

# **Cefn Coed Community Centre**

*Report and Financial Statements*

*Year ended 31st March 2021*

*Charity Number 523664*

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**Legal and administrative information**

**Registered Charlty Number** 523664

**Trustees**

Mr Philip Griffiths (Secretary)

Mr D Willis

Mr R Davies

Mrs A Wilkins (Treasurer)

Mrs E Evans (Deceased 2023)

Mrs S Towning

Ms J Wilkins

**Principal office**

Cefn Coed Community Centre,

Cefn Coed,

Merthyr Tydfil,

CF48 2NA.

**Independent Examiner**

R I Knoyle ACA FCCA

Baker Knoyle Accountancy Ltd.,

Chartered Accountantss,

Orbit Business Centre,

Rhydycar Business Park,

Merthyr Tydfil,

CF48 1DL.

**Report of the trustees for the year ended 31st March 2021**

The trustees present their report and accounts of the charity for the year ended 31st March 2021. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Effective 1 January 2019).

**Constitution and objects**

The Charity is governed by the revised constitution of February 2006 and provides facilities within a community centre for the benefit of the inhabitants of Vaynor ward and the neighbourhood.

The charity has continued to develop its activities in accordance with its constitution. This is to provide a Community Centre for the benefit of the inhabitants of Vaynor ward and the neighbourhood.

All properties, hall/house and garage are now vested with the Charity Commission.

**Summary of main activities**

Under Covid restrictions the centre has been closed since 20<sup>th</sup> March 2020, re-opening at various staggered times during November and December 2020. These included as a centre for mass Covid testing by the local authority.

The centre locked down again at the end of December 2020.

(The centre re-opened in May 2021. A building survey in June 2021 identified an attack of dry rot in the toilet roof, requiring emergency remedial work.)

**How our activities deliver public benefit**

Our centre provides facilities within a community centre for the benefit of local residents. The centre provides a focal point for many local groups and organisations at a very reasonable cost. We have complied with the duty in section 17 of the 2011 Charities Act to have due regard to guidance published by the Commission in respect of our duty to provide public benefit.

**Organisation**

The trustees, who are also members of the committee, who have served during the year are set out on page 1.

The committee seeks to ensure that the needs of the charity and that of the public, whom the charity serves, are appropriately reflected through the diversity of the trustee body. Traditional business skills are represented among the trustees, as well as individuals with knowledge of the environment within which the charity operates.

In an attempt to ensure that the needs of the charity and the public are met, individuals who possess the required skills and knowledge are from time to time invited to join the board of trustees.

Most trustees are already familiar with the work of the charity. New trustees are invited to visit the charity's premises and to meet some of the centre users to obtain a better understanding of how the charity operates. New trustees are encouraged to meet and hold discussions with the existing trustees.

**Report of the trustees for the year ended 31st March 2021 (Cont'd)**

**Finances**

In 2021 income derived from rentals and grants increased from £45,105 in 2020 to £51,314 in 2021 while expenditure decreased slightly from £42,529 to £41,757 in 2021. The charity therefore remained in a surplus trading position of £9,557 (2020: surplus £2,576). This resulted in General Reserves increasing further from £14,394 to £26,373 in 2021.

During the year to March 2021, the centre had to close as result of the covid pandemic. Hence the dramatic fall in hall hire income. All grant income received was for Covid support from local government and HMRC.

During lockdown the centre received grants from Merthyr Tydfil CBC in the sum of £ 24,000. as follows:

Jul-20	£10,000
Oct-20	£4,000
Feb-21	£6,000
Mar-21	£4,000

Furlough was paid to cover the wages of two members of staff from April 2020 to February 2021.

At the end of the financial year, the country remained in a state of unknown, but again with government support, the trustees are positive that the centre will be sustained throughout the pandemic and until normal services can be restored.

Running costs have remained consistent year on year and kept to a minimum where possible.

**Principal funding sources**

The principal income source continued to be the income generated from hall and room hire which is the main function of the centre. However, during the year to March 2021, it was Covid grant support from HMRC and local government that was the predominant source of income.

**Reserves policy**

The Management Committee has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be approximately 12 months of expenditure (excluding the depreciation charge). The target free reserves are therefore approximately £39,335. Free reserves as at 31st March 2021 stood at £26,373, which is short of this target. The trustees intend to address this position, and aim to increase free reserves in future years, when normal services are restored.

**Plans for future periods**

With the on-going covid pandemic, it is difficult to plan for the future. However assuming the pandemic does ease and normal services resume then the centre plans will continue to be to provide a high quality and well maintained community centre for the foreseeable future, subject to satisfactory funding arrangements.

The centre will continue to actively seek ways to raise centre income, primarily through increasing income generated from hire of the centre.

The centre will re-evaluate their role and future activities during the post Covid recovery period.

Approved by the board

.....

Phillp Griffiths - Trustee

16th May 2024

**Independent Examiners Report to the Trustees**

I report to the charity on my examination of the accounts of the Cefn Coed Community Centre for the year ended 31st March 2021.

**Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

**R I Knoyle ACA FCCA**  
**Baker Knoyle Accountancy Limited**

Orbit Business Centre  
Rhydycar Business Park  
Merthyr Tydfil  
CF48 1DL

16th May 2024

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrest- ricted Funds £	Rest- ricted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>					
Community Centre activities - hire income		6,948	-	6,948	45,105
Donations & legacies		44,366	-	44,366	-
Other income		-	-	-	-
<b>Total incoming resources</b>	(3)	<u>51,314</u>	<u>-</u>	<u>51,314</u>	<u>45,105</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Community Centre activities		39,780	1,977	41,757	42,529
<b>Total resources expended</b>	(2)	<u>39,780</u>	<u>1,977</u>	<u>41,757</u>	<u>42,529</u>
Net (outgoing)/incoming resources before transfers		11,534	(1,977)	9,557	2,576
Transfers between funds		-	-	-	-
		<u>11,534</u>	<u>(1,977)</u>	<u>9,557</u>	<u>2,576</u>
<b>Reconciliation of Funds</b>					
Total funds brought forward		30,834	71,798	102,632	100,056
Total funds carried forward	(11)	<u>42,368</u>	<u>69,821</u>	<u>112,189</u>	<u>102,632</u>

The notes form part of these financial statements.

**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

	Note	2021		2020	
		£	£	£	£
<b>TANGIBLE FIXED ASSETS</b>	(8)		85,816		88,238
<b>CURRENT ASSETS</b>					
Cash at bank & in hand			23,502		6,618
Debtors and prepayments			11,900		11,979
			<u>35,402</u>		<u>18,597</u>
<b>CREDITORS: amounts falling due within one year</b>	(9)		(9,029)		(4,203)
			<u>          </u>		<u>          </u>
<b>NET CURRENT ASSETS</b>			26,373		14,394
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>112,189</u>		<u>102,632</u>
<b>NET ASSETS</b>	(10)		<u>112,189</u>		<u>102,632</u>
<b>FUNDS:</b>					
Unrestricted funds - General			42,368		30,834
Restricted funds - Grants			69,821		71,798
<b>TOTAL FUNDS</b>	(11)		<u>112,189</u>		<u>102,632</u>

Approved by the Trustees on 16th May 2024 and signed on its behalf by:

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Mr P Griffiths - Trustee



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**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1. ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**a) Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)(effective 1 January 2019), Financial Reporting Standard 102 'The Financial Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

**Legal form**

Cefn Coed Community Centre is an unincorporated charity, registered in England & Wales.

**b) Fund accounting**

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

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

**c) Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Hall hire and other internally generated income are recognised in the accounts on an accruals basis, as and when the charity has provided the service entitling it to the consideration.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Grants for the purchase of fixed assets are recognised in full as restricted funds when receivable. Transfers are made to unrestricted funds (General fund) in line with the depreciation policy on the underlying asset.

Gifts in kind are included in the income and expenditure account where they are applied in carrying out charitable activities, where the charity would otherwise have to purchase the donated facility and the benefit is both quantifiable and material. The quantifiable benefit is shown as both incoming and expended resources within the appropriate funds. Where the gift is an asset it is treated as income and taken to stock or fixed assets as appropriate.

**d) Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**e) Pension costs**

Contributions are made to the employees own personal pension schemes. The pension cost charge represents those contributions payable to the individual schemes.

**f) Fixed assets**

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life.

Property	50 years straight line
Computer equipment	4 years reducing balance & 33.3% straight line
Other equipment	5 years straight line and 25% reducing balance

**g) Debtors and creditors receivable/payable within one year**

Debtors and creditors with stated interest rate and receivable or payable within one year are recorded at

**2. TOTAL RESOURCES EXPENDED**

Community Centre Activities:	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Staff costs:				
Wages and national insurance	20,935	-	20,935	25,058
Employer pension	254	-	254	330
	<u>21,189</u>	<u>-</u>	<u>21,189</u>	<u>25,388</u>
Premises costs:				
Light and heat	6,342	-	6,342	7,338
Insurances	1,639	-	1,639	1,613
Repairs and renewals	6,660	-	6,660	759
Play equipment	-	-	-	-
Telephone & internet charges	241	-	241	553
Computer equipment	-	-	-	-
Water rates	156	-	156	106
Sundry	331	-	331	40
Professional fees	50	-	50	-
Cleaning and consumables	812	-	812	2,671
	<u>16,231</u>	<u>-</u>	<u>16,231</u>	<u>13,080</u>
Governance costs:				
Postage & stationery	295	-	295	285
Accountancy	1,620	-	1,620	1,356
	<u>1,915</u>	<u>-</u>	<u>1,915</u>	<u>1,641</u>
Depreciation:				
Property	445	1,977	2,422	2,420
	<u>445</u>	<u>1,977</u>	<u>2,422</u>	<u>2,420</u>
	<u>39,780</u>	<u>1,977</u>	<u>41,757</u>	<u>42,529</u>

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**3. TOTAL INCOMING RESOURCES**

	2021	2020
	£	£
Hall Hire	6,948	45,105
Donations & Legacies	44,366	-
	<u>51,314</u>	<u>45,105</u>

Included in donations & legacies is £44,366 of unrestricted grant income.  
£24,000 is from Merthyr Tydfil County Borough Council Covid Rates Grant and £20,366 HMRC Job Retention Grant.

**4. NET INCOME/(EXPENDITURE) FOR THE YEAR**

	2021	2020
	£	£
This is stated after charging:		
Trustee emoluments	-	-
Accountancy fees - Independent examination	810	780
Other services	810	576
Depreciation	2,422	1,998
	<u>2,422</u>	<u>1,998</u>

During the year, one trustee was reimbursed £187 (2020: £60) for stationery costs.

**5. STAFF COSTS AND NUMBERS**

Staff costs were as follows:

	2021	2020
	£	£
Salaries	20,935	25,058
Employer Pension contributions	254	330
	<u>21,189</u>	<u>25,388</u>

No employee received emoluments of more than £60,000

The average number of employees, estimated on a full - time equivalent basis, analysed by function was as follows:

	2021	2020
	Number	Number
Costs in furtherance of charitable objectives:	2	2

The key management personnel of the charity are the trustees. The total employee benefits of the key personnel of the charity were £Nil (2020:£Nil)

**6. TAXATION**

The charitable is exempt from tax on its charitable activities.

**7. DEBTORS**

	2021	2020
	£	£
Other debtors and prepayments	11,900	11,979
	<u>11,900</u>	<u>11,979</u>

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**8. TANGIBLE FIXED ASSETS**

	Lift £	Computer equipment £	F'hold property £	Equip - ment £	Total £
Cost:					
At 1.4.20	8,000	49,088	120,969	94,382	272,439
At 31.3.21	8,000	49,088	120,969	94,382	272,439
Depreciation:					
At 1.4.20	8,000	49,088	32,731	94,382	184,201
Charge for year			2,422		2,422
At 31.3.21	8,000	49,088	35,153	94,382	186,623
Net book values:					
At 31.3.20	-	-	88,238	-	88,238
At 31.3.21	-	-	85,816	-	85,816

**9. CREDITORS: amounts falling due within one year**

	2021 £	2020 £
Other creditors and accruals	7,489	3,687
Taxation and social security	1,540	516
	9,029	4,203

**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrest - ricted £	Rest - ricted £	2021 Total £	2020 Total £
Tangible fixed assets	15,995	69,821	85,816	88,238
Current assets	35,402	-	35,402	18,597
Current liabilities	(9,029)	-	(9,029)	(4,203)
	42,368	69,821	112,189	102,632

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**11. MOVEMENTS IN FUNDS**

	At 1.4.20 £	Incoming resources £	Outgoing resources £	Trans - fers £	At 31.3.21 £
Restricted funds:					
Restricted Capital Fund	71,798	-	(1,977)	-	69,821
Total restricted funds	71,798	-	- 1,977.00	-	69,821
Unrestricted fund:					
General fund	14,394	51,314	(39,780)	445	26,373
Designated funds	16,440	-	-	(445)	15,995
	30,834	51,314	(39,780)	-	42,368
Total funds	102,632	51,314	(41,757)	-	112,189

Designated funds represent amounts set aside to write down fixed assets.

**Activities undertaken with each major fund**

**Restricted Capital Fund**

Funds received for the purposes of the purchase of equipment or for significant repairs to the Centre.

**12. CONTROL**

The charity is controlled by its trustees, as identified on page 1.

**13. PENSION COMMITMENTS**

During the year the charity was committed to pay £254 (2020: £330) to the employees pension schemes.

At the year end £99 (2020: £167) contributions were unpaid.

**14. GOING CONCERN**

The accounts have been prepared on the going concern basis. However, the continued future of the centre in its current guise is dependent upon satisfactory income sources being indentified by its trustees. These issues have been included within the Trustees Report.

The trustees have also considered the impact of Covid 19 and conclude that it will not affect the ability of the organisation to continue its future operations when services return to normal.

**15. RELATED PARTIES**

There were no related party transactions for the year ended 31st March 2021.

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**16. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES**

	Note	Unrest- ricted Funds £	Rest- ricted Funds £	Total Funds 2020 £	Total Funds 2019 £
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>					
Community Centre activities - hire income		45,105	-	45,105	28,279
Donations & legacies			-	-	-
Other income		-	-	-	-
<b>Total incoming resources</b>	(3)	<u>45,105</u>	<u>-</u>	<u>45,105</u>	<u>28,279</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Community Centre activities		42,529	-	42,529	40,046
<b>Total resources expended</b>	(2)	<u>42,529</u>	<u>-</u>	<u>42,529</u>	<u>40,046</u>
Net (outgoing)/incoming resources before transfers		2,576	-	2,576	(11,767)
Transfers between funds		1,978	(1,978)	-	-
		<u>4,554</u>	<u>(1,978)</u>	<u>2,576</u>	<u>(11,767)</u>
<b>Reconciliation of Funds</b>					
Total funds brought forward		26,280	73,776	100,056	111,823
Total funds carried forward	(11)	<u>30,834</u>	<u>71,798</u>	<u>102,632</u>	<u>100,056</u>

The notes form part of these financial statements.