



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	01	2020		31	12	2020

## Section A Reference and administration details

**Charity name** Ashford (Middlesex) Community Association

**Other names charity is known by**

**Registered charity number (if any)** 305122

**Charity's principal address**  
 The Community Centre  
 Woodthorpe Road  
 Ashford  
**Postcode** TW15 3NJ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Harry Potter			
2	Brian Thomson			
3	Cheryl Eden			
4	Frank Hughes			
5	Maurice Green			
6	Paul Bona			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Brian Thomson	
John Knill	

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### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected by membership at AGM

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The objects of the Association are to promote the benefits of the inhabitants of Ashford, Staines, Feltham, and the neighbourhood.  
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 the said inhabitants by operating a Community Centre, and to promote such other charitable purposes as may from time to time be determined.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The main activity of the Association is to operate a Community Centre which has two halls, a meeting room, a bar, and a darts/pool room.  
The main hall is available for occasions such as weddings, anniversaries, and parties in general.  
It is also available for regular weekly or monthly bookings for any activity such as keep-fit, line-dancing, playgroups, blood donations, etc.  
The smaller hall is available for smaller versions of the above, and is suitable for educational purposes.  
The meeting room is available for meetings and is also suitable for educational purposes.  
The bar is available, on request, for any of the above activities.  
The darts/pool room is available for local teams to utilise.

Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The trustees are all unpaid volunteers.  
There is also a small number of paid staff who maintain the building, the services provided, and administration.

Small grants can be made to local charities, but this is not a significant part of the operation. Practically all income is spent on maintaining the building and services provided.

There are no investments except the bank deposit account.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year has not been much different from last year, or indeed previous years. We seem to have found our niche, but are always open to new ideas for using the centre.

During this year we have provided facilities for a diverse range of activities including language classes, soft play for children, slimming, and a variety of dance activities:- tap, children, ballroom, and the ever-popular line dancing.

On the more sporting side we have had karate/self defence and, of course darts and pool.

Dog lovers have had puppy classes and agility training.

As well as the regular activities above we have also accommodated wedding and birthday parties, wakes, pantomime, and a New Year's Eve celebration.

Away from the public gaze we continue to maintain the building and the services provided within it to a good standard.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

A non-specific deposit account is held for unexpected contingencies.

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Almost all income is derived from hiring out the halls and bar takings.



The only investment policy is that any surplus is used to improve the facilities offered.

**Section F Other optional information**

**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	FRANK E. J. HUGHES	PAUL BOND
<b>Position (eg Secretary, Chair, etc)</b>	TRUSTEE	TRUSTEE
<b>Date</b>	20.12.2022	

Report of the Trustees and  
Unaudited Financial Statements For The Year Ended 31 December 2020  
for  
ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Hunt Ford & Co  
Osborne House  
143-145 Stanwell Road  
Ashford  
Middlesex  
TW15 3QN

ASHFORD (MIDDLESEX) COMMUNITY ASSOC

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For The Year Ended 31 December 2020

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ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Report of the Trustees  
For The Year Ended 31 December 2020

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The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. 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).

Treasurer Mr A.Pearson

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number  
305122

Principal address

The Community Centre  
Woodthorpe Road  
Ashford  
Middlesex  
TW15 3NJ

Trustees

MR H POTTER TRUSTEE  
Mr P BONA  
Mr B THOMSON CHAIRMAN  
Mr D CHISHOLM TRUSTEE  
Miss C EDEN TRUSTEE  
Mrs W ELLIOTT TRUSTEE  
Mr M GREEN TRUSTEE  
Mr F HUGHES TRUSTEE

Independent Examiner

Mr Leslie J Ford           FCPA  
ACPA  
Hunt Ford & Co  
Osborne House  
143-145 Stanwell Road  
Ashford  
Middlesex  
TW15 3QN

ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Report of the Trustees  
For The Year Ended 31 December 2020

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Approved by order of the board of trustees on 30 September 2021 and signed on its behalf by:

Mr B THOMSON - Trustee

Independent Examiner's Report to the Trustees of  
ASHFORD (MIDDLESEX) COMMUNITY ASSOC

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Independent examiner's report to the trustees of ASHFORD (MIDDLESEX) COMMUNITY ASSOC  
I report to the charity trustees on my examination of the accounts of ASHFORD (MIDDLESEX) COMMUNITY ASSOC (the Trust) for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
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.

Mr Leslie J Ford                      FCPA  
ACPA  
Hunt Ford & Co  
Osborne House  
143-145 Stanwell Road  
Ashford  
Middlesex  
TW15 3QN

Date: .....

ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Statement of Financial Activities  
For The Year Ended 31 December 2020

		31/12/20 Unrestricted fund £	31/12/19 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	1,411	1,831
Other trading activities	3	34,700	62,940
Investment income	4	3,253	12,009
Total		<u>39,364</u>	<u>76,780</u>
EXPENDITURE ON			
Raising funds	5	47,412	69,524
NET INCOME/(EXPENDITURE)		(8,048)	7,256
RECONCILIATION OF FUNDS			
Total funds brought forward		69,193	62,702
TOTAL FUNDS CARRIED FORWARD		<u><u>61,145</u></u>	<u><u>69,958</u></u>

The notes form part of these financial statements

ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Balance Sheet  
31 December 2020

	Notes	31/12/20 Unrestricted fund £	31/12/19 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	9	14,319	18,228
<b>CURRENT ASSETS</b>			
Debtors	10	26,421	22,260
Cash at bank and in hand		22,700	32,262
		<u>49,121</u>	<u>54,522</u>
<b>CREDITORS</b>			
Amounts falling due within one year	11	(2,295)	(3,557)
		<u>46,826</u>	<u>50,965</u>
<b>NET CURRENT ASSETS</b>			
		<u>61,145</u>	<u>69,193</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>61,145</u>	<u>69,193</u>
<b>NET ASSETS</b>			
		<u>61,145</u>	<u>69,193</u>
<b>FUNDS</b>			
Unrestricted funds	12	61,145	69,193
		<u>61,145</u>	<u>69,193</u>
<b>TOTAL FUNDS</b>			
		<u>61,145</u>	<u>69,193</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 30 September 2021 and were signed on its behalf by:

Mr B THOMSON - Trustee

Mrs M LONG - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting 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.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Long leasehold	- 10% on reducing balance
Improvements to property	- 10% on reducing balance
Plant and machinery	- 20% on reducing balance
Fixtures and fittings	- 20% on reducing balance
Computer equipment	- 20% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Notes to the Financial Statements - continued  
For The Year Ended 31 December 2020

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2.	DONATIONS AND LEGACIES	31/12/20	31/12/19
		£	£
	Gifts	-	1
	Subscriptions	1,411	1,830
		<u>1,411</u>	<u>1,831</u>
		<u><u>1,411</u></u>	<u><u>1,831</u></u>
3.	OTHER TRADING ACTIVITIES	31/12/20	31/12/19
		£	£
	Letting receipts	18,509	62,615
	General fund raising	99	325
	Business Rate refund	10,000	-
	HMRC JRS grant	6,092	-
		<u>34,700</u>	<u>62,940</u>
		<u><u>34,700</u></u>	<u><u>62,940</u></u>
4.	INVESTMENT INCOME	31/12/20	31/12/19
		£	£
	Rents received	3,250	12,000
	Deposit account interest	3	9
		<u>3,253</u>	<u>12,009</u>
		<u><u>3,253</u></u>	<u><u>12,009</u></u>

## 5. RAISING FUNDS

Raising donations and legacies

31/12/20	31/12/19
£	£

Support costs

47,412	68,649
<u>47,412</u>	<u>68,649</u>

Other trading activities

31/12/20	31/12/19
£	£

Fund raising expenses

-	875
<u>-</u>	<u>875</u>

Aggregate amounts

47,412	69,524
<u>47,412</u>	<u>69,524</u>

## 6. SUPPORT COSTS

	Management	Finance	Totals
	£	£	£
Raising donations and legacies	47,402	10	47,412
	<u>47,402</u>	<u>10</u>	<u>47,412</u>

## 7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

## 8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	1,831
Other trading activities	62,940
Investment income	<u>12,009</u>
Total	<u>76,780</u>
EXPENDITURE ON	
Raising funds	69,524
NET INCOME	7,256
RECONCILIATION OF FUNDS	
Total funds brought forward	<u>62,702</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>69,958</u></u>

## 9. TANGIBLE FIXED ASSETS

	Long leasehold £	Improvements to property £	Plant and machinery £
COST			
At 1 January 2020 and 31 December 2020	<u>123,786</u>	<u>21,500</u>	<u>28,835</u>
DEPRECIATION			
At 1 January 2020	115,153	15,120	27,860
Charge for year	863	2,404	195
At 31 December 2020	<u>116,016</u>	<u>17,524</u>	<u>28,055</u>
NET BOOK VALUE			
At 31 December 2020	<u><u>7,770</u></u>	<u><u>3,976</u></u>	<u><u>780</u></u>
At 31 December 2019	<u><u>8,633</u></u>	<u><u>6,380</u></u>	<u><u>975</u></u>

9. TANGIBLE FIXED ASSETS - continued	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2020 and 31 December 2020	18,916	406	193,443
DEPRECIATION			
At 1 January 2020	16,764	318	175,215
Charge for year	430	17	3,909
At 31 December 2020	17,194	335	179,124
NET BOOK VALUE			
At 31 December 2020	1,722	71	14,319
At 31 December 2019	2,152	88	18,228
10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
		31/12/20	31/12/19
		£	£
Trade debtors		(202)	-
ACA Bar Management Ltd		26,357	21,994
VAT		266	266
		26,421	22,260

Other debtors include £26,357 representing the current account balance with ACA Bar Management Ltd. This debtor balance has been formalised by way of an interest bearing loan agreement with regular repayments over five years. ( 2019 £21,994 )

## 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/12/20 £	31/12/19 £
Trade creditors	(1,926)	(664)
Other creditors	4,221	4,221
	<u>2,295</u>	<u>3,557</u>

## 12. MOVEMENT IN FUNDS

	At 1/1/20 £	Net movement in funds £	At 31/12/20 £
Unrestricted funds			
General fund	69,193	(8,048)	61,145
	<u>69,193</u>	<u>(8,048)</u>	<u>61,145</u>
TOTAL FUNDS	<u>69,193</u>	<u>(8,048)</u>	<u>61,145</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	39,364	(47,412)	(8,048)
	<u>39,364</u>	<u>(47,412)</u>	<u>(8,048)</u>
TOTAL FUNDS	<u>39,364</u>	<u>(47,412)</u>	<u>(8,048)</u>

Comparatives for movement in funds

	At 1/1/19 £	Net movement in funds £	At 31/12/19 £
Unrestricted funds			
General fund	62,702	6,491	69,193
	<u>62,702</u>	<u>6,491</u>	<u>69,193</u>
TOTAL FUNDS	<u>62,702</u>	<u>6,491</u>	<u>69,193</u>

## 12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	76,780	(70,289)	6,491
	<u>76,780</u>	<u>(70,289)</u>	<u>6,491</u>
TOTAL FUNDS	<u>76,780</u>	<u>(70,289)</u>	<u>6,491</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/1/19 £	Net movement in funds £	At 31/12/20 £
Unrestricted funds			
General fund	62,702	(1,557)	61,145
	<u>62,702</u>	<u>(1,557)</u>	<u>61,145</u>
TOTAL FUNDS	<u>62,702</u>	<u>(1,557)</u>	<u>61,145</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	116,144	(117,701)	(1,557)
	<u>116,144</u>	<u>(117,701)</u>	<u>(1,557)</u>
TOTAL FUNDS	<u>116,144</u>	<u>(117,701)</u>	<u>(1,557)</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Detailed Statement of Financial Activities  
For The Year Ended 31 December 2020

	31/12/20 £	31/12/19 £
<b>INCOME AND ENDOWMENTS</b>		
Donations and legacies		
Gifts	-	1
Subscriptions	1,411	1,830
	<u>1,411</u>	<u>1,831</u>
Other trading activities		
Letting receipts	18,509	62,615
General fund raising	99	325
Business Rate refund	10,000	-
HMRC JRS grant	6,092	-
	<u>34,700</u>	<u>62,940</u>
Investment income		
Rents received	3,250	12,000
Deposit account interest	3	9
	<u>3,253</u>	<u>12,009</u>
Total incoming resources	39,364	76,780
<b>EXPENDITURE</b>		
Other trading activities		
Fund raising expenses	-	875
Support costs		
Management		
Wages	15,491	17,523
Rates and water	1,568	2,204
Insurance	4,525	1,895
Light and heat	7,604	10,570
Telephone	667	853
Postage and stationery	36	108
Carried forward	29,891	33,153

This page does not form part of the statutory financial statements

ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Detailed Statement of Financial Activities  
For The Year Ended 31 December 2020

	31/12/20	31/12/19
	£	£
Management		
Brought forward	29,891	33,153
Sundries	1,029	974
Repairs and renewals	2,465	5,893
Cleaning	3,154	4,927
TV rental and licences	3,117	9,983
Equipment rental	452	2,712
Staff welfare	345	-
Bookkeeping	1,353	1,784
Subscriptions	-	155
Fines	-	500
Office expense	351	46
Vat unclaimable	1,334	3,899
Depreciation of tangible and heritage assets	3,911	3,118
	<u>47,402</u>	<u>67,144</u>
Finance		
Bank charges	10	10
Governance costs		
Auditors' remuneration	-	1,495
	<u>47,412</u>	<u>69,524</u>
Total resources expended		
Net (expenditure)/income	<u>(8,048)</u>	<u>7,256</u>

This page does not form part of the statutory financial statements

REGISTERED CHARITY NUMBER: 305122

Report of the Trustees and

**Unaudited** Financial Statements For The Year Ended 31 December 2020

For

ASHFORD (MIDDLESEX) COMMUNITY ASSOC

Hunt Ford & Co Osborne House  
143-145 Stanwell Road  
Ashford  
Middlesex  
TW15 3QN