

The Elmswell Amenities Association

(Registered Charity No. 304879)

Accounts

Year ended 31 December 2020

Chairman	Mr Peter Dow 6 Warren Close Elmswell Suffolk IP30 9DS
Secretary	Mrs Jean Barker Linden Croft Hawk End Lane Elmswell Suffolk IP30 9ED
Treasurer	Mr Nick Brooks BA FCA 10 School Road Elmswell Suffolk IP30 9EQ
Independent Examiner	Mr Barry Hayward ACMA 14 Crabtree Meadow Elmswell Suffolk IP30 9GG



Trustees' Annual Report for the period							
	1	January	2020	to	31	December	2020

Reference and administration details

Charity name The Elmswell Amenities Association

Registered charity number 304879

Charity's principal address C/o Parish Clerk's Office
Blackbourne Community Centre
Blackbourne Road
Elmswell
Bury St Edmunds
Suffolk
Postcode IP30 9GY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr Peter Dow	Chairman		
2	Mrs Jean Barker	Secretary		
3	Mr Nick Brooks	Treasurer		

Structure, governance and management

Description of the charity's trusts

Type of governing document	The charity is governed by a Scheme of The Charity Commissioners for England and Wales dated 2 February 2006, which replaced the former Scheme dated 27 September 1995 following amalgamation with Elmswell Sports Advisory Committee (no. 1077921).
How the charity is constituted	The charity is constituted as an unincorporated association.
Trustee selection methods	Trustees are appointed by the members at the annual general meeting.

Purposes and activities

Summary of the purposes of the charity set out in its governing document

To advance the education of the inhabitants of Elmswell including the provision of a library;

To provide facilities for recreation or other leisure-time occupation for the inhabitants of Elmswell in the interests of social welfare with the purpose of improving their conditions of life.

Summary of the main activities for the public benefit in relation to these objects

Provision of library building.

Provision of regular newsletter containing articles of local interest including reports of local council meetings.

Making of grants to local organisations involved in activities complementary to the charity's own.

Provision of financial support to an existing community and recreational centre and a sports field located in Elmswell together with financial support towards the development of a second community facility also located in Elmswell.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and performance

Summary of the main achievements of the charity during the year

The charity continued to sponsor the production of a well received newsletter delivered free to every household in the village. The newsletter is the source of the charity's main income, advertising revenue, which amounted to £22,128 during the year (last year £27,381).

Other income included rent of £6,500 pa from the library and interest on the charity's investments

In pursuance of its objectives, the charity released grants and contributions amounting to £2,090 to various local support groups during the year (last year £1,996). In previous years the charity gave considerable financial support to the development of an eco-friendly multi-halled community centre which continues to be used to great effect by local groups, including those catering for both the young and the not so young engaging in a wide range of sporting, educational and social activities.

All of the charity's activities are undertaken by volunteers.

Financial review

Review of the charity's financial position at the end of the period

The charity's reserves increased from £131,581 to £136,220 - the increase comprising the net income for the year of £4,639. Net current assets increased by £4,639 from £31,385 to £36,024 and fixed assets by £1. Cash at bank stood at £33,370 (last year £29,999).

Brief statement of the charity's policy on reserves

Reserves at 31 December 2020 totalled £136,220 of which £33,567 are represented by cash and cash equivalents. The charity's policy is to maintain a healthy reserve balance to enable it to meet its objectives on an ongoing and long term basis.

Details of any funds materially in deficit

All funds are unrestricted general funds and none is in deficit.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signatures

Full names

Position

Peter Dow	Nick Brooks
Chairman	Treasurer

Date of approval

7 October 2021



Independent examiner's report on the accounts

Report to the trustees/ members of	The Elmswell Amenities Association		
On accounts for the year ended	31 December 2020	Charity no (if any)	304879
Set out on pages	5 to 10		
Respective responsibilities of trustees and examiner	<p>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.</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none"> 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 to state whether particular matters have come to my attention. 		
Basis of independent examiner's statement	<p>My 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.</p>		
Independent examiner's statement	<p>In connection with my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> 1. which gives me reasonable cause to believe that in, any material respect, the requirements: <ul style="list-style-type: none"> 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 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. 		
Signed:			Date: 7 July 2021
Name:	Mr Barry Hayward		
Relevant professional qualification(s) or body (if any):	ACMA		
Address:	14 Crabtree Meadow Elmswell Bury St Edmunds Suffolk IP30 9GG		

The Elmswell Amenities Association

Year ended 31 December 2020

Statement of financial activities

	Note	Unrestricted general fund 2020 £	Unrestricted general fund 2019 £
Incoming resources	3		
Income from:			
Activities for generating funds		22,128	27,381
Investments		5,947	5,664
Total income		<u>28,075</u>	<u>33,045</u>
Resources expended	4		
Expenditure on:			
Fundraising trading costs		21,346	21,363
Charitable activities		2,090	1,996
Total expenditure		<u>23,436</u>	<u>23,359</u>
Net income and movement in funds		4,639	9,686
Total funds brought forward		131,581	121,895
Total funds carried forward		<u><u>136,220</u></u>	<u><u>131,581</u></u>

Balance sheet

		2020	2020	2019	2019
	Notes	Unrestricted general fund £	Unrestricted general fund £	Unrestricted general fund £	Unrestricted general fund £
Fixed assets					
Tangible assets	6		100,000		100,000
Investments	7		197		196
Total fixed assets			<u>100,197</u>		<u>100,196</u>
Current assets					
Debtors - advertising income		4,698		3,775	
Cash at bank		33,370		29,999	
Total current assets		<u>38,068</u>		<u>33,774</u>	
Creditors: amounts falling due within 1 year					
Creditors	8	2,044		2,389	
Net current assets			<u>36,024</u>		<u>31,385</u>
Total net assets			<u><u>136,220</u></u>		<u><u>131,581</u></u>
Funds of the charity					
Unrestricted general fund			<u><u>136,220</u></u>		<u><u>131,581</u></u>

Signed on behalf of all the trustees

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P Dow (Chairman)

Date of approval 07-Oct-21

N Brooks (Treasurer)

Notes to the statement of financial activities

1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011

The Trustees have considered the ability of the charity to continue in operation on the strength of its current and likely ongoing income resources and expenditure commitments and conclude that the preparation of the accounts on the going concern basis is appropriate.

2 Accounting policies *(only those policies which apply to the charity's activities are shown)*

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Contractual income

This is only included in the SoFA once the related goods or services have been delivered.

Volunteer help

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

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Notes to the statement of financial activities

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt. Comprising principally of freehold land, they are not depreciated.

Investments

Units held with COIF are included at the market value advised by COIF at the year end. Other investment assets are included at trustees' best estimate of market value.

Debtors and creditors

Debtors are measured at their recoverable amounts (the amount the charity anticipates it will receive from a debt or the amount it has paid in advance for goods or services).

Creditors are measured at their settlement amount. A creditor is recognised for the amount that the charity anticipates it will pay to settle the debt or the amount it has received as an advance payment for goods or services it must provide.

Funds

The following analyses of incoming resources and resources expended arise on the charity's sole unrestricted general (ie undesignated) fund which is held for the furtherance of the charity's purposes as explained in the Trustees Report.

The Elmswell Amenities Association
Year ended 31 December 2020

Notes to the statement of financial activities

3 Analysis of incoming resources

	2020	2019
	£	£
<i>Activities for generating funds</i>		
Advertising income	22,128	27,381
	<u>22,128</u>	<u>27,381</u>
<i>Investments</i>		
Net property income		
- income	6,500	6,500
- expenses	(555)	(839)
	<u>5,945</u>	<u>5,661</u>
Bank and other interest	1	2
Investment income - COIF	1	1
	<u>5,947</u>	<u>5,664</u>

4 Analysis of resources expended

<i>Fundraising trading costs</i>		
Newsletter printing costs	19,247	19,140
Newsletter advertising admin costs	1,124	1,382
BWMA hire charges (for Newsletter administration)	180	180
General admin	452	315
Insurance	202	202
Bank charges	141	144
	<u>21,346</u>	<u>21,363</u>
<i>Charitable activities</i>		
Other local causes	1,900	1,750
Grove Lane costs	190	246
	<u>2,090</u>	<u>1,996</u>

Notes to the statement of financial activities

5 Details of certain items of expenditure

Trustees expenses

During the year one (2019 - one) trustee was reimbursed for out of pocket expenses amounting to £225 (2019 - £103), all of which were for the purchase of goods and services for use by the charity.

Fees for examination of the accounts

No charges (2019 - £nil) were made for the independent examination of the accounts

6 Fixed assets

	2020 Cost £	2019 Cost £
<i>Tangible assets at cost</i>		
	Freehold land and buildings	Freehold land and buildings
<i>As at 1 January 2020</i>		
Elmswell Memorial Library	100,000	100,000
<i>As at 31 December 2020</i>	<u>100,000</u>	<u>100,000</u>

The charity also acts as custodian trustee of land used as a sports field which is not included as an asset in these accounts. Expenditure during the year, included in note 4, amounted to £246 (2018 - £650).

7 Investments

	Market value £	Market value £
<i>As at 1 January 2020</i>		
COIF cash deposit	196	195
Interest received added to COIF cash deposit	1	1
<i>As at 31 December 2020</i>	<u>197</u>	<u>196</u>

Notes to the statement of financial activities

8 Creditors: amounts falling due within 1 year	2020	2019
	£	£
<i>Creditors</i>		
Library rent in advance	1,625	1,625
Grove Lane costs	38	31
General administration costs	31	35
Advertising administration charge	341	687
Bank charges	10	10
	<u>2,044</u>	<u>2,389</u>

9 Transactions with related parties

During the year the charity incurred advertising administration charges of £1,124 from Mr P Dow, a trustee (2019 - £1,382).

10 Services of volunteers

With the exception of payment for advertising administration (see note 9) and the other expenditure shown in note 4 the charity is able to pursue its purposes only through the willingness of volunteers to contribute time and expertise free of charge. The services provided include general administration and editing of the newsletter, administration of the charity's assets including their upkeep, bookkeeping and accountancy services and legal advice from time to time and the attendance by non executive trustees at trustee meetings. It is, however, neither practicable - nor permissible under the Charities SORP referred to in note 1 - to include the value of these services in the charity's accounts.