

## **CHAIRMANS REPORT TO THE AGM**

The Medway Centre was forced to close from 26<sup>th</sup> March 2020 in accordance with the Lockdown regulations put in place due to the Covid-19 pandemic. These remained in place in some form until the full release in the summer of 2020.

During this time a limited number of groups were able to operate, for instance EMH Care and Support used the Centre as a gathering point and from July the Youth Theatre (they managed to stage an outdoor performance) and the Infants School were able to resume activities.

In expectation of the review of regulations other groups started to return during August and early September. Jonathan Mallalieu piano lessons, Peak Trinity Church, Pilates and Peak Performance Theatre School. However, resumption of the tighter restrictions at the end of September and the imposition of the full Lockdown from November very little activity took place in the Centre until some restrictions were lifted in the Spring of 2021.

Obviously, this has affected our cashflow but where possible we were able to save on operating costs especially by using the staff furlough scheme and making savings where possible. Colin will report the detail of this and I would like to thank him for all his support and vigilance during the worst months of the pandemic.

This is probably the shortest ever Chairman's Report to be given for the Medway but we can say that things have been getting busier all the time since the summer and we hope to have a slightly more detailed report next year!

**MEDWAY CENTRE COMMUNITY ASSOCIATION**

**FINANCIAL STATEMENTS**

**FOR**

**31 MARCH 2021**

**Charity Number 518564**

# **MEDWAY CENTRE COMMUNITY ASSOCIATION**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

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# **MEDWAY CENTRE COMMUNITY ASSOCIATION**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

### **The board of trustees**

Mr. N. Wilson (Chair)

Mrs. V. Challenger

Mr. C. Nicol

Mr. R. Mather

Mrs. S. Sidebottom

Mrs. S. Stones

Mr. C. Blackshaw

Mr. J. Wicksteed

Mrs D Furness

### **Registered office**

Medway Centre

New Street

Bakewell

Derbyshire

DE45 1GT

### **Independent Examiner**

Mark Newey ACMA

Derby Community Accountancy Service

Babington Lodge

128 Green Lane

Derby

DE1 1RY

# **MEDWAY CENTRE COMMUNITY ASSOCIATION**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

The trustees have pleasure in presenting their report and the examined financial statements of the charity for the year ended 31 March 2021.

### **OBJECTIVES AND ACTIVITIES**

A) To promote the benefit of the inhabitants of the area 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 and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

B) To establish or to secure the establishment of a community centre and to maintain and manage or to co-operate with any local statutory authority on the maintenance and management of such a centre for activities promoted by the Association and its constituent bodies.

### **SUMMARY OF THE MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT IN RELATION TO THESE OBJECTS**

In planning our activities for the year we kept in mind the Charity Commissions guidance on public benefit at our trustees meetings.

Medway Centre Community Association is open to all individuals irrespective of race, gender or other personal circumstances.

### **Review of the Year's developments activities and achievements**

The Medway Centre was forced to close from 26<sup>th</sup> March 2020 in accordance with the Lockdown regulations put in place due to the Covid-19 pandemic. Since the start of this financial year we have hosted some of our regular customers for part of the year when restrictions allowed but have had little activity and income.

Our expenditure has mainly been on normal utilities and additional costs to ensure the Centre was compliant with Covid-19 hygiene regulations.

We were very grateful to have received an amount of Covid-19 Business Grants and to have been able to use the Covid Job Retention Scheme to finance the staff salaries.

We look forward to a brighter year.

# **MEDWAY CENTRE COMMUNITY ASSOCIATION**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

### **FINANCIAL REVIEW**

#### **RESERVES**

The Association aims to have reserves to cover current operating costs.

### **STATUS AND ADMINISTRATION**

#### **Governing document**

Medway Centre Community Association is a registered charity, 518564. The charity's governing document is a constitution adopted on 19 May 1986 as amended on 20 October 2003 and 20 October 2008. The charity's registered office is, Medway Centre, New Street, Bakewell, DE45 1GT.

#### **Induction and training of trustees**

The Charity undertakes, when the need arises, a skills audit to determine the requirements of the trustee body. If a skill shortage is identified, approaches are made to specific people identified as having these skills

#### **Risk management policy**

The trustees examine the major risks that the charity faces each financial year when preparing and updating the strategic plan. The charity has developed systems to monitor and control these risks to mitigate any impact that they may have on the charity in the future.

# **MEDWAY CENTRE COMMUNITY ASSOCIATION**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

### **Independent Examiner**

Mark Newey ACMA of Derby Community Accountancy Service and will be in office as independent examiner for the ensuing year.

Registered office:  
Medway Centre  
New Street  
Bakewell  
DE45 1GT

Signed on behalf of the trustees

N. Wilson  
Chair

# **MEDWAY CENTRE COMMUNITY ASSOCIATION**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

### **Independent Examiner's Report to the Trustees of Medway Centre Community Association**

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 6 to 15.

### **Respective responsibilities of the trustees and examiner**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

I 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.

Mark Newey ACMA  
Derby Community Accountancy Service  
Babington Lodge  
128 Green Lane  
Derby  
DE1 1RY

Date



# MEDWAY CENTRE COMMUNITY ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITY

YEAR ENDED MARCH 31<sup>st</sup> 2021

		Unrestricted Funds	Restricted Funds	Total Funds Year to 31 Mar 2021	Total Funds Year to 31 Mar 2020
	Note	£	£	£	£
<b>Income from:</b>					
Donations	3	283	-	283	25
Charitable activities	4	38,805	5,997	44,802	88,821
Other income	-	-	-	-	-
Investment income	5	-	-	-	1
<b>Total incoming resources</b>		<b>39,088</b>	<b>5,997</b>	<b>45,085</b>	<b>88,847</b>
<b>Expenditure on:</b>					
Raising funds		-	-	-	-
Charitable activities		36,966	5,997	42,963	60,580
<b>Total resources expended</b>	6	<b>36,966</b>	<b>5,997</b>	<b>42,963</b>	<b>60,580</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>2,122</b>	<b>-</b>	<b>2,122</b>	<b>28,267</b>
Transfer between funds		16,163	(16,163)	-	-
<b>Net incoming/(outgoing) resources for the year</b>		<b>18,285</b>	<b>(16,163)</b>	<b>2,122</b>	<b>28,267</b>
Balances brought forward		267,052	22,927	289,979	261,712
Balances carried forward		285,337	6,764	292,101	289,979

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 8 to 15 form part of these financial statements.

# MEDWAY CENTRE COMMUNITY ASSOCIATION

## BALANCE SHEET

31 MARCH 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	9	199,121	204,254
<b>Current assets</b>			
Cash at bank and in hand		90,168	86,614
Debtors	10	4,341	2,164
		<u>94,509</u>	<u>88,778</u>
<b>Creditors: amounts falling due within one year</b>	11	<u>1,529</u>	<u>3,053</u>
<b>Net current assets</b>		<b>92,980</b>	<b>85,725</b>
<b>Total assets less current liabilities</b>		<u><b>292,101</b></u>	<u><b>289,979</b></u>
<b>Net assets/(liabilities)</b>		<u><u><b>292,101</b></u></u>	<u><u><b>289,979</b></u></u>
<b>Funds</b>			
Restricted	12	6,764	22,927
General Reserves	12	<u>285,337</u>	<u>267,052</u>
<b>TOTAL FUNDS</b>		<u><u><b>292,101</b></u></u>	<u><u><b>289,979</b></u></u>

The financial statements were approved by the members of the committee on the and signed on their behalf by:

N. Wilson  
Chair

The notes on pages 8 to 15 form part of these financial statements.

# **MEDWAY CENTRE COMMUNITY ASSOCIATION**

## **NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

### **1. Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **Charity information**

Medway Centre Community Association is a registered charity. The charity's registered office is Medway Centre, New Street, Bakewell, DE45 1GT. At the end of the year there were 9 Trustees

#### **1.1 Accounting convention**

These accounts have been prepared in accordance with FRS 102, "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in Sterling which is the functional currency of the charity. Monetary amounts in these financial statements to the nearest £.

The accounts have been prepared on historical cost convention apart from freehold property that is carried at market value. The principal accounting policies adopted are set out below.

These are accounts for the year ended 31 March 2021 are the first accounts of Medway Centre Community Association prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland.

#### **1.2 Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### **1.3 Charitable Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **1.4 Incoming resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Gifts in kind have been included at market value of gifts received and in assets acquired. No amounts are included in the financial statements for services donated by volunteers.

# **MEDWAY CENTRE COMMUNITY ASSOCIATION**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **YEAR ENDED 31 MARCH 2021**

#### **1.5 Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in the support of the charitable activities.

#### **1.6 Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **1.7 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### **1.8 Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### **1.9 Financial instruments**

The charity has no financial assets and financial liabilities of a kind that qualify as basic financial instruments.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# MEDWAY CENTRE COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2021

#### 1.12 Depreciation

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:-

Asset category	Annual rate
Buildings	2%
Computers	33.33%
Other Powered Equipment	15%
Furniture	10%

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimated and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

#### 3. Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds Year to 31 Mar 2021 £	Period to 31 Mar 2020 £
Donations from individuals	283	-	283	25
	<u>283</u>	<u>-</u>	<u>283</u>	<u>25</u>

# MEDWAY CENTRE COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

### 4. Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds Year to 31 Mar 2021 £	Total Funds Year to 31 Mar 2020 £
<b>Grants</b>				
Building improvement grant	-	-	-	11,000
Derbyshire Dales District Council	24,500	-	24,500	-
Duke of Devonshire Charitable Trust	-	-	-	10,000
The Rank Foundation	-	-	-	850
National Lottery Community Fund	-	-	-	10,000
HM Revenue and Customs (Furlough)	-	5,997	5,997	-
<b>Other Charitable Activity</b>				
Room Lettings	12,892	-	12,892	50,662
Feed in Tariff income	1,273	-	1,273	1,379
Fundraising Events	140	-	140	4,920
Equipment Hire	-	-	-	10
	<u>38,805</u>	<u>5,997</u>	<u>44,802</u>	<u>88,821</u>

### 5 Interest receivable

	Year to 31 Mar 2021 £	Period to 31 Mar 2020 £
Bank interest receivable	-	1

# MEDWAY CENTRE COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

### 6. Total resources expended

	Total Funds Year to 31 Mar 2021 £	Total Funds Year to 31 Mar 2020 £
Staff costs	19,800	28,329
Fees	988	1,287
Printing & publications	192	3,096
Lease/rent	150	150
Insurance	1,780	1,789
Telephone	795	815
Office Stationery	-	455
Maintenance and security costs	3,996	5,768
Utilities	3,400	6,333
Administrative expenses	164	1,574
Depreciation	11,218	10,514
Accountancy fees	480	470
Sundry	-	-
	<u>42,963</u>	<u>60,580</u>

Expenditure on charitable activities was £42,963 (2020: £60,580) of which £5,997 was restricted (2020 £0)

### 7. Net (expenditure)/income

	Year to 31 Mar 2021 £	Year to 31 Mar 2020 £
Independent examiner's Fees	480	470
Depreciation	<u>11,218</u>	<u>10,514</u>

# MEDWAY CENTRE COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

### 8. Trustees and key management personnel

During the year trustees did not receive remuneration for their roles as trustees

The key management personnel of the charity consist of the trustees, the centre management team.

**The aggregate payroll costs were:**

	Year to 31 Mar 2021 £	Period to 31 Mar 2020 £
Wages and salaries	19,032	27,561
National Insurance	-	-
Pension	768	768
	<u>19,800</u>	<u>28,329</u>

No employee earned more than £60,000 per annum. No trustees were reimbursed for expenditure.

#### **Particulars of employees:**

The average number of staff employed by the charity during the financial year amounted to:

	Year to 31 Mar 2021 No	Year to 31 Mar 2020 No
Direct Charitable Staff	2	3
Administration	-	-
	<u>2</u>	<u>3</u>



# MEDWAY CENTRE COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

### 9. Tangible fixed assets

	Equipment £	Building £	Total £
<b>Cost</b>			
At 31 March 2020	77,914	274,929	352,843
Additions	6,085	-	6,085
Disposals	-	-	-
<b>At 31 March 2021</b>	<b>83,999</b>	<b>274,929</b>	<b>358,928</b>
<b>Depreciation</b>			
At 31 March 2020	54,969	93,620	148,589
Depreciation on Disposal	-	-	-
Charge for the year	5,714	5,504	11,218
<b>At 31 March 2021</b>	<b>60,683</b>	<b>99,124</b>	<b>159,807</b>
<b>Net book value</b>			
<b>At 31 March 2021</b>	<b>23,316</b>	<b>175,805</b>	<b>199,121</b>
At 31 March 2020	22,945	181,309	204,254

### 10. Debtors:

	2021 £	2020 £
Trade debtors	2,733	899
Prepayments	1,608	1,265
	<b>4,341</b>	<b>2,164</b>

### 11. Creditors:

	2021 £	2020 £
Trade creditors	1,295	2,139
Ground Rent	150	150
HM Revenue and Customs	84	764
	<b>1,529</b>	<b>3,053</b>

# MEDWAY CENTRE COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

### 12. Statement of funds

	At 1 April 2020	Incoming £	Outgoing £	Transfers £	At 31 March 2021 £
<b>General reserve</b>	<b>267,052</b>	<b>39,088</b>	<b>(36,966)</b>	<b>16,163</b>	<b>285,337</b>
<b>Total unrestricted funds</b>	<b>267,052</b>	<b>39,088</b>	<b>(36,966)</b>	<b>16,163</b>	<b>285,337</b>
<b>Restricted Funds</b>					
Building improvement grant	10,078	-	-	(10,078)	-
Duke of Devonshire Charitable Trust	1,999	-	-	(1,240)	759
Rank Foundation	850	-	-	(675)	175
National Lottery Community Fund	10,000	-	-	(4,170)	5,830
HM Revenue and Customs (Furlough)	-	5,997	(5,997)	-	-
<b>Total restricted funds</b>	<b>22,927</b>	<b>5,997</b>	<b>(5,997)</b>	<b>(16,163)</b>	<b>6,764</b>
<b>Total funds</b>	<b>289,979</b>	<b>45,085</b>	<b>(42,963)</b>	<b>-</b>	<b>292,101</b>

### 13. Analysis of net assets

	Tangible fixed assets	Other net assets	Total
<b>Unrestricted funds</b>			
	£	£	£
General Funds	199,121	86,216	285,337
Designated Funds	-	-	-
<b>Restricted funds</b>			
Duke of Devonshire Charitable Trust	-	759	759
Rank Foundation	-	175	175
National Lottery Community Fund	-	5,830	5,830
	<u>199,121</u>	<u>92,980</u>	<u>292,101</u>

### 14. Related party transactions

The charity had no related party transactions that required disclosure.

# MEDWAY CENTRE COMMUNITY ASSOCIATION

## FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

**Independent Examiner's Report to the Trustees of Medway Centre Community Association**  
I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 6 to 15.

**Respective responsibilities of the trustees and examiner**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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- the accounts do not accord with the accounting records

I 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.

M. Newey

Mark Newey ACMA  
Derby Community Accountancy Service  
Babington Lodge  
128 Green Lane  
Derby  
DE1 1RY

16/7/21

Date