunch was followed by a Christmas Dance which was also well attended with some members returning after they had popped home for a nap after their lunch!! For our New Years Eve Dance, we had an excellent attendance with some ninety people literally dancing their way from the old year into the new one.

Throughout the year we had five other dances, along with two Afternoon High Teas.

Our Community Centre's Funtime Baby and Toddler Group have been selected as one of the three charities the Co-op will be sponsoring throughout 2020. Every time a Co-op brand is purchased a 1% will be given to the nominated Charities.

Saturday bookings have been steady throughout the year with many of the bookings being to returning hirers, or friends and families of, who come back to us year in and year out.

Our relationship, though strained at times is still intact with our landlord, the London Borough of Merton. Thank you as usual to Carol in Facilities and to Martin Nolan, the Facilities Managers who over sees our building as he does all the Community Centres.

Throughout the year donations have been received either monetary or raffle prizes from the following for either use of the carpark, towards the Senior Citizens Christmas or for both: Siobhan McDonagh, Co-op (next door), Burge and Gunson, Colliers Wood Surgery, Gibbs, Bookers, AP Chemist, Coffee in The Wood and Toppoint 24 Accountants.

Thank you to all the Group Leaders and their members, users of the services we provide here at the Centre, the Safer Neighbourhoods Team, the people who are lost and need signposting to the library, Ante natal clinic (if I see a bump come through the door on a Thursday I am very quick to jump up and guide them next door to the Surgery), the South Tamil Welfare office, the Citizens Advice Bureau, Crown House. We do our best to help and advise and if we don't know the answer to a query we can usually point people in the right direction.

AFTERNOON WHIST DRIVE

This group meets once a week on a Monday afternoon, 1.45 to 4pm, to play whist and socialise.

BADMINTON

This group meets on Sundays from 2.30-4.30 pm. This diverse group is open to all ages and abilities.

BALLET (ADULTS)

This group meets on Thursday evenings, 8.15 to 9.30pm and has a tutor to teach all abilities.

BALLROOM DANCE CLASS

This group meets once a week on a Sunday from 5 to 10pm and has a tutor to teach ballroom dancing to beginners, intermediate and the advanced.

CHILDMINDERS SUPPORT GROUP

This group meets on Tuesday mornings 9-12.30 pm and Thursday afternoons 12 noon to 6 pm, offering support to childminders. It gives the children, in their care, an opportunity to socialise with other children and play in a safe environment.

CLIMBING WALL

The climbing wall is open to the public on Sundays between 2pm and 4pm, when people of all ages and abilities can have a go.

COLLIERS WOOD ART GROUP

This group meets on Monday afternoons from 2 to 4pm. This is a small intimate group, with some 12 artists coming together in a relaxed, welcoming atmosphere to share their knowledge and improve their skills.

COLLIERS WOOD UKULELE ORCHESTRA

This group meets on Thursday evenings from 8.30 – 10.30 pm, to practice for their concert shows, which they perform at various local functions and charity events.

EVERY WEDNESDAY CLUB

This group meets weekly on Wednesday afternoons from 1.30 to 3.30pm, to meet old friends and make new ones, have a cup of tea and a biscuit and play bingo. They have Bring and Buy Sales and Raffles during the year to raise funds. They are then able to have Luncheons twice a year and go out for a Christmas Dinner.

FRIDAY EVENING BINGO

Doors open at 7.30pm. Eyes Down at 8pm. It is a good opportunity to meet with friends, old and new, and discuss the previous week's events and make arrangements for the forthcoming week.

FUNTIME BABY AND TODDLER GROUP

This Baby and Toddler group meets on Thursday mornings from 9.30am to 11.30am, providing a safe and welcoming venue for local parents and their children to meet socially, share knowledge and ideas, and work together to provide learning opportunities for the many babies and toddlers who attend.

FUSION

This groups main focus is on bringing people together. They meet every Friday for Health and Well Being Sessions from 1 – 7 pm. They have tried their hand at Line Dancing, Aerobics, Polynesian Dancing, African Drum Workshops and Folk Dancing. They have a separate session on a Wednesday for yogalates.

LADIES KEEP FIT

They meet once a week on Tuesday evenings, 8 to 9pm, with a regular group of active members. The session is adaptable to suit all levels of fitness and has members of all ages.

MODERN JAZZ DANCE

This group meets for beginners and intermediate 8-9pm, intermediate and advanced 9-10pm every Monday.

OVER 50's

This group meets most Monday mornings, from 9.30am to 1pm. They enjoy a keep fit session, and social interaction; a cooked lunch is partly prepared on the premises. They regularly invite visitors to take part in their various festivals.

POLISH FAMILIES

- ARTS AND CRAFTS – 6 to 11 years - Tuesdays 5-6 pm
- BABY AND TODDLER GROUP – 10-12 noon
- PHOTOGRAPHY WORKSHOPS – 9-15 years – 6-7 pm
- SPORTY MONDAYS – 5.30-7 pm

SEQUENCE DANCE CLUB

Meet once a week on a Wednesday night from 7.45 to 10pm for an enjoyable evening of dancing and socialising. They have weekly raffles and an occasional coach outing if numbers allow.

SOUTH LONDON TAMIL WELFARE GROUP

Little Tigers Karate Class on Sundays from 10am to 1pm.

TAP DANCING FOR ADULTS

This group meets weekly on a Wednesday from 7.30 to 9.30pm. It is a small group with those attending having a good time with enough space for them to practice.

TUESDAY AFTERNOON TEA DANCE

This group meets on Tuesday afternoons from 1.30 to 4pm, to dance, socialise, have a cup of tea, meet old friends and of course make new ones.

U3A PAINTING AND SKETCHING WORKSHOP

This group meets alternate Thursday afternoons. It gives artists the opportunity to practice working in a style they know and to try a method unknown to them.

U3A SCIENCE GROUP

This group meets 4-weekly on Thursday mornings from 10.30am to 12.30pm. Meetings are based around an illustrated talk with contributions, questions etc from the audience.

U3A SPEAKING AND DEBATING

Meeting once a fortnight on Thursdays from 2 to 4pm this group has two aims and activities; Firstly, to build confidence in standing up and speaking to a small group and secondly to improve debating skills.

U3A TABLE TENNIS WEDNESDAY AND FRIDAY

(The University of the Third Age) this group meets alternate Wednesdays from 9 to 11.30am and Fridays 3-5 pm. With an increasing group of active members, it houses

members of varying abilities, beginners, intermediate and advanced. They run their own in-house tournaments.

UNISON RETIRED MEMBERS

This group gets together on the first Friday of the month from 1 to 4pm, to meet old friends, make new ones, socialise and arrange regular outings. They have quizzes, raffles, Bring and Buy Sales and catch up on events over a cup of tea. They regularly have visiting Speakers, who cover a wide range of interesting topics.

WOODCRAFT FOLK

This group accommodates four age groups (0-5 year olds on Wednesdays, 6-9 year olds and 13-16 year olds on Thursdays and 10-12 year olds on Mondays). The organisation encourages social change in children and young people and at its weekly sessions offers a programme including drama, arts and crafts and co-operative games, to name but a few. The young people go camping in the better weather and often get together to go ice-skating or take trips to museums.

PUBLIC MEETINGS, WEDDINGS AND ANNIVERSARIES

The hall was made available for a number of public meetings held in the evenings. Local residents/tenants groups took this up, the local council for neighbourhood meetings, planning consultations and policing and safety issues. Merton Seniors Forum have made use of the Centre. On Saturdays the building was available to residents and tenants of the local community for weddings and anniversaries.

MAJOR DONORS

London Borough of Merton
Colliers Wood Surgery
Burge and Gunson

Transactions and financial position

The total income of the charity generated from all sources amounted to £ 76,789 leaving a surplus of £11,522 and reserves of £123,076.

Tangible fixed assets for use by the charity

Details of movement in fixed assets are set out in note 7 to the accounts.

Investments policy and returns

Under the constitution, the charity has the power to make any investment which trustees see fit, some £57,000 have been invested by the trustees.

Reserves

The Charity Commission requires charities to determine and explain their policy for free reserves. The trustees have reviewed its free reserve policy and have designated part of its unrestricted fund as a Development Fund for future improvements to the building, with the remainder serving as an emergency reserve to enable Colliers Wood Community Association to meet its obligation in the event of a shortfall in income or sudden upturn in expenditure.

Trustees

All of the trustees on page 3, except where stated, served throughout the year. The management committee has the power to appoint additional trustees as it considers fit.

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate any significant risks.

Statement of Trustees' Responsibilities

The role of the trustees is to safeguard the money as given by members of the public and any other donors and to ensure they are properly spent in accordance with the aims of the charity.

As part of their duties, law applicable to charities in England and Wales requires of trustees to prepare our financial statements for each financial year, which give a true and fair view of the charity's financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and;

- * select suitable accounting policies and then apply them constantly;
- * make judgements and estimates that are reasonable and prudent;
- * state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material 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 operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and which comply with the Charity Act 1993. 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.

Independent Examiner

A resolution proposing Linda Osborn is appointed as Independent Examiner of the charity was put to the Annual General Meeting.

Approval

This report was approved by the trustees and signed on its behalf on 19July 2020

Chairperson

Colliers Wood Community Association

Report and Financial Statements for the Year Ended 31 March 2021

Report of the Examiner to the Trustees of Colliers Wood Community Association

I have examined the financial statements on pages 13 to 17 which have been prepared under the historical cost convention and the accounting policies set out on page 15

Respective responsibilities of Trustees and auditors

As described on page 11, the trustees are responsible for preparation of financial statements. It is my responsibility to form an independent opinion, based on my examination, on those financial statements and to report my opinion to you. I have been appointed as the examiner under section 43(2) of the Charities Act 1993 and report in accordance with regulations made under section 43(7) of the Act.

Basis of opinion

I conducted my examination in accordance with auditing standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant of the amounts and the disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

I planned and performed my examination so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In my opinion the financial statements give a true and fair view of the charity's state of affairs as at 31 March 2020 and of its income and resources and application of resources in the year then ended and have been properly prepared in accordance with the Charities Act 1993.

L. Osborn

Examiner

L. Osborn
7 South Croxted Road
West Dulwich
London SE21

Colliers Wood Community Association

Statement of Financial Activities for the Year Ended 31 March 2021

	Note	Unrestricted Funds 2020/21 £	Restricted Funds 2020/21 £	Total Funds 2020/21 £
INCOMING RESOURCES				
Grants	4	44,290	47,303	91,593
Donations and contributions		4,357		4,357
Hire of Hall		nil		nil
Bank Interest		145		145
		<hr/>	<hr/>	<hr/>
TOTAL INCOMING RESOURCES		48,792	47,303	96,059
RESOURCES EXPENDED				
Direct charitable expenditure	5	10,911	47,303	58,214
Management & Administration	6	1,648	Nil	1,648
		<hr/>	<hr/>	<hr/>
TOTAL RESOURCES EXPENDED		12,559	47,303	59,862
NET(OUTGOING)/INCOMING RESOURCES BEFORE TRANSFERS		36,233	nil	36,233
NET MOVEMENT IN FUNDS		59,076	nil	59,076
Funds Balance Brought Forward at 1 April 2020				
Funds balance carried Forward at 31 March 2021		95,309	nil	95,309

Colliers Wood Community Association

Balance sheet as at 31 March 2021

		2020/21 £
	Note	
<u>Fixed Assets</u>		
Tangible fixed assets	7	nil
<u>Current Assets</u>		
Cash at Bank and in hand		123,076
Creditors: amounts falling due in less than one year		nil
		<hr/>
Net Current Assets		123,076
		<hr/>
Total assets less current liabilities		123,076
		<hr/> <hr/>
<u>FUNDS</u>		
Restricted Funds	8	nil
Development Fund		50,000
Pension Fund		7,000
Unrestricted Funds		66,076
		<hr/>
		123,076

The financial statements on pages 12 to 16 were approved by the Trustees on 20 July 2021 and signed on their behalf by:

..... (Trustee)

..... (Trustee)

The notes on pages 14 to 16 form part of these financial statements.

Colliers Wood Community Association

Notes to the Financial Statements for the year ended 31 March 2021

1. Accounting Policies

1.1 Basis of accounting

The financial statements have been prepared, under the historical cost convention, in accordance with the Statement of Recommended Practices, "Accounting by Charities".

1.2 Income

Income from grants, donations and contributions represents the amounts receivable in respect of the year. Grant income is deferred where it has been received in the current year, but relates to a project which will take place in the following or future years.

1.3 Charitable Expenditure

Expenditure is recognised in the period in which it is incurred.

Expenditure on charitable purposes is defined as all expenditure incurred which directly related to the objects of the charity. This includes appointment of staff, office and office costs where it is appropriate to do so. These costs have been analysed into the main cost components of the objects of the charity in the note to the accounts.

1.4. Voluntary Help

A considerable amount of time is expended on the charity's activities, which is donated free of charge. It is not possible to quantify the value of the time given and accordingly it is neither recorded as donation income nor as expense in the accounts.

1.5 Restricted Funds

Where income has been received with conditions attached, which are more specific than the general objectives of the charity, it is allocated to a restricted fund. Subsequent expenditure of this income is charged to the restricted fund as it is incurred.

2. Taxation Status

As a registered charity, the charity is exempt from Corporation Tax in respect of its investments and charitable income in respect of capital gains.

3. Change of Accounts Policy

There were no changes of accounts policy during the year.

4. Grants

	Unrestricted Funds 2020/21 £	Restricted Funds £	Total Funds £
London Borough of Merton		13,160	13,160
LBM Rate Relief Grant		9,088	9,088
LBM Rent Grant		11,000	11,000
Co-op community fund	1,940		1,940
Covid -LBM	40,286		40,286
Covid HMRC		7,555	7,555
Covid MVSC	2,064		2,064
London community fund		6,500	6,500
Total	44,290	47,303	91,593

5. Direct Charitable Expenditure

	Unrestricted Funds 2020/21 £	Restricted Funds 2020/21 £	Total Funds 2020/21 £
Wages	2,755	21,594	24,349
Rates		9,088	9,088
Rent		11,000	11,000
Insurance	2,177		2,177
Pension	nil		nil
Light & Heating	5,088		5,088
Repairs & Maintenance	186		186
Cleaning materials	379		379
Volunteer Expenses	nil		nil
Water	326		326
Covid PPE		5,621	5,621
Total	10,911	47,303	58,214

6. Management and Administration Expenses

	Unrestricted 2020/21 £	Restricted 2020/21 £	2020/21 £
General office cost	1,579		1,579
Bank fees	69		69
Total	1648	Nil	1.648

7. Tangible Assets

Net Book Value at 31 March 2021	nil	nil	nil
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8. Restricted Funds

	Movements during the year		Balance as at 31 March 2021
	Incoming Resources	Outgoing Resources	
	£	£	£
London Borough of Merton	13,160	13,160	Nil
LBM Rate Relief Grant	9,088	9,088	Nil
LBM Rent Grant	11,000	11,000	Nil
Covid HMRC	7,555	7,555	Nil
London Community Fund	6,500	6,500	Nil
Total	47,303	47,303	nil

9. Colliers Wood Community Association Members Remuneration and Expenses

The Trustees received no remuneration or expenses during the year.

10. Capital commitments

The charity had capital commitments of £nil at 31 March 2021