

REGISTERED COMPANY NUMBER: 07461177 (England and Wales)
REGISTERED CHARITY NUMBER: 1156393

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019
FOR
CHASE MEADOW COMMUNITY CENTRE LTD**

Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

CHASE MEADOW COMMUNITY CENTRE LTD

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for the year ended 31 December 2019**

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CHASE MEADOW COMMUNITY CENTRE LTD

REPORT OF THE TRUSTEES for the year ended 31 December 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2019. 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to further or benefit the residents of Chase Meadow and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents.

To establish or secure the establishment of a community centre and to maintain or manage or co-operate with any relevant statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

The aims of our charity are to run a sustainable centre for the benefit of residents and visitors of Chase Meadow and also the wider Warwick District. The facility and charity are for the wider public benefit and the intention and purpose is to be fully inclusive to all.

Ensuring our work delivers our aims

We review our aims, objectives and activities regularly and at least annually. The reviews look at what we achieved and the outcomes of our work and the benefits they have brought to those groups of people we are set up to help. Regular review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. In particular, the trustees consider how planned activities will contribute to the aims and objectives set.

How our activities deliver public benefit

The centre opened in October 2013 and therefore at the end of 2019 there has been in excess of six years of trading. Our main objectives for 2019 were to implement the Centre Plan with goals for both operation and financial sustainability and extending our services and reach to the more vulnerable in the community.

Activities launched in 2018 (e.g. Youth club sessions, Forget me Not Dementia Café and the Community gardening group) have been sustained and as part of the wider business plan we have launched a community café operating five days a week until just after lunch.

The café has been launched with grants, with a view to generating surplus revenue that will off-set the 3 year grants received from Warwick District Council as part of the business development plan. Whilst adding considerable social benefit around our inclusion priorities, it is not clear at this stage that the café will generate the long term surplus envisaged, so Trustees are mindful other steps may need to be taken to increase the revenue of the centre.

This work has continued in parallel with our continued drive to manage our existing user base to ensure that the centre remains a sustainable business.

Our activities focus on fun, informative and healthy clubs and are undertaken to further our charitable purposes for the public benefit.

As above, we have focussed on offering a more diverse range of activities in 2019 and intend to carry on this strategy to ensure a diverse user base. We aim to provide as many different types of activities as possible to benefit a broad range of people within the community. We continue to work in partnership with St Michaels Church which provides financial support to the centre and supports us in meeting our aim of activities for all.

Church run activities are denoted by referencing St Michaels as the point of contact. The centre is available for hire at weekends for parties, which provides an additional income stream for the viability of the centre. Our main weekly activities and who we try to help are listed below in our current timetable.

CHASE MEADOW COMMUNITY CENTRE LTD

REPORT OF THE TRUSTEES for the year ended 31 December 2019

In addition to the regular hirers above we have also had a number of hirers who use the centre for short blocks of time.

These include:

- Warwick District Council - Polling Station
- First Aid course
- Self Defence course
- NHS - various courses
- Counsellors

Our Community Development Worker (CDW) started maternity leave in September 2019 and, having successfully covered the post, our priority has been to consolidate the present initiatives, ensuring project funding includes full cost recovery going forwards.

In 2019 we strengthened our connection with the Chase Meadow Surgery, hosting a number of initiatives around social prescribing (including a rendezvous and social gathering point for Walking for Health) and providing a context for volunteering for those whom that would be a positive opportunity.

We also provide the centres facilities free of charge to advance our wider charitable objectives. This include:

- Supporting Chase Meadow Residents Association for their meetings plus other resident focussed meetings held to keep residents informed and involved in local issues.
- Opportunities to network, share news and updates as well as to co-ordinate initiatives with each other and the local councillors / council officers who regularly attend.
- A lunch club in partnership with St Michael's Church during school holidays for families on lower incomes

FINANCIAL REVIEW

Financial position

We continue to be careful and proactive financial management with key input from the Centre Manager and assistance via a significant amount of work from the small group of dedicated volunteers. Total income rose from £71,139 in 2018 to £103,024 in 2019. Expenses also increased from £68,341 in 2018 to £102,743 in 2019. This resulted in a surplus of £281 for 2019, compared to a surplus of £315 in 2018. We have taken proactive steps to control expenditure and increase income (see below 'Reserves Policy'). We continue to work with Warwick District Council to look at support they could offer such as funding, bid writing and solar panels.

We are confident that the combination of measures we have instigated and have planned will lead to the centre breaking even again by the end of 2020.

Principal Funding Sources

The principal funding sources for the charity are currently by way of hiring fees.

We have also obtained funding this year from:

- The Pam Brittain Trust – to fund a Dementia Café
- King Henry VIII Endowed Trust, Warwick - for funding to extend the role for our Community Development worker
- National Grid

Investment policy and objectives

The Management Committee maintained a 'sinking fund' balance for the medium to long term upkeep of the building in the sum of £5000. This is matched by a contribution 'sinking fund' from the Church which is currently £600.

Reserves policy

The Management Committee policy remains that the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of the expenditure. Budgeted expenditure for the year was £50,000 and therefore the target was between £12,500 and £25,000 in funds. This has been maintained intermittently and dips are as a result of hirer income dropping during the school holidays as regular hirers break for the holiday period and as the building ages, increased expenditure to keep it maintained to a good standard. Steps have been taken to reduce expenditure such as better deals for utilities. Plus, an increase in hirers with new groups such as youth clubs, charges for the small business connect and secured bookings for holiday clubs. These actions ensured that we did not use any of the 'sinking fund' and along with measures noted above, we anticipate will lead to the centre breaking even by the end of 2019.

CHASE MEADOW COMMUNITY CENTRE LTD

REPORT OF THE TRUSTEES for the year ended 31 December 2019

FUTURE PLANS

The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. We will be focussing on filling the daytime slots for hire which are currently underutilised and ensuring better usage during school holidays. We are also working with other local charities and community centres to use joint services as a cost saving initiative.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. All members of the Management Committee give their time voluntarily and received no benefits from the charity.

Organisational structure

The Management Committee meet at least bi-monthly and are responsible for the strategic direction and policy of the charity. The Committee grew to nine members in 2019 with members from a variety of professional backgrounds relevant to the work of the charity.

Induction and training of new trustees

The trustees are familiar with the practical work of the charity.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Procedures and a rolling plan are in place to ensure compliance with health and safety of staff, volunteer clients and visitors to the centre.

CHASE MEADOW COMMUNITY CENTRE LTD

**REPORT OF THE TRUSTEES
for the year ended 31 December 2019**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07461177 (England and Wales)

Registered Charity number

1156393

Registered office

Chase Meadow Community Centre
Narrow Hall Meadow
Warwick
CV34 6BT

Trustees

A Bishop (appointed 5.7.2019)
Reverend D A Brown
Mrs H M B Venn (resigned 10.8.2020)
Mrs A Wilkins (appointed 5.7.2019)

Independent Examiner

Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

Approved by order of the board of trustees on 27 October 2020 and signed on its behalf by:

.....
Reverend D A Brown - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CHASE MEADOW COMMUNITY CENTRE LTD**

Independent examiner's report to the trustees of Chase Meadow Community Centre Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2019.

Responsibilities and basis of report

As the charity's trustees of the Company (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 Company 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 confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (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.

Gregg Olnier MPhil BA (Hons) ACA
Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

Date: 27 October 2020

CHASE MEADOW COMMUNITY CENTRE LTD

STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2019

		2019	2018
		Unrestricted	Total
		fund	funds
	Notes	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3	103,017	71,139
Other income		<u>8</u>	<u>-</u>
Total		103,025	71,139
 EXPENDITURE ON			
Raising funds		2,349	2,798
Charitable activities			
Cost of generating voluntary income		93,226	46,032
Other resources		8,772	21,994
		<u></u>	<u></u>
Total		104,347	70,824
		<u></u>	<u></u>
NET INCOME/(EXPENDITURE)		(1,322)	315
 RECONCILIATION OF FUNDS			
Total funds brought forward		26,895	26,580
		<u></u>	<u></u>
TOTAL FUNDS CARRIED FORWARD		<u>25,573</u>	<u>26,895</u>

The notes form part of these financial statements

CHASE MEADOW COMMUNITY CENTRE LTD

**BALANCE SHEET
31 December 2019**

	Notes	2019 Unrestricted fund £	2018 Total funds £
FIXED ASSETS			
Tangible assets	8	3,887	4,036
CURRENT ASSETS			
Debtors	9	13,613	18,735
Cash at bank		<u>20,300</u>	<u>10,898</u>
		33,913	29,633
CREDITORS			
Amounts falling due within one year	10	(6,645)	(1,192)
		<hr/>	<hr/>
NET CURRENT ASSETS		<u>27,268</u>	<u>28,441</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		31,155	32,477
CREDITORS			
Amounts falling due after more than one year	11	(5,582)	(5,582)
		<hr/>	<hr/>
NET ASSETS		<u>25,573</u>	<u>26,895</u>
FUNDS	12		
Unrestricted funds		<u>25,573</u>	<u>26,895</u>
TOTAL FUNDS		<u>25,573</u>	<u>26,895</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

CHASE MEADOW COMMUNITY CENTRE LTD

BALANCE SHEET - continued
31 December 2019

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 27 October 2020 and were signed on its behalf by:

.....
D A Brown - Trustee

The notes form part of these financial statements

CHASE MEADOW COMMUNITY CENTRE LTD

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2019

1. COMPANY STATUS

The charity is a company limited by guarantee and incorporated in England and Wales. The members of the company are the trustees who are also the directors. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The charitable company's registered numbers and registered office address can be found in the Report of the Trustees.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards. The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

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

Donations are included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

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.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for the beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

Irrecoverable VAT is charged as a cost against the act for which the expenditure is incurred.

Tangible fixed assets

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

Plant and machinery - 25% on reducing balance

Taxation

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

Fund accounting

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

CHASE MEADOW COMMUNITY CENTRE LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2019**

2. ACCOUNTING POLICIES - continued

Fund accounting

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

3. DONATIONS AND LEGACIES

	2019	2018
	£	£
Hall hire and café takings	87,162	71,139
Donations	14,081	-
Grants	1,774	-
	<u>103,017</u>	<u>71,139</u>

Grants received, included in the above, are as follows:

	2019	2018
	£	£
Other grants	<u>1,774</u>	<u>-</u>

4. SUPPORT COSTS

	Management	Governance	Totals
	£	costs £	£
Other resources	<u>953</u>	<u>1,953</u>	<u>2,906</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2019	2018
	£	£
Depreciation - owned assets	<u>1,132</u>	<u>1,346</u>

CHASE MEADOW COMMUNITY CENTRE LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2019**

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2019 nor for the year ended 31 December 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2019 nor for the year ended 31 December 2018.

7. AVERAGE NUMBER OF EMPLOYEES

During the year the average number of employees was 1 (2018 - NIL).

8. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 January 2019	9,517
Additions	<u>983</u>
At 31 December 2019	<u>10,500</u>
DEPRECIATION	
At 1 January 2019	5,481
Charge for year	<u>1,132</u>
At 31 December 2019	<u>6,613</u>
NET BOOK VALUE	
At 31 December 2019	<u>3,887</u>
At 31 December 2018	<u>4,036</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Trade debtors	8,613	-
Other debtors	<u>5,000</u>	<u>18,735</u>
	<u>13,613</u>	<u>18,735</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Trade creditors	3,552	1,192
Social security and other taxes	455	-
Other creditors	50	-
Net wages	1,148	-
Accruals and deferred income	<u>1,440</u>	<u>-</u>
	<u>6,645</u>	<u>1,192</u>

CHASE MEADOW COMMUNITY CENTRE LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2019

11. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2019	2018
	£	£
Other creditors	<u>5,582</u>	<u>5,582</u>

12. MOVEMENT IN FUNDS

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	26,895	(1,322)	25,573
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>26,895</u>	<u>(1,322)</u>	<u>25,573</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	103,025	(104,347)	(1,322)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>103,025</u>	<u>(104,347)</u>	<u>(1,322)</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2019.

14. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of winding up, such an amount as may be required not exceeding £10.

CHASE MEADOW COMMUNITY CENTRE LTD

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2019

	2019 £	2018 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Hall hire and café takings	87,162	71,139
Donations	14,081	-
Grants	<u>1,774</u>	<u>-</u>
	103,017	71,139
Other income		
Deposit account interest	<u>8</u>	<u>-</u>
Total incoming resources	103,025	71,139
EXPENDITURE		
Other trading activities		
Purchases	2,349	2,798
Charitable activities		
Wages	15,755	-
Casual labour and volunteers	48,669	27,248
Repairs and maintenance	12,983	5,107
Rates and water	1,465	-
Insurance	2,285	1,515
Light and heat	14,182	10,841
Telephone	817	777
Subscriptions	1,804	2,059
Depreciation of tangible fixed assets	<u>1,132</u>	<u>1,346</u>
	99,092	48,893
Support costs		
Management		
Travel and subsistence	-	9,051
Motor expenses	-	2,432
Sundries	319	1,053
Marketing	<u>634</u>	<u>4,418</u>
	953	16,954
Governance costs		
Accountancy and legal fees	<u>1,953</u>	<u>2,179</u>
Total resources expended	<u>104,347</u>	<u>70,824</u>
Net (expenditure)/income	<u><u>(1,322)</u></u>	<u><u>315</u></u>

This page does not form part of the statutory financial statements