

Mr Peter Walk  
6 Brookmead Close  
Orpington  
Kent  
BR5 2BB

15<sup>th</sup> September 2021

**Settington & Downsvie Community Association  
Income and Expenditure Account  
For the Year Ended 31<sup>st</sup> December 2020**

In accordance with the instructions given to me I have prepared a summary of the Income and Expenditure Account for the above association based on the information supplied.

The figures and supporting documentation appear in good order as presented. I have not seen any cash to support the cash balances.

The overall income exceeding expenditure amounts to £1,468.73 compared to £6,714.49 for the previous year.

I have not been made aware of any outstanding amounts due for the period.

There is a balance on the Business Savings Account of £4,060.35, an increase of £815.83, which I believe to be the result of fundraising.

Peter Walk (MAAT)

A handwritten signature in black ink, appearing to be 'Peter Walk', written over a faint circular stamp or watermark.



SETTINGTON AND DOWNSVIEW COMMUNITY ASSOCIATION

TRUSTEES REPORT

FOR THE YEAR ENDING 31<sup>ST</sup> DECEMBER 2020

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31<sup>st</sup> December 2020.

**ADMINISTRATIVE DETAILS**

Charity registration number:	1011698
Principle address	The Community Center Stonecross Lea Chatham Kent ME5 0BL
Trustees	H Maclugash    Chairman Vice Chairman Secretary M Cheer        Treasurer Mrs V Collyer
Accountants	P Walk (MAAT) 6 Brookmead Close Orpington, Kent BR5 2BB
Bankers	Barclays Bank PLC 263/265 High Street Chatham Kent ME4 4BZ

**GOVERNANCE**

**Governing Document**

The Charity is an unincorporated association governed by its constitution adopted on 11<sup>th</sup> December 1973 and amended in April 2003.

SETTINGTON AND DOWNSVIEW COMMUNITY ASSOCIATION

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDING 31<sup>ST</sup> DECEMBER 2019

**Appointment of trustees**

A Council is elected annually by members at the annual general meeting. The Council may co-opt further members who also retire annually. The Council consists of:

- Representatives of local statutory authorities and local voluntary organisations.
- A representative of persons under the age of eighteen living in the area.
- A representative of well-wishers anywhere
- Honorary officers of the charity
- Persons employed by or seconded to the charity

**Training of trustees**

Trustees are aware of the need to remain up to date with their responsibilities and current developments in the charity sector.

**Organisation and decisions**

The policy and general management of the charity is directed by the council. Their primary function is to ensure that the community centre is used to achieve the charity's objectives. They meet not less than four times a year.

**Risk Management**

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks.

**OBJECTIVES AND ACTIVITIES**

**Objectives**

The objectives of the charity are to:

- Promote the benefit of the inhabitants of the local estates and surrounding areas without distinction of sex, political, religious or other opinions by associating voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for said inhabitants
- Establish a community centre and maintain and manage such a centre for activities promoted by the charity and its constituent bodies in furtherance of the above objects.

SETTINGTON AND DOWNSVIEW COMMUNITY ASSOCIATION

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDING 31<sup>ST</sup> DECEMBER 2019

**Aims and activities**

To achieve these objectives the charity has built a community centre which is used by a variety of local organisations for a differing range of activities.

The council take all reasonable precautions to ensure that the community centre is well maintained and safe for all to use.

**Major risk**

There are currently no major risks to the charity

**Plans for the future**

The council aim to continue the usage of the facility by a range of clubs and organisations which meet the necessary criteria. The council will continue to encourage the social usage by providing social events for all local residents that meet the necessary criteria. The council intend to proceed with improvements to the building in order to modernise and make the facilities more aesthetically pleasing.

**FINANCIAL REVIEW**

**Review of the financial position**

The income from use of the hall in 2020 stands at £27,695.

Charitable expenditure on the community centre was £26,814, due in part to improvements made on the centre to modernise and bring in line with current legislations as well as making sure the hall was compliant with all legislation regarding the ongoing Covid pandemic. At the end of 2020 there has been an increase in general undesignated funds from £42,277 to £43,745.

**Reserves policy**

The trustees have determined the level of income reserves which it is appropriate to maintain in order to meet its needs effectively as one years costs of providing the community center. This is in the region of £25,000. The association had this level of funds at the year end.

SETTINGTON AND DOWNSVIEW COMMUNITY ASSOCIATION

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDING 31<sup>ST</sup> DECEMBER 2019

**Trustees responsibilities**


Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charities financial activities during the year and of its 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 consistently;
- 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 departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law and the government document. 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.

Approved by the trustees on

and signed on their behalf.



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H Maclugash