

**BRIDGEMARY ROWNER & WOODCOT  
COMMUNITY ASSOCIATION**

**TRUSTEES' ANNUAL REPORT  
RECEIPTS & PAYMENTS ACCOUNT  
STATEMENT OF ASSETS AND LIABILITIES**

**31 MARCH 2021**

Charity Registration No. 900276

# **BRIDGEMARY ROWNER & WOODCOT COMMUNITY ASSOCIATION**

## **TRUSTEES' ANNUAL REPORT**

**Year Ended 31 March 2021**

### **SECTION A - REFERENCE AND ADMINISTRATION DETAILS**

#### **The Charity:**

Registered Name: Bridgemary, Rowner & Woodcot Community Association

Registered Charity no. 900276

Registered Address: Wych Lane, Bridgemary, Gosport, Hampshire PO13 0JN

#### **Chairty Trustees:**

The Trustees who served during the year ended 31 March 2021 were:

Mrs S Jacobs (Chairman to July 2020) Mrs J Williams (Treasurer)

Mrs B J Miller (Secretary & Membership Sec) Mrs L Gaskin (Chair July-Oct)

Miss N Jones - now Mrs N Cowley (Chairman from October 2020)

Mrs D Healy

Mr S Cowley

Mrs A Wort

Mrs S Castles

Mr J Cowley

Ms D Attwood

Mrs J Algar

Ms B Williams

### **SECTION B - STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Legal Status:** Unincorporated Association

#### **Constitution:**

Bridgemary, Rowner & Woodcot Community Association (the Association) is a registered charity formed under a trust deed dated 9 May 1989 and is governed by a General Committee (the Committee), the members of which are managing trustees within the meaning of the Charities Act 2011.

The Committee meets approximately 10 times per year. Trustees are elected by a simple majority at a quorate general meeting. Trustees may be co-opted by the Committee to fill a casual vacancy. Routine operating decisions are taken by simple majority of a quorate Committee. Major operating and constitutional decisions are taken by a requisite majority of members in general meeting.

**Risk management policy**

The Board has reviewed the major risks to which it considers the Association is exposed and has ensured that adequate systems have been established to mitigate those risks.

**Policies for furtherance of objectives**

It is the policy of the Association to provide facilities for welfare organisations, further education classes and social and leisure activities for the benefit of the inhabitants of Bridgemaury, Rowner & Woodcot. The facilities include the hire of the hall for private meetings or functions at very competitive prices.

There have been no significant changes in policies since the last annual report.

**Powers**

The Association is permitted by its constitution to engage in any lawful activity as shall further its charitable objectives and may invest money not immediately required for its objectives in such investments, securities, or property as it thinks fit.

**Related Organisation****BRWCA Club Limited/5 Brewers Limited**

BRWCA Club Ltd (the trading company) managed the bar and other trading activities conducted on the Association's premises up to the 12 July 2020 when 5 Brewers Limited opened the bar following the lifting of some of the coronavirus lockdown restrictions, which had been in force since 27 March 2020 when total closure was enforced due to the coronavirus pandemic.

Charges for transactions between the Charity and trading company are made at amounts that, in the opinion of the Committee, equate to a fair market value. The trading company donates its corporation tax adjusted profits to the Association under Gift Aid arrangements each year (see Section E). The Association is shareholder of the trading company.

**SECTION C - OBJECTIVES AND ACTIVITIES****Objectives**

The objectives of the Association are to encourage and provide facilities for promoting social welfare and recreation for the inhabitants of Bridgemaury, Rowner and Woodcot and the surrounding neighbourhood. In

the furtherance of those objectives the Association is required to maintain and manage a community centre in co-operation with the local statutory authorities.

### **Activities**

The BRWCA has continued to provide facilities for the benefits of members of the local community, and apart from restrictions due to the pandemic, the hall is hired daily by affiliated clubs which include the Townswomen's Guild, Headway, Civil Service Pensioners Alliance, Ladybirds club, Southern Spurs linedancers, Young at Heart keep fit and pilates, and the Women's Institute. The Association also have darts teams which play in the local leagues.

## **SECTION D - ACHIEVEMENTS AND PERFORMANCE**

Due to lockdown during the coronavirus pandemic, activities were seriously curtailed through the year. Following the lifting of some restrictions in July 2020, use of facilities were still limited by social distancing and table service at tables of 6 in the lounge area. Groups of people were not permitted to meet up in doors, therefore affiliated clubs were not able to meet and most did not start up again until the summer of 2021. One group has not yet returned. However, the family Fun Day in August went ahead, with amazing weather enabling people to meet up outdoors, and was a great success. A further lockdown was imposed in December 2020. Fortunately, the children's visit to the panto at the King's theatre went ahead early in December, with lockdown happening the following week.

The hall is also available for private functions such as birthday, christening and wedding parties, and the Association supports local charities with subsidised hall hire fees.

The Association appreciates the hard work of those members, and staff of the trading company, who give their time to organise the above events on behalf of the approximately 250 members (as of September 2020).

## **SECTION E - FINANCIAL REVIEW**

### **Reserves policy**

The Association's policy is to hold sufficient reserves to enable it to withstand a financial setback or take advantage of an opportunity. The financial situation of the Charity has been significantly supported by business grants received from the government/council during the covid lockdown. Without these the Charity would not have survived. The grants enabled the charity to assist in setting up of the trading company 5

Brewers Limited with the purchase of stock following the lifting of lockdown restrictions.

### **Financial position**

Due to the above-mentioned grants, the Trustees are satisfied with the financial position of the Association and that the assets are sufficient to meet its current commitments. The charity was not charged for rates by the Council during the pandemic. A discount was also negotiated with Initial/Rentokil, and the monthly payment to EDF Energy (electric) was reduced. The Association charges an amount to the trading company for rent and utilities. Profit made by the trading company is paid to the charity as a covenant at the end of their financial year, no monies were received for the last part of BRWCA Club Limited's financial year October 2019 – July 2020.

The Association's income was £38,710.85 (including covid grants received from the Council/government) and expenditure was £31,553.78 for the year 2020-21.

### **SECTION F - DECLARATION**

**The Trustees declare that they have approved the trustees' report above:**

**Signed on behalf of Trustees:**

..... Treasurer  
J Williams (Mrs)

## BRIDGEMARY ROWNER & WOODCOT COMMUNITY ASSOCIATION

### RECEIPTS AND PAYMENTS ACCOUNT Year ended 31 March 2021

Cash at bank b/f at 31/3/2020 £5,102    Cash in hand at 31/3/2020 £320

	<b>2021</b>		2020	
	<b>Dr £</b>	<b>Cr £</b>	Dr £	Cr £
<b>Income from pursuing charitable objectives</b>				
Hall hire	<b>2,480</b>		13,145	
Memberships	<b>510</b>		2,550	
Entertainments/Raffles	<b>847</b>		1,816	
Rent/utilities from 5 Brewers Limited (trading company)	<b>500</b>		2,750	
Donations/fundraising/grant	<b>241</b>		939	
Covenant from trading company	<b>0</b>		0	
(Insurance claim)	<b>0</b>		2,960	
Grant for roof	<b>12,999</b>		0	
Grants from Council/Government re covid	<b>21,054</b>		0	
Rebate from Initial/Rentokil	<b>79</b>		0	
<b>Expenses</b>				
Rent		<b>1,599</b>		1,140
Rates and water (no rates payable)		<b>399</b>		1,429
Light and heat		<b>4,244</b>		5,5

				16
Insurance		<b>3,120</b>		3,086
Repairs and renewals		<b>1,839</b>		4,324
Licenses and subscriptions		<b>547</b>		1,817
Postage, stationery and adverts		<b>57</b>		97
Entertainments		<b>1,537</b>		3,167
Initial/Rentokil		<b>1,205</b>		1,302
Other (including £12,999 for new roof)		<b>17,006</b>		237
<b>TOTALS</b>	<b>38,710</b>	<b>31,553</b>	24,160	22,115

Cash at bank c/f at 31/3/2021 £12,556 Cash in hand at 31/3/2021 £194

## **BRIDGEMARY ROWNER & WOODCOT COMMUNITY ASSOCIATION**

### **STATEMENT OF ASSETS AND LIABILITIES**

**As at 31 March 2021**

Tangible fixed assets:		<u>Note</u>	<b>£</b>
Furniture and equipment			<b>2,655</b>
Less: provision for depreciation			<b><u>(265)</u></b>
			<b>2,390</b>
Fixed asset investment	1		<b>2</b>
Cash at bank and in hand			<b>12,750</b>
EXCESS OF ASSETS OVER (LIABILITIES)			<b>£ 15,142</b>

#### NOTES

1. Fixed asset investment

This represents a 100% interest in the ordinary share capital of 5 Brewers Limited, the Association's trading company.

2. Trustees' remuneration

Neither the trustees nor anyone connected with them received any remuneration in connection with their services as trustees of the Charity.

3. Trustees' expenses

No trustees or anyone connected with them received reimbursement for their expenses incurred in carrying out Trustee activities.

4. Corporation tax

The charity is registered with the Charity Commissioners, and as such is exempted by HM Revenue and Customs from liability to corporation tax on its operating surpluses and investment income while it pursues its charitable objectives.

Approved by the Board of Trustees on  
5 November 2021 and signed on its behalf .....  
(Chairman)

Mrs N Cowley



**BRIDGEMARY, ROWNER & WOODCOT COMMUNITY ASSOCIATION RECEIPTS, YEAR 2020/21**

<b>Finance reporting dates</b>	<b>HALL HIRE &amp; FEES - AFF CLUBS</b>	<b>PRIVATE HALL HIRE</b>	<b>MEMBERSHIPS</b>	<b>RENT/ UTILITIES (bar)</b>	<b>ENTERTAINMENT/ RAFFLES</b>	<b>DONATIONS/ TEMP MEMBERSHIP</b>	<b>GRANTS</b>	<b>MISC</b>	<b>TOTALS</b>
1 April - 22 July 2020	£597.00	£100.00	£0.00	£0.00	£0.00	£0.00	£10,000.00	£0.00	£10,697.00
23 July - 19 Aug 2020	£166.50	£225.00	£365.00	£0.00	£20.00		£5,000.00	£79.37	£5,855.87
20 Aug - 16 Sept 2020	£170.00	£75.00	£30.00	£0.00	£168.00	£0.00	£0.00	£0.00	£443.00
17 Sept - 19 Nov 2020	£552.00	£0.00	£115.00	£250.00	£379.43	£241.55	£0.00	£0.00	£1,537.98
20 Nov 20 - 31 Mar 2021	£150.00	£445.00	£0.00	£250.00	£280.00	£0.00	£19,052.00	£0.00	£20,177.00
<b>TOTALS:</b>	<b>£1,635.50</b>	<b>£845.00</b>	<b>£510.00</b>	<b>£500.00</b>	<b>£847.43</b>	<b>£241.55</b>	<b>£34,052.00</b>	<b>£79.37</b>	<b>£38,710.85</b>

**Notes:**

Grants: 1 Apr - 22 July £10,000 Covid grant , 23 July - 19 Aug £5,000 first part of grant for roof, 20 Nov - 31 Mar £7999.00 second part of grant for roof, remainder Covid grants.

Miscellaneous: 23 July - 19 Aug £79.37 rebate from Rentokil/Initial

BRIDGEMARY, ROWNER & WOODCOT COMMUNITY ASSOCIATION PAYMENTS, YEAR 2020-21													
Finance reporting dates	INSURANCE	RATES	INITIAL/ RENTOKIL	STATIONERY/ POSTAGE	ELECTRIC	REPAIRS/ RENEWALS/ SERVICES	WATER	RENT- Gosport Boro Co	LICENCES	ENTERTAIN- MENT	OIL	MISC.	TOTALS
1 April - 22 July 2020	£936.04	£0.00	£278.91	£18.50	£600.00	£476.33	£398.91	£799.86	£199.66	£0.00	£1,291.33	£3,699.55	£8,699.09
23 July - 19 Aug 2020	£312.01	£0.00	£79.36	£38.97	£200.00	£46.08	£0.00	£0.00	£13.20	£0.00	£0.00	£0.00	£689.62
20 Aug - 16 Sept 2020	£312.01	£0.00	£211.64	£0.00	£452.44	£3.00	£0.00	£0.00	£13.20	£188.81	£0.00	£0.00	£1,181.10
17 Sept - 19 Nov 2020	£624.02	£0.00	£211.64	£0.00	£600.00	£961.45	£0.00	£0.00	£206.40	£947.99	£0.00	£12,999.00	£16,550.50
20 Nov 20 - 31 Mar 2021	£936.03	£0.00	£423.30	£0.00	£1,100.00	£351.68	£0.00	£799.59	£114.87	£400.00	£0.00	£308.00	£4,433.47
<b>TOTALS:</b>	<b>£3,120.11</b>	<b>£0.00</b>	<b>£1,204.85</b>	<b>£57.47</b>	<b>###</b>	<b>£1,838.54</b>	<b>£398.91</b>	<b>£1,599.45</b>	<b>£547.33</b>	<b>£1,536.80</b>	<b>###</b>	<b>###</b>	<b>£31,553.78</b>
<b>Notes:</b> No Business Rates charged for 2020-21 due to Covid pandemic.													
<b>Miscellaneous:</b> 1 Apr - 22 July - £2369.17 bar stock & expenses on re-opening in July, £360.00 solicitor, Go-Daddy (website) £182.50, Furlough payments £787.88													
17 Sept-19 Nov - £12,999 new roof. 20 Nov-31 Mar £208 for s/h chairs from The Haven, £100 for Man & Van to dispose of old chairs													
<b>Repairs:</b> 17 Sept - 19 Nov includes £240 gutters, £673.20 boiler repair & service													



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Bridgemary Rowner & Woodcot Community Association

On accounts for the year  
ended

31 March 2021

Charity no  
(if any)

900276

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 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 Trust's accounts carried out under section 145 of the 2011 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

Date:

22/02/2022

Name:

James Piper

Relevant professional  
qualification(s) or body  
(if any):

MAAT

Address:

J Humphry Associates Ltd

11a The Green, Stubbington, Fareham

PO14 2JG