

WESTMINSTER PARK COMMUNITY ASSOCIATION

FINANCIAL STATEMENTS  
31 DECEMBER 2022

Charity Number: 503204

Paul Adamson -Treasurer

# WESTMINSTER PARK COMMUNITY ASSOCIATION

31 DECEMBER 2022

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WESTMINSTER PARK COMMUNITY ASSOCIATION  
LEGAL AND ADMINISTRATIVE DETAILS  
31 DECEMBER 2022

Charity registration number 503204

Council	Phil Williamson Martin Amesbury Russell O Neill Simon Rostron Mark Woodall	Chairman Secretary
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Holding Trustees	Paul Adamson Paul Rostron Cliff Tomlinson
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Principal address	Westminster Park Community Centre Five Ashes Road Westminster Park Chester CH4 7QS
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Bankers	Barclays Bank 30 St Werburgh Street Chester CH 1 2DY
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Independent examiner	Rachel Aldridge-Jones (CGMA, ACMA) 143 Lache Lane Chester CH4 7LU
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# WESTMINSTER PARK COMMUNITY ASSOCIATION TRUSTEES' REPORT 31 DECEMBER 2022

The Council present their report and the financial statements for the year ended 31 December 2022. 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 Association got off to a slow start in 2022 in the aftermath of the Covid Crisis. Understandably people were initially reluctant to participate in any of the activities, but this situation gradually eased as the year wore on leaving us in a position of near normality by the end of the period.

The Community Centre continued to be used as a meeting place for various activity groups and organisations as well as a local venue for private functions -it also supported such activities as a bridge club, dance classes, keep fit groups, Weightwatchers, martial arts training, pre-school nursery and the Christian Family Church Group. The Association boasts two local league darts teams and introduced a monthly "Kids Disco" which has proved very popular. A number of private functions were held including Croquet Club, Gardening Group, Resident Association meetings along with wedding parties and christening celebrations.

As normal some charity events were held raising money for a specialist unit of the Countess of Chester Hospital and contributing to a local group concerned with the welfare of the Widows and Widowers of Chester.

An overall successful year in the circumstances post Covid for the Centre and following a programme of redecoration and upgrading of facilities in December we look forward to the coming year and continuing with this.

## **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 £35,000 plus a designated building maintenance fund of £18,000 to be used for major works when required. At 31 December 2022 unrestricted reserves were £48,152. The Trustees are confident that the coming year will boost the reserves to the required level.

## **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.

## **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  
22nd March 2023

**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 2022, 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.

.....  
Rachel Aldridge-Jones  
Independent Examiner  
22 March 2023

# WESTMINSTER PARK COMMUNITY ASSOCIATION

## RECEIPTS AND PAYMENTS ACCOUNT

for the year ended 31 December 2022

	Total Unrestricted Funds 2022	Total Unrestricted Funds 2021
<b>RECEIPTS</b>		
Bar Sales	50,491	25,587
Machines	2,987	3,207
Centre Hire	17,461	11,065
Subscriptions	925	105
Socials	630	285
Grants	0	17,334
Investment Income	13	5
Miscellany	38	0
<b>Total Receipts</b>	72,545	57,588
<b>PAYMENTS</b>		
Bar Purchases	29,562	14,664
Bar Wage	23,496	13,518
Stock Checks	440	430
Machine Licence	50	50
Socials	1,275	767
Misc. Licences	1,111	339
Rent, Rates, Water	1,405	887
Heat and Light	3,456	2,701
Insurance	1,166	1,122
Security	344	299
Telephone/Internet	957	991
Cleaning Material and Wages	8,762	7,872
Repairs and Maintenance	2,514	332
Darts League/Equip.	240	90
Capital Equipment	1,582	0
Miscellaneous	1,121	851
Card Fees	273	7
Accountancy	300	275
Machine Games Duty	654	646
<b>Total Expenditure</b>	78,710	45,841
<b>Net Receipts over Payments</b>	-6,165	11,747
<b>Cash Funds brought forward</b>	54,317	42,570
<b>Cash Funds carried forward</b>	48,152	54,317

# WESTMINSTER PARK COMMUNITY ASSOCIATION

## STATEMENT OF ASSETS AND LIABILITIES

As at 31 December 2022

	Total Funds 2022	Total Funds 2021
<b>Cash Funds:</b>		
Cash at Bank and in hand	52,345	55,222
Credit Card	-949	-905
Uncleared on 31st December	-3,244	
	48,152	54,317
 <b>Assets Retained for the Charity's own use:</b>		
Fixed assets net book value	10,064	8,482
Stock	2,780	1,790
Debtors	1,484	1,430
	14,328	11,702
 <b>Liabilities</b>		
Other taxes and Social Security	1,429	469
Accruals	899	1,521
	2,328	1,990

The financial statements were approved by the Council on 22 March 2023 and signed on their behalf by:

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P Williamson - Chairman

# WESTMINSTER PARK COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

31 December 2022

### 1. Accounting Policies

#### Basis of accounting

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

### 2. Employees Remuneration

	<b>2022</b>	<b>2021</b>
Total Wages (including cleaner)	£30,031	£23,426

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