

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2020
FOR
WHEATHAMPSTEAD COMMUNITY GROUP**

WHEATHAMPSTEAD COMMUNITY GROUP
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FOR THE YEAR ENDED 30 APRIL 2020

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WHEATHAMPSTEAD COMMUNITY GROUP

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

MEMBERS OF THE BOARD OF TRUSTEES

- o Mrs Beryl Bluemel – resigned 20 June 2019

- o Mrs Clare Corcoran – resigned 20 June 2019

- o Mrs Morwenna Ellis – resigned 20 June 2019

- o Ms Rachel Levy – resigned 20 June 2019

- o Mrs Ann Rudeforth – resigned 20 June 2019

- o Mrs Gladys Shone – resigned 20 June 2019

- o Mr Michael Greensmith

- o Mrs Marion Oxley

- o Mr David Johnston – appointed 20 June 2019

- o Mrs Chloe Priest-Griffiths – appointed 20 June 2019

Up until March 2020, the financial year had been quite standard for Wheathampstead Community Group (WCG). We continue to successfully administer our many spheres of operation and indeed continue to break records in terms of support and fundraising. Of note are:

- Our **Transport Operation** organised 313 trips to medical appointments in the past 12 months.
- Our **Community Support Operations** have been geared up to provide direct support, whilst also building partnerships with local schools and other organisations. We provided nearly £4,000 support to those in need of our assistance.
- Our **Companionship Network** continues to thrive, currently, volunteers are regularly visiting 7 vulnerable people.
- Our **Annual Appeal** broke all records yet again, with gift aid over £11,200 was raised last Christmas. The generosity of the Wheathampstead residents is incredible.
- WCG has taken on the administration of the **Santa Sleigh Runs and Grotto** at Christmas time in the village. This raised over £3,000, including gift aid. Amazing when considered alongside the amounts raised by annual appeal which takes place at the same time. This was shared between WCG's Community support, The Wheathampstead Thursday Club and The McIntyre Home in Wheathampstead.

And then along came Coronavirus. WCG participated in a meeting on 16 March with other Wheathampstead organisations from which Wheathampstead Support for All (WSFA) was borne, providing support to the vulnerable and needy of the village. WCG agreed to provide funding for this initiative. The funding takes two forms:

- The provision of shopping vouchers for families facing financial difficulties, providing these both directly and via the two local primary schools.
- Funding the cost of shopping for vulnerable people through WSFA volunteers, some of which may be recovered in due course.

Within this financial year the cost of providing this support for the WSFA initiative is around £3,500. However, we have successfully applied for grants to cover this cost from the St Albans Old People's Trust, Hertfordshire County Council and Tesco Groundworks. In addition, since the start of the WSFA initiative, we have received £3,500 in donations from Wheathampstead residents. We are eternally grateful to these individuals and organisations for their open heartedness in this challenging period.

WHEATHAMPSTEAD COMMUNITY GROUP

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

On a personal note we wish to pay thanks to two individuals who have been fundamental to the success of Wheathampstead Community Group over many years of service who are relinquishing their roles.

- Our hardworking, dedicated, and kind-hearted Chair, **Marion Oxley**, will step down after 12 years of sterling service. Marion has successfully raised the profile of our Group to a point where we are recognised and respected throughout Hertfordshire and wider. Marion's service to WCG and other community organisations was rewarded by the awarding of an MBE in 2015. Marion will continue to serve as our Vice Chair.
- **Ann Rudeforth** retires as our Transport Secretary after serving in that role for almost 30 years, ably assisted by her husband John. Without Ann, WCG would not be the success that it is today, and she is key to respect in which our transport service is held. Ann's service to the Community of Wheathampstead was rewarded by the awarding of a British Empire Medal (BEM) in 2017.

We pass our heartfelt thanks to Marion and Ann and our best wishes for a well-deserved rest in their retirement from service to the community.

As always, WCG recognises that it can only function with the incredible support from our team of over 100 volunteers, to whom we wish to pass on our immense thanks. Our Trustees and Executive Committee are extremely hard working and we also take this opportunity to recognise their efforts.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated 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.

Approved by order of the board of trustees on _____ and signed on its behalf by:

.....
Mrs Marion Oxley – Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WHEATHAMPSTEAD COMMUNITY GROUP

I report on the accounts for the year ended 30 April 2020 set out on pages 4 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Beverley Turner
FCA
Lamburn & Turner
Riverside House
3 Place Farm
Wheathampstead
Hertfordshire
AL4 8SB

Date: June 2020

WHEATHAMPSTEAD COMMUNITY GROUP

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2020**

		Unrestricted funds	Restricted fund	Endowment fund	30 April 2020 Total funds	30 April 2019 Total funds
	Notes	£	£	£	£	£
INCOMING RESOURCES						
Incoming resources from generated funds						
Collections and donations	2	16,547	-	-	16,547	10,820
Grants		5,010	-	-	5,010	967
Fund raising events	3	3,407	-	-	3,407	2,688
Other income		2,715	-	-	2,715	2,500
Investment income		<u>1,546</u>	<u>-</u>	<u>-</u>	<u>1,546</u>	<u>932</u>
Total incoming resources		29,226	-	-	29,226	17,907
 RESOURCES EXPENDED						
Costs of generating funds						
Costs of generating voluntary income		1,533	-	-	1,533	672
Charity running costs		3,485	-	-	3,485	3,058
Charitable activities						
Governance						
Direct charitable spending		8,912			8,912	4,730
Revaluation of investments		<u>4,915</u>	<u>-</u>	<u>-</u>	<u>4,915</u>	<u>1,174</u>
Total resources expended		18,846	-	-	18,846	9,634
NET INCOMING RESOURCES		10,380	-	-	10,380	8,272
 RECONCILIATION OF FUNDS						
Total funds brought forward		<u>39,120</u>	<u>-</u>	<u>-</u>	<u>39,120</u>	<u>30,848</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>49,500</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>49,500</u></u>	<u><u>39,120</u></u>

WHEATHAMPSTEAD COMMUNITY GROUP

**BALANCE SHEET
AT 30 APRIL 2020**

	Unrestricted funds	Restricted fund	Endowment fund	30 April 2020 Total funds	30 April 2019 Total funds
	£	£	£	£	£
FIXED ASSETS					
Investments	<u>25,424</u>	-	-	<u>25,424</u>	<u>22,339</u>
	25,424	-	-	25,424	22,339
CURRENT ASSETS					
Debtors	-	-	-	-	-
Cash at bank and in hand	<u>24,076</u>	-	-	<u>24,076</u>	<u>16,781</u>
	24,076	-	-	24,076	16,781
CREDITORS					
Amounts falling due within one year	-	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET CURRENT ASSETS	<u>24,076</u>	-	-	<u>24,076</u>	<u>16,781</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>49,500</u>	-	-	<u>49,500</u>	39,120
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET ASSETS	<u>49,500</u>	-	-	<u>49,500</u>	<u>39,120</u>
FUNDS					
Unrestricted funds				49,500	39,120
Restricted funds				-	-
Endowment funds				-	-
TOTAL FUNDS				<u>49,500</u>	<u>39,120</u>

The financial statements were approved by the Board of Trustees on behalf by:

June 2020 and were signed on its

.....
Mrs Marion Oxley

WHEATHAMPSTEAD COMMUNITY GROUP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2020

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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.

2. COLLECTIONS AND DONATIONS

	2020	2019
	£	£
Door to Door Appeal Collection	9,155	8,768
Collection box proceeds	178	305
Donations from individuals	3,944	92
Santa Sleigh Collections	2,417	-
Client Contributions	10	55
Donation from organisations	843	1,600
	<u>16,547</u>	<u>10,820</u>

3. FUND RAISING EVENTS

	2020	2019
	£	£
Village Day plant stall	317	215
John Bunyan charity day	2,510	1,917
Carol singalong at Memorial Hall	580	556
	<u>3,407</u>	<u>2,688</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 April 2020 nor for the year ended 30 April 2019.

WHEATHAMPSTEAD COMMUNITY GROUP
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2020

<i>Income from Voluntary Sources</i>	2020	2019
	£	£
<i>Collections & Donations</i>		
Door to Door Appeal Collection	9,155	8,768
Santa Sleigh Collections	2,417	-
Collection box proceeds	178	305
Donations from individuals	3,944	92
Client Contributions	10	55
Donation from Organisations	843	1,600
	16,547	10,820
<i>Grants - from:</i>		
Wheathampstead Parish Council	670	673
Other	4,340	294
	5,010	967
<i>Events - Proceeds from:</i>		
Village Day Plant Stall	317	215
John Bunyan Charity Day	2,510	1,917
Lights Up	-	-
Carol Singalong at the Memorial Hall	580	556
	3,407	2,688
<i>Other Income</i>		
Proceeds from Internet Café refreshments	25	76
Inland Revenue - Gift aid tax relief on donations	2,690	2,424
	2,715	2,500
<i>Income from Assets</i>		
Interest on M & G Charifund Units	1,546	932
Total Receipts	29,226	17,907
 <i>Funds Held</i>		
Accumulated Fund brought forward	39,120	30,848
Surplus for year	10,380	8,272
ACCUMULATED FUND as at 30 April	49,500	39,120

WHEATHAMPSTEAD COMMUNITY GROUP
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2020

<i>Expenditure in the Year</i>	2020	2019
	£	£
<i>Direct Charitable Expenditure</i>		
Aid to or for persons in need	3,879	3,556
Grants to local organisations	3,383	-
Support for all	210	
Friends of St Helens School (share of JB Charity income)	1,440	1,174
	8,912	4,730
<i>Fund raising costs</i>		
Door to Door Appeal - Printing / Badges / Briefing costs	-	490
Christmas appeal	871	-
Village Day Plant Stall	50	-
JB Charity Day	120	-
Carol Singalong refreshments & Raffle Prizes	156	107
Santa Sleigh Collection expenses	336	75
	1,533	672
<i>Charity running costs</i>		
Costs of January get together for WCG Volunteers	450	410
Costs of Summer get together for WCG Volunteers	137	172
WCG Luncheon Club costs	207	76
Donations and Annual Membership Fees	52	60
BT Telephone Costs for transport service	895	822
Community Telephone Support	189	-
AGM costs for hall hire & refreshments	77	27
Insurance for Public Liability & volunteer drivers	745	670
Administration costs	333	17
CAF Bank Fees	60	60
Web Site costs	89	-
DBS Fees for Volunteers	206	292
Training courses for volunteers	45	452
	3,485	3,058
<i>Reduction in valuation of investments</i>	4,915	1,174
<i>Total Expenditure</i>	18,846	9,634
<i>SURPLUS FOR THE YEAR</i>	10,380	8,272