

**WESTMINSTER PARK COMMUNITY ASSOCIATION**

**FINANCIAL STATEMENTS**

**31 DECEMBER 2021**

**Charity Number: 503204**

**BAKEWELL ACCOUNTANCY SERVICES**

**Chartered Accountants**

**WESTMINSTER PARK COMMUNITY ASSOCIATION**  
**31 DECEMBER 2021**

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**WESTMINSTER PARK COMMUNITY ASSOCIATION**  
**LEGAL AND ADMINISTRATIVE DETAILS**  
**31 DECEMBER 2021**

<b>Charity registration number</b>	503204	
<b>Council</b>	Phil Williamson Martin Amesbury Russell O Neill Simon Rostron Mark Woodall	Chairman Secretary
<b>Holding Trustees</b>	Paul Adamson Paul Rostron Cliff Tomlinson	
<b>Principal address</b>	Westminster Park Community Centre Five Ashes Road Westminster Park Chester CH4 7QS	
<b>Bankers</b>	Barclays Bank 30 St Werburgh Street Chester CH 1 2DY	
<b>Independent examiner</b>	Sharon Bakewell Bakewell Accountancy Services 4 Coed Terfyn Penymynydd Chester CH4 0XB	

**WESTMINSTER PARK COMMUNITY ASSOCIATION**  
**TRUSTEES' REPORT**  
**31 DECEMBER 2021**

The Council present their report and the financial statements for the year ended 31 December 2021. The financial statements have been prepared on a receipts and payments basis and comply with the charity's trust deed.

### **Constitution and object**

The charity was constituted on 4 March 1971 and is a registered charity no: 503204. The object of the charity is to provide a community centre for the use of local residents.

### **Trustees**

The affairs of the Association are managed by the Council of the Association who are listed on page 1 together with the Holding Trustees. The officers of the Council are elected at the Annual General Meeting.

### **Review of activities in the year**

The Covid Crisis limited the operations of the Association throughout 2021 and adhering to the Government's guidelines our doors were closed until the middle of May. Following this we restricted the use of the premises in accordance with ongoing Government Advice and guidelines. The Community Centre is used as a meeting place for various activity groups and organisations as well as a local venue for private functions -it also supports such activities as a Bridge-Club, Dance classes, keep fit groups, Weightwatchers, martial arts training, pre-school nursery and the Christian Family Church Group. A number of private functions are usually accommodated including the Residents Association, Rotarians for fund raising and a tennis club.

The Open Days and the Christmas and New Year Celebrations were all held this year, again in compliance with the advice and on a somewhat limited basis.

The Government's Job Retention scheme enabled us to retain all the staff at the beginning of the year and volunteers from the membership came forward to assist in the maintenance of the premises. We look forward to when things can return to normal.

### **Reserves policy**

It is the policy of the Trustees to maintain unrestricted reserves at a level to cover 6 months expenditure, which equates to approximately £30,000 plus a designated building maintenance fund of £18,000 to be used for major works when required. At 31 December 2021 unrestricted reserves had increased to £54,317. Funding has been received post year end from the local authority which will help build up reserves over the next 12 months.

### **Risk management**

The Trustees have reviewed the principal areas of the charity's operations and considered the major risks in each of those areas. In the opinion of the Trustees, the Association has resources and review systems in place which, under normal circumstances, should allow the risks to be mitigated to an acceptable level in its day to day operation

**WESTMINSTER PARK COMMUNITY ASSOCIATION****TRUSTEES' REPORT****31 DECEMBER 2021****Statement of Trustees' responsibilities**

The Trustees' are required under charity law to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing these financial statements we are required to:

- select suitable accounting policies and apply them consistently
- make reasonable and prudent judgements and estimates
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on a going concern basis unless in our view the charity will be unable to continue in business

We are also responsible for:

- keeping proper accounting records
- safeguarding the charity's assets
- taking reasonable steps for the prevention and detection of fraud

On behalf of the Council

.....  
Phil Williamson - Chairman

16 March 2022

**WESTMINSTER PARK COMMUNITY ASSOCIATION****INDEPENDENT EXAMINER'S REPORT****TO THE MEMBERS OF WESTMINSTER PARK COMMUNITY ASSOCIATION**

I report on the financial statements of Westminster Park Community Association for the year ended 31 December 2021, which are set out on pages 5 to 7.

**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 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 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.

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.

.....  
Sharon Bakewell ACA  
Bakewell Accountancy Services

16 March 2022

## WESTMINSTER PARK COMMUNITY ASSOCIATION

## RECEIPTS AND PAYMENTS ACCOUNT

for the year ended 31 December 2021

	Total Unrestricted Funds 2021 £	Total Restricted Funds 2021 £	Total Funds 2021 £	Total Unrestricted Funds 2020 £
<b>RECEIPTS</b>				
Bar Sales	25,587	-	25,587	20,505
Machines	3,207	-	3,207	3,179
Centre Hire	11,065	-	11,065	5,520
Subscriptions	105	-	105	790
Socials	285	-	285	100
Grants	17,334	-	17,334	-
Coronavirus Job Retention Grant	-	4,091	4,091	3,669
Investment Income	5	-	5	30
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Receipts</b>	<b>57,588</b>	<b>4,091</b>	<b>61,679</b>	<b>33,843</b>
<b>PAYMENTS</b>				
Bar Purchases	14,664	-	14,664	13,543
Bar Wages	13,518	4,091	17,609	16,076
Stock checks	430	-	430	200
Machine Licence	50	-	50	50
Socials	767	-	767	250
Miscellaneous licences	339	-	339	721
Rent, Rates, Water	887	-	887	995
Heat and light	2,701	-	2,701	2,942
Insurance	1,122	-	1,122	1,995
Security	299	-	299	299
Telephone	991	-	991	905
Cleaning Materials and wages	7,872	-	7,872	7,278
Repairs and maintenance	332	-	332	852
Darts League	90	-	90	-
Capital Equipment	-	-	-	445
Miscellaneous	851	-	851	552
Card fees	7	-	7	-
Accountancy	275	-	275	275
Machine Gaming Duty	646	-	646	663
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total expenditure</b>	<b>45,841</b>	<b>4,091</b>	<b>49,932</b>	<b>48,041</b>
<b>Net receipts over payments</b>	<b>11,747</b>	<b>-</b>	<b>11,747</b>	<b>(14,198)</b>
Cash funds brought forward	42,570	-	42,570	56,768
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash funds carried forward</b>	<b>54,317</b>	<b>-</b>	<b>54,317</b>	<b>42,570</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

## WESTMINSTER PARK COMMUNITY ASSOCIATION

## STATEMENT OF ASSETS AND LIABILITIES

As at 31 December 2021

	Total Funds 2021 £	Total Funds 2020 £
<b>Cash funds:</b>		
Cash at bank and in hand	55,222	42,570
Credit card	(905)	-
	<u>54,317</u>	<u>42,570</u>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Assets retained for the charity's own use:</b>		
Fixed Assets –Net Book Value	8,482	9,667
Stock	1,790	1,561
Debtors	1,430	2,859
	<u>11,702</u>	<u>14,087</u>
<b>Liabilities</b>		
Other taxes and Social Security	469	442
Accruals	1,521	2,335
	<u>1,990</u>	<u>2,777</u>

The financial statements were approved by the Council on 16 March 2022 and signed on their behalf by:

.....  
P Williamson - Chairman

## WESTMINSTER PARK COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

31 December 2021

**1 Accounting policies****Basis of accounting**

The financial statements have been prepared on a receipts and payments basis and in accordance with applicable accounting standards.

**2 Employees remuneration**

	2021 £	2020 £
Total wages (including cleaner)	<u>23,426</u>	<u>21,438</u>

No trustees have received or are due to receive any remuneration in the year.