

WEST BILLERICAY COMMUNITY ASSOCIATION LTD

Charity No. 1055830

Company No. 03039228

Trustees' Report and Unaudited Accounts

31 March 2021

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The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 03039228

Charity No. 1055830

Principal Office

Address Line 5
Registered Office

Rosebay Avenue
Queens Park
Billericay
Essex
CM12 0SY

Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law.

The following Directors and Trustees served during the year:

D. Haigh
D.L. Morgan
M. Nye
C.K.S. Webb

Key Management Personnel

	KMP Name 1
KMP 2	KMP Name 2
KMP 3	KMP Name 3
KMP 4	KMP Name 4
KMP 5	KMP Name 5

Accountants

Douglas Charlton Accountants
127 Stock Road
Billericay
Essex
CM12 0RP

Bankers
Address Line 5

OBJECTIVES AND ACTIVITIES

The Company is a charity and exists to advance the education, and to provide facilities for, social, recreational and leisure time activities as defined in the Memorandum and Articles.

Sports include football (senior and junior), cricket, netball, badminton, table tennis and short mat bowls, The 3G STP (astroturf) is used extensively for football training and matches.

An active dance school is based at the premises.

The various halls and rooms are hired out for events and parties on a regular basis.

ACHIEVEMENTS AND PERFORMANCE

A large charity must review its charitable activities undertaken, explaining performance achieved against objectives set ...

A large charity must include an explanation when material fundraising activities are undertaken, details of the performance achieved against fundraising objectives set ...

A large charity must provide an explanation when material investments are held, details of investment performance achieved against objectives set ...

A large charity must provide an explanation of any material expenditure occurred to raise income in the future...

A large charity must provide commentary on those significant positive and negative factors within and outside the charity's control which are relevant to the achievement of its objectives ...

FINANCIAL REVIEW

The activity for the year showed a surplus of £ 2,602. A provision of £ 82,206 has been carried forward in the balance sheet to meet anticipated expenditure.

PLANS FOR FUTURE PERIODS

WBCA has a programme of improvement projects which are carried out as funds become available through yearly surpluses if achieved.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trustees constantly review any risks to the Community Centre at their monthly meetings. Specific areas include:

To maintain a conservative expenditure policy that holds sufficient cover to meet reasonable emergency requirements.

To have mechanical and electrical contracts in place to ensure proper maintenance of plant, equipment and allied fittings.

To ensure that we have proper insurance in place including Public and Employer's Liability

To ensure that the terms and conditions of the lease with Basildon Borough Council are complied with.

To give sufficient training to all staff to enable them to carry out their duties in a polite and efficient manner.

Trustees Annual Report

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

That the trustees are responsible for the maintenance and integrity of information included on the company's website .

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

M. Nye

Trustee

30 November 2021

I report to the charity trustees on my examination of the accounts of WEST BILLERICAY COMMUNITY ASSOCIATION LTD for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, the Statement of Cash Flows and the related notes.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act).

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements under section 396 of the 2006 Act 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

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.

M Douglas

AFA

Douglas Charlton Accountants

127 Stock Road

Billericay

Essex

CM12 ORP

30 November 2021

WEST BILLERICAY COMMUNITY ASSOCIATION LTD

Statement of Financial Activities

for the year ended 31 March 2021

		Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income and endowments from:				
Charitable activities	4	60,788	60,788	210,285
Investments	5	350	350	459
Other	6	71,388	71,388	4,875
Total		132,526	132,526	215,619
Expenditure on:				
Charitable activities	7	122,522	122,522	213,744
Other	8	1,888	1,888	2,456
Total		124,410	124,410	216,200
Net gains on investments		-	-	-
Net income/(expenditure)	9	8,116	8,116	(581)
Transfers between funds		-	-	-
Net income/(expenditure) before other gains/(losses)		8,116	8,116	(581)
Other gains and losses				
Net movement in funds		8,116	8,116	(581)
Reconciliation of funds:				
Total funds brought forward		116,435	116,435	117,016
Total funds carried forward		124,551	124,551	116,435

WEST BILLERICAY COMMUNITY ASSOCIATION LTD

Summary Income and Expenditure Account

for the year ended 31 March 2021

	2021 £	2020 £
Income	132,176	215,160
Interest and investment income	350	459
Gross income for the year	<u>132,526</u>	<u>215,619</u>
Expenditure	122,522	213,744
Depreciation and charges for impairment of fixed assets	1,888	2,456
Total expenditure for the year	<u>124,410</u>	<u>216,200</u>
Net income/(expenditure) before tax for the year	8,116	(581)
Net income /(expenditure)for the year	<u><u>8,116</u></u>	<u><u>(581)</u></u>

WEST BILLERICAY COMMUNITY ASSOCIATION LTD

Balance Sheet

at 31 March 2021

Company No. 03039228	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	11	5,482	7,370
Investments	12	2	2
		<u>5,484</u>	<u>7,372</u>
Current assets			
Debtors	13	63,229	59,949
Cash at bank and in hand		135,405	139,293
		<u>198,634</u>	<u>199,242</u>
Creditors: Amount falling due within one year	14	2,639	(7,973)
Net current assets		<u>201,273</u>	<u>191,269</u>
Total assets less current liabilities		206,757	198,641
Provisions for liabilities	15	(82,206)	(82,206)
Net assets excluding pension asset or liability		<u>124,551</u>	<u>116,435</u>
Total net assets		<u><u>124,551</u></u>	<u><u>116,435</u></u>
The funds of the charity			
Restricted funds	16		
Unrestricted funds	16		
General funds		124,551	116,435
		<u>124,551</u>	<u>116,435</u>
Reserves	16		
Total funds		<u><u>124,551</u></u>	<u><u>116,435</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 March 2021 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 30 November 2021

And signed on its behalf by:

M. Nye
Trustee
30 November 2021

WEST BILLERICAY COMMUNITY ASSOCIATION LTD

Statement of Cash flows

for the year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities		
Net income/(expenditure) per Statement of Financial Activities	8,116	(581)
Adjustments for:		
Depreciation of property, plant and equipment	1,888	2,456
Dividends, interest and rents from investments	(71,738)	(5,334)
(Increase)/Decrease in trade and other receivables	(3,280)	9,983
(Decrease)/Increase in trade and other payables	(10,612)	3,077
Net cash (used in)/provided by operating activities	<u>(75,626)</u>	<u>9,601</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	71,738	5,334
Net cash from investing activities	<u>71,738</u>	<u>5,334</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net (decrease)/increase in cash and cash equivalents	(3,888)	14,935
Cash and cash equivalents at the beginning of the year	139,293	124,358
Cash and cash equivalents at the end of the year	<u>135,405</u>	<u>139,293</u>
Components of cash and cash equivalents		
Cash and bank balances	135,405	139,293
	<u>135,405</u>	<u>139,293</u>

for the year ended 31 March 2021

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Income with related expenditure Where income has related expenditure the income and related expenditure is reported gross in the SoFA.

Donations and legacies Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.

Tax reclaims on donations and gifts Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.

Donated services and facilities These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

Volunteer help The value of any volunteer help received is not included in the accounts.

Investment income This is included in the accounts when receivable.

Gains/(losses) on revaluation of fixed assets This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

Gains/(losses) on investment assets This includes any gain or loss on the sale of investments.

Notes to the Accounts

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Plant and machinery	25% reducing balance
Fixtures, fittings and equipment	25% reducing balance

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

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

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other 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.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

3 Statement of Financial Activities - prior year

	Unrestricted funds 2020 £	Total funds 2020 £
Income and endowments from:		
Charitable activities	210,285	210,285
Investments	459	459
Other	4,875	4,875
Total	<u>215,619</u>	<u>215,619</u>
Expenditure on:		
Charitable activities	213,744	213,744
Other	2,456	2,456
Total	<u>216,200</u>	<u>216,200</u>
Net income	<u>(581)</u>	<u>(581)</u>
Net income before other gains/(losses)	(581)	(581)
Other gains and losses:		
Net movement in funds	<u>(581)</u>	<u>(581)</u>
Reconciliation of funds:		
Total funds brought forward	117,016	117,016
Total funds carried forward	<u><u>116,435</u></u>	<u><u>116,435</u></u>

4 Income from charitable activities

	Unrestricted £	Total 2021 £	Total 2020 £
Membership subscriptions	117	117	1,695
Indoor facilities	13,419	13,419	84,283
Outdoor facilities	47,252	47,252	124,307
	<u>60,788</u>	<u>60,788</u>	<u>210,285</u>

5 Income from investments

	Unrestricted £	Total 2021 £	Total 2020 £
Bank interest received	350	350	459
	<u>350</u>	<u>350</u>	<u>459</u>

6 Other income

	Unrestricted	Total 2021	Total 2020
	£	£	£
Rental income	-	-	4,875
Grant income (COVID 19)	68,245	68,245	-
Other grant income	3,143	3,143	-
	<u>71,388</u>	<u>71,388</u>	<u>4,875</u>

7 Expenditure on charitable activities

	Unrestricted	Total 2021	Total 2020
	£	£	£
<i>Expenditure on charitable activities</i>			
Membership subscriptions	122,125	122,125	211,567
Indoor facilities	(1,454)	(1,454)	-
<i>Governance costs</i>			
Accountancy and legal & professional	1,851	1,851	2,177
	<u>122,522</u>	<u>122,522</u>	<u>213,744</u>

8 Other expenditure

	Unrestricted	Total 2021	Total 2020
	£	£	£
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	1,888	1,888	2,456
	<u>1,888</u>	<u>1,888</u>	<u>2,456</u>

9 Net income/(expenditure) before transfers

	2021	2020
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	1,888	2,456

10 Staff costs

No employee received emoluments in excess of £60,000.

11 Tangible fixed assets

	Plant and machinery	Fixtures, fittings and equipment		Total
	£	£	£	£
Cost or revaluation				
At 1 April 2020	25,680	-	59,402	85,082
At 31 March 2021	<u>25,680</u>	<u>-</u>	<u>59,402</u>	<u>85,082</u>
Depreciation and impairment				
At 1 April 2020	19,586	-	58,126	77,712
Depreciation charge for the year	1,569	-	319	1,888
At 31 March 2021	<u>21,155</u>	<u>-</u>	<u>58,445</u>	<u>79,600</u>
Net book values				
At 31 March 2021	<u>4,525</u>	<u>-</u>	<u>957</u>	<u>5,482</u>
At 31 March 2020	<u>6,094</u>	<u>-</u>	<u>1,276</u>	<u>7,370</u>

12 Investments

	Investment in Subsidiaries	Total
	£	£
Cost or revaluation		
At 1 April 2020	2	2
At 31 March 2021	<u>2</u>	<u>2</u>
Net book values		
At 31 March 2021	<u>2</u>	<u>2</u>
At 31 March 2020	<u>2</u>	<u>2</u>

Investment in Subsidiaries

The company has the following subsidiary undertakings:

Name of company	Country of incorporation (if not UK)	Class of shares held	% age of shares held %	Capital and reserves at end of the relevant year £	Profit/(loss) for the relevant year £
West Billericay Community Services Limited		Ordinary	100	(38,929)	(1,530)

13 Debtors

	2021 £	2020 £
Trade debtors	4,691	8,733
Other debtors	54,612	46,998
Prepayments and accrued income	3,926	4,218
	<u>63,229</u>	<u>59,949</u>

Notes to the Accounts

14 Creditors:

amounts falling due within one year

	2021	2020
	£	£
Trade creditors	859	7,696
Other taxes and social security	353	(1,367)
Other creditors	3,405	2,489
Accruals and deferred income	(7,256)	(845)
	<u>(2,639)</u>	<u>7,973</u>

15 Provisions

	Other provisions	Total
	£	£
At 1 April 2020	82,206	82,206
At 31 March 2021	<u>82,206</u>	<u>82,206</u>

16 Movement in funds

	At 1 April 2020	Incoming resources (including other gains/losses)	Resources expended	At 31 March 2021
	£	£	£	£
Restricted funds:				
Unrestricted funds:				
General funds	116,435	132,526	(124,410)	124,551
Revaluation Reserves:				
Total funds	<u>116,435</u>	<u>132,526</u>	<u>(124,410)</u>	<u>124,551</u>

17 Analysis of net assets between funds

	Unrestricted funds	Total
	£	£
Fixed assets	5,482	5,482
Investments	2	2
Net current assets	201,273	201,273
Creditors due in more than one year and provisions	(82,206)	(82,206)
	<u>124,551</u>	<u>124,551</u>

18 Reconciliation of net debt

	At 1 April 2020	Cash flows	At 31 March 2021
	£	£	£
Cash and cash equivalents	139,293	(3,888)	135,405
	<u>139,293</u>	<u>(3,888)</u>	<u>135,405</u>
Net debt	<u>139,293</u>	<u>(3,888)</u>	<u>135,405</u>

19 Related party disclosures

	2021	2020
	£	£
<i>Transactions with related parties</i>		
<i>Name of related party</i>		
West Billericay Community Services Ltd		
<i>Description of relationship between the parties</i>		
The company is a subsidiary		
<i>Amount due from/(to) the related party</i>	-	46,998
<i>Controlling party</i>		

WEST BILLERICAY COMMUNITY ASSOCIATION LTD

Detailed Statement of Financial Activities

for the year ended 31 March 2021

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income and endowments from:			
Charitable activities			
Membership subscriptions	117	117	1,695
Indoor facilities	13,419	13,419	84,283
Outdoor facilities	47,252	47,252	124,307
	<u>60,788</u>	<u>60,788</u>	<u>210,285</u>
Investments			
Bank interest received	350	350	459
	<u>350</u>	<u>350</u>	<u>459</u>
Other			
Rental income	-	-	4,875
Grant income (COVID 19)	68,245	68,245	-
Other grant income	3,143	3,143	-
	<u>71,388</u>	<u>71,388</u>	<u>4,875</u>
Total income and endowments	132,526	132,526	215,619
Expenditure on:			
Charitable activities			
Membership subscriptions	122,125	122,125	211,567
Indoor facilities	(1,454)	(1,454)	-
	<u>120,671</u>	<u>120,671</u>	<u>211,567</u>
Governance costs			
Accountancy and legal & professional	1,851	1,851	2,177
	<u>1,851</u>	<u>1,851</u>	<u>2,177</u>
Total of expenditure on charitable activities	122,522	122,522	213,744
General administrative costs, including depreciation and amortisation			
Depreciation of Plant and machinery	1,569	1,569	2,031
Depreciation of Fixtures, fittings and equipment	-	-	-
Depreciation of	319	319	425
	<u>1,888</u>	<u>1,888</u>	<u>2,456</u>
Total of expenditure of other costs	<u>1,888</u>	<u>1,888</u>	<u>2,456</u>
Total expenditure	124,410	124,410	216,200
Net gains on investments	-	-	-

WEST BILLERICAY COMMUNITY ASSOCIATION LTD
Detailed Statement of Financial Activities

Net income/(expenditure)	8,116	8,116	(581)
Net income/(expenditure) before other gains/(losses)	8,116	8,116	(581)
Other Gains	-	-	-
Net movement in funds	8,116	8,116	(581)
Reconciliation of funds:			
Total funds brought forward	116,435	116,435	117,016
Total funds carried forward	<u>124,551</u>	<u>124,551</u>	<u>116,435</u>