

COMPANY REGISTRATION NUMBER: 08572906
CHARITY REGISTRATION NUMBER: 1155016

The Westbury Centre
Company Limited by Guarantee
Unaudited Financial Statements
30 June 2020

ADEPTA LIMITED
Chartered Certified Accountants
Suite 3, Crown Point Estate
Kirby Road
Kirby Bedon
Norwich
Norfolk
NR14 7DU

The Westbury Centre
Company Limited by Guarantee
Financial Statements
Year ended 30 June 2020

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The Westbury Centre
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report)
Year ended 30 June 2020

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 30 June 2020.

Reference and administrative details

Registered charity name	The Westbury Centre
Charity registration number	1155016
Company registration number	08572906
Principal office and registered office	Oliver Road Bury St. Edmunds Suffolk IP33 3JG England

The trustees

Mr R E Stevenson	
Mr B Sutton	
Mrs L M Brereton	(Resigned 12 February 2020)
Mrs L Sutton	
Mrs H D Mortimer	(Resigned 12 February 2020)
Mrs W Gurney	(Appointed 28 December 2019)

Independent examiner	Karl Jermyn, FCA Suite 3, Crown Point Estate Kirby Road Kirby Bedon Norwich Norfolk NR14 7DU
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The Westbury Centre
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 30 June 2020

Structure, governance and management

Commencement of Activities

The Westbury centre has been operating since June 2013.

Governing Document

Memorandum and Articles of Association incorporated the company on 17 June 2013 at Companies House.

Recruitment and Appointment of New Trustees

The Charity aims to maintain a balanced range of experience and expertise relevant to fulfilling the aims of the board. New Trustees may be appointed either by resolution of the Trustees, or by election at a general meeting following a nomination from a member entitled to vote at the meeting.

Organisational Structure

The Westbury centre has no employees. The Trustees are responsible for appointing personnel on a project-by-project basis in relation to the requirements of the centre.

How The Charity Makes Decisions

The Trustees are responsible for key decisions regarding governance, policy and how the charity can best fulfill its aims. The board meets quarterly to discuss any matters arising, or more frequently if required. A quorum of Trustees must be present at all meetings, and all decisions made are documented in a minute of the meeting.

Objectives and activities

Objects and aims

The Westbury Centre has the following objectives:

1. To provide a central hub for the community, offering a venue for daily classes and social club events on a regular basis.
2. To offer suitable premises for hire by the wider community for events and functions.

Public Benefit

The Charity's objectives were delivered through the constant maintenance of the centre and social club for use by the community.

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

The Westbury Centre
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 30 June 2020

Achievements and performance

The Trustees are pleased to report that the Company delivered a surplus in the year of £28,549 (2019: £8,217) and that cash held at bank increased to £87,577 (2019: £72,026).

Financial review

The Westbury centre received funding in the 2020 financial year from the hire of the main hall and meeting room. The total incoming resources were £21,254 (2019: £29,553). In addition The Westbury Centre received £10,000 (2019: Nil) from West Suffolk Council in respect of the Small Business Grant Fund which was to support small businesses affected by coronavirus. The Westbury Centre received additional grant funding of £19,950 during the year from the National Lottery to provide support for the affect of corornavirus and as a contribution towards renovation works.

Outgoing resources were £21,655 (2019: £21,336) which were spent on the maintenance of the premises, insurance, rates and accountancy fees.

The total funds carried forward at the end of this accounting period were £107,159 (2019: £78,610) This is in line with our aim of maintaining a small contingency fund.

Day to day financial management is carried out by Mr Brian Sutton who has a good understanding of the Charity's financial position and maintains the day to day records of the charity.

The Westbury Centre
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 30 June 2020

Plans for future periods

The Westbury centre will continue with its core objectives in 2021.

Trustees responsibilities statement

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Law applicable to charities in England and Wales requires the charity trustees to prepare the financial statements for each year which give a true and fair view of the state of the affairs of the charity and of the incoming resources, of the charity for the period.

In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principals in the applicable Charities SORP;
- make judgements and estimates that reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with the legislation in the United Kingdom governing the preparation and dissemination of the financial statements.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The Westbury Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 30 June 2020

The trustees' annual report was approved on 7 December 2020 and signed on behalf of the board of trustees by:



Mr B Sutton
Trustee

The Westbury Centre

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of The Westbury Centre

Year ended 30 June 2020

I report to the trustees on my examination of the financial statements of The Westbury Centre ('the charity') for the year ended 30 June 2020.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.

Karl Jermyn, FCA
Independent Examiner

Suite 3, Crown Point Estate
Kirby Road
Kirby Bedon
Norwich
Norfolk
NR14 7DU

The Westbury Centre
Company Limited by Guarantee
Statement of Financial Activities
(including income and expenditure account)
Year ended 30 June 2020

		2020		2019
	Note	Unrestricted funds £	Total funds £	Total funds £
Income and endowments				
Other trading activities	5	50,204	50,204	29,553
Total income		<u>50,204</u>	<u>50,204</u>	<u>29,553</u>
Expenditure				
Expenditure on charitable activities	6	21,655	21,655	21,336
Total expenditure		<u>21,655</u>	<u>21,655</u>	<u>21,336</u>
Net income and net movement in funds		<u>28,549</u>	<u>28,549</u>	<u>8,217</u>
Reconciliation of funds				
Total funds brought forward		78,610	78,610	70,393
Total funds carried forward		<u>107,159</u>	<u>107,159</u>	<u>78,610</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 9 to 14 form part of these financial statements.

The Westbury Centre
Company Limited by Guarantee
Statement of Financial Position
30 June 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	10	20,015	7,269
Current assets			
Debtors	11	766	515
Cash at bank and in hand		87,578	72,026
		<u>88,344</u>	<u>72,541</u>
Creditors: amounts falling due within one year	12	1,200	1,200
Net current assets		<u>87,144</u>	<u>71,341</u>
Total assets less current liabilities		<u>107,159</u>	<u>78,610</u>
Net assets		<u><u>107,159</u></u>	<u><u>78,610</u></u>
Funds of the charity			
Unrestricted funds		107,159	78,610
Total charity funds	13	<u><u>107,159</u></u>	<u><u>78,610</u></u>

For the year ending 30 June 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 7 December 2020, and are signed on behalf of the board by:

Mr B Sutton
Trustee



The notes on pages 9 to 14 form part of these financial statements.

The Westbury Centre
Company Limited by Guarantee
Notes to the Financial Statements
Year ended 30 June 2020

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Oliver Road, Bury St. Edmunds, Suffolk, IP33 3JG, England.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

The Westbury Centre
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 30 June 2020

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The Westbury Centre

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 30 June 2020

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Improvements to property	- 25% reducing balance
Fixtures and fittings	- 10% reducing balance
Equipment	- 3 years straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

4. Limited by guarantee

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The Westbury Centre
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 30 June 2020

5. Other trading activities

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Hall bookings	21,254	21,254	29,553	29,553
Grant income	28,950	28,950	—	—
	<u>50,204</u>	<u>50,204</u>	<u>29,553</u>	<u>29,553</u>

6. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Hall bookings	18,009	18,009	17,065	17,065
Support costs	3,646	3,646	4,271	4,271
	<u>21,655</u>	<u>21,655</u>	<u>21,336</u>	<u>21,336</u>

7. Net income

Net income is stated after charging/(crediting):

	2020 £	2019 £
Depreciation of tangible fixed assets	<u>1,419</u>	<u>1,607</u>

8. Independent examination fees

	2020 £	2019 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,216</u>	<u>1,916</u>

9. Trustee remuneration and expenses

During the year remuneration paid to Trustees in respect of services provided to the Charity amounted to £327 (2019: £524).

The Westbury Centre
Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 30 June 2020

10. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Equipment £	Total £
Cost				
At 1 July 2019	664	12,048	1,150	13,862
Additions	14,165	–	–	14,165
At 30 June 2020	<u>14,829</u>	<u>12,048</u>	<u>1,150</u>	<u>28,027</u>
Depreciation				
At 1 July 2019	501	5,421	671	6,593
Charge for the year	41	994	384	1,419
At 30 June 2020	<u>542</u>	<u>6,415</u>	<u>1,055</u>	<u>8,012</u>
Carrying amount				
At 30 June 2020	<u>14,287</u>	<u>5,633</u>	<u>95</u>	<u>20,015</u>
At 30 June 2019	<u>163</u>	<u>6,627</u>	<u>479</u>	<u>7,269</u>

11. Debtors

	2020 £	2019 £
Prepayments and accrued income	<u>766</u>	<u>515</u>

12. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals and deferred income	<u>1,200</u>	<u>1,200</u>

13. Analysis of charitable funds

Unrestricted funds

	At 1 July 2019 £	Income £	Expenditure £	At 30 June 2020 £
General funds	<u>78,610</u>	<u>50,204</u>	<u>(21,655)</u>	<u>107,159</u>
	At 1 July 2018 £	Income £	Expenditure £	At 30 June 2019 £
General funds	<u>70,393</u>	<u>29,553</u>	<u>(21,336)</u>	<u>78,610</u>

The Westbury Centre
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 30 June 2020

14. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2020 £
Tangible fixed assets	20,016	20,016
Current assets	88,343	88,343
Creditors less than 1 year	(1,200)	(1,200)
Net assets	<u>107,159</u>	<u>107,159</u>

	Unrestricted Funds £	Total Funds 2019 £
Tangible fixed assets	7,269	7,269
Current assets	72,541	72,541
Creditors less than 1 year	(1,200)	(1,200)
Net assets	<u>78,610</u>	<u>78,610</u>

The Westbury Centre
Company Limited by Guarantee
Management Information
Year ended 30 June 2020

The following pages do not form part of the financial statements.

The Westbury Centre
Company Limited by Guarantee
Detailed Statement of Financial Activities
Year ended 30 June 2020

	2020 £	2019 £
Income and endowments		
Other trading activities		
Hall bookings	21,254	29,553
Grant income	28,950	—
	<u>50,204</u>	<u>29,553</u>
 Total income	 <u>50,204</u>	 <u>29,553</u>
 Expenditure		
Expenditure on charitable activities		
Purchases	326	1,217
Rent	429	972
Rates and water	2,447	2,427
Light and heat	2,849	2,230
Repairs and maintenance	4,708	2,605
Insurance	515	609
Other establishment	4,529	4,800
Legal and professional fees	3,646	4,271
Telephone	140	—
Other office costs	647	598
Depreciation	1,419	1,607
	<u>21,655</u>	<u>21,336</u>
 Total expenditure	 <u>21,655</u>	 <u>21,336</u>
 Net income	 <u>28,549</u>	 <u>8,217</u>