

Scott Hall Community Centre
Charity Registration No. 1047011
Report of The Trustees for the year ended 31st March 2022

Charity Address Scott Hall Community Centre
52 Barford Avenue
Bedford
MK42 ODS

Board of Trustees Dr John Henry
Rev Peter Littleford
Rev Stephen Smith
Shirley Claxton
Roy Bedford

Auditor Mr R Baxter
20 Cartmel Priory
Bedford
MK41 0WD

Bankers Barclays Bank plc
Barclays Business
Leicester
LE7 2BB

Governing Document

Scott Hall Community Centre is a constituted charity under Charity Number 1047011. Originally registered on 7th June 1995, we are at present working to a constitution adopted on 26 November 2006.

Organisational Structure

A management committee drawn from the local community, St Michael's parish church and Bedford Borough Council meets monthly to oversee the running of the Centre. Trustees are appointed from the management committee to undertake the legal responsibilities of the Charity.

Risk Management

Risk assessments are carried out regularly regarding the management of the building and the groups that hire it, to ensure that appropriate systems are in place, so that it is safe for hirers.

The finances are examined on a monthly and financial basis, with annual independent audits undertaken.

Objectives

To promote the benefit of all the inhabitants of the area by maintaining, managing and promoting Scott Hall in order to provide educational, social educational, recreational, leisure and other opportunities.

Achievements over the last year

Covid led to Scott Hall being closed for all of 2020/21. The building has been adapted to comply with Covid restrictions and our risk assessment for reopening was approved by Bedford Borough. This enabled us to reopen and be the first community centre to reopen locally and were thus able to attract some new user groups, as well as welcoming back many of our regular hirers when appropriate. Two NHS groups have taken two full days each which has resulted in a basic monthly income that exceeds outgoings, and thus gives us a firm footing.

Other regular hirers include foodbank, martial arts, grappling, line dancing, keep fit, religious and slimming activities. One off hirers have included, Bedford Borough and other polling station use. We have not had private parties due to Covid restrictions in terms of socialising and food consumption rules.

The foodbank is hosted free of charge free of charge so that local residents have a local point to collect items.

We lost our permanent caretaker /cleaner after many years continuous service and it has been a struggle to get a replacement. We have had a

temporary cleaner for several months, which has helped massively. Without the temporary cleaner we would not have been able to run the centre and remain open.

The building has been maintained to a high standard and the committee has sought building improvements, which are in discussion with Bedford Borough with a view to utilising the Mayors Climate Change Fund for this purpose.

Future Plans

It is hoped to reopen to parties and other social functions soon and we are also seeking funding to improve the facilities in conjunction with Bedford Borough who own the building.

Advertising Scott Hall in the community will carry on, so that a high profile is maintained. We are always seeking to broaden the activities on offer to the community.

The employment of a permanent caretaker/cleaner is being sought to ensure the upkeep of the building is maintained to a high standard.

A new effective and economical heating system is a top priority. To that end we will be seeking one from Bedford Borough who have responsibility.

Financial Review

Centre finances are on a healthy footing Covid grants have kept us solvent and in fact improved our available resources. The policy is to have at least six months operating costs in reserve and at the end of the financial year we have twelve months worth of funds.

The building fabric is maintained by Bedford Borough, so major outlays are for a caretaker/cleaner, cleaning materials, minor maintenance, gas, electricity, water, phone line and other consumables.

Finances are reviewed annually and discussed on a monthly basis at management committee meetings.

Approved by the trustees and signed on its behalf by:

Shirley Claxton
Chairperson
Scott Hall Community Centre

The Scott Hall Community Centre
(Registered charity, number 1047011)

**Financial statements
for the year ended 31 March 2022**

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5	Income and Expenditure Account
6	Statement of Assets & Liabilities
7-8	Notes to the accounts

Scott Hall Community Centre
Trustees' annual report
for the year ended 31 March 2022

Full name: The Scott Hall Community Centre

Registered charity number: 1047011

Correspondence Address: Mr Roy Scott Bedford
46 Gilbert Close
Kempston
Bedford
MK42 8RN

Trustees: Dr J Henry
Rev Peter Littleford
Mr Roy Scott Bedford
Rev Stephen Thomas Smith
Mrs Shirley Claxton

Bankers: Barclays Bank plc
Barclays Business
Leicester
LE7 2BB

Independent Examiner: Mr Rob Baxter, IPFA (retired life member)
20 Cartmel Priory
Bedford
MK41 0WD

Statement of Trustees' Responsibilities


The Charity Trustees are responsible for preparing financial statements for each financial year which give a true and fair view of the organisation and of the surplus or deficit of the organisation for that period. In preparing the financial statements the Charity is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards or statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statement;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the organisation will continue in business.

Public Benefit

In setting our programme each year we have regard to both the Charity Commission's general guidance on public benefit and prevention and relief of poverty for the public benefit. The trustees always ensure that the programmes we undertake are in line with our charitable objects and aims.

Signed on behalf of the charity's trustees:

Signed  Date 25-11-22

Name: SHIRLEY CLAXTON Position: CHAIRPERSON

**Independent examiner's report to the trustees of
Scott Hall Community Centre
for the year ended 31 March 2022**

I report on the accounts of the charity, which are set out on pages 5-8

Respective responsibilities of trustees and examiner

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charity Act
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b)) of the Charities Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

(2) to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



Signed:

Date: 12th August 2022

Rob Baxter

**Scott Hall Community Centre
Income and Expenditure Account
for the year ended 31 March 2022**


	2021 Total	General Fund	Restricted Fund	2022 Total
Incoming Resources				
Hire		23,628.50		23,628.50
Storage Rent		77.50		77.50
Kitchen Use		5.00		5.00
Bank Interest		0.49		0.49
Insurance Refund		84.37		84.37
Grants	20,098.00	9,200.00		9,200.00
Grant (NDR 21/22))	4,403.20		4,403.20	4,403.20
Total Incoming Resources	24,501.20	32,995.86	4,403.20	37,399.06
Direct Charitable Expenditure				
Wages	2,534.55	7,361.27		7,361.27
Cleaning	0.00	2,912.50		2,912.50
Non-Domestic Rates 21/22	4,403.20		4,403.20	4,403.20
Insurance	84.37	0.00		0.00
Gas	1,478.20	2,308.40		2,308.40
Electricity	468.33	1,503.92		1,503.92
Water	548.00	0.00		0.00
Telephone	791.72	999.47		999.47
Performing Rights	406.44	407.60		407.60
Waste Disposal	0.00	584.65		584.65
Hall Sanitary	654.88	594.06		594.06
Postage & Stationery	8.85	16.34		16.34
Equipment	316.49	273.90		273.90
Miscellaneous	180.00	360.00		360.00
Total Charitable Expenditure	11,875.03	17,322.11	4,403.20	21,725.31
Net Income (Outgoing) for year	12,626.17	15,673.75	0.00	15,673.75
Balances b/f April 1st	6,489.75	19,115.92	0.00	19,115.92
Balances c/f 31 Mar	19,115.92	34,789.67	0.00	34,789.67

**Scott Hall Community Centre
Balance Sheet
at 31st March 2022**

<u>Current Assets</u>	2021 £	2022 £
Premium Account	0.00	6,000.49
Bank Current Account	18,880.88	27,796.84
	18,880.88	33,797.33
Payments In Advance	407.60	0.00
Debtors	48.00	2,280.67
	19,336.48	36,078.00
 <u>Current Liabilities</u>		
Creditors	134.56	1,288.33
Prepaid Bookings	86.00	0.00
Total Current Liabilities	220.56	1,288.33
 Net Current Assets	19,115.92	34,789.67
 <u>Funds</u>		
Unrestricted Fund	19,115.92	34,789.67
Restricted Fund	0.00	0.00
	19,115.92	34,789.67

The trustees declare that they have approved the accounts above.

Signed on behalf of the Charity's trustees:

Signed:  Dated: 25-11-22

Name: SHIRLEY CLAXTON Trustee

Scott Hall Community Centre
Notes to the Accounts
for the year ended 31st March 2022

Accounting Policies

The financial statements have been prepared on the Receipts and Payments cost basis in accordance with relevant standards and the provisions of the Statement of Recommended Practice, Accounting by Charities issued by the Charity Commissioners. The principal accounting policies adopted in the preparation of the financial statements are as follows:

Grants receivable, donations and subscriptions

Grants receivable, donations and subscriptions are recognised in the period to which the income relates.

Funds

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general fund. Designated funds are unrestricted funds earmarked by the trustees for a particular purpose. At the decision of the trustees, previously designated funds may be transferred back to unrestricted general funds without further specified purpose.

Interest Receivable

Interest is included when received by the charity.

Resources Expended

The Charity is not registered for VAT and accordingly, where applicable, expenditure is disclosed inclusive of VAT.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time by staff on those activities.

Fund Accounting

The charity's unrestricted funds consist of funds which the Charity may use for its purpose at its discretion. The charity's restricted funds may only be applied to purposes specified by donors.

Taxation

The Scott Hall Community Centre is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charity for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part II Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**Scott Hall Community Centre
Notes to the Accounts
for the year ended 31st March 2022**

		2021	2022
		£	£
1 Debtors	Lettings	48.00	2270.67
	Storage Rent		10.00
2 Payments in Advance	PRS	407.60	
3 Prepaid Lettings		86.00	
4 Creditors	Npower	84.56	273.91
	Cleaning		802.50
	BBC Refuse		61.92
	Key Deposits	50.00	150.00

5 Trustees' remuneration, benefits and expenses

Trustees received no expenses, remuneration or benefits in this period.

6 Independent examination service

During the period, the cost of the independent accounts examination service was £180.00. This was paid in the form of a charitable donation.

7 Overview

The impact of Covid19 restrictions has had a major impact on the operation of Community Centres over the past two to three years and therefore no real conclusions can be drawn when comparing individual expenditure and income lines between the years. The grant income was £9.2k received was to support any final additional expenditure in the Covid19 preparation of the building for the return of lettings.

The good news for the Community Centre is that there was an in-year surplus of circa £16k, leaving the Centre with an overall fund of circa £35k.

I have found the quality of bookkeeping to prepare these accounts for inspection to be of an extremely high standard.

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(Registered charity, number 1047011)

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