

**STOKE HAMMOND COMMUNITY ASSOCIATION**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2020**

---

## **STOKE HAMMOND COMMUNITY ASSOCIATION**

---

### **CONTENTS**

---

	Page
<b>Reference and administrative details of the Charity, its Trustees and advisers</b>	<b>1</b>
<b>Trustees' report</b>	<b>2 - 3</b>
<b>Independent examiner's report</b>	<b>4</b>
<b>Statement of financial activities</b>	<b>5</b>
<b>Balance sheet</b>	<b>6</b>
<b>Notes to the financial statements</b>	<b>7 - 12</b>

---

## STOKE HAMMOND COMMUNITY ASSOCIATION

---

### REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2020

---

<b>Trustees</b>	Alison Sheehan David Webber Hazel Mary Turner
<b>Charity registered number</b>	277654
<b>Principal office</b>	Bragenham Side STOKE HAMMOND BUCKS MK17 9DB
<b>Management Committee</b>	Greg Noble (Chair) Tracie Bailey (Vice Chair) Ann Payne (Secretary)
<b>Independent Examiner</b>	Elizabeth Newell BA(Hons) FCA Moorgate House 201 Silbury Boulevard Milton Keynes MK9 1LZ

---

## **STOKE HAMMOND COMMUNITY ASSOCIATION**

---

### **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020**

---

The committee members present their annual report together with the financial statements of the Stoke Hammond Community Association for the year 1 April 2019 to 31 March 2020.

#### **Objectives and activities**

##### **a. Policies and objectives**

The charity's objects are to maintain and promote a facility to be used for educational and social purposes to the benefit of residents in and around Stoke Hammond. The policies adopted in furtherance of these objects and in deciding the activities to be undertaken has been made after due consideration of the guidance issued by the Charity Commission and there has been no change in these during the year.

#### **Achievements and performance**

##### **a. Main achievements of the Charity**

The charity has continued to meet its objectives during the year inclusive of ensuring that the facility is used to its maximum potential by, for example, organising fundraising events to help with the running costs of the facility.

##### **b. Review of activities**

With the assistance of Stoke Hammond Parish Council we were able to secure from the local authorities two significant New Homes Bonus grants which enabled the construction and creation of a new dedicated mobility entrance and the renewing of the felt covering to Community Centre's main flat roof, which included the installation of new insulated flat boarding throughout and the laying of a new long life felt covering. The centre also received a complete interior redecoration.

#### **Financial review**

##### **a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### **b. Reserves policy**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The committee members consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees and committee members have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

---

## STOKE HAMMOND COMMUNITY ASSOCIATION

---

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

---

#### Financial review (continued)

##### c. Covid-19 Statement

Since the year end we, along with all other societies, charities and similar organisations, have been impacted by the Covid-19 pandemic. Funding sources are constantly under review and robust systems are in place to monitor and ensure that levels of cash/reserves are sufficient to sustain planned expenditure for the remainder of 2020 and beyond.

#### Structure, governance and management

##### a. Organisational structure and decision-making policies

The trustees and committee members who served during the year and up to date of signature of the financial statements were:

Alison Sheehan  
David Webber  
Hazel Turner  
Greg Noble  
Tracie Bailey  
Ann Payne

Approved by order of the members of the board of Trustees on  
28 October 2020 and signed on their behalf by:

*Hazel M. Turner*

.....  
**Hazel Mary Turner**  
(Trustee)

---

## STOKE HAMMOND COMMUNITY ASSOCIATION

---

### INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

---

#### Independent examiner's report to the Trustees of Stoke Hammond Community Association

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2020.

#### Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

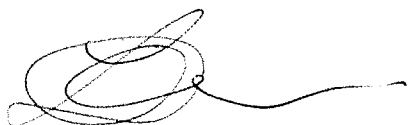
I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 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.

Signed:



Dated: 2 November 2020

Elizabeth Newell BA(Hons) FCA

#### MHA MacIntyre Hudson

Chartered Accountants  
Moorgate House  
201 Silbury Boulevard  
Milton Keynes  
Buckinghamshire  
MK9 1LZ

---

**STOKE HAMMOND COMMUNITY ASSOCIATION**

---

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2020**

---

	Note	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>Income from:</b>				
Donations and legacies	3	2,303	2,303	2,374
Charitable activities	4	30,379	30,379	26,426
<b>Total income</b>		<b>32,682</b>	<b>32,682</b>	<b>28,800</b>
<b>Expenditure on:</b>				
Charitable activities	5	32,045	32,045	20,690
<b>Total expenditure</b>		<b>32,045</b>	<b>32,045</b>	<b>20,690</b>
<b>Net movement in funds</b>		<b>637</b>	<b>637</b>	<b>8,110</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward		36,683	36,683	28,573
Net movement in funds		637	637	8,110
<b>Total funds carried forward</b>		<b>37,320</b>	<b>37,320</b>	<b>36,683</b>

The Statement of financial activities includes all gains and losses recognised in the year.

---

**STOKE HAMMOND COMMUNITY ASSOCIATION**

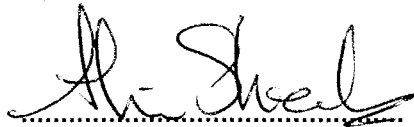
---

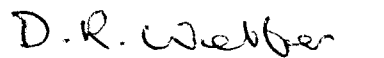
**BALANCE SHEET  
AS AT 31 MARCH 2020**

---

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	7	8,663	7,060
		<u>8,663</u>	<u>7,060</u>
<b>Current assets</b>			
Debtors	8	1,298	2,397
Cash at bank and in hand		29,639	30,667
		<u>30,937</u>	<u>33,064</u>
Creditors: amounts falling due within one year	9	(2,280)	(3,441)
<b>Net current assets</b>		<u>28,657</u>	<u>29,623</u>
<b>Total assets less current liabilities</b>		<u>37,320</u>	<u>36,683</u>
<b>Net assets excluding pension asset</b>		<u>37,320</u>	<u>36,683</u>
<b>Total net assets</b>		<u><u>37,320</u></u>	<u><u>36,683</u></u>
<b>Charity funds</b>			
Restricted funds		-	-
Unrestricted funds		37,320	36,683
<b>Total funds</b>		<u><u>37,320</u></u>	<u><u>36,683</u></u>

The financial statements were approved and authorised for issue by the Trustees on 28 October 2020 and signed on their behalf by:

  
Alison Sheehan

  
David Webber

The notes on pages 7 to 12 form part of these financial statements.



---

## STOKE HAMMOND COMMUNITY ASSOCIATION

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

---

#### 1. General information

Stoke Hammond Community Association is an unincorporated charity registered in England and Wales. The principle office Bragenham Side, Stoke Hammond, Buckinghamshire, MK17 9DB.

#### 2. Accounting policies

##### 2.1 Basis of preparation of financial statements

The financial statements 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Stoke Hammond Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

##### 2.2 Going concern

At the time of approving the financial statements, the committee members have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the committee members continue to adopt the going concern basis of accounting in preparing the financial statements.

##### Covid-19 Statement

In response to the Covid-19 pandemic, the Trustees have considered the future cashflow requirements of the charity and how these might be impacted by Covid-19. Based on these considerations and having regard to the resources available to the charity, the Trustees have concluded that there is no material uncertainty arising from the Covid-19 pandemic and that they can continue to adopt the going concern basis in preparing the annual report and accounts.

##### 2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

##### 2.4 Expenditure

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020**

---

**2. Accounting policies (continued)**

**2.5 Tangible fixed assets and depreciation**

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Plant and machinery	-	20% Straight line
Fixtures and fittings	-	20% Straight line

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of financial activities.

**2.6 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.7 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.8 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

**2.9 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.10 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

---

## STOKE HAMMOND COMMUNITY ASSOCIATION

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

---

#### 3. Income from donations and legacies

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Donations and gifts	2,303	2,303	2,374
	<hr/>	<hr/>	
<i>Total 2019</i>	2,374	2,374	
	<hr/>	<hr/>	

#### 4. Income from charitable activities

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Charitable hire income	27,154	27,154	22,554
Other income	3,225	3,225	3,872
	<hr/>	<hr/>	<hr/>
<b>Total 2020</b>	30,379	30,379	26,426
	<hr/>	<hr/>	
<i>Total 2019</i>	26,426	26,426	
	<hr/>	<hr/>	

---

**STOKE HAMMOND COMMUNITY ASSOCIATION**

---

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020**

---

**5. Analysis of expenditure on charitable activities****Summary by fund type**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<i>Total funds 2019 £</i>
Depreciation	2,254	<b>2,254</b>	1,766
SH news printing	-	-	2,738
Cleaning	2,603	<b>2,603</b>	3,143
Repairs and maintenance	16,440	<b>16,440</b>	2,810
Entertainment	-	-	596
Insurance	708	<b>708</b>	32
Accountancy	1,415	<b>1,415</b>	743
Light and heat	4,474	<b>4,474</b>	4,981
Waste disposal	1,076	<b>1,076</b>	1,365
Other office supplies	2,422	<b>2,422</b>	1,705
Printing and stationery	11	<b>11</b>	51
Rates	642	<b>642</b>	760
<b>Total 2020</b>	<u>32,045</u>	<u><b>32,045</b></u>	<u>20,690</u>
<i>Total 2019</i>	<u>20,690</u>	<u>20,690</u>	

---

## STOKE HAMMOND COMMUNITY ASSOCIATION

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

---

#### 6. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 March 2020, no Trustee expenses have been incurred (2019 - £NIL).

#### 7. Tangible fixed assets

	Plant and machinery £	Fixtures and fittings £	Total £
<b>Cost or valuation</b>			
At 1 April 2019	1,713	7,113	8,826
Additions	521	3,336	3,857
At 31 March 2020	2,234	10,449	12,683
<b>Depreciation</b>			
At 1 April 2019	343	1,423	1,766
Charge for the year	412	1,842	2,254
At 31 March 2020	755	3,265	4,020
<b>Net book value</b>			
At 31 March 2020	1,479	7,184	8,663
At 31 March 2019	1,370	5,690	7,060

#### 8. Debtors

	2020 £	2019 £
<b>Due within one year</b>		
Trade debtors	384	1,575
Prepayments and accrued income	914	822
	1,298	2,397
	1,298	2,397

---

**STOKE HAMMOND COMMUNITY ASSOCIATION**

---

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020**

---

**9. Creditors: Amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade creditors	-	415
Accruals and deferred income	<b>2,280</b>	<b>3,026</b>
	<b>2,280</b>	<b>3,441</b>