

WESTMINSTER PARK COMMUNITY ASSOCIATION

FINANCIAL STATEMENTS  
31 DECEMBER 2023

Charity Number: 503204

Paul Adamson -Treasurer

# WESTMINSTER PARK COMMUNITY ASSOCIATION

31 DECEMBER 2023

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WESTMINSTER PARK COMMUNITY ASSOCIATION  
LEGAL AND ADMINISTRATIVE DETAILS  
31 DECEMBER 2023

Charity registration number 503204

Council	Phil Williamson Russell O Neill Simon Rostron Mark Woodall	Chairman
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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 2023

The Council present their report and the financial statements for the year ended 31 December 2023. 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 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. This has been extended this year to assist in the raising of funds and awareness for SEND (Special Educational Needs and Disabilities). 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.

Weekend of the Coronation was celebrated with a fair and open day - which was extremely well attended and much appreciated by the local residents.

An overall successful year in the circumstances as we are still feeling the aftermath of the Covid Crisis. This has hit the bar profits which are an essential part of Association's funding. However, the committee are confident that price reviews planned for early in the New Year will bring the finances back on track.

#### **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 £46,000 plus a designated building maintenance fund of £18,000 to be used for major works when required. At 31 December 2023 unrestricted reserves were £40,858. 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  
13<sup>th</sup> March 2024

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

.....  
Rachel Aldridge-Jones  
Independent Examiner

# WESTMINSTER PARK COMMUNITY ASSOCIATION

## RECEIPTS AND PAYMENTS ACCOUNT

for the year ended 31 December 2023

	<b>Total Unrestric ted Funds 2023</b>	<b>Total Unrestric ted Funds 2022</b>
<b>RECEIPTS</b>		
Bar Sales	59,683	50,491
Machines	4,465	2,987
Centre Hire	17,872	17,461
Subscriptions	990	925
Socials	960	630
Grants	0	0
Investment Income	382	13
Miscellany	950	38
<b>Total Receipts</b>	<b>85,302</b>	<b>72,545</b>
<b>PAYMENTS</b>		
Bar Purchases	40,307	29,562
Bar Wage	26,802	23,496
Stock Checks	500	440
Machine Licence	50	50
Socials	1,650	1,275
Misc. Licences	539	1,111
Rent, Rates, Water	1,424	1,405
Heat and Light	4,113	3,456
Insurance	830	1,166
Security	305	344
Telephone/Internet	630	957
Cleaning Material and Wages	7,879	8,762
Repairs and Maintenance	3,532	2,514
Darts League/Equip.	225	240
Capital Equipment	235	1,582
Miscellaneous	2,047	1,121
Card Fees	485	273
Accountancy	200	300

Machine Games	856	654
Duty		
<b>Total Expenditure</b>	92,609	78,710
<b>Net Receipts over Payments</b>	-7,307	-6,165
<b>Cash Funds brought forward</b>	48,152	54,317
<b>Cash Funds carried forward</b>	40,845	48,152

## WESTMINSTER PARK COMMUNITY ASSOCIATION STATEMENT OF ASSETS AND LIABILITIES

As at 31 December 2023

	<b>Total Fund s 2023</b>	<b>Tota l Fun ds 2022</b>
<b>Cash Funds:</b>		
	45,92	52,3
Cash at Bank and in hand	4	45
Credit Card	-378	-949
		-
		3,24
Uncleared on 31st December	-4,701	4
	<u>40,84</u>	<u>48,1</u>
	5	52
 <b>Assets Retained for the Charity's own use:</b>		
	10,29	10,0
Fixed assets net book value	9	64
		2,78
Stock	4,161	0
		1,48
Debtors	2,278	4
	<u>16,73</u>	<u>14,3</u>
	8	28
 <b>Liabiliti</b>		

**es**

Other taxes and Social Security	1,288	1,429
Accruals	428	899
	<hr/>	<hr/>
	<u>1,716</u>	<u>2,328</u>

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

.....

P Williamson – Chairman

13<sup>th</sup> March 2024

## WESTMINSTER PARK COMMUNITY ASSOCIATION NOTES TO THE FINANCIAL STATEMENTS

31 December 2023

### 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>2023</b>	<b>2022</b>
Total Wages (including cleaner)	£32,231	£30,031

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